

REQUEST FOR PROPOSALS

PROPOSAL DUE DATE : 4:00 p.m. MDST September 18, 2020

DESCRIPTION : The Navajo Nation Department of Information Technology under the Division of General Services is requesting proposals for a Network Refresh of Navajo Nation networking hardware that will be located throughout the Navajo Nation.

Advertisements: <http://www.nnooc.org/RFPs-Advertisements.html>

RE-BID NUMBER : 20-09-2351LE

CONTACT PERSON : Angelo James, Tyler Capitan
Network Specialist
Phone Number: (928) 871-6520
Email: ajames@navajo-nsn.gov
tcapitan@navajo-nsn.gov
Phone Number: (928) 871-6520
Fax Number: (928) 871-7737

DELIVER TO : The Navajo Nation
Department of Information
Technology
P.O. Box 5970
Tribal Hill Drive, Building No. W008-076
Window Rock, AZ 86515
Attn: Angelo James
BID NO: 20-09-2351LE

Please Submit Four (4) sets of your Proposal

REQUEST FOR PROPOSAL
Navajo Nation Network Hardware Refresh
RE-BID NO. 20-09-2351LE

SECTION I

- A. **ISSUING OFFICE:** This Request for Proposal (RFP) is issued by the Navajo Nation Department of Information Technology (NNDIT), Division of General Services, Navajo Nation, P.O. Box 5970, Window Rock, Arizona. The contact person for this RFP is Mr. Angelo James and Mr. Tyler Capitan at NNDIT.
- B. **PURPOSE:** This RFP provides prospective respondents with sufficient information to enable them to prepare and submit a proposal for consideration.
- C. **SCOPE:** This RFP contains the instructions governing the proposal to be submitted and the material to be included therein; mandatory requirements which must be met to be eligible for consideration; and other requirements to be met by each proposal.
- D. **PROCUREMENT OF RFP:**
- This procurement shall be conducted in accordance with all applicable Navajo Nation laws and regulations including the Navajo Business Opportunity Act <http://www.navajobusiness.com/doingBusiness/Registration/CertReg.htm>. All applicable rules, regulations, and laws shall also be followed. Prospective Vendors shall familiarize themselves with Navajo Nation regulations prior to submitting responses to this RFP, and may download a copy of the Navajo Nation procurement regulations from the NNDIT website at any time up to the Deadline for Proposals from the following link: http://www.dit.navajo-nsn.gov/documents/BFD_192_03.pdf
- E. **SCHEDULE OF ACTIVITIES:**
- | | DEADLINE: |
|---|---|
| 1. Public Advertisement | September 14, 2020 |
| 2. Proposals will be sent to vendors on our current listing: | September 14, 2020 |
| 3. Prospective respondent's written question deadline (No questions accepted after this date) | |
| 4. Responses to questions: | September 16, 2020 |
| 5. Due date for proposals: | September 18, 2020 |
| 6. Opening of proposals and evaluation by: | September 21, 2020 |
| | Review Team and selection date : September 21, 22, 2020 |
| 7. Award date for contract Pending Legislative Review-164 process | |
- F. **INQUIRIES:** Prospective respondents shall make written questions concerning this RFP to obtain clarification of requirements through e-mail to Mr. Angelo James and Tyler Capitan Network Specialist, with NNDIT at ajames@navajo-nsn.gov and tcapitan@navajo-nsn.gov. No inquiries will be accepted after the inquiry deadline listed in section E.
- G. **ADDENDUM OF SUPPLEMENT TO THIS REQUEST FOR PROPOSALS:** In the event that it becomes necessary to revise any part of this RFP, an addendum will be issued.
- H. **PROPOSAL SUBMISSION:** Proposal must be received on or before 4:00 p.m., September 18, 2020 (MDST). Respondents who are mailing their proposals should allow sufficient time for mail delivery to ensure receipt by the time specified. If mailed, it is recommended that proposals be sent by certified mail to the address indicated on the cover sheet of the RFP. **No electronic proposals. Late proposal will not be accepted.**

