



Technology

6700 Browns Lake Road
Jackson, Michigan 49201
www.jcisd.org

Jackson County Intermediate School District On Behalf of Hillsdale Community Schools

REQUEST FOR PROPOSAL (RFP)

Hillsdale Community Schools Switching Upgrade

PART I - Introduction

The Jackson County Intermediate School District (JCISD) on behalf of Hillsdale Community Schools, herein referred to as customer, is accepting proposals for the specified equipment, along with any necessary licensing or components needed for the equipment to properly function. In the event that a necessary component or licensing is not specifically called out in this document, the bidder is requested to include it.

All switching hardware requested in this RFP will be utilized at the access layer. The proposed solution shall include any licensing that is necessary to operate at this layer. The proposal must also specifically note whether the specified licensing is perpetual or requires a renewal.

If proposing the requested Cisco hardware then the bidder shall include alternate pricing for 5 and 7 year terms for Cisco DNA Essentials licensing. If proposing alternate equipment then please include appropriate terms for any equivalent licensing.

The vendor is requested to provide the hardware indicated in the proposal or equivalent hardware.

PART II - Instruction to Bidders

Overview

Jackson County ISD, will be accepting bids for **“Hillsdale Community Schools Switching Upgrade”** in accordance with the attached specifications.

Project Timeline and Deadlines

- RFP Technical Questions Deadline – October 20, 2026 at 4:00 p.m.
- Proposal Due Date – November 2, 2026 at 1:40 p.m.

Bid opening will take place in the Technology Department conference room at 6700 Browns Lake Rd Jackson MI 49201 immediately following the time that the proposal is due. Those wishing to attend shall arrive at least 10 minutes prior so that there is adequate time to facilitate entry into the building.

RFP Location and Submittal

This RFP packet will be available on our website at the following link, <http://www.jcisd.org>, under the “About Us/Proposals/Bids” tab. Vendors are responsible for obtaining any updates or amendments to the RFP from the website. Proposals are due by **Proposal Due Date** indicated above.

The sole point of contact concerning this solicitation is:
Brad Hess
Jackson County Intermediate School District
6700 Browns Lake Road
Jackson, MI 49201

Attn: Hillsdale Community Schools Switching Upgrade

Proposals must be delivered to Brad Hess, and received prior to this deadline to the address noted above. E-mails will be accepted. Submit email responses to JCISDRFP@jcisd.org.

Required Submittals

Please include in your proposal the following items:

- An itemized list of all hardware items including quantity, description, part numbers, and cost.
- Quotes used when ordering.
- The included Price Summary Form shall be completed and a total price shall be indicated.
- A notarized CONFLICT OF INTEREST AFFIDAVIT
- Certification of Compliance – Iran Economic Sanctions Act Form
- Contractor Agreement Form
- The Vendor's SPIN number.
- If bidding equivalent equipment then answer the questions in the Equivalent Equipment Questionnaire.
- Equipment availability/Lead Times.

Failure to submit all required submittals could be considered as a non-responsive proposal.

PART III - General Terms and Conditions

Consideration of Proposals

The Customer reserves the right to reject any and all quotes; to accept portions of bids and alternates in any order or combination; is not obligated to accept the lowest or any RFP; and may waive any informality or irregularity in submittal procedures.

The Customer intends to award a contract to a qualified bidder, provided the RFP has been submitted in accordance with the RFP Document requirements, and does not exceed the Customer's available funds.

Verbal Orders

Verbal orders for additions to or deletions from this bid must be stated in writing and agreed upon by the Customer.

Technical Questions

Technical questions with regard to this bid document must be submitted in writing no later than the RFP Technical Questions Deadline indicated above.

No **other** interpretations of the meaning of this bid document will be made to any bidder verbally. Every request for such interpretation shall be emailed to:

Jackson County Intermediate School District
Attn: Brad Hess
Email: JCISDRFP@jcisd.org

Proposal Binding Period

Prices quoted in the Vendor's response for all materials will remain in effect for a period of at least one hundred eighty (180) business days from the issuance date of the Vendor's response.

Warranty

Materials hereinafter specified and furnished shall be fully guaranteed by the Manufacturer for one year from transfer of title against any defects. Defects which may occur as the result of faulty materials within one year after installation and acceptance by the Customer shall be corrected by the Vendor at no additional cost to the Customer.

The Vendor shall promptly, at no cost to the Customer, correct or re-perform (including modifications or additions as necessary) any nonconforming or defective workmanship or labor within one year after completion of the project of which the work is a part.

The period of the Vendor's warranties for any items herein are not exclusive remedies, and the Customer has recourse to any warranties of additional scope given by the Vendor to the Customer and all other remedies available at law or in equity. The Vendor's warranties shall commence with acceptance of/or payment for the work in full.

If the Vendor procures equipment or materials under the Contract, the Vendor shall obtain for the benefit of the Customer equipment and materials warranties against defects in materials and workmanship to the extent such warranties are reasonably obtainable.

The Vendor shall pass along to the Customer any additional warranties offered by the manufacturers, at no additional costs to the Customer, should said warranties extend beyond the one-year period specified herein.

