

BARTOW COUNTY SCHOOL SYSTEM

Purchasing Department
65 Gilreath Road N.W
P.O. Box 200007
Cartersville, Georgia 30120-9001
770-606-5800
Extension 2024

Request for Proposal

Invitation Number: RFP 2027-12

November 20, 2026

Description: for the purchase, installation, configuration, and implementation of an upgrade to the Bartow County School System's network firewall infrastructure.

Due Date: January 4, 2007, at 10:00 a.m.

Questions will be taken until 10: a.m. on December 1, 2026

Questions will be answered by 2:00 p.m. on December 2, 2026

Sealed bids for furnishing the commodities or services described in the following will be received by the Bartow County School System in the Purchasing Department, 65 Gilreath Road N.W., P.O. Box 200007, Cartersville, Georgia 30120-9001 by January 4, 2027 at 10:00 a.m.

The Bartow County School System may unilaterally terminate this bid in whole or in part, for the school system's convenience, availability of unobligated funds, or because of failure of the bidder to fulfill the bid obligations in any respect.

Bidders are required to read carefully all items, conditions and specifications in this letter and the attached pages before completing their bid.

The Bartow County School System reserves the right to pull this RFP and start over if the project changes. The Bartow County School System also reserves the right to award the entire bid to one vendor or to multiple vendors or to make awards by group or location, whichever is in the best interest of the Bartow County School System; hereafter referred to as "Owner", except where noted for clarity.

Sincerely,

Nicole Ralston

Nicole Ralston
Purchasing Specialist
Bartow County School System
nicole.ralston@bartow.k12.ga.us

INSTRUCTIONS

1. Bids shall be enclosed in a sealed envelope, addressed to the Purchasing Department office, with the name and address of the bidder, and the invitation number on the face of the envelope. The sealed bid should contain One (1) original and two (3) copies of the complete bid package.

2. All bids must be either typewritten or filled in with blue pen and must be signed in blue ink by an officer or employee having authority to bind the company or firm. The signatory of the bid must initial corrections or changes on any document. Bidders will not be allowed to modify their bids after designated opening date and time.

3. Bidders should provide all the information required on all forms and should sign the Standard Terms and Conditions.

4. Bidders should specify on the delivery time they are able to meet with respect to the supply of these commodities.

5. Bid responses containing a minimum order/ship quantity or dollar value, unless otherwise called for in the Request for Proposal, will be disqualified.

6. In the event there is a discrepancy between the unit price and extended price, the unit price shall govern.

7. This Request for Proposal consists of **17** pages, including title page. Bidder must complete and return pages 1- 13.

8. Please read the RFP completely and comply with all terms.

9. Details of disqualifications are contained in the RFP.

10. Failure to respond by the date and time specified will result in disqualification.

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11. Details on submitting any inquiries about this RFP are specified on page 1 of this RFP hence no Technical Contact Person is specified in this RFP. If additional information is needed, follow the instructions on page 1 to submit questions.

NOTICE TO BIDDERS

It is the sole responsibility of bidder to ensure that bids reach the Purchasing Department on or before the closing date and time. The Bartow County School System shall in no way be responsible for delays caused by any occurrence. Offers by telephone, facsimile or email will not be accepted.

The Bartow County School System will not be responsible for late deliveries or delayed mail. The bid opening time shall be strictly observed. Under no circumstances shall bids delivered after the specified time be considered.

Communication concerning this RFP should be directed to the Purchasing Specialist.

The Bartow County School System reserves the right to accept or reject any and all bids, to waive any irregularity in bids received, to award the entire bid to one bidder or to make awards by group or by line item whichever is in the best interest of the Bartow County School System. Additionally, the Bartow County School System may unilaterally terminate this bid in whole or in part, for the school system's convenience, availability of unobligated funds, or because of failure of the bidder to fulfill the bidder obligations in any respect.

