



TOWN OF TRUMBULL, CONNECTICUT
TRUMBULL HIGH SCHOOL
FOR THE "LIKE NEW" RENOVATION PROJECT
REQUEST FOR QUOTATION (RFQ)

VARIOUS TECHNOLOGY EQUIPMENT & SERVICES

GENERAL INSTRUCTIONS TO BIDDERS

RFQ # 5956

DUE: SEPTEMBER 5, 2012 3:00PM

The Town of Trumbull, Connecticut (hereinafter referred to as Town or Owner), through the Office of the Purchasing Agent, will accept sealed bids from qualified vendors (herein after referred to as vendor, firm or bidder, contractor) for **VARIOUS TECHNOLOGY EQUIPMENT** as detailed herein associated with the Trumbull High School "Like New" Renovation Project and in accordance with the enclosed Terms and conditions, specifications, and requirements.

1. **PREPARATION OF PROPOSALS**

Bids shall be submitted by using the BID PROPOSAL FORM that accompanies this request. Submit one (1) **ORIGINAL** and two (2) **EXACT COPIES**. Bidders should submit bids in a clear, concise and legible manner to permit proper evaluation of responsive bids.

2. **BID SUBMISSION**

Bids are to be submitted in a sealed envelope clearly marked and addressed as follows:

BID 5956 DUE: SEPTEMBER 5, 2012
PURCHASING AGENT
Town of Trumbull
5866 Main Street
Trumbull, CT 06611

Please be advised that the person signing the formal proposal must be authorized by your organization to contractually bind your firm with regard to prices and related contractual obligations for the delivery period requested.

3. **BID TIME**

Bids shall be received at the office of the Purchasing Agent, Town Hall, prior to the advertised hour of opening, at which time all proposals will be publicly opened and read aloud. Any bid received after that time will not be opened or considered. A bidder may withdraw a proposal at any time prior to the above scheduled date and time.

4. **TOWN OPTIONS**

- a) The Town of Trumbull reserves the right to reject any and all Proposals and does not bind itself to accept the lowest Proposal or any proposal. The Town reserves the right to ask for new Proposals in whole or in part, or to reject any or all Proposals, or any part thereof, and to waive any requirements, irregularities, technical defects or service therein when it is deemed to be in the best interest of the Town.
- b) If a proposal does not meet or better the required specifications, requirements, and scope of work requested on all points that must be outlined in a letter attached to the Proposal otherwise it will be presumed that the Proposal as proposed is in accordance with the required specifications.

5. **TAXES**

All purchases made by the Town, and associated with the award of this requirement shall be tax exempt. Any taxes

must not be included in bid prices. A Town Tax Exemption Certificate shall be furnished upon request.

6. INQUIRIES

All inquiries regarding this request shall be answered up to the close of business on **August 31, 2012**, after which time no additional questions will be accepted. To ensure consistent interpretation of certain items, answers to questions the Town deems to be in the interest of all bidders will be made available in writing or by Fax as appropriate to all bidders. Inquiries of a technical nature may be directed to **Michael Kerwin (617.956.4470) MKerwin@Vanderweil.com** all other questions shall be directed to **Robert Chimini, 203.452.5042 rchimini@trumbull-ct.gov**

Additionally, after proposals are received, the Town reserves the right to communicate with any or all of the bidders to clarify the provisions of Proposals. The Town further reserves the right to request additional information from any bidder at any time after proposals are opened.

7. AWARD AND AUTHORITY

The Town Purchasing Agent or BOE will issue notification of award in writing or with a formal Purchase Order.

8. PRICING

All prices quoted are to be firm for a period of one (1) year following bid opening. Special Consideration will be given to responses with extended firm price dates. The Town is always interested in any and all cost reduction opportunities.

9. SUBCONTRACTORS, ASSIGNMENT OF RIGHTS, TITLES, AND INTERESTS

- a) Any assignment or subcontracting by a selected contractor, vendor, or contractor for work to be performed, or goods and/or services to be provided, in whole or in part, and any other interest in conjunction with Town procurement shall not be permitted without the express written consent of the Town of Trumbull.
- b) Responders must provide, in the Proposal Form, a detailed listing of all subcontractors it may use in conjunction with this request. The Town reserves the right to accept or reject any subcontractors listed in a response.

