

INSTRUCTIONS TO BIDDERS**For****VMWare Upgrade Project****RFP #25-03**

Issued 3/12/2025

March 26, 2025**1:00 P.M. CST**

Sealed Bids are invited pursuant to specifications

BID:

Bids will be received and publicly read aloud by Rock Valley College at the place, date and time hereinafter designated. You are invited to be present if you so desire.

PLACE:

Rock Valley College
SSB Conference Room 1309
3301 N Mulford Rd
Rockford, IL 61114-5699

OPENING DATE: Wednesday, March 26, 2025**TIME:** 1:00 P.M. Central Standard Time

Bids received after this time will not be accepted.

Bids must be in accordance with the instructions contained herein. All Submittals are to contain a total of **one (1) hard copy and one (1) digital device**. They shall be submitted on or before the specified closing time in an opaque sealed envelope addressed to:

Karen Kerr, Director of Business Services
Business Services, SSB 2205
Rock Valley College
3301 N Mulford Rd
Rockford IL 61114-
5699

All envelopes should be plainly marked with the Bidder's name and address and the following notation: *RFP #25-03 VMWare Upgrade Project*

EMAILS OR FAXES ARE NOT ACCEPTABLE

MANDATORY PRE-BID MEETING: A mandatory pre-bid meeting will be held on Monday, March 17, 2025, at 3:00 P.M. The meeting will be held in-person with a virtual option at 3301 N. Mulford Road, Rockford, IL 61114 in the Support Services Building (SSB) Room 1300. Attendance will be taken of both in-person and virtual attendees. The virtual option will be via Microsoft Teams.

Microsoft Teams location for the virtual pre-bid meeting will be as follows.

A link to the virtual option can be emailed upon request. Request should be sent to Karen Kerr at K.Kerr@RockValleyCollege.edu.

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGM4Nzk2NGItMTcxNS00MTQzLTk2MTgtYjJlMTNjMzlkMTE0%40thead.v2/0?context=%7b%22Tid%22%3a%2260001d96-f9e1-410d-b637-1b1737938dcc%22%2c%22Oid%22%3a%22b5845550-f932-42e4-aff-0d2311412974%22%7d

Meeting ID: 275 813 575 790
Passcode: ta3tP9YX

The bid opening will not include a virtual option.

QUESTIONS: Must be submitted no later than 12:00 noon CST on Tuesday, March 18, 2025 via email to Karen Kerr at K.Kerr@RockValleyCollege.edu.

STANDARD INSTRUCTIONS

1. **TAX EXEMPTION:** Rock Valley College (“RVC”) is exempt from Federal, State, and Municipal taxes and Illinois Retailers Occupational Tax.
2. **SIGNATURE AND REPRESENTATION:** The signature on Bid/Proposal documents is to be that of an authorized representative of said company. Each bidder (individually, “Contractor/Vendor/Bidder”), by making their Bid/Proposal, represents that they have read and understand the Bid/Proposal documents and that these instructions to bidders are a part of the specifications. Further, by signing the Bid/Proposal documents, each bidder acknowledges that Bids/Proposals shall include the delivery of all materials, including but not limited to, all necessary equipment, supplies, tools, accessories, transportation, insurances, warranties, and all other facilities, and the performance of all labor and services necessary for the proper completion of the Work (as defined in this Bid/RFP Package), and that Bids/Proposals shall not include federal excise tax or state sales tax for materials to be incorporated in, or totally consumed in the prosecution of, the Work to be performed. **BY SUBMITTING A BID/PROPOSAL, THE BIDDER REPRESENTS TO ROCK VALLEY COLLEGE THAT IT HAS CAREFULLY REVIEWED THIS BID/RFP PACKAGE, AND IS NOT AWARE OF ANY VAGUE, AMBIGUOUS OR INCONSISTENT TERMS CONTAINED THEREIN.**
3. **DISQUALIFICATION:** RVC’s Director of Business Services will make such investigation as is necessary to determine the ability of the Bidder to fulfill Bid/Proposal requirements. RVC reserves the right to reject any Bid/Proposal if it is determined that Contractor/Vendor is not properly qualified to carry out the obligations of the Contract, in which case Contractor/Vendor will be declared non-responsible.
4. **ALTERNATE BIDS:** An alternate bid shall not be considered unless requested by RVC. An alternate bid does not constitute a counteroffer by Bidder. An alternate bid shall not become a part of the Agreement unless approved by RVC in writing upon award of the bid.
5. **NON-CONFORMING BIDS:** Contractor/Vendor shall not make any changes to the wording of the bid documents. Any bid submittal that contains or purports to contain changes to the wording of the bid documents or qualifications, terms, conditions, or provisions in addition to or in conflict with this bid package, shall be automatically rejected as non-responsive. Any bid that omits bid pricing for any part or parts of the base bid and/or any alternate shall be automatically rejected as non-responsive. RVC will not allow such changes, alternates, or substitutions unless issued as part of an addendum. Should Contractor/Vendor seek to use any substitution or alternate, Contractor/Vendor shall provide the specifications for said substitution or alternate as a written question in conformance with the requirements for questions as set forth in this Bid/RFP.
6. **ACKNOWLEDGEMENT OF ADDENDA:** The signature of a company official on original Bid/Proposal document shall be construed as acknowledgement of receipt of any and all addenda pertaining to the specific Bid/Proposal. Identification by number of the addenda and date issued should be noted on all Bids/Proposal submitted. A copy of any and all Addenda must be included with the Bid/RFP packet.
 - a. ***FAILURE TO ACKNOWLEDGE RECEIPT OF ADDENDA ON BID/PROPOSAL SUBMITTED MAY RESULT IN DISQUALIFICATION OF BID/PROPOSAL.***
 - b. ***Bidders are responsible for checking back on the Bid/RFP website for any addenda issued.***
7. **PROPRIETARY INFORMATION:** Contractor/Vendor should be aware that the contents of all

