

May 12, 1997

INVITATION TO BID

PC WORKSTATIONS, SERVERS, NETWORK, AND PRINTERS

Riverside Community College District is inviting sealed proposals from California Multiple Award Schedule (CMAS) vendors for acquisition and installation of 242 personal computers with installation, six file servers with Novell software, twelve laser printers, two 130 port 10-BaseT switched networks to be integrated with the backbone of the existing campus network, six Uninterruptable power supplies, four CD consoles, each with at least 21 8X CD-ROM Drives, twelve Flatbed Scanners, two network utility workstations for management troubleshooting. All equipment MUST be Novell and Windows NT certified. Specifications for the equipment are contained in this document.

The District requests the bidder provide two (2) copies of the bid response, and one (1) signed original of the bid bond, hold harmless agreement, and noncollusion affidavit in a sealed package addressed and delivered to:

Purchasing Office, North Hall (3617 Saunders Street)
Riverside Community College District
4800 Magnolia Avenue
Riverside, CA 92506-1299

Envelopes must be clearly marked "Bid for PC Systems – General Purpose Student Labs" and received in the Purchasing Office not later than **2:00 p.m., Friday, June 6, 1997**. Bids received after this time will not be considered.

It is planned to present the results of the bid to the Board of Trustees at its regular scheduled meeting on Tuesday, June 17, 1997. The Board of Trustees reserves the right to reject any or all bids, and to waive any informalities in the bidding.

RIVERSIDE COMMUNITY COLLEGE DISTRICT

BID FOR PC SYSTEMS - GENERAL PURPOSE STUDENT LABS

SPECIFICATIONS AND INSTRUCTIONS

PURPOSE OF THE BID:

The Riverside Community College District will receive bids for computer workstations from CMAS qualified vendors. Bid prices shall include parts and software as specified installed and correctly configured. In order to provide continuity and standardization within the District, award will be made by lot. Failure to bid all of the items as specified will result in rejection of the bid. Evaluation of responsible bidders will be based on, but not limited to, such factors as ability to deliver products in a timely manner, ability to provide technical assistance, appropriateness of materials offered, timely replacement of defective parts, and price.

Vendors may bid on one or more of lots (#1) thru (#7). Each lot should be bid and quoted separately. Integrated proposals may be submitted in addition to the separate bids.

One lab will be located in the Science and Technology building on the Norco Campus, 2001 Third Street, Norco, CA 91760. The second lab will be located in the Science and Technology building on the Moreno Valley Campus, 16130 Lasselle Street, Moreno Valley, CA 92551-2045. Delivery and installation will take place at both locations.

Lot (#1) - COMPUTER WORKSTATION WITH HARD DRIVE AND MONITOR

Quantity - two-hundred (200) personal computers as listed below:

266 MHz Intel Pentium II Processor w/ MMX Technology
Internal 512K 1.2 Secondary Write-Back Cache
64Mb EDO RAM expandable to 256Mb
6.4 GB 11ms Ultra ATA Hard Drive
12X Toshiba XM-5702B CD-ROM Drive
Mid-tower case
IOMega Internal Zip Drive w/ 3 Zip Disks
3.5" 1.44MB Floppy Diskette Drive
64-bit Graphics with 4MB
3COM 10/100 TP Ethernet Adapter – must be full duplex capable at 100 Mbps
3Com Remote Program Load (RPL) Chip installed on network card
17" Color Monitor– 1280x1024 non-interlaced 25 dot pitch
Multi-Media Kit - Sound Card (Soundblaster Compatible),
Altec-AC5-41 Speakers w/ Earphones
104-key Windows Keyboard
MS IntelliMouse and Mouse Pad

*Must include **full versions** of the following software installed on the hard disk:*

- Windows '95 and
- MS Office 97Professional

Installation of workstations - . Please quote separately for unpacking, set-up and testing of workstations, and waste removal. (The District will provide tables and electrical outlets.)

