

**JOINT BOARD OF CONTROL REQUEST
FOR PROPOSAL — RFP #JBOC Wi-Fi**

Issue Date: January 8, 2020

Issuing Agency: Joint Board of Control (JBOC)
Jackson River Technical Center (JRTC)
105 E. Country Club Lane
Covington, Virginia 24426

Title: Wi-Fi and Network Infrastructure Upgrades to JRTC

Period of Contract: One-time Service Provision

Sealed bids will be received by the Joint Board of Control (“JBOC”) at the address shown above until 10:00 a.m. EST, on Friday, February 28, 2020 for furnishing Wi-Fi and Network Infrastructure Upgrades to JRTC as described herein at which time such bids will be publicly opened and read aloud. Bids received after the required date and time will not be accepted and will be returned unopened. Emailed bids to gspangler@jrhc.info are acceptable if a hard copy is also USPS mailed or otherwise delivered.

IF BIDS ARE MAILED, MAIL DIRECTLY TO ISSUING AGENCY AT THE ADDRESS SHOWN ABOVE. IF BIDS ARE HAND DELIVERED, DELIVER TO THE ATTENTION OF GLENN SPANGLER AT THE ADDRESS SHOWN ABOVE.

All inquiries, questions, and requests for information should be directed in writing to: Glenn Spangler, JRHC Director at gspangler@jrhc.info by no later than 12:00 P.M. on Friday, February 7, 2020. Inquiries submitted after this date will not receive a response. Answers to all submitted questions will be shared publicly at www.jrhc.info. The site link will not be updated after 4:00 P.M. on Friday, February 14, 2020.

Note: This public body does not discriminate against faith-based organizations in accordance with the Code of Virginia 2.2-4343.1 or against a Bidder because of race, religion, color, sex, national origin, age, disability, status as a disabled veteran, or any other basis prohibited by state law relating to discrimination in employment.

In compliance with this Request For Proposal and all conditions imposed herein and hereby incorporated by reference, the undersigned offers and agrees to furnish the services in accordance with this bid document. Joint Board of Control reserves the right to reject any and all bids and to waive any informalities or non-material irregularities therein or take any other action deemed in the best interest of JBOC.

Bidder Information:

Name and Address of Firm:

FEI/FIN No.

Telephone No. Fax No.

Date: _____

By: _____

Signature in Ink

Printed Name: _____

Title: _____

E-mail Address: _____

Innovation In The RFP

Joint Board of Control is seeking services that fulfill the identified need in the most efficient and cost effective manner possible. Vendors are encouraged, as a result of their experience and expertise, to provide alternative proposals that may potentially meet the needs of Joint Board of Control, as outlined in this RFP, in the most efficient and cost effective manner. Attachments 8, 9 and 10 detailing specific equipment and services quantities are estimates produced from a 2019 site survey .

Mandatory Pre-bid Meeting

A mandatory pre-bid meeting will be held at 1:00 p.m. on January 21, 2020 in the conference room **at Jackson River Technical Center, 105 E Country Club Lane, Covington, Virginia 24426. The meeting** will be hosted by Glenn Spangler, Director, Jackson River Technical Center. There will be a walk-through to provide interested vendors the opportunity to examine the facility and evaluate their opportunity to respond. Our purpose is to enable all interested vendors to gain an in depth understanding of what their best solution to offer might be.

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I. PURPOSE:

Joint Board of Control is seeking sealed bids for Wi-Fi and Network Infrastructure Upgrades that are eligible for funding through the Schools and Libraries Universal Service Support Mechanism (E-rate). Said upgrades will be performed in the main distribution facility (“MDF”) and intermediate distribution facilities (“IDF”), corridors, and classrooms at Jackson River Technical Center.

The turnkey Wi-Fi and Network Infrastructure Upgrades will be for the funding year July 1, 2020 – June 30, 2021. Work shall commence on or after July 1, 2020 and be completed by October 31, 2020.

II. STATEMENT OF NEEDS:

Specific Requirements

The following specific requirements are applicable to this bid:

- 1) Bidders shall be approved by the Schools and Libraries Division of the Universal Service Administration Company (“USAC”).
- 2) Bidders shall be certified vendors of the proposed Wi-Fi/cabling/and switching equipment and be able to provide turnkey configuration, installation, and support of such.
- 3) Bidders shall provide their Service Provider Identification Number. Information regarding service provider registration is located on the Universal Service Administration Company web site at <http://www.usac.org/sp/>.

Project Specifications

The following project specifications are applicable to this bid:

- 1) The Bidder shall utilize Extreme Networks switching and wireless access points (Attachment 8) or switching equipment and wireless access points by other manufacturers that meet or exceed the comparable Extreme Networks equipment. Lifetime or 10 years software/access point licenses shall be included with all switching equipment and wireless access points. A one year technical support and hardware instant replacement mechanism shall be included with all switching equipment and wireless access points.
- 2) The Bidder shall provide, install, configure, and test all equipment and supplies necessary (Attachments 8/9) to complete the turnkey infrastructure to include all switching equipment, all wireless access points, fiber modules, all cabling, all connectors, all raceway, and additional power supplies. Provided switches will also serve existing cabled infrastructure. Although due diligence has been applied in order to provide an accurate parts list. Verification of all part counts and all port counts are the bidder’s responsibility. Pricing and installation shall be turnkey. It is expected vendors should apply all due diligence in order to provide components necessary to complete the turnkey infrastructure.
- 3) In addition to the aforementioned project specifications previously described, Bidder shall provide turnkey installation, configuration, and testing for twenty-one (21) network drops at Jackson River Technical Center utilizing cabling with related raceway, boxes, and connectors. Components must meet or exceed the specification provided in Attachments 8/9.

