



**Delivery to Building**  
**EL PASO ISD**  
**Purchasing Office**  
**4900 Woodrow Bean**  
**El Paso, TX 79924**

**THIS IS NOT AN ORDER.**  
**THIS IS A REQUEST FOR PROPOSAL.**

**DATE: December 1, 2000**

X  **SEALED RFP #101-00**

**Delivery to** \_\_\_\_\_

**State Your Terms** \_\_\_\_\_

**PROPOSAL DUE NO LATER THAN:**  
**11:00 A.M. ON DECEMBER 19, 2000**  
**IN THE PURCHASING CONFERENCE ROOM AT**  
**4900 WOODROW BEAN, EL PASO, TX 79924**

**PRICES TO BE F.O.B. EL PASO, TEXAS**  
**UNLESS OTHERWISE STATED.**

**STRATEGIC TECHNOLOGY SOLUTION PROVIDER RFP #101-00**

The El Paso Independent School District is requesting proposals from qualified vendors for a strategic technology service provider.

**BIDDER QUALIFICATIONS:** Only those vendors who have been designated as a Qualified Information Systems Vendor (QISV) by the General Services Commission (GSC) of the State of Texas will be allowed to respond to this RFP. Vendors wishing to qualify as a QISV vendor should contact the General Services Commission at (512) 463-3035 or through the Web Site: [www.gsc.state.tx.us](http://www.gsc.state.tx.us)

This cover pages must be signed by an authority of the company submitted the proposal and returned with the original RFP. FAX responses are not acceptable.

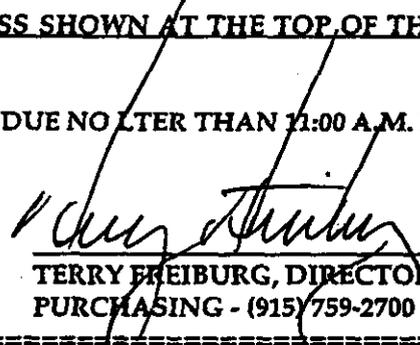
All proposals must be received and time-date stamped in the Purchasing Office no later than 11:00 A.M. on DECEMBER 19, 2000. No exceptions will be allowed. Any bids received after the time and date stated above will not be considered. Unsigned proposals will not be considered.

If you have any questions, call Jack Johnston at (915) 834-5186, or email to [jack.johnston@episd.org](mailto:jack.johnston@episd.org)

**SEALED PROPOSALS MUST BE ADDRESSED TO THE ADDRESS SHOWN AT THE TOP OF THIS PAGE AND MARKED AS FOLLOWS:**

**STRATEGIC TECHNOLOGY SOLUTION PROVIDER RFP #101-00 DUE NO LATER THAN 11:00 A.M. DECEMBER 19, 2000.**

**"NOTICE TO BIDDERS" (3 pp.) ATTACHED TO THIS BID IS HEREBY MADE A PART OF THIS RFP.**

  
TERRY FREIBURG, DIRECTOR  
PURCHASING - (915) 759-2700

**NOTE:** V.C.S. Article 601 (g) (b) (1) - The state or a governmental agency (includes public schools) of the state may not award a contract for general construction, improvements, services, or public works projects or purchases supplies, materials, or equipment to a nonresident bidder unless the nonresident's bid is lower than lowest bid submitted by a responsible Texas resident bidder by the amount that a Texas resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

**Non-collusion Statement:** "The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership, individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid."

**Federal Debarment or Suspension Certification:** I hereby further certify that my company has not been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register Rules Regulations.

\_\_\_\_\_  
Signature of Company Official Authorizing this Bid

\_\_\_\_\_  
Official's Printed Name & Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company

\_\_\_\_\_  
Telephone Number

## NOTICE TO BIDDERS

ITEMS BELOW APPLY TO AND BECOME A PART OF TERMS AND CONDITIONS OF BIDS UNLESS SUPERSEDED BY ANY ATTACHED TERMS AND SUPPLEMENTAL CONDITIONS OR SPECIFICATIONS IN WHICH CASE ATTACHED CONDITIONS WILL PREVAIL.

