

**MOUNT PLEASANT COTTAGE SCHOOL, UFSD**

**REQUEST FOR PROPOSAL**

**ADDITIONAL ACCESS POINTS FOR  
WIRELESS LOCAL AREA NETWORK (WLAN)  
2018/2019**

**MOUNT PLEASANT COTTAGE SCHOOL UNION FREE SCHOOL DISTRICT  
1075 Broadway, P.O. Box 8, Pleasantville, New York 10570  
Phone: (914)-769-0456 Fax: (914)-769-7331  
February 2, 2018**

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## **I. PURPOSE OF THE REQUEST FOR PROPOSAL**

This RFP is being issued to provide interested parties with information to enable them to prepare and submit a proposal for additional access points for our wireless area network for both the Edenwald School and Mt. Pleasant Cottage School for the Mount Pleasant Cottage School U.F.S.D.

The successful bidder will be expected to abide by the requirements of the E-Rate program and District bid process, as appropriate, including extending the discounts as funded by E-Rate. The signed contract will be dependent upon the District receiving support from the Universal Service Fund and the governing school board. Nothing in this proposal shall obligate the District to compensate any vendor for their efforts.

## **II. INTRODUCTION**

### **Description of the School District**

The Mount Pleasant Cottage Union Free School District is located in Pleasantville, New York on a 138 acre campus. As a Union Free School District, the curriculum provided to the children emphasizes special education with remedial services, vocational and occupational education programs.

The District has three major school programs:

1. The Mount Pleasant Cottage School teaches students in grades 1-12 who reside on the campus. The students are of normal intellectual potential and have social and emotional problems. The high school is registered with the State, and issues diplomas to students completing the prescribed course of study.
2. The Edenwald School serves residents between the ages of 6 and 20 who are below average in intellectual potential and have social and emotional problems. This program is for dual diagnosed students.

In addition, the Mount Pleasant Cottage School District has a day student program.

The uniqueness of the educational program at the Mount Pleasant Cottage School Union Free School District is the closeness with which it works collaboratively with residential staff in setting goals for every youngster. The staff responsible for the children's care and treatment, including the educational staff, meets regularly to share impressions, reports, progress and re-evaluate plans and goals. This assures an integrated approach between the school services, the child care services, and the clinical services.

The Mount Pleasant Cottage School U.F.S.D. was created as a result of a special act of the State Legislature in 1966, to educate the children in the Pleasantville Cottage School and Edenwald Center Residential Centers. These Residential Centers are Divisions of the Jewish Child Care Association.

The Mount Pleasant Cottage School, U.F.S.D. educational program was developed through the years and has become a comprehensive and appropriate for the delivery of services as directed by the Commissioner of Education of the State of New York.

**Description of Existing Computing Environment:**

The Mount Pleasant Cottage School U.F.S.D. existing network servers are running Windows 2012 R2. The desktop environment is Windows 7 and Mac OS10.

**Existing Network Drops:**

MPCS	576
DC	72
Edenwald	<u>312</u>
Total:	960

**Server room 214 in MPCS :**

**Cabinet #1 (left)**

2	Dell S4810-01-64F
4	Dell N2048P
2	Smart 2200 UPS

**Cabinet #2 (right)**

2	Dell N2048P
1	KVM Switch
6	Dell R720 Servers Windows 2012
1	Router (current ISP supplied)
2	Smart 2200 UPS

**MPCS First Floor Cabinet**

3	Dell N2048P Switches
1	Smart UPS-3000

**MPCS Room 226 2nd Floor Cabinets**

4	Dell N2048P Switches
1	Dell N2024P Switch
1	Smart UPS-3000

**Edenwald School:**

**Cabinet #1(left)**

4	Dell N2048P Switches
1	Smart 3000 UPS

**Cabinet #2 (right)**

3	Dell N2048P Switches
1	Smart 3000 UPS

**DC Building:**

1	Dell N2048P Switches
1	Smart 1500 UPS

## **The E-Rate Program**

The Telecommunications Act of 1996 established a requirement to provide discounted telecommunication services to K-12 schools and libraries. In a response to the Act, the FCC issued an Order (known as the Universal Service Order) on May 8, 1997 implementing a discount plan for schools and libraries. The FCC discount plan was adopted by the New York State Public Service Commission and allows schools and libraries in New York State to receive discounts on telecommunications and Broadband Internet access services.

