

Request for Proposal (RFP) for Technology Devices Procurement

Introduction: Washington County School District is inviting proposals from qualified vendors to supply upgraded technology devices for our educational institution. We are seeking to enhance our current technology infrastructure by procuring newer, more advanced devices that operate on both Windows and iOS platforms. The selected vendor will provide a range of technology devices meeting specified criteria outlined in this document.

Scope of Work: The scope of work includes the procurement and delivery of technology devices suitable for educational purposes. The devices should meet or exceed the specifications outlined below:

1. Laptop/Desktop Computers - total needed 35

- Processor: Minimum Intel Core i7 (10th generation or later) or equivalent for Windows, Apple M1 chip or equivalent for iOS
- RAM: Minimum 16GB DDR4 for Windows, Minimum 16GB unified memory for iOS
- Storage: Minimum 500GB SSD for Windows, Minimum 500GB SSD for iOS
- Display: Minimum 14-inch for laptops, 24-inch for desktops
- Operating System: Windows 11 for Windows devices, iOS 15 for iOS devices
- Connectivity: Wi-Fi 6, Bluetooth 5.0
- Warranty: Minimum 3-year comprehensive warranty
- Additional weight if we have the ability to have identifying labels on the devices

2. Touchscreen Chromebooks – total needed 130

- Processor: Minimum Intel Celeron N5100(10th generation or later) for Chrome OS
- RAM: Minimum 8GB for Chrome OS
- Storage: Minimum 128GB SSD for Chrome OS
- Display: Minimum Full HD (1920 x 1080) for Chrome OS
- Operating System: Chrome OS
- Connectivity: Wi-Fi 6
- Warranty: Minimum 3-year comprehensive warranty
- Additional weight if we have the ability to have identifying labels on the devices

3. Chromebooks – total needed 265

- Processor: Minimum Intel Celeron N5100(10th generation or later) for Chrome OS
- RAM: Minimum 8GB for Chrome OS
- Storage: Minimum 128GB SSD for Chrome OS
- Display: Minimum Full HD (1920 x 1080) for Chrome OS
- Operating System: Chrome OS
- Connectivity: Wi-Fi 6
- Warranty: Minimum 3-year comprehensive warranty
- Additional weight if we have the ability to have identifying labels on the devices

4. iPad – total needed 10

- Display: 10.2-inch Retina display Processor: A13 Bionic chip with 64-bit architecture
- Storage: Minimum 128GB
- Cameras: 8-megapixel rear camera and a 12-megapixel Ultra-Wide front camera with Center Stage
- Touch ID fingerprint sensor
- Apple Pencil (1st generation) support
- Smart Keyboard support
- Battery Life: Up to 10 hours of battery life
- Operating System: iPadOS
- Connectivity: Wi-Fi and Wi-Fi + Cellular models available

5. Interactive Whiteboard – total needed 23

- Size: Minimum 75-inch diagonal
- Resolution: Full HD (1920 x 1080) or higher
- Touch Technology: Multi-touch capacitive touch
- Connectivity: Compatible with laptops, tablets, and smartphones
- Software: Compatible with leading educational software platforms
- Warranty: Minimum 5-year comprehensive warranty
- Additional weight if we have the ability to have identifying labels on the devices.
- Add cost of installation as an option (Addendum C)

The following items are addendums and will be considered separately and as of whole with items 1-5:

Addendum A

Replacing old interactive whiteboards with new whiteboard. Old whiteboard will be placed in a centralize storage area at each location.

Addendum B – Option to quote

Printers – HP LaserJet M404 or newer model – total needed 3

- Must be compatible with Windows, macOS, Linux

Addendum C – cost of installation Interactive Whiteboards

Proposal Submission Guidelines: Interested vendors are requested to submit their proposals in accordance with the following guidelines:

1. Deadline for Submission: May 4, 2024 by 2:00 p.m.
2. Proposal Format: Proposals should be submitted in PDF format and include:
 - Cover letter expressing interest in and understanding of project requirements.
 - Detailed specifications of proposed devices.
 - Pricing breakdown including unit costs, quantity discounts, and any additional fees.
 - Warranty information and after-sales support offerings.
 - References from similar educational institutions.

3. Submission Method: Proposals should be emailed to Finance@washington.kyschools.us with the subject line: "Technology Devices Procurement Proposal"

Evaluation Criteria: Proposals will be evaluated based on the following criteria:

1. Compliance with Specifications: Adherence to the specified device requirements.
2. Cost-effectiveness: Competitive pricing and value for money.
3. Warranty and Support: Quality and duration of warranty, availability of support services.
4. Vendor Experience: Track record, references, and experience working with educational institutions.
5. Compatibility: Compatibility with existing infrastructure and educational software.
6. Additional add-ins – such as parts, free installations

Selection Process: After the submission deadline, the evaluation committee will review all proposals and may conduct interviews or request additional information from shortlisted vendors. The selected vendor will be notified within 45 days after the submission deadline.

Contact Information: For inquiries or clarification regarding this RFP, please contact: Judy Spalding, CFO (859) 481-3591

We look forward to receiving your proposals and partnering with a vendor who can provide high-quality technology devices to enhance the learning experience for our students.

Washington County Schools acknowledges the convenience and efficiency of electronic submissions for Requests for Proposals (RFPs). We welcome and encourage vendors to submit their proposals electronically for consideration. However, it is important to note that while we strive to facilitate smooth electronic submission processes, Washington County Schools cannot be held responsible for any technical issues that may arise during the submission process. These technical issues may include, but are not limited to, internet connectivity problems, server malfunctions, email delivery delays, or file format compatibility issues. Vendors choosing to submit their proposals electronically do so at their own risk. It is the sole responsibility of the vendor to ensure that their proposal is successfully submitted by the specified deadline and in the required format.

Washington County Schools recommends that vendors take the following precautions when submitting proposals electronically:

1. Allow ample time before the deadline to account for any unforeseen technical challenges.
2. Ensure that all required documents are properly formatted and compatible with the designated submission method.
3. Confirm receipt of the submission by Washington County Schools via the provided acknowledgment or confirmation email.

By choosing to submit a proposal electronically, vendors acknowledge and accept the risks associated with electronic submissions and agree not to hold Washington County Schools liable for any technical issues encountered during the submission process.

Mailing address: 120 Mackville Hill, Springfield, KY 40069

Should you encounter any technical difficulties during the submission process, please contact Judy Spalding for assistance.

Thank you for your understanding and cooperation.

Sincerely,

Judy Spalding, CFO

Washington County Schools