



Questions

Request for Proposal RFP# ELCMDM2017-08 IT Equipment ITN

Please be advised all questions are keyed as submitted

1. Printers are listed in both ITN's. Is there a different need for printers in each of the bids?

Answer: Yes.

2. Typically, price points are based on quantity. It appears that each of these bids are of a catalog of products with no specific quantity. Is the intent to have an established catalog and price point, so end users can purchase products as needed throughout the fiscal year? If the above is incorrect, can we get quantities or estimated quantities?

Answer: The above is correct. We are not sure of the quantities at this stage. Individual item prices would be better.

3. There does not seem to be any request for toner or other printer related consumables. How does the Coalition intend to procure supplies for printers?

Answer: Yes, we are also requesting toner; this is part of the office consumables. Quote consumables as well.

4. There are no specifications for the types of printers other than color or black and white. Does the Coalition want all prices for all printers in an respondent's product line?

Answer: We prefer B.W.

5. Can a respondent include only certain (not all) categories in their bid submission to be deemed responsive? I.e., respond with printer and related products only.

Answer: In order to be deemed responsive, all exhibits must be submitted. Please use evaluation criteria as guide.

6. How does the Coalition procure these products today? I.e, which contract(s) is(are) used.

Answer: State Contracted Vendor.

7. Regarding "Product Categories" on page 7 of ITN document: Please provide specifications and/or model numbers for each product.

Answer: No or little specifications are provided in most instances to allow for a wider selection of items to choose from. We are always evolving; as such our needs evolve as well.

8. Warranty: Please identify what types of warranties are expected for the required products.

Answer: Minimal 1 Year Warranties on Most Products; for laptops the Coalition will seek 3 year warranties.

9. Page 7, Section Product Categories

Laptop models, monitors, docking stations and laptop batteries do not have enough in the way of information in order to provide a response. Will there be additional information provided or specifications provided so manufacturers can respond appropriately?

Answer: See Above.

10. Can there be multiple awardees?

Answer: Yes.

11. Do we have to bid on all items? May we create a catalog with only certain items? (On page 8, Sec. 3.5 B. it states "Proposers are required to submit catalogs with a detail price list for all products", but we are unsure if that means all products on the list or just the products we provide.)

Answer: Yes all items or some.

12. Next, we are looking for clarification on some of the product categories (Pages 7-8, Sec. 3.4)

Answer: See above.

13. Is it possible to obtain greater detail on the desired products? The description of many of them are very broad.

Answer: Yes (See the responses herein).

14. What installation services are required? Can we provide an hourly rate for different install services?

Answer: We may need low voltage installations at times.

15. Should installation and delivery cost be broken out or are they to be included in the per unit cost in the catalog?

Answer: Yes.

16. Some of the software does not provide version specifications. Can this be provided?

Answer:
Office 2016 or higher

Visio 2013 or Higher

Latest version of the following: Exchange, SQL, Symantec Anti-Virus, Malware Bytes, Adobe Pro X or Higher

17. Can they provide a more detailed description of the network drop requirements (i.e. max distance, Cat 5E or 6, etc.)?

Answer: CAT 6 but no length requirements at this time (generally not more than 100 Feet).

18. In section 3.5 of the statement of work Proposers must provide a list of product offerings with warranty and customer service information. Do you have any particular brands you would like featured?

Answer: No.

19. Pricing is to include all freight, assembly, installation, and deliveries timeframe. Will assembly have to be done onsite? Are all installation locations located in Florida?

Answer: Sometimes and Yes in Florida.

20. Laptops Model 5560, 7710 or specialty items. Do you have the specs required for these laptops?

Answer: Minimal Specs: ½ Gig, 8 Gigs of Memory, i7 Processors or higher.

21. Monitors. What size monitors are needed to be quoted ? What connections are needed for the Monitors?

Answer: 23 inch monitors and HDMI connections.

22. Docking Stations. Will all laptops proposed need to be Docking station compatible or will a port replicator work as well?

Answer: Port replicators going forward.

23. Replacement laptop batteries. Do you have a list of specific Models of batteries you will be needing? Will these need to include all legacy equipment batteries?

Answer: Batteries for Dell laptops model: 5520, 5540, 5560, and 7710.

24. 42' T.V.s for lobby's and open areas. Do you have a particular Brand you have been working with to stay uniformed?