On 7/23/14, the FCC Commissioners published the Report and Order “*Modernizing the E-rate Program for Schools and Libraries*” (available from the [FCC’s](#) website)

The Mount Pleasant Cottage School, U.F.S.D. is eligible to receive the maximum discount 85% offered by the program.

Please refer to the eligible services list for 2018 located at:

<http://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx>

## **III. REQUIREMENTS**

It is expected that the awarded solution through this RFP process will provide each of the school with additional wireless access points in the specified areas to address the need for network access during professional development, assemblies and student testing.

### **WIRELESS LOCAL AREA NETWORK ADDITIONS:**

The district is in need of additional Aruba or equivalent High-performance 802.11ac Wireless Access Points (WAPs) in the Mt. Pleasant Cottage School library and gym and the Edenwald gym. The WAP’s should integrate with the District’s current Aruba wireless system. The WAP’s need to be ceiling mounted with a tamper proof cover. Vendor will need to provide new cable runs and raceway where needed.

Access to the WLAN should require network authentication and be managed.

- A site survey will need to be done to determine number of WAP’s required for proper coverage density of each location.
- All network terminated endpoints to be labeled.
- All WAPs to be labeled
- All WAPs to have dual CAT6 cable runs.
- Software licenses should be included to connect all WAP’s need to existing Aruba 7030 mobility controllers in an HA setup.

### **WARRANTY:**

The proposed solution must include the hardware, software, licensing and any other component needed to ensure the operation and latest versions for the duration of 3 years. The vendor must register all warranties under the Mount Pleasant Cottage School. Contact person: Virginia Johnson email address: [vjohnson@mpcsny.org](mailto:vjohnson@mpcsny.org)

Quality and Classification of Products – The system solution must be made up entirely of commercial, enterprise class products and of a qualified brand or model (if specified in this RFP) or acceptable equivalent (the District is at sole discretion to determine or accept “equivalent” components serving the

“best interests” of the District and within the spirit of the intent of this RFP) that is clearly a leader in the appropriate market space.

## **INSTALLATION**

All work schedules will need to be coordinated with and approved by the Mt. Pleasant Cottage School. Work on occupied school buildings may be required to take place between 3 p.m. and 11 p.m. Monday through Friday and 8 a.m. to 5 p.m. on weekends and school holidays.

This installation is to be a Turn Key Solution. All appropriate materials (including but not limited to hardware, software, licensing, cabling, mounts, etc.) and labor should be included in order to achieve the final solution proposed and to ensure that the system is fully functional. The installation is to be a well-organized and professional installation.

## **IV. GENERAL VENDOR CONSIDERATIONS:**

### **GUIDELINES**

Mount Pleasant Cottage School U.F.S.D. reserves the right to waive any formality and/or irregularity, to reject any or all proposals, or to require new proposals as serves the best interests of Mount Pleasant Cottage School U.F.S.D. Mount Pleasant Cottage School U.F.S.D. is not obligated to accept a low proposal if it is non-compliant or does not serve the best interest of the Mount Pleasant Cottage School U.F.S.D.

Vendors can recommend additional hardware or software if they deem it would benefit the overall installation or its operation, both short and long term. However, any additions should be specifically delineated in the response.

Vendors must have completed at least three projects of similar size and scope to the one described in this RFP. Vendors must provide three references. Manufacturer must certify vendors where applicable for all products that they plan to install.

Goods and services provided shall be clearly designated as “E-rate Eligible”. Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be “cost allocated” to show the percentage of eligible costs per SLD guidelines.

