

Perry Local School District

Request for Proposal

for

Chromebooks

Attn: Debbie Poland, Curriculum Director

Perry Local School District

4201 13th Street, SW

Massillon, Ohio 44646

330-477-8121 ext. 1018

Debbie.poland@perrylocal.org

**Perry Local School District
Request for Proposal
Chromebooks**

I. Background and General Conditions

The Perry Local School District (“District”) seeks proposals for Chromebooks. Vendors are to submit a proposal for providing not less than 1600 Chromebooks meeting the minimum requirements and delivery date set forth in Attachment A.

To be considered, your proposal must be made in accordance with the following instructions:

- A. By not later than 4:00 p.m. on October 13, 2021, one electronic copy of the firm’s proposal must be submitted by email to Debbie Poland, Curriculum Director, Perry Local School District, e-mail address at debbie.poland@perrylocal.org. The subject line of the e-mail should clearly read “Proposal for Chromebooks”. Responses will be publicly opened thereafter at the District’s offices at 4201 13th Street, SW, Massillon, Ohio 44646. Responses that are received after the deadline will not be considered.
- B. Any questions shall be sent by e-mail ONLY to Debbie Poland, Curriculum Director, Perry Local School District, at debbie.poland@perrylocal.org by not later than October 11, 2021. Answers to questions will be distributed to those vendors who are on record with the District as having been furnished a copy of this RFP. It is therefore imperative that firms provide full and accurate contact information to the District, including e-mail addresses, and updates will be deemed to have been validly given if emailed or otherwise furnished to each firm’s contact person of record.

Notwithstanding the foregoing, this RFP and any amendments will also be placed on the District’s website at perrylocal.org. All firms will be presumed to have actual knowledge of all information posted on the District’s webpage relating to this RFP, and firms shall not avail themselves of incomplete knowledge and/or lack of familiarity of this RFP and any addenda thereto resulting from the firm’s failure to register with and provide accurate contact information to the District and/or a firm’s failure to check the District’s webpage.

Answers to questions made in any manner other than as set forth in this Part I(B) will not be binding upon the District, and responding vendors shall not rely upon them. The name of the party submitting the question will not be identified in the answers.

It is requested that vendors submit questions regarding this RFP for clarification rather than taking exception to any provisions of this RFP in the proposal.

- C. Prior to submitting a proposal, vendors should carefully examine the specifications and fully inform themselves as to all requirements.

- D. Costs, as stated in the proposal, must be held for 90 days after the due date.
- E. All Chromebooks quoted must be new (out of the box) and the latest digital models with standard features installed. The District should be the first user of any proposed equipment (returned new or refurbished equipment, even if guaranteed, will be considered non-responsive).

II. Vendor Qualifications and Requested Services

Information to be submitted with proposal

1. Provide a company overview and what distinguishes your company. This should include the number of customers you currently service and additional value added programs and features that you can provide.
2. A clear breakdown of the price. The price is to be all-inclusive to include all hardware, software, warranties, guarantees, taxes from which the District is not exempt, delivery, and the minimum requirements of Attachment A.
3. Estimated timeline for product delivery.
4. The warranty terms for all products and quality assurance guarantees you offer. The District is particularly interested in guarantees against "lemons", and the conditions, under which the District may, at its discretion, elect to return a defective product for replacement with an identical product. Vendors' proposals shall clearly and unequivocally define and state all criteria and conditions for return and replacement of defective products.
5. Describe technical support capabilities, including service call hours, staffing and after hour capabilities.
6. A minimum of three (3) school district references are to be included in the proposal with the following required information: district name, size, contact person, address, telephone number, and scope of work similar to the size of the District.
7. All proposals must be signed by an authorized representative of the vendor.

III. Acceptance or Rejection of Proposals

- A. The contract will be awarded to the responsible vendor whose proposal is deemed most advantageous to the District. Vendors shall submit any information and references requested by the District to evaluate the qualifications and responsibility of the responding vendor and ability to successfully and timely complete the work. The District

reserves the right to approve or reject any proposals.