III. RESPONSE PREPARATION AND SUBMISSION INSTRUCTIONS:

A. RFP Responses: To be considered for selection, Bidders must submit a complete, signed, and sealed response package to this RFP that includes:

- 1) Three original, printed copies, including all applicable completed Attachments.
- 2) If applicable - one original printed copy from which all proprietary material has been removed. Such copy shall be certified in writing by the Bidder as free of proprietary material as outlined herein. Note, this copy is subject to public disclosure in accordance with the *Virginia Freedom of Information Act*.
- 3) By submitting a bid, Bidder acknowledges and agrees that ownership of all data, materials, and documentation originated, prepared for, and submitted to JBOC pursuant to the RFP shall belong exclusively to JBOC and be subject to public inspection, copying, and disclosure as public records in accordance with the *Virginia Freedom of Information Act*, notwithstanding any express or implied claim of copyright or reservation of rights. Trade secrets or proprietary information submitted by the Bidder may not be subject to disclosure under the *Virginia Freedom of Information Act* provided, however, that the Bidder shall: (i) invoke the protections of 2.2-4342.F of the *Code of Virginia* (1950), as amended, in writing, prior to or upon submission of the data or other materials, (ii) specifically identify the data or materials to be protected; and, (iii) state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only specific words, figures, or paragraphs that constitute trade secrets or proprietary information. The classification of an entire bid document, line item prices, and/or bid prices as proprietary or trade secrets is not acceptable and may result in rejection of the bid.
- 4) If the work requires a Virginia contractor's license, no bid will be deemed to be accepted or considered unless proper evidence of the required Virginia Contractor's License is submitted with the bid.
- 5) A bidder authorized to transact business in the Commonwealth of Virginia pursuant to Title 13.1 or Title 50 shall include in its bid the identification number issued to it by the State Corporation Commission. Any Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 Or Title 50 or as otherwise described by law shall include in its bid a statement describing why the Bidder is not required to be so authorized.

B. Specific Instructions

In addition to information and/or documents specifically required by this RFP, Bidders are also required to submit the following items:

Cover Sheet and Addenda: Complete and sign the RFP Cover Sheet and Addenda Acknowledgements (if any).
Proprietary Information: Note all proprietary information, if any, contained within your bid response per the guidelines found in the RFP.
Bidder Data Sheet: Provide a completed Bidder Data Sheet (Attachment 1) and include detailed pricing information that addresses the requirements of this bid.
Price: Provide a completed Bid Price Sheet (Attachment 2).
Worker's Compensation: Provide a completed Evidence of Worker's Compensation Coverage form (Attachment 3).
Authority to Transact Business: Provide a completed Authority to Transact Business in Virginia form (Attachment 4).
Contractor Certification: Provide a completed Contractor Certification form (Attachment 5).
Additional Information: Place any additional information that you wish to present that is pertinent to this RFP but not required by it.

Bids shall remain valid for 90 days after the actual date of the opening thereof. No Bidder may withdraw his bid unless the Bidder gives notice in writing of his claim or right to withdraw within two business days after the conclusion of the bid opening procedure and shall submit original work papers with such notice and otherwise comply with the requirements of the Virginia Public Procurement Act, including, without limitation, section 2.2-4330A., Code of Virginia (1950), as amended.

IV. GENERAL TERMS AND CONDITIONS:

A. Virginia Public Procurement Act

This solicitation is subject to the applicable provisions of the Virginia Public Procurement Act, 2.2-4300, et seq., Code of Virginia (1950), as amended ("VPPA"), which are hereby incorporated into the Contract for this procurement in their entirety. Terms and conditions of this RFP not in conflict with the VPPA shall control.

B. Mandatory Use Of Form And Terms And Conditions

Failure to submit a bid on the official RFP form provided for that purpose may be a cause for rejection of the bid. Modification of or additions to the General Terms and Conditions of the solicitation may be cause for rejection of the bid; however, Joint Board of Control reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject such a bid.

C. Clarification Of Terms

If any prospective Bidder has questions about the specifications or other solicitation documents, the prospective Bidder should contact the buyer whose name appears on the face of the solicitation no later than 12:00 P.M. on February 7, 2020. Any revisions to the solicitation will be made only by addendum issued by the buyer.

D. Payment

- 1) *To Prime Contractor:*

- a. At project completion, a lump sum invoice for all items ordered, delivered, and accepted – including construction and installation for the project in its entirety - shall be submitted by the Contractor directly to the payment address shown on the RFP/Contract.
- b. All invoices shall show the RFP number and/or purchase order number; social security number (for individual Contractors) or the federal employer identification number (for proprietorships, partnerships and corporations). Include SPIN.
- c. **All invoices for E-Rate eligible products and services shall be submitted using the USAC Service Provider Invoice, (SPI), method.**
 - **Estimated E-Rate discount to JBOC is 70%. This will be confirmed at the mandatory pre-bid meeting.**
 - **Vendor will directly invoice JBOC only the net 30% JBOC would expect to pay out of pocket.**
 - **Vendor will directly invoice USAC the 70% discount amount.**
- d. Any payment terms requiring payment in less than 30 days will be regarded as requiring payment 30 days after satisfactory invoice or delivery, which ever occurs last as determined by JBOC. This shall not affect offers of discounts for payment in less than 30 days, however.
- e. The following shall be deemed to be the date of payment: the date of postmark in all cases where payment is made by mail, or the date of offset when offset proceedings have been instituted as authorized under the Virginia Debt Collection Act.

2) **To Subcontractors:**

- a. Pursuant to 2.2-4354 of the Virginia Public Procurement Act, a Contractor awarded a Contract under this solicitation is hereby obligated to take one of the two following actions within seven days after receipt of amounts for work performed by any Subcontractor under the Contract:
 - Pay the Subcontractor(s) for the proportionate share of the total payment received from JBOC attributable to work performed by the Subcontractor(s) under the Contract; or
 - Notify JBOC and the Subcontractor(s) in writing of the Contractor's intention to withhold all or part of the Subcontractor's payment with the reason for nonpayment.
- b. The Contractor is obligated to pay the Subcontractor(s) interest at the rate of one percent per month (unless otherwise provided for under the terms of the Contract) on all amounts owed by the Contractor that remain unpaid seven (7) days following receipt of payment from Joint Board of Control, except for amounts withheld as stated in (2) above. The date of mailing of any payment by U.S. Mail is deemed to be payment to the addressee. These provisions apply to each sub-tier Contractor performing under the primary Contract. A Contractor's obligation to pay an interest charge to a Subcontractor may not be construed to be an obligation of Joint Board of Control.

