

Request for Proposal  
For Furnishing and Delivery of  
**DISTANCE LEARNING EQUIPMENT**  
To  
**CLINCH COUNTY SCHOOL SYSTEM**

**Deadline to Submit: January 18, 2024 @ 2:00 pm**

Clinch County School System  
Attn: Lori James  
46 South College Street  
Homerville, GA 31634

**Timeline:**

RFP Available: December 15, 2023  
Deadline for Questions: January 11, 2024 @ 4 pm  
Sealed Proposals Due: January 18, 2024 @ 2:00 pm

Clinch County BOE  
Attn: Lori James  
46 South College Street  
Homerville, GA 31634

Anticipated Acceptance of RFP: January 25, 2024

Anticipated Date for Delivery and Installation of Equipment: **May – June 2024**

Questions regarding Proposal can be submitted via email to Lori James at [ljames@clinchcounty.com](mailto:ljames@clinchcounty.com). The subject line of the email must read **Distance Learning RFP – Clinch County**. You can expect a response within 48 hours.

**Location of Project:**

The majority of the equipment will be installed in the newly constructed PK-12 facility located at 1 Panther Way in Homerville, Georgia. Construction is currently ongoing. We anticipate opening the building in August 2024. All other equipment will be within the city limits of Homerville, Georgia.

**Other Information:**

The Clinch County School System has specified a manufacturer and model as a part of the RFP, but will/must also accept and consider all equivalent responses.

Submission of proposals indicates Respondent's acceptance of the evaluation technique and Respondent's recognition that some subjective judgments must be made by the CCBOE during the determination of ranking order and award.

The CCSS reserves the right to reject any or all proposals and reserves the right to waive any technicalities associated with this RFP. The CCSS is not liable for any costs incurred by any person or firm responding to this RFP.

The CCSS is not obligated to request clarifications or additional information but may do so at its discretion.

This project is funded through a RUS DLT grant. The project must meet grant requirements.

The Submitter agrees that the proper venue for all matters related to their proposal is the Superior Court of Clinch County, Georgia.

Purpose: You are invited to submit a proposal for providing RUS DLT Equipment, Installation, and Training Services for the Clinch County School System. Competitive pricing will be a major part of the evaluation and all vendors will not necessarily be accepted.

Each of the sites in this project will receive interactive distance communication technologies. Individual components of the package include but is not limited to carts, video codecs, HD cameras, microphones, robust speaker systems, rolling extended height carts, interactive displays, and/or laptops.

#### General Requirements:

Two (2) copies of the proposal to be considered for acceptance shall be sealed and clearly labeled on the outside package.

All replies are required to be received by the Clinch County School System, 46 South College Street, Homerville, GA 31634, Attention: Lori James no later than 2 pm on Thursday, January 18, 2024 and must be valid for a period of 60 days after the due date for proposals. All submissions must be sealed and remain sealed until the bid opening and may be delivered via USPS, shipping carriers, couriers, etc. or hand delivered. Please note that Monday, January 15, 2024 is a federal holiday and our office will be closed. Shipping and/or postal delays will NOT be considered as legitimate impediments to meeting the delivery deadline. **No fax proposals will be accepted.**

**The Vendors Representative** - The CCSS reserves the right, with sole discretion, to refuse to allow any representative of The Vendor to service the contract in any manner. In this event, The Vendor shall furnish another representative that is acceptable to the CCSS. Examples of reasons for refusing to allow a vendor representative to service the contract include, but are not limited to:

- Use of profanity or abusive language around any school personnel or students
- Use of tobacco products in areas labeled as "Tobacco Free"
- Unclean or unkempt appearance
- Intoxication or obvious drug use
- Threatening behavior towards any school personnel or students
- Intentional or careless acts of workmanship which impede the satisfactory completion of the project as interpreted by the CCSS

#### Clinch County School System reserves the right to:

- Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Vendor it deems unqualified to provide the services requested
- Reject any and all proposals if deemed necessary
- Accept any alternative proposal believed to be in the best interest of the CCSS
- Waive any formality in the bid submission

The Clinch County School System has the responsibility of reviewing all bids and selecting a Vendor. No other entities will be involved in the selection process.

Price quotations are to include the furnishing of all materials, equipment, maintenance, shipping costs, delivery, installation, drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the Contract Documents. The CCSS will not be liable for any costs beyond those proposed herein and awards. Please be advised that public schools are typically exempt from federal, state, and local taxes.

