



Halifax County Schools

Request for Proposal

WAN/LAN Maintenance

Released May 23, 2024

Objective:

The objective of this Request for Proposal (RFP) is to solicit proposals from qualified vendors for the WAN/LAN maintenance for Halifax County Schools.

Scope of Work:

Halifax County Schools is seeking basic WAN/LAN maintenance for all sites across the district, except Halifax County Early College High School (HCEC) which is on the campus of Halifax Community College. However, staff and students at HCEC may require technical assistance with HCS devices. The selected vendor will be responsible for the following:

- Contract is from July 1, 2024 - June 30, 2025
- Management services - 12 locations
- Onsite services - 5 days/week

Requirements:

- Operation
 - Configuration changes as needed
 - LAN examples:
 1. VLAN creation and configuration
 2. Port configuration
 3. Spanning-tree configuration
 - WLAN examples
 1. SSID creation and configuration
 - Change management system for documenting configuration changes
 - Basic technical support including online and telephone-based technical support
- Maintenance
 - Repair and upkeep of hardware enumerated in the Network Details section
 - Wire and cable maintenance
 - Software upgrades and patches including bug fixes and security patches
- Monitoring
 - Network health monitoring
 - Monthly reports
 - End of year review and report
 - Utilization/bandwidth limit monitoring
 - Including airtime over-utilization
 - Error alerting and remediation assistance, including alerts from:
 - Spanning-tree/Loops
 - WIPS/WIDS systems
 - Endpoint protection systems
- Access (including logins) to all services managed by the vendor must be shared with HCS
- Beginning contract audit report (audit networks, systems, and equipment)

Network Details:

- Qt. 2 Layer 2 and Layer 3 Switches
 - ~50 Aruba switches
 - On Aruba Central and can be managed through the GUI and/or CLI
- Qt. Access Points - up to 300
 - Aerohive APs managed via Extreme CloudIQ (expires 8/2026)
 - 12 Ruckus APs
- Servers - up to 25
 - 11 hosts, 18 VMs

Ownership of Equipment:

Halifax County Schools will maintain complete ownership of any and all equipment purchased. Furthermore, any network design or configuration changes implemented must remain active on the equipment past the end of the contracted term.

Vendor Requirements:

- The vendor must have at least a five year track record providing the services described in this request for proposal.
- The vendor must provide at least three current references similar to the size and needs of our organization.
- Vendor in house support must be available 24/7.

Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

1. Compliance with the requirements outlined in this RFP.
2. Cost-effectiveness and value for money.
3. Vendor's experience and track record in serving similar-sized school districts.
4. Quality of proposed services.
5. References and client testimonials.

Proposal Submission:

Completed submissions should be emailed to requestforbids@halifax.k12.nc.us.

Selection Process:

The selection of the vendor will be based on the evaluation of proposals received. Halifax County Schools reserves the right to reject any or all proposals or to waive any informality or irregularity in the proposals received. The selected vendor may be required to participate in negotiations to finalize the terms and conditions of the contract.

Timeline:

- RFP Issuance Date: May 23, 2024

- Questions Deadline: June 1, 2024
- Proposal Submission Deadline: June 7, 2024 by 2:00PM (ET). Late submissions will not be accepted.
- Award Notification: June 25, 2024, pending board approval
- Contract Period: July 1, 2024-June 30, 2025

Contact Information:

For inquiries regarding this RFP, please contact:

Sonya Parker
Director of Media and Technology Services
parkers@halifax.k12.nc.us

Be sure to include "RFP: WAN/LAN" in the subject line. Phone calls will not be accepted.

Attachment A:

Current list of school/building sites in the district.

Attachment A
Current list of school/building sites

School/Site Name	Address
Central Office	9525 Highway 301 South Halifax, NC 27839
Maintenance/Transportation	6850 US 301 Halifax, NC 27839
Warehouse	Same as central office
Aurelian Springs Institute of Global Learning	10536 Highway 48 Littleton, NC 27850
Enfield Middle S.T.E.A.M. Academy	13723 Highway 481 Enfield, NC 27823
Everetts Elementary S.T.E.M. Academy	4391 Highway 158 Roanoke Rapids, NC 27870
Halifax County Early College High School	100 College Dr Weldon, NC 27890
Halifax County Schools Empowerment Zone	8492 Highway 48 Littleton, NC 27850
Hollister Elementary Leadership Academy	37432 Highway 561 Hollister, NC 27844
Inborden Elementary S.T.E.A.M. Academy	13587 Highway 481 Enfield, NC 27823
Northwest Halifax Collegiate and Technical Academy	8492 Highway 48 Littleton, NC 27850
Pittman Elementary Leadership Academy	25041 Highway 561 Enfield, NC 27823
Scotland Neck Elementary Leadership Academy	901 Junior High School Rd. Scotland Neck, NC 27874
Southeast Halifax Collegiate Preparatory Academy	16683 Highway 125 E Halifax, NC 27839
William R. Davie Middle S.T.E.M. Academy	4391 Highway 158 Roanoke Rapids, NC 27870

* A new K-8 school will be under construction during this period.