



31 South Penn Street ▪ P.O. Box 328 ▪ Allentown, PA 18105
Administration Center ▪ 484-765-4246 ▪ Fax: 484-765-4078

REVISED October 19, 2020

Request for Proposals Student Device Purchase 2020 Allentown School District

31 S. Penn Street
Allentown, PA 18102

Summary

The Allentown School District is seeking to purchase new Chromebooks to meet the needs of our students in our Virtual Campus during the pandemic. In addition, a Strategic Action in our Strategic Framework states, “Center the district’s work on personalized learning and instruction.” This document describes the Chromebook specifications we are seeking, the method for vendors to submit questions, the due date and submission method for vendor proposals. In addition, this RFP includes the purchases of the non-public schools who are utilizing Federal Grant funds to purchase a variety of devices.

RFP Due Date, Submission Requirements

Proposals are due by **Tuesday, November 3, 2020 at 12:00pm Eastern Time**. Proposals received after this date will be late and ineligible for consideration. All proposals will need to be sent electronically in pdf format by email to RFP@allentownsd.org. If a vendor wishes to offer several solutions, he/she may do so either by submitting separate proposals or by including a line item cost table for each model in one proposal.

Evaluation of Proposals

All proposals shall remain valid for a minimum of 60 days after the Proposal Due Date to allow adequate time for evaluation. The District may award a contract based on initial proposals received without discussion of such proposals with suppliers. Accordingly, each initial proposal should be submitted with the most favorable price and service available. The District reserves the right to negotiate with any or all offering proposals, to reject any or all proposals, and to call for best and final offers after negotiations have concluded. The District reserves the right to select more than one provider if necessary.

Vendor Q&A

Please email all questions to:

Melissa L. Smith

smithm@allentownsd.org

Executive Director of School Improvement and Compliance

Vendor Profile

Provide a short (one page or less) corporate profile including the types of business in which the company is currently engaged.



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References

Provide at least two references (school systems) for whom you have provided Chromebooks in similar or greater quantity and whom we may contact.

Award of the RFP

Upon completion of the evaluation process, the District may award the RFP to the vendor whose proposal is determined to be most advantageous to the District with price and other factors considered. All pertinent District policies and State of Pennsylvania purchasing codes and State procurement policies and procedures apply. The District reserves the right to select more than one vendor if necessary.

A Vendor will be chosen based on:

- Cost (primary factor)
- Auto Update Expiration Date for the specific Chromebook model proposed
- Ruggedized features (drop rating, peel resistant keys, etc.)
- Warranty
- References
- Ability to deliver by requested delivery date
- Degree to which the merits of proposal meet or exceed the requirements in this RFP

Product Specifications Chromebooks

The Allentown School District is seeking proposals for a minimum of **3006 Chromebooks** for student use, with the minimum specifications as described in the table below. The non-public schools are seeking a minimum of **123 Chromebooks**. All Chromebooks must be new and not refurbished units. This is the initial purchase of Chromebooks with the possibility of another purchase later in the school year. **The minimum Chromebooks purchase is 3,129.**

Item	Minimum Specifications
CPU	2.10 GHz or greater AMD or Intel
Local Storage	32 GB eMMC or greater
Memory	4 GB LPDDR3 or greater
Screen Type	LED Touch Screen
Screen Size	11.6" or greater
Screen Resolution	1366 x 768 or greater
Wireless	802.11AC + Bluetooth
Chrome Auto Update Expiration Date	June 2026 or greater
Additional Requirements	Webcam, Manufacturer OEM Accidental Damage Protection Warranty (3 years), Google Management License, Absolute Resilience for Chromebooks License (3 year), Device Enrollment into Management Console, Device Labeling.



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Product Specifications: Dell Laptops

The Allentown School District is seeking proposals for a minimum of **64 Dell Latitude Laptops** for non-public schools, with the minimum specifications as described in the table below. All laptops must be new and not refurbished units. This is the initial purchase of Dell Laptops with the possibility of another purchase later in the school year.

Item	Minimum Specifications
CPU	Intel® Core™ i5
Local Storage	256 GB SSD
Memory	8 GB DDR4 Non-ECC
Screen Type	LED
Screen Size	14" FHD (1920x 1080)
Screen Resolution	1366 X 768
Wireless	802.11 AC
Additional Requirements	Camera & Microphone

Purchasing Timeline

Purchasing will be done in the November-December timeframe. The option of purchasing more Chromebooks at the same pricing if the need arises throughout the school year should be an option.

Delivery

Delivery is expected within 4 weeks after the order date. Cost of delivery must be included in your proposal either as a separate line item or built into the Chromebook cost.

Warranty

Please include in your proposal the standard warranty description and any options that are available for an extended warranty. Also explain the warranty repair process including shipping cost if any.



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Proposal Checklist

This is a checklist to make clear what we require to be included in your proposal:

- Vendor contact information
- Vendor references
- Vendor profile
- Chromebook make and model, with cost
- Chromebook options, if any, and cost
- Dell Laptop model, with cost
- Standard warranty description
- Delivery cost if any
- Estimated delivery date lead time
- Options for same pricing after initial order