10. HOLD HARMLESS CLAUSE

The selected contractor agrees to indemnify, hold harmless and defend the Town from and against any and all liability for loss, damage or expense which the Town may suffer or for which the Town may be held liable by reason of injury, including death, to any person or damage to any property arising out of or in any manner connected with the operations to be performed under an agreement with the Town, whether or not due in whole or in part of any act, omission or negligence of the Town or any of his representatives or employees.

11. WORK REGULATIONS, PREVAILING WAGE, AND STANDARDS

All work activities performed in association with this request must be performed and completed for the Town in accordance with current Federal State and Local regulations. All services performed shall also conform to the latest OSHA standards and/or regulations.

12. INSURANCE

The selected contractor shall provide the Town Purchasing Agent with a Certificate of Insurance before work commences. The Town shall be named as an additional insured with an Insurance Company licensed to write such insurance in Connecticut, against the following risks and in not less than the following amounts:

- Worker's Compensation
- Contractor's Public Liability and Property Damage
- Automobile Insurance

General Liability	Each Person	Each Occurrence	Aggregate
Bodily Injury Liability	\$1,000,000	\$1,000,000	\$1,000,000
Property Damage Liability		\$1,000,000	\$1,000,000
Personal Injury Liability		\$1,000,000	\$1,000,000
Comprehensive Automobile Liability			
Bodily Injury	\$1,000,000	\$1,000,000	\$1,000,000
Property Damage		\$1,000,000	\$1,000,000

Such policies shall provide that no coverage shall be changed or cancelled unless thirty- (30) days prior notice of such change or cancellation shall be made to the owner. Such notice shall be made by registered mail; postage prepaid, to

the Purchasing Agent, Town of Trumbull, Town Hall, Trumbull, Connecticut 06611.

In the event of cancellation, the contractor shall cease all operations on or before the effective date of said cancellation and he shall not commence work again until he has obtained replacement insurance and has delivered a Certificate of Insurance to the office of the Owner's Purchasing Department.

13. **PROPOSAL BOND**

A Proposal "Bid" Bond payable to the Owner must accompany each Proposal for ten (10%) percent of the total amount of the Proposal. As soon as the Proposal prices have been compared, the Owner will return the bonds of all except the three lowest responsible responses. When the Agreement is executed, the bonds of the two remaining unsuccessful responders will be returned. The Proposal Bond of the selected contractor shall be retained until the Payment Bond and Performance Bond have been executed and approved, after which it will be returned. A certified check may be used in lieu of a Proposal Bond.

14. **CONFLICT OF INTEREST**

No purchase shall be made from nor shall services (other than services as an officer, agent, or employee of the Town) be secured from any officer or employee of the Town, or from any partnership or corporation in which such officer or employee is a partner or officer, or holds a substantial interest, unless such relationship and the fact that such purchase is contemplated shall be made known in writing to the agency making such purchase, and notice thereof posted, for at least five (5) days before such purchase be made, in the office of the agency making such purchase and in a public place in the Trumbull Town Hall.

15. **REFERENCES**

Responders must provide five (5) commercial references using the attached form.

16. **SPECIFICATIONS**

- a) Should any responder find discrepancies in the Specifications, or be in doubt as to the exact meaning, notify the Town at once. The Town may then, at their option, issue Addenda clarifying same. The Town shall not be responsible for oral instructions or misinterpretations of Specifications.
- b) The Town reserves the right to issue Addenda at any time prior to the Proposal Opening. All such Addenda become, upon issuance part of the Specification. Each responder shall cover such Addenda in the proposal and shall acknowledge receipt of same on the blank provided therefore.
- c) The Town reserves the right to require any or all Responder to submit statements as to previous experience in performing comparable work; and as to financial and technical organizations and resources available for this work. The mere opening and reading aloud of a Proposal shall not constitute or imply the Town's acceptance of the suitability of a responder or the Proposal, nor shall possession of Drawings or Specifications constitute an invitation to Proposal. The competency and responsibility of Responder as well as the number of working days required for completion will be considered in making an award.