submitted Bids/Proposals are subject to public review and will be subject to the *Illinois Freedom of Information Act*. All information submitted with your Bid/Proposal will be considered public information unless Contractor/Vendor identifies all proprietary information in the proposal by clearly marking on the top of each page so considered, "Proprietary Information." The Illinois Attorney General shall make a final determination of what constitutes proprietary information or trade secrets. While RVC will endeavor to maintain all submitted information deemed proprietary within the College, it will not be liable for the release of such information, and the Contractor/Vendor hereby waives and releases any and all such claims.

8. **BLACKOUT PERIOD:** After RVC has advertised for Bids/RFPs, no Contractor/Vendor shall contact any RVC officer(s) or employee(s) involved in the solicitation process, except for interpretation of Bid/RFP specifications. No Contractor/Vendor shall visit or contact any RVC officers or employees until after the Bids/RFPs are awarded. During the black-out period, any such visitation, solicitation or sales call by any representative of a prospective Contractor/Vendor in violation of this provision may cause the disqualification of such Contractor/Vendor's submittal; RVC shall have the sole, absolute, and unilateral discretion to disqualify such Contractor/Vendor.
9. **FIRM BIDS:** All Bids/Proposals shall be considered firm for a period of ninety (90) days from the date established for the opening of Bids/Proposals, as such Bids/Proposals may not be withdrawn during that period without the consent of RVC. RVC reserves the right to accept any Bid/Proposal or to reject any and all Bids/Proposals, or parts of such Bid/Proposal, and/or to waive any informalities or irregularities in bidding.
10. **TERMINATION:** RVC may terminate this Contract at any time, in whole or in part, with or without cause, upon written notice to Contractor/Vendor. If this Contract is terminated by RVC for cause, including but not limited to Contractor/Vendor's breach of any provision of this Contract, RVC shall have no further obligation to make payments to Contractor/Vendor for work or services completed, and Contractor/Vendor shall be liable to RVC for any increase in cost incurred by RVC in completing the work or services. If this Contract is terminated by RVC for convenience, Contractor/Vendor shall be paid for work or services properly completed prior to termination but shall not be entitled to any other compensation by RVC. Regardless of whether RVC exercises its right of termination, Contractor/Vendor hereby waives any and all claims for lost profits, and for any other consequential or incidental damages.
11. **TERMINATION OF FUNDING:** RVC's contractual obligations will be subject to termination and cancellation without penalty, accelerated payment, or other recoupment mechanism as provided herein in any fiscal year for which the Illinois General Assembly or other legally applicable funding source fails to make an appropriation to make payments under the terms of this Contract. In the event of termination for lack of appropriation, the Contractor/Vendor shall be paid for the reasonable services performed under this Contract up to the effective date of termination. RVC shall give notice of such termination for funding as soon as practicable after becoming aware of the failure of funding.

