**North Santiam School District**

**Wifi Access Points**

SUBMIT PROPOSAL TO:

North Santiam School District

Attn: Steve Burkleo

steve.burkleo@nsantiam.k12.or.us

1155 N. 3rd Ave

Stayton, Oregon 97383

503-769-4267

**DEADLINE DATE:** March 12, 2024 at 4 p.m. Pacific Standard Time



Bidder Name (Company)



Address City State Zip Code



Signature of member authorized to sign for firm (Title).

(I certify that I have proposed according to the specifications and conditions of this proposal).



Doing Business under the Company Name of:



Telephone Number

Proposals are to be submitted via email to [erate@nsantiam.k12.or.us](mailto:erate@nsantiam.k12.or.us)

Subject: **Proposal - Wireless Access Points**

Include Vendor Contact name and address.

**SUPPORTING DOCUMENTATION**

**Wifi Access Points**

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**PART I**

# GENERAL INFORMATION

**I-1. Purpose.** This request for proposals provides interested parties with sufficient information to enable them to prepare and submit proposals for consideration by North Santiam School District.

**I-2. Issuing Office.** This supporting documentation is issued by North Santiam School District, Attn: Steve Burkleo, 1155 N. 3rd Ave, Stayton, OR, 503-769-4267, steve.burkleo@nsantiam.k12.or.us Email is the preferred method of communication.

**I-3. Scope.** This supporting documentation contains instructions governing the proposals to be submitted and the materials to be included therein; a description of the service to be provided; requirements which must be met to be eligible for consideration.

# PART II REQUIRED INFORMATION

**II-1 SCOPE AND DESCRIPTION**

North Santiam School District seeks to acquire wireless networking hardware. A detailed list is below. This is an equipment only bid. Proposals should include equipment, necessary software, taxes and fees, shipping fees and must be priced out on their own line item within the bid. If a spreadsheet is accompanied by this RFP it is required to quote all services and equipment within the spreadsheet. Failing to do so will automatically disqualify vendors. All equipment and hardware supplied must be new and must have make and model numbers within the quote.

|  |  |  |
| --- | --- | --- |
| **Item** |  | **Quantity** |
| Wireless Access Points | Ubiquiti U6-Mesh | 20 |

**PART III**

# CRITERIA FOR SELECTION

The proposals will be reviewed by North Santiam School District’s Technology Team.

The following elements will be the primary consideration in evaluating proposals and in the selection of a Vendor

* Price of eligible goods/services (30%)
* Price of ineligible goods/services (20%)
* Compatibility with current infrastructure (20%)
* Experience (as evidenced by references, vendor partnerships) (15%)
* Expertise (comprehensive bid, E‐rate familiarity, personnel qualifications) (10%)
* Ability to provide training, set-up, and maintenance (5%)

Proposals must be sent to North Santiam School District by the bid deadline specified in the narrative of the Form 470. Questions may be submitted electronically via email to:steve.burkleo@nsantiam.k12.or.us, Vendor questions and responses will be posted in EPC as an uploaded RFP document. Bidding will close after the E-Rate 470 allowable contract window, 28 days after form 470 submission. In the event that too few bids are received after the 28 day waiting window has ended, applicant may extend the bid deadline with appropriate notice to vendor(s). We reserve the right to reject late filed bids.

**PART IV**

# TIMELINE AND IMPLEMENTATION GUIDELINE

The implementation time for this project should be such that all work be completed by September 30, 2025 (pending USAC approval of application)