- B. While price is an important factor, the District is not required to select the vendor that submits the lowest cost quote. Factors that will be considered include cost, responsiveness to the requirements of this RFP, the qualifications and experience of the vendor, the capacity of the vendor to achieve desired timelines, warranties and guarantees offered by the vendor, and references. Proposals that are not responsive to the requirements of this RFP may not be considered.
- C. This RFP is not and shall not be construed as an offer of a contract by the District. If the contract is to be awarded, the District will give the successful vendor a notice of award within 90 days after the proposal due date unless both parties agree upon an extension of the award period. A contract will exist between the District and the selected vendor upon notice of award and issuance of a purchase order. The selected vendor will be expected to promptly work with the District to deploy prompt delivery.
- D. The District reserves the right to change the specifications and the requirements set forth in this RFP at any time during the process.
- E. The District accepts no responsibility for expenses incurred by responding vendors in the preparation or submittal of a proposal, and the District reserves the right, in its sole discretion, to waive any irregularities, informalities or inconsistencies, to reject any and all proposals received, or to cancel this RFP.
- F. The Vendor shall indemnify and hold harmless the District from and against claims and liabilities incurred in or arising out of the vendor's performance of the contract.
- G. Payment to the vendor shall be made within 30 days following delivery of the product and the satisfaction of the District that the delivered product meets the requirements of this RFP.
- H. Uniform Grant Requirements. The selected vendor shall comply with the applicable provisions of 2 C.F.R. Section 200.321(b)(6) [Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms], 2 C.F.R. Section 200.322 [Domestic Preferences for Procurements], 2 C.F.R. Section 200.323 [Procurement of Recovered Materials], and Appendix II of 2 C.F.R. Part 200, including but not limited to: Subsection (C) [Equal Employment Opportunity], Subsection (E) [Compliance with Contract Work Hours and Safety Standards Act of 40 U.S.C. 3701-3708], Subsection (G) [Compliance with Clean Air Act of 42 U.S.C. 7401-7671q and the Federal Water Pollution Control Act of 33 U.S.C 1251-1387], and Subsection (I) [Compliance with the Byrd Anti-Lobbying Amendment of 31 U.S.C. 1352]. The provisions of the C.F.R. provisions referenced in this Section, and the requirements referenced therein, are incorporated by reference as if fully rewritten herein.

- I. Debarment and Suspension. Vendor represents and warrants that it is not listed as debarred, suspended or ineligible under the System for Award Management and that it is in compliance with Appendix II of 2 C.F.R. Part 200, Subsection (H).
- J. Termination for Default. If the selected vendor defaults in, or fails or neglects to carry forward the work, District may provide notice in writing of its intention to terminate this Agreement. If vendor, following receipt of such written notice, neglects to cure the noted deficiencies within three (3) days, District may terminate the agreement and move to complete the services and recover from vendor any damages suffered by District as a result of the breach.

IV. Award Criteria

Proposals will be evaluated against the following criteria.

<u>Criteria</u>	<u>Weight</u>
Cost/Price	35
Completeness/Responsiveness to RFP	5
Qualifications/Past Experience with vendor	20
Capacity to achieve desired timelines	20
Warranties/Guarantees offered	15
References	5

ATTACHMENT A

Hardware Requirements

OS: Chrome OS

Screen Size: 11 inch to 12 inch

Processor: Intel Celeron N4020 Dual-core 2.80 GHz comparable or better

RAM: 4GB or better

Storage: 32 GB or better

Battery: 12 hour or better

Wireless: AC WIFI or better & Bluetooth

G-Suite Licensing

Google Chrome OS Management Console License, Perpetual Education License

Warranty

4 year extended warranty & accidental damage starting on (8/1/2022)

Professional Services

White Glove zero touch chrome enrollment Services to Google for Education Management

Required Chromebook Accessories

Charger (with charging cable)

Protective Case

Mandatory Delivery Date

January 1, 2022 or sooner