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- I. **FOUR SETS OF PROPOSAL ARE REQUIRED:** Four sets of the proposal must be delivered in a sealed envelope. The outside of the main envelope should be clearly marked with the project name- “**Navajo Nation Network Hardware Refresh: RE-Bid # 20-09-2351LE** –and the name and address of the firm submitting the proposal. **Proposal not clearly mark will not be accepted.**
- J. **REJECTION OF PROPOSALS:** NNDIT reserves the right to reject any and all proposals. This RFP may be canceled at any time and all proposals may be rejected in whole or in part when the NNDIT Department Director determines it is in the best interest of the Navajo Nation.
- K. **PROPRIETARY INFORMATION:** Any restriction on the use of data contained within any proposals must be clearly stated in the proposal itself. Proprietary information submitted in response to this RFP will be handled in accordance with applicable purchasing procedures. Each and every page of the proprietary material **must be** labeled or identified with the word “**proprietary**”.
- L. **RESPONSE MATERIAL OWNERSHIP:** All material submitted regarding this RFP shall become the property of The Navajo Nation and will not be returned to the respondent. Responses received will be retained by NNDIT and may be reviewed by any person after final selection has been made, subject to paragraph I above. NNDIT has the right to use any or all system ideas presented in reply to this RFP, subject to limitations in paragraph I above. Disqualification or non-selection of a respondent or proposal does not eliminate this right.
- M. **INCURRING COSTS:** NNDIT is not liable for any cost by the respondents prior to issuance of a contract.
- N. **ACCEPTANCE TIME:** NNDIT intends to make a vendor selection within four (4) working days after the closing date for receipt of proposals.
- O. **SUFFICIENT APPROPRIATION:**
A contract awarded as a result of this RFP is contingent upon the availability of funds. A contract may be terminated or reduced in scope if sufficient funds do not exist. Sending written a notice to the Vendor shall effect such termination or reduction in scope. The NNDIT Department Director decision to terminate or reduce the scope due to insufficient appropriations shall be accepted as final by the Vendor.
- P. **JOINT PROPOSALS:** Nothing in this RFP shall be construed to prohibit vendors from entering into a consortium for the purpose of offering a proposal in response to this RFP. Parties to a consortium **will not** be permitted independent, individual proposals in response to this RFP.

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Q. EVALUATION PROCEDURES AND CRITERIA.

1. An evaluation team will judge the proposals received in accordance with the general criteria used herein. Respondents should be prepared to provide any additional information the team feels necessary for the fair evaluation of proposals.
2. Failure of a respondent to provide any information requested in the RFP may result in disqualification of the proposal. All proposals must be endorsed with the signature of a responsible official having the authority to bind the respondent to the execution of a contract.
3. The sole objective of the review team will be to select the respondent who is most responsive to the needs of NNDIT. The specifications in this RFP represent the minimum performance necessary for a response. On the basis of the evaluation criteria established in this RFP, the review team will select and recommend the respondent who best meets this objective. If there is only one responsive bid, the NNDIT Department Director may elect to evaluate RFP solely.
4. Each bid must be accompanied by a letter of transmittal. The letter of transmittal must:
 1. Provide Statements of Qualifications.
 2. Identify the name of the person responding to the RFP.
 3. Identify the name, title, and telephone numbers of person authorized to negotiate on behalf of the organization;
 4. Identify the names, and telephone numbers of person to be contacted for clarification;
 5. Navajo Preference, Certificate of Eligibility issued by the Navajo Business Regulatory Department
 6. Required insurance documents, i.e. Certificate of Liability Insurance
 7. Completed and signed W-9 Form
 8. Completed and Signed Navajo Nation Certification Regarding Debarment and Suspension
 9. Subcontractors List if any
 10. Explicitly indicate acceptance of the conditions governing this procurement;
 11. Be signed by the person responding to the RFP; and
 12. Acknowledge receipt of any and all amendments to the RFP.

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5. Evaluation Criteria: The following criteria will be used by an ad-hoc committee in the selection process for contract award. Vendors and proposals will be evaluated to determine the best opportunity for NNDIT.