Unless otherwise provided in under the terms of the Contract, interest shall accrue at the rate of one percent per month.

- c. Contractor shall include in its Subcontracts a provision requiring each

Subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier Subcontractor.

Prior to receiving any payments under this Agreement, Contractor shall provide its federal employer identification number to JBOC.

E. Precedence Of Terms

The General Terms and Conditions, Applicable Laws and Courts, Anti-discrimination, Ethics in Public Contracting, Immigration Reform and Control Act of 1986, Debarment Status, Mandatory Use of Form and Terms and Conditions, Clarification of Terms, Payment shall apply in all instances. In the event there is a conflict between any of the other General Terms and Conditions and any Special Terms and Conditions in this solicitation, the Special Terms and Conditions shall apply.

F. Qualifications Of Bidders

All Bidders shall be licensed Contractors in the Commonwealth of Virginia. Joint Board of Control may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the services/furnish the goods and the Bidder shall furnish to Joint Board of Control all such information and data for this purpose as may be requested. Joint Board of Control reserves the right to inspect Bidders physical facilities prior to award to satisfy questions regarding the Bidders capabilities. Joint Board of Control further reserves the right to reject any bid if the evidence submitted by, or investigations of, such Bidder fails to satisfy Joint Board of Control that such Bidder is properly qualified to carry out the obligations of the Contract and to provide the services and/or furnish the goods contemplated therein.

G. Testing And Inspection

Joint Board of Control reserves the right to conduct any test/inspection it may deem advisable to assure goods and services conform to the specification.

H. Assignment Of Contract

Any Contract pursuant to this RFP shall not be assignable by the Contractor in whole or in part without the prior written consent of the Joint Board of Control.

I. Changes To The Contract

Changes can be made to the Contract in any one of the following ways:

- 1) The parties may agree in writing to modify the scope of the Contract. An increase or decrease in the price of the Contract resulting from such modification shall be agreed to by the parties as a part of their written agreement to modify the scope of the Contract.
- 2) No verbal agreement or conversation with any officer, agent or employee of JBOC either before or after the execution of the Contract or follow on negotiations shall affect or modify any of the terms, conditions, specifications, or obligations contained in the Contract. No alterations to the terms and conditions of the Contract shall be valid or binding upon JBOC unless made in writing and signed by an authorized official. All

Contract changes shall be in writing. In any event and in all circumstances, Contractor shall be solely liable and responsible for any Contract changes, deviations, etc., made without first receiving written authorization to deviate from the Contract.

Joint Board of Control may order changes within the general scope of the Contract at any time by written notice to the Contractor. Changes within the scope of the Contract include, but are not limited to, things such as services to be performed, the method of packing or shipment, and the place of delivery or installation. The Contractor shall comply with the notice upon receipt. The Contractor may be compensated for any additional costs incurred as the result of such order and shall give Joint Board of Control a credit for any savings. Said compensation shall be determined by one of the following methods:

- a. By mutual agreement between the parties in writing; or
- b. By agreeing upon a unit price or using a unit price set forth in the Contract, if the work to be done can be expressed in units, and the Contractor accounts for the number of units of work performed, subject to Joint Board of Control's right to audit the Contractor's records and/or to determine the correct number of units independently; or
- c. By ordering the Contractor to proceed with the work and to keep a record of all costs incurred and savings realized. A markup for overhead and profit may be allowed if provided by the Contract. The same markup shall be used for determining a decrease in price as the result of savings realized. The Contractor shall present Joint Board of Control with all vouchers and records of expenses incurred and savings realized. Joint Board of Control shall have the right to audit the records of the Contractor, as it deems necessary to determine costs or savings. Any claim for an adjustment in price under this provision must be asserted by written notice to Joint Board of Control within thirty (30) days from the date of receipt of the written order from the Purchasing Agency. If the parties fail to agree on an amount of adjustment, the question of an increase or decrease in the Contract price or time for performance shall be resolved in accordance with the procedures for claims in the Contract, if any. Neither the existence of a claim nor a dispute resolution process, litigation or any other provision of this Contract shall excuse the Contractor from promptly complying with the changes ordered by Joint Board of Control or with the performance of the Contract generally.

J. Default

In case of failure to deliver goods or services in accordance with the Contract terms and conditions, Joint Board of Control, after due oral or written notice, may procure them from other sources and hold the Contractor responsible for any resulting additional purchase and administrative costs. This remedy shall be in addition to any other remedies which Joint Board of Control may have.

K. Taxes

Sales to Joint Board of Control are normally exempt from State sales tax. State sales and use tax certificates of exemption, Form ST-12, will be issued upon request. Deliveries against this Contract shall usually be free of Federal excise and transportation taxes.

L. Insurance

By signing and submitting a bid under this solicitation, the Bidder certifies that if awarded the Contract, it will have the following insurance coverage at the time the Contract is awarded. For construction contracts, if any Subcontractors are involved, the Subcontractor will have workers' compensation insurance in accordance with 2.2-4332 and 65.2-800 et seq. of the *Code of Virginia*. The Bidder further certifies that the Contractor and any Subcontractors will maintain these insurance coverage's during the entire term of the Contract and that all insurance coverage's will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission.

M. Drug Free Workplace

During the performance of this Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every Subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each Subcontractor or vendor.

