REQUEST FOR PROPOSAL (RFP) NO. 102717-01
Computer Equipment
Desktop, Laptops, Chromebooks, Chromeboxes

CONTACT:
Brian Wheeler
Bremen City School System (BCS)
Director of Technology

504 Laurel Street
Bremen, GA 30110

technologyrfp@bremencs.com

All proposals must be complete and properly executed by the Vendor and received by the date and time above to be considered for award.

TABLE OF CONTENTS

ADDENDAS **12**

1.0 INVITATION

You are invited to provide Proposals for solutions that address the technology equipment, peripherals, software, and support services needs of the K-12 educational community served by Bremen City School System (BCS) as designated by **BCS RFP No. 102717-01** for computer equipment including desktops, laptops, Chromebooks, and Chromeboxes.

1.1 PURPOSE
We invite responsible proposers to respond to our request for computer hardware, desktop computer, laptop, Chromebook, and Chromebox products.

1.2 PROPOSAL SUBMITTAL
Proposals shall be submitted as follows:

The original (marked as such) proposal and (1) hard copy of the proposal in a sealed envelope with the following listed on the outside of the package:
- Full company name
- RFP name and number
- RFP due date and time

Proposals should be mailed to:

<div align="center">

Bremen City Schools
Department of Technology
Attention: Brian Wheeler
BCS RFP No. 102717-01
504 Laurel Street
Bremen, GA 30110

</div>

A digital copy must additionally be sent in a single PDF file format to the email address: technologyrfp@bremencs.com. The subject line must be: **BCS RFP No. 102717-01**.

No proposals sent by telephone or facsimile will be accepted.

2.0 GENERAL CONDITIONS

2.1 CONFORMITY WITH RFP
All proposals must conform to the requirements presented in this RFP. Proposals not in formormity may be rejected. Exceptions to any requirement must be clearly noted in vendor's response.

2.2 UNIFORMITY OF PROPOSALS
To facilitate evaluation, all proposals must be submitted in a uniform format as described in Section 5.0 of this RFP.

2.3 SCHEDULE
The following schedule is intended as a guideline for the timing of various events in this effort. Management requirements and other factors may cause certain of these dates to vary from original intentions. In no event, however, shall the deadline for proposal submittal be changed.

February 9, 2018	Release Date
February 16, 2018	Deadline for Written Questions 11:00 AM ET
February 23, 2018	Proposals Due by 10:00 AM ET
February 26, 2018	Evaluation & Review
March 7, 2018	Proposal Selected

2.4 RIGHT TO REJECT PROPOSALS
Bremen City Schools reserves the right to reject any or all proposals, to waive technicalities or informality and to accept any proposal deemed to be in the best interest of the school district.

2.5 PRICE PROTECTION
Price quoted in the proposal shall be firm prices and not subject to increase during the term, February 23, 2018 and August 1, 2018, of any contractual agreement arising between Bremen City Schools and a vendor. Vendors will quote on prices less any Federal Excise Tax. Vendors should stipulate the expiration date of their quoted price. Bremen City Schools reserves the right to reduce or increase the estimated numbers of units to be purchased.

Due to the rapid change in technology, especially computer hardware, winning bidder may be asked to negotiate pricing on new hardware or software at which time it will become part of this contract.

2.6 REQUEST FOR CLARIFICATION (RFC)
Any additional questions must be received by email at **technologyrfp@bremencs.com** by February 16, 2018 at 11:00 AM ET. The subject line must be: **BCS RFP No. 102717-01 - RFC.** Each RFC will be responded to on an individual basis within 24 hours of its receipt. All RFC responses will be compiled and posted on the BCS website at the following link: http://www.bremencs.com/rfp102717-01-rfc-responses by no later than February 20, 2018.

3.0 SELECTION PROCESS

Bremen City Schools, at its sole discretion, determines the criteria and process whereby proposals are evaluated and awarded. No damages shall be recoverable by any challenger as a result of the determinations or decisions by Bremen City Schools. The process to be used to make this selection is outlined below.