Answer: No particular brand.

25. Stand Alone Webcams. Is there a particular camera you are needing to be quoted that worked best for you in the past?

Answer: No.

26. Microsoft Visio Software. What version are you currently need to be quoted (standard or professional)?

Answer: 2013 or higher.

27. Soft Telephone Software. What phone are you currently running to find the best compatible option? What are you currently using now?

Answer: Polycom phones, free version of X-Lite.

28. Power Strips. Is there a particular brand you prefer?

Answer: No.

29. (UPS)-Surge Protectors. Is there a particular brand you prefer?

Answer: No.

30. POE 48 Port Switches. Is there a particular brand you prefer? Managed or Unmanaged?

Answer: No and Unmanaged.

31. Power Cords for Laptops. Do you have a list of specific Models of laptops you will be needing? Will these need to include all legacy equipment?

Answer: Dell 5540, 5560, 7710.

32. Cisco Wireless Routers. What series of cisco routers will you be needing. Do you have a particular build you have been deploying in order manage the infrastructure.

Answer: Please provide the Array of Cisco Routers in your Catalog.

33. Microsoft Office 365 or Office 2016 or Higher. Are you currently in and EA with Microsoft? Will CSP be of interested?

Answer: No. CSP is not of Interest.

34. Malwarebytes. Are you needing the business version? If so. Will it be on premise or in the cloud?

Answer: Cloud and Business.

35. Symantec Anti-Virus. What version of end point protection are you looking for?

Answer: The latest.

36. Network Drops. How would you like the drops to be done? Would we have to Terminate and leave coiled or put wall plated for each drop?

Answer: Up to but not limited to 300 if we have to move locations. Unknown at this date. Terminate.

37. Replacement Hard Drives. Is there a particular brand you prefer?

Answer: No.

38. Memory Upgrade Chips (Servers). Is there a particular brand you prefer?

Answer: No.

39. Memory Upgrade Chips (Laptops). Is there a particular brand you prefer?

Answer: No.

40. Basic Laser Black and White Printers. Is there a particular brand you prefer?

Answer: No.

41. Basic Laser Color Printers. Is there a particular brand you prefer?

Answer: No.

42. How will your current contract and relationship with CDW be addressed? Will this be a true open and competitive process?

Answer: All vendors are able to bid on this ITN.

43. No specifications for products have been provided, is this geared to give CDW an advantage with their current catalog ?

Answer: No or little specifications are provided in most instances to allow for a wider selection of items to choose from. We are always evolving; as such our needs evolve as well.

44. Please provide your current catalog specifications.

Answer: We do not have a catalog specification. This ITN is an attempt to broaden our items to choose from.

45. Please confirm the 10 page limit does not include the 13 required forms and certificates (Response Content: Items 1, 5-18)

Answer: Yes, that is correct. It does not include the 13 required forms and certificates.

46. Regarding page 8, section B. Price List: Please confirm the pricing catalog does not count toward the 10 page limit.

Answer: The pricing catalog does not count toward the 10 pages limit. The catalog should be submitted separately.

47. Regarding the scanner: Is a Canon alternate with equal to or better specifications an acceptable alternate?

Answer: Yes.

48. To confirm as a 501(c)(3) in Florida you are sales tax exempt, correct?

Answer: Yes.

49. How long do the prices for product categories have to stay good for 30 days, 6 months, one year, or can they be reevaluated as time progresses to account for changes in the market?

Answer: Prices shall be honored from the initial term of the contract and may be renewed for a period not to exceed the greater of three years or the term of the original contract. A price list should be submitted for the current year and any renewal period thereafter. Prices need to remain and can't change during the contract term, meaning one year. For renewals, a table of prices can be provided for following two years, if a renewal is considered.

50. Do you have an estimate of the number of annual purchase orders to be placed?

Answer: Between 50 and 100 during the program year: July 1, 2016 and June 30, 2017.

51. If I don't provide all product categories i.e. installing network drops; will this disqualify my company from bidding?

Answer: The Early Learning Coalition is requesting a complete detail catalog for IT Equipment products and services. As long as it is within the same line of products and services, it can be added later.

