



PIEDMONT UNIFIED SCHOOL DISTRICT

**Technology Modernization: Server Virtualization
RFP NO. 03-12-13**

Prepared May 6, 2013

Proposals due by 2:00pm 5/29/13

Proprietary and confidential

REQUEST FOR PROPOSAL

Piedmont Unified School District is requesting Proposals for a server infrastructure refresh with virtualization technology.

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Introduction and Background

The Piedmont Unified School District (PUSD) is requesting Proposals for the purpose of modernizing its technology infrastructure.

The intention of this RFP is to invite prospective vendors to submit a proposal to supply a complete server virtualization solution to Piedmont Unified School District, including servers, storage area network, backup solution, related hardware, software, professional services, training and project management.. This RFP provides vendors with the relevant operational, performance, application, and architectural requirements of the system.

The scope of this RFP will cover **virtualizing the server infrastructure in the 6 school district**, including servers, storage are network, backup solution, related ahrdware, software, professional services, training, and documentation. Piedmont Unified School District (PUSD) is a public k-12 school district in the East Bay that serves around 2,500 students and has about 400 staff. It is made up of 6 schools and one district office. The district utilizes Windows Server software and Active Directory and has Dell servers. There are no virtual machines in use. Goals for this project include removing dependency on hardware, consolidation, centralized management, and high availability.

Currently PUSD uses a mix of Windows 2003 and 2008 a mix of tower and rack mount form factors in an active directory environment. Backup procedures use a mixture of external hard disks, backup servers, disk space on a NAS, and multiple backup applications. See Exhibit A for a list of servers, disk space and services running.

The remainder of this document provides additional information that will allow a service provider to understand the scope of the effort and develop a proposal.

All information provided by PUSD in this RFP is offered in good faith. Individual items are subject to change at any time. PUSD makes no certification that any item is without error. PUSD is not responsible or liable for any use of the information or for any claims asserted therefrom.

The District's award of contract, if at all, will be made in accordance with Public Contract Code section 20118.2 and will be based on the District's understanding of the Respondents' respective skills, experience, proposed price and qualifications and overall thoroughness of the proposals and responsiveness to the RFP and during the RFP process.

Administrative

TECHNICAL CONTACT

Any questions concerning technical specifications or Statement of Work (SOW) requirements must be directed to:

Name	Stephanie Griffin
Address	740 Magnolia Ave, Piedmont CA, 94611
FAX	510-595-3523
Email	sgriffin@piedmont.k12.ca.us
Question Subject	"Server Virtualization Question"

CONTRACTUAL CONTACT

Any questions regarding contractual terms and conditions or proposal format must be directed to:

Name	Michael Brady
Address	760 Magnolia Ave, Piedmont CA 94611
Email	mbrady@piedmont.k12.ca.us

DUE DATES

All proposals are due by **2:00 pm on 05/29/2013**. Any proposal received at the designated location after the required time and date specified for receipt shall be considered late and non-responsive. Any late proposals will not be evaluated for award.

1. This RFP will be posted to the PUSD (<http://www.piedmont.k12.ca.us/?p=3753>). Any additions or corrections will be addressed in the form of addenda posted to the same location on the website.
2. Responses to all questions will be made by 5/21/2013 and will be posted on the district website.
3. It is the responsibility of the prospective bidder to check the website for updates or addenda.
4. You must provide one original and two copies of your proposal (3 total). You must also provide one digital copy (CD or flash drive) of your proposal.

SCHEDULE OF EVENTS

1. RFP Distribution to Vendors	5/8/2013
2. Walkthrough of site- optional	5/16/2013
3. Questions Due	5/21/2013
4. Proposal Due Date	5/29/2013
5. Target Date for Review of Proposals	5/29/2013
6. Anticipated decision and selection of Vendor(s)	June 2013
7. Anticipated commencement date of work	July 2013

Guidelines for Proposal Preparation

PROPOSAL SUBMISSION

Award of the contract resulting from this RFP will be based upon the vendor(s) whose response, in the district's sole judgment, represents the best value considering program needs, technical issues, cost and other factors.