### ANY EXCEPTIONS MUST BE IN WRITING

1. Bid must be submitted in its entirety on this form and continued on any attached list(s) of bid items. Each bid shall be placed in a separate envelope, which states bid number and date to be opened.
2. Bids must be received in the Purchasing Office by the hour and date specified or they will not be considered.
3. Facsimile or other written response to a bid request, other than this form, is not acceptable.
4. Prices bid should be F.O.B. Destination. Freight Prepaid. If otherwise, show the exact or estimated cost to deliver.
5. Deliveries under terms of the request for sealed bids will be in accordance with the dates indicated therein except where no date is indicated; the vendor will enter the earliest date, which can be assured. If delays are foreseen, written notice shall be given the district, which will take the extensions under advisement. Vendors should keep the district advised of the status of orders, as failure to meet delivery dates might result in removal from the approved bidder list. Delivery of purchases in good condition will be vendors' responsibility and no delay in receipt of replacement items will be contingent upon claim adjustment by carrier. All goods are subject to inspection and return at the expense of the vendor if found to be inferior to those specified.
6. Delivery shall be made during normal working hours unless prior approval has been obtained from the district.
7. Installation: (When applicable) the successful bidder shall provide the following services and requirements at no additional cost above the initial bid price on equipment or furniture. Provide transportation of the items to the building, locating the items in the proper location within the building, uncrating, complete assembly and adjustment by a trained installation mechanic and removal of all debris. Equipment is to be complete including operating/owners manuals, wiring, and piping, and made ready for electrical and/or fluid service connection by the School District. After connection, make the machine ready, start up, analyze and correct any malfunction of the equipment. Provide all materials, equipment and labor to place machinery in top operating condition or to fully assemble furniture.
8. Bid unit price on quantity specified, extend and show total. In case of errors in extension, unit prices shall govern.
9. Bid prices must be firm for acceptance for at least 6 months from bid opening date unless otherwise specified and no bids may be withdrawn without written approval after a contract has been signed or partial performance of the bid agreement has begun.
10. Failure to manually sign bid will disqualify it. Person signing bid should show title or authority to bind the firm to a contract.
11. The district is exempt from Federal Excise Tax, State Tax and Local Tax. Do not include tax in bid. If it is determined that tax was included in the bid it will not be included in the tabulation or any awards. Tax exemption certificates will be furnished upon request.
12. Any catalog, brand name or manufacturer's reference used in the bid request is descriptive - not restrictive - it is intended to indicate type and quality desired. Bids on brands of like nature and quality will be considered. If bidding on other than referenced specifications, bid must show manufacturer, brand, model, etc. of article offered. If brand other than that specified is offered, complete descriptive information of said article must be included with the bid. If bidder takes no exception to specifications of referenced data, brand names, models, etc. as specified, must be furnished.
13. Samples, when requested, must be furnished within five working days of the request at no cost to the district. If not destroyed in examination they will be returned to the bidder on request at the vendor's expense.
14. All items bid must be new, in first-class condition, including containers suitable for shipment and storage, unless otherwise indicated on the bid.
15. The El Paso Independent School District reserves the right to accept or reject all or any part of any bid, waive minor technicalities and award the bid to best serve the interest of the District.
16. The El Paso Independent School District reserves the right to purchase additional articles, if needed, as listed on this bid subject to verification of the same or lower prices and conditions as bid.
17. During the performance of this contract, the contractor agrees not to discriminate against any employee or applicant for employment because of race, color, national origin, age, religion, gender, marital or veteran status, or handicapping condition.
18. A manufacturer's specification sheet must be provided with the bid if an alternate brand is submitted.
19. Material Safety Data sheets (MSDS) must accompany any bid item which requires this information, or must be made available prior to the award of such an item.
20. Any obligation of the School District to continue the contract beyond the current fiscal year would be subject to funding in the budget approved by the Board of Trustees for the succeeding fiscal year.

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### ANY EXCEPTIONS MUST BE IN WRITING