12. UNDERSTANDING OF DOCUMENTS: Each Contractor/Vendor shall carefully examine all Bid/RFP documents and all addenda thereto, and shall thoroughly familiarize themselves with the detailed requirements thereof prior to submitting a Bid/Proposal. Should a Vendor/Contractor find discrepancies or ambiguities in, or omissions from documents, or should they be in doubt as to their meaning, they shall at once notify RVC. If necessary, RVC shall issue a written addendum. RVC will not be responsible for any oral instructions. All inquiries shall be directed in conformance with the requirements for questions as set forth in this Bid/RFP. After Bids/Proposals are received, no allowance will be made for any oversight by Vendor/Contractor.
13. CONTRACT: Upon award of the Contract by RVC's Board of Trustees, Vendor/Contractor shall enter into a contract with RVC in the same form as included in the bid documents and/or incorporating all terms and conditions contained in this bid package, including but not limited to the Standard Instructions and all applicable Minimum Insurance Requirements (the "Contract").
14. INDEMNIFICATION: The Contractor/Vendor agrees to indemnify, hold harmless and defend RVC, the members of the Board of Trustees of RVC, its officers, employees, student teachers, and agents thereof against any and all suits, actions, legal proceedings, claims, and demands of any kind, and against all damages, judgments for personal injuries, including death to any person (including but not limited to third parties, employees of RVC, employees of Contractor/Vendor or any subcontractor or any agent or Contractor/Vendor and their dependents or personal representatives), loss, cost, expense and attorneys' fees, in any manner caused by, arising from, incidental to, connected with or growing out of the subject matter of and services provided under the Contract and this Bid/RFP. However, nothing in this Contract shall require Contractor/Vendor to indemnify RVC or any other party from RVC's own negligence, and this clause shall be interpreted to be consistent with the Construction Contract Indemnification for Negligence Act. Contractor/Vendor's duty to indemnify RVC shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for Contractor/Vendor under the Illinois Workers' Compensation Act. Contractor/Vendor waives any and all rights and releases any and all claims it may have under any worker's compensation act or interpretations of the act, including, but not limited to those rights under *Kotecki v. Cyclops Welding Corporation*.
15. DOCUMENTATION FOR VENDOR RECORD: A current W-9 form must be returned with the bid/Proposal packet. (*A blank form can be found at the IRS.Gov website.*)
16. VENDOR/CONTRACTOR'S REPRESENTATION: Bids/Proposals are to include the delivery of all materials, including but not limited to all necessary equipment, tools, accessories, transportation, insurance, warranties, and all other facilities, and the performance of all labor and services necessary for the proper completion of the project, except as may be otherwise expressly provided in the Contract Documents. By submitting a Bid/Proposal, Vendor/Contractor represents to RVC that it has carefully reviewed this bid package, and is not aware of any vague, ambiguous or inconsistent terms contained therein; further, Contractor/Vendor represents that it has reviewed the project Specifications, the project site and all other relevant information, and that the Contract Documents are complete and able to be performed without modification or alteration.
17. EQUAL OPPORTUNITY EMPLOYMENT/BUSINESS ENTERPRISE ACT COMPLIANCE: RVC is an Equal Opportunity Employer. In the event of Contractor/Vendor's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Fair Employment Practice Act, or the Fair Employment Practices Commission's Rules and Regulations for Public

Contracts, the Contractor/Vendor may be declared non-responsible and therefore ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporation and the Contract may be terminated in whole, or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

- a. It is also RVC's policy to promote the economic development of businesses owned by minorities, females and persons with disabilities by setting aspirational goals to award contracts to businesses owned by minorities, females, and persons with disabilities for certain services as provided by the *Business Enterprise for Minorities, Females and Persons with Disabilities Act*, 30 ILCS 575, (the "Act") and the Business Enterprise Council for Minorities, Females, and Persons with Disabilities.
- b. If Contractor/Vendor is certified with the State of Illinois as a BEP vendor, include a copy verifying such certification.
- c. To register with the State of Illinois as an MBE/WBE/FBE/DBE, please visit this site: https://www.illinois.gov/cms/business/sell2/bep/Pages/Vendor_Registration.aspx

18. **DEFECTIVE SERVICES AND GUARANTEES:** All work and services shall be of high quality and free of defect. Contractor/Vendor shall promptly correct any defective work or services. Payment by RVC for any work or services later determined to be defective shall not relieve Contractor/Vendor of its obligation to correct the defective work or services. Contractor/Vendor hereby represents and warrants that all work and services are and shall remain free from defect for a two (2) year period following completion of the work and services, and upon notice by RVC, Contractor/Vendor shall promptly correct such work or services defects appearing within said two (2) year period. This warranty is in addition to any warranties that may be required by the Contract Documents and by law, and this warranty does not abrogate or nullify any breach of contract claim or other causes of action that RVC may have against Contractor/Vendor.
19. **NO DELEGATION OR ASSIGNMENT:** Contractor/Vendor shall not assign any right or delegate any duty under this Contract to any third party without RVC's prior written consent which it may withhold in its sole, absolute, and unilateral discretion. Any attempted assignment or delegation without such prior written consent shall be void.