For the purpose of this section, "*drug-free workplace*" means a site for the performance of work done in connection with a specific Contract awarded to a Contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

N. Nondiscrimination Of Contractors

A Bidder shall not be discriminated against in the solicitation or award of this Contract because of race, religion, color, sex, national origin, age, disability or faith-based organizational status, any other basis prohibited by state law relating to discrimination in employment. If the award of this Contract is made to a faith-based organization and an individual, who applies for or receives goods, services, or disbursements provided pursuant to this Contract objects to the religious character of the faith-based organization from which the individual receives or would receive the goods, services, or disbursements, the public body shall offer the individual, within a reasonable period of time after the date of his objection, access to equivalent goods, services, or disbursements from an alternate provider.

O. Contractor Personnel

The successful Bidder will be required to provide certification that all of its employees who will have direct contact with students on school property during regular school hours or during school sponsored activities have not been convicted of a felony or any offense involving the sexual molestation or physical abuse or rape of a child and otherwise comply with all applicable federal, state, and local laws and regulations. Attachment 5 is the form that shall be used for certification of contractor personnel by the successful Bidder.

V. SPECIAL TERMS AND CONDITIONS:

A. Availability Of Funds

It is understood and agreed between the parties herein that Joint Board of Control shall be bound hereunder only to the extent of the funds available or which may hereafter become available for the purpose of this agreement. JBOC reserves the right to negotiate with up to three of the lowest responsive and responsible Bidders when such Bidder's bid exceeds funds available for the purchase. The conditions and procedures under which such negotiation may be undertaken are that JBOC shall determine that up to the three lowest responsive and responsible bids exceed funds identified and available for this purchase and notify such Bidders in writing of JBOC's desire to negotiate. Thereafter, negotiations with the apparent low Bidders may be held to obtain a Contract within available funds involving discussions of reduction of quantities, or other cost saving mechanisms. Any such negotiated Contract shall be subject to the JBOC's final approval.

B. Audit

The Contractor shall retain all books, records, papers, and other documents relative to this Contract for five (5) years after final payment. Joint Board of Control its authorized agents, and/or state auditors shall have full access to and the right to examine and copy any of said materials during said period.

C. Cancellation Of Contract

Joint Board of Control reserves the right to cancel and terminate any resulting Contract, in part or in whole, with or without cause, and without penalty, upon **30** days written notice to the Contractor. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of cancellation. If the Contract is terminated without cause, Contractor shall be paid for work satisfactorily completed up to the date of such termination, as determined in the sole and exclusive discretion of JBOC. In the event JBOC places the enforcement of all or part of the terms, conditions, or requirements of the Contract in the hands of an attorney for enforcement, including the filing of a suit upon the same, Contractor agrees to pay all of JBOC's reasonable attorney's fees and costs related to any such proceeding. All costs and charges incurred by the JBOC, together with the cost of completing the work under Contract, may be deducted from any monies due or which may become due the Contractor. If such expense exceeds the sum which would have been payable under the Contract, then Contractor shall be liable and shall pay to JBOC the balance.

D. Independent Contractor

When providing the services specified under this Contract the Contractor shall not be deemed an "employee" or "agent" of Joint Board of Control. The Contractor shall act as an independent Contractor and is responsible for obtaining and maintaining appropriate liability insurance, payment of all FICA, state and federal taxes, and complying with other similar requirements, which are customary in the industry. In addition, the Contractor certifies that they are not an employee, nor do they currently employ employees of Joint Board of Control.

E. Indemnification

Contractor agrees to indemnify, defend, and hold harmless Joint Board of Control, its officers, agents, board members, and employees from any and all liabilities, claims, damages, personal injury, death, property damage, and actions of any kind or nature, whether at law or in equity, including reasonable attorney's fees arises out of or results from the services or work under the Contract or any action or omission by Contractor or any of its Subcontractors or caused by the use of any materials, goods, or equipment of any kind or nature furnished by the Contractor, provided that such liability is not attributable to the sole negligence of Joint Board of Control.

F. Renewal Of Contract

Non-applicable.

G. Prime Contractor Responsibilities

The Contractor shall be responsible for completely supervising and directing the work under this Contract and all Subcontractors that he may utilize, using his best skills and attention. Subcontractors who perform work under this Contract shall be responsible to the prime Contractor. The Contractor agrees that he is as fully responsible for the acts and omissions of his Subcontractors and of persons employed by them as he is for the acts and omissions of his own employees.

H. Contract Performance

Performance and Labor and Material Payment Bonds. For qualifying Contracts as required by and in accordance with the Virginia Public Procurement Act, upon award of a Contract resulting from this RFP, the successful Bidder shall furnish with the executed Contract to Joint Board of Control all documentation required by the Procurement Act.

I. Identification Of Proposal Envelope

If a special envelope is not furnished, or if return in the special envelope is not possible, the signed bid should be returned in a separate envelope or package, sealed and identified as follows:

From: _____

Name of Bidder	Due Date	Time

Street or Box Number	RFP / RFP Number	

City, State, Zip Code	RFP Title	

Name of Contract/Purchase Officer: Glenn Spangler

The envelope should be addressed as directed on Page 1 of the solicitation.

If a bid not contained in the special envelope is mailed, the Bidder takes the risk that the envelope, even if marked as described above, may be inadvertently opened and the information compromised which may cause the proposal to be disqualified. Bids may be hand delivered to

the designated location in the office issuing the solicitation. No other correspondence or other bids should be placed in the envelope.

J. Subcontracts

No portion of the work shall be subcontracted without prior written consent of Joint Board of Control. In the event that the Contractor desires to subcontract some part of the work specified herein, the Contractor shall furnish Joint Board of Control the names, qualifications and experience of their proposed Subcontractors. The Contractor shall, however, remain fully liable and responsible for the work to be done by its Subcontractor(s) and shall assure compliance with all requirements of the Contract.

K. Treatment Of Property And Equipment

If Joint Board of Control permits the Contractor to purchase real property or equipment with grant funds, Joint Board of Control retains a residual financial interest, enabling Joint Board of Control to recover the assets or determine final disposition.

This will be accomplished on a case-by-case basis, according to the federal grant guidelines applicable to the grant that is funding the service(s).

