



SCHOOL DISTRICT TWO  
**HARRISON**  
*Character Through Diversity, Challenge & Accomplishment*

# **FY 16-17 Network Access Control (NAC) Solution RFP For Harrison School District Two**

1060 Harrison Road  
Colorado Springs, CO 80905  
Email: [rfp@hsd2.org](mailto:rfp@hsd2.org)

District Technology Coordinator: Ryan Smith

**Bids DUE DATE: Friday May 19<sup>th</sup>, 2017 by 11:59 p.m. MDT**

## Table of Contents

A. Introduction .....	3
Organization Background.....	3
Project Purpose.....	3
Project Scope .....	3
B. Instruction to Bidders .....	3
Schedule for Bid & Evaluation Process .....	3
Withdrawal of Bid Proposals.....	3
Submission of Bid Proposals .....	4
Bid Opening.....	4
Questions .....	4
Price Policy .....	4
Notifications.....	4
Requirements of Bids/Proposals: .....	5
C. Award.....	5
Evaluation of Bid Proposals.....	5
Award of Contract.....	5
Timeline for Installation.....	5
Warranties .....	6
Delivery Terms .....	6
Disclaimer: .....	6
D. Vendor Questionnaire .....	6
Company Overview .....	6
Customer References.....	7
RFP-SECTION #1 Network Access Control (NAC) Solution: .....	8

## **A. Introduction**

### **Organization Background**

From its humble beginnings in 1874, Harrison School District Two has been committed to its enduring partnership with the community to educate its growing student population of 11,000. In the last several years, Harrison has been executing a widespread program of change in the district. Our achievements included increasing high school graduation rates and improving student progress as measured by CMAS and PARCC longitudinal growth. Harrison District Two includes 13 elementary schools, one K-8 school, three middle schools, one high school preparatory, two high schools, four charter schools, and a homeschool program.

### **Project Purpose**

It is the purpose of this Request for Proposal (RFP) to provide Harrison School District Two with a Network Access Solution (NAC).

### **Project Scope**

The project scope will include but is not limited to a NAC that can provide guest access.

## **B. Instruction to Bidders**

### **Schedule for Bid & Evaluation Process**

RFP distributed to vendors: May 11<sup>th</sup>, 2017

**Deadline for RFP responses: May 19<sup>th</sup>, 2017 by 11:59 p.m. MDT**

Bid opening: May 23<sup>rd</sup> at 10:00 a.m. MDT

Bid award published May 24<sup>th</sup> by 5:00 p.m.MDT

**Installation and configuration completed by: June 30<sup>th</sup>, 2017**

**Late bids will be returned to the bidder unopened.**

### **Withdrawal of Bid Proposals**

Any bid proposal may be withdrawn prior to the closing for the opening of bids or authorized postponement thereof. No bid proposal shall be withdrawn for a period of 90 days after the actual opening without a written request explaining the cause for the withdrawal and without the written consent of the District after reviewing the cause.

## Submission of Bid Proposals

Please submit your proposal, including all supporting documentation, by email to:

[rfp@hsd2.org](mailto:rfp@hsd2.org)

Or by mail to:

Harrison School District Two  
Attn: Technology Department  
1060 Harrison Road  
Colorado Springs, CO 80905

## Bid Opening

At said place and time, bids will be publicly opened and read aloud by an employee or authorized representative of the District. **Bids will be opened at 2400 Slater Avenue, Colorado Springs, CO 80905 at 10:00 a.m. MDT on May 23<sup>rd</sup>, 2017.** All interested parties are invited to attend. No other public disclosure will be made until after award of contract.

The Harrison School District Two Technology Department, hereto referred to as the District, reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the district. Quality of product along with warranties, service agreements, past experience with the vendor, general reputation of the firm, convenience of service, etc., may justify deviation or waiver of bidding procedures.

The bidder to whom an award is made may be required to enter into a written contract with the district.

## Questions

Please email [rfp@hsd2.org](mailto:rfp@hsd2.org) if you have any questions.

## Price Policy

Firm Price Proposal is requested. **Please provide pricing on page one or two of your bid response.**

## Notifications

Vendors will be notified regarding the need for additional information or clarification on their proposal no later than close of business on the day prior to vendor selection. The bid will be awarded by 5 p.m. MDT on May 24<sup>th</sup>, 2017. The winning bid will be notified via phone and email; all other bidders will be notified via email.