17. **ADENDUMS**

It is the responsibility of the Responder to verify prior to final submittal of a Proposal or Proposal if any addenda to this request have been issued. Any addenda to this request shall be posted on the Town of Trumbull website www.trumbull-ct.gov under the Purchasing Department's section.

TOWN OF TRUMBULL, CONNECTICUT
TRUMBULL HIGH SCHOOL
FOR THE "LIKE NEW" RENOVATION PROJECT
REQUEST FOR QUOTATION (RFQ)

VARIOUS TECHNOLOGY EQUIPMENT & SERVICES

RFQ # 5956

DUE: SEPTEMBER 5, 2012 3:00PM

GENERAL REQUIREMENTS, SPECIFICATIONS, SCOPE OF SERVICES, DELIVERABLES

PART 1 - GENERAL

1.1 The consulting engineering firm for this requirement is Vanderweil, 242 Summer Street, Boston, MA 02210.

1.2 SUMMARY

- A. Furnish, unpack, remove trash, install, test, configure, integrate and inventory technology equipment specified in this section including the following:
1. Network Video Broadcast and Storage Solution
 2. Projectors, mounts, program audio and classroom AV connectivity
 3. Electronic white boards
 4. Classroom technology equipment
 5. Computers
 6. Printers
 7. Network hardware, switching, WAN and related items
- A. The installation will include but not be limited to the following:
1. Ordering and storage of material prior to shipment and/or delivery;
 2. Delivery directly to the location within the Project;
 3. Configuring, imaging, connecting and placing in the location designated on the plan, or as noted in the distribution list;
 4. Complete unpacking, placement in final location and assembly;
 5. Leveling, anchoring, mounting and securing equipment, racks and other items;
 6. Installation, integration and configuration of operating systems, applications and software;
 7. Check all items in with the Project Contact or Designated Representative of the owner;
 8. Removal of all packing material and other trash associated with this work. The vendor is responsible for trash removal. The owner will not furnish dumpsters. Trash must be removed from the site and properly disposed of. Provide certification of recycling major packing material, paper products and other recyclable items.
 9. Adhere inventory tags on each item; tags will be provided by the Owner. Include asset tag/number information in the final equipment inventory documentation. Provide an electronic copy of the complete inventory in Excel or compatible format.
- B. Project Status
1. The School is currently under construction. The technology equipment will be provided and installed at the end of the construction phase and will be coordinated with the installation of the furniture and systems. The successful bidders will coordinate with other parties working on the project.
- C. Project Schedule
1. The Project is a phased project with deliveries and installations to occur throughout the project. Specific delivery and installation dates will be coordinated with the successful bidder(s). The delivery schedule is estimated and could move forward or back by up to forty-five (45) days. The Owner will give a three (3) week notification of any change in schedule. This applies to each phase.
 2. ENERGY STAR: all equipment and systems are to be ENERGY STAR rated and are to carry the ENERGY STAR symbol in a clear and visible location. Equipment that is not eligible for the ENERGY STAR rating does

not need to carry the rating, but all eligible equipment and categories are to be rated and labeled. Provide systems that earn the ENERGY STAR and are configured properly for automatic energy-saving features as per the current ENERGY STAR specifications. Provide a list of the items that are ENERGY STAR compliant in your bid response.