MINIMUM INSURANCE REQUIREMENTS

The undersigned Contractor/Vendor or User of Rock Valley College's Campus Facilities shall purchase and maintain the following insurance coverages with carriers with a Bests Financial Rating not less than A, XII to which Rock Valley College (RVC) has no reasonable objection.

A Contractor/Vendor or User shall furnish a certificate of insurance and the specified endorsement to RVC prior to the commencement of any work covered by this, or any resulting, contract or purchase order, as evidence that all requirements of this addendum have been complied with. The certificate and endorsement shall also contain a provision that the coverages afforded under the policies required shall not be cancelled or allowed to expire unless 60 days prior written notice has been given to RVC. Failure on the part of the Contractor/Vendor or User to maintain coverage as required shall constitute a default and entitle RVC, at its sole option, to either terminate the contract or procure replacement coverage and offset the cost against any money due the Contractor/Vendor or User.

Coverages, whether written on occurrence or claims made, shall be maintained without interruption from the date of commencement of work/event until the date of final payment and termination of any coverage to be maintained after final payment.

1. WORKERS COMPENSATION/EMPLOYERS LIABILITY:

- \$500,000 per accident
- \$500,000 disease, policy limit
- \$500,000 disease, each
- The policy will be endorsed showing a **waiver of right of recovery** form #WC000313 or equivalent in favor of **Rock Valley College**.

2. COMMERCIAL GENERAL LIABILITY:

Coverage shall include premises operations, independent contractors, contractual liability, products and completed operations including broad form property damage, covering bodily injury and property damage or limits as shown below. Products and completed operations liability shall be maintained for two years after completion of the work performed under this Contract or Purchase Order.

- \$1,000,000 each occurrence
- \$2,000,000 general aggregate
- Policy shall be properly endorsed to show **Rock Valley College** as an **Additional Insured** on a primary and noncontributory basis.
- The policy shall also contain form #GL2503 showing the aggregate limits apply per project or GL2504 showing that the aggregate limit applies per location.

3. UMBRELLA LIABILITY:

The policy shall cover excess of Employers Liability, General Liability, and Automobile Liability with underlying limits as shown in items 1, 2, and 3 and shall also name Rock Valley College as an **ADDITIONAL INSURED** on a primary noncontributory basis with the following limits.

- \$1,000,000 each occurrence
- \$1,000,000 general aggregate

4. DATA SECURITY / CYBER LIABILITY INSURANCE:

This policy shall cover excess of General Liability and shall also name Rock Valley College as an **ADDITIONAL INSURED** on a primary noncontributory basis with the following limits:

- \$2,000,000 each occurrence.

Should any of the above policies be written on a claims-made basis, the policy date or retroactive date shall predate the contract. The Additional Insured provisions as contained in these paragraphs shall be maintained for a period of not less than five years after the expiration and or nonrenewal of this Contract. The termination date of the policy or applicable extended reporting period shall be no earlier than the termination date of coverages required to be maintained as shown above.

**Specifications and RFP
Documents start on the
following page (8)**

**Note:
Pages 8 through 22 must be included
with Vendor's proposal submission**

Specifications and Instructions For VMWare Upgrade Project RFP #25-03

Background

Rock Valley College is a comprehensive two-year community college in Rockford, Illinois, offering more than 100 courses for transfer, career programs, and certificates. Rock Valley College is accredited by The Higher Learning Commission and is a member of the North Central Association of Colleges and Schools. Rock Valley College is also recognized by the Illinois Board of Higher Education and by the Illinois Community College Board.

Objective

Rock Valley College (RVC) is accepting proposals for its VMware Upgrade Project. The goals of this project are to procure reliable technology hardware and to engage a vendor to provide implementation, support, and support services during the upgrade of the existing server environment.

To this end, RVC is requesting proposals for specific technology hardware, software, and services as detailed below which will be used to host the College's virtual server infrastructure.

The College is currently running a VMware server environment. The hardware and software require updating, and the College also desires to migrate a small number of virtual machines. RVC has identified the following key objectives for this project.

1. Upgrade the existing VMware environment and server firmware versions
2. Procure a new HPE SimpliVity server for VMware environment
3. Integrate the new HPE SimpliVity server into the existing VMware environment
4. Migrate 5 virtual machines onto the new HPE SimpliVity server.

