

JACKSON COUNTY PUBLIC SCHOOLS REQUEST FOR PROPOSALS, #199-500200416

RFP Posted: April 16, 2020

1. Project Background and Description

Jackson County Public Schools in North Carolina is accepting proposals for PER-UNIT PRICING on six hundred fifty (650) "Shape the Future" (<https://www.microsoft.com/en-us/education/products/windows/shapethefuture.aspx>) eligible Windows 10 student devices.

JCPS recently received confirmation that funding for the Digital Learning Initiative has been renewed for the 2020-21 school year. As a result, JCPS intends to purchase new devices for students in grades 7 and 10. Since funding for the Digital Learning Initiative is provided on a year-by-year basis, no multi-year contract will be considered.

The approved productivity platform for JCPS is Office 365, and the standard operating system is Microsoft Windows 10. All JCPS classrooms are equipped with high-density wireless access points, and all nine JCPS schools are connected to the central office via a 10Gb fiber optic network.

Deadline: Friday, April 24th at 4:00 PM

2. Project Scope

Upon completion of this bid process and the approval of the winning proposal by the Jackson County Board of Education, JCPS intends to purchase 650 Windows 10 "Shape the Future" eligible devices for distribution to students in grades 7 and 10. The actual quantity may vary more or less depending on the final cost.

JCPS will choose a winning vendor based on "best value" and most advantageous to Jackson County Public Schools. OEM's are encouraged to provide resellers with "first-preferred vendor" pricing for this project. Following approval of the winning proposal, a purchase order will be issued to the winning vendor as soon as possible.

All of the devices must be delivered to a single location at Smoky Mountain High School located at 100 Smoky Mountain Drive, Sylva, NC 28779. There is no loading dock at the delivery location, so the delivery vehicle should be equipped with a lift gate if it is a large truck.

Deadline: Friday, April 24th at 4:00 PM

The winning vendor shall:

- Have previously secured a purchase contract of similar size and value.
- Have been in the business of selling computers for a minimum of three (3) years.
- Provide upon request three (3) references from current customers that have made volume purchases similar in scope to this procurement. Each reference must contain the point-of-contact's name, physical address, and telephone number.
- Identify the names and contact information for any individuals assigned the responsibility of handling this account.
- Be the manufacturer, or authorized to purchase products directly from the manufacturer, or a reseller authorized to purchase from a distributor that is factory-authorized to purchase products directly from a computer manufacturer.
- Be the manufacturer or certified by the manufacturer of the item(s) to provide warranty and/or repair on the equipment included in the proposal.
- **Bids that cannot meet the delivery deadline will be scored according in the evaluation matrix.**
- Describe in detail any applicable self-maintainer or warranty.
- Provide only OEM power bricks and power cords.
- Etch all devices with the JCPS logo.
- Ship all devices and accessories to:

Jackson County Public Schools
Attention: Jeremiah Jackson
100 Smoky Mountain Drive
Sylva, NC 28779

- Ensure the delivery vehicle is equipped with a lift gate if it is a large truck.
- Include Shipping cost in bid
- Include cost of etching device in bid
- Include cost of all **White Glove** services listed in bid.
- Include an estimated amount of time from receipt of PO to fulfillment of the order.
- Consider any shortages of parts that might affect the ability to meet the shipping deadline. Include an explanation in the bid packet.
- Hold devices in their warehouse until July 6th. (We would like to have them delivered as close to this date as possible)

3. Device Specifications/Minimum Requirements

Following are the required specifications for each device model.

Student Device Specs

- Brand new device
- Memory: 4+ GB
- Storage: 120 GB or larger (SSD or eMMC)
- Processor: Intel N series or AMD A series (at least 2 cores) (Pentium preferred)
- Screen Size: 11" or greater touch screen
- Attached to device Keyboard and Touchpad
- Screen resolution: at least 1366x768 pixels
- Web camera – User Facing required (at least 720p)
- Battery: 3-Cell, at least 40Whr
- Battery life: at least 8 hours life as listed in manufacture specs
- Touchpad
- HDMI: full size port
- Headphone/Microphone: 1/8" port required (can be a single or combo port)
- USB: 2 ports required; At least 1-USB 3.0 required. USB-C will be considered.
- Ethernet: preferred built in (If not built in, include cost for Quantity:10% USB to Ethernet adapters)
- PXE: must be able to PXE boot and image in either legacy mode or with Windows MDT/WDS with either built-in or USB-to-Ethernet adapter.
- Wireless: AC or AX(wifi6) Wireless, at least 2x2 MIMO, Dual-Band 5ghz/2.4 Ghz
- Bluetooth: version 4.1 or higher
- Must come with OEM power adapter for USA standard 110V/120V outlets.
- Form Factor: 2-in-1 convertible
- Durable / Rugged / water resistant preferred
- Etching: JCPS Logo
- 3 year accidental damage warranty (Loss and theft warranty is a bonus)
- O/S: Windows 10 Professional or Education version, 64 bit (must have the ability to run outside of S mode)
- Stylus: optional
- Power Supply: USB-C preferred. Lenovo Slimtip also accepted.

