Request for Proposal

Erate Category 2
Replace Firewalls and extend licenses for 5 years

Flint River Regional Library

E-rate Funding Year
2027

REQUEST FOR PROPOSAL
Replace Firewalls
Renew Licenses
Flint River Regional Library System

The Flint River Regional Library System (FRRLS) invites vendors to submit proposals in accordance with the terms and conditions of this Request for Proposal (RFP).
Our goal is selecting a Certified Meraki Reseller that can provide licenses and equipment of Meraki or equivalent grade to maintain and replace our current setup as detailed in this RFP at eight branch locations for the Flint River Regional Library System.

The selected vendor will provide and deliver the equipment to the Flint River Regional Library at 800 Memorial Drive Griffin, GA 30223. *There is actually no need to install the equipment. The IT Manager writing this proposal will install the Firewalls. Access to the Meraki dashboard can be provided for licensing as needed.* The selected vendor will file SPI for their portion of the reimbursement. The selected vendor will be notified of being awarded the contract by the Flint River Regional Library, who will list them as the vendor on the 471 for this contract. The order will take place on or after July 1, 2027 and all items will be delivered and installed as soon as is reasonably possible not to extend beyond the June 30th 2028 deadline.

Background Information

The headquarters of the Flint River Regional Library System is located in Griffin, GA. We are seeking Replacement MX Firewalls for the following locations:

Flint River Regional Library aka Griffin-Spalding County Library
800 Memorial Drive
Griffin, GA 30223

Jackson-Butts County Public Library
436 E College Street
Jackson, GA 30233

Barnesville-Lamar County Library
401 Thomaston Street
Barnesville, GA 30204

Monroe County Library
62 W Main Street
Forsyth, GA 31029

M.T. Allen Memorial Library
201 Willowbend Road
Peachtree City, GA 30269

J. Joel Edwards Public Library

7077 Hwy 19 South
Zebulon, GA 30295

Tyrone Public Library
143 Commerce Drive
Tyrone, GA 30290

Milner Community Library
159 Main St
Milner, GA 30257

Services and equipment required for this RFP

We currently have 8 Meraki MX 100 Firewalls, 46 MR36 Access Points and 11 Meraki MS250-48LP Switches with current licensing expiring November 2028 or thereabouts. We would like to replace the 8 MX100 Firewalls with the newer model MX95 (or equivalent) and renew all licenses for 5 years.

Here's a table of what we are looking for:

Product Code:	**Quantity**	
Cisco Meraki MX95 or equivalent	8	One for each library
LIC-MX95-SEC-5Y or	8	
LIC-MS250-48LP-5YR	11	
LIC-ENT-5YR	46	

Here is a breakdown per location of what we are looking for (this may be necessary for Erate billing):

Library name	Address	Needs	Qty
Griffin-Spalding County Library 32745	800 Memorial Drive Griffin, GA 30223	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	3
		LIC-ENT-5YR	11
Jackson-Butts County Public Library 205644	436 E College Street Jackson, GA 30233	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	4
Barnesville-Lamar County Library 32696	401 Thomaston Street Barnesville, GA 30204	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	9
Monroe County Library 33909	62 W Main Street Forsyth, GA 31029	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	3
M.T. Allen Memorial Library 32859	201 Willowbend Road Peachtree City, GA 30269	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	8
J. Joel Edwards Public Library 205647	7077 Hwy 19 South Zebulon, GA 30295	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	3
Tyrone Public Library 32907	143 Commerce Drive Tyrone, GA 30290	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	4
Milner Community Library 16076051	159 Main St Milner, GA 30257	Cisco Meraki MX95 or equivalent	1
		LIC-MX95-SEC-5Y or	1
		LIC-MS250-48LP-5YR	1
		LIC-ENT-5YR	4

Invoicing

We expect all licenses will be fully eligible under Erate, however, Firewalls may be both E-rate eligible and non-eligible due to their classification under Erate. Separate invoices may be required for E-rate eligible materials and services and E-rate ineligible materials. Flint River Regional Library will create a PO for the equipment and licenses and the vendor will deliver them and invoice the library for its portion and the Erate program for their portion, according to the terms of the Erate SPI program.

Typically, eligible items are paid 85% by Erate, and the remaining 15% by the library. I anticipate Firewalls and their licenses will be only half-eligible, because they are used for the filtering requirement. So the firewalls and firewall licenses will be 85% of one half the price. We can estimate what this will be when we lock in a vendor and pricing, but Erate will have the final say as to how much they are going to finance.