1.3 QUALITY ASSURANCE

- A. Source Limitations: Obtain technology equipment through one source from a single manufacturer to the greatest possible extent. Coordinate and ensure compatibility of equipment provided under this section with other related equipment. The Contractor must provide evidence that the manufacturer authorizes them to sell, install and service the equipment included in the Bid.
- B. Vendor/Systems Contractor must be experienced, having successfully completed five (5) projects of similar size and scope within the past five, (5) years, submit references with the Bid response. The technicians must have five (5) years experience in designing, installing and testing technology equipment and networks. The technicians must be manufacturer certified to install the technology equipment and systems. The contractor must maintain the same systems engineer throughout the entire installation, if an emergency occurs, the owner must approve the replacement systems engineer.
- C. Software and Equipment Trainer Requirements: A firm or person experienced in the training of users of the provided equipment and software, and who has been trained on and qualified by the manufacturer to train others in the use of the equipment and/or software. The vendor shall include in the bid response a minimum of twenty (20) hours of training.
- D. References and Standards: The Contractor shall furnish and install equipment that is in conformance with UL and NEC, as well as industry standards.

1.4 SUBMITTALS

- A. Submit complete manufacturer's technical specifications and instructions for each component or assembly. Clearly highlight information showing compliance with this and/or all applicable specifications.
- B. Submit complete shop drawings showing inventory of equipment (by system - by type) to be installed, parts and quantity for each room, including communications equipment and wiring rooms. Include configuration of complete installed systems. Provide drawings and schematics to show interconnections and configuration of completed systems.
- C. Certifications: For each system, submit each manufacturer's certification(s) of distributorship, training and equipment warranties. Submit proof of factory training and certification for the installation and maintenance of each system. Include certifications for the foreman and each technician (worker), who will work on this project. Certifications shall be updated when any changes in personnel are made throughout the project. Provide evidence of manufacturer certification to perform warranty work on the systems.

1.5 PROJECT CONDITIONS

- A. The Contractor shall verify and confirm all building dimensions relative to equipment to be furnished and installed by taking actual field measurements at the job site prior to equipment fabrication.
- B. The Contractor shall become familiar with job conditions and building measurements to coordinate the planning, design, delivery and installation of equipment furnished under these Specifications with all other related trades and associated work during the term of this contract.
- C. The Contractor shall review and become familiar with all field conditions, installed infrastructure, wiring rooms and other related work, provided by others that they will interface with or otherwise use, prior to installation.

1.6 DELIVERY AND STORAGE

- A. The Contractor shall schedule, arrange, and coordinate with involved parties/trades for shipment, arrivals, loading dock, elevators (as applicable), acceptance, storage, and security of equipment and materials. Assure that these activities do not interfere with other trades or the progress of this project. The Contractor shall deliver and install the equipment to its final location and not store the equipment in other locations, on site, prior to the installation.
- B. The Contractor shall assure that deliveries are affected in the quantities, within the times, and in accordance with each manufacturer's shipping instructions.
- C. The Contractor shall protect materials according to manufacturer's specifications.
- D. Provide seventy-two (72) hours notice to the design team, consultant, and to Owner, prior to the delivery of any items or services. Failure to provide such notice and delivery information shall not incur any increase in price to Owner. The vendor shall bear any costs associated with repeat delivery attempts and/or coordination. All

installation, shipping, delivery, and other costs shall be included in the prices quoted on the bid form. No additional charges will be allowed. Coordinate all delivery, schedule, access and related issues with project contacts to be provided to the successful bidder(s).

1.7 COORDINATION

- A. The Contractor shall coordinate his installation with the other trades and system installation personnel.
- B. The Contractor will have reasonable access to the resources and facilities necessary to complete the above objectives.
- C. The Owner will supply vendor with a directory services list of all personnel whom will have access to the network and what rights will be granted.
- D. The Owner will provide asset tags and inventory form.

1.8 WARRANTIES

- A. Provide a warranty for the installation including all equipment subsystems and components as part of this section are warranted to be free of faulty workmanship and defects, and damage due to contamination from the site, for a period of three (3) years from the date of complete installation and proven functional operation. Within the warranty period, any part found to be defective will be repaired or replaced at no cost to the Owner.
- B. All equipment supplied by the Vendor/Systems Contractor under this bid must contain only new factory approved devices that will not void the equipment warranty.
- C. Vendor/Systems Contactor shall provide a single call point of service for all warranty issues related to the work governed by this document.
- D. Provide three year 5 day-per-week, on-site, 10 hours per day, next business day replacement warranty coverage for each item and/or system provided.