L. Ownership Of Intellectual Property

All copyright and patent rights to all papers, reports, forms, materials, creations, or inventions created or developed in the performance of this Contract shall become the sole property of Joint Board of Control. On request, the Contractor shall promptly provide an acknowledgement or assignment in a tangible form satisfactory to Joint Board of Control to evidence the School's sole ownership of specifically identified intellectual property created or developed in the performance of this Contract.

M. Ownership, Proprietary Information, Duplication, And Disclosure

The Contractor agrees that proprietary information disclosed by Joint Board of Control to the Contractor for the purpose of a Contract shall be held in confidence and used only in the performance of the Contract. No item designed for or by Joint Board of Control shall be duplicated or furnished to others without prior written consent of Joint Board of Control. All products and materials including but not limited to papers, data, reports, forms, records, materials, creations, or inventions relating to this Contract are sole and exclusive property of Joint Board of Control. All such materials shall be delivered to Joint Board of Control in usable condition at any time requested.

N. Acknowledgment Of Publication

The Contractor agrees that all reports, forms, papers, articles, materials, creations, or inventions created, developed, and used as a result of funds from a Contract as a result of this RFP shall bear an acknowledgement showing the item was funded (in part or whole) by Joint Board of Control and any grant/cooperative agreement that Joint Board of Control may have with other state or federal agencies. All materials and acknowledgement shall be reviewed and approved by Joint Board of Control prior to publication.

O. Method Of Payment

Upon satisfactory completion of work or services and receipt of complete and accurate invoice,

all as determined in the sole discretion of Joint Board of Control, JBOC shall make one lump sum payment in accordance with the pricing schedule agreed to as part of the award of this Contract. Invoices must be submitted in accordance with the Contract to:

Joint Board of Control
105East Country Club Lane
Covington, Virginia 24426

Failure of the Contractor to submit invoices within the prescribed time frame may forfeit the Contractor's right to payment from Joint Board of Control.

P. Pricing Schedule

Fixed bid price to be provided on Bid Price Sheet (Attachment 2).

Q. Authorization to Transact Business in Virginia

Pursuant to 2.2-4311.2 of the Code of Virginia (1950), as amended, Contractor shall be authorized to transact business (see Attachment 4) in the Commonwealth of Virginia as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia (1950), as amended, or as otherwise required by law. Contractor shall not allow its existence or its certificate of authority or registration to transact business in the Commonwealth to lapse if so required under Title 13.1 or Title 50, or to be revoked or cancelled at any time during the term of the Contract. JBOC may void this Contract if Contractor fails to remain in compliance with the provisions of this section.

R. Attachments

Attachment 1 – Bidder Data Sheet

Attachment 2 – Bid Price Sheet

Attachment 3 – Evidence of Workers' Compensation Coverage

Attachment 4 – Authority to Transact Business in Virginia

Attachment 5 – Certification of Contractor Personnel Form

Attachment 6 – Performance Bond Form if required by the Act

Attachment 7 – Labor and Material Payment Bond Form if required by the Act

Attachment 8- Bill of Materials; Switching/Access Points/ Related Materials

Attachment 9- Bill of Materials; Cabling Components/ Related Materials

Attachment 1

BIDDER DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid non-responsive.

1. Qualification: The Bidder must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Bidder's Primary Contact:

Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

_____ Years _____ Months

4. Bidder's Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership

Social Security Number: _____ If Individual

USAC Service Provider Identification Number: _____

Federal Communications Commission Registration Number:

Commonwealth of Virginia Contractor License Number: _____

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods or services. Include the length of service and the name, address, and telephone number of the point of contact.

Company Name: _____

Contact: _____

Phone: _____

Fax: _____

Project: _____

Dates of Service: _____

Monetary Value: _____

Company Name: _____

Contact: _____

Phone: _____

Fax: _____

Project: _____

Dates of Service: _____

Monetary Value: _____

Company Name: _____
Contact: _____
Phone: _____
Fax: _____
Project: _____
Dates of Service: _____
Monetary Value: _____

Company Name: _____
Contact: _____
Phone: _____
Fax: _____
Project: _____
Dates of Service: _____
Monetary Value: _____

I certify the accuracy of this information.

Printed Name

Signature

Title

Date

Attachment 2

BID PRICE SHEET

The following is the fixed bid price for Infrastructure Upgrades as referenced in **RFP# JBOC- 01102019:**

\$ _____

In addition to the turnkey fixed bid price provided above, Bidder shall provide detailed specifications and other pertinent information related to Bidder's response to solicitation RFP# JBOC-01102019.

This information is necessary to accurately and objectively evaluate the Bidder's response and the extent to which the bid response meets the requirements of solicitation RFP# JBOC-01102019.

Authorized Bidder:

Printed Name

Signature

Title

Date

EVIDENCE OF WORKER'S COMPENSATION COVERAGE

**COMMONWEALTH OF VIRGINIA
WORKERS' COMPENSATION**

Certificate of Coverage

Section 2.2-4332, Code of Virginia (1950), as amended, requires construction Contractors and Subcontractors to obtain and maintain workers' compensation insurance while performing work on behalf of the Commonwealth of Virginia, its departments, institutions or agencies. This same requirement applies on behalf of local governments.

Evidence of coverage must be provided prior to commencement of work.

This form must be returned to the organization contracting the work.

The undersigned organization stipulates that it:

A. has workers' compensation insurance and is in compliance with the
Worker's Compensation statutes of the Commonwealth of Virginia_____Yes
___No.

Insurance Company_____

Policy expiration date_____

or

B. is self-insured for workers' compensation_____Yes.

Signed by:_____

Title: _____

Firm Name:_____

Address:_____

AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

Pursuant to Virginia Code Section 2.2-4311.2 (effective July 1, 2010) each Bidder organized or authorized to transact business in the Commonwealth of Virginia pursuant to Title 13.1 or Title 50 of the Code of Virginia, (1950), as amended, or as otherwise required by law, is required to include in its bid its Virginia State Corporation Commission (SCC) Identification Number. Any bidder that is not required to be authorized to transact business in the Commonwealth of Virginia as a domestic or foreign business entity under Title 13.1 or Title 50 or as otherwise required by law is required to include in its bid or proposal a statement describing why the Bidder is not required to be so authorized.

