

Bay-Arenac ISD
4228 Two Mile Road
Bay City, MI 48706
(989) 667-3221

Request for Proposal
Network Firewall Licensing Renewal

December 20, 2011

GENERAL CONDITIONS

The Bay-Arenac ISD is soliciting proposals from qualified firms for the renewal of the licensing and support for two Fortinet Fortigate 3600 firewalls.

The following Request for Proposal (RFP) is being provided to you for your consideration. To be considered for this engagement, your firm must meet the qualifications and satisfy the requirements set forth in this RFP.

Beth Soggs
Manager of Technical Operations
Bay-Arenac ISD
4228 Two Mile Road
Bay City, MI 48706
989.667.3250
soggse@baisd.net

Completed proposals must be received at the address noted above by **1:00 PM on Wednesday, January 11, 2012**. Proposals must be submitted in a sealed envelope that is clearly marked "BID OR PROPOSAL – FIREWALL" with return address. Proposals submitted by facsimile or email will not be accepted. All proposals will be opened at the specified time and will be read aloud. The public is welcome to attend this bid opening. All proposals received after the date and time specified will be returned to the proposer unopened.

Although cost will be an important factor in awarding the contract, the school district is not obligated by any statute or regulation to award the project solely on the basis of cost. Accordingly, the school district reserves the right to evaluate all proposals objectively and subjectively and to accept or reject any or all proposals or portion thereof. Additionally, the district reserves the right to negotiate changes in services with the firm determined to have submitted the proposal that is in the best interest of the district.

It is to be understood that this RFP constitutes specifications only for the purpose of receiving proposals for product/services and does not constitute an agreement for that product/services. It is further expected that each bidder will read these specifications with care. Failure to provide requested information or meet certain specified conditions may invalidate the proposal(s). Each proposer by its submission of its proposal releases BAISD, its Board of Education, employees and agents from any claims arising out of, or in any way related to, the RFP process and the selection of the provider. An alternative may be offered, if deviations from the specifications are minor and provided that deviations are clearly specified. Failure to outline such deviations may be grounds for rejection of the proposal. BAISD will retain sole authority for determining what constitutes as an acceptable deviation from the specifications/requirements.

The proposer is responsible for any and all costs incurred by it or others acting on its behalf in preparing or submitting a proposal or otherwise responding to the RFP, or any negotiations incidental to its proposal for the RFP.

The information contained herein is believed to be accurate, but is not to be considered in any way as a warranty. Any errors, omissions, or discrepancies in the specifications discovered by a proposing entity must be brought to the attention of BAISD immediately. Such errors shall be promptly corrected for proposing entities and no proposing entity shall be permitted to take advantage of or suffer harm from these errors.

Any decision made by BAISD, including the selection of a provider, shall be final. Protests regarding the bid award must be submitted in writing and received by Mr. Michael R. Dewey, Superintendent not more than fourteen (14) days after the bid award notification is issued.

All questions and correspondence should be directed to Beth Soggs via email to soggse@baisd.net or by telephone. In order to assure consistency of information provided regarding this RFP, contact with Bay-Arenac ISD personnel other than Beth Soggs is discouraged and may be grounds for elimination from the selection process.

WITHDRAWAL OF PROPOSALS:

Proposals shall remain valid for a period of sixty (60) days after submission. Modifications to proposals will not

be accepted by the district, except as may be mutually agreed upon following the acceptance of the proposal.

TIME TABLE:

1. Release of RFP on or about Tuesday, December 20, 2011.
2. Proposals due at 1:00 p.m. on Wednesday, January 11, 2012.
3. Bids will be opened at 1:15 p.m. on Wednesday, January 11, 2012.
4. Board of Education action on Monday, January 16, 2012.
5. Notification to all firms as soon as possible after Monday, January 16, 2012.

REQUIREMENTS:

- Support/Licensing must meet the minimum specifications
- All proposals shall be accompanied by a sworn and notarized statement (Form Attached) disclosing any familial relationship that exists between the owner and/or any employee of the proposer or any member of the Board of Education or Superintendent of BAISD or any Bay & Arenac County Public School, a copy of which Familial Disclosure Affidavit is attached to this RFP. Bid proposals that do not include this sworn and notarized Familial Disclosure Affidavit will not be considered or accepted by the Board of Education.
- Must complete attached Proposal Form.

FIREWALL SUPPORT/LICENSING MINIMUM SPECIFICATIONS:

- ✓ **8x5 Hardware**
- ✓ **8x5 Enhanced Support**
- ✓ **8x5 Telephone Support**
- ✓ **Firmware Upgrades**
- ✓ **Anti Virus**
- ✓ **IPS**
- ✓ **Traffic Management**
- ✓ **VPN**

METHOD OF EVALUATING PROPOSALS

Proposals will be evaluated with a strict emphasis on quality of service and delivery of product. After the technical qualities have been evaluated, cost and other considerations will be evaluated. Once all factors have been evaluated, the vendor(s) that is/are most qualified and reasonable in cost will be selected for recommendation to the Board of Education.

NOTICE OF NONDISCRIMINATION

The Bay-Arenac ISD does not discriminate on the basis of race, color, national origin, sex, age, religion, height, weight, marital status or disability in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies:

Michael R. Dewey, Superintendent
Bay-Arenac ISD
4228 Two Mile Road
Bay City, MI 48706
(989) 686-4410

Familial Disclosure Form

The undersigned, the owner or authorized officer of _____ (the "Proposer"), pursuant to the familial disclosure requirement provided in the Bay-Arenac Intermediate School District Request of Proposals and Specifications, hereby represent and warrant, except as provided below, that no familial relationship exist between bidder(s) or any employee of BAISD, and any member of the Board of Education of the School District or the Superintendent of the Schools.

List any Familial Relationships:

Dated: _____ PROPOSER: _____

By: _____

Its: _____

State of Michigan)
County of _____) ss:

This instrument was acknowledged before me on the _____ day of _____, 20__, by _____.

(Signature)

(Printed)

Notary Public, _____ County, Michigan

My Commission Expires: _____

Acting in the County of _____

FIREWALL RENEWAL PROPOSAL FORM

Please complete and return this proposal form with any additional information you feel is necessary to help us evaluate your firm. **Proposals are due by 1:00 p.m. on Wednesday, January 11, 2012.**

Qualifications

NOTE: Each cost listed below must be a total cost that includes any and all charges.

1 YEAR SUPPORT/LICENSING RENEWAL (total cost for both firewalls)	MULTI-YEAR SUPPORT/LICENSING RENEWAL (if available) (total cost for both firewalls)

Name of Vendor _____ Telephone: _____

Address: _____

Name of Person in Charge of Account
(Please Type or Print)

Title

Signature

Date