21. Seller will package goods in accordance with good commercial practice. Each shipping container shall be clearly and permanently packed as follows: (a) Seller's name and address; (b) Consignee's name, address and purchase order and bid number; (c) Container number and total number of containers, e.g. box 1 of 4 boxes; and (d) the number of the container bearing the packing slip. Seller shall bear cost of packaging unless otherwise provided. Goods shall be suitably packed to secure lowest transportation costs and to conform to requirements of common carriers and any applicable specifications. Buyer's count or weight shall be final and conclusive on shipments not accompanied by packing lists.
22. Shipment Under Reservation Prohibited: Seller is not authorized to ship the goods under reservation and no tender of a Bill of Lading will operate as a tender of goods.
23. Title and Risk of Loss: The title and risk of loss of goods shall not pass to Buyer until Buyer actually receives and takes possession of the goods at the point or points of delivery.
24. Place of Delivery: The place of delivery shall be that set forth on the purchase order. Any change thereto shall be effected by modification as provided for in Clause 36, "Modifications," hereof. The terms of this agreement are "no arrival, no sale."
25. Special Tools and Test Equipment: If the price stated on the face hereof includes the cost of any special tooling or special test equipment fabricated or required by Seller for the purpose of filling this order, such special tooling equipment and any process sheets related thereto shall become the property of the Buyer and to the extent feasible shall be identified by the Seller as such.
26. Warranty Products: Seller warrants that the goods furnished will conform to the specifications, drawings and descriptions listed in the bid invitation and to the sample(s) furnished by Seller, if any. In the event of a conflict between the specifications, drawings and descriptions, the specifications shall govern. Seller shall not limit or exclude any implied warranties and any attempt to do so shall render this contract voidable at the option of the Buyer.
27. Safety Warranty: Seller warrants that the products sold to Buyer shall conform to the standards promulgated by the U.S. Department of Labor under the Occupational Safety and Health Act (OSHA) of 1970. In the event the product does not conform to OSHA standards, Buyer may return the product for correction or replacement at the Seller's expense. In the event Seller fails to make the appropriate correction within an agreed number of days correction made by Buyer will be at Seller's expense.
28. Conflict of Interest:
  - a. Any board member who has any substantial interest, either direct or indirect, in any business entity seeking to contract with the district, shall before any vote or decision on any matter involving the business entity, file an affidavit stating the nature and extent of interest and shall abstain from any participation in the matter. This is not required if the vote or decision will not have any special effect on the entity other than its effect on the public. However, if a majority of the governing body is also required to file, and do file similar affidavits, then the member is not required to abstain from further participation.
  - b. No employee of the District will have a direct financial interest in any contract with the District, nor will an employee have a direct financial interest in the sale to the District of any land, equipment, supplies and materials, or services. Any violation of this policy will render the contract involved void, unless such contract or sale is approved by the Board of Trustees after full disclosure.
29. Contractual Relationship: Nothing herein shall be construed as creating the relationship of employer or employee between the District and the Contractor or between the District and the Contractor's employees. The District shall not be subject to any obligations or liabilities of the Contractor or his employees, incurred in the performance of the contract unless otherwise herein authorized. The Contractor is an independent Contractor and nothing contained herein shall constitute or designate the Contractor or any of his employees as employees of the District. Neither the Contractor nor his employees shall be entitled to any of the benefits established for the District employees, nor be covered by the District's Worker's Compensation Program.
30. Assignment Delegation: No right or interest in this contract shall be assigned or delegation of any obligation made by Seller without the written permission of the Buyer. Any attempted assignment or delegation by Seller shall be wholly void and totally ineffective for all purposes unless made in the conformity with this paragraph.
31. Waiver: No claim or right arising out of a breach of this contract 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.
32. Cancellation: Buyer shall have the right to cancel for default all or any part of the undelivered portion of this order if Seller breaches any of the terms hereof including warranties of Seller or if the Seller becomes insolvent or commits acts of bankruptcy. Such right of cancellation is in addition to and not in lieu of any other remedies, which Buyer may have in law or equity.

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### ANY EXCEPTIONS MUST BE IN WRITING

33. Right of Inspection: Buyer shall have the right to inspect the goods at delivery before accepting them.
34. Termination: The performance of work under this order may be terminated in whole or in part by the Buyer in accordance with this provision. Termination of work thereunder shall be effected by the delivery to the Seller of a "Notice of Termination" specifying the extent to which performance of work under the order is terminated and the date upon which such termination becomes effective. Such right of termination is in addition to and not in lieu of rights of Buyer set forth in Clause 32, herein.
35. Force Majeure: If by reason of Force Majeure (i.e. acts of God, strikes, lockouts, or other industrial disturbances, etc.), either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.
36. Modifications: This contract can be modified or rescinded only by a writing signed by both parties to the contract or their duly authorized agents.
37. Interpretation Parole Evidence: This writing is intended by the parties as a final expression of their agreement and is intended also as a complete and exclusive statement of the terms of their agreement. No course of prior dealings between the parties and no usage of the trade shall be relevant to supplement or explain any term used in this agreement. Acceptance or acquiescence in a course of performance rendered under this agreement shall not be relevant to determine the meaning of this agreement even though the accepting or acquiescing party has knowledge of the performance and opportunity for objection. Whenever a term defined by the Uniform Commercial Code is used in this agreement, the definition in the Code is to control.
38. Applicable Law: This agreement shall be governed by the Uniform Commercial Code. Whenever the term "Uniform Commercial Code" is used, it shall be construed as meaning the Uniform Commercial Code as adopted in the State of Texas effective and in force on the date of this agreement.
39. Advertising: Seller shall not advertise or publish, without Buyer's prior consent, the fact that Buyer has entered into this contract, except to the extent necessary to comply with proper requests for information from a representative of the federal, state or local government.
40. Right of Assurance: Whenever one party to this contract in good faith has reason to question the other party's intent to perform he/she may demand that the other party give written assurance of his/her business intent to perform. In the event that a demand is made and no assurance is given within five (5) days, the demanding party may treat this failure as an anticipatory repudiation of the contract.
41. Venue: Both parties agree that venue for any litigation arising from this contract shall lie in El Paso County, Texas.
42. Non-Performance Penalties: If, at any time, the contractor fails to fulfill or abide by the terms, conditions, or specifications of the contract, the El Paso Independent School District reserves the right to:
  - a. Purchase on the open market and charge the contractor the difference between contract and actual purchase price, or
  - b. Deduct such charges from existing invoice totals due at the time, or
  - c. Cancel the contract with thirty- (30) days written notification.
43. Vendor Qualification: Vendors not on the District's bid list shall be required to prove their qualifications concerning the following criteria:
  - a. Financial capabilities
  - b. Bonding status
  - c. Contractual history (references)
  - d. Ability to fulfill and abide by the terms and specifications
  - e. Quality and stability of product and sources
44. Award of Contract: The bid (contract) will be awarded to the lowest responsible bidder whose bid conforming to the "Invitation to Bid" is the most advantageous to the district and any other factors as stated under Subchapter B. Purchases; Contracts of the Texas Education Code Sec. 44.031 (b).
45. Price Escalation on Multi-Year Contracts: EPISD will consider a price increase if the option to extend is exercised. Any price increase must be justified (i.e. an industry-wide increase etc.) in writing and will require Board Approval before any price increase takes place.
46. Non-Appropriation Clause: This contract is subject to the approval of each year's funding beginning September 1 and ending August 31 of each current year and may be terminated without penalty by the District if funds are not made available for this expenditure.
47. Y2K Certification: Year 2000 compliance certification is required from all vendors for purchases of computer hardware and related products.