Please complete the following:

A. Bidder is a Virginia business entity organized and authorized to transact business in Virginia and such bidder's SCC Identification Number is _____.

B. Bidder is an out-of-state (foreign) business entity authorized to transact business in Virginia and such Bidder's SCC Identification Number is _____.

C. Bidder does not have an Identification Number issued to it by the SCC and such Bidder is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets of paper if you need more space to explain why such Bidder is not required to be authorized to transact business in Virginia.

CONTRACTOR CERTIFICATION FORM

The Virginia General Assembly passed legislation (Code Section 22.1-296-1) that requires contractors with employees who will have direct contact with students (defined as “in the presence of students during school hours or during school-sponsored activities”) to provide certification that the contractor and his employees have not been convicted of the crimes listed below.

Please read the Certification below and sign, date, and return this form to Joint Board of Control, 105 E. Country Club Lane, Covington, Virginia 24426 prior to the commencement of work or service provided on school board property:

Certification

I certify to Joint Board of Control that, to the best of my knowledge, no employee of my company will be in the presence of students during regular school hours or during school-sponsored activities who has been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

If the company is unable to provide the certification due to a conviction, please provide details of the conviction by separate attachment.

Company Name

Company Address

Printed Name

(CEO or Designee)

(CEO or Designee) Signature _____ **DATE** _____

Any person making a materially false statement regarding any such offense shall be guilty of a Class 1 misdemeanor. The fact of such conviction will be grounds for the revocation of the contract and, when relevant, revocation of the person’s license to provide such services. The School Board will not be liable for materially false statements regarding the required certifications.

**JOINT BOARD OF CONTROL
CONTRACTOR'S PERFORMANCE BOND**

Project: _____

KNOW ALL MEN BY THESE PRESENTS:

that

as Principal, (hereinafter referred to as "Contractor"),

and

(Insert full name or legal title and address of Surety)

as Surety, a corporation duly organized under the laws of the state of _____ and legally authorized to do business in the Commonwealth of Virginia (hereinafter referred to as "Surety"), are held and firmly bound unto the JOINT BOARD OF CONTROL, 105 East Country Club Lane, Covington, VA 24426 as Obligee (hereinafter referred to as "JBOC"), in the amount of _____ DOLLARS (\$ _____ .00), for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, Contractor has entered into an agreement with JBOC, as successful bidder or proposer for the

_____ (name of project)

in accordance with contract documents for the work including, without limitation and as applicable, the Advertisement, Request For Proposals, Contract Between Owner and Contractor, Plans and Specifications, General Conditions, Supplementary Conditions, and any and all other contract documents, if any, dated, all of which contract documents being herein collectively referred to as the "Contract" and are expressly incorporated herein by reference and made a part of this bond.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Contractor shall promptly and faithfully perform the Contract, in strict conformity with each and every requirement of the Contract, and each and every of the covenants, promises, agreements, warranties, plans and specifications, and provisions to be performed by the Contractor set forth therein, and shall complete the same within the time period specified therein, all as may be amended from time to time by the parties thereto, and fully defend, indemnify and save harmless JBOC from all costs and damages which it may suffer by reason of the Contractor's failure to do so, including, without limitation, reasonable attorney's fees, and fully reimburse and repay the JBOC all costs and expenses which it may incur in making good any such default, then this obligation shall be null and void; otherwise, it shall remain in full force and effect, as stated

herein.

a. The Contractor shall well and truly perform, and carry out and abide by all the terms, conditions and provisions of said Contract and complete the work therein specified in accordance with the terms thereof and in the event the Contractor fails to perform the Contract as aforesaid, it shall be the duty of the Surety herein to assume responsibility for the performance of said Contract and to complete the work therein specified in accordance with the terms thereof; and the Surety herein shall and does hereby agree to defend, indemnify the JBOC and hold it harmless of, from, and against any and all liability, loss, cost, damage or expense including reasonable attorney fees, and the cost of any other professional services which JBOC may incur or which may occur or be imposed upon it by reason of any negligence, default, breach and/or misconduct on the part of the said Contractor, and its agents, servants, subcontractors and/or employees, in, about, or on account of such work and performance of said Contract and shall repay to and reimburse to the JBOC, promptly upon demand, all sums of money including reasonable attorney's and other professional fees, each and every, reasonably paid out or expended by the JBOC on account of the failure and/or refusal of said Contractor to carry out, do, perform, and/or comply with any of the terms and provisions of said Contract within the time and in the manner therein provided, including, without limitation, any warranty, maintenance obligation, or guarantee specified therein.

b. Any alteration, modification, omission, or addition which may be made in or to the terms of the Contract, including, without limitation, the amount to be paid or the work to be done under it, or the giving by the JBOC of any extension of time for the performance of the Contract or any other forbearance of any nature whatsoever on the part of either the JBOC or the Contractor to the other shall not in any way affect or release the Contractor and the Surety, or either of them, their heirs, executors, administrators, successors or assigns with regard to their obligations and liability hereunder, and notice of such alteration, extension or forbearance is hereby expressly waived by Surety. The delay, omission, or failure by JBOC to call upon the Surety in any instance shall in no event release the Surety from any obligation hereunder.

c. Contractor and Surety covenant and agree that this bond shall continue in full force and effect and shall not be canceled or expire or be deemed to be canceled or have expired until: (i) all of Contractor's obligations under the Contract have been satisfactorily completed, including, without limitation, any and all maintenance, warranty, and guarantee obligations; and, (ii) JBOC receives from Surety written notice evidencing compliance with the requirements of this bond at least 30 calendar days prior to any cancellation or expiration.

d. The obligations evidenced hereby shall constitute the joint and several obligations of the Contractor, the Surety, and their respective heirs, executors, administrators, successors and assigns.