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Lot (#1) - COMPUTER WORKSTATIONS (CONTINUED)

Quantity – one (1): temporary server

Intel Pentium 266MHz w/MMX Technology

64MB RAM 512KB cache

17" Color Display

PCI local-bus graphics accelerator

4GB SCSI disk drive with controller

3.5" 1.44MB diskette drive

12X CD-ROM drive

3 PCI TP Ethernet adapters

1 ISA TP Ethernet adapter

MS mouse with mouse pad

Windows 95 with MS Office 97 Professional Edition on CD

Lot (#2) FILE SERVERS

Quantity: six (6) file servers, Compaq Proliant or equivalent, as specified below:

P6-200 Mhz. Pentium MicroProcessor

128Mb RAM, 512K L2 Cache

3.5" 1.44 Mb floppy disk drive

Smart 2P Array Controller

4X CD-ROM

101 Key keyboard

Fast-wide SCSI-2 Controller (PCI)

4 Netelligent 10/100 TX PCI UTP Controller

1 SmartStart and IntraNetwork 50 User

3 4.3 Gb Pluggable HDD

1 4/16 Turbo DAT Tape backup

1 15" Monitor

Lot (#3) LASER PRINTERS

Quantity: 12 laser printers, Hewlett-Packard 5SI/MX or equivalent, as specified below.

24 page-per-minute

600 dot-per-inch

duplex (double-sided)

multiple paper trays –

two (2) 500 sheets trays for sizes to 11 X 17,

one (1) 2000 sheet input tray on rollers.

12Mb RAM memory

Ethernet interface

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Lot (#4) 10Mbps SWITCHED NETWORK

Quantity – two (2) 130-station 10-BaseT switched networks and interface equipment, as specified below:

Two (2) Cabletron 6000 or equivalent

- Dual power supply
- Modular switch with broadcast storm protection, port mirroring, virtual routing, virtual networking, and embedded remote monitoring (RMON) using the standard Simple Network Management Protocol (SNMP).
- Connectivity for 100BaseT duplex input from server and one-hundred-and-thirty (130) 10-Mbps Switched Ethernet ports.

Lot (#4) 10Mbps SWITCHED NETWORK (continued)

- Distributed switch processing with throughput exceeding 2,000,000 packets a second with bandwidth exceeding 3.2 Gbps.

Quantity – four (4): DSU's

Access to high-speed T-1, fractional T-1, and Frame Relay services.

Supports AMI or B8Zs line coding.

Configured through dip switches or terminal.

Converts V.35, RS449, EIA 530 compatible DTW signals to T-1 network compatible signals.

DTE data rate is software selectable, from 56KB/s to 1.536MB/s

Provides mechanism for in-band controlled fractional loopbacks.

Motorola FT-100 or equivalent

Quantity – one (1) Router Cisco 2501 or equivalent

2 serial (high-speed) and 1 Ethernet (10BaseT) connections.

8MB Flash and 4MB DRAM.

Desktop feature set (IOS Release 11.2)

19" Rackmount kit

Quantity – two (2) V.35 Male cables

Cisco order number CAB-V35MT

Quantity – one (1) Hub (

Cabletron SmartSwitch 2200 or equivalent

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BID FOR PC SYSTEMS - GENERAL PURPOSE STUDENT LABS
SPECIFICATIONS AND INSTRUCTIONS

Lot (#5) Uninterruptable Power Supplies

Quantity: - six (6) APC Matrix 3000 UPS System

Lot (#6) CD-Console

Quantity: Two (2) CD server with 40 (expandable to 63) CD-ROM Drives

Modular design, CPU Driven

Direct network connection

Must run multiple drives simultaneously

Standard 19" rack mount

Redundant and hot swappable power supplies and fans and CD-ROM drives

Lot (#7) 600 DPI Scanners

Quantity: Twelve (12) 600 dpi single pass flatbed scanners

24-bit color graphics

Bundled with full versions of OmniPage and PhotoShop software

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QUANTITIES:

The District has immediate requirements for certain items contained in this bid. However, the quantities requested are estimates only and in no way guarantee the purchase of those quantities. The purpose is to establish firm pricing for expected future purchases. Therefore the bidder should assume that additional purchases made would likely consist of multiple smaller quantities over the time period specified.

The District requires that all pricing contained in this bid remain in effect through September 1, 1997. This agreement may be extended for additional one-year periods by mutual consent of both parties (through September 1, 1999). Bidders must agree that pricing for each item will be firm and that purchases in excess of the bid request will be honored through the commitment period.