## Felony Conviction Notification

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

This Notice Is Not Required of a Publicly-Held Corporation





**REQUEST FOR PROPOSALS**

**FOR**

**STRATEGIC TECHNOLOGY SOLUTION PROVIDER**

**RFP #101-00**

**December 1, 2000**

**Technology and Information Systems  
120 North Stanton Street  
El Paso, Texas 79901-1442**

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# Strategic Technology Solution Provider Request for Proposal

## 1.0 General Scope and Purpose of Procurement

The purpose of this RFP is to select a strategic technology partner with the competencies, expertise and resources necessary to assist El Paso ISD (EPISD) in effectively infusing technology throughout the school district. The technology infusion should result in significantly improved student achievement, and improved administrative practices in support of teaching and learning.

EPISD is looking for a single vendor to assist the District's Technology and Information Systems (TIS) unit with the implementation of technology at both a technical and financial level.

The EPISD wishes to enter into a long-term strategic partnership with a technology provider for the purpose of implementing, refining and supporting a state-of-the-art technology infrastructure that will provide world-class technology to the students and staff of EPISD. The selected provider will work under the direction and supervision of the executive director for TIS.

This Strategic Technology Partnership agreement will include, but not be limited to, E-rate funded projects. The selected vendor should be prepared to assist the District with all aspects of the E-rate process and should demonstrate knowledge and experience in dealing with E-rate funded projects. All E-rate applications will be submitted using the successful bidder's single SPIN number. Vendors must provide their SPIN number as part of their response.

It is anticipated that the term of this partnership will be for a period of five (5) years, which will include a contract for the first year. There will be four (4) renewal option years with each option year to be awarded annually as a separate follow-on contract based on the previous year's performance. The decision to award an option year shall be based on the availability of funding for the fiscal year under consideration, school system needs, and vendor performance. The decision will be at the sole discretion of El Paso ISD. The performance of the technology provider on the previous year's scope of work will be measured against the Methodology for Measuring Results described in Section 3.0, Selection Process, of this document.

The work itself will consist of all aspects of technology implementation for which El Paso ISD desires to contract with the partner. The current technology program calls for the installation of new technology equipment, software and services on an on-going basis.

## **2.0 General Information**

### **2.1 Eligible Offerors**

Eligible offerors are any firms that are major technology implementation providers and can demonstrate the required experience, financial stability, necessary human resources and flexibility of service necessary to address the District's requirement.

### **2.2 Response Format**

Each response will be reviewed to determine if it is complete before evaluation. Responses not containing the information requested will not be considered. Responses will be evaluated according to the material and substantiating evidence presented.

### **2.3 Legal Approach**

Include a sample contract and all other documents that would become a part of the final contract.

## **3.0 Selection Process**

### **3.1 Submission of Written Qualifications**

El Paso ISD will review and evaluate the responses to the RFP in accordance with the qualification evaluation criteria identified herein.

### **3.2 General Requirements of Each Offeror**

- Adherence to the requirements as provided as attachments to this RFP by EPISD Purchasing
- Provide audited financial statements for the last two fiscal years

### **3.3 Oral Interview**

El Paso ISD reserves the right to conduct oral interviews with a select short list of firms to fully discuss their qualifications for this project and to answer questions posed by El Paso ISD staff. A final selection will be based upon the evaluation of the written response, oral interviews (if conducted) and a review of available references of the offeror. If an oral interview is required, notification will be provided to each finalist a minimum of five (5) days before the scheduled interview.

