

1:1 Computer RFP
School Year 2020 - 2021

**Holmes County Consolidated
School District**

313 Olive Street
Lexington, MS 39095

Email: shwilliams@holmesccsd.org

Chief Academic Officer: Sharon Williams, Ed. D.

Bids Due: July 10, 2020

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A. Introduction

Organization Background

The Holmes County Consolidated School (HCCSD) is committed to partnering with the community to educate its students of approximately 3,000. In the last several years, HCCSD has been executing a widespread program of change in the District. Our achievements include increasing high school graduation rates and improving student progress as measured by MAAP longitudinal growth. HCCSD includes three elementary schools, one K-8 school, one middle school, and one high school.

Project Purpose

It is the purpose of this Request for Proposal (RFP) to provide HCCSD with the 2020-2021 school year 1:1 initiative laptops and tablets for all students.

Project Scope

A lease (three-year term) of 1,400-1,450 tablets and 1,600-1,650 laptop computers, configured as specified, delivered by August 21, 2020.

B. Instruction to Bidders

Schedule for Bid & Evaluation Process

RFP distributed to vendors: 6/10/2020

Deadline for RFP responses: 7/10/2020, 5:00 pm

Bid award (on or about): 7/16/2020

Delivery of laptop/tablet order: No later than August 21, 2020

Please put pricing on page one or two of your bid proposal. Please also respond to each individual specification and requirement in the RFP Section #1 and #2 – Tablet and Laptop Computer directly after the pricing information.

Late bids will be returned to the bidder unopened.

Withdrawals of Bid Proposals

Any bid proposal may be withdrawn prior to the closing for the opening of bids or authorized postponement thereof. A bid proposal shall be withdrawn for a period of 90 days after the actual opening without a written request explaining the cause for the withdrawal and without the written consent of the District after reviewing the cause.

Submission of Bid Proposal

Please submit your proposal including all supporting documentation, by mail to:

Holmes County Consolidated School District
Academics Department
Attn: Sharon Williams
313 Olive Street
Lexington, MS 39095

The HCCSD Academic Department, hereto referred to as the District, reserves the right to reject any or all bids and to accept that bid which appears to be in the best interest of the District. Quality of product along with warranties, service agreements, past experience with the vendor, general reputation of the firm, convenience of service, etc. may justify deviation or waiver of bidding procedures.

Questions

Please email shwilliams@holmesccsd.org if you have any questions.

Price Policy

Firm Price Proposal is requested.

Notifications

Vendors will be notified regarding the need for additional information or clarification on their proposal no later than close of business on the day prior to vendor selection. The bid will be awarded on or about 7/16/2020. The winning bid will be notified via phone and email; all other bidders will be notified via email.

Addendum or Supplement to Request for Proposal

In the event that it becomes necessary to revise any part of this RFP, a modification notice will be posted on the district website and sent to the vendor e-mail list. Responses to inquiries will be posted here as well.

Requirements of Bids/Proposals

Shipping and Handling: Separately list shipping charges if not included in unit price.

Warranties or support: Please indicate the basic warranty included with the purchased equipment. Itemize any optional warranties or support available and list the costs of warranty options not included separate from other pricing.

Terms and conditions of lease: Please indicate the terms of the lease including: payment type, available payment periods, end-of-term options, interest rates, minimum transaction size, transaction processing fees, late payment fees, personal property tax management fees, grace period, prepayment policy and fees. HCCSD is not bound by the terms of the contract if the legislature does not appropriate **funds or funds are not available in subsequent years of lease.**

Sections: Vendors may submit more than one response. For example, if there are two models that fit the criteria, two responses may be submitted, and our team will evaluate each one.

C. Award

Evaluation of Bid Proposals

Proposals will be evaluated based on the degree to which the proposed solution meets or exceeds the stated requirements, the perceived maintainability and supportability of the proposed solution, the acquisition cost of the proposed solution, recurring costs associated with the proposed solution, other provided by the proposed solution not addressed in this request for proposals, the delivery and implementation timeframe of the proposed solution, reputation of the vendor and products included in the proposed solution. Vendors with positive experience working with HCCSD in the last three years will be weighed higher in the bid evaluation. Mississippi based vendors will be preferred.

The order of the criteria listed is of no consequence. The weight to which each criterion is considered is at the sole discretion of the District.

RFP Cancellation

HCCSD (District) reserves the right to cancel this entire RFP or individual components at any time, without penalty.

Best and Final Offers

The District may, at its sole discretion, accept an Offeror's initial proposal by award of a contract or enter into discussions with Offerors whose proposals are deemed to be reasonably likely of being considered for award. In conducting discussions, there shall be no disclosure of any pricing information derived from proposals submitted by a competing Offeror. Offeror(s) may be invited to submit a "Best and Final Offer" to the District for consideration. Best and Final Offers will be made at the Offeror's expense.

Award of Contract

The award of the Contract will be made to the responsive Bidder whose bid conforms, as specified in the document, and that is most advantageous to the District, price and other factors being considered, The District reserves the right to reject any and all bids or part thereof and waive any irregularities.

Timeline for laptop Order

Start time to begin fulfilling the requirements of the order shall begin after District Bid Award. The District will work with the winning vendor to establish a timeline for delivery in segments, as needed, with a final delivery no later than August 21, 2020.