#### **Reminders and Detailed Equipment Specifications:**

1. Must be certified to provide ALL the products and services specified in the bid
2. Must be able to integrate the use of ALL the products and provide interoperability training for ALL brands of equipment included in the RFP
3. Must use NEW original manufacturer equipment for all items. All bid items must use the manufacturer's part number when bidding a specified brand/manufacturer. "The Client" reserves the right to specify a manufacturer and model as a part of the RFP, but must also accept and consider all equivalent responses. If bidding an equivalent brand as opposed to a request within the RFP, bidder must provide proof the products bid are, in fact, equivalent; including all the products and services. When submitting an equivalent alternative to a specified product, "The Vendor" must provide specification documents from the manufacturer, as well as a self-produced document used for "cross-checks" at a glance for the "requested" equipment/service specifications as compared to the "equivalent" equipment/service response
4. Vendor is totally responsible for the integration of all the products to work cohesively, and must provide any miscellaneous parts and services to provide a fully operational system
5. Training must be provided by an employee that has K12 teaching/admin experience
6. Vendor offices must reside within a reasonable geographic area to the Clinch County School System, i.e. within the state or an adjoining state.
7. Vendor must have experiences and references from public school systems, with preference for school systems in Georgia.
8. **MINIMUM SPECIFICATIONS AND REQUESTED EQUIPMENT**

#### **Polycom Video System**

- Poly Studio X30 and Poly Studio X70 with TC8
- Poly + 3 year Warranty and Support
- Poly User Interface native Touch Support (endpoint UI must have full touch functionality through the Interactive touch display via standard usb connection to codec)
- Manufacturer partnership with Zoom for H323 connection to Zoom calls
- Noise Block Audio feature (cancels distracting non-human speech sounds)
- Acoustic fence audio segmentation (defines specific audio pick up area)
- H.264 AVC; H.264 High Profile; H.265; H.239

#### **Zoom Video Meeting Software**

- Three year H323 Room Connector license for each video system, capable of joining with other Zoom users
- Three year Zoom Pro user licenses
- Licenses provided directly from Zoom authorized reseller
- Up to 300 participants on a call, up to 25 per page viewable on screen, screen shows active speaker
- Includes meeting recording to local device

- Call recording produces mp4 file, which includes chat, searchable transcript which is synchronized to the recording video/audio/chat
- Recording can be password protected

### **Viewsonic Interactive Display**

Viewsonic IFP7550 75" interactive display, including 20 point touch, white glove on-site three year warranty with slot-in PC.

- **Display Apps:** provides wireless interface to the laptop, to avoid any cables between the two carts in the classroom
- **Screen Recording:** Records on-screen content, including annotations and sound, for easy sharing of lessons for later use
- **QR Code Sharing:** Converts and uploads your canvas into a PDF and then shares via QR code and/or link
- **Throw:** Allows others to send images or videos from their device to the ViewBoard display
- **myViewBoard™ Companion App:** Gives users a convenient way to sign-in and share content via mobile devices
- **myViewBoard™ Quickboard:** Enables participants to login and collaborate in real time from any location over a browser-based environment
- **ViewSonic "Originals" Content Library:** Gives registered users the ability to choose between hundreds of prepared lesson files, backgrounds, images, and online-games

### **"The Client's" Responsibilities**

1. **Access for Installation**
  - "The Client" will, during the progress of the installation, allow "The Vendor" and its employees access to the premises and facilities at all reasonable hours or at such hours as "The Client" representative and "The Vendor" agree upon
  - "The Client" will provide access to existing conduit or the placement of new conduit if necessary to all work locations, floors, buildings, etc., to support the media installation and provide Vendor access to these adjacent areas where and when required
2. **Heating/Cooling**
  - Provide heat or cooling when required and general illumination in rooms where work is to be performed by "The Vendor"
3. **Inspections**
  - Promptly make inspections when notified by "The Vendor" that the equipment or any part thereof, is ready for installation
4. **Electrical**
  - "The Client" sites will provide all electrical needs
5. **Delay in Work**
  - It is understood that "The Vendor" will not be held accountable for any delays caused by "The Client"
6. **Refuse, boxes, cleaning**
  - "The Client" is responsible for providing a location for disposal of cardboard boxes and packing materials. However, it is understood "The Vendor" will leave all areas of access free of debris and left in the same condition it was found (i.e. furniture placement is same with dirt, debris, ceiling tiles, tools, etc. removed and/or left in the original condition)

## **“The Vendor’s” Responsibilities**

### **1. Provision**

- “The Vendor” must provide all supervision, tools, equipment, hardware and wiring materials as specified; transportation, erection, construction, unloading, inspecting, and keeping inventory as specified in attached contract documents
- Whenever in the Contract, the terms "provide, furnish, supply, install, etc.", can be interpreted as requiring “The Vendor” both to furnish and/or install materials, unless specific provisioning/installation of the materials by “The Client” is denoted

### **2. Firewalls**

- Provide for the installation of all conduits and sleeves through firewalls and application of fire-stopping materials as required to meet codes