PRICE CHANGES:

In the event that, during the contract period, the bidder reduces said prices to any of its other customers for the same or similar products, then the prices herein will be changes to reflect the reduced prices effective as of the date lower prices shall be offered to other customers. In no event shall prices be increased during the term of this contract or any extension of this contract. In addition, within 24 hours of any price decrease the District shall be notified in writing of such changes and any pending orders shall reflect the newer price.

INTRODUCTION OF UPGRADES OR NEW TECHNOLOGY:

In the event that an item within the bid is discontinued or replaced by an upgraded item that performs the same task, it shall be deemed an acceptable replacement if it meets or exceed original specifications and is provided at the same or lesser price than the original item.

Where an innovation significantly changes hardware and performance, the bid price can be adjusted upward by mutual agreement so long as the amount is either the CMAS price or the same percentage discount that applies to this contract, whichever is lower.

DELIVERY:

All items shall be bid F.O.B. destination. **Note the delivery dates below for the initial order.** Any bidder who cannot pledge this delivery arrangement must make clear this specification within their bid.

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DELIVERY DATE:

For the initial order, delivery is required by July 21, 1997 – 120 workstations or half of each lot for to the Moreno Valley Campus at 16130 Lasselle Street, Moreno Valley, CA 92551 and 120 workstations or half of each lot to the Norco Campus at 2001 Third Street, Norco, CA 71760. If delivery is not made within 14 days of the required date, the Vendor will be required to unpack, install and test all computers at no cost to the District. If delivery is not made within 28 days of the required date this contract may be cancelled and equipment returned at the vendor's expense.

COMPATIBILITY:

Since components listed in this bid will be added to existing systems, it is required that all items be 100% compatible with those listed. Nothing stated herein is intended to be restrictive against a particular brand offered. However, equipment that is not completely compatible with existing systems may be rejected on that basis. Compatibility shall include, but not be limited to:

- Operation of software currently issued in the district.
- Mechanical compatibility and configuration adaptability.
- Ease of repair and availability of compatible parts.
- Network compatibility (Ethernet, Novell, Windows NT – up to 100 Mbps).
- Compatibility may extend to other systems and networks not mentioned.

The capability of connecting computer workstations to the District mainframe, intranet, internet, and local area networks requires that computer workstations bid must be able to connect to all of the above. The future connectivity of all District academic and administrative computers is essential. Compatibility and performance tests may be conducted to confirm the workstation capabilities. District personnel at District facilities must verify the performance test. The District will use industry-published reports to verify performance and compatibility. The District reserves the right to determine compatibility on all products.

HARDWARE ACCEPTABILITY:

Only hardware that is available for general sale or lease, in current production, and which has been used by education institutions in satisfactory operation, will be considered acceptable. The District reserves the right to determine which bid is consistent with the best interests of the District.

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MANUFACTURER'S REPRESENTATIVE.

Dealers who submit an offer as a manufacturer's representative must supplement the offer with a letter from the manufacturer certifying that

- 1) the vendor is a *bone fide* dealer for the specific equipment presented, that
- 2) the vendor is authorized to submit an offer on such equipment, and that
- 3) guarantees that, should the dealer fail to satisfactorily fulfill any obligations established as a result of the award, the manufacturer will assume such obligations or provide for their competent assumption by one or more *bone fide* dealers for the balance of the award period.

TECHNICAL SUPPORT:

All bids submitted for computer workstations shall include lifetime technical support via a toll-free technical support phone number at no additional cost. To fully meet District needs, the technical support number must be staffed by live on-site technicians and provided on a 24-hour 7-days-a-week basis. These technicians must be qualified to offer immediate technical assistance and empowered to issue replacement parts and return authorizations. (Voice-mail, clerical staff, generic recordings, and message taking are not considered acceptable forms of phone support). Successful bidders must demonstrate the ability to provide this type of support. Failure to meet this specification or to provide the technical support phone number within the bid may result in rejection of the bid.

RATINGS AND RELIABILITY:

Computer workstations submitted for bid will be verified against major computer trade publication's rating and testing reports for reliability, performance, networkability, expandability, technical support, and repair service. Computers that fail to meet this specification may be rejected on this basis. The District reserves the right to make final determinations regarding ratings and reliability.