PUSD reserves the right to:

- Reject any or all offers and discontinue this RFP process without obligation or liability to any potential Vendor,
- Accept other than the lowest priced offer,
- Request that some or all of the respondents submit additional written information,
- Negotiate the terms and conditions of any contract for services that may hereafter be let by the District,
- Award a contract on the basis of initial offers received, without discussions or requests for best and final offers, and
- Award more than one contract.

Vendor's proposal shall be submitted in several parts as set forth below. The Vendor will confine its submission to those matters sufficient to define its proposal and to provide an adequate basis for the district's evaluation of the Vendor's proposal.

In order to address the needs of this procurement, PUSD welcomes Vendors to work cooperatively in presenting integrated solutions. Vendor team arrangements may be desirable to enable the companies involved to complement each other's unique capabilities, while offering the best combination of performance, cost, and delivery under this RFP. PUSD will recognize the integrity and validity of Vendor team arrangements provided that:

- The arrangements are identified and relationships are fully disclosed, **and**
- A prime Vendor is designated that will be fully responsible for all contract performance.

Vendor's proposal in response to this RFP will be incorporated into the final agreement between PUSD and the selected Vendor(s). The submitted proposals are suggested to include each of the following sections:

1. Executive Summary
2. Deliverables
3. Detailed and Itemized Pricing
4. Exclusions
5. References
6. Company Overview

The details for each of the above-mentioned sections are outlined below.

Detailed Response Requirements

EXECUTIVE SUMMARY

This section will present a brief high-level synopsis of the Vendor's responses to the RFP. The Executive Summary should be a brief overview of the engagement, and should identify the main features and benefits of the proposed work. If desired, details on scope, approach or methodology may be included.

DELIVERABLES

Include descriptions of materials to be used, and other deliverables.

DETAILED AND ITEMIZED PRICING

Include a fee breakdown including labor, materials, and any travel expenses.

EXCLUSIONS

Exclusions and/or exceptions to RFP and contract terms and conditions

REFERENCES

Provide three current corporate references for which you have performed similar work.

COMPANY OVERVIEW

Provide the following for your company:

- Official registered name (Corporate, D.B.A., Partnership, etc.), address, main telephone number, toll-free numbers, and facsimile numbers.
- Key contact name, title, address (if different from above address), direct telephone and fax numbers.
- Person authorized to contractually bind the organization for any proposal against this RFP.
- Brief history, including year established and number of years your company has been offering the service of the proposal.
- Identify any subcontractors or vendor relationships

Evaluation Factors for Award

CRITERIA

Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to cost, operational, technical and management requirements, offering the best value. The following elements will be the primary considerations in evaluating all submitted proposals and in the

selection of a Vendor or Vendors:

1. Completion of proposal.
2. The extent to which Vendor's proposed solution fulfills PUSD's stated requirements as set out in this RFP.
3. An assessment of the Vendor's ability to deliver the indicated service in accordance with the specifications set out in this RFP.
4. The Vendor's stability, experiences, and record of past performance in delivering such services.
5. Availability of sufficient high quality Vendor personnel with the required skills and experience for the specific approach proposed.
6. Overall cost of Vendor's proposal.
7. Availability and commitment to completion date
8. Acceptance of contract terms.

Scope of Work

1.0 REQUIREMENTS

The following information should be used to determine the scope of this project and provide pricing for this engagement:

- All equipment and material should be new. Used, refurbished or repurposed equipment or material will not be acceptable.
- Dell servers, or equivalent, suitable for virtualization needs described in the introduction and background.
- ethernet SAN storage device
- virtualization software and licensing
- backup software and licensing
- microsoft server software as needed

Vendor should:

1. furnish and install server hardware, storage, and licensing, with capabilities to handle VMware virtualization goals as described in Introduction and Background of current servers in data center (see Exhibit A).
2. furnish and install server hardware, storage and licensing to virtualize servers at remote locations at Beach School (1) and Havens School (1) sites.
3. provide all necessary VMware software components.
4. provide sufficient professional services to completely establish the virtual environment
5. perform virtualization of current servers as appropriate.
6. implement a stable storage system large enough for VM and disk backup that provides redundancy for VM's
7. implement back-up policy and scheme, including any necessary hardware or licensing costs.
8. implement DFS, RADIUS and print server

2.0 Training

As part of the virtualization implementation PUSD would like to ensure training is provided to key personnel involved in supporting the virtual environment and the use of it features.