### **3. Ceiling Tiles**

- Provide for the removal and reinstallation of all ceiling tiles as needed. Any broken ceiling tiles will be replaced with equal or better quality of the damaged ceiling tiles

### **4. Identification**

- “The Vendor” will identify to "The Client" any work necessitating cutting into or through any part of the building structure such as girders, beams, concrete, tile floors or partition ceilings

### **5. Permits**

- “The Vendor” shall obtain all necessary county, municipal, and/or state work/building permit

### **6. Damage**

- “The Vendor” will be responsible for repairs of damage to the building, roads, equipment, existing cable, or property. “The Vendor” will promptly report to a representative of “The Client” any such damage to the building, roads, equipment, existing cable, or property that may occur while performing work in the facilities

### **7. Installation**

- Install any wire, cable, and/or associated hardware in accordance with the manufacturer’s specifications. All cabling and equipment shall be sufficiently labeled such that the equipment designation or purpose, interconnections and cabling endpoints can be easily determined. All labeling shall correspond with the solution drawings provided by the selected vendor

### **8. Test and Inspections**

- After installation has been completed, conduct tests and inspections in the presence of a technical representative designated by “The Client”. This assures “The Client” that requirements for the installation are met

### **9. Completions Notification**

- Promptly notify “The Client” designated contact of completion of this proposed project

### **10. Defects**

- “The Vendor” will promptly correct all defects for which “The Vendor” is responsible

### **11. “The Client” Contact**

- “The Vendor” must coordinate all work with “The Client” designated contact

### **12. Cleanup**

- Upon completion of the work each day, “The Vendor” must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean and neat and in the same condition as it was found. “The Client” is responsible for providing a location for disposal of cardboard boxes and packing materials. However, it is understood “The Vendor” will leave all areas of access free of debris and left in the same condition it was found (i.e. furniture placement is same with dirt, debris, ceiling tiles, tools, etc. removed and/or left in the original condition)

### **13. Subcontractors**

- “The Vendor’s” may not use subcontractors to perform work without prior approval by “The Client”

### **14. Testing**

- “The Vendor” will properly test all installed equipment to ensure it is operating as designated in the

project.

**15. Warranty**

- This system is to be provided as a turnkey solution and requires “The Vendor” to provide complete maintenance and warranty the system in full

**16. Codes and Ordinances**

- All work shall conform to the latest edition of the National Electrical Code, the Building Code, and all local codes and ordinances, as applicable. ANSI/TIA/EIA-568-A and ANSI/EIA/TIA-569 shall be adhered to during all installation activities
- Should conflicts exist with the foregoing, the authority having jurisdiction for enforcement will have responsibility for making interpretation

**17. Safety**

- “The Vendor” shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work.
- “The Vendor” shall at all times comply with the regulations set forth by federal, state, and local laws; rules; and regulations concerning “OSHA”, and all applicable state labor laws, regulations, and standards.
- “The Vendor” shall indemnify and hold harmless “The Client” from and against all liabilities, suits, damages, costs, and expenses (including attorney’s fees and court costs) that may be imposed on “The Client” due to “The Vendor”, subcontractor, or supplier’s failure to comply with the regulations stated herein

**18. Patents and Royalties**

- “The Vendor”, without exception, shall indemnify and hold harmless “The Client” and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by “The Client”
- If “The Vendor” or subcontractor uses any design, device, or material covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work

**19. Indemnification**

- “The Vendor” shall indemnify and hold harmless “The Client”, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequence or any negligence (excluding negligence by “The Client” its agents, or employees) in connection with the same; or by use of any improper material or by or on account of any act or omission of said Vendor or its subcontractors, agents, servants, or employees. “The Vendor” further agrees to indemnify and hold harmless “The Client”, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by “The Vendor”, its agents, associates, or employee
- The indemnification provided above shall obligate “The Vendor” to defend at its own expense or to provide for such defense, at “The Client’s” option, of any and all claims of liability and all suits and actions of every name and description that may be brought against “The Client”, which may result from the operations and activities under this Contract whether the installation operations be performed by “The Vendor”, subcontractor, or by anyone directly or indirectly employed by either
- The award of this Contract to “The Vendor” shall obligate “The Vendor” to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth

## Selection Process

This RFP is being conducted as a competitive sealed proposal in accordance with Georgia Code 36-91-20 and 36-91-21. Proposals will be received and evaluated accordingly.

**Proposals must include public school reference contacts (minimum 3), with preference to Georgia public schools. Proposals should also include experience working with RUS/DLT projects.**

Cost of Eligible Service	60%
Vendor's stability, experiences, references, proximity to location, record of past performance in delivering such services	30%
Service Level – Warranty Agreement	5%
Optional Service Features	5%