All proposed services must abide by the following terms as part of this project.

1. Vendor provided services will be performed remotely during remote sessions with the College’s IT staff.
2. The Rock Valley College IT staff will perform all physical installation and onsite work.
3. The College’s staff will be involved in every step of this project for familiarity and skills transfer.
4. The College prefers that vendor-provided services are performed by the prospective bidder instead of a subcontractor.
5. Service delivery must be scheduled at a time mutually agreed upon by all parties.

Anticipated Timeline

This timeline is an estimate of the deadlines expected by Rock Valley College. Any of these deadlines that can be completed sooner than estimated will be beneficial to the project. The timeline will be discussed and finalized between the awarded vendor and RVC IT personnel.

Action	Anticipated Date
Purchase Order created and Vendors notified	Following RVC Board approval anticipated on April 22, 2025
Awarded vendor to discuss timeline with designated IT personnel	By May 9, 2025
All hardware received by RVC	By June 30, 2025
Integrate the new server	By August 1st, 2025
Migrate the virtual machines	By August 1st, 2025

Current Environment

The current VMware environment contains two different VMware clusters and are not configured to interact with each other. For clarity in this Request for Proposals, one cluster will be referred to as the “20071 Cluster” while the second cluster will be referred to as “21769 Cluster.” Further details will be discussed during the mandatory pre-bid meeting which will be on February 19, 2024, at 10:00 A.M. in room 1309 of the Support Services Building on main campus at 3301 N Mulford Rd. in Rockford, Illinois.

20071 Cluster:

1. Hosted on 2 SimpliVity hyperconverged servers.
2. The VMware licenses for the 20071 Cluster will be migrated to the newly purchased VMware server.

21769 Cluster:

1. Hosted on 2 SimpliVity hyperconverged servers.

Rock Valley College must meet cyber security standards for insurance purposes. All respondents must include with their submittal a completed HECVAT Lite security assessment form to ensure they meet the College’s cyber security standards. The HECVAT Lite assessment form is available on the College’s website with the RFP specifications. It must be included on both of the submitted digital devices.

Scope of Work

At a minimum, the College expects that all equipment and services must be equal to or exceed the specification described below. The determination of "equal" will be made at the sole discretion of Rock Valley College. Rock Valley College reserves the right to waive minor deficiencies, informalities, and technical variances. The vendor will provide a Statement of Work document that encompasses the following project objectives.

Upgrade the Existing VMware Environment and SimpliVity Server

This scope will focus strictly on the 21769 Cluster. Respondents are asked to provide a Statement of Work documenting the following.

1. Research and recommend a stable and compatible version for the VMware environment (At least version 7.0). This includes vSphere, vCenter, ESXi, Omni Stack host, hypervisor and other necessary products relating to this upgrade.
2. Upgrade the 2 SimpliVity servers (Firmware) that is compatible with the new version of VMware. This includes downloading and installing software, drivers, and other necessary products related to this upgrade.
3. Develop an implementation plan and include a proposed schedule of work.

New HPE Hyperconverged SimpliVity Server

Rock Valley College's IT personnel have identified specific hardware that will be required for this project. Vendors are asked to complete the attached Bid Sheet and provide a standard itemized quote as part of their proposal. Substitutions or alternate items will not be accepted.

