

## DISTRICT SERVER UPGRADE

**Overview**

Florence School District Five is accepting proposals from qualified vendors to replace our existing servers with two Lenovo SR655 servers to host our virtual server environment. Servers will be installed at two different locations in the district.

Vendors are requested to provide two levels of pricing:

1. Quantity of two Lenovo SR655 servers with 64 core CPU, 128GB Memory, 2x240GB M.2 SSD for host OS, 12TB in storage array, dual 10Gb SFP+ network adapter, dual 1Gb ethernet adapter, 5-year 24x7x4 warranty, 5-year Lenovo XClarity Pro license, Windows Server 2019 Standard with all applicable licensing for CPU cores and CAL. Including assembly and configuration of each server.
2. Quantity of two Lenovo SR655 servers with 32 core CPU, 128GB Memory, 2x240GB M.2 SSD for host OS, 12TB in storage array, dual 10Gb SFP+ network adapter, dual 1Gb ethernet adapter, 5-year 24x7x4 warranty, 5-year Lenovo XClarity Pro license, Windows Server 2019 Standard with all applicable licensing for CPU cores and CAL. Including assembly and configuration of each server.

**Instructions for submittal of proposals**

Vendors are responsible for insuring that their proposals meet all aspects of this RFP.

All proposals must be submitted in a sealed package that is clearly labeled, "SEALED PROPOSAL: RFP # FSD5-2020-01". Proposals received after the deadline will not be accepted. Proposals shall be sent by means of commercial carrier or hand delivered to the address listed below. The full name of vendor must be clearly marked on the outside of the package.

All packages must include the following:

1. Two printed copies of the proposal
2. Signed copy of RFP acknowledging full understanding
3. Flash drive containing digital copy of proposal in MS Word or Adobe PDF format

All proposals can be sent to the following address:

Adam W. Kennedy  
Director of Technology  
Florence School District Five  
Post Office Box 98  
156 East Marion Street  
Johnsonville, SC 29555

**Questions or concerns**

Upon publication of this RFP and until notice of contract award, all communication from proposers regarding this RFP must be directed to Adam Kennedy in email at [akennedy@fsd5.org](mailto:akennedy@fsd5.org). It is the vendor's responsibility to understand requirements and specifications of this RFP and to seek clarification as required.

Florence School District Five shall distribute all official changes, modifications, responses to questions or notices relating to this RFP. Any information not provided by Florence School District Five shall be not be taken into consideration and vendors relying on this information do so at their own risk.

**Schedule**

The table below shows anticipated dates of actions relating to this RFP. If it is found necessary to change any of these dates, an addendum to this RFP will be issued.

<b>Milestone</b>	<b>Date</b>
RFP issued	January 7, 2020
Deadline for clarification questions	February 14, 2020 at 4:00 pm EST
Proposals due	February 28, 2020 at 3:00 pm EST

**Project Objectives**

1. Replace aging current server infrastructure
2. Provide optimal access to services and information accessed on our servers to provide the best experience for the end user
3. Reduce downtime and or repairs associated with current aging servers
4. Have reliable servers that can grow and accommodate future needs in the IT arena for the district.
5. Improve overall system security and performance by leveraging latest available server technology.

**Proposal requirements**

1. Must include **both** levels of pricing as outlined in overview.
2. Vendors must be a Lenovo Authorized Service Partner and proof must be provided.
3. References from other school districts that vendor has worked with to include a phone number and email address.
4. List of equipment proposed with all manufacturer model numbers and itemized pricing.
5. Proposed implementation schedule showing a basic timeline from contract being awarded.
6. Vendor statement of exception outlining necessary exception to any requirements of this RFP - or- If there are none a statement stating no exceptions necessary.
7. Any additional information as deemed necessary by vendor

**Proposal Evaluation and award**

Florence School District Five will evaluate submitted proposals based on level of completeness, past record of performing similar work, ability to work with local IT staff, cost of equipment and services. In addition to meeting all requirements of this RFP, the following factors will also be evaluated:

1. Vendor ability to support system
2. Proposed systems ability to meet requirements in this RFP
3. Vendor references
4. Experience with district

Proposals may be rejected for the following reasons:

1. Failure to meet requirements as set in this RFP
2. Failure to submit a complete response
3. Failure to demonstrate technical competence
4. Failure to submit proposal by deadline

Discussions with responsible entities that have submitted proposals may occur to clarify details or any question with submitted proposal. All submitted proposals will be afforded fair and equal treatment with respect to any opportunity for discussion and revision.