PART 2 – PRODUCTS

2.1 MANUFACTURER

- A. For purposes of identification of style and level of quality of equipment desired, these Specifications refer to Technology Equipment as currently manufactured by companies as listed herein. These references are not intended to be restrictive or limiting to competitive makes and models of comparable quality and design. Proposals using competitive makes and models shall submit sufficient illustrative material with their proposal to permit comparisons. Provide a complete feature-by-feature comparison of each substitution, verifying the equality of the substituting item. Colors shall be as selected by the Architect or as specified.

In cases where there are district standards and/or requirements for specific vendors, manufacturers and/or equipment, these items are indicated as proprietary and/or required.

2.2 TECHNICAL SUPPORT

- A. The owner reserves the right to record the training sessions for use by Owner's personnel.

2.3 ITEM DETAIL INFORMATION AND SERVICES TO BE FURNISHED AND INSTALLED:

01 NETWORK LASER PRINTER - COLOR

QUANTITY: 3
INSTALLED LOCATIONS: As directed by representative of the Owner
MAKE & MODEL: HP M451nw

DESCRIPTION: Color network laser printer, LaserJet Pro 400 color printer with network and wireless capability. Provide with one installed and one spare set of cartridges for black and white, and all colors.

INSTALLATION: Provide printer cable, network cable, power cable, and accessories to ensure a complete and operational installation. Connect to power and to the network. Configure the printer to comply with direction from the designated representative of the Owner regarding network configuration, print queue configuration etc. Provide with one installed printer cartridge and one spare printer cartridge per printer. Deliver spare printer cartridges to the designated representative of the Owner and obtain a signed confirmation of delivery statement. Submit the confirmation of delivery with the project close-out documentation.

02 LAPTOPS AND CART

QUANTITY: 30 loose computers and 15 computers in a locking charging cart
INSTALLED LOCATIONS: As directed by representative of Owner
MAKE & MODEL: Lenovo ThinkPad X130e with one Bretford laptop cart

DESCRIPTION: Lenovo ThinkPad X131e, Intel I3 processor, Microsoft Windows 7 Professional 64 bit, 4Gig's memory, 320 Gig HD with 3 year depot and accidental damage protection warranty.

Provide Bretford Netbook Cart BRE-NETBOOK32, carts complete with power strips, charging management and accessories to fully support the secure storage and charging of the laptops. Cart model is to be configured to hold/charge a minimum of 15 laptops.

INSTALLATION: Unpack and configure the laptops according to 1.2.B, and direction from Owner, per Owner's image. Mount and secure laptops within the carts and deliver complete carts to the schools/locations identified by the Owner. Obtain confirmation of delivery and submit with invoices.

03 WIRELESS NETWORK WITH MANAGEMENT

QUANTITY: System
INSTALLED LOCATIONS: As determined
MAKE & MODEL: Meraki

DESCRIPTION: Meraki is the current district standard for wireless networking. Provide complete coverage throughout the school with Meraki wireless access points. Provide 3 year cloud based management licensing and accessories to ensure a complete and operational system. Meraki has the project drawings and has modeled the project coverage. Coordinate and review the project information with Meraki.

INSTALLATION:

Provide access points, cables, mounts, patch cords and accessories. There are existing Category 6 cables and jacks at each of the indicated potential wireless access points throughout the project. The successful bidder is to work with Meraki to develop the most cost effective, managed, implementation of wireless networking for this school. Cables for potential access points have been provided throughout the project at a frequency that is more than currently required to provide coverage. The intention of the cabling density is to provide for current and potential future access point locations. Provide access points in the quantity and location required.

Network switches are in place and are connected to the potential access point cables. Work with the designated representative of the Owner to document the VLAN requirements and implement the required wireless VLAN configuration into the existing network.

Provide licensed cloud based management for a 3 year period.