52. In section 3.4 installation is referenced, to what degree of installation is required for each product category? i.e. computer configuration, installing a TV on a wall

Answer: At most we may ask for labor and parts to drop network connections, install a TV on a wall in the lobby of one of our service centers. (we have 7 physical locations).

53. In section 3.4 if I have references for projects but not of similar scope will this disqualify my company; even though I'm only seeking to bid on product categories that require my company to supply equipment?

Answer: All possible vendors are encouraged to bid on as many items which are available at their company for the ELC to consider.

54. In section 3.5.B it references a State-specific contract identification number is that number ELCMDM2017-08?

Answer: No.

55. In Section 6 (6.1.3.h and 6.1.18) Will it be acceptable to wait to file with the Florida Department of Revenue until contract award determination or will not being registered with the state of Florida disqualify my company as I won't be able to provide a certificate of good standing? Can I provide a Certificate of Good standing from the state I am registered in as a substitute?

Answer: This ITN is just for Florida State Contracted Vendors.

56. In Section 6 (6.1.3.i) can I wait to add the Early Learning Coalition as an additional named insured until contract award has been determined; or will not providing this disqualify my company?

Answer: The Early Learning Coalition should be added as an additional named insured.

57. In Section 6.4, if selected for a presentation does the 20 minutes include a Q&A portion? Who will be the audience, titles/roles? Is there any defined format or necessary points that need to be briefed?

Answer: Yes, the 20 minutes include a Q&A portion. This is a public meeting. The presentation is an oral summary of what is within the proposal.

58. In Appendix B what is Program/Service Name referring to, is it the Early Learning Coalition?

Answer: No, it refers to the program/service your agency offers.

59. In Appendix B "Total Amount Requested (sum of budget request for all Areas shown in this Application)"; if all costs are included within product catalog costs is this necessary to identify?

Answer: Yes, include total amount requested.

60. In Exhibit 8 it requests the signature of a Notary from the State of Florida can I substitute this with a Notary from a different state?

Answer: No.

61. In Exhibit 12 Financial and Compliance Audit Requirements; does my company need to have its own federal and state audit conducted if the amount expended exceeds \$500,000 or do I just need to be able to provide the Early Learning Coalition necessary documentation to support its audit?

Answer: Federal/State single audit requirements do not apply to vendors. You must be able to provide the Early Learning Coalition necessary documentation to support its audit.

62. In the sample contract under Article II section I.4.iii it references a background screening; to be clear as a contractor that is not a "Qualified Entity" do I still need to register with the Florida Department of Law Enforcement and conduct a level 1 screening?

Answer: The Early Learning Coalition may request a background screening at any time. A Level 2 background check will be required if contractor will be in direct contract with children.

63. In the sample contract under Article II section I.4.v it references providing the Early Learning Coalition to full access to records. What does records encompass anything and everything pertinent to the contract?

Answer: Yes.

64. In the sample contract under Article III section D.2; the contractor is expected to attend board meetings, workgroups, community collaborative groups, and training sessions. Do you have an estimated number of times these meetings will occur annually and dates?

Answer: At this moment, we do not have the number of times these meetings occur annually or the exact dates. Please refer to the following link for the calendar of events: <http://www.elcmdm.org/events/index.asp>

65. In the sample contract under Article IV section G.1 Inventory and Coalition Property are the requirements requesting the contractor to maintain an inventory management system of the Early Learning Coalition IT assets, or simply provide documentation of equipment purchased on behalf of the Early Learning Coalition?

Answer: If inventory is purchased with Early Learning Coalition funds, Contractor shall provide a general inventory. Additionally, a list that shows item number, serial number, date of purchase, and approved method of purchase for any items purchased on behalf of the Early Learning Coalition might be required.

66. In the sample contract under Attachment 1, Exhibit 2 it refers to Quarterly Reports (Exhibit A) where is Exhibit A that specifies the quarterly reporting requirements?

Answer: This is a sample contract, more information will be provided once the contract is awarded.

67. Laptops Model 5560, 7710 or specialty items

a. What will the computers be used for applications, functions, video streaming, presentations? This will help determine specifications.

Answer: Laptops are used to access cloud applications, present presentations, word-processing, email, and other basic functions. Basic web conferencing using basic web-cams will be used in the near future. Web-streaming in particular will be handled on a very low scale.

b. Do you have specifications for different models to include processor speed, hard drive (size, type), memory, graphics card, screen size, operating system, Microsoft Office Suite, port requirements, warranty requirements?

