

RFP for Technology Services for The TRIO Wolf Creek Distance Learning Charter School

The TRIO Wolf Creek Distance Learning Charter School is soliciting bids for the following services in the area of **Technology** for the 2023-2024 through 2027-2028 school years. For more information about Wolf Creek, please visit our website at www.triowolfcreek.com.

Even if your institution cannot provide all of the services listed, you are still encouraged to apply and clearly indicate which services you can provide to the charter school with a price for each bulleted item.

Bids for these services will be solicited under an open bidding process.

Electronic bids will be accepted by emailing Tracy Quarnstrom at tquarnstrom@wolfcreekhs.org

Mailed bids will be accepted by mailing bids to:

Tracy Quarnstrom – (RFP)
Wolf Creek Online Charter School
29678 Karmel Ave
Chisago City MN 55013

Deadline for bid submission is March 30, 2023 at 3 p.m. Bids will be opened in the Wolf Creek Learning Suites for any interested parties.

If you have questions or need clarifications on bidding, please contact Tracy Quarnstrom via email.

TRIO Wolf Creek Distance Learning Charter School will need the following technology services from your organization. Please indicate how you will provide these services and what the cost of the services will be. Please note if you will be unable to provide a particular service.

- **Internet Services** – TRIO currently pays for the connectivity portion of a leased fiber. TRIO currently utilizes a managed physical and wireless access network service to provide connectivity in their building. TRIO will need an Internet Connection and management of their network connectivity and network security.
 - Value Added Internet Services for currently available to TRIO: 24/7/365 Security Operations Center (SOC) services, Distributed Denial of Service (DDoS) protections. Dark web & credential leak monitoring services. Intrusion detection and protection systems (IDS/IPS). Security information and event management (SIEM) services.
- **Technology Plan** – TRIO's Technology Plan is currently out of date and will need to be updated. Please name the individual that will be responsible for submitting TRIO's Technology plan and who will provide the follow up for the implementation of the Technology Plan.
- **E-rate** – Please name the individual who will be responsible for submitting TRIO's E-rate application and providing follow-up. E-rate services include project management, reporting and communication with USAC regarding E-Rate inquiries.

- **Server** – TRIO operates and owns data on their own virtualized server, but your organization will need to move the server to another location and must provide maintenance on that server and access to an e-mail server, provide anti-virus software, provide an active directory for users, students, contacts, etc and provide State filtering. Server backups will also be the responsibility of the provider and backup strategies provided to TRIO as requested. Please indicate your procedures for the back-up of data. Please list who will provide the services listed.
- **Phone Service** – Your organization will need to provide a new phone, fax, alarm monitoring system for TRIO for local, long distance and voice mail. Price should include installation, training and maintenance. Please indicate the name of the company that will provide this service.
- **Computer Maintenance** – Your organization will need to set up all new computers and maintain all computers, projectors and sound fields at the TRIO site including trouble-shooting problems during the school year, summer cleaning, mounting projectors and sound fields, hardware upgrades – TRIO pays for the materials and your organization will be responsible for the set-up. There are currently approximately 3 desktop computers, 100 Chromebooks and 25 laptop computers. Your organization will also be responsible for coordinating printer maintenance, either locally with your own staff or through a third party maintenance vendor – TRIO will pay for maintenance costs. Please indicate the name(s) of the individuals that will be responsible for this service. These individuals need to have their low voltage certification. In addition, this individual will provide guidance, consulting and make recommendations to the TRIO staff when they purchase hardware and software. You will also need to do the initial testing and verify that all computers are working when TRIO does their State testing.
- **Information Security** - TRIO will need service to include scanning of external IP addresses using industry standard methods; reporting of all discovered vulnerabilities; assistance with mitigating issues and follow-up scans. Services also include Local troubleshooting assistance and resources for cybersecurity planning. Firewall management and VPN access to local files is also needed.

TRIO Wolf Creek has attempted to be as transparent as possible in publishing this RFP, we acknowledge that at times services may exceed this list of services due to changes in the educational environment or school needs. We acknowledge that the service provider and charter school will work together to perform the needed services if this situation arises.

The total annual cost for the items my organization has indicated that can be provided for TRIO is:

Please provide three (3) references including a contact name, telephone number and email address from other entities – charter schools, public schools, private schools, other public institutions or private institutions if you have not previously provided services to the TRIO Wolf Creek Distance Learning Charter School #4095.

The undersigned hereby declares that his/her proposal is made without improper connection with any other persons making proposals on this same contract and is in all respects fair and without collusion or fraud.

Company Name: _____

Address: _____

Signature: _____ *Date:* _____

Printed name: _____ Phone: (____) _____