Delivery Terms

FOB Destination. If laptops or tablets are delivered and signed for but then are DOA (Dead on Arrival) when booted up, it will be the responsibility of the vendor to remedy the problem. If laptops are signed for at delivery and then have damage nor visible to the outside of the packages, it will be the responsibility of the vendor to remedy the problem. Devices will be delivered to the HCCSD in phases. Vendor awarded bid will be required to store devices at vendor's local warehouse and deliver to HCCSD as requested in phases to be determined by HCCSD Technology Department.

Termination of Award for Cause

If through any cause, the successful Bidder shall fail to fulfill in a timely and proper manner its obligations or if the successful Bidder shall violate any of the covenants, agreements, or stipulations of the award, the District shall thereupon have the right to terminate the award by giving thirty (30) days advance written notice to the successful Bidder of such termination. In that event, all finished or unfinished services, reports or other materials prepared by the successful Bidder shall, at the option of the District, become property of the District, and the successful Bidder shall be entitled to receive just, equitable compensation for any satisfactory work completed, prepared documents or materials as furnished. Notwithstanding the above, the successful Bidder shall not be relieved of liability to the District for damage sustained by the School District by virtue of breach of the award by the successful Bidder. The District may withhold any payments to the successful Bidder until the exact amount of damage due the District from the successful Bidder can be determined.

Acceptance of RFP Terms

A Proposal submitted in response to the RFP shall constitute a binding offer. The autographic signature of the Offeror shall indicate acknowledgement of this condition. Signature shall be that of a person legally authorized to execute contractual obligations. A submission in response to this RFP acknowledged acceptance by the Offeror of all terms and conditions including compensation, as set forth herein. An Offeror shall identify clearly and thoroughly any variation between its proposal and the State's RFP requirements. Failure to do so shall be deemed a waiver of any rights to subsequently modify the terms of performance, except as outlined or specified in the RFP.

Disclaimer

HCCSD reserves the right to modify quantities within reason. The lease of the above goods or services is contingent upon available funding.

However, funding agreements, including multi-year contracts, that are subject to annual appropriations by a governing board, such as a school board, generally are allowed and are not subject to this constitutional provision since the governing board decided each year to make a particular expenditure.

D. Vendor Questionnaire

Company Overview

Provide contact information for the principal individual(s) to be contacted regarding the information in the RFP.

Customer References

Please provide three references of past clients that we may contact as references. Include the company names, addresses, phone numbers and contact persons.

RFP SECTION #1 – 2-in-1 Tablet Device

Please provide a bid/proposal by mail for the following items by July 10, 2020, 5:00 pm. The contact for coordination of this proposal is Sharon Williams.

Mailing address for submissions:

Holmes County Consolidated School District
313 Olive Street
Lexington, MS. 39095
Attention: Academic Department; Sharon Williams, Ed. D.
RE: 1:1 Computer RFP

Quantity: 1,400 – 1,450

Only new tablets will be considered

Minimum/Preferred Specifications

- Dell Latitude 3190 2-in-1 - 11.6" - Pentium Silver N5030 - 4 GB RAM - 128 GB SSD Notebook - flip design Win 10 Pro 64-bit National Academic Intel Pentium Silver N5030 / 1.1 GHz (3.1 GHz) / 4 MB Cache
- 4 GB LPDDR4 (provided memory is soldered)
- Storage 128 GB SSD NVMe, Class 35
- Display 11.6" touchscreen 1366 x 768 / HD
- Intel UHD Graphics 605
- Integrated Webcam
- Networking - 802.11a/b/g/n/ac, Bluetooth 4.2
- Battery 3-cell
- Dimensions (WxDxH) 12 in x 8.2 in x 0.8 in
- Weight 3.24 lbs.

RFP SECTION #2 – Laptop Device

Please provide a bid/proposal by mail for the following items by July 10, 2020, 5:00 pm. The contact for coordination of this proposal is Sharon Williams.

Mailing address for submissions:

Holmes County Consolidated School District
313 Olive Street
Lexington, MS. 39095
Attention: Academic Department; Sharon Williams, Ed. D.
RE: 1:1 Computer RFP

Quantity: 1,600 – 1,650

Only new laptops will be considered

Minimum/Preferred Specifications

- Dell Latitude 3310 or approved equal
- System with rounded corners and rubberized edges for drop protection
- 180-degree hinge
- 8th Generation Intel Core i5-8265U Processor (4 Core,6MB Cache,1.6GHz up to 3.90 GHz)
- Win10 Pro 64bit Nat'l Aca Std. K12 EDU only
- Intel Core i5-8265U Processor w/Intel UHD Graphics 620
- 8GB, 1x8GB, DDR4 Non-ECC
- 128GB M.2 PCIe NVMe Solid State Drive
- 13.3" LCD Cover
- 13.3" HD (1366 x 768) Anti-Glare Non-Touch, Camera & Microphone, WLAN Capable
- Internal US English Qwerty Non-backlit Keyboard
- Spill and Pick resistant keyboard; Multi-touch Touchpad
- Intel Dual Band Wireless Driver 9560 (802.11ac) 2x2 + Bluetooth 5.0
- Intel Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0
- 4 Cell 56WHR Battery – Up to 10 hours battery life
- 65-Watt AC Adaptor
- US Power Cord
- Quick Start Guide
- Intel Rapid Storage Technology
- Safety/Environment and Regulatory Guide (English/French Multi-language)
- Fixed Hardware Configuration
- Regulatory Label, FCC
- Support Assist
- Waves Maxx Audio
- ENERGY STAR Qualified
- Onsite/In-Home Service After Remote Diagnosis 3 Years Year
- Accidental Damage Service, 3 years
- Absolute Resilience Education 3 Years