Vendor Requirements

SPIN and FCCRN Required

It is the intention of Flint River Regional Library System to apply for discounts under the Schools and Libraries "Category 2" ("Erate") program for the goods that are the subject of this RFP. Goods may be requested under this RFP for both E-rate eligible and non-E-rate eligible locations and/or services. Therefore, all Vendors responding to this RFP must participate in the E-rate Program and must comply with all applicable FCC rules.

The Vendor is required to submit its SPIN and may need an FCC RN as part of the Proposal. If you do not have a SPIN, you MUST obtain one before you respond to this RFP.

You can obtain a SPIN by following the directions on the Schools and Libraries Division ("SLD") web site which is found at the following URL:
https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/

You can obtain an FCCRN from the FCC web site which is found at the following URL:
https://apps.fcc.gov/cores/userLogin.do

E-Verify

The Vendor is required to submit its E-Verify number as part of the Proposal. If you do not have an e-verify number, you MUST obtain one before you respond to this RFP.

Document Retention, Production of Records, and Audits

Pursuant to 47 C.F.R. § 54.516, the Vendors have the following obligations with respect to document retention, production of records and audits:

The Vendors shall retain documents related to the delivery of discounted telecommunications and other supported services for at least 10 years after the last day of the delivery of discounted services. Any other document that demonstrates compliance with the statutory or regulatory requirements for the schools and libraries mechanism shall be retained as well. Comprehensive information about document retention requirements is found in the FCC's Fifth Report and Order (FCC 04-190).

The Vendors shall produce such records at the request of any representative (including any auditor) appointed by a state education department, the Administrator, the FCC or any local, state or federal agency with jurisdiction over the entity.

The Vendors shall be subject to audits and other investigations to evaluate their compliance with the statutory and regulatory requirements for the schools and libraries universal service support program including those requirements pertaining to what services and products are purchased, what services and products are delivered, and how services and products are being used. Flint River Regional Library must provide written consent before a Vendor releases information to the auditor, reviewer, or other representative.

The Vendor shall assume responsibility for its subcontractors' compliance with the FCC requirements on document retention, production of records, and auditing.

Lowest Corresponding Price

Pursuant to 47 C.F.R. § 54.511, Vendors shall not submit bids for or charge Flint River Regional Library a price above the lowest corresponding price for supported services, unless the FCC, with respect to interstate services or the state commission with respect to intrastate services, finds that the lowest corresponding price is not compensatory. Promotional rates offered by a Vendor for a period of more than 90 days must be included among the comparable rates upon which the lowest corresponding price is determined.

Pricing Transparency

Pursuant to the FCC's E-rate Modernization Order (FCC14-99) released July 23, 2014, the Commission provided notice to all Vendors that the receipt of E-rate support will be conditioned on disclosure of pricing information beginning in Funding Year 2015. The Commission states in the Order that contracts executed after the effective date of the Report and Order may not contain restrictions barring publication of purchasing price data, and that any such restrictions shall have no effect.

Contract Terms & Conditions

The following Terms & Conditions are to be included in contract resulting from this RFP:

- Flint River Regional Library will not sign a vendor contract but will negotiate contract terms and conditions with the winning bidder.
- Services added during the course of the contract must be coterminous with the proposed contract. (Need to add or delete services at the same costs throughout the contract period.)
- Flint River Regional Library reserves the right to change a Vendor if there is a legitimate reason to do so.
- Time is of the essence in the Proposed Contract.

- Should the Vendor, its principals, agents or employees act in violation of the FCC's policy regarding gifts, and should Flint River Regional Library be denied funding on a funding request or be subject to a commitment adjustment as a result of the aforementioned action, the Vendor shall be liable for liquidated damages in the amount of Flint River Regional Library's discounted portion on each of the funding requests so denied.
- The Vendor shall comply with all applicable FCC rules, Orders, and guidance which govern the E-rate program. Notwithstanding any other remedies at law or equity, in the event the Vendor acts or fails to act in such a way that causes Flint River Regional Library to lose E-rate funding, the Vendor shall be liable to Flint River Regional Library for the amount of denied, reduced or adjusted funding. Additionally, the Vendor shall be liable to Flint River Regional Library for legal or consulting fees Flint River Regional Library incurs to: ensure compliance with the Erate program; to respond to the FCC or USAC directives; and/or to pursue an appeal.

Right of Rejection

Flint River Regional Library reserves the right to accept or reject any or all responses to this RFP and to enter into discussion and/or negotiations with one or more qualified vendors at the same time, if such actions are in the best interest of the Library System. Flint River Regional Library reserves the right to reject any or all bids or parts thereof, as deemed to be in the best interest of the Library.

