

**WILLCOX UNIFIED SCHOOL DISTRICT
REQUEST FOR QUOTE – E-RATE ELIGIBLE SERVICES
WIRELESS LAN AND CABLING FOR ACCESS POINTS**

DATE: [December 21, 2023](#)

DUE DATE: [February 8, 2024](#)

The Willcox Unified School District is requesting quotes for a Wireless Local Area Network, Network Infrastructure Equipment and cabling for wireless access points, as identified in the specifications below. The contract start date is anticipated to be April 1, 2024, or upon notification of approval of E-Rate funding for this project; at the District’s discretion. In any case, no work will begin prior to April 1, 2024.

A **Mandatory Vendor Walkthrough** will be held on January 10, 2024, at 10:00am Arizona Time. The meeting will be held at 480 N Bisbee Avenue, Willcox, Az 85643; and will include a tour of Willcox Unified School District Preschool Buildings. Attendance is mandatory and only those prospective vendors that have a representative in attendance will be deemed qualified to provide a responsive proposal. All others will be deemed as non-responsive and their proposals will be disqualified.

The District is seeking services and pricing through an approved State Master Contract or other Cooperative Purchasing Contract that is acceptable according to the Arizona State Procurement Rules. Please be advised that this is a Request for Quote and not a formal sealed RFP/Bid process. Arizona State Procurement Code requires a formal sealed bidding process; or purchasing from an approved cooperative purchasing contract, or compliant consortium procured contract for any award in excess of \$100,000.00. **Any quote/proposal whose total value exceeds \$100,000.00 and is not linked to a current approved cooperative purchasing contract, or a compliant consortium procured contract will be disqualified by Arizona State Procurement Code.**

Quotes should be delivered electronically to email address erate@wusd13.org no later than the posted due date. Quotes can be mailed or delivered in person to the District Office. Extensions may be requested up to three days prior to the posted due date. Extensions will be granted at the District’s discretion. It is the prospective vendor’s responsibility to deliver the requested quote on or prior to the posted due date and time.

The submission of a quote will indicate that the prospective vendor understands the requirements and specifications and that the services and materials requested can be supplied, and the required delivery timeline can be met as specified.

Please direct all questions and requests for information to Kevin Davis via email at erate@wusd13.org.

Additional Instructions:

1. The pricing quoted must be compliant with the prospective vendor’s State Master Contract or Cooperative Purchasing Contract pricing structure. A copy of any and all contracts that the district will be expected to sign must accompany the quote provided.
2. Submitted quotes must clearly identify the prospective vendor’s State Master Contract or Cooperative Purchasing Contract number, if applicable, and E-Rate SPIN.
3. The original contract offered should not expire prior to September 30, 2025, and should include specifications that allow for extensions at the discretion of the applicant; not to exceed a total of 60 months.

4. This RFQ is for a single contract award. Submitted quotes must include all items on the Required Equipment List and Low Voltage Cabling in the quantities requested; no partial quotes will be accepted.
5. Submitted quotes must identify the cost for all equipment, supplies, and labor, including any costs for campus assessment, project management, documentation, travel, taxes, etc.
6. All taxes, including sales taxes, must be identified separately. Sales tax will not be included in the competitive evaluation of the quote but will be included in the E-Rate Funding Application.
7. Submitted quotes must separate all costs by school or location, including labor, configuration, taxes, shipping or freight, travel, and lodging.
8. The products quoted must be eligible for E-Rate under the Category 2 Internal Connections provision compliant with the Schools and Libraries Division Eligible Services List for the current funding year. The costs for services not eligible for E-Rate must be clearly itemized separate from eligible services.
9. Any pricing proposed must comply with the FCC Lowest Corresponding Price Rule as required by the Universal Service First Report and Order, and restated in the FCC E-Rate Modernization Report and Order, adopted July 11, 2014. The FCC Lowest Corresponding Price rule prohibits an E-rate services offeror from offering or charging E-rate applicants a price higher than the lowest price that the offeror charges to non-residential customers who are similarly situated to a particular school, library, rural health care provider or consortium that purchase directly from the offeror.
10. Provide a minimum of three references; preferably Arizona school districts. Include the following information: District Name, Contact Person's Name, Title, Phone Number, Email and Years Services Provided.
11. The District will evaluate all compliant quotes received, and reserves the right to select the quote that is the most cost effective, compliant with FCC Fair and Competitive Bidding Rules.

Failure to comply with these general specifications may be grounds for disqualification and award may be made to the next most cost effective provider.

Equipment Specifications:

1. It is anticipated, considering the size of each campus that up to (24) wireless access points will be required. The awarded vendor will provide a complete survey and assessment of the campus to determine an accurate number of access points and placement to provide adequate coverage and bandwidth. Additionally, the vendor will provide as-built documentation, including a Heat Map, at the conclusion of the installation.
2. The preferred equipment brand is Meraki. However, equivalent brands can be quoted and will be considered. Please include a statement with your quote indicating the level of partnership your organization has with the original equipment manufacturer being proposed.
3. All equipment must be new manufacture. Refurbished or used equipment warranted as new will not be acceptable.
4. The quantities for the RFQ are listed in the reference table below. If your design requires more or

fewer access points and meets all needs for bandwidth, capacity and throughput, your design will be considered. Please include detailed explanations for your alternative design and why it requires more or fewer AP's. Please provide detailed backup documentation.

