

**HACC — Central Pennsylvania's Community
College Harrisburg, PA**

**Request
for Bid:
RFB15-21
For**

**Polycom Maintenance for Infrastructure and
Video Conferencing Equipment**

Harrisburg Area Community College is seeking qualified bidders to provide a comprehensive annual maintenance agreement for Polycom infrastructure and video conferencing equipment. The agreement will include remote support at any of HACC's five (5) campuses. The contract will be for a period of 36 months with a separate purchase order to be issued for each fiscal year. For future video conferencing equipment purchases, maintenance costs will not exceed quoted prices, after product warranty period expires, for the duration of the contract.

Dates:

DATE OF ISSUANCE:	April 15, 2015
DEADLINE FOR QUESTIONS:	April 22, 2015
QUESTIONS ANSWERED:	April 29, 2015
DEADLINE TO SUBMIT BIDS:	May 6, 2015, 02:00 p.m.
BID OPENING:	May 6, 2015, 02:00 p.m.
SUBMIT BIDS ONLINE:	PennBid Program (www.PennBid.net)
DIRECT QUESTIONS TO:	"Questions" tab within PennBid

BID DUE DATE: May 6 by 2:00PM

Award of Contract: Following the June 2, 2015 Board of Trustees Meeting

Sealed Bids Must Be Submitted Online via the PennBid Program (www.PennBid.net)

Bid results will be posted on PennBid website.

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**HACC - Central Pennsylvania's Community
College**

REQUEST FOR BID

**RFB15-21 Polycom Maintenance for Infrastructure and
Video Conferencing Equipment**

BID FORM

Bid Deadline:

To be considered for selection, sealed bids should be submitted online via the PennBid Program (www.PennBid.net) by 2:00 pm on Wednesday May 6, 2015. Bids received after this time will not be accepted. ONLY BONAFIDE BIDS WILL BE ACCEPTED. Bids will be opened and read aloud immediately following the bid receipt time.

Acceptance of Bid

The College reserves the right in awarding the contract to consider the competency, responsibility, and suitability of the Bidder, as well as the services to be provided. The College further reserves the right to accept or reject any or all bids, to waive any irregularities or informalities, and to award the contract in the best interest of the College. Neither the College nor any agent thereof on behalf of the College will be obligated in any way by any Bidder's response to this RFB.

The College also reserves the right to allow a Bidder to correct a defect in its Bid provided that correction of the defect does not alter the amount of the Bid or the scope of work required under the Bid.

Addenda to the RFB

In the event that it becomes necessary to revise any part of this RFB, HACC's Procurement and Contracts Office will provide addenda in writing to the bidders who indicate that they are interested by returning the acknowledgement sheet (page 2). No oral statements, explanations, or commitments by whosoever made shall be of any effect except as the Colleges Procurement and Contracts Office has confirmed the same in writing.

Oral Communication

Oral communication with any College employee, unit, department, or organization concerning this RFB is not binding on the College and shall in no way modify the RFB or the obligation of the College or the provider.

Harrisburg Area Community College is a member of the following Group Purchasing Organizations, so please price accordingly:

- 1) Educational & Institutional Cooperative Service, Inc.
- 2) Provista
- 3) NJPA
- 4) Amerinet
- 5) US Communities
- 6) Keystone Purchasing Network (KPN)
- 7) COSTARS

END OF BID FORM

VENDOR REGISTRATION FORM

To all Proposers: Please register your firm’s information on HACC’s website – go to:
<https://vps.hacc.edu/vendorlogin/index.cfm>

SIGNATURE_____

FIRM NAME_____

ADDRESS_____

TELEPHONE_____EMAIL ADDRESS_____

END OF VENDOR REGISTRATION FORM

BID CERTIFICATION

(date)

Procurement and Contracts, TL203
Harrisburg Area Community College
One HACC Dr.
Harrisburg, PA 17110

The undersigned certifies that to the best of his/her knowledge: (check one)

- () There is no officer or employee of HACC, Central Pennsylvania Community College who has, or whose relative has, a substantial interest in any contract award pursuant to this proposal/bid.
- () The names of any and all public officers or employees of HACC, Central Pennsylvania Community College who have, or whose relative has, a substantial interest in any contract award pursuant to this proposal/bid are identified by name as part of this submittal.