White Glove Service

- Add asset sticker to device, including Linear Barcode (code 39 or code 128)
- Record Computer Name, MAC, Serial and Asset in a spreadsheet
- Asset Number 20205001 - 20205650
- Laptop must come with our JCPS Windows 10 image on the device
- Add the device to the JCPS active directory domain using a site-to-site VPN
- Assign each device a unique Computer Name, in our format STUXXXX-5001
- Prefer unboxed, if devices can be protected during delivery
- **Do NOT deliver devices before July 6th. Hold in your warehouse until then.**

Extra Power Supplies

- Provide cost per unit for extra power supplies. This price must be honored for 12 months from RFP award.
- Currently JCPS has extra power supplies in every 1:1 classroom.
- USB-C preferred, Lenovo Slimtip also accepted

USB to Ethernet Adapters

- If the device does not include a built-in Ethernet RJ45 connector, please provide the cost for USB to Ethernet adapters. We will need to have 10% of the total units purchased in adapters. IE: if 650 units are purchased, we will need 65 adapters. This will be included in the Evaluation Unit Price Criteria. Must be able to image and PXE boot from USB-to-Ethernet adapters using Microsoft MDT and Microsoft WDS.

4. Evaluation Criteria

This is a “BEST VALUE” procurement, and, as such, the award will not necessarily be made to the vendor submitting the lowest price. Instead, the award will be made to the vendor submitting the best responsive proposal that is most advantageous to Jackson County Public Schools.

Instructions to Bidders (please read carefully):

The following pre-determined criteria will be used to evaluate and score the proposal for each individual model.

If the proposal for either model is disqualified, it will not disqualify the entire proposal.

THE UNIT PRICE FOR EACH MODEL MUST BE CLEARLY PRESENTED.

PROPOSALS MUST INCLUDE AND IDENTIFY THE COSTS FOR ETCHING, WARRANTY, AND SHIPPING.

PROPOSALS THAT DO NOT SPECIFY THE INCLUSION OF ETCHING AND WARRANTY COSTS WILL BE DISQUALIFIED.

PROPOSALS THAT DO NOT SPECIFY THE INCLUSION OR COST OF SHIPPING WILL BE DISQUALIFIED.

PROPOSALS THAT DO NOT MEET THE DEVICE SPECIFICATIONS LISTED IN SECTION 3 WILL BE DISQUALIFIED.

PROPOSALS RECEIVED AFTER 4:00 PM ON FRIDAY, APRIL 24 2020 WILL BE DISQUALIFIED.

Purchase order expected to be sent to winning bidder for the purchase of devices on May 1st, 2020.

Criteria	Scoring Criteria	Total
Unit Price including warranty, shipping, and etching (not including tax)	Score based on a percentage of cheapest response. (Unit price will be highest weight in scoring matrix)	
Device delivery date	How quickly can the devices be delivered? We would like the devices delivered by July 10 th if possible.	
Device meets specifications	Does the device meet RFP specifications	
Previous Investment in charging stations	Does the device power adapter match what is currently in place in the charging stations. (current USB-C and Lenovo SlimTip)	
JCPS Prior experience with Vendor	Prior experience with purchasing or warranty with the vendor.	
Specs of the device	Used to score devices that exceed specifications.	
Ease of repair and warranty	How easy for JCPS Technicians to repair and maintain warranty repairs.	
White Glove Services	Can the vendor perform all the white glove services	

Deadline: Friday, April 24th at 4:00 PM

5. Proposal Return Instructions

SEND ONLY ONE FULLY EXECUTED, COMPLETE PROPOSAL TO THE EMAIL ADDRESS **OR** MAILING ADDRESS BELOW. FAXED PROPOSALS WILL NOT BE ACCEPTED.

BY EMAIL (preferred): cto@jcpsmail.org

BY MAIL ADDRESS: Jackson County Public Schools
 Attention: Jeremiah Jackson
 398 Hospital Road
 Sylva, NC 28779

INDICATE THE RFP NUMBER IN THE SUBJECT LINE OF AN EMAIL OR ON THE ENVELOPE OF A MAILED PROPOSAL.

DEADLINE: FRIDAY, APRIL 24 AT 4:00 PM

Phone calls will not be accepted or returned in relation to this RFP.