Failure to answer any questions in this RFP may subject the proposal to disqualification. Failure to meet qualifications and requirements will not necessarily subject a proposal to disqualification.

Cost of Proposals

Expenses incurred in the preparation of proposals to this RFP are the sole responsibility of the vendor.

PROPOSAL DELIVERY

RFP Submission

RFPs should be submitted in a sealed envelope addressed to the following by mail, delivery service, or hand delivery no later than Friday January 8, 2027 at 5:00 pm. No faxed or emailed copies will be accepted. **Mail RFPs to:**
Scott Martin – RFP Proposal
800 Memorial Dr
Griffin, GA 30223

QUESTIONS

All questions pertaining to this bid must be submitted by completing the form on the Flint River Regional Library System's webpage,
https://frrls.net/about_us/bid_opportunities.php

Questions submitted will be answered on our FAQ which will be posted to
https://frrls.net/about_us/bid_opportunities.php
Deadline for questions is Monday December 28, 2026

Vendors are responsible for checking updated information, changes, additions, etc., on the library's webpage.

A walkthrough of the Griffin-Spalding County Library, as representative of all the FRRLS libraries, is available by calling Scott Martin, 770-412-4770.

Evaluation Criteria

Evaluation Criteria	Weight
Price of Eligible Goods/Services	70%
Ability reference requirements • How do other clients feel about the service they've provided?	15%
Past Performance (experience) Experience with libraries and schools preferred	15%
Total	**100%**

INSTRUCTIONS TO BIDDERS

This RFP document may be downloaded from the internet at https://frrls.net/about-us/request-for-proposals

Vendors should frequently, during the bid process, check for updated information and clarifications.

QUALIFICATIONS OF BIDDERS

The Flint River Regional Library System may make such investigation as they deem necessary to determine the ability of bidder to perform the work. The Flint River Regional Library System reserves the right to reject any bid if investigation of such bidder fails to satisfy the Flint River Regional Library System that such bidder is properly qualified to carry out the obligations of the contract.

Bidders may be required to submit the names and addresses of the officers or principals of the Corporation, firm or partnership submitting a bid. Failure to comply could result in the rejection of such bid as non-responsive.

All bidders must be prepared to present suitable evidence of their financial standing.

The Flint River Regional Library System has the right to reject any and all bids from any bidder that is in or contemplates bankruptcy of any chapter or nature. Said bidder must notify the Flint River Regional Library System in writing of any existing condition or knowledge of same.

No verbal instructions or information to bidders will be binding. The specifications will be considered clear and complete unless written attention is called to any apparent discrepancies or incompleteness thereof, before the opening of bids. Should any written inquires be received by the Flint River Regional Library System, these inquiries will be answered in the question and answer portion of our webpage and posted for access by all providers.

The submission of a bid will be considered as conclusive evidence of complete examination of all instructions and specifications.

A Bid Form - Signature Page is provided in these specifications. This form must be used in submitting a bid, and all pages of the form must be completely filled out, and the whole signed by the bidder.

No bid may be withdrawn later than 3:00 PM on the day of the opening of bids. No modifications of any bid will be allowed after the same is sealed and delivered to The Flint River Regional Library System, however, a bidder may withdraw a bid before 3:00 PM on the day of the opening of bids and submit another bid before the closing date and time.

FORM OF CONTRACT

The successful bidder will be required to execute a written contract with The Flint River Regional Library System within ten (10) business days after acceptance of bid. It is expressly understood and agreed by the bidders that the contractual obligations of the Flint River Regional Library System to the bidders are effective only after the execution of a contract signed by all parties and E-Rate funding is secured from the School and Libraries Division of the Universal Service Fund.

SPECIFICATIONS

These specifications are intended to cover the furnishing of all materials and the performance of all work that may be required or necessary for the complete performance of the contract, and the bidder will be required to do all things that may be necessary to fully complete the work within the purview of these specifications.

Equipment and/or material to be furnished shall meet with the approval of the IT Manager or designated representative.

All equipment and/or material shall conform to the requirements of these specifications, and any equipment and/or material condemned by the IT Manager as not meeting these specifications shall at once be removed and replaced with acceptable equipment.

ADDITIONS OR DEDUCTIONS

The Flint River Regional Library System shall have the right, without invalidating the contract, to make additions to or make deductions from the work covered by these specifications, and in case such deductions or additions are made, an equitable adjustment of the addition to or deduction in cost shall be made the Flint River Regional Library System and the bidder, as shown in a written amendment to the contract.