3.1 REQUEST FOR PROPOSAL (RFP)
The RFP is intended to provide interested vendors with uniform information concerning Bremen City Schools' requirements for technology equipment, peripherals, software, and support services.

3.2 EVALUATION CRITERIA
Bremen City Schools will use the following point system to evaluate all proposals that meet the minimum requirements:

1. Total bid price (maximum 200 points)
2. Service specifications
   a. Terms of warranty proposal (maximum 100 points)
   b. Response time of support or repair (maximum 100 points)
   c. Imaging & asset tagging (maximum 100 points)
   d. Pre-configuration, deployment, white-glove services (maximum 100 points)
3. Hardware compatibility to minimum specifications (maximum 100 points)
4. Delivery and invoicing
   a. Time between order dates of equipment and final delivery (maximum 100 points)
   b. Ability to ship equipment prior to invoicing (maximum 100 points)

3.3 SYSTEM DEMONSTRATIONS
Should demonstration of proposal system be desired by Bremen City Schools, the demonstrations shall be arranged in advance at a location acceptable to Bremen City Schools in order to most effectively accommodate the scheduling requirements of Bremen City Schools officials and personnel.

Demonstration should not exceed two hours in length and vendors should demonstrate equipment and software as similar as possible to that proposed for Bremen City Schools.

3.4 SELECTION
Following the evaluation process described above, Bremen City Schools will make all decision regarding selection of finalists, contract negotiation and the award of the contract. The decision of Bremen City Schools will be considered final. The validity of the contract will be based upon approval by the Bremen Board of Education.

3.5 VENDOR PAYMENT
Bremen City Schools will provide payment to vendors via a pre-existing Dell Financial Services Master Lease Account. If there are any questions about this account, please contact Caren Wright with Dell Financial Services at (512) 728-6628 or caren_wright@dell.com.

ADDITIONAL NOTICE TO PROSPECTIVE BIDDERS: BIDDERS MUST CONTACT CAREN WRIGHT, DELL FINANCIAL SERVICES, L.L.C., AT 512-728-6628, AS THE LESSOR, TO OBTAIN LEASE RATES AS A PART OF BIDDERS' RESPONSE TO THE COST PROPOSAL.

4.0 SPECIFICATIONS/REQUIREMENTS OF RFP

4.1 DEVICE SPECIFICATIONS

Listed below are the minimum specifications required for laptops, desktops and Chrome OS devices to be purchased by BCS. The processors in the proposed devices must have equal or better benchmark scores.

4.1.1 STANDARD LAPTOP
1. 8GB DDR4 RAM
2. 7th Generation Intel Core i5 2.5 GHz 3 MB Cache or better
3. Intel HD Graphics with 1 HDMI output and 1 DVI output
4. 15.4" LCD Display
5. 500GB HDD
6. DVD/CD RW
7. USB 3.1 x 2 / USB 2.0 x 2
8. Bluetooth 4.2
9. Built-in 10/100/1000 Ethernet adapter
10. Built-in Wireless NIC 802.11 a/b/g/n/ac
11. Sound Card with stereo speakers,
12. Mic input
13. Webcam

4.1.2 MID-TIER LAPTOP
1. 8GB DDR4 RAM
2. 7th Generation Intel Core i5 2.5 GHz 6 MB Cache or better
3. Intel HD Graphics with 1 HDMI output and 1 DVI output
4. 15.4" LCD Display
5. 1TB HDD
6. DVD/CD RW
7. USB 3.1 x 2 / USB 2.0 x 2
8. Bluetooth 4.2
9. Built-in 10/100/1000 Ethernet adapter
10. Built-in Wireless NIC 802.11 a/b/g/n/ac
11. Sound Card with stereo speakers,
12. Mic input
13. Webcam