Answer: All Vendors are encouraged to provide specifications for their 'line of laptops available to provide the coalition with a broader set of choices to choose from.

- c. The Dell 5560 is no longer in production, do you have other models you'd like to have priced?

Answer: The replacement to the 5560.

- d. Is a good, better, best model acceptable or are you seeking a larger array of models?

Answer: An array of models is preferred.

- e. Do you have an estimated quantity to be purchased annually?

Answer: Between 50 and 80 per year.

68. Monitors:

- a. Do you have a list of desired screen sizes and quantities?

Answer: 23 inches.

- b. What will the monitors be used for i.e. multiple monitor display at a workstation?

Answer: Workstations (2 per employee).

- c. Do you have an estimated quantity to be purchased annually?

Answer: 30 to 50.

69. Mice

- a. Wired, wireless, or both?

Answer: Both.

- b. Will these be for PCs or MACs?

Answer: PC.

- c. Do you have an estimated quantity to be purchased annually?

Answer: 50 to 60.

70. Keyboards

- a. Wired, wireless, or both?

Answer: Both.

- b. Will these be for PCs or MACs?

Answer: PCs.

- c. Do you have an estimated quantity to be purchased annually?

Answer: 50 to 60.

71. Replacement laptop batteries

- a. What is the make and model of current laptops?

Answer: Dell laptops model: 5520, 5540, 5560, and 7710.

72. Ergonomically correct keyboards

- a. Do you have an estimated quantity to be purchased annually?

Answer: 3 to 10.

73. 42' T.V.s for lobby's and open areas

- a. Do you have an estimated quantity to be purchased annually?

Answer: 1 or 2 if necessary.

- b. Will you require bracket mounts?

Answer: Yes.

74. Stand Alone Webcams

- a. Do you have a desired or minimum resolution?

Answer: No (Supported 1080 formats or higher).

- b. Do you have an estimated quantity to be purchased annually?

Answer: 1 or 2 if necessary.

75. Dual Monitor Stands

- a. Do you have the make and model of current monitors?

Answer: Dell 23inch Standard Monitors.

- b. Do you have an estimated quantity to be purchased annually?

Answer: 10 to 20 per year.

76. Power Strips

- a. Do you have a desired number of outlets, or do you prefer to have an array of options available?

Answer: An Array.

- b. Do you have a required threshold of Joules for each strip to be able to handle?

Answer: Minimum 6.

- c. Do you have an estimated quantity to be purchased annually?

Answer: 30 to 50.

77. (UPS)-Surge Protectors

- a. Do you have a desired number of outlets or, do you prefer to have an array of options available?

Answer: Array.

- b. Will they be used for workstations, network equipment, or servers?

Answer: Work-stations.

- c. Do you have an estimate for required wattage?

Answer: Please provide an array.

- d. Do you have an estimated quantity to be purchased annually?

Answer: Not at this time.

78. Occasional Scanners (Fujitsu)

- a. Do you require dual sided scanning?

Answer: Yes

- b. Do you have an estimated quantity to be purchased annually?

Answer: 10 to 15

79. POE 48 Port Switches

- a. Do you have an estimated quantity to be purchased annually?

Answer: 1 or 2

- b. What is the current make and models of switches you have installed?

Answer: For security reason we cannot provide this information.

- c. Do you have an existing network diagram you could share?

Answer: For security reason we cannot provide this information.

80. Power Cords for Laptops

- a. What is the make and model of current laptops?

Answer: Dell laptops model: 5520, 5540, 5560, and 7710

81. Cisco Wireless Routers

- a. Do you have any specific models you are interested in?

Answer: Please provide an array

- b. Do you have an estimated quantity to be purchased annually?

Answer: 2 or 3

- c. Will they require any directional antennas?

Answer: Yes

- d. What WiFi standards need to be supported a/b/g/n/ac?

Answer: Yes (all)

82. Patch Cords

- a. Is this for fiber, Ethernet, or both?

Answer: Both

- b. If fiber what connector types are required?

Answer: Please provide an array

83. Microsoft Office 365 or Office 2016 or Higher

- a. What versions do you currently have employed?

