

GIBSON COUNTY SCHOOL DISTRICT

January 13, 2010

TELECOMMUNICATIONS CABLING

TABLE OF CONTENTS

INTRODUCTION

RFP INSTRUCTIONS

VENDOR INFORMATION

SERVICE REQUIREMENTS AND PRICING

# Table of Contents

I. Introduction .....	2
II. RFP Instructions.....	3
A. Completing the RFP.....	3
B. Format, Due Date .....	3
C. Contract .....	3
D. Confidentiality .....	4
E. Selection Process .....	4
F. Disclaimer .....	4
III. Vendor Background .....	5
A. Company Information .....	5
B. References .....	5
C. Vendor Requirements .....	6
IV. Service Requirements and Pricing .....	7

## I. Introduction

Gibson County School District is soliciting bids from reputable service providers. The selected vendor will be our primary source for the following:

- Recabling or adding additional network drops for the following schools: Kenton, Rutherford, Springhill, Yorkville, Dyer and Gibson County High School.
- Supplying and installing Layer 3 PoE Switches at each of the previously mentioned schools.

## II. RFP Instructions

### A. *Completing the RFP*

Quoted prices must be planned to be effective starting July 1, 2010 and extend through June 30, 2011.

The successful vendor will be required to participate in the Universal Service Fund and will provide the appropriate discounts applicable to this project. If Gibson County School District does not receive USF funding for this project, the District may chose not to purchase these services.

### B. *Format, Due Date*

Proposals are due no later than 1 p.m. CST, February 10, 2010. Late responses may not be considered. Submit responses to:

Gibson County Board of Education  
Jim Acree  
130 Trenton Highway  
P.O. Box 60 Dyer, TN 38330

All submitted proposals will be considered the property of the Gibson County School District.

Two (2) copies of your completed proposal should be submitted.

Name one person to be the coordinator for your RFP response and for any clarification activities that might be necessary. Complete company information must be provided, including company's E-Rate spin number.

### C. *Contract*

The proposal should include a contract for all proposed services. The right to extend contract provision must appear in all contracts. If the vendor does not wish to submit an actual contract with the proposal, due to different alternatives proposed and pending choices from those alternatives, a sample contract should be submitted with the proposal.

### D. *Confidentiality*

All material submitted by Gibson County School District must be treated as confidential and cannot used for any other purpose than the response to this RFP. Information submitted by any vendor will be considered confidential to Gibson County School District and will not be used for any other purpose than evaluating vendor responses.

*E. Selection Process*

A number of factors will influence Gibson County School District's decision in selecting the vendor. These factors include a technical evaluation based upon the vendor's ability to deliver these services in a timely manner. Equally important is a vendor evaluation based upon vendor reputation, service and support resources, knowledge of USF policies and procedures, knowledge of State policies and procedures, etc.

Please note that Gibson County School District will select the vendor based upon the best overall solution and value, and is not obligated to select the lowest price bidder.

*F. Disclaimer*

This RFP does not commit Gibson County School District to any specific course of action. Gibson County School District reserves the right to not select any vendor or purchase any goods or services resulting from this RFP.

### III. Vendor Background/Requirements

#### A. *Company Information*

1. List your company's legal name, address, and telephone number. Include parent company information if applicable.
2. How long has your company been in business?
3. How long has your company or division been providing communications services?
4. How many employees do you have?
5. For how many schools has your company provided communications services?
6. For how many years has your company participated in the E-Rate program?

#### B. *References*

Provide a minimum of three (3) references for customers with operations similar to Gibson County School District that your company has worked with in the past three (3) years. Include contact names, telephone numbers, and addresses.