4.1.3 HIGH-END LAPTOP
1. 16GB DDR4 RAM or better
2. 7th Generation Intel Core i7 2.9 GHz 8 MB Cache or better
3. Quadro M2000M GPU with 4GB RAM or better with dual HDMI output (or 1 HDMI and 1 DVI)
4. 17" LCD Display
5. 256GB SSD with 1TB HDD (or better configuration)
6. DVD/CD RW
7. USB 3.1 x 4

8.   Bluetooth 4.2
9.   10/100/1000 Ethernet adapter
10. Built-in Wireless NIC 802.11 a/b/g/n/ac
11. Sound Card with stereo speakers,
12. Mic input
13. Webcam

4.1.4 HIGH-END DESKTOP
1.   16GB DDR4 RAM or better
2.   7th Generation Intel Core i7 2.9 GHz 8 MB Cache or better
3.   Graphics Card with Dual DVI Output, 4 GB GPU RAM, or better; must be certified for use with SolidWorks (http://bit.ly/Ses42X)
4.   256GB SSD with 1TB HDD (or better configuration)
5.   DVD/CD RW
6.   USB 3.1 x 2 / USB 2.0 x 4 / SD slot
7.   10/100/1000 Ethernet adapter
8.   Built-in Audio Card with 3.5 mm output

4.1.5 CHROMEBOOK
1.   4GB RAM
2.   Intel Celeron 1.6 GHz or better
3.   11.6" Display
4.   Intel HD Graphics with HDMI output
5.   16GB SSD or eMMC HD
6.   USB 3.1 x 2
7.   Bluetooth 4.2
8.   Built-in Wireless NIC 802.11 a/b/g/n/ac
9.   Built-in Audio Card with 3.5 mm output and speakers
10. Mic input
11. Webcam

4.1.6 CHROMEBOX
1.   4GB RAM
2.   Processor: 1.8 GHz or better
3.   Built-in graphics adapter with HDMI output
4.   16GB SSD or eMMC HD
5.   USB 2.0 x 4 or better
6.   Bluetooth 4.0
7.   Built-in 10/100/1000 Ethernet Adapter
8.   Built-in Wireless NIC 802.11 b/g/n/ac
9.   Built-in Audio Card with 3.5 mm output and speakers
10. 2.4/5GHz dual band antenna x 2 preferred

4.1.7 CHROMEBASE
1.   4GB RAM

2. Intel Celeron 1.7 GHz or better
3. 23.8" Display
4. Intel HD Graphics with HDMI output
5. 16GB SSD or eMMC HD
6. USB 3.0 x 3 / USB 2.0 x 1
7. Bluetooth 4.2
8. Built-in 10/100/1000 Ethernet Adapter
9. Built-in Wireless NIC 802.11 a/b/g/n/ac
10. Built-in Audio Card with 3.5 mm output and speakers
11. Webcam
12. Wired keyboard and mouse

4.2 PERIPHERALS
Some peripherals will be necessary for some of the computing devices. Listed below are the peripherals needed and their specifications.

4.2.1 MONITORS
- 24" Monitor with HDMI and DVI input
- Dual monitor desktop mount/stand

4.2.2 WIRELESS KEYBOARD & MOUSE COMBINATION
- Wireless keyboard & mouse combination with USB dongle

4.3 CHARGING CARTS / TOWERS
Each classroom will have a need for a storage cart or tower that can accommodate up to 35 Chromebook devices, and provide charging capabilities as well as adequate cable management. Storage units should provide either intelligent or cycle charging capabilities. The specifics of the features, capabilities, and warranty provided with the unit should be clearly specified in the proposal.

4.4 QUANTITIES
The following indicates the estimate of units that will be required for each type of device, peripheral, and storage container specified. Bremen City Schools reserves the right to reduce or increase these numbers based on determined needs.