Notice of Award or Intent to Award will be posted in the Finance Department located at the District Office, 156 East Marion Street, Johnsonville, SC 29555. If the total value of the contract resulting from this solicitation is less than \$100,000.00, Proposers who desire to receive a copy of the Statement of Award must include a self-addressed stamped envelope. All Proposers will receive an "Intent to Award" if the total value of any contract resulting from this solicitation is \$100,000.00 or greater.

**General Procedures**

1. This Request for Proposals is issued in accordance with applicable provisions to the district purchasing policies and procedures.
2. Responses will be opened in private by District Officials to avoid disclosure of contents that are confidential to competing vendors.
3. Florence School District Five will not be liable for any cost incurred by vendors submitting responses to this RFP.
4. Contracted vendor shall not assign any interest in the contract and shall not transfer any interest without prior written consent of Florence School District Five.
5. In submitting a quote/proposal, the vendor understands that the District and its representatives will determine which quote/proposal, if any, is accepted. Vendor waives any right to claim damages, based on the selection process. All completed quotes/proposals and support documentation submitted become the property of the District and will be retained as required by State and Federal law.

6. At the completion of this project, the successful vendor must provide proof of ownership showing Florence School District Five is the sole owner of record, and demonstrate that all warranty information is in the name of the District, and is appropriately documented with the equipment manufacturer(s).
7. If, through any cause, the contracted firm fails to fulfill the obligations agreed to in a timely and proper manner, the District shall have the right to terminate the contract by notifying the firm in writing and specifying a termination date not less than thirty (30) calendar days in advance. In such event, the contracted firm shall be entitled to just and equitable compensation for any satisfactory work completed.
8. Any modifications to or clarifications of this RFP will be distributed by the District to each Respondent, who also provides a fax number, mailing address, and/or email address for such purpose.
9. If the equipment proposed in response to this "Request for Proposal" is not capable of performing all functions described in the specifications, an Exception Statement shall be supplied stating all features and functions to which the exception is being taken, and the effect of this exception.
10. The proposal must be firm for acceptance for a period of 90 days.
11. Florence School District Five reserves the right to determine whether a vendor is responsible and responsive, and has the ability and resources to perform the contract in full and to comply with the specifications. Florence School District Five reserves the right to request additional information from the vendor to satisfy any questions that might arise. Florence School District Five further reserves the right to reject any or all proposals or to issue an invitation for new proposals.

<b>Name of Vendor</b>	
<b>Authorized Signature</b>	
<b>Title</b>	
<b>Printed Name</b>	
<b>Date Signed</b>	

**Clarification Questions**

1.Regarding references you requested of other school districts SHI has worked with, do you want any SHI customer or a SHI customer we have sold Lenovo to?

See item #3 under Proposal Requirements

2.Would you like me to include the service of onsite instillation on the quote or are you going to install the server yourself?

We will install the server ourselves.

3.Are you looking for two different options or four total servers?

I want two different options as outlined under the Overviews. Quantity of two servers per pricing level.

We will only be purchasing one of the pricing levels.

4.Are you looking for user or device CALs? How may?

All applicable CALs will need to be included as stated on RFP.

5.Do you need Windows server pre-installed?

It doesn't have to be pre-installed as long as the server is completely assembled and configured as outlined in the RFP.

6.12TB storage

a. What type of disk do you want? 7.2K, 10K, 15K, SSDs? 7.2K SATA

b. What RAID setting do you want to use? Raid 5

c. What is the total USABLE storage they require? 12TB

7.Do you want redundant power?YES