### **3.4 Selection of the Strategic Technology Partner**

El Paso ISD will issue a Letter of Intent (LOI) to the most qualified firm as determined by El Paso ISD, for this project. Under the LOI the recommended firm and EPISD will negotiate a contract detailing commitments, guarantees, methodology for measuring results, termination procedures, fee structure, and any other legal requirement necessary to execute a contract. If an acceptable contract cannot be reached with the selected offeror within thirty (30) days from the date of the Letter of Intent, then the next highest ranked offeror may be contacted.

### **3.5 Methodology for Measuring Results**

Particular attention should be paid to the development of your methodology for Measuring Results. This will provide the basis of evaluation for award or non-award of the follow-on option years under this contract. Additionally, your Methodology for Measuring Results must be sure to include those concerns detailed in Section 5.7 Pricing Model and Cost Assurances.

## **4.0 EPISD Background**

El Paso ISD serves approximately 63,000 students. It is the 5th largest district in the State of Texas and has 55 elementary, 15 middle, 10 high schools, and 7 special purpose schools for a total of 87 school sites.

El Paso ISD presently uses a hub-and-spoke wide area network (WAN) configuration utilizing T-1 lines leased from Southwestern Bell. The hub is located at Education Center Boeing, 6531 Boeing Drive.

## **5.0 Criteria for Selection of a Strategic Technology Partner**

El Paso ISD has identified the factors itemized in sections 5.1 to section 5.7 as critical to a company's ability to effectively assist El Paso ISD infuse technology and better prepare students to be successful citizens and productive workers in the 21st century. To be considered for evaluation, companies must provide relevant responses to all sections of this RFP with particular attention to sections 5.1 - 5.7.

### **5.1 Availability and Quality of Resources**

El Paso ISD (EPISD) is seeking a strategic technology partner that has the depth, breadth and quality of resources necessary to complete all phases of a broad technology and services project. In addition, the timely availability

of these resources and related support elements will be critical to project success.

- Describe the various resources from your company that will be made available to assist EPISD in the execution of its mission.
- Indicate the availability of each resource, e.g., full-time, part-time, or as required.
- Indicate the availability of local resources to support EPISD.
- Indicate the anticipated use of out-of-town resources to support EPISD.
- Provide sample resumes and related experience summaries to demonstrate the competencies and experience of typical personnel who would be assigned to the EPISD program.

## **5.2 Staff Development and Training**

EPISD recognizes that a Staff Development plan, specifically designed to meet the needs and requirements of the school district, is essential to the success and growth of students, teachers and administrators.

A comprehensive staff development plan can offer services that will meet the needs of technology implementation. Describe how your company would implement an effective staff development and training program for EPISD. Include a description of the training materials or training manual that would be produced and provided to EPISD for future use in a "train the trainer" model. Also, describe your approach for class composition, class size, training location, instructors, scheduling, registration, etc.

## **5.3 Project Management/Systems Integration.**

EPISD requires a project management function as part of the services delivered by the strategic technology partner. Service providers must describe their competencies to manage and coordinate project activities, resources, and communications. Service providers must address their capabilities in areas to include but not limited to:

- Project management methodologies and tools
- Project planning and communications
- Quality assurance procedures
- Project management experience with large school districts (50,000+ full time students)
- Project management experience as a single vendor or "prime" systems integrator
- Project change control
- Methodology for measuring results

The strategic technology partner will work closely with the EPISD project manager to ensure successful project delivery, effective management of project resources and efficient communications between the service provider and EPISD.

EPISD requires System Implementation services to be included as part of those delivered by the strategic technology partner. EPISD's continued transition to an integrated technology approach and migration to new technologies will require the selected provider to take an enterprise focus throughout project delivery. Service providers must describe their approach to systems integration and capabilities to provide these services with large school districts (50,000+ full time students).

#### 5.4 Technology Solutions

EPISD requires a network that will continue to provide the District with a modern, efficient and reliable network to support data and will eventually provide voice and video information transfer capabilities within and external to the district buildings. Reliability and high performance are key requirements of this networking plan, as the EPISD network has begun and will continue to migrate to the base which must support the technology needs of the future. This networking requirement includes, but not limited to, the following functional components:

- Physical Infrastructure Plans for building wiring, fiber optic distribution (or leasing), wiring closets, patch panels, etc.
- Logical network designs such as switches, routers, gateways, etc. including routings, protocols carried (LAN and WAN), and rationales for such selections.
- Network and Distributed Systems management approach
- Video distribution plans, including coaxial cable, fiber optics, studio equipment, switching and distribution equipment, satellite down links, and operational requirements.
- Installation of Hardware and Support
- Asset management support for leased and purchased items.
- Intranet and Internet access.
- User training required to integrate these technologies into the curriculum and administrative processes

Please describe your approach, qualifications, and industry experience in the design and implementation of these network requirements in large school districts.