SPECIFICATION SHEETS:

Specification sheets for computer workstations being bid, other than those listed within the bid schedule, must be included with the bid. Specification sheets must be complete and demonstrate clearly the product's ability to meet District specification requirements. The responsibility to provide these sheets rests solely with the bidder. The District reserves the right to make final determination regarding conciseness and completeness of specification sheets provided. Failure to meet this condition may result in rejection of the bid.

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ENVIRONMENT:

No separate, special, or newly constructed facilities may be required for these products. The bidder must specify if any special floor-space or layout configurations will be necessary for the system. The bidder must specify if any particular heating, cooling, or electrical power configurations will be necessary.

DELIVERY OF SAMPLES:

Samples of equipment and peripherals may be required for evaluation. Samples will be delivered to the District and returned to the bidder at the bidder's expense. Bidders are hereby notified to have samples of items ready for prompt evaluation if required within five calendar days of bid opening. Samples that cannot be provided in that time frame will not be considered for award.

MANUALS, LICENSES, AND COPIES OF SOFTWARE:

Bidder shall provide all operation and/or service manuals normally provided with each item included in this bid at no additional cost to the District. Bidder shall provide license numbers and CD-ROM versions of all installed software including Windows 95, MS Office Professional for 97, utilities and drivers required for the specified equipment and peripherals, along with diagnostic and maintenance utilities normally provided for the specified hardware and software.

WARRANTY:

The District requires and bidders agree that as part of the purchase price, all products purchased under the terms of this bid shall be covered by a replacement parts warranty for a minimum period of three (3) years. Each bidder acknowledges the obligation for this kind of warranty and any bidder who cannot pledge this warranty should make clear their exception to this specification in their bid.

ADDITIONAL FEES:

Any and all additional fees not covered in the pricing of the equipment and software must be indicated by the bidder.

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RIGHT TO REJECT BIDS:

The District reserves the right to reject any or all bids, to waive any discrepancy or technicality, and to split the awards in any manner deemed most advantageous to the district.

ATTACHMENTS AND SPECIFICATIONS:

Please include all options (if any) as either an attachment to the bid response or as separate bids. You must include copies of technical specifications for all equipment bid. If the District cannot determine the specifications for the listed equipment, the bid will be rejected.

PATENTS, ETC.:

The vendor shall hold the Riverside Community College District, its officers, agents, and employees, harmless from liability of any nature or kind on account of use of any copyrighted or non copyrighted composition, secret process, patented or unpatented invention, article or appliance furnished or used in this bid. The hold harmless agreement must be signed and included in the bid package.

REFERENCES:

Each vendor must submit at least three (3) references from similar institutions using similar equipment. It is preferred that they be educational institutions in Southern California. These references **must** include the institution's name, address, current phone number, and contact. References will be checked before any bid is awarded. The District reserves the right to reject a bid if the references fail to provide a positive response to requests for information or if the reference provides a less than satisfactory evaluation of the vendor.

FINANCIAL STATEMENTS/FINANCIAL STABILITY:

A brief financial statement indicating financial viability must be included. The District is requiring that the vendor be financially solvent and have a reasonable chance of being in business for several years.

Upon request, the bidder must submit its public annual report to demonstrate the financial stability of the vendor to the District. The district reserves the right to define and determine financial stability.

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OTHER AGENCY CONSIDERATION:

Other Unified School Districts, the County Superintendent of Schools, and Community College Districts within the County of Riverside may secure the identical items at the same price and upon the same terms and conditions pursuant to Section 20118 of the Public Contract Code. This District waives its right to have such other District draw its warrant in favor of the District as provided in said Code Section.

INFORMATION REGARDING BID PROCEDURES AND SPECIFICATIONS:

Bid procedure questions should be addressed to:

Maria Rausch, Purchasing Specialist
(909) 222-8861 or email mrausch@rccd.cc.ca.us

Equipment specification questions should be addressed to:

Dr. Donald G. Perrin, Dean of Learning Technologies
(909) 222-8835 or email dperrin@rccd.cc.ca.us.

