

Request for Information No. VI

Bid No. 23/24-01 IT

May 16, 2024

Response to Proposers' Questions

6.1 **Question:** Would any of the ceilings be greater than 14 ft and require a lift for running cables or installing the projectors/displays/speakers?

Answer: The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services during the term of the resulting agreement. This bid has been designed as a unit-cost and catalog bid and is not intended for one specific project. Information for Bidders Section 35 states: "The unit prices set forth by Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list all of the possible Project timelines, quantities, features, options, etc. in this manner."

The items included in the Short List bid items are presumed to NOT include installation services. Please provide pricing for equipment only for these line items.

Installation services should be included in the Catalog Discount - Services section of the Pricing Form. The District understands that there may be different standard rates for installations requiring additional equipment/lifts. For Services provided directly by Bidders and not through a manufacturer MSRP should be interpreted as "Provider's standard rate". In this section, Bidders are not required to specify a cost per hour for all installation services. Instead, Bidders may provide a range of rates (depending on installation circumstances) or provide a consistent discount off of published hourly rates. It is expected that the catalog discount rate would apply equally to all standard rates, including rates for lower ceilings/simple installations and rates for higher ceilings requiring additional equipment and lifts.

6.2 **Question:** Would work be done during standard business hours?

Answer: The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services during the term of the resulting agreement. This bid has been designed as a unit-cost and catalog bid and is not intended for one specific project. Information for Bidders Section 35 states: "The unit prices set forth by Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list all of the possible Project timelines, quantities, features, options, etc. in this manner."

The items included in the Short List bid items are presumed to NOT include installation services. Please provide pricing for equipment only for these line items.

Installation services should be included in the Catalog Discount - Services section of the Pricing Form. The District understands that there may be different standard rates for work done during regular business hours and work done outside of regular business hours. For Services provided directly by Bidders and not through a manufacturer MSRP should be interpreted as "Provider's standard rate". In

this section, Bidders are not required to specify a cost per hour covering all installation services. Instead, Bidders may provide a range of rates (depending on installation circumstances) or provide a consistent discount off of published hourly rates. It is expected that the catalog discount rate would apply equally to all standard rates, including rates for work done during regular business hours and work done outside of regular business hours.

6.3 **Question:** Is there an estimate on the number of low voltage cabling runs needed?

Answer: Please see RFI No. 4.3.

6.4 **Question:** Are there quantities of any of the equipment? (I saw this question was already asked, but I want to make sure it includes the AV equipment)

Answer: Please see RFI No. 4.3. This applies to all listed equipment and services.

6.5 **Question:** Are there specific requirements for cabling, such as cabling certifications?

Answer: If a substitution for the Aruba 50G SFP56 to SFP56 0.65m DAC Cable included in Line 15 of the Short List Bid Items is desired, a Substitution Request for “or equal” cabling should be submitted pursuant to Information for Bidders section 19 in the Bid, within the RFI deadline. Suitability and valuation of “equals” rest in the sole discretion of the District.

Cabling listed in the Catalog Discount section is not specific to any one type of cabling. Bidders should submit catalog discounts as described in the Bid. Appropriate licensure to provide cabling services will be required and will be verified on a project-by-project basis with the awarded vendor.

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6.6 **Question:** On pg 18 section 9, it states that Bidders shall include a link to Bidder’s online catalog on the bid form pricing sheet. Could you please confirm if it is indeed a requirement for bidders to have an online catalog? If yes, then I would like to express concerns regarding this requirement as it seems that mandating an online catalog may unfairly disadvantage companies that do not currently possess one and potentially limit the pool of eligible bidders and create a situation where the bidding process appears to favor those with existing online catalogs.

Answer: Section 9 of the General Conditions in the Bid states: “Bidders shall include a link to Bidder’s online catalog on the Bid Form Pricing Sheet. The published catalog price must be verifiable during the course of each calendar year for the term of the Agreement for audit purposes.”

The requirement to possess an online catalog is to ensure that pricing is transparent. Bidders that do not have a traditional online catalog may meet this requirement by providing a comprehensive price list for products and brands included in the bid response. That price list must be maintained and must be accessible to the District at any time to support purchasing and audit requirements. As this bid is designed to solicit a wide variety of products and services, a documented and accessible price list is essential.

6.7 **Question:** For the services section of the pricing sheet, how would you recommend us to price a discount off MSRP? Services do not have MSRP.

Answer: The catalog discounts proposed should reflect discounts off the standard rates provided by Bidders. For Services provided directly by Bidders and not through a manufacturer MSRP should be interpreted as “Provider’s standard rate”. If the services are not listed in a link to MSRP pricing, Bidders may attach a listing of standard rates in lieu of providing a link, and record the discount off those rates in the Catalog discount section.