The undersigned further certifies that their firm (check one) _____ IS or _____ IS NOT currently debarred, suspended, or proposed for debarment by any state or federal entity. The undersigned agrees to notify the College of any change in this status, should one occur, until such time as an award has been made under this procurement action.

In compliance with Request for Bid RFB15-21 Polycom Maintenance for Infrastructure and Video Conferencing Equipment and after carefully reviewing all the terms, conditions and requirements contained therein, the undersigned agrees to furnish such goods/services in accordance with the specifications/scope of work.

firm

address

signature required

phone no.

print name

fax no.

title

fed. tax id no.

Harrisburg Area Community College

Technical Specifications

RFB15-21 Polycom Maintenance for Infrastructure and Video Conferencing Equipment

- Bidder must be a certified Polycom partner with helpdesk services that can escalate directly to Polycom if necessary.
- Bidder will provide three (3) references with corporate information.
- Bidder will provide Enterprise phone support with access to Polycom tier level support (Mon-Fri 8 a.m. – 7p.m. EST minimum) and guarantee next business day parts and equipment.
- A large portion of the equipment was purchased and installed in 2014, with the oldest cameras being approximately four (4) years old.
- HACC desires to utilize selected vendor for any replacement hardware or additional equipment, parts and licensing.
- Equipment is listed below:
 - RMX1 – SN: SR2140129051 (20 HD 720p resources / 60 audio resources)
 - RMX2 – SN: SR2140129072 (20 HD 720p resources / 60 audio resources)
 - DMA 7000 – SN: B060FZ1 (500 concurrent calls H.323 and SIP)
 - Resource Manager – SN: JRYMBY1 (500 registered devices)
 - RPAD – SN: JRZ97Y1 (Licensed for 100 calls)
 - Cloud Axis MEA Server – Virtual Server
 - Cloud Axis WSP Server – Virtual Server (Licensed for 100)
 - HDX 8000 Harrisburg Boardroom (two Eagle Eye cameras) – SN: 88133111E9EAPG
 - HDX 8000 Harrisburg Stabler 102 (two Eagle Eye III cameras and two Polycom suspended ceiling mics) – SN: 88103710D353PG
 - HDX 8000 Lebanon 104C (one Eagle Eye camera) – SN: 88102710875FCG
 - HDX 8000 Lebanon Multipurpose Room (one Eagle Eye camera) – SN: 881017106CE2CG
 - HDX 8000 York Cytec Mobile (two Eagle Eye cameras) – SN: 8208310A874APG
 - HDX 8000 York Cytec 106q (one Eagle Eye camera) – SN: 881141112EEDPG
 - Real Presence Group 500 Gett. 400F (one Eagle Eye IV camera) – SN: 8214504304B0CV
 - Real Presence Group 700 Lancaster Main 326 (two Eagle Eye IV cameras – two digital extenders) – SN: 82144040CFF5CW

END OF BID SPECIFICATIONS**COST PROPOSAL**

Equipment:	Annual Cost:
RMX1 – SN: R2140129051	
RMX2 – SN: SR2140129072	
DMA 7000 – SN: B060FZ1	
Resource Manager	
RPAD – SN: JRZ97Y1	
Cloud Axis MEA Server	
Cloud Axis WSP Server	
HDX 8000	
HDX 8000	
HDX 8000	
HDX 8000	
HDX 8000	
HDX 8000	
Real Presence Group 500	
Real Presence Group 700	
Total Annual Cost:	\$0.00

END OF COST PROPOSAL