## 5.5 Commitment to K-12 Education

The responding providers must demonstrate a commitment to the K-12 education market. EPISD is interested in providers that understand the technology, administrative, and instructional challenges facing today's educators, children and administrators. A demonstration of the provider's K-12 commitment should include but not be limited to:

- A description of your company's commitment to K-12 Education.
- Examples of your company's activities as evidence of its commitment and support for K-12 Education.
- Explanation of the size, type, and location of your company's relevant activities.
- Description of your company's commitment to work with local contractors and business enterprises.

## 5.6 Funding considerations

EPISD requires each vendor to address possible assistance in securing funding for technology infusion throughout the school district. Respond in general terms how such assistance will be provided and the funding sources.

In addition to general considerations, address the following items concerning the vendor's intent and capability to specifically provide funding assistance.

- Identify components of the sample configuration that might receive funding assistance
- Describe in detail what the level of assistance might be provided
- ● Provide a total amount of funding assistance anticipated for the sample configuration
- Identify long-term considerations including the likelihood of multi-year funding assistance and the commitment of the vendor to provide such services to EPISD
- Identify how much effort will be required by EPISD in obtaining this funding
- What costs will EPISD incur to achieve funding assistance
- Provide at least references where the District / vendor partnership has been successful in securing funding for technology projects

## 5.7 Pricing Model and Cost Assurances

As with any project, cost is a major consideration. EPISD understands that a strategic partnership as described in this RFP, does not allow for firm fixed pricing, as the specific scope of work necessary for such pricing is

impossible to ascertain. Additionally, EPISD wants to enter a partnership with the best available company or organization and recognizes that the "best" is not always provided by the "low bid". Prospective bidders should note that this RFP does not require a firm fixed price, a cost plus proposal, or any other specific cost information. However, it is vitally important that EPISD get value for its dollar and be able to demonstrate this to the taxpayers of EPISD. Consequently, prospective bidders are required to provide a proposed pricing model that will:

- Be able to demonstrate throughout the life of the contract that the costs associated with this partnership are within normal and customary charges for the type of service provided.
- Be simple to administer as specific scopes of work are developed.
- Meet all statutory requirements for record keeping, reporting and auditing of public funds.
- Be flexible in working within established budgets.

Bidders are encouraged to provide any additional ideas, concerns or strategies for accomplishing the above.

It cannot be over emphasized how important this criterion is to the potential success of any prospective bidders and your particular attention to providing a unique and workable implementation is strongly recommended. This criterion will be a major factor in evaluating the contractor's previous year's performance for determining the annual renewal/non renewal of this contract.

Contingent upon negotiations with the selected vendor, a specific price quote may be required upon completion of the final negotiated contract for the E-rate eligible projects. This information will be submitted on EPISD's 471 application. Specific pricing will be required for any additional projects.

## **5.8 Other Vendor Attributes**

EPISD has also determined that a company's background, experience, and financial stability are essential for the success of a long-term strategic relationship with its selected Strategic Technology Partner. In addition, the satisfaction of clients with the quality and cost effectiveness of services and products provided by the vendor is also critically important. Vendors responding to this RFP should include information about their company's experience, financial stability, and quality of services and products, in addition to cost effectiveness of their services and products and satisfaction of their clients.

A minimum of three (3) references must be provided. Preferred references would be other large school districts. Vendors must provide project scope and contact information.

## **6.0 Proposal Evaluation Model**

A committee designated to evaluate the responses to this RFP will select up to three (3) vendors as finalists. The finalists may be required to present and answer questions regarding their RFP responses. The committee will select a single vendor to recommend as EPISD's Strategic Technology Partner from the finalists.

EPISD reserves the right to select outright a Strategic Technology Partner, and to waive the finalists stage of the evaluation process in the event a vendor has a total points scored significantly higher than all the other vendors responding to this RFP.

EPISD at its sole discretion may accept or reject any or all responses to this RFP and may waive all formalities, technicalities and irregularities. All bidders are placed on notice that award of this RFP will be based upon the products and services best suited to EPISD. The sole judgment of EPISD on such matters shall be final.