6.8 **Question:** Can IUSD provide the addresses for all district locations that will receive products and services?

Answer: Irvine USD is a growing district and locations may change during the terms of the agreement resulting from this Bid. A majority of products are anticipated to be delivered to auxiliary sites. Below is a list of the current District locations.

Elementary Sites:

- Alderwood Elementary (K-6); 2005 Knollcrest, Irvine, CA 92603
- Bonita Canyon Elementary (K-6); 1 Sundance Drive, Irvine, CA 92603
- Brywood Elementary (K-6); 1 Westwood, Irvine, CA 92620
- Canyon View Elementary (K-6); 12025 Yale Court, Irvine, CA 92620
- College Park Elementary (K-6); 3700 Chaparral Avenue, Irvine, CA 92606
- Culverdale Elementary (K-6); 2 Paseo Westpark, Irvine, CA 92614
- Cypress Village Elementary (K-6); 355 Rush Lily, Irvine, CA 92618
- Deerfield Elementary (K-6); 2 Deerfield Avenue, Irvine, CA 92604
- Eastshore Elementary (K-6); 155 Eastshore, Irvine, CA 92604
- Eastwood Elementary (K-6); 99 Meander, Irvine, CA 92620
- Greentree Elementary (K-6); 4200 Manzanita Street, Irvine, CA 92604
- Irvine Virtual Academy Elementary (K-6); 1 Liberty, Irvine, CA 92620
- Loma Ridge Elementary (K-6); 500 Tomato Springs, Irvine, CA 92618
- Meadow Park Elementary (K-6); 50 Blue Lake South, Irvine, CA 92614
- Northwood Elementary (K-6); 28 Carson, Irvine, CA 92620
- Oak Creek Elementary (K-6); 1 Dovecreek, Irvine, CA 92618
- Portola Springs Elementary (K-6); 12100 Portola Springs, Irvine, CA 92618
- Santiago Hills Elementary (K-6); 29 Christamon West, Irvine, CA 92620
- Springbrook Elementary (K-6); 655 Springbrook North, Irvine, CA 92614

- Stone Creek Elementary (K-6); 2 Stone Creek South, Irvine, CA 92604
- Stonegate Elementary (K-6); 100 Honors, Irvine, CA 92620
- Turtle Rock Elementary (K-6); 5151 Amalfi Drive, Irvine, CA 92603
- University Park Elementary (K-6); 4572 Sandburg Way, Irvine. CA 92612
- Westpark Elementary (K-6); 25 San Carlo, Irvine, CA 92614
- Woodbury Elementary (K-6); 125 Great Lawn, Irvine, CA 92620

K-8 Sites:

- Beacon Park School (K-8); 200 Cultivate, Irvine, CA 92618
- Cadence Park School (K-8); 750 Benchmark, Irvine, CA 92618
- Plaza Vista School (K-8); 670 Paseo Westpark, Irvine, CA 92606
- Solis Park (K-8); 101 Abacus, Irvine, CA 92618
- Vista Verde School (K-8); 6 Federation Way, CA 92603

Middle School Sites:

- Jeffrey Trail Middle; 155 Visions, Irvine, CA 92620
- Lakeside Middle; 3 Lemongrass, Irvine, CA 92604
- Rancho San Joaquin Middle; 4861 Michelson Drive, Irvine, CA 92612
- Sierra Vista Middle; 2 Liberty, Irvine, CA 92620
- South Lake Middle; 655 West Yale Loop, Irvine, CA 92614
- Venado Middle; 4 Deerfield Avenue, Irvine, CA 92604

High School Sites:

- Irvine High; 4321 Walnut Avenue, Irvine, CA 92604
- Northwood High; 4515 Portola Parkway, Irvine, CA 92620
- Portola High; 1001 Cadence, Irvine, CA 92618
- University High; 4771 Campus Drive, Irvine, CA 92612
- Woodbridge High; 2 Meadowbrook, Irvine, CA 92604

Auxiliary Sites:

- Early Childhood Learning Center; 1 Smoketree, Irvine, CA 92604
- Legacy Creekside & Irvine Adult Transition Program; 311 West Yale Loop, Irvine, CA 92604
- El Camino Real (Administrative Facility); 4782 Karen Ann Lane, Irvine, CA 92604
- District Office; 5050 Barranca Parkway, Irvine, CA 92604
- Network Operations Center (NOC)/Maintenance & Operations; 100 Nightmist, Irvine, CA 92618
- Creekside Education Center (Alternative/Virtual HS and Administrative Facilities); 3387 Barranca Parkway, Irvine, CA 92606

6.9 **Question:** In Agreement, #2, ...or as directed by purchase order of said District, assembly, inside delivery, and any required installation/implementation, software licensing, maintenance, training, ongoing support, recommended professional services, containers, packing, delivery, disposal of waste, labor, materials, supplies, tools, equipment utility, transportation services, and costs of optional services and products services required pursuant to this agreement.