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HARDWARE / SOFTWARE / TECHNICAL SUPPORT REQUIREMENTS

VENDOR ACKNOWLEDGEMENT

The authorized agent of the vendor who signs this bid must also initial below in the appropriate space their response to these requirements. Failure to do so may result in rejection of bid. This page is to be included in the sealed bid response.

ITEM	WILL COMPLY	WILL NOT COMPLY
California Multiple Awards Schedule (CMAS) Authorized Vendor		
To provide continuity within the District and to assist in more easily securing the computer workstations, servers, and other equipment within an encased security device, the successfully bid equipment must be consistent with the size, type, and style of equipment cases that are provided.		
To assist in properly identifying systems, each unit should clearly indicate processor speed in the front of the CPU.		
To assist in properly identifying systems, each unit must be individually serialized.		
The specified software and/or CD programs included with each workstation must be installed prior to shipping.		
All software and/or CD-programs included with each workstation must include original disks and manuals.		
Upon request, successful bidder shall provide price quotes for replacement parts, add-ons, upgrades, memory, etc. on a 24-hour turn-around basis.		
Technical phone support must be staffed by live on-site technicians who are qualified to discuss and resolve network connectivity, hardware/software configurations, and hardware failure. In the event of hardware failure, technicians must be empowered to immediately issue replacement parts or return authorizations. Voice-mail, clerical staff, generic recordings, and message taking are not considered acceptable forms of technical phone support.		
To provide for district personnel who work beyond standard hours, the above technical support phone line must be available and staffed by live qualified technicians on a 24-hour, 7-days-a-week basis.		

HOLD HARMLESS AGREEMENT

The Contractor agrees to and does hereby indemnify and hold harmless the District, its officers, agents, and employees from every claim or demand made, and every liability, loss, damages, or expense, or any nature whatsoever, which may be incurred by reason of:

Liability for damages for (1) death or bodily injury to persons, (2) injury to, loss or theft of property, or (3) any other loss, damage or expense arising under either (1) or (2) above, sustained by the Contractor or any person, firm or corporation employed by the Contractor upon or in connection with the work called for in this Agreement, except for liability resulting from the sole negligence or willful misconduct of the District, its officers, employees, agents or independent contractors who are directly employed by the District; and

Any injury to or death of persons or damage to property caused by any act, neglect, default or omission of the Contractor, or any person, firm, or corporation employed by the Contractor, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm or corporation, including the District, arising out of, or in any way connected with the work covered by this agreement, whether said injury or damage occurs either on or off school district property, if the liability arose from the negligence or willful misconduct of anyone employed by the Contractor, either directly or by independent contract.

The Contractor, at his own expense, cost, and risk, shall defend any and all actions, suits, or other proceedings that may be brought or instituted against the District, its officers, agents or employees, on any such claim, demand or liability, and shall pay or satisfy any judgment that may be rendered against the District, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

Authorized Signature of Bidder

Date

RIVERSIDE COMMUNITY COLLEGE DISTRICT
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BID FORM

The authorized signature of the vendor's representative certifies that all information submitted as part of this bid response to be true and correct and that the terms of the bid documents are agreed to herein.

<p><u>COMPANY NAME:</u></p> <p><u>ADDRESS:</u></p> <p><u>CITY, STATE, ZIP:</u></p> <p><u>PHONE NUMBER:</u></p> <p><u>FAX NUMBER:</u></p>	<p><u>AUTHORIZED SIGNATURE:</u></p> <p><u>PRINTED NAME:</u></p> <p><u>TITLE:</u></p> <p><u>DATE SIGNED:</u></p> <p><u>SALES REPRESENTATIVE:</u></p>
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	QTY	UNIT PRICE	EXTENSION	TAXES (RATE: %)	TOTAL
#1 – PC WORKSTATIONS	240				
#2 - FILE SERVER & NETWARE	6				
#3 - LASER PRINTER	12				
#4 - 10Mbps SWITCHED NETWORK	2				
#5 – UNINTERRUPTABLE POWER SUPPLY	6				
#6 - CD-CONSOLE	4				
#7 - 600dpi SCANNER	12				
#8 – UTILITY WORKSTATIONS	2				

Please indicate if there are to be shipping charges added to the above costs.

Please indicate brand names and model numbers of all items bid.