STANDARD TERMS AND CONDITIONS

1. Bids shall be mailed in ample time to assure delivery prior to the opening date and time. Addressed to: Bartow County School System, Attn: Mrs. Nicole Ralston – Purchasing Specialist, Bartow County School System, 65 Gilreath Road, N.W., P.O. Box 200007, Cartersville, Georgia 30120-9001

2. Bids must include a cost breakdown for all items. Bidders must state unit price and total price where applicable. Any bid received after the designated time of opening will be disqualified.

3. The successful bidder shall be a certified, licensed and insured as stated and in compliance with existing state laws.

4. Unit cost shall include material, labor, profit, incidentals and overhead including shipping and handling. The net price on each item shall represent any deletion, addition, discount or option for that item.

5. Project shall be completed in compliance with industry standards and approved by the Bartow County School System and its designee.

6. Any materials or supplies delivered under this bid and found not in accordance with specifications will be rejected at no cost to the Bartow County School System.

7. The Bartow County School System may unilaterally terminate this bid/contract in whole or in part, for the school system's convenience, availability of unobligated funds, or because of failure of the bidder to fulfill the bid/contract obligations in any respect.

8. Payment shall be made only when the job is completed to the satisfaction of the Bartow County School System and its designee. The Bartow County School System operates with a purchase order system. Each request by the school system must have a purchase order assigned. The successful bidder must include the appropriate purchase order number on the invoice(s) associated with that service provided.

9. Bidder shall transfer and deliver to the School System all of the goods and/or services described herein for the consideration set forth herein.

10. No right or interest in the bid/contract shall be assigned by Bidder without the written permission of the School System, and no delegation of any obligation owed

or of the performance of any obligation by Bidder shall be made without the written permission of the School System. Any attempted assignment or delegation shall be wholly void and totally ineffective for all purposes unless made in conformity with this paragraph.

11. The laws of the State of Georgia and the policies of the Bartow County Board of Education shall govern this agreement in all respects.

12. The awarded bidder/contractor must provide a copy of the following Insurance documents:
    W-9 (Current)
    Workers Compensation Insurance
    General Liability and Property Damage Insurance
    Vehicle Liability Insurance
13. The awarded bidder/contractor must possess general liability and property damage insurance of no less than $1,000,000 with the Bartow County School System named as additionally insured on the policy. A copy of this policy must be on file prior to commencement of services.

14. Vehicle liability insurance for hired, owned and non-owned vehicles with $350,000 combined single limits coverage. Georgia statutory worker's compensation insurance and employer's liability of $100,000 each accident, 100,000 disease and $500,000 aggregate. Professional liability insurance with a minimum limit of $1,000,000

7. No claim or right arising out of a breach of this agreement can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved party.

8. All goods and/or services supplied pursuant to each purchase order shall, unless otherwise stated, conform exactly to all the descriptions and attachments contained in the Request for Proposal upon which each order is based; and the terms, conditions, and specifications of the Request for Proposal are incorporated herein by reference and made a part hereof.

9. The successful bidder/contractor shall provide labor, supervision and equipment to replace the cameras of the Bartow County School System. The bid shall remain firm for balance of fiscal year 2027 school year from date of bid opened

_____ _____ _____

Signature Title Date

BIDDER DECLARATION

The bidder understands, agrees and warrants:

That the bidder has carefully read and fully understands the full scope of the specifications listed on this document.

That the bidder has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That the bidder has liability insurance and a declaration of insurance form is included in the bid package.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to January 4, 2007, by 10:00a.m.**,** but may not be withdrawn after such date and time.

That by submission of this bid the bidder acknowledges that the Bartow County School System has the right to make any inquiry or investigation deems appropriate to substantiate or supplement information supplied by the bidder.

If a partnership, a general partner must sign.

If a corporation, the authorized corporate officer(s) must sign and the corporate seal must be affixed to this bid.

BIDDER:

_____ _____

Name Title

AFFIX CORPORATE SEAL (If Applicable)

CERTIFICATE OF NON-DISCRIMINATION

In connection with the performance of work under this bid, the bidder agrees as follows:

The bidder agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, ancestry or disability. The bidder shall take affirmative action to insure that employees are treated without regard to their race, creed, color, sex, national origin, ancestry or disability. Such action shall include, but not be limited to the following: employment, upgrading, demotion, transfer, recruiting or recruitment, advertising, lay-off or termination, rates of pay or other compensation and selection for training, including apprenticeship.