Initial Point Criteria:

Evaluation Criteria	
http://www.navajobusiness.com/doingBusiness/Registration/NBOA/Cert_process.htm Priority 1 or 2 vendor a. Priority One vendor (3 pts.) b. Priority Two vendor (2 pts.) c. Non-Priority vendor (0 pts.)	3
Bid Organization a. Typed written on 8-1/2" X 11" paper b. Binding and indexing c. One original bid and 3 copies	3
Letter of Transmittal a. Provide Statements of Qualifications. b. Identifying individual(s) as specified above, Dell Networking Certification and knowledge. c. List of similar services provided to other business customers on Navajo Nation	34
Proposed project time line and cost a. Provide Project time line. b. Scope of Work c. Installer experience in Enterprise Networking with Dell Products b. Provide cost break down <ul style="list-style-type: none"> • Implementation • Training • Travel cost, if applicable 	60
	100

- R. **STANDARD CONTRACT:** The Navajo Nation reserves the right to incorporate standard contract provision into any contract negotiations as a result of a proposal submitted in response to the RFP.
- S. **TAX:**
 All appropriate taxes should be **included in the cost of services including the Navajo Sales Tax**. All work performed within the territorial jurisdiction of the Navajo Nation is subject to the Navajo Sales Tax of 6% (24 N.N.C. Section 601 et. seq.).
- T. **TERM:** The term of this contract will be for a period of 5 **year** from the date of award.
- U. **SOVEREIGNTY:** The Navajo Nation will not relinquish any of its sovereignty rights.
- V. **COMPLIANCE WITH LAWS AND REGULATIONS:**
 The successful Vendor shall comply with all Federal, Tribal, State, and Local laws, regulations and Navajo Nation rules and policies pertaining to work under its charge, and

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shall, at its expense, procure any permits that may be required.

W. INDEMNIFICATION:

To the fullest extent permitted by law, or as otherwise defined in the Contract, the successful Vendor shall indemnify and hold harmless the Navajo Nation and its officials, employees and agents from and against all claims, liens or demands that result in losses, liabilities, defense costs and expenses (including but not limited to attorney's fees and costs of litigation) arising out of the term, conditions and performance under the contract. The Vendor further agrees to indemnify and hold harmless the Navajo Nation, its agents, or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by the Vendor, its agents, associates, or employees.

The indemnification provided above shall obligate the Vendor to defend at its own expense or to provide for such defense, at the Navajo Nation's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against the Navajo Nation which may result from the operations and activities under any Contract resulting from this RFP.

The award of this Contract to the Vendor shall obligate the Vendor to comply with the foregoing indemnity provision.

SECTION II

A. BACKGROUND

The Navajo Nation Department of Information Technology (NNDIT) within the Division of General Services is responsible for government networks located in Window Rock, AZ. NNDIT is the central agency providing network infrastructure, Internet service, IT oversight, data center hosting services and provides mission-critical business applications to the Navajo Government users such as email service, SharePoint, Skype for business, etc. Also, administering, managing, and planning for the Information Technology and activities for the Navajo Nation governmental offices.

B. SCOPE OF WORK

NNDIT is currently refreshing the network switches infrastructure for government networks. We have standardized on DELL EMC infrastructure solution data center and edge network switches. We will engage with highly qualified service providers to install all network switches and implement DELL network services. The installation will include the local campus in Window Rock and the remote Navajo Nation sites. This scope will include the deployment and configuration of all necessary hardware/software support and administrative training for operation by the Navajo Nation Department of Information Technology. It will be the obligation of the selected vendor to adhere to accepted industry-standard practices. Awarded vendor must have all Network equipment in stock, have installed before December 18, 2020.

Onsite hardware installation

Technicians physically install hardware onsite according to customer specifications or Dell preferred practices.

- MAIN SITE:
 - Aggregators:
 - 2 x S4148F-ON (existing – but being repurposed)
 - Stack Ring:
 - 2x S3148
 - VxRail TOR:
 - 2x S5248F-ON (VLT mode)
 - OOB:
 - 1x S3048-ON
- DR SITE:
 - 2x S5248F-ON
- REMOTE SITES: remote is within the Navajo Nation geographical area
 - 120 x N3048EP-ON
 - 80 x N3024EP-ON

Any equipment proposed must include a redundant power supply solution. The vendor shall source products directly from the manufacturer.