Any price not shown on the proposal sheets will not be honored. Prices must be inclusive of all charges, including freight. All custom modifications must be estimated in actual dollars and anticipated delivery time.

Pricing on all transportation, freight, and other delivery charges are to be prepaid by the vendor and included in the proposal price.

Vendors must affirm in writing that all prices will be held for the duration of the contract period.

Delivery of the merchandise will be understood to include bringing the merchandise to the appropriate rooms designated by the Director of Facilities of the Mount Pleasant Cottage School, U.F.S.D., and where applicable, uncrating the equipment. Included as well are the complete assembly, installation and adjustment by trained technicians, removal of all debris, equipment make-ready, start up and check-out, and correction of any malfunction.

Delivery may be made between the hours of 8:30 AM and 3:00 PM, Monday through Friday, except on school holidays, unless special arrangements are made in advance.

The proposed equipment must be new and from an authorized reseller of the manufacturers products for which they are quote. Used or refurbished equipment and/or component parts WILL NOT BE ACCEPTED.

By signing the proposal, a vendor affirms there has been no gift, nor any intent to give at any time any economic opportunity, promise of future employment, gift, loan, gratuity, special discount, trip, favor or service to an employee of Mount Pleasant Cottage School, U.F.S.D. in connection with the proposal submitted.

The quality of the proposal(s) submitted by a vendor will be viewed as a basic indication of the vendor's capability and technical competence.

Quality is interpreted as:

- Completeness
- Accuracy
- Compliance with proposal instructions
- Organization and conciseness of descriptive material

Proposals, which do not comply with instructions, may be eliminated from further consideration.

Any questions regarding this RFP can be submitted in writing via email or faxed to Virginia Johnson at [vjohnson@mail.mpcsny.org](mailto:vjohnson@mail.mpcsny.org), fax number 914-769-7331.

**RESPONSE:**

- Vendors must return completed proposals in a sealed envelope to: Stephen Beovich, Director of Operations, Mount Pleasant Cottage School, UFSD, Business Office, 1075 Broadway, P.O. Box 8, Pleasantville, New York 10570 prior to 12:00 noon on Wednesday, March 7, 2018. No proposal received after the date and hour specified will be considered.
- Vendors must respond to all sections of this RFP or Mount Pleasant Cottage School; U.F.S.D. will deem their proposal to be incomplete. Mount Pleasant Cottage School, U.F.S.D. will not accept incomplete proposals.
- Proposals must include the full name and address of the vendor. Failure to sign the proposal will be cause for disqualification. The authorized signature should show the title of the person signing the proposal.
- Vendors must have a Service Provider Identification Number (SPIN) from the Universal Service Administrative Company Schools and Libraries Division.

**V. VENDOR SELECTION**

Mount Pleasant Cottage School, U.F.S.D. will select a maximum of three vendor proposals from those submitted in response to this RFP from which the successful vendor will be chosen.

The criteria for selecting the vendor proposals are as follows:

- 30% Total Price and Cost Effectiveness of Solution (at or below NYS Contract Pricing)
- 25% Meeting Overall Requirements
- 20% Compatibility with existing “wireless” networking infrastructure.
- 15% Regional Vendor – within 150 miles of Pleasantville, NY.
- 10% Vendor demonstrated ability to deliver solutions (Experience with other Westchester County Schools or Similar sized K-12 References)

The vendor finalists may be required to present their proposals at the Mount Pleasant Cottage School, U.F.S.D. Board of Education meeting.

Upon board approval the Mount Pleasant Cottage School, U.F.S.D. will notify the selected vendor that their organization has been awarded the project in its entirety.

The contract(s) between the selected vendor and Mount Pleasant Cottage School, U.F.S.D. must be finalized and signed by all parties involved. All contracts are subject to the commitment of E-Rate funding from USAC.

## **VI SUMMARY**

Mount Pleasant Cottage School U.F.S.D. requires a one source installation vendor. This vendor shall have responsibility for the entire project

The vendor must have an assigned overall dedicated project manager who directs and assists all phases of implementation.