04 NETWORK CARE PACK - HP

QUANTITY: 25
INSTALLED LOCATION: N/A
MANUFACTURER: HP

DESCRIPTION: HP hardware support, onsite call-to-repair service, HP Care Pack Services. Provide a one year HP Care Pack for the network core switch, HP E5406 and one edge switch HP 3500.

INSTALLATION: Provide registration information to designated representative of the Owner.

05 IP VIDEO AND VIDEO ON DEMAND

QUANTITY: System
INSTALLED LOCATIONS: Per description
MAKE & MODEL: Evideon, VSI, SnapStream, VBrick, or equal

DESCRIPTION The system is to be an integrated system that provides, at a minimum, the following capabilities and capacities:

- 5 simultaneous channels of encoded live TV. Include CATV splitters, amplifiers, connectors, and accessories to support this functionality. Provide decoders, encoders, and related equipment, software and accessories;
- VOD capability with a minimum of 3,400 hours of recording at 2 Mbps.
- Raid 5 disk configuration and one spare disk;
- Encoding station, complete, with DVD and VCR to allow simple encoding and storage on VOD of Owner material;
- License management functionality to allow the Owner to input the number of valid licenses. System must manage the concurrent viewers/streams, to not exceed valid license/copy count;
- Content management, simple graphical user interface to allow all users to easily search, view, record, edit and otherwise manage the VOD and real time content;

- System shall provide MPEG-2, H.264 and other current standards;
- Up to HD 1080P encoding functionality/
- 5 " set top" boxes for fixed displays, with connectors, cables, and accessories. Install, connect, test and demonstrate the set top boxes;
- 1 year extended warranty;
- Licensing for common equipment and functionality and 1,200 viewing, soft players, management, client or other licensing required to view, access, manage or otherwise use the system;
- The easy, integrated, capability to record, search, clip, burn DVDs over the LAN;
- TV guide capability to simplify management and programming/use of the system;
- One encoder to be installed in the TV studio and provide streaming over the LAN and/or recording to the VOD portion of the system.

Provide a minimum of one year support and software updates, full access to on-line support resources, email based technical support, software updates and patches, annual data subscription including daily updates of TV listings and program guide information for the United States and Canada.

Provide racks, mountings, power strips, UPS for 30 minutes of support and accessories to ensure a complete and operational system.

INSTALLATION:

Provide complete and operational system. Work with the designated representative of the school Technology Department and the network integrator to identify and configure V-LAN, multi-cast and other network requirements for successful operation. Coordinate with the local cable provider for the delivery and installation of cable terminations and decoders, set top boxes and/or other interface devices required. Connect special school-based video system output, if present, to one of the system inputs so that programming generated in, by or through the studio is distributed through the system over the network. Provide encoders, decoders, connectors, accessories and other devices and connections required to ensure a complete and operational system.

06 **DOCUMENT CAMERAS**

QUANTITY:

8

INSTALLED LOCATIONS:

Deliver to designated representative of Owner.

MAKE & MODEL:

ELMO CO-10

DESCRIPTION:

ELMO CO-10 ultra-portable document cameras with accessories

INSTALLATION:

Deliver document cameras and accessories to the designated representative of the District. Obtain a signed confirmation of delivery and include the confirmation of delivery in the project close-out documentation submittal.

TOWN OF TRUMBULL, CONNECTICUT
TRUMBULL HIGH SCHOOL
FOR THE "LIKE NEW" RENOVATION PROJECT
REQUEST FOR QUOTATION (RFQ)

VARIOUS TECHNOLOGY EQUIPMENT & SERVICES

RFQ # 5956

DUE: SEPTEMBER 5, 2012 3:00PM

REFERENCES

(To be submitted with proposal – attach additional pages as necessary)

List references for similar services provided for at least five (5) clients in the past five (5) years (attach any other client references if desired).
PLEASE NOTE IT IS THE TOWN'S INTENT TO COMMUNICATE WITH THE REFERENCES LISTED HEREIN.

