

Purchase of equipment and services listed The Hayner Public Library, Alton, IL (herein called "Library"), is soliciting proposals for equipment and/or services for E-Rate Funding Year 2017. Purchase of equipment and services listed in this proposal is contingent upon E-Rate funding approval by the Schools and Libraries Division and acceptance of E-Rate funding by the Library.

The Library will be submitting one or more funding requests to the SLD based on this RFP. Submissions will be completed before the FCC Form 471 filing deadline expected to be late May, 2017.

To facilitate funding approval by the SLD, all proposals shall provide detailed part numbers, descriptions and unit pricing as requested in the pricing sheets. Respondents shall clearly identify any goods or services included in their proposal considered "ineligible items" under current E-Rate guidelines.

Respondents must be willing to discount invoices to the library.

Respondents must agree to conform to all E-Rate rules and regulations for the billing of discounts to the SLD.

One or more contracts will be awarded to the respondent(s) who submit the best overall proposal in accordance with the specifications and requirements. Failure to provide any information asked for in this RFP may result in disqualification. All proposals will be reviewed and graded by Library personnel. The Library has the right to refuse any and all bids.

Winning respondent(s) shall work with the Library to develop and sign a preliminary contract that satisfies E-Rate requirements.

All respondents shall provide two copies of their proposals.

The E-Rate program requires that price be the major factor, but not the only factor in awarding this proposal. The following criteria may be used (the criteria below are suggestive):

- 40% Total Price and Cost Effectiveness of Solution
- 20% Meeting Overall Requirements
- 20% Vendor's Experience and Demonstrated Support Expertise
- 10% Technical Merits
- 5% Vendor's Demonstrated ability to work with the Library
- 5% Vendor's Demonstrated Ability to work with E-Rate

The Library consists of three buildings in three separate locations. The Library is seeking proposals on the most cost effective solution to upgrade its wired network and network infrastructure. The proposals will include the consideration of upgrade/configuration of equipment (switches and firewall), server room equipment upgrades, and upgrading/installing Ethernet runs.

Interested vendors may visit the Library at 401 State Street Alton, IL to assess the scope. Vendors interested in bidding on the switch and firewall project may visit the school prior to bidding. Please contact [ted.gayford@haynerlibrary.org](mailto:ted.gayford@haynerlibrary.org) to schedule a visit.

Respondents may submit pricing for equipment and installation, equipment only, or installation only. Equipment pricing shall include shipping charges. Installation pricing shall include all services to make the equipment operational within the Library facilities.

Items must be able to be purchased in quantities other than specified.

Bids are due no later than end close of business on April 11, 2017.

Bids for installation/labor must include a Scope of Work.

Respondents must have SPIN and current Service Provider Annual Certification (SPAC). Respondents shall include SPIN on all Attachments.

Questions regarding information in this Request for Proposal shall be submitted [ted.gayford@haynerlibrary.org](mailto:ted.gayford@haynerlibrary.org) no later than close of business March 28, 2017. A performance bond may be required.

See separate excel spreadsheet for a list of needed equipment and services.