## **Requirements of Bids/Proposals:**

**Shipping and Handling:** Separate Out Shipping Charges (if any)

**Warranties or support:** Please indicate the basic warranty included with the purchased equipment. Itemize any optional warranties or support available and list the costs of warranty options separate from other pricing.

**Sections:** Vendors may submit more than one response. For example, if there are two models that fit the criteria, two responses may be submitted, and our team will evaluate each one.

## **C. Award**

### **Evaluation of Bid Proposals**

Proposals will be evaluated based on the degree to which the proposed solution meets or exceeds the stated requirements, the perceived maintainability and supportability of the proposed solution, the acquisition cost of the proposed solution, recurring costs associated with the proposed solution, other capabilities provided by the proposed solution not addressed in this request for proposals, the delivery and implementation timeframe of the proposed solution, reputation of the vendor and products included in the proposed solution, and District experience with the vendor.

The order of the criteria listed is of no consequence. The weight to which each criterion is considered is at the sole discretion of the District.

### **Award of Contract**

The award of the Contract will be made to the responsive Bidder whose bid conforms, as specified in this document, and that is most advantageous to the District, price and other factors being considered. The District reserves the right to reject any and all bids or part thereof and waive any irregularities.

### **Timeline for Installation**

Start time to begin fulfilling the requirements of the order shall be ASAP after District Bid Award. Installation shall be completed no later than June 30<sup>th</sup>, 2017.

## **Warranties**

This solicitation and resulting bid award and purchase order are subject to the implied warranties and remedies of the UCC.

## **Delivery Terms**

FOB Destination

## **Termination of Award for Cause**

If through any cause, the successful Bidder shall fail to fulfill in a timely and proper manner its obligations or if the successful Bidder shall violate any of the covenants, agreements, or stipulations of the award, the District shall thereupon have the right to terminate the award by giving thirty (30) days advance written notice to the successful Bidder of such termination. In that event, all finished or unfinished services, reports or other materials prepared by the successful Bidder shall, at the option of the District, become property of the District, and the successful Bidder shall be entitled to receive just, equitable compensation for any satisfactory work completed, prepared documents or materials as furnished. Notwithstanding the above, the successful Bidder shall not be relieved of liability to the District for damage sustained by the School District by virtue of breach of the award by the successful Bidder. The District may withhold any payments to the successful Bidder until the exact amount of damages due the District from the successful Bidder can be determined.

## **Disclaimer:**

Harrison School District reserves the right to modify quantities within reason. The purchase of the above goods or services is contingent upon available funding. A Colorado constitutional amendment prohibits public schools and libraries from entering into multiple-year financial obligations, such as multi-year contracts, without pre-allocation of the funds unless the local voters have previously approved such an obligation. (Colorado Constitution, Article X, Section 20(4)(b)).

However, funding agreements, including multi-year contracts, that are subject to annual appropriations by a governing board, such as a school board, generally are allowed and are not subject to this constitutional provision since the governing board decides each year to make a particular expenditure.

## **D. Vendor Questionnaire**

### **Company Overview**

Provide contact information for the principle individual(s) to be contacted regarding the information in this RFP.

## **Customer References**

Please provide 3 references of past clients that we may contact as references. Include the company names, addresses, phone numbers and contact persons.

## **RFP-SECTION #1: Network Access Control (NAC) Solution:**

Please provide a bid/proposal (via email-preferred) for the following items by **May 19<sup>th</sup>, 2017 by 11:59 p.m. MDT.**

The contact for coordination and/or proposals at Harrison School District, Technology Department is Ryan Smith.

Email: [rfp@hsd2.org](mailto:rfp@hsd2.org)

Quantity: 1 NAC Solution

### **Specification:**

100 wireless guest access licenses (sponsored licenses); option of port security; option of wireless onboarding; installation and configuration services priced for the guest licenses; and support licensing costs. If there is a separate price for wireless onboarding, please provide a cost per device. If there is an option of purchasing a license that can be used either for guest access, wireless onboarding, or port security, please provide that separately. **Please also indicate whether each line item is an annual cost or a one-time cost.**

### **Options:**

Single pane of glass management preferred.

### **Other Requirements:**

Must be delivered and installed by June 30<sup>th</sup>, 2017.