PROTECTION BY BIDDER

The bidder agrees to indemnify and hold harmless the Flint River Regional Library System and their representatives from all suits or actions of every nature and description brought against them or any of them, on account of the use of patented or copyrighted appliances, materials, products or processes, and from all legal expenses and costs of suits regarding the same.

The bidder shall obey all Federal, State, County, and City laws or ordinances in any way pertaining to the work, and shall obtain all permits that may be necessary for its performance if required. (a) That in the hiring of employees for the performance of such contract, no bidder, sub-contractor, nor any person acting on behalf of such bidder or sub-contractor shall by reason of race, creed or color discriminate against any citizen of the United States who is qualified and able to perform the work to which the employment relates; (b) Nor shall they in any manner discriminate against or intimidate any employees hired for the performance of the work on account of race, creed or color. House Bill 87, Section 3, E-verify Form.

The bidder shall not assign, transfer, convey, sublet or otherwise dispose of the contract or any part thereof to anyone without the written consent of the Flint River Regional Library System

RESERVATIONS

The Flint River Regional Library System reserves the right to reject any or all bids and also reserves the right to waive any informality in the bids received.

Any bidder who has demonstrated poor performance during either a current or previous agreement with the Flint River Regional Library System may be considered as an unqualified source and their bid may be rejected. The Flint River Regional Library System reserves the right to exercise this option as is deemed proper and/or necessary.

BID FORM

Attached to these specifications is the "Bid Form-Signature Page" which must be completely filled out and signed by each bidder and included in their RFP submission.

All bids must be sealed, marked, and delivered in accordance with instructions of this RFP. Bids will be opened and read by The Flint River Regional Library System administrative staff, IT Manager, and the Business Manager within 3 weeks of receipt of bids.
Recommendations will be made and the Library Director will award the contract.

EXEMPTION FROM GEORGIA SALES TAXES

The Flint River Regional Library System is exempt from Georgia State Sales Tax. Net prices as shown in the proposal shall exclude said State tax amounts. Bidders shall inform all prospective subcontractors and suppliers from whom they expect to obtain services or supplies of the tax exempt status of the Flint River Regional Library System. Following the contract award, an exemption certificate will be furnished by the Flint River Regional Library System.

FORM FOR PROPOSAL SUBMITTAL

STATEMENT OF VENDOR'S QUALIFICATION

To accompany proposals submitted for Internal Connections for the Flint River Regional Library System

Name of Vendor's Firm: _____

Name of Company Representative: _____

Business Address: _____

_____

Phone Number: _____

When / Where Organized? _____

Partnership _____ Corporation _____

Vendor must provide a Vendor Information Number assigned by the Schools and Libraries Division (SLD):

SPIN Number: _____

How many years have you been engaged in this business under the present firm name?

_____

Please attach to this statement at least three references, including: (name, address, title, phone number and brief description of work performed, including dates of work).

Date: _____

Firm Name: _____

By: _____

Title: _____

BID FORM - SIGNATURE PAGE

Date _____

TO: The Flint River Regional Library System

This bid is submitted in accordance with your RFP inviting bids to be received for the project identified as "Internet Access." Having carefully examined the RFP, all Instructions, Specifications, all addenda, and being familiar with the various conditions affecting the work, the undersigned, hereby agrees to furnish all material, perform all labor, and do all else necessary to complete the work in strict accordance with the specifications for price as contained herein.

In the event this bid is accepted the undersigned is hereby bound to commence and complete all of the work included under this contract in such time and such manner as designated for the various items he has contracted to supply or perform.

In submitting this bid, it is understood that the unrestricted right is reserved by the Flint River Regional Library System in making the award to reject any and all bids or parts thereof, or to waive any informalities or technicalities in said bids.

The undersigned hereby certifies that this bid is genuine and made in the interest or in behalf of any person, firm or corporation not herein named; that the undersigned has not directly or indirectly induced or solicited any bidder to refrain from bidding, and that the undersigned has not, in any manner, sought by collusion to secure for himself an advantage over any other bidder.

TOTAL AMOUNT BID OPTION:

Evidence of a Performance Bond is required if your company is selected:

____ I will provide a Performance Bond from

Bonding Company _____

Name of Agent _____

Address _____

Bidder **MUST** provide Federal EIN _____

and E-Rate SPIN _____

_____

(Print Name)

Bid must be signed for Consideration:

_____

(Signature)