1. Following the successful completion of the project, the vendor is required to provide a minimum of 1 day of training on the proper configuration, daily operation, and maintenance of the system.
2. The training will be for no more than 4 individuals who work directly for the IT Department. The

vendor will provide at minimum 2 copies of all installation, configuration, and/or training materials. This includes any and all materials offered by the vendor deemed to be helpful in the day to day operations of the system.

3.0 Maintenance and Support

Following the successful completion of the project, the vendor is required to provide the following support information regarding technical support and other vendor services.

1. Materials describing the process for reporting a hardware and or software failure in any of the components of the proposed system.
2. The methods available for contacting tech support (phone, email, website, etc.) including escalation procedures.
3. Standard warranty and maintenance for each of the components proposed.
4. Upgrade path for management software and any annual support fee for the software.

4.0 Documentation

Following completion of the project, the vendor is required to provide the following documentation regarding the scope of the project:

1. written documentation and diagramming of this project. The documentation should consist of the following:
 - a. **DETAILED TECHNICAL REPORT.** A document developed for the use of PUSD's technical staff which discusses: the scope, approaches employed, diagram of topography, deviations from original plan, etc.
 - b. **EXECUTIVE SUMMARY REPORT.** A document developed to summarize the scope, approach, and results, in a manner suitable for senior management.

5.0 Cost

All items should be grouped in the following categories:

1. Hardware
2. Software and Licenses
3. Professional Services
4. Maintenance & Support (if any)

Each item must be itemized detailing its Description, Unit Cost and Quantity.

Exhibit A

- current PC server list with storage used

1	Hostname	Services	physical location	OS	Ram	storage used i
2						6696.48
3	a03	DC, File Server,Staff Home Folders, AD?	data center	2008 r2	16GB	413.2
4	ao2	DC, File Server,Staff Home Folders, Print Server,PRTG	data center	2003 R2	4GB	348.4
5	aomacserv	mac client policy (golden triangle replica)	data center	10.6		
6	bch-dc-1	DC, DHCP, Print Server, Student & Staff Home Folders, File Ser	beach	2003 R2	1GB	104.4
7	bch-dc-2	DC, dhcp, dns, file serve	beach	2008 r2	16GB	35.4
8	exchange	exchange, System Center Operations Manager 2007	data center	2003 sp2	4GB	297.43
9	hav-dc4	DC,GC, DHCP, Print Server, Student & Staff Home Folders, File	havens	2008 r2	16GB	409.2
10	hyperv	Hyper V	data center	2008 sp1	8GB	200.12
11	man1	sql2008, WDS (windows deployment services)	data center	2008 r2	16GB	206
12	om1	System Center Operations Manager 2007	data center	2003 R2	4GB	105.95
13	pas1.pusd.local		adult school	2003 R2	4GB	
14	pbs-bk1	Server backup repostory	data center	2003 R2	2GB	2536.7
15	pbs-lib1	Destiny library server, mysql	data center	2003 r2	2GB	144
16	pbs-stf1	DC,GC, DHCP, File Server, App Server,Staff Home Folders, Print	data center	2008 sp2	24GB	893
17	pbs-stu1	DC, Student Home Folders	data center	2008 sp2	24GB	192
18	pms2	DC, DHCP, File Server	PMS	2003	4GB	104.69
19	pms3	DC, Home Folders, Oasis	data center	2008 R2	16GB	189.6
20	sasi1	sasi (dhcp)	data center	2003 sp2	2GB	69.4
21	up1	AV Server	data center	2003 R2	4GB	209.18
22	up2	WSUS, Solarwinds,	data center	2008	12GB	166.91
23	wwd-dc1	DC, DHCP, Print Server, Student & Staff Home Folders, File Ser	data center	2003 sp2	1GB	30
24	wwd-dc2	DC,	data center	2003 sp2	4GB	12
25	wwd-dc3	DC, DHCP, DNS	data center	2008 r2	16GB	28.9