### C. *VENDOR REQUIREMENTS*

1. TECHNICAL SUPPORT STAFF CERTIFICATIONS: Vendor must deliver technical documentation on entire project. Vendor must be certified by manufacturer of all products used. Vendor must list hosting site for services. Vendor must provide a toll free line for sales and technical support. Technical support must be available 24/7.
2. FINANCIAL/COMPANY HISTORY: If deemed necessary by Gibson County School District, the vendor will provide proof of financial stability and a company history.
3. CLIENT REFERENCE LIST: Vendor will provide at least three (3) school references where they have sold products and/or services. Please include name, address and phone numbers of all references.
4. DOCUMENTATION: Vendor must provide documentation to support the above information. Vendor must provide full descriptions of exactly what products are being proposed including brand names and quantities.
5. SELECTION PROCESS: Gibson County School District will choose a successful bidder by evaluating many of the following factors: technical support personnel, past experience, reputation, price, and knowledge of school and USF procedures. Please note that Gibson County School District will select the vendor with the best overall solution and not specifically the lowest price.
6. REJECTION OF PROPOSALS: Gibson County School District reserves the right to accept or reject, in whole or in part, any or all bids submitted and waive any informality in any of the bids received. Gibson County School District reserves the right to renew any contract awarded if funds are not secured for these projects. This bid does not commit the school district to any specific course of action.
7. CONFIDENTIALITY: All material submitted to the Gibson County School District is to be considered confidential and is not to be used for any other purpose than to evaluate appropriate bids.

## IV. Service Requirements and Pricing

The following are the USF-eligible categories for services. Please provide pricing for all services on which you wish to bid.

### Product/Service Description

Indicate status of each service listed:

Moving network drop to different closet \_\_\_\_\_

Adding additional network drop \_\_\_\_\_

Adding additional closets \_\_\_\_\_

Layer 3 PoE network equipment \_\_\_\_\_

- Network Equipment Specifications  
Switches must meet or exceed the specifications of a HP 5400zl Procurve Switch. There must be enough ports to support all drops in every closet. Switches must be Layer 3 and support Power Over Ethernet. All ports on the switch must be 10/100/1000 or faster. Switches must be able to be managed with the HP ProCurve Manager Plus software.
- Existing Wiring Closets  
Existing Closets will need the appropriate number of cat6 patch panels and patch cables for the amount of new drops being added.
- Additional Closets  
Additional closets will need a wall mounted rack that is at least 18" deep and at least 30U. There will need to be the appropriate number of cat6 patch panels and patch cables for the amount of drops used in each closet. Fiber will need to be six strands of single-mode cable ran through riser rated interdict or equivalent. All pairs are contained in a common sheath. Fiber will be terminated using fusion spliced or polished SC connectors. No mechanical ends.
- Cabling Specifications  
Unless stated otherwise, this entire project will adopt the EIA/TIA 569A Commercial Building Telecommunications Cabling Standards as the minimum specifications for the installation of this Structured Cabling System. Contractors responding to this Invitation to Bid will be expected to be familiar with these Standards and to guarantee the implementation of these Standards in every area of this project. All cables will be Category 6 and terminated on patch panels and pin/pair assignments will be EINTIA 568B designation.

**Exposed cables or splices in cables are strictly prohibited in this project.**

- Cable Routing and Support
  - J Hooks or equivalents must be used for routing and support of all communications cables in corridors between telecommunications closets and work area outlets. J Hooks or equivalents are designed to support cables only. In the telecommunications closets there must be 4' wall mount racks, or a full sized floor mount rack. All cable management must be provided.
  - Conduit sleeves or EZ-Paths may be required to provide access in and out of classrooms, telecommunications closets or any other locations where fire rated walls need to be penetrated.
  - All overhead cable must be supported in accordance with EIA/TIA 569A standards between WAO locations and conduit or cable tray and/or telecommunications closets.
  - A minimum spacing of 6" must be maintained between cables and sources of EMI such as fluorescent lights.
  - Extra attention should be paid to maintain EIA/TIA acceptable pulling tension and bend radius on all cables. Failure to comply with this standard may require cables to be replaced.
  