Answer: Office 2016 Desktop Pro

- b. What version are you seeking to purchase 2016 (Home and Business or Professional); O365 (Business, Essentials, or Business Premium)?

Answer: Pro

- c. Is your strategy to move toward an Office 365 and cloud environment?

Answer: No

- d. Do you operate your own exchange servers? ▪ If you are looking to move toward a cloud environment do you have a desired mailbox size and quantity of users requiring mailboxes?

Answer: No desire to move yet

- e. Do you have an estimated quantity to be purchased annually?

Answer: N/A

84. Malwarebytes

- a. How many endpoints is this installed on currently and planned to be installed on in the future?

Answer: 350+ Users

- b. What will this be installed on i.e. workstations, servers, mobile devices, windows, mac, android, iOS, linux?

Answer: We are a Microsoft Shop

- c. Are you open to a different product, i.e. Bitdefender Advanced Business Security suite?

Answer: Yes

- d. If open to a different product will personnel require training on this product?

Answer: No

- e. What is the necessary functionality of this program? What modules do you require i.e. malware detection, anti-phishing protection, heuristic analysis, content control, disk encryption, endpoint firewall?

Answer: All of the Above

85. Symantec Anti-Virus

- a. How many endpoints is this installed on currently and planned to be installed on in the future?

Answer: 1

- b. What will this be installed on i.e. workstations, servers, mobile devices, windows, mac, android, iOS, linux?

Answer: We are a Microsoft Shop

- c. Are you open to a different product, i.e. Bitdefender Advanced Business Security suite?

Answer: Yes

d. If open to a different product will personnel require training on this product?

Answer: No

e. What is the necessary functionality of this program? What modules do you require i.e. malware detection, anti-phishing protection, heuristic analysis, content control, disk encryption, endpoint firewall?

Answer: All of the Above

f. What other security measures do you currently have employed?

Answer: For Security Reason we cannot disclose this information

86. Adobe Pro 10 or Higher

a. Do you have an estimated quantity to be purchased annually?

Answer: We have 300 Licenses currently.

87. Radmin Viewer

a. Are you open to a different product with similar functionality?

Answer: No

b. If open to a different product will personnel require training on this product?

Answer: N/A

c. What are the necessary functional requirements this remote support tool must be able to accomplish?

Answer: N/A

d. How many endpoints with this be installed on?

Answer: N/A

e. How many seats (users) are required to have access to the remote tool?

Answer: N/A

88. Replacement Hard Drives

a. What is the make and model of current equipment that would require a replacement hard drive?

Answer: Please Provide your catalog of replacement hard-drives, SATA and SSD

b. Do you have desired sizes, rpms, 2.5" or 3.5"; preference for SATA, SSD?

Answer: Both for each

89. Memory Upgrade Chips (Servers)

a. What is the make and model of current servers in order to determine requirements for Mhz, pins?

Answer: HP Reliant Servers; Please show us the Array of Memory Available

b. Do you have desired sizes or just have an array of options available?

Answer: Please Provide an Array

c. Do you have an estimated quantity to be purchased annually?

Answer: No

90. Memory Upgrade Chips (Laptops)

a. What is the make and model of current computers in order to determine requirements for Mhz, pins?

Answer: Dell laptops model: 5520, 5540, 5560, and 7710

b. Do you have desired sizes or just have an array of options available?

Answer: Provide an Array

c. Do you have an estimated quantity to be purchased annually?

Answer: No

91. Basic Laser Black and White Printers

a. Do you have an estimate of annual prints per machine?

Answer: No

b. Do you have a minimum throughput of pages to be printed per minute?

Answer: 10

c. Do you have an estimated quantity to be purchased annually?

Answer: 10 to 10

d. I realize it says basic but do you require dual sided printing, multifunction (scanner, copier, fax) capabilities, stapling, or any additional features?

Answer: Dual Sided

92. Basic Laser Color Printers

a. Do you have an estimate of annual prints per machine?

Answer: We have 350 laptops on the network with no more than 30 printers on the network.

b. Do you have a minimum throughput of pages to be printed per minute?

Answer: 20

c. Do you have an estimated quantity to be purchased annually?

Answer: 1 to 3

d. I realize it says basic but do you require dual sided printing, multifunction (scanner, copier, fax) capabilities, stapling, or any additional features?

Answer: Single Sided Printing