

Request for Proposal (RFP) for Network Upgrades

Overview

The Bullitt County Public Library (“BCPL”) in Bullitt County, Kentucky, is now accepting proposals for internal network upgrades at our newest branch within the BCPL system. The services requested in this document are part of the E-rate filing for BCPL for the 2021-2022 funding year and are necessary for upgraded internet services at our new locations. All bids must include the Service Provider Identification Number (SPIN) or the bid will be disqualified. Information about the E-rate program can be found at <https://www.usac.org/e-rate/>.

The objective of this Request for Proposal (“RFP”) is to accomplish a fair, open, and competitive procurement in accordance with the Kentucky Local Model Procurement Code as outlined in KRS 45A. This RFP may be viewed at the BCPL Ridgway Memorial Library, located at 127 N. Walnut Street, Shepherdsville, KY, 40165. The RFP is accessible electronically at www.bcplib.org/rfp.

BCPL is a tax-exempt government entity.

Due Date

The process of accepting proposals and choosing the successful proposer shall be by sealed proposals using the Local Model Procurement Code as outlined in KRS 45A. Sealed proposals will be received in person or by mail to the Contact Person: Joe Schweiss, Executive Director, at the Ridgway Memorial Library, 127 N. Walnut Street, PO Box 99, Shepherdsville, KY, 40165, until 5:00 PM EST, March 1st, 2021. BCPL assumes no responsibility for delays caused by the U.S. Postal Service or any other delivery service. It is the vendor’s responsibility to verify receipt of any correspondence with the Contact Person. Late proposals will not be accepted.

Only signed paper copies of proposals will be accepted. No proposals will be accepted by electronic means (e.g., fax or e-mail). BCPL may reject all bids or cancel the procurement at any time.

Specifications

Listed below are proposed items and quantities for proposal. Where a specific make and model is requested, vendors may submit alternative equipment as long as the equipment is an equivalent make and model or serves a similar functionality.

BCPL reserves the right to adjust quantities prior to purchasing to meet the needs of the library. All items on the list must be part of the bid.

Internal Connections

Firewall:

- Cisco Meraki MX 250 Firewall appliance and 5-year Advanced Security licensing – quantity 1 (note: vendor must list cost of firewall license and appliance as separate line items)
- Functionality requirements include:

- The ability to administer all Networking Equipment and Accessories from a cloud-based interface
- Automatic firmware updates
- Self-provisioning capabilities
- Auto-provisioning site to site VPN capabilities
- Enterprise security, including multi-level filtering options
- Guest isolation firewall
- Secure guest access upon acceptance of terms of service
- At least 4 Gbps firewall throughput
- At least 1 Gbps VPN throughput

Switches:

- Cisco Meraki MS250-48FP switch and 5-year Enterprise subscription licensing – quantity 4 (note: vendor must list cost of switch license and appliance as separate line items)
- Functionality requirements include:
 - The ability to administer all Networking Equipment and Accessories from a cloud-based interface
 - Automatic firmware updates
 - Self-provisioning capabilities
 - Enterprise security, including multi-level filtering options
 - Email alerts for switch management
 - Remote troubleshooting tools
 - Manage ports from a GUI-based dashboard
 - Per-port and per-client usage statistics
 - At least 740W available for Power of Ethernet per unit
 - Modular power supply
 - Static and dynamic routing

Access Points:

- Cisco Meraki MR56 wireless access point and 5-year Enterprise subscription licensing – quantity 17 (note: vendor must list cost of access point license and appliance as separate line items)
- Cisco Meraki MR86 outdoor wireless access point and 5-year Enterprise subscription licensing – quantity 4 (note: vendor must list cost of access point license and appliance as separate line items)
- Functionality requirements include:
 - The ability to administer all Networking Equipment and Accessories from a cloud-based interface
 - Automatic firmware updates
 - Self-provisioning capabilities
 - Auto-provisioning site to site VPN capabilities
 - Enterprise security, including multi-level filtering options

- Guest isolation firewall
- Secure guest access upon acceptance of terms of service
- IP67 rating on outdoor units
- WiFi 6

Antennas

- Cisco Meraki MA-ANT-20 antennas – quantity 16
- Functionality requirements include:
 - Compatible with Cisco Meraki MR86 Outdoor units
 - Require no additional cable
 - Suitable for outdoor use

Connectors

- Meraki 40GbE QSFP Cable, 1 Meter MA-CBL-40G-1M – quantity 3
- Functionality requirements include:
 - Compatible with Cisco Meraki MS250 switches

Cabling

- Cat 6 patch cables (1ft) color blue – quantity 100
- Cat 6 patch cables (1.5ft) color blue – quantity 100

Uninterruptible Power Supply (UPS)/Battery Backup

- APC Smart-UPS 1500VA LCD RM 2U 120V with SmartConnect (SMT1500RM2UC) – Quantity 4

Shipping

If shipping is not included, then vendor will list shipping for all products as a separate line item. All items will ship to:

Ridgway Memorial Library
127 N. Walnut St.
Shepherdsville, KY 40165

Bidding Formats

All proposals must be capable of being understood without reference to other documents and must include, at a minimum, the following sections:

1. Cover letter with original signature of the Vendor's authorized representative, including:
 - a. A statement certifying the Vendor's compliance with the RFP requirements.
 - b. The name and address of the firm submitting the proposal.
 - c. Name of the person(s) authorized to represent the firm during the proposed consultation process.
 - d. Vendor's SPIN.
2. Configuration and costs of all items and services associated with the proposal, including:
 - a. Quantity

- b. Manufacturer
 - c. Part number
 - d. Description
 - e. Unit price
 - f. Extended price
3. Contract and license terms.
 4. Response to specifications.

All bids must reflect any available governmental unit discounts and the Lowest Corresponding Price. BCPL is a tax-exempt government entity.

Bid Evaluations

Bids will be opened and all bid prices read aloud at 9:00 AM EST on March 2nd, 2021, in the Ridgway Memorial Library meeting room. Bids received after 5:00 PM EST on March 1st, 2021, will not be opened.

Disqualification factors: Applications from vendors that (1) fail to provide an e-rate SPIN, (2) don't list all items requested, and/or (3) don't separate costs by line item, will be disqualified.

BCPL reserves the right to reject all bids. If awarded, the contract will go to the bidder submitting the lowest evaluated bid price.

Judging Process

The contract will be awarded based on best value to BCPL as well as evaluation criteria set forth in this document. Weighted factors contributing to this award are included in the following breakdown:

Factor	Weight
Price of E-rate Eligible Services	50%
Price of E-rate Ineligible Services	20%
Meeting Technical Specifications	30%

The eligible vendor receiving the highest score shall be awarded the bid.

Installation

BCPL anticipates that these upgrades will occur after the funding year for E-rate FY 2021-2022 begins on July 1, 2021.

Vendor Questions

Responding vendors may request clarifications regarding specifications outlined in this RFP through February 22nd, 2021, at 3:00 PM EST to the Contact Person. Any clarifying questions and associated answers will be posted on the BCPL website at www.bcplib.org/rfp and in the E-rate Productivity Center no later than February 23rd, 2021, at 3:00 PM EST. Vendors may request to receive a notification when the addendum has been posted.

Request For Proposal
Bullitt County Public Library



Contact Person

Requests for clarifications can be directed to BCPL administration via email:
Joe Schweiss, Executive Director
joe@bcplib.org