Questions must be submitted in writing(email) by April 23rd at 4:00 PM. Questions can be emailed to cto@jcpsmail.org.
Answers will be posted to the JCPS Purchasing Website
<https://www.jcpsnc.org/departments/finance/purchasing>

It is the bidder's responsibility to read this entire document, review all enclosures and attachments, and comply with all requirements specified herein. **FAILURE TO COMPLETE THE ATTACHED PROPOSAL FORM AND THE IRAN DIVESTMENT ACT CERTIFICATION FORM WILL RENDER THE ENTIRE QUOTE INVALID.**

Jackson County Public Schools will not evaluate or consider any additional terms and/or considerations submitted with a quote. This applies to any language appearing in or attached to the document as part of the bidder's response. **DO NOT ATTACH ANY ADDITIONAL TERMS AND CONDITIONS.** By execution and delivery of this proposal, the bidder agrees that any additional terms and/or conditions, whether submitted purposely or inadvertently, shall have no force or effect. **FAILURE TO INCLUDE AN AUTHORIZED SIGNATURE WILL RENDER THE ENTIRE PROPOSAL INVALID.**

The proposal shall be valid for no less than 45 days from the deadline stated on this page.

Bidders are urged to compute all discounts into the price offered. If a prompt payment discount is offered, it will not be considered in the award of the contract.

Any deviation from specifications indicated herein must be clearly identified. Otherwise, it will be considered that items offered are in strict compliance with these specifications, and bidder will be held responsible therefore. Deviations shall be explained in detail. **The bidder shall not construe this paragraph as inviting deviation or implying that deviation will be acceptable.**

Jackson County Public Schools reserves the right to reject any and all quotes, to waive any informality in quotes, and, unless otherwise specified by the bidder, to accept any item in the quote. If either a unit price or extended price is obviously in error and the other is obviously correct, the incorrect price will be disregarded.

Jackson County Public Schools reserves the right to require and contact a list of references to determine the acceptability of the quote. Such information may be considered in the evaluation of the proposal.

Jackson County Public Schools invites and encourages participation by businesses owned by minorities, women, disabled, disabled business enterprises, and non-profit work centers for the blind and severely disabled. Such information will be considered in the evaluation of the proposal.

Qualified quotes will be evaluated and acceptance made of the best responsive quote most advantageous to Jackson County Public Schools as determined upon consideration of such factors as prices offered, the quality of the articles offered, the general reputation and performance capabilities of the bidders, the substantial conformity with the specifications and conditions set forth in the quote, and such other factors deemed by Jackson County Public Schools to be pertinent or peculiar to the purchase in question. Unless otherwise specified by Jackson County Public Schools or the bidder, Jackson County Public Schools reserves the right to accept any item or group of items on a multi-item proposal.

As provided by statute and rule, Jackson County Public Schools will consider keeping trade secrets which the bidder does not wish disclosed confidential. However, cost information shall not be deemed confidential. In spite of what is labeled as a trade secret, the determination of whether an item is or is not confidential will be determined by North Carolina law.

Contract award notices are sent only to those actually awarded contracts, and not to every person or firm responding to this solicitation.

Timeline of Events:

RFP Posting	April 16 th , 2020
Proposals Due	April 24 th 2020 @ 4:00 PM
Public Bid Opening	April 27 th , 2020 @ 9:00 AM 398 Hospital Road Sylva, NC 28779
Bid Award	JCPS Board of Education meeting – Expected April 28 th , 2020
Vendor Notification	On or before April 29 th , 2020

PROPOSAL FORM

STUDENT AND TEACHER COMPUTING DEVICES FOR DEPLOYMENT IN JACKSON COUNTY PUBLIC SCHOOLS

RFP: 199-500200416

DUE DATE: FRIDAY, APRIL 24 AT 4:00 PM

Proposals are subject to rejection if this form is not fully completed.

EXECUTION:

In compliance with this Request for Proposals, and subject to all the conditions herein, the undersigned offers and agrees to furnish and deliver any or all items upon which prices are offered at the prices quoted within the time frame specified herein. By executing this offer, I certify that this proposal is submitted competitively and without collusion, that none of our officers, directors, or owners of an unincorporated business entity has been convicted of any violations of Chapter 78A of the General Statutes, the Securities Act of 1933, or the Securities Exchange Act of 1934 (G.S. 143-59.2), and that we are not an ineligible vendor as set forth in G.S. 143-59.1. **False certification is a Class I felony.**

BIDDER/VENDOR	FEDERAL ID OR SOCIAL SECURITY NUMBER	
STREET ADDRESS	PO BOX	ZIP CODE
CITY & STATE & ZIP CODE	TELEPHONE NUMBER	
TYPE OR PRINT NAME & TITLE OF PERSON SIGNING	FAX NUMBER	
AUTHORIZED SIGNATURE & DATE*	EMAIL ADDRESS	

FAILURE TO EXECUTE/SIGN QUOTE PRIOR TO SUBMITTAL SHALL RENDER THE ENTIRE PROPOSAL INVALID.
LATE PROPOSALS ARE NOT ACCEPTABLE.