In the event of the bidder non-compliance with this non-discrimination clause, the bid/contract may be canceled or terminated by the Bartow County School System. The bidder may be declared, by the Bartow County School System, ineligible for further bid/contracts with the Bartow County School System until satisfactory proof of intent to comply shall be made by the bidder.

The bidder agrees to include this non-discrimination clause in any sub-bid/contracts connected with the performance of this agreement.

_____

BIDDER

_____

SIGNATURE

_____

TITLE

NON-COLLUSION AFFIDAVIT

The following affidavit is to accompany the bid:

STATE OF

COUNTY OF

_____

Owner, Partner or Officer of Firm

_____

Company Name, Address, City and State

Being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the bidder to submit the attached bid. Affidavit further states as bidder, that they have not been a party to any collusion among bidders in restraint of competition by agreement to bid at a fixed price or to refrain from bidding; or with any office of the Bartow County School System or any of their employees as to quantity, quality or price in the prospective bid/contract; or any discussion between bidders and any official of the Bartow County School System or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and sworn to before me this_____day of _____20__.

_____

NOTARY PUBLIC

VENDOR APPLICATION

(Pre-qualification information)

Complete Vendor Name: _____

Federal Tax ID No.: _____ **Social Security No.:** _____

(If Company) attach a completed W-9 (If individual) attach a completed W-9

Business License Number: _____

(Where Applicable)

Regular Mailing Address:	**Remit to Address:**
Phone:	Fax:
Email Address:	
Previous Vendor Name(s) and Address:	

Have you ever done business with Bartow County under any of the above names?

Circle One

Yes No If Yes, which one(s)?

_____

Primary Business: _____

Your company is organized as:

Individual ___ Partnership ___ Corporation ___ Other (Specify) _____

Names and signatures of persons authorized to sign bids and bid/contracts:

Name	Title	Signature

Circle One

Have you ever been bonded? Yes No If yes, name and address of Bonding Company.

_____

Circle One

Have you ever had a bond revoked? Yes No If yes, briefly explain the reason why:

_____

Circle One

Is any litigation pending against you or your company? Yes No

If yes, briefly state the reason why: _____

Circle One

Is your inventory stocked in the State of Georgia? Yes No

If not, where is it stocked? _____

Give three current or recent customers/clients for whom similar goods or services have been provided.

Client 1: _____

Address: _____

Contact: Phone: _____

Client 2: _____

Address: _____

Contact: Phone: _____

Client 3: _____

Address: _____

Contact: Phone: _____

The Illegal Immigration Reform and Enforcement Act of 2011 (House Bill 87) requires Bartow County Board of Education to have contractors, subcontractors, and sub-subcontractors who provide "physical performance of services" to complete the required forms below that meet the defined criteria.
https://1.cdn.edl.io/bAHliw9mJtMddNn99a5BHboQJ4Byh3b6VVteoOlY19Jzqwhk.pdf

"Physical performance of services means any performance of labor or services for a public employer using a bidding process or by contract wherein the labor or services exceed $2,499.99; provided, however, that such term shall not include any contract between a public employer and an individual who is licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such contract is for services to be rendered by such individual." Source: O.C.G.A. 13-10-90 & 13-10-91

Please attached a completed E-Verify Contractor Affidavit on the next page and submit with package.

I, the undersigned, hereby certify that the above information is a complete and true statement of the facts.