CLIENT 1:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 2:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 3:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 4:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

CLIENT 5:

Organization Name: _____
Contact Name: _____ Phone: _____
Service Dates: _____
Project(s): _____

TOWN OF TRUMBULL, CONNECTICUT
TRUMBULL HIGH SCHOOL
FOR THE "LIKE NEW" RENOVATION PROJECT
REQUEST FOR QUOTATION (RFQ)

VARIOUS TECHNOLOGY EQUIPMENT & SERVICES

RFQ # 5956

DUE: SEPTEMBER 5, 2012 3:00PM

PROPOSAL FORM

Pursuant to and in compliance with the above noted Request for Proposal and relating thereto, the Undersigned,

(Company Name)

(Address)

Date: _____ Phone/Fax: _____

THE UNDERSIGNED AFFIRMS AND DECLARES that this proposal is executed with full knowledge and acceptance of the specifications, requirements, terms and conditions contained herein and with complete understanding and full compliance of all requirements and hereby submits this proposal for the request noted above and certifies that this proposal meets all the specifications and conditions requested herein. Any substitutions to the specifications requested are clearly and completely noted. Any alternate proposals are presented in a similar format to those requested and are attached herein. It is understood that the Town reserves the right to reject any or all proposals or waive any formalities in this request.

FURTHERMORE the undersigned, in compliance with the Invitation to Bid Technology Equipment and Services for the Project, having examined the specifications contained herein and the related documents, and being familiar with the conditions surrounding the proposed work, including availability of products, materials and labor, proposes to furnish, deliver and set in place all materials, including furnishings, hardware, software and cabling required for the Technology Equipment and Services for the Project requested, for the contract price specified below.

The Owner desires to place an award to a single Vendor/Systems Contractor for this bid; however, the right is reserved to place awards to multiple Vendor/Systems Contractors. The Owner reserves the right to make a partial award, by item, groups of items, categories and/or groups of categories. Should the need arise to make a partial award; the quoted unit item price will be used in order to calculate the total cost for the quantity of items selected.

Bidders must bid one or more complete categories. Incomplete bids or qualified bids for any category will be disqualified. The unit pricing is strictly for the addition and/or deletion of items throughout the contract period.

ADDENDUM ACKNOWLEDGEMENT (Date and Initial as Necessary)

	Title/Date	Initial
Addendum #1:	_____	_____
Addendum #2:	_____	_____

Prices shall remain FIRM during the entire contract period.

The following lump sums are the total lump sum bid to accomplish the full scope of work for the Bid Categories.
Lump Sum Bid to furnish and install products and services per specification.

RFQ # 5956 PROPOSAL FORM (Continued)

Bid Category No. 1, item 01 Color Networked Laser Printers \$ _____

Category 1 Price in words _____

Bid Category No. 2, item 02 Laptops and Cart \$ _____

Category 2 Price in words _____

Bid Category No. 3, item 03 Wireless network with management \$ _____

Category 3 Price in words _____

Bid Category No. 4, item 04 HP Network Care Packs \$ _____

Category 4 Price in words _____

Bid Category No. 5, item 05 IP Video and VOD System \$ _____

Category 5 Price in words _____

Bid Category No. 6, item 06 Document Cameras \$ _____

Category 6 Price in words _____

Bid Category No. 7, item 07 Student Response Systems \$ _____

Category 7 Price in words _____

Bid Category No. 8, item 08 Wireless Slates \$ _____

Category 8 Price in words _____

RFQ # 5956 PROPOSAL FORM (Continued)

THE PROPOSER SHALL STATE THE NAMES OF ALL PROPOSED SUBCONTRACTORS.

PROPOSED SUBCONTRACTORS

If none, write "None" _____.

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Description of Work _____
Proposed Subcontractor Name _____
Address _____

*Insert description of work and subcontractors' names as may be required.

This is to certify that the names of the above mentioned subcontractors are submitted with full knowledge and consent of the respective parties.

The Proposer warrants that none of the proposed subcontractors have any conflict of interest as respects this contract.

Proposer _____
(Fill in Name)

By _____
(Signature and Title)

END OF PROPOSAL FORM