e. IT IS NOT INTENDED BY ANY OF THE PROVISIONS OF ANY PART OF THIS BOND TO CONFER A BENEFIT UPON ANY OTHER PERSON OR ENTITY NOT A PARTY TO THIS PERFORMANCE BOND OR TO AUTHORIZE ANY PERSON OR ENTITY NOT A PARTY TO THIS BOND TO MAINTAIN A SUIT PURSUANT TO THE TERMS OR PROVISIONS OF THIS BOND OTHER THAN THE JOINT BOARD OF CONTROL OR ITS SUCCESSORS OR ASSIGNS.

f. Any suit or action hereunder shall be brought in a Virginia court of competent jurisdiction in and for Alleghany County, Virginia, or in the United States District Court for the Western District of Virginia, Roanoke Division, and not elsewhere.

g. The provisions of this bond shall be governed by and are intended to be consistent with and implement the laws of the Commonwealth of Virginia, including, without limitation, the requirements of the Virginia Public Procurement Act, as amended. In the event of any conflict, inconsistency, discrepancy, or omission as between this bond and applicable provisions of the Virginia Public Procurement Act, as amended, the provisions of the Virginia Public Procurement Act, as amended, shall be determinative and controlling. The Contractor, for itself and its successors and assigns, and the Surety, for itself and its successors and assigns, do hereby expressly waive any objection that might be interposed as to the right of JBOC to require a bond containing the provisions contained herein, and they do hereby further expressly waive any defense which they or either of them might interpose to an action brought hereon upon the ground that there is no law authorizing the JBOC to require the provisions herein to be placed in this bond

SIGNED and SEALED this _____ day of _____, 20____, in the presence of:

		Contractor
WITNESS:		By: (Seal)
		(Type Name and Title)
		Surety
WITNESS:		By: (Seal)
		Attorney-In-Fact
		(Type Name and Title)

SURETY: Attach Power of Attorney)

Attachment 7

**JOINT BOARD OF CONTROL CONTRACTOR'S LABOR
AND MATERIAL PAYMENT BOND**

Project: _____

KNOW ALL MEN BY THESE PRESENTS:

that

as Principal, (hereinafter referred to as "Contractor"),

and

(Insert full name or legal title and address of Surety)

as Surety, a corporation duly organized under the laws of the state of _____ and legally authorized to do business in the Commonwealth of Virginia (hereinafter referred to as "Surety"), are held and firmly bound unto the JOINT BOARD OF CONTROL, 105 East Country Club Lane, Covington, VA 24426 as Obligee (hereinafter referred to as "JBOC"), in the amount of _____ DOLLARS (\$ _____ .00), for the payment whereof Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by the se presents.

WHEREAS, Contractor has entered into an agreement with JBOC, as successful bidder for the

_____ (name of project)

in accordance with contract documents for the work including, without limitation and as applicable, the Advertisement, Request For Proposals, Contract Between Owner and Contractor, Plans and Specifications, General Conditions, Supplementary Conditions, and any and all other contract documents, if any, dated _____, all of which contract documents being herein collectively referred to as the "Contract" and are expressly incorporated herein by reference and made a part of this bond.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION is such that if the Contractor and its successors or assigns, or any or either of them shall promptly pay or cause to be paid all persons for all labor or materials furnished or supplied in furtherance of the work provided for in the Contract, then these obligations shall be null and void, otherwise they shall remain in full force and effect, subject, however, to the following conditions:

a. Surety, for value received, for itself and its successors and assigns, hereby furthers specifically stipulates and agrees that

any alteration which may be made in any of the terms of the Contract, including, without limitation, any modification, assignment, waiver, omission, addition, or change in the work to be performed or the amount to be paid, or the giving by JBOC of any modification, change in, or extension of time for the performance of the Contract, or any other forbearance of any nature whatsoever on the part of either the JBOC or the Contractor to the other shall not in any way release the Contractor and the Surety, or either of them, their heirs, executors, administrators, successors or assigns from their liability hereunder, and any notice of such alteration, extension, or forbearance is hereby expressly waived by Surety.

b. A claimant under this bond shall include one who has and fulfills contracts to supply labor or materials, or both, to the prime Contractor to whom the Contract was awarded, or to any subcontractors, in furtherance of the work provided for in the Contract, or who may otherwise be allowed by law to file a claim against the Contractor and/or the Surety. "Labor and materials" hereunder shall include public utility services and reasonable rentals of

equipment, but only for periods when the equipment rented is actually used at the site.

c. Surety and Contractor hereby jointly and severally agree with JBOC that every claimant under this bond who has a direct contractual relationship with the contractor and who has performed labor or furnished material in accordance with the Contract in furtherance of the work provided in the Contract and who has not been paid in full before the expiration of 90 days after the day on which the claimant performed the last of the labor or furnished the last of the materials for which he claims payment, or as otherwise allowed by law, may bring an action on this payment bond to recover any amount due him for such labor or material. The Contractor and Surety expressly agree that JBOC shall not be liable for the payment of any judgment, costs, or expenses resulting from any such claim or suit and that neither Contractor nor Surety shall cause JBOC to be named as a party in any such suit. Surety shall defend, indemnify, and hold JBOC harmless from and against any and all liability, loss, cost, damage or expense, including reasonable attorney fees, or other professional services which JBOC may incur or which may occur or be imposed upon JBOC by reason of any such claim or suit.

d. Surety and Contractor hereby jointly and severally agree with JBOC that every claimant under this bond who has a direct contractual relationship with any subcontractor but who has no contractual relationship, express or implied, with the Contractor, may bring an action on this bond only if such claimant has given written notice to the Contractor within 90 days from the day on which the claimant performed the last of the labor or furnished the last of the materials for which he claims payment, or as otherwise allowed by law, stating with substantial accuracy the amount claimed and the name of the person for whom the work was performed or to whom the material was furnished. Such notice to the Contractor shall be in accordance with the requirements of the Virginia Public Procurement Act, as amended. The Contractor and Surety expressly agree that JBOC shall not be liable for the payment of any judgment, costs, or expenses resulting from any such claim or suit and that neither Contractor nor Surety shall cause JBOC to be named as a party in any such suit. Surety shall defend, indemnify, and hold JBOC harmless from and against any and all liability, loss, cost, damage or expense, including reasonable attorney fees, or other professional services which JBOC may incur or which may occur or be imposed upon JBOC by reason of any such claim or suit.