5. A wireless network that doesn't use a WLAN controller is acceptable and will be considered if the product provides a central point of management for the access points. Cloud Management of the wireless access points is acceptable and will be considered.
6. All equipment installed will be labeled by the successful vendor using durable labels. Labels will identify E-Rate year and E-Rate Funding Request Number.
7. The minimum acceptable warranty period is 3 years. Please specify the warranty period for all equipment quoted. If there is a cost to extend the warranty to meet the minimum requirement, please include this cost in the quote under ineligible for E-Rate support.

Low Voltage Cabling Specifications:

1. It is anticipated that a new cable drop will be required for each new wireless access point to be installed. Pricing should be based on 4 cable drops with an average run length of 280 feet. Cabling may be awarded separately from the Wireless LAN Equipment at the discretion of the District. Pricing for cabling should be independent of the equipment pricing.
2. The minimum acceptable warranty period is 15 years. Please specify the warranty period for all cabling quoted. If there is a cost to extend the warranty to meet the minimum requirement, please include this cost in the quote under ineligible for E-Rate support
3. The awarded vendor will conduct a complete assessment of the campus prior to commencement of the structured cabling project. The purpose of the assessment is to determine with the District the exact number and location of all data drops. Any cost for this assessment must be identified in the quote.
4. The required low voltage cabling specification is Category 6. All cable jackets must be Plenum rated.
5. All data drops will be home runs from the faceplate to a Category 6 patch panel in the nearest IDF. Please include the cost of (2) 12-port Category 6 patch panels.
6. The successful vendor will provide (8) 3-foot Category 6 patch cables.
7. All data drops will be clearly and professionally labeled with matching labels at the faceplate and at the patch panel. Handwritten labels are not acceptable.
8. All data drops will be tested and certified. The successful vendor will provide a complete testing report for all data drops.

The specific equipment list and quantities required are listed below.

Fiber Optic Cabling Specifications:

The prospective vendor will provide the cost for 200 feet of fiber optic cable runs to connect two buildings at the preschool. Refer to the Table below for the number of fiber optic cable runs per location. Each fiber optic cable run will meet the following specifications:

1. All fiber optic cable runs will be 6-strand single mode fiber.
2. All fiber optic cable runs will be terminated on rack mounted LIUs using LC connectors.
3. All fiber optic cable runs will have Plenum rated jackets.
4. All inside fiber optic cable runs will be indoor-rated. Any fiber optic cable runs that exit buildings and/or are pulled through in-ground conduit will be outdoor-rated and installed in inter-duct.
5. The existing cabling plant will be removed in order to clear pathways for the new cabling plant. This cost must be included and identified in the quote.
6. All fiber optic cable runs will be clearly and professionally labeled at each end of the run. Handwritten labels are not acceptable.
7. Provide a 3-meter fiber optic jumper cable for each end of each cable run, terminated using LC connectors, (2) cables total.
8. All fiber optic cable runs will be tested and certified. The successful vendor will provide a complete testing report for all fiber optic cable runs.

Required Equipment

Location	Description – Model/Part Number*	Quantity
Preschool Bldg A	Indoor 802.11ax Wi-Fi 6 Wireless Access Point with Multigigabit Ethernet; equivalent to Meraki MR57 with licensing	2
	Category 6 cable drop for wireless access point; average of 280 ft. in length	2
	Meraki MS225-48 or equivalent 48 port switch	1
	Locking 12U minimum wall cabinets capable of housing a Meraki MS225-48 or equivalent switch and APC SMT1500RM2U or equivalent UPS	1
	APC SMT1500RM2U or equivalent 1500kva UPS unit	1
	Fiber Run to Preschool Bldg B	
	Preschool Bldg B	Indoor 802.11ax Wi-Fi 6 Wireless Access Point with Multigigabit Ethernet; equivalent to Meraki MR57 with licensing

Location	Description – Model/Part Number*	Quantity
	Category 6 cable drop for wireless access point; average of 280 ft. in length	2
	Meraki MS225-48 or equivalent 48 port switch	1
	Locking 12U minimum wall cabinets capable of housing a Meraki MS225-48 or equivalent switch and APC SMT1500RM2U or equivalent UPS	1
	APC SMT1500RM2U or equivalent 1500kva UPS unit	1
Willcox Elementary School	Indoor 802.11ax Wi-Fi 6 Wireless Access Point with Multigigabit Ethernet; equivalent to Meraki MR57 No cabling or installation required. Equipment and licensing only.	20

*Other brands will be considered if they provide the same functionality.

Evaluation Criteria:

Evaluation of the offers will be based on but not limited to the following criteria, in order of priority:

1. **Cost of ELIGIBLE Services** – Primary evaluation factor.
2. **Equivalence of Technical Design/Meets Scope of Work** – Conformance with general and technical specifications.
3. **Vendor Qualifications/Level of Partnership with OEM** – Vendor’s experience, level of partnership with the original equipment manufacturer.
4. **Strength of References** – Including previous experience with the district