Equipment Needed:

Main Site:

- | Qty | Description |
|-----|------------------------|
| ● 4 | 40Gb SR4 (MPO) |
| ● 4 | 10Gb SR (LC) |
| ● 2 | 10Gb SR (LC) |
| ● 4 | OM4 MPO to MPO 1 meter |
| ● 4 | OM4 LC to LC 1 meter |
| ● 2 | OM4 LC to LC 1 foot |

- 2 100Gb DAC 0.5 meter

Stack Ring:

- 2 S3148
- 2 10Gb SR (LC)

VX Rail Top of Rack:

- 2 S5248F-ON
- 2 100Gb DAC copper 0.5m cable
- 4 10Gb SR (LC)
- 4 OM4 LC to LC Length 25 meters
- 4 25Gb LR (LC)
- 14 25Gb DAC Copper 3 meters

OOB - Out of Band Mgmt Switch:

- S3048-ON

Open Manage Network Manager 250 devices 1 Yr

DR Site Network:

- 2 S5248F-ON
- 2 100Gb DAC copper 0.5m cable
- 4 25Gb LR (LC)

Remote sites:

- 120 N3048EP-ON

Nema 5-15 power cords

- 80 N3024EP-ON

Nema 5-15 power cords

- 36 10G SR Transceivers
- 50 10G LR
- 150 1G-LX
- 40 1G-SX

- 2 APC PDUs A7284209
APC AP8841's

- 28 10Gb SR SFP+ transceivers

Packaging materials disposal

Move used packaging materials to onsite trash and recycling facility or other designated onsite location.

Project management

The assigned Project Manager will provide guidance through the deployment process—from tracking equipment through the factory to ensuring the site is prepared through deployment and into the support process.

Site readiness review and implementation planning

Project Manager reviews multi-point check list with customer to ensure overall site readiness and schedules deployment project. Examples of items include: confirming equipment delivery, power requirements, network connections are made, and verifying project timelines and site contacts. The Project Manager must provide a detailed plan on how existing configurations will be migrated to the new equipment.

System testing and verification

System deployment and configuration is tested and verified.

Configuration detail transfer to Dell technical support

Capture all pertinent technical and configuration details from the newly deployed components and preload that information into Dell's technical support systems. In case of issues, this detail will enable Dell Technical Support services to more quickly identify root causes and speed problem resolution.

Product Orientation

The Delivery Engineer will complete a verbal product orientation session with the customer at the conclusion of the deployment. Product Orientation includes a basic review of product features and how to perform common tasks.

Project documentation

The Project Manager will provide close of engagement documents at the conclusion of the deployment. These documents include "as deployed" documentation and deployment verification report.

Tool driven environment reporting

Gather Customer environment details and generate reports with key insights into the environment. The report provides the customer a comprehensive overview of the environment.

Multivendor integration testing and switch replacement for networking

- Provides easy transition from old network to new network and ensures new switches are integrated to existing 3rd party infrastructure such as Cisco, Broadcom, or HPE. Engineers with knowledge of both Dell and competitor's products perform interoperability testing to ensure all equipment works together seamlessly—integrating and operating within the Navajo Nation's heterogeneous network environment. As part of this feature, engineers may:
 - Perform network discovery of Ethernet or Fibre Channel switches to analyze configuration settings
 - Review multi-vendor topology and determine any incompatibilities that exist
 - Redistribute protocols on newly installed devices, if required (e.g. Cisco EIGRP protocol to OSPF/BGP)
 - Provide onsite cutover support, after hours or on weekends, to mitigate risk during network transition
 - Implement changes to remediate any incompatibilities
 - Perform communication test between Dell and multi-vendor devices

Configuration assistance for up to 30 days after deployment

For up to 30 days after the deployment date, remote configuration assistance must be provided.

Dell ProSupport Plus and ProDeploy services

The vendor shall submit pricing for support and maintenance contracts for a minimum of 5 years.

Training credits for Dell Education Services

Dell training credits that can be used for classes with Dell Education Services will need to be provided for five technicians.

Site Locations:

Chinle Justice Complex

Chinle, AZ 86503

Navajo Route 27, Chinle, Navajo Nation (Arizona) with a sign that reads, "Judicial District."

Crownpoint Justice Complex

2925A NM-371, Crownpoint, NM 87313

2925 State Route 371, about 3 miles north of Crownpoint, Navajo Nation (New Mexico).

Dilkon

HC 63 Box 787, Winslow, AZ 86047

North side of the Dilkon Chapter House in a large beige building next to the Police Sub-station.

Kayenta Justice Complex and JB

P. O. Box 2700, Kayenta, AZ

North of milepost 394 and U.S. Highway 163 in Kayenta.

Shiprock

P. O. Box 1168, Shiprock, NM

North of the northeast corner of U.S. Highway 64 and U.S. Highway 491 in Shiprock.

Tuba City Justice Complex

240 Main St, Tuba City, AZ 86045

Window Rock

Window Rock Blvd & Route 12, Window Rock, AZ 86515