VMware Upgrade Project Hardware		
Product #	Product Description	Qty
S1J98A	HPE SimpliVity 380 Gen10 Plus Configure-to-order Node	1
P36932-B21	Intel Xeon-Gold 6326 2.9GHz 16-core 185W Processor for HPE	2
P06033-B21	HPE 32GB (1x32GB) Dual Rank x4 DDR4-3200 CAS-22-22-22 Registered Smart Memory Kit	24
P26930-B21	HPE ProLiant DL300 Gen10 Plus 2U 8SFF SAS/SATA 12G BC Front Bay 1/2 Drive Cage Kit	1
S1J89A	HPE SimpliVity 3.84TB SATA 6G Read Intensive SFF BC Multi Vendor SSD	12
P37038-B21	HPE x8/x16/x8 Primary Riser Kit - riser card	1
P12965-B21	HPE NS204i-p x2 Lanes NVMe PCIe3 x8 OS Boot Device	1
P01366-B21	HPE 96W Smart Storage Lithium-ion Battery with 145mm Cable Kit	1
804338-B21	HPE Smart Array P816i-a SR Gen10 (16 Internal Lanes/4GB Cache/SmartCache) 12G SAS Modular Controller	1
P26256-B21	Broadcom BCM57412 Ethernet 10Gb 2-port SFP+ OCP3 Adapter for HPE	1
P14608-B21	HPE DL38X Gen10 Plus Maximum Performance Fan Kit	1
P38997-B21	HPE 1600W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit	2
A0K02A	HPE C13 - C14 WW 250V 10Amp 2.0m Jumper Cord	2
S1N18A	HPE SimpliVity 380 G 2 Processors 3.84TB 12 SSD RTU	1
867809-B21	HPE Gen10 2U Bezel Kit	1
P22018-B21	HPE DL38X Gen10 Plus 2U SFF Easy Install Rail Kit	1
P22020-B21	HPE DL38X Gen10 Plus 2U Cable Management Arm for Rail Kit	1
P27095-B21	HPE ProLiant DL380 Gen10 Plus High Performance Heat Sink Kit	2
S2A12A	HPE SimpliVity 380 Gen10 Plus Node Solution Tracking - configuration option	1
BD505A	HPE iLO Advanced 1-server License with 3yr Support on iLO Licensed Features	1
HU4A6A5	HPE 5Y Tech Care Essential Service	1
HU4A6A5#R2M	HPE Pointnext Tech Care Essential Service - technical support - for HPE Integrated Lights-Out (iLO) Advanced Pack non	1
HU4A6A500LA	HPE Pointnext Tech Care Essential Service - Extended service agreement - parts and labor - 5 years - on-site - 24x7 - response	1
HU4A6A500K3	HPE extended service agreement - for HPE ProLiant DL380 Gen 10	1
HA124A1	HPE Technical Installation Startup Service - installation / configuration	1
HA124A1#5LZ	HPE Installation & Startup Service - remote installations / configuration - on-site	1
455883-B21	HPE BladeSystem c-Class 10Gb SFP+ SR Transceiver	4

Integrate the New HPE SimpliVity Server into the Existing VMware Environment

This scope will focus strictly on the new HPE SimpliVity Server. Respondents are asked to provide a Statement of Work documenting the following

1. Verify the newly procured server configuration prior to delivery and installation.
2. Setup, install and configure the new HPE SimpliVity server. The College's IT Team will perform the physical installation (including purchased hardware options) while the bidder leads the effort remotely. This also includes firmware updates, iLO configurations, adding to customer network, joining to customer Windows domain and like tasks.
3. Install the SimpliVity software. This includes OmniStack hosts and other like tasks.
4. Add the new server to the "21769 Cluster." This also includes adding the Datastore, ensuring vMotion is working, and other standard functionality.

Migrate 5 Virtual Machines onto new HPE SimpliVity server

The awarded vendor will assist the College with migrating 5 virtual machines from the source "20071 Cluster" to the target "21769 Cluster." Respondents are asked to provide a Statement of Work documenting the following.

1. Bidder will work with the College to Plan, Design and Migrate Data from source to specific target. Including data gathering, assessment, planning, design, implementation and migration data validation.
2. This process will be based upon mutually agreed upon downtime requirements, planned in advance by both the bidder and College.
3. The bidder will provide a data migration workbook that will document the necessary steps and procedures that will be performed by both parties (bidder and College) to ensure the successful migration of the College's data.

Response content

In responding to this Request For Proposals, vendors are asked to follow the general outline provided below. Responses must contain sufficient detail to enable the College to determine the merits of the responding company and their proposal. Please avoid submitting marketing materials which do not explicitly respond to the points outlined in these specifications. Responses are required to address all elements requested. Submittals must be provided as one hard copy and two digital devices such as a USB or flash drive, each containing the entire submittal.

1. **Letter of Interest.** This cover letter shall contain the name and address of the proposing vendor, and the contact individual(s) authorized to answer technical, price, and contract questions. Include contact individuals' telephone number and email address.
2. **Experience.** Describe your company's experience in providing services similar to those requested in this document. Provide general information about the company's personnel resources, including the proposed project manager and primary tech support contact.
3. **Statement of Work (SOW).** This document should contain the 4 scopes of work referenced in the "Scope of Work" section above. Within this document, each scope will be outlined separately and will include details like vendor or College responsibilities, cost, software/hardware version information, anticipated schedule and delivery of hardware, any expected issues with lead times, estimated hours, and in-scope/out-of-scope work.
4. **Project Management.** Describe your approach to management of projects of this nature. A draft project and installation timeline should be included. Show a demonstrated ability to meet work schedule and deadlines.
 - a. Please provide a written statement of work (can be included in SOW) detailing the proposed installation schedule for all hardware and software. The College must approve the final installation schedule.
5. **Bid Sheet with an official quote**
6. **Hardware Information Sheet**
7. **Completed Vendor Information Page.**
8. **References.** Provide three client references where you provide services similar to the work being described herein. Preference is for higher education or municipal clients where services have been provided within the last three years.
9. **W-9**
10. **The HECVAT Lite cyber security assessment form.** A completed form must be included on the digital device along with the rest of the full submittal. Submittals do not need a physical copy of the HECVAT form.