- Telecommunications Closet/Cabinets
  - Telecommunications closets may require conduit sleeves or cable tray penetrating walls installed for access into closets. Contractors must install cable support inside each telecommunications closet at a height slightly lower than access to sleeves/trays to allow for proper distribution of cables to the appropriate backboards or racks.
  - Horizontal and vertical cable management must be installed to hold cable in place to termination point.
  - Exact layout of all telecommunications closets/cabinets will be discussed and agreed upon between the contractor and the Gibson County Board of Education. Electrical outlets have been provided around the closet to provide the necessary power for all equipment.
  - Category 6 voice cables will terminate on patch panels using modular jacks in the appropriate telecommunications closets. The pin/pair assignments will be EIA/TIA 568B.
  - Contractor must have approval of the Gibson County Board of Education prior to installation of racks in telecommunications closets. All racks must be permanently

installed and fastened securely to the telecom closet floor or wall and be properly grounded.

- Patch panels will be located in floor or wall mounted racks, depending upon size of closet and number of work area outlets being served.
  - Fiber optic distribution pairs will be terminated in rack mounted fiber patch panels or wall-mounted fiber cabinets, depending upon size of closet and number of pairs terminating in said closet. Fiber patch panels should be placed at the top of each rack.
  - Exact placement of all patch panels and wire management will be coordinated between the contractor and the Gibson County Board of Education to allow adequate space required for hubs, switch, etc.
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- Grounding and Bonding System
    - Contractor shall install a proper grounding and bonding system which shall be integrated with, and in addition to, the existing electrical grounding system within the building.
    - The telecommunications ground system shall be in accordance with EIA/TIA “Commercial Building Grounding and Bonding Requirements for Telecommunications”.
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- Fire Stopping
    - Contractor will be responsible for sealing all penetrations through fire rated walls and floors created or made on behalf of the contractor in order to route telecommunications cabling.
    - The fire rating of the penetration seal shall be at least that of the floor or wall into which it is installed as required by the National Electric Code.
    - Removable fire-stopping pillows will be used in large openings. Contractor will be responsible for following proper installation procedures per manufacturer’s specifications.
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- Work Area Outlets
    - Single gang boxes with 1” conduit stubbed up wall to above ceiling are provided for flush wall outlets. Permanently installed molding (surface raceway) will be acceptable where conduit is not provided.

- All work area outlets will have a two (2) port faceplate or yoke unless specifically noted otherwise.
  - Work Area Outlets will consist of from one to six 24 AWG, four-pair Category 6 UTP copper cable, as specified on the communications drawings and/or cable matrix.
  - All Work Area Outlet pin/pair assignments, as well as all patch panel terminations, shall conform to the EIA/TIA 568B designation.
- Labeling
    - All labeling must conform to EIA/TIA 606 standards. At a minimum, all cable runs must be labeled at both ends. An end is any point where the wiring is terminated on a cross-connect field, a patch panel or with a jack connection. Specific labeling methods must be approved by Gibson County Board of Education prior to use on this project. Labels must be typed or computer generated. Handwritten labels will not be acceptable.
    - At a minimum, WAO must identify the IC/TC room service the WAO and a three-digit unique identifier. Example: 2-001 would indicate that the cable was served by IDF 2, terminated on the first port of the first patch panel.
    - In all cases, cables shall be labeled with the same cable designation at both ends.
    - All station cables must be terminated in the correct numerical sequence on the appropriate patch panels in the telecom closet.
- Cable Documentation
 

Contractor must provide a detailed as-built drawing and cable plant schematic depicted on floor to the Gibson County Board of Education.
- Testing
 

The contractor shall be responsible for repairing or replacing and retesting any cables that are found to be deficient.
- Facility Restoration
 

Every precaution should be taken for protection of walls, carpets, etc when pulling cable. Any penetration of wallboard will require patchwork that complies with fire protection, security, and/or separation requirements. Damage to exposed areas that require the Gibson County Board of Education to repair will be charged back to the cable contractor.
- Warranty

- Contractor must provide a one-year warranty on the installed cabling system from the date of system acceptance. The coverage must cover complete installation of all material furnished by the contractor and actual installation methods and workmanship. Damage to any equipment resulting from the fault or negligence of the contractor shall be repaired or replaced by the contractor at no cost to the Gibson County Board of Education.
- Contractor will be understood to be the first line of contact for any extended warranty period offered by the cable or hardware manufacturer.