This warranty shall in no manner cover equipment that has been damaged or rendered unserviceable due to negligence, misuse, acts of vandalism, or tampering by the Customer or anyone other than employees or agents of the Vendor. The Vendor's obligation under its warranty is limited to the cost of repair of the warranted item or replacement thereof, at the Vendor's option. Insurance covering said equipment from damage or loss is to be borne by the Vendor until full acceptance of equipment and services.

Price Stability

Contract prices and discounts shall be fixed at the time the contract is signed and deemed "approved" by the Customer and the Vendor. In the event of price changes, replacement equipment shall be purchased at the lower of contract or then current market price. In no case shall a price higher than contract price be paid for equipment proposed.

In the event that the Customer desires to purchase equipment or services not contained in the contract, future purchases will be determined using the Vendor-specified discount rate in the proposal from the manufacturer's suggested retail price as of the date of the order.

In the case of discrepancy in computed proposal prices, the lowest combined value of individual unit costs shall prevail.

In no case shall the price exceed the favored Vendor prices.

Variation in Quantities and Configurations

Equipment and quantity requirements are the best estimates currently available. The Customer reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell the Customer the revised quantity of items at the unit price as stated in the RFP regardless of quantity changes.

E-Rate Compliance

We are applying for category 2 E-rate funding for this project. When preparing the bid please take these things into consideration.

- E-rate eligible components in the response must meet the criteria specified by USF Category 2.
- All Vendors must have an E-rate SPIN designation, please include the SPIN# in your response.
- All Vendors must have a current Service Provider Annual Certification Form 473 on file with USAC.
- It is the Vendor's responsibility to understand and comply with the rules and procedures required by the Schools and Libraries Corporation and the Universal Services Fund. If requested the successful Vendor will complete the SPI (Form 474) application.
- All USF form processing and Vendor response preparation are solely the Vendor's responsibility and the District is not responsible for ANY costs associated.
- Portions of this project may be contingent on approval of E-rate funding.
- Cost allocation will be determined where necessary by Client for purposes of devices with partial eligibility.
- Any considerations regarding SPI or BEAR form invoicing options required by the Vendor must be communicated with the response.

Inspection, Acceptance and Title

Title to/or risk of loss or damage to all items shall be the responsibility of the successful Vendor until acceptance by the Customer, unless loss or damage results from negligence by the Customer. If the materials or services supplied to the Customer are found to be defective or do not conform to the specifications, the Customer reserves the right to cancel the contract upon written notice to the Vendor and return products at the Vendor's expense, based upon the terms of the Contract.

The Customer will not be liable for any costs beyond those proposed herein and awarded. The Customer is a non-taxable entity and as such sales, consumer, use, and other taxes are not applicable.

Bid Evaluation

1. Bids will be evaluated as follows:

- Compliance with bid documents
- Completeness of bid
- Price/Total cost of ownership
- Anticipated completion timelines/Equipment availability
- Contractor qualifications
- Previous experience
- Compatibility with the district's existing hardware and software solutions
- Understanding of needs

2. Right to Reject

The Customer reserves the right to reject any or all bids for any reason.

This RFP as well as the Vendor's response will become contractual obligations of the successful Bidder. Additionally, by bidding on this RFP, Vendors accept and acknowledge that the Customer may accept any or all proposals, ultimately waive some bid specifications where in its sole discretion it is appropriate, and not necessarily award the contract to the lowest Bidder. Additionally, Bidders accept and acknowledge that the decision of the Customer is final and that the Vendors waive any recourse against the Customer, Consultant or other Vendors which may otherwise exist for action occurring during the course of this bid solicitation process.

The Customer at its discretion may award different sections to different vendors, if in their opinion it is in their best interest.

In the event of a conflict between any terms or conditions in any of the documents comprising the entire present Agreement, the terms and conditions set forth in this Request for Proposal shall take precedence.

All documents constituting the entire present agreement shall be construed in accordance with and governed by the laws of the State of Michigan.

Cancellation

In the event any provisions of this RFP are violated by the Vendor, the Customer may give written notice to the Vendor stating the deficiencies. Unless deficiencies are corrected within five (5) working days, recommendations will be made to the Customer for immediate cancellation. The Customer reserves the right to terminate immediately any contract resulting from this RFP for failure to correct deficiencies.

Advertising

The Vendor agrees not to use the results from this RFP as a part of any commercial advertising without prior written approval of the Customer.

PART IV - Equipment Availability

The submitted bid must include current and anticipated lead times for all requested equipment.

PART V - Pricing

Total Price

The total price quoted must include shipping to the district location: Hillsdale Community Schools, 30 S Norwood St, Hillsdale, MI 49242. Any additional costs outside of the stated guidelines must be provided with an explanation, as an attachment to the Bidder's proposal.