**IBM Response**

to

**El Paso ISD  
Request for Proposal**

for

**Strategic Technology  
Integration Provider**

**December 19, 2000**

**IBM**

**Delivery to Building**  
EL PASO ISD  
Purchasing Office  
10 Woodrow Bean  
El Paso, TX 79924

12-05-00P01:29 RCVD

IBM Global Services  
911 Central Parkway North  
San Antonio, TX 78232

**THIS IS NOT AN ORDER.**  
**THIS IS A REQUEST FOR PROPOSAL.**

DATE: December 1, 2000

X SEALED RFP #101-00

Delivery to El Paso, TX

**PROPOSAL DUE NO LATER THAN:**  
**11:00 A.M. ON DECEMBER 19, 2000**  
**IN THE PURCHASING CONFERENCE ROOM AT**  
**4900 WOODROW BEAN, EL PASO, TX 79924**

State Your Terms Due upon invoice

**PRICES TO BE F.O.B. EL PASO, TEXAS**  
**UNLESS OTHERWISE STATED.**

**STRATEGIC TECHNOLOGY SOLUTION PROVIDER RFP #101-00**

The El Paso Independent School District is requesting proposals from qualified vendors for a strategic technology service provider.

**BIDDER QUALIFICATIONS:** Only those vendors who have been designated as a Qualified Information Systems Vendor (QISV) by the General Services Commission (GSC) of the State of Texas will be allowed to respond to this RFP. Vendors wishing to qualify as a QISV vendor should contact the General Services Commission at (512) 463-3035 or through the Web Site: [www.gsc.state.tx.us](http://www.gsc.state.tx.us)

This cover pages must be signed by an authority of the company submitted the proposal and returned with the original RFP. FAX responses are not acceptable.

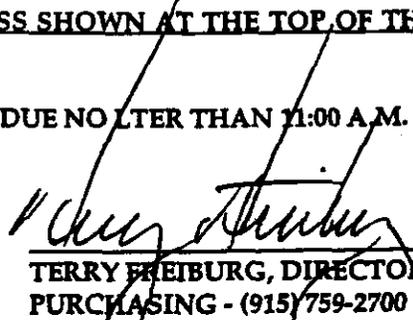
All proposals must be received and time-date stamped in the Purchasing Office no later than 11:00 A.M. on DECEMBER 19, 2000. No exceptions will be allowed. Any bids received after the time and date stated above will not be considered. Unsigned proposals will not be considered.

If you have any questions, call Jack Johnston at (915) 834-5186, or email to [jack.johnston@episd.org](mailto:jack.johnston@episd.org)

**SEALED PROPOSALS MUST BE ADDRESSED TO THE ADDRESS SHOWN AT THE TOP OF THIS PAGE AND MARKED AS FOLLOWS:**

**STRATEGIC TECHNOLOGY SOLUTION PROVIDER RFP #101-00 DUE NO LATER THAN 11:00 A.M. DECEMBER 19, 2000.**

**"NOTICE TO BIDDERS" (3 pp.) ATTACHED TO THIS BID IS HEREBY MADE A PART OF THIS RFP.**

  
TERRY FREIBURG, DIRECTOR  
PURCHASING - (915) 759-2700

**NOTE:** V.C.S. Article 601 (g) (b) (1) - The state or a governmental agency (includes public schools) of the state may not award a contract for general construction, improvements, services, or public works projects or purchases supplies, materials, or equipment to a nonresident bidder unless the nonresident's bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the amount that a Texas resident bidder would be required to underbid the nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

**Non-collusion Statement:** "The undersigned affirms that they are duly authorized to execute this contract, that this company, corporation, firm, partnership or individual has not prepared this bid in collusion with any other bidder, and that the contents of this bid as to prices, terms or conditions of said bid have not been communicated by the undersigned nor by any employee or agent to any other person engaged in this type of business prior to the official opening of this bid."

**Federal Debarment or Suspension Certification:** I hereby further certify that my company has not been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register Rules and Regulations.

  
Signature of Company Official Authorizing this Bid

Tracy Diaz  
Official's Printed Name & Title

December 19, 2000      IBM      512-473-8194  
Date      Company      Telephone Number

December 19, 2000

Mr. Terry Freiburg  
El Paso ISD  
Purchasing Office  
4900 Woodrow Bean  
El Paso, TX 79924

Dear Mr. Freiburg:

IBM is pleased to respond to your Request for Proposal for a Strategic Technology Integration Provider. We have carefully reviewed the requirements outlined in your RFP and believe that we clearly understand the business goals and objectives that drive your initiative.

As you will see in our proposal, we have assembled a world-class team of experienced professionals as part of our solution for this most important partnership. Our team will utilize the services of IBM Consultants with broad experience in assisting K-12 organizations with business process re-engineering and fit gap analysis, technology integration, infrastructure, implementation projects, etc.

Inquiries or other correspondence related to the IBM response should be directed to Pete Doremus at 210-403-1089 or [pdoremu@us.ibm.com](mailto:pdoremu@us.ibm.com).

