

# **ROANE COUNTY SCHOOLS**

## **Request for Proposal**

### **1:1 Teaching/Learning Initiative**

#### **PURPOSE OF THE RFP**

The Roane County Schools (RCS) 1:1 Teaching/Learning Initiative proposes to provide a financially sustainable 1:1 program to cover four consecutive years of providing computer devices to students and faculty in grades K-12. At the current time, Roane County High School grades 9-12, and middle school students grades 5-8 have 1:1.

The purpose of this RFP is to acquire competitive pricing and service offerings for a distributive, large-scale device purchase. This initiative represents a committed purchase of 200 to 900 computer devices this summer before school starts.

#### **PROPOSAL SUBMISSION**

Factors in the determination of the winning bid will include, but are not limited to, the following: cost, service, value-added offerings, vendor track record, program flexibility, and professional development partnerships.

Roane County Schools reserves the right to

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential vendor;
- Accept other than the lowest priced offered;
- Accept offers from multiple vendors;
- Award a contract on the basis of initial offers received, without discussions or request for best and final offers;
- Proposals are subject to consideration based upon W.Va. Code 5A-3-37 and Roane County Board Policy 830 related thereto concerning resident vendors and non-resident vendors bidding.

#### **CONTACT**

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#### **DUE DATES**

All proposals are due no later than 2:00 P.M. EST on Friday, July 31<sup>st</sup>, 2020. Any proposal received after this time and date will not be evaluated for award. Please note that electronic proposals by email are preferred but are not required. Electronic proposals should be submitted no later than 2:00 P.M. EST on Friday, July 31<sup>st</sup>, 2020, to [n.b.perry@k12.wv.us](mailto:n.b.perry@k12.wv.us). A follow-up phone call is requested to confirm receipt and is the responsibility of the vendor. No proposals will be reviewed prior to 2:00 P.M. on Friday, July 31<sup>st</sup>, 2020.

#### **SCHEDULE OF EVENTS**

Event	Date
1. RFP Distribution to Vendors	Friday July 24 <sup>th</sup> , 2020
2. Proposal Due Date	Friday, July 31 <sup>st</sup> , 2020
3. Target Date for Review of Proposals	Friday, July 31 <sup>st</sup> , 2020
4. Anticipated Decision and Selection of Vendor(s)	Monday, August 3 <sup>rd</sup> , 2020

## PROPOSAL DETAILS

The following section provides a breakdown of proposal deliverables and requested options. Participating vendors must bid on all required deliverables to be considered.

### DEVICE MODELS

After extensively reviewing various devices, RCS has elected to accept bids for comparable models of Windows 10 Pro /Enterprise Devices. Vendors may choose to bid on Model 1 only, Model 2 only, or both Model 1 and Model 2 either separately or as one proposal. Proposals must contain the required number of units for that model to be considered. Each proposal is intended to stand on its own. Only proposals for new devices will be considered.

#### **Model 1: Student Devices – 700 Units**

Specifications	Laptop Requirements
<b>Licensing</b>	None Required
<b>Asset Management</b>	GPS/Location
<b>Screen</b>	13” or LARGER <b>without touch screen</b>
<b>Processor</b>	Intel Core i5 Processor or better (or AMD equivalent)
<b>Memory</b>	8 GB or more
<b>Storage</b>	256 GB SSD or larger
<b>Ports</b>	USB 3.0
<b>Audio/Video</b>	HDMI, VGA or USB-C port. Speakers and headphone jack
<b>Weight</b>	7 lbs. or less
<b>Warranty**</b>	1-year warranty with options of 2, 3, and 4-year warranty
<b>Battery*</b>	8 hrs. or better and replaceable
<b>Wireless</b>	802.11ac or better

\* See battery specifications under Power Section

\*\* See Warranty specifications under Warranty Terms, Support, and Repair Practices

