



**Nampa School District No. 131  
Request for Proposals  
WAP & Projector Network Cabling Upgrades**

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**General Proposal Conditions & Requirements**

1. Proposals will be accepted by Nampa School District No. 131 until 2:00 pm local time Thursday, February 22, 2018, for **Wireless Access Point & Projector Network Cabling Upgrades**. Proposals should be sent to:

Clerk of the Board  
Nampa School District No. 131  
619 South Canyon St.  
Nampa, ID 83686

All proposals should be submitted in a sealed envelope or other container. Such envelope/container should be clearly marked “**Proposal: Wireless Access Point & Projector Network Cabling Upgrades.**” A cut-out label is provided for bidder convenience with this packet; bidder may or may not use this label at its own discretion. Proposals may also be submitted in person at the address listed. Bidders are encouraged to verify receipt by the District of any proposal.

Proposals received after the stated date and time will not be considered and will be returned unopened to the sender. Proposals may be withdrawn or amended prior to the due date and time, either in person or by written request. No proposal may be withdrawn after the time of opening.

At the stated date and time, the proposals will be publicly opened. Proposals will be evaluated and a recommendation for project award made to the Board of Trustees.

2. Questions regarding proposal procedures or specifications must be received by 5:00 pm, Friday, February 16, 2018. Questions may be submitted:

by email to:  
bids@nsd131.org

by postal mail to:  
Nampa School District No. 131  
619 South Canyon St.  
Nampa, ID 83686  
Attn: Scott Jacobsen

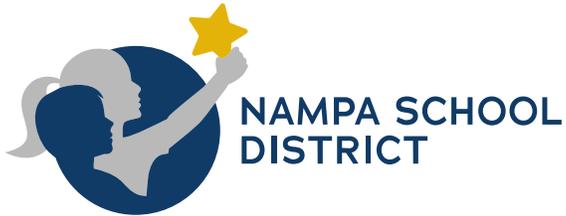
Any inquiry should be clearly identified as pertaining to this request for proposal.

All submitted inquiries and subsequent responses will be publicly posted on the District’s website as an Addendum to the proposal specifications. This addendum document may be found on the District website at [goo.gl/FHPKJN](http://goo.gl/FHPKJN); interested parties are encouraged to regularly check for addendum updates, as notification of updates will not necessarily be provided to any party.

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619 S. Canyon St. Nampa, ID 83686  
[www.nsd131.org](http://www.nsd131.org)



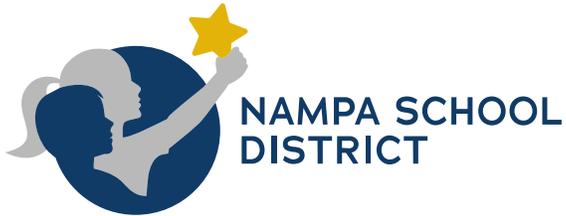


3. In submitting a proposal, a bidder represents that it has read and understands the requirements for the goods and/or services being requested, including applicable laws and regulations. The failure of any bidder to examine any form, addendum, or other document shall in no way relieve the bidder from any obligations with respect to the proposal or any resulting contract.
4. All respondents must be registered, approved vendors with the USAC, have a Service Provider Identification Number (SPIN) and be capable of providing E-rate services, including Service Provider Invoicing (SPI) billing.
5. The proposal must adhere to the District Network Engineer's network design standards, "Nampa School District Data Cable Plant Specification," in addition to the project-specific specifications detailed herein. This document may be retrieved from the District website at [goo.gl/pN9bJE](http://goo.gl/pN9bJE) or by contacting the District.
6. All respondents must hold a valid Idaho public works license and be Building Industry Consulting Service International (BICSI) and Registered Communication Distribution Designer (RCDD) certified. Certification validation must be provided prior to the issuance of any work agreement, and may be provided with the proposal. Public works licensure and BICSI and RCDD certifications will not be a condition of proposal submission, but must be obtained and submitted before issuance of any work or purchase agreement.
7. A properly trained and certified supervisor must be on site at all times while work is being performed. All individuals assigned to perform physical installation or other on-site work shall be certified in the installation of the product to be provided. All installation staff shall be regular employees of the company performing installation; installation by temporary service workers will not be allowed.
8. The proposal should include all necessary materials and labor to complete the installation at each building. The proposal should include an estimate of the time required to fully complete the installation, necessary clean up afterward, and any "punch list" post-installation work required to complete the project to the satisfaction of the District.
9. The proposal must be signed, in ink, by a representative of the bidding company who is authorized to legally obligate the bidder.
10. The project may be wholly or in part contingent upon successful attainment of E-Rate funding; as such, the District reserves the right to cancel the project should adequate E-Rate funding not be successfully attained.
11. Proposal pricing is to be held firm for one (1) year from the submission deadline.
12. Proposal pricing shall include all applicable shipping, handling, installation, labor, and other costs necessary to deploy the equipment within the District, at an address to be specified by the District. Proposal pricing should not include any sales, excise, or other taxes from which the District would be exempted.
13. The District reserves the right to accept or reject any and/or all proposals or portions thereof, and to waive any technicality should such be deemed in the best interest of the District.