Price Summary Form

Hillsdale Community Schools

Product	Equivalent	Qty	Unit Cost	Total Cost
C93L-MGIG-BUN-EDU (C9300L-48UXG4X-EDU)		6		
1100W Secondary power supply		6		
C9300L-STACK-KIT (For C93L-MGIG-BUN-EDU)		6		
Total				

CONFLICT OF INTEREST AFFIDAVIT

This affidavit is required by state law and complies with the State of Michigan, Act No. 232 of Public Acts of 2004, Enrolled House Bill No. 5376, Sec. 1267, paragraph 3, sub-paragraph (d), as listed below:

- (3) The advertisement for bids (and proposals) shall do all of the following:
 - (d) State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board, Jackson County Intermediate School District Board, or the Board of Education or the Superintendent of the Hillsdale Community Schools. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

Furthermore, this affidavit also binds the Vendor to the Jackson County ISD and Hillsdale Community Schools’s *Conflict of Interest* provision as listed below:

Conflict of Interest – The bidder shall disclose and describe any business, financial, pecuniary or familial relationship existing between the Bidder (or any officer, agent, or employee of the Bidder) and any officer, employee, agent or board member of the Jackson County ISD and/or Hillsdale Community Schools.

In the space provided below, list and describe all existing conflicts of interest; OR check the box, indicating that there are no known conflicts of interest.

☒ To the best of my knowledge, no conflict of interest exists.

Print name of bidder: _____ Signature: _____

Name of Company: _____ City: _____ State: _____

NOTARY - State of Michigan, County of _____
Sworn to and subscribed before me, a notary public in and for the above state, on this _____
Day of _____, 20__.

Notary Public _____

My commission expires: _____

**CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC
SANCTIONS ACT**

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Jackson Intermediate School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a purchase order by Hillsdale Community Schools as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the purchase order. The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed purchase order for which the false certification was made, whichever is greater, the cost of Jackson Intermediate School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to propose on a request for proposal for three (3) years from the date that it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Contractor Agreement Form

We, the undersigned, have prepared and submitted this Contractor Agreement Form as our proposal in response to the “**Hillsdale Community Schools Switching Upgrade**” issued by the Jackson County Intermediate School District located at 6700 Browns Lake Road, Jackson, Michigan 49201 on behalf of Hillsdale Community Schools.

We understand the submittal of this Contract Agreement constitutes our offer of Proposal for this equipment. And that this submittal shall not be construed as a bilateral Agreement until fully executed as a Contract countersigned by the Customers.

This price is guaranteed for one hundred eighty (180) days after the date of opening bids, and that labor rates are guaranteed for the length of the contract. If authorized to proceed within that period we agree to deliver the equipment covered by this bid at the said price.

Signature of Authorized Agent:	
Printed Name and Title of Agent	
Name of Firm	
Address, City, State, ZIP	
Telephone Number	
SPIN#	

Equivalent Equipment Questionnaire

Compatibility with Cisco ISE

The district participates in Technical Services that currently rely on Cisco Identity Services Engine (ISE) to perform network authentication and access control for both wireless and wired clients. The district has a goal to use feature sets up to the Premier licensing level

- Do the switches and/or access points within the proposed solution have certification to work with all feature sets that are included within all licensing tiers of Cisco Identity Services Engine (ISE)? If yes, then please provide documentation of certification.
- Is Integration with Cisco Identity Services Engine fully supported by the equipment manufacturer(s)?
- The provided solution shall be compatible with all currently supported models of Cisco Catalyst switches, Cisco wireless LAN controllers, and Cisco wireless access points.
- In the event that the proposed solution does not meet the above criteria then:
 - o Detail the features that are not available
 - o Detail any hardware that is not compatible.
 - o Include any additional costs or third party products that would be necessary to deliver the feature sets.

Compatibility with Cisco DNA Center/Meraki management

- Provide a detailed description of how the proposed hardware participates with both Cisco DNA center and
- Describe any management plane that is available natively with the proposed solution. The description shall also include:
 - o Details of whether it is a cloud or self hosted solution.
 - o The per year cost, per item cost of any necessary software/licensing subscriptions.
 - o If it is a self hosted solution, then a detail of any additional hardware that is needed and a breakdown of costs

Compatibility with Cisco Webex Calling and RedSky

The district participates in Technical Services that currently rely on the version of RedSky that is bundled with Cisco Webex Calling in order to comply with E911 requirements.

- Do the switches within the proposed solution have certification to work with all feature sets that are included within both this version of RedSky and Cisco Webex Calling? If yes, then please provide documentation of certification.
- Please detail any special configuration that is necessary in order for the proposed hardware to facilitate operations between a Cisco phone endpoint and Cisco Webex Calling.
- Are the switches able to integrate with this version of RedSky in order participate in automatic discovery of Cisco phone locations at a switch port level?
- Is Integration with this version of RedSky fully supported by the equipment manufacturer(s)?
- If the proposed solution is not certified to work with all feature sets that are included within this version of RedSky then:
 - o Please detail how the solution will provide Michigan and Federal required call location details related to 911 calls from wired and wireless clients to the PSAP.
 - o The provided solution shall also be compatible with existing Cisco Catalyst switches, supported Cisco IP phone models, and the Webex client software.
 - o Include any additional costs or third party products that would be necessary to deliver the feature sets.