e. Any action on this payment bond shall be brought within one year after the day on which the person bringing such action last performed labor or last furnished or supplied materials..

f. Any suit or action hereunder by any claimant under this bond shall be brought in a Virginia court of competent jurisdiction in and for Alleghany County, Virginia or in the United States District Court for the Western District of Virginia, Roanoke Division, and not elsewhere.

g. Contractor and Surety covenant and agree that this bond shall continue in full force and effect and shall not be canceled or expire or be deemed to be canceled or have expired until: (i) all of Contractor's obligations under this bond have been satisfactorily completed; and, (ii) JBOC receives from Surety written notice evidencing compliance with all applicable requirements of this bond at least 30 calendar days prior to any proposed cancellation or expiration.

h. The obligations evidenced hereby shall constitute the joint and several obligations of the Contractor, the Surety, and their respective heirs, executors, administrators, successors and assigns.

i. Without giving effect to Virginia choice of law provisions, the provisions of this bond shall be governed by and are intended to be consistent with and implement the laws of the Commonwealth of Virginia, including, without limitation, the requirements of the Virginia Public Procurement Act, as amended. In the event of any conflict, inconsistency, discrepancy, or omission as between this bond and applicable provisions of the Virginia Public Procurement Act, as amended, the provisions of the Virginia Public Procurement Act, as amended, shall be determinative and controlling. The Contractor, for itself and its successors and assigns, and the Surety, for itself and its successors and assigns, do hereby expressly waive any objection that might be interposed as to the right of the JBOC to require a bond containing the provisions contained herein, and they do hereby further expressly waive any defense which they or either of them might interpose to an action brought here on by any person, firm, or corporation, including subcontractors, material, men and third persons, for work, labor services, supplies or material, performed, rendered or furnished as aforesaid, upon the ground that there is no law authorizing JBOC to require the provisions herein to be placed in this bond.

SIGNED and SEALED this _____ day of _____, 20_____, in the presence of:

		Contractor
WITNESS:		By: (Seal)
		(Type Name and Title)
		Surety
WITNESS:		By: (Seal)
		Attorney-In-Fact
		(Type Name and Title)

(SURETY: Attach Power of Attorney)

Attachment 8

Bill of Materials — Named Provider or equivalent

Description	Qty
Extreme Summit X460-G2-24P-10GE4 (core)	1
Extreme Summit X450-G2-48P-GE4 (core)	2
Extreme Summit X450-G2-48P-GE4(IDF 1)	1
Extreme Summit X450-G2-24P-10GE4 (IDF 1)	1
Extreme Summit X450-G2-48P-GE4-Base(IDFs 2-5)	4
Extreme Networks AP3935i Indoor Access Point	21
Extreme C35 WLAN Controller	1

Bill of Materials - Fiber Parts — Named Provider or equivalent

Description	Qty
FIBER PANEL PARTS - GENERAL	
PANDUIT - RACK MOUNT - FIBER ENCLOSURE - 4 FAP - 1RU - ***FLUSH RACK MOUNT***	4
PANDUIT - BLANK FAP ADAPTER	16
FIBER PARTS - MULTI MODE	
PANDUIT - FAP LOADED WITH SIX LC DUPLEX M/M (OM3/4) FIBER OPTIC ADAPTERS (12 FIBER STRANDS)	8
PANDUIT - FIBER PATCH CORD - MULTI-MODE (OM4)	15
GENERAL CABLE - 6 STRAND FIBER - MULTI-MODE(OM4) - ARMORED - PLENUM	900 FT

Bill of Materials – E-rate Ineligible — Named Provider or equivalent

Description	QTY
Middle Atlantic Products 12u 26"D Swinging Wall Mount Rack	4

Attachment 9

Bill of Materials - Copper Parts — Named Provider or equivalent

Description	Qty
COPPER CAT 6	
GENERAL CABLE-GENSPEED 6 - CATEGORY 6 - UTP - PLENUM - BLUE (PULL PACK)	4000 FT
PANDUIT - MINICOM - PATCH PANEL - MODULAR - 24 PORT - 1RU	5
PANDUIT - MINI-COM - TX6 - CAT6 - COUPLER - BLACK	21
PANDUIT - MINI-COM - TX6 - CAT6 - COUPLER - BLUE	21
Section Subtotal	
FACEPLATES/BLANKS/JUMPERS	
PANDUIT - MINI-COM - SURFACE MOUNT BOX - 1 PORT - OFF WHITE	21
PANDUIT - MINI-COM - BLANK INSERT - BLACK - PER 10	10
Section Subtotal	
JUMPERS - CAT 6 - SLIMLINE	
PANDUIT - PATCH CORD CAT6 BLUE SLIMLINE	300

Bill of Materials - Supporting Cable Parts — Named Provider or equivalent

Ln #	Part #	Description	Qty
1		LABELS/TYEWRAPS	
2	18443	DYMO - LABEL 3/8" - WHITE VINYL	2
3	18445	DYMO - LABEL 3/4" - WHITE VINYL	2
4	PLT3I-M	PANDUIT - 11" TYEWRAPS - PLENUM - BAG OF 1000	1

Attachment 10

Bill of Materials –Extreme (Connectors, and Related Components) or equivalent

Description	Qty
Include all 10G LC LRM SFP+	10
Include all Power Supplies	10
Include all Software Images	9
Include all Stacking Cables	8
Include all Stacking Modules	8
Include all AP 3935i or equivalent lifetime/10 year licenses	21
Include one year 8x5 NBD support and hardware instant replacement	30
All components necessary for turnkey installation, and full functionality should be included.	