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14. Objections to specifications or procedures or protests of award may be lodged as stipulated under Title 67, Chapter 28, Idaho Code. Written objections to specifications or procedures must be received by the Clerk of the Board no less than one (1) business day prior to the date and time at which proposals are due. A bidder who wishes to object to the project award must do so within seven (7) calendar days of the posting of the award. This objection should be submitted to the District’s coordinating party as listed in the publicly posted bid documents. This objection must set forth the express reasons(s) for the objection and why the award has been made in error. Upon receipt of a proper objection, the governing party for the bid in question will stay its award decision and any procurement under the award until it has addressed the particular objection(s) submitted. This governing party will review its decision and will determine to (1) affirm the award, (2) modify the award, or (3) repeat the bid process, setting aside its award, and will set forth the reasons therefor. After completion of the review process, the District may proceed as it deems in the best interest of the District.

### **Project and Proposal Specifications & Requirements**

1. Wireless Access Point & projector network cabling will be upgraded at the following locations:

|                         |                         |                 |
|-------------------------|-------------------------|-----------------|
| Skyview High School     | 1303 E. Greenhurst Rd   | Nampa, ID 83686 |
| Nampa High School       | 203 Lake Lowell Ave.    | Nampa, ID 83686 |
| Columbia High School    | 301 S. Happy Valley Rd. | Nampa, ID 83687 |
| Union High School       | 506 Fletcher Dr.        | Nampa, ID 83686 |
| West Middle School      | 28 S. Midland Blvd.     | Nampa, ID 83686 |
| South Middle School     | 229 W. Greenhurst Rd.   | Nampa, ID 83686 |
| Lone Star Middle School | 11055 Lone Star Rd.     | Nampa, ID 83651 |

The proposals will be considered for award on a by building basis, and as such should be organized and totaled by building. A folder with building layouts may be found on the District website at [goo.gl/46gr8C](http://goo.gl/46gr8C).

Cabling will be added to each of these buildings to support the installation of new Wireless Access Point hardware and projectors. All cabling will be in addition to existing cabling infrastructure; no demolition of existing infrastructure is anticipated.

Each room shall be fitted with up to four cabling drops, with locations to be specified by the District’s Technology Department.

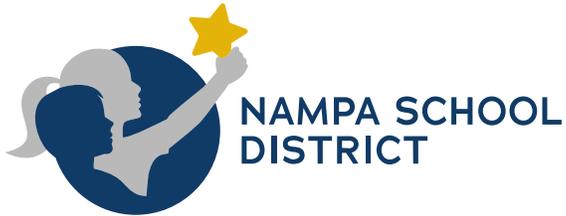
2. Bidders will be required to attend a pre-proposal building walkthrough on January 31, 2018, beginning at Nampa High School at 1:45 pm; attendees should check in at the school administrative office to sign in and obtain proper visitor credentials. Attendees must provide for their own transportation between buildings.
3. The anticipated time window for installation and full completion of the project, at all sites, is March 19, 2018 – June 3, 2018.

To accommodate scheduling of subsequent work dependent on full completion of these cabling upgrades, all work, including post project “punch list” items and clean up must be completed no later than June 3, 2018.

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Buildings will be made available to the winning bidder for installation work following official project award by the Board of Trustees. The prescribed work time window overlays the District's school instruction schedule; however, no work may be underway during school hours. The contractor should expect to make necessary adjustments to its work schedule to accommodate this requirement, including working during evenings/overnight, during weekends, and non-school weekdays. The contractor shall coordinate with District technology staff and appropriate building administrators to set work times. The District will make all feasible and necessary accommodations to allow the contractor to conduct and complete its work in timely fashion.

Failure to achieve full completion by the prescribed date shall result in penalties of:

- 0.5% of the building-specific project cost for each day beyond the stipulated completion date, for the first five days past such date
- 1.0% of the building-specific project cost for each day beyond the stipulated completion date, commencing with the sixth day past and continuing until full completion is achieved.

Any penalties will be deducted from the full contract cost upon payment.

4. Idaho Code §18-8329 prohibits any person who is registered or required to be register under the Idaho Sex Offender Registration Act from being on school property if the person has reason to believe children under the age of 18 are present. In submitting this proposal, bidder certifies that it shall not allow persons subject to this rule to participate in company business that would require them to be on school property, as stated under the code. Bidder further accepts responsibility for cross checking such employees against the National Sex Offender Registry.

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**Sealed Bid Label—Cut Out**

This label may be cut out along its border and affixed to the sealed envelope/package, to assist the bidder with the proper submission of its sealed bid. Use of this label is not required; it is provided as a convenience to bidders. If the label is not used, bidders should take care to see that the envelope or container is clearly marked with its company name and return address, properly addressed for delivery, featuring the title of the proposal being submitted as well as the words “Sealed Proposal – Do Not Open” prominently marked on the container.

Should the sealed envelope or other container be enclosed within a shipper’s container, the outside of said shipper’s container should be marked with “Sealed Proposal Enclosed”.

No responsibility will attach to the school district or any district employee for the pre-opening of, post opening of, or the failure to open a proposal not properly addressed and identified.

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| <p><i>Bidder Name &amp; Address</i></p> <hr/> <hr/> <hr/> <hr/> <p><b>SEALED PROPOSAL – DO NOT OPEN</b><br/>Proposal: WAP &amp; Projector Network Cabling Upgrades RFP<br/>Opening date/time: February 22, 2018 at 2:00 pm</p> <p><b>Tammy Wallen, Clerk of the Board<br/>Nampa School District<br/>619 S. Canyon Street<br/>Nampa, ID 83686</b></p> |
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