Evaluation

Proposals will be evaluated on the response content, with focus on the points noted below. A selection committee will review the submittals and rank submission using a scoring matrix. The top 2-3 qualified respondents may be invited to make presentations as part of the evaluation process.

1. Inclusion of all requested materials.
2. Conformance to RFP specifications, requirements, terms, conditions, provisions, and responses to criteria for award as outlined within the RFP.
3. Specifications of all proposed devices and software.
4. Specifications of any proposed services.
5. Implementation plans for each function that you are submitting a proposal for.
6. Order and delivery time frames, for relevant services or supplies.
7. End of contract handling of devices and data.
8. Reliability, including, but not limited to, experience, stability, supporting resources, and management.
9. Examples of value-added service vendor has a history of providing.
10. References, including your record of performance and service for similar accounts in terms of number of devices deployed, volumes observed, multiple discrete locations supported, and emphasis on network connectivity. Please note your experience servicing institutions of higher education.
11. Partner firm(s) that would be associated with this project, if any.
12. Best fit for the College.

Award of Order

This Request for Proposals will be awarded to the vendor that best fulfills the College's needs based on the price, conformity with specifications, terms of delivery, quality, and serviceability. The College will accept the proposal which is considered to be in the best interest of the College. All such contracts awarded based on this RFP are contingent upon approval by the Board of Trustees of Rock Valley College, District No. 511.

Bid Sheet

VMware Upgrade Project

RFP 25-03

Product#	Product Description	Qty	Unit Price	Extended Total
S1J98A	HPE SimpliVity 380 Gen10 Plus Configure-to-order Node	1		
P36932-B21	Intel Xeon-Gold 6326 2.9GHz 16-core 185W Processor for HPE	2		
P06033-B21	HPE 32GB (1x32GB) Dual Rank x4 DDR4-3200 CAS-22-22-22 Registered Smart Memory Kit	24		
P26930-B21	HPE ProLiant DL300 Gen10 Plus 2U 8SFF SAS/SATA 12G BC Front Bay 1/2 Drive Cage Kit	1		
S1J89A	HPE SimpliVity 3.84TB SATA 6G Read Intensive SFF BC Multi Vendor SSD	12		
P37038-B21	HPE x8/x16/x8 Primary Riser Kit - riser card	1		
P12965-B21	HPE NS204i-p x2 Lanes NVMe PCIe3 x8 OS Boot Device	1		
P01366-B21	HPE 96W Smart Storage Lithium-ion Battery with 145mm Cable Kit	1		
804338-B21	HPE Smart Array P816i-a SR Gen10 (16 Internal Lanes/4GB Cache/SmartCache) 12G SAS Modular Controller	1		
P26256-B21	Broadcom BCM57412 Ethernet 10Gb 2-port SFP+ OCP3 Adapter for HPE	1		
P14608-B21	HPE DL38X Gen10 Plus Maximum Performance Fan Kit	1		
P38997-B21	HPE 1600W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit	2		
A0K02A	HPE C13 - C14 WW 250V 10Amp 2.0m Jumper Cord	2		
S1N18A	HPE SimpliVity 380 G 2 Processors 3.84TB 12 SSD RTU	1		
867809-B21	HPE Gen10 2U Bezel Kit	1		
P22018-B21	HPE DL38X Gen10 Plus 2U SFF Easy Install Rail Kit	1		