_____

Signature of person authorized to sign this application Title Date

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual firm or corporation which is engaged in the physical performance of services *("Physical performance of services means any performance of labor or services for a public employer using a bidding process or by bid/contract wherein the labor or services exceed $2,499.99; provided, however, that such term shall not include any bid/contract between a public employer and an individual who is licensed pursuant to Title 26 or Title 43 or by the State Bar of Georgia and is in good standing when such bid/contract is for services to be rendered by such individual." O.C.G.A. 13-10-90 & 13-10-91*) on behalf of **Bartow County Board of Education** has registered with, its authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned bidder will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

Name of Contract: _____

Federal ***(six digit)*** E-Verify User Identification number: _____

Date of Authorization: _____

Name of Contractor/Business: _____

Legal Address of Business: _____

City: _____ State: _____

Zip code: _____

Name of Public Employer: **Bartow County Board of Education** I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, _____, 20____ in _____,
(Day) (Month) (Yr.) (City) (State)

Signature of Authorized Officer or Agent: _____

Printed Name and Title of Authorized Agent: _____

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE DAY OF ,

Statement of Purpose

The purpose of this Request for Proposal 2027-12 is to solicit competitive proposals from qualified vendors for the purchase, installation, configuration, and implementation of an upgrade to the Bartow County School System's network firewall infrastructure.

The goal of this project is to replace the existing firewall equipment with a modern, supported solution that provides reliable network security, enhanced threat protection, and continued protection of the school system's network resources.

Scope of Work

The Bartow County School System is seeking proposals for the purchase, installation, configuration, and implementation of replacement network firewall equipment.

The proposed replacement firewall should be a **FortiGate FG-900G-BDL-950-60**, which includes FortiGate-900G hardware, five (5) years of FortiCare Premium support, and FortiGuard Unified Threat Protection (UTP), or an equivalent solution.

The vendor's proposal should include, at a minimum:

- All required firewall hardware, licensing, subscriptions, and support.
- Installation and configuration of the replacement firewall equipment.
- Migration of existing firewall configurations and applicable security policies, as appropriate.
- Testing and verification to ensure proper operation and network connectivity following installation.
- Coordination with Bartow County School System IT staff to minimize disruption to network operations.
- Any additional equipment, services, or licensing necessary for a complete and functional implementation.

Vendors should clearly identify the proposed equipment, included services, licensing, support agreements, and any additional costs associated with the project.

E-Rate Requirements, Compliance and Funding Conditions

Please note that this project is classified as an E-Rate project. Vendors are required to include their organization's Service Provider Identification Number (SPIN) with their proposal at the time of submission.

The vendor understands and agrees that this RFP is being issued in connection with the Bartow County School System's pursuit of E-Rate funding.

By submitting a proposal, the vendor certifies that it is eligible to participate in the E-Rate program and agrees to comply with all applicable E-Rate program rules, regulations, and requirements throughout the procurement and contract period.

The vendor further understands and acknowledges that the execution of any contract resulting from this RFP is contingent upon:

1. Approval and receipt of the requested E-Rate funding from the Universal Service Administrative Company (USAC).
2. The Bartow County School System's decision to proceed with the project following the award of funding.

Notwithstanding these conditions, the Bartow County School System reserves the right to proceed with the project using other available funding sources, should it elect to do so.

The selected vendor will be required to submit **FRN Line-Item Bulk Upload Files** (formerly known as Item 21 Attachments) in the official USAC format within three (3) business days following the execution of the final contract between the selected vendor and the Bartow County School System.

Questions will be taken until 10:00 a.m. on December 1, 2026.

Questions will be answered by 2:00 p.m. on December 2, 2026

All bids are due on January 4, 2027, at 10:00 a.m.

Proposal Selection Criteria

Proposals will be evaluated by the Bartow County School System based on the criteria outlined below. The purpose of the evaluation process is to identify the vendor offering the best overall value, considering cost, technical merit, experience, service quality, and the ability to successfully complete the project.

The following criteria will be used to evaluate submitted proposals:

Evaluation Criteria	Weight
Project Cost	30%
Proposed Project Solution / Technical Merit	20%
Quality of Service from References	20%
Project Completion Timeline	20%
Experience with Projects of Similar Scope and Size	10%
Total	**100%**

Vendors should provide sufficient information within their proposals to address each evaluation category.

The evaluation committee will use the criteria above to determine the best overall proposal for the Bartow County School System. Project cost will account for 30% of the total evaluation score, while the remaining 70% will be based on the technical merit, references, proposed completion timeline, and relevant project experience provided by the vendor.

The Bartow County School System reserves the right to request clarification or additional information from vendors as needed during the evaluation process.