PLEASE ATTACH QUOTES TO THIS PROPOSAL FORM.

ALL UNIT PRICES MUST BE SHOWN CLEARLY AND BE FIRM PRICES AND FREE OF ANY ESCALATOR.

ADDITIONAL ORDERS, IN VARYING QUANTITIES, MAY BE PURCHASED AT THE UNIT PRICE.

All questions should be directed to Jeremiah Jackson, Chief Technology Officer, via email at cto@jcpsmail.org

Phone calls will not be accepted or returned

IRAN DIVESTMENT ACT CERTIFICATION REQUIRED BY N.C.G.S. 143C-6A-5(A)

RFP: 199-500200416

DUE DATE: FRIDAY, APRIL 24 AT 4:00 PM

Proposals are subject to rejection if this form is not fully completed.

As of the date below, the vendor or bidder listed on this form is not on the Final Divestment List created by the State Treasurer pursuant to N.C.G.S. 143-6A-4.

The undersigned hereby certifies that he or she is authorized by the vendor or bidder listed on this form to make the foregoing statement.

BIDDER/VENDOR	
SIGNATURE	DATE
PRINTED NAME	TITLE

Notes to persons signing this form:

N.C.G.S. 143C-6A-5(a) requires this certification for bids or contracts with the State of North Carolina, a North Carolina local government, or any other political subdivision of the State of North Carolina. The certification is required at the following times:

- When a bid is submitted
- When a contract is entered into (if the certification was not already made when the vendor made its bid)
- When a contract is renewed or assigned

N.C.G.S. 143C-6A-5(b) requires that contractors with the State, a North Carolina local government, or any other political subdivision of the State of North Carolina must not utilize any subcontractor found on the State Treasurer's Final Divestment List.

The State Treasurer's Final Divestment List can be found on the State Treasurer's website at the address www.nctreasurer.com/iran and will be updated every 180 days.

Shape the Future

K-12 Academic Institutions



Effective Date: 8/13/2019

Jeremiah Jackson
jjackson@jcpsmail.org
Jackson County Public Schools
398 Hospital Road

Sylva NC 28779
United States

Re: Microsoft Shape the Future K-12 institution
Eligibility Letter for Jackson County Public
Schools (7C2FD6949C)

Congratulations,

Jackson County Public Schools is approved as eligible for the Shape the Future K-12 program, valid until two years after the Effective Date indicated above.

The Shape the Future program allows qualifying K-12 institutions* to purchase Windows devices from participating technology partners, typically at a discount from their retail price. Shape the Future program prices for Windows devices are set by technology partners who have access to discounted National Academic licenses. For purposes of National Academic Offers, "Education Use" means use by administrators, teachers, or students in primary or secondary schools.

These devices may only be distributed to Jackson County Public Schools (7C2FD6949C) and only in association with the Shape the Future program. In addition, Microsoft may require Jackson County Public Schools (7C2FD6949C) to submit proof of receipt of the devices, such as a technology partner invoice, a shipment record or similar documentation which demonstrates receipt. Microsoft reserves the right to terminate the Shape the Future program and this eligibility letter entirely if and when Microsoft considers it appropriate.

To take advantage of the Shape the Future program for K-12, provide this letter to a participating technology partner when requesting a price quotation or submitting an order for the fulfillment of devices with National Academic licenses. Microsoft reserves the right to validate the issuance of this letter of eligibility to technology partners, as requested.

For more information on device options and the Shape the Future K-12 program, please contact a Microsoft representative, a Microsoft Partner or visit Microsoft.com/education.

We thank you for choosing Microsoft for your education needs. Education continues to be core to Microsoft's mission to empower every student on the planet to achieve more. Through [Office 365 Education](#), [Windows 10](#), [OneNote Class Notebook](#) and [Minecraft: Education Edition](#), we continue to offer immersive and inclusive experiences that inspire learning.

[Microsoft in Education](#)

*By presenting this letter or the associated certificate of eligibility as described above, you affirm that (a) you are ordering devices or requesting a quotation on behalf of the institution named on this letter; and (b) you understand that any devices acquired through the program must be used for Education Use only. Misrepresentation about a user's status or misuse of devices acquired through the StF program is a violation of the program and may result in Microsoft withdrawing the institution's eligibility, pursuit of civil damages or other serious legal consequences. Please direct any questions concerning this institution's eligibility to Microsoft at LOEDES@Microsoft.com.



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great things!