P22020-B21	HPE DL38X Gen10 Plus 2U Cable Management Arm for Rail Kit	1		
P27095-B21	HPE ProLiant DL380 Gen10 Plus High Performance Heat Sink Kit	2		
S2A12A	HPE SimpliVity 380 Gen10 Plus Node Solution Tracking - configuration option	1		
BD505A	HPE iLO Advanced 1-server License with 3yr Support on iLO Licensed Features	1		
HU4A6A5	HPE 5Y Tech Care Essential Service	1		
HU4A6A5#R2M	HPE Pointnext Tech Care Essential Service - technical support - for HPE Integrated Lights-Out (iLO) Advanced Pack non Blade - 5 years	1		
HU4A6A500LA	HPE Pointnext Tech Care Essential Service - Extended service agreement - parts and labor - 5 years - on-site - 24x7 - response	1		
HU4A6A500K3	HPE extended service agreement - for HPE ProLiant DL380 Gen 10	1		
HA124A1	HPE Technical Installation Startup Service - installation / configuration	1		
HA124A1#5LZ	HPE Installation & Startup Service - remote installations / configuration - on-site	1		
455883-B21	HPE BladeSystem c-Class 10Gb SFP+ SR Transceiver	4		
Total				

Hardware Information Sheet

VMWare Upgrade Project

RFP 25-03

Product#	Product Description	Qty	Estimated Delivery	Hardware Warranty Information
S1J98A	HPE SimpliVity 380 Gen10 Plus Configure-to-order Node	1		
P36932-B21	Intel Xeon-Gold 6326 2.9GHz 16-core 185W Processor for HPE	2		
P06033-B21	HPE 32GB (1x32GB) Dual Rank x4 DDR4-3200 CAS-22-22-22 Registered Smart Memory Kit	24		
P26930-B21	HPE ProLiant DL300 Gen10 Plus 2U 8SFF SAS/SATA 12G BC Front Bay 1/2 Drive Cage Kit	1		
S1J89A	HPE SimpliVity 3.84TB SATA 6G Read Intensive SFF BC Multi Vendor SSD	12		
P37038-B21	HPE x8/x16/x8 Primary Riser Kit - riser card	1		
P12965-B21	HPE NS204i-p x2 Lanes NVMe PCIe3 x8 OS Boot Device	1		
P01366-B21	HPE 96W Smart Storage Lithium-ion Battery with 145mm Cable Kit	1		
804338-B21	HPE Smart Array P816i-a SR Gen10 (16 Internal Lanes/4GB Cache/SmartCache) 12G SAS Modular Controller	1		
P26256-B21	Broadcom BCM57412 Ethernet 10Gb 2-port SFP+ OCP3 Adapter for HPE	1		
P14608-B21	HPE DL38X Gen10 Plus Maximum Performance Fan Kit	1		
P38997-B21	HPE 1600W Flex Slot Platinum Hot Plug Low Halogen Power Supply Kit	2		
A0K02A	HPE C13 - C14 WW 250V 10Amp 2.0m Jumper Cord	2		
S1N18A	HPE SimpliVity 380 G 2 Processors 3.84TB 12 SSD RTU	1		

867809-B21	HPE Gen10 2U Bezel Kit	1		
P22018-B21	HPE DL38X Gen10 Plus 2U SFF Easy Install Rail Kit	1		
P22020-B21	HPE DL38X Gen10 Plus 2U Cable Management Arm for Rail Kit	1		
P27095-B21	HPE ProLiant DL380 Gen10 Plus High Performance Heat Sink Kit	2		
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HA124A1#5LZ	HPE Installation & Startup Service - remote installations / configuration - on-site	1		
455883-B21	HPE BladeSystem c-Class 10Gb SFP+ SR Transceiver	4		

Contractor/Vendor Information <i>(Please Print)</i>	
Company Name	
Address	
City, State, Zip	
Telephone (including Area Code)	
Date	
Name	
Title	
Authorized Signature	
Contact Email	

I have read and understand the requirements contained in the bid specifications, and I agree to these requirements.

CONTRACTOR/VENDOR
Authorized Representative

DATE

REFERENCES

Provide a minimum of three (3) customer references for similar projects.

Company: _____
Address: _____
City, State, Zip: _____
Contact Person: _____
Telephone: _____
Email: _____
Services Provided: _____

Company: _____
Address: _____
City, State, Zip: _____
Contact Person: _____
Telephone: _____
Email: _____
Services Provided: _____

Company: _____
Address: _____
City, State, Zip: _____
Contact Person: _____
Telephone: _____
Email: _____
Services Provided: _____

The following pages must be included with Bid submittals

- One hard copy of entire bid submittal
- One digital device such as a USB or flash drive containing entire bid submittal
- Pages 9 through 22 which include
 - Specifications and Instructions
 - Bid Form
 - Hardware Information Sheet
 - Signed Vendor Information Page
 - References
- HECVAT Lite assessment form (on digital device only)
- Acknowledgement of any and all Addenda that are released pertaining to the Bid
- A signed copy of the bidder's W-9
- If applicable, documentation demonstrating BEP certification or partner certification.