#### **Model 2: Faculty Devices – 200 Units**

Specifications	Laptop Requirements
<b>Licensing</b>	None Required
<b>Asset Management</b>	GPS/Location
<b>Screen</b>	15” or LARGER <b>without touch screen</b>
<b>Processor</b>	Intel Core i5 Processor or better (or AMD equivalent)
<b>Memory</b>	8 GB or more
<b>Storage</b>	256 GB SSD or larger
<b>Ports</b>	USB 3.0
<b>Audio/Video</b>	HDMI, VGA or USB-C port. Speakers and headphone jack
<b>Weight</b>	7 lbs. or less
<b>Warranty**</b>	1-year warranty with options of 2, 3, and 4-year warranty
<b>Battery*</b>	8 hrs. or better and replaceable
<b>Wireless</b>	802.11ac or better

\* See battery specifications under Power Section

\*\* See Warranty specifications under Warranty Terms, Support, and Repair Practices

## **POWER\***

- 1) Battery life is critical to the function of any device in a K-12 environment. As stated in the specifications, the battery must be rated for a minimum of eight hours of continuous use.
- 2) It is expected that these devices will be functional and productive machines beyond the warranty period. Since AC power adapters and batteries tend to deteriorate over time, it is expected that replacements and spare chargers may be needed outside the warranty coverage.

## **WARRANTY TERMS\*\***

The terms of the warranty shall be at least one year. This may include the manufacturer's warranty with an extension by the vendor. Pricing for the warranty extension is expected to be extremely aggressive. Batteries and AC power adapters will be covered under the full-length of the purchased warranty. Please include option for 2, 3, and 4-year extended warranty.

In addition, warranty terms must explicitly outline the manufacturer's dead-pixel policy for replacing the device display. It is expected that no dead-pixel policy will exceed three pixels.

Warranty shall include accidental damage coverage for the life of the warranty.

## **SUPPORT\*\***

The warranty provider or vender will supply RCS with a direct contact for warranty purposes, along with the ability to place orders for parts and additional laptops. A dedicated support/sales manager is preferred.

## **REPAIR PRACTICES\*\***

Terms of all repair practices must be detailed in the proposal. **Warranty providers must specify a guaranteed turnaround time for any standard repair, not to exceed ten business days, starting from the initiation of a repair request to the day the repaired device is received by RCS. The definition of non-standard repairs should be outlined to provide clarification.**

**Warranty providers will be responsible for all shipping costs, both to and from the purchasing district. In addition, warranty providers are expected to provide shipping materials as needed.**

**Provisions for a parts closet on site may be considered.**

## **OPTIONS**

- **Warranty**

As previously stated, the terms of the warranty shall be for one year, with options for 2, 3, and 4-year extended warranty. Warranty shall include Accidental Damage Coverage for the entire duration. In addition to this, vendors may elect to offer additional services at their discretion.

- **Asset Tag Application**

It is requested vendors include options for the application of asset tags prior to shipment of the device or after arrival by a 3<sup>rd</sup> party, if available. These tags must be tamper-resistant and display the name "**Roane County Schools**" with a numbering scheme beginning with "**FY21-0001**" and corresponding bar code printed on tag.

- **Imaging Services**

It is requested vendors include options for imaging devices with an RCS prepared system image prior to shipment or after arrival by a 3<sup>rd</sup> party, if available. Vendor shall provide documentation detailing the imaging process and requirements.

- **Other Options**

Vendors may elect to offer additional options and services at their discretion. Anything that may separate one vendor from the others should be explicitly outlined.

### **PURCHASE AND DELIVERY**

The vendor must agree to guarantee delivery of RCS full device order **within two weeks of the ordering date and no later than August 28<sup>th</sup>, 2020**. Please note that delivery costs, if applicable, should be included in the vendor's bid proposal. Preferred payment method will be a purchase order.

### **SCOPE**

This proposal represents a continual shift in educational technology. Affordably priced, sustainable technologies such as these devices are changing the way technology tools are delivered to students and used on a day-to-day basis. RCS represents only a small portion of the potential for future growth, and vendors/manufacturers who wish to establish and/or maintain viability in this market are encouraged to act aggressively.

### **PURCHASING WINDOW**

Vendors may elect to allow purchases beyond the initial date of purchase or may choose to offer a replacement model with the same terms following the initial date of purchase, should a new model be released. Any replacement model introduced after the initial purchase must meet or exceed the specifications outlined in the RFP.

**Important Notice: Any clarifications will be posted to [www.roanecountyschools.com](http://www.roanecountyschools.com)**