Thank you for considering IBM as your Strategic Technology Integration Provider. We look forward to the opportunity to expand our relationship as Partners in Education.

Sincerely,

  
Tracy Diaz  
Client Manager

---

## Preface

This document is valid for ninety (90) days from the date indicated in the proposal.

The information in this proposal shall not be disclosed outside the El Paso ISD organization and shall not be duplicated, used or disclosed in whole or in part for any purpose other than to evaluate the proposal, provided that if a contract is awarded to IBM as a result of or in connection with the submission of this proposal, El Paso ISD shall have the right to duplicate, use or disclose the information to the extent provided in the contract. This restriction does not limit the right of El Paso ISD to use information contained in the proposal if it is obtained from another source without restriction, or to the extent provided by law.

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## Executive Summary

IBM is very pleased to present our qualifications to be El Paso ISD's Strategic Technology Integration Provider. We believe that IBM has the competencies, expertise and resources necessary to assist El Paso ISD (EPISD) in its pursuit of "effectively infusing technology throughout the school district" in support of EPISD's instructional goals and objectives.

It is our understanding from your Request for Proposal that El Paso ISD (EPISD) wishes to enter into a long-term strategic partnership with a private corporation for the purpose of implementing, refining and supporting a state-of-the-art technology infrastructure which will provide world class technology to the students and staff of El Paso ISD. In this capacity, IBM can provide EPISD with a single point of contact for designing and implementing district specific solutions, project management, technical, and K-12 consulting resources. IBM's enterprise level approach to technology implementation minimizes the impact that complex technology projects can have on a district's internal resources and increases the probability of project success by minimizing the risks associated with such projects.

Increased demands for accountability are forcing school districts to rethink their current instructional and administrative practices and create initiatives for systemic change. Your administration's vision for EPISD is the catalyst for this change; and technology must be the facilitator of this change. IBM views technology as a tool for supporting a district's instructional, administrative, and operational needs. Effective utilization of technology must include the services which prepare the district staff for necessary changes, increase technology use through proper staff development and training, and establish baselines for measuring the impact technology has on instructional delivery, learning, administration, and operations.

The partnership and service offerings we are proposing will allow for a comprehensive assessment of EPISD's technology needs, identification of specific projects to address those needs, resources to support implementation of recommended technology solutions, and access to the latest thinking and research on appropriate technology applications for schools.

IBM and EPISD continue to invest resources to stay at the forefront of technology solutions for schools because we both recognize the value of providing the necessary improved tools for improving education both instructionally and administratively. IBM will combine its resources in K-12 solution design, education consulting, technology consulting, systems integration, network, and data center management to provide EPISD with experienced resources to effectively infuse technology throughout the school district.

IBM is a leader in all key services capabilities from consulting, systems integration, technical support, and managed operations; to application development and cutting edge technologies, such as network computing, internet applications, and object oriented programming. We specialize in business transformation, change management, information technology planning, networking, and systems management. IBM has the breadth of technology expertise, the depth of available resources, the experience working with K-12 school districts, and the existing relationship working with El Paso ISD, to effectively address the full range of EPISD's instructional, administrative, and operational technology needs. IBM Global Services will work collaboratively with the district staff to review and update current technology plans to ensure alignment with EPISD's current instructional mission. This will include recommendations for specific project initiatives needed to support the goal of "effectively infusing technology" throughout the school district.

IBM's background, capabilities, experience, and financial stability are key factors that contribute to the cost effectiveness and quality of solutions we deliver to our clients. They are primarily the reasons our customers select IBM as a strategic partner, as they implement complex technology projects, for the purpose of improving their core businesses and services. Most customers, including school districts, though they understand technology and its importance, primarily want to concentrate their resources on their core business or mission. They want the most qualified technology experts to manage their technology. Many are turning to IBM for this support, and as a result IBM Global Services has not only become the largest services provider in the world, but also the one with the highest levels of customer satisfaction.

Working together, EPISD and IBM can create an advanced technologically based learning environment for the students of El Paso.

## **IBM Global Services**

IBM Global Services is the world's largest and most versatile information technology services business with over 138,000 employees in 160 countries. Our capabilities range from business operations and business transformation consulting, to solution design, development and implementation, to services that manage a client's entire information technology operation. Our project teams include consultants, architects, industry and technical specialists, project managers, and engineers - all backed by an extensive array of worldwide methodologies, products, and capabilities. Our mission is to provide a unique combination of business experience and technological expertise to ensure client success in an ever-changing and increasingly complex world.

IBM Global Services is a separate entity within the IBM organization. Our organization can provide access to all IBM capabilities and technologies, across multiple platforms and in support of our client's multi-vendor environments. As a separate entity within