4.4.1 COMPUTERS
- 180 standard laptops
- 16 mid-tier laptops
- 7 high-end laptops
- 65 high-end desktops
- 2,487 Chromebooks
- 120 Chromeboxes
- 120 Chromebases

4.4.2 PERIPHERALS
- 136 monitors

- 35 wireless keyboard and mouse combinations

4.4.3 CHARGING CARTS OR TOWERS
- 47 units providing storage for up-to 35 Chromebooks

4.5 DELIVERY SCHEDULE AND LOCATIONS
Vendors will specify in proposals the delivery date of their equipment, services and/or products (i.e., how long from time of order to delivery of hardware and/or software). Additional consideration will be given to vendors who can ship selected materials before May 21, 2018, while being willing to postpone invoicing until July 1, 2018. Vendor must be able to provide multiple shipments allowing for appropriate materials to arrive at the appropriate campuses. All shipments must be received in trucks equipped with liftgates.

4.6 SYSTEM IMAGING
Vendor must offer imaging services for all Windows-based units.

4.7 ASSET TAGGING
Vendor must offer asset tagging services for all units.

4.8 WHITE-GLOVE SERVICE
Vendor must offer optional white-glove services. Services provided should include Chrome device enrollment, cart or charging tower setup (including wire-management and Chromebook storage).

5.0 PROPOSAL FORMAT

5.1 PROPOSAL
Proposals should be written in a concise, straightforward and forthright manner. Superficial marketing statements and materials should be avoided. Proposals should be organized in the following manner:

A. HARDWARE
   a. Proposed equipment configuration and specifications, for all proposed hardware elements to include manufacturer manuals if requested. The vendor should list any deficiencies of manuals on specifications or features as related to BCS's required specifications.
B. PURCHASE COST PER UNIT
C. DELIVERY
   a. Estimated time frame for delivering the proposed hardware.
D. SERVICES & SUPPORT
   a. Estimate the average response time to make a service request. Describe how repairs or replacement of equipment or parts will be conducted. (on-site or other)
   b. Indicate the average time to return equipment to normal operating conditions.
   c. Give details of the provisions of imaging, asset tagging, and white-glove services
   d. Cost, if any, of additional services such as imaging, asset tagging, and white-glove services.
E. WARRANTY
   a. Warranty period by unit type
      i. Total warranty period
      ii. Total onsite warranty
      iii. Number of incidents covered per device
      iv. Is there an up-to-value limit?
   b. Give details on how warranty calls are handled and what is covered.
      i. Onsite service included
      ii. Response time
      iii. Mail in service
         1. Cross-shipped or repair and return?
         2. Expected turnaround time
         3. Shipping costs included?

ADDENDAS

ADDENDUM 1: WARRANTY REQUIREMENTS

The length of the warranty coverage for all computer devices should be four (4) years. If the initial warranty length is not four (4) years, a warranty extension which would provide the full four (4) years of warranty coverage must be included in the proposal.

Any cost of warranty; non-standard, extended, or otherwise, additional to the cost of the device itself should be listed as a separate line item in the proposal format.

On-site support is not required as part of any warranty coverage.

ADDENDUM 2: ADJUSTED QUANTITIES

On February 27, 2018, respondents that submitted a complete bid were notified via email of a request to adjust the quantities listed in section 4.4. The respondents were asked to adjust their specifications to better match the minimum requirements and re-bid based on the following quantities.

4.4.1 COMPUTERS
- 196 standard laptops
- 0 mid-tier laptops
- 7 high-end laptops
- 65 high-end desktops
- 2,400 Chromebooks
- 0 Chromeboxes
- 120 Chromebases

4.4.2 PERIPHERALS
- 136 monitors
- 35 dual monitor stands
- 35 wireless keyboard and mouse combinations

4.4.3 CHARGING CARTS OR TOWERS
- 167 JAR Essential 16 Charging Stations (or wall-mount, lockable charging station similar in design and price)

As stated in the original request, Bremen City Schools reserves the right to reduce or increase these numbers based on determined needs.