These questions aim to delve deeper into the details of the statement, ensuring a clearer understanding of the obligations and provisions outlined in the agreement.

- A. Could you specify the scope of the purchase order mentioned in the statement?
- B. Does Irvine Unified plan to add these services to the purchase order, or should they be considered on each item[']s pricing?
- C. What exactly is included in "assembly" and "inside delivery" as per the purchase order?
- D. How flexible are the terms regarding optional services and products?
- E. How are transportation services costs calculated, and would these be additional costs added to the purchase order?

Answer:

- A. The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services during the term of the resulting agreement. This bid has been designed as a unit-cost and catalog bid and is not intended for one specific project. Information for Bidders Section 35 states: "The unit prices set forth by Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list all of the possible Project timelines, quantities, features, options, etc. in this manner."

There is not a pre-planned Purchase Order for any specific project at this time. A blank PO template is attached for reference.

- B. Pursuant to Section 5 of the General Conditions in the Bid: "***Bid prices are to include*** shipping, F.O.B. Irvine Unified School District or as directed by the purchase order of said District, assembly, inside delivery, and any required installation/implementation, software licensing, maintenance, training, ongoing support, recommended professional services, containers, packing, delivery, disposal of waste, and costs of optional services and products. Quoted prices must stay in effect for the initial term of the Agreement."

Pursuant to the Bid Form Pricing Sheet: "***Bid prices are to include all costs associated with the proposed Solution including, but not limited to,*** shipping, F.O.B. Irvine Unified School District or as directed by the purchase order of said District, assembly, inside delivery, and any required installation/implementation, software licensing, maintenance, training, ongoing support, recommended professional services, containers, packing, delivery, disposal of waste, miscellaneous costs, and costs of optional services and products. Do **not** include California Sales or Use Taxes in unit prices. This tax will be added and paid for by the District. Costs not identified by Bidder shall be borne by Bidder and will not alter the requirements identified in this solicitation."

Pricing will be scored with the assumption that all Bidders have included all costs associated with proposed products and services in their provided pricing. Costs not identified by Bidder shall be borne by Bidder and will not alter the requirements identified in the Bid.

- C. The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services during the term of the resulting agreement. This bid has been designed as a unit-cost and catalog bid and is not intended for one specific project. Information for Bidders Section 35 states: "The unit prices set forth by Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list all of the possible Project timelines, quantities, features, options, etc. in this manner."

There is not a pre-planned Purchase Order for any specific project at this time. A blank PO template is attached for reference.

- D. Optional services and products should be included in the Bid Form Pricing Sheet. Irvine USD cannot leverage an agreement resulting from this Bid to purchase items that are not included in the Bid.
- E. Pursuant to Section 5 of the General Conditions in the Bid "***Bid prices are to include shipping, F.O.B. Irvine Unified School District or as directed by the purchase order of said District, assembly...***".

Pricing will be scored with the assumption that all Bidders have included all costs associated with proposed products and services in their provided pricing. Costs not identified by Bidder shall be borne by Bidder and will not alter the requirements identified in the Bid.

6.10 **Question:** *Deviations from Bid Terms and Conditions. Deviations from any bid term or condition shall cause a bid to be rejected as nonresponsive. All deviations must be clearly noted at time of bid submission. If not noted, the assumption is that Bidder is bidding as specified in Bid Documents. The District reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process.*

Please clarify section 21 of the bid packet as this language appears unclear and potentially contradictory regarding exceptions to the Agreement terms and conditions.

Answer: Information For Bidders Section 21 on the Bid includes this language so Bidders will be clear about any deviations they desire during the bidding process. The District reserves the right to reject any or all bids or to waive any irregularities or informalities in any bids or in the bidding process. A Bidder's request for an exception to the Agreement terms and conditions will not automatically disqualify a Bidder from consideration. The District recognizes Bidders may request some alterations to Agreement terms that do not materially affect the Bidders' ability to perform or their compliance with the technical and logistical requirements of the Bid. Please reference Addenda No. II for clarification.

6.11 **Question:** Does this RFP require an online catalog submitted by the bidder on the manufacturers being offered?

Answer: Please see RFI No. 6.6.