

MONTGOMERY COUNTY PUBLIC SCHOOLS

Expanding Opportunity and Unleashing Potential

DIVISION OF PROCUREMENT

October 14, 2022

RFI Number: 5001.1
Date: November 18, 2022
Open Time: 2:00 p.m.

To: Prospective Respondents:

The purpose of this Request for Information (RFI) is to gain awareness and gather information across multiple vendors and platforms in order to develop a broader understanding of the current and future marketplace on current and future marketed desktops, laptops, and chromebooks.

Responses to this RFI will be utilized strictly for the purposes of information gathering. It is not MCPS's intention to obtain services or purchase equipment between any participant and MCPS as a result of this RFI.

Please respond according to the instructions provided in the attached. Submissions must be received on or before 2:00 p.m., on November 18, 2022. Submissions received after this date and time will not be considered. Submittals shall be delivered with the RFI number, opening date and opening time indicated in the lower left corner of the envelope. Submissions shall be delivered to Montgomery County Public Schools Procurement Unit, 45 West Gude Drive, Suite 3100, Rockville, Maryland 20850.

Sincerely,



Angela McIntosh Davis, Director
Division of Procurement

AMD
Enclosure

Montgomery County Public Schools
Request for Information
Technology Equipment: Desktops, Laptops, Chromebooks

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**Department of Materials Management
MONTGOMERY COUNTY PUBLIC SCHOOLS
Procurement Unit
45 West Gude Drive, Suite 3100
Rockville, Maryland 20850**

**Request for Information No. 5001.1,
Technology Equipment: Desktops, Laptops, Chromebooks**

RFI KEY INFORMATION SUMMARY SHEET

RFI Title:	Technology Equipment: Desktops, Laptops, Chromebooks
RFI Number:	5001.1
RFI Issue Date:	October 14, 2022
Question Due Date:	October 28, 2022
RFI Due Date and Time:	November 18, 2022 Time 2:00PM
RFI Issuing Agency:	Montgomery County Public Schools Department of Digital Innovation
Point of Contact:	Stephanie Dorah Stephanie_J_Dorah@mcpsmd.org
Send Questions and Response (email only):	Stephanie_J_Dorah@mcpsmd.org

SECTION 1 - GENERAL INFORMATION

1.1 Summary Statement and Intent

Montgomery County Public Schools (MCPS) is seeking information on current and future marketed desktops, laptops, and chromebooks. The purpose of this solicitation is to gain awareness and gather information across multiple vendors and platforms in order to develop a broader understanding of the current and future marketplace. MCPS is not seeking proposals at this time. MCPS does not plan on issuing an RFP as a result of this RFI. However, information gathered may help formulate strategies for budgeting, resource planning, and future procurements.

The purpose of this RFI is to gather information to educate MCPS. It is not MCPS's intention to obtain services or purchase equipment between any participant and MCPS as a result of this RFI. Responses to the RFI are for informational and planning purposes only, and shall not be construed as a solicitation or as an obligation on the part of MCPS to issue a solicitation or award a contract to any participant. However, should an RFP or solicitation materialize, no basis for any claim against MCPS shall exist as a result of a response to this RFI or MCPS's use of information obtained through the RFI process as part of any solicitation or component thereof.

As part of MCPS's efforts to gather information, MCPS may schedule information sessions independently with each participant. The purpose of these sessions is strictly information gathering. This is not a procurement activity and there should be no assumption that this will result in an evaluation or a purchase.

Information related to specifications, support, repair, and training should be included.

1.2 Questions

Inquiries regarding this solicitation must be submitted in writing to Ms. Julie Johnson, CPPB, Buyer II, MCPS Procurement Unit, 45 W. Gude Drive, Suite 3100, Rockville, MD 20850, via e-mail to [Stephanie J Dorah@mcpsmd.org](mailto:Stephanie.J.Dorah@mcpsmd.org). Questions are due 4:00 p.m. on October 28, 2022. Responses will be posted on eMaryland Marketplace Advantage (EMMA) and on the MCPS Procurement website. The Board will not be responsible for any oral or telephone explanation or interpretation by any agent or employee of MCPS. Any information given to a participant in response to a request will be furnished as addenda to all participants who are known to have received a copy of the RFI, if such information is deemed necessary for the preparation of responses, or if the lack of such information would be detrimental to the uninformed participants.

1.3 Public Information Act Notice

The proposal submitted in response to this RFI may contain technical data which the participant does not want used or disclosed for any purpose other than for information purposes related to

this request. The use and disclosure of any such technical data, subject to the provisions of the Maryland Public Information Act ("MPIA"), may be so restricted:

Provided, that participant marks the cover sheet of the submission with the following legend, specifying the pages of the submission which are to be restricted in accordance with the conditions of the legend: "Technical data contained in pages_ of this submission shall not be used or disclosed, except for information purposes."

This restriction does not limit the right of MCPS to use or disclose technical data obtained from another source without restriction.

MCPS assumes no liability for disclosure or use of unmarked technical data or products and may use or disclose the data for any purpose and may consider that the information was not submitted in confidence and therefore is releasable.

Participants are advised that, upon request for information from a third party, the point of contact is required to make an independent determination whether the information must be disclosed.

1.4 Revisions to the RFI

If it becomes necessary to revise the RFI before the due date for responses, MCPS shall provide addenda to all prospective participants that were sent this RFI or which are otherwise known by the point of contact to have obtained this RFI. In addition, addenda to the RFI will be posted on the MCPS Open Solicitations Webpage and eMaryland Marketplace Advantage (eMMA). It remains the responsibility of all participants to check eMMA for any addenda issued prior to the submission of responses.

1.5 Incurred Expenses

MCPS will not be responsible for any costs incurred by any participant in preparing and submitting a response to this RFI, in providing a demonstration, or in performing any other activities related to submitting a response to this RFI.

1.6 Conflict of Interest

Maryland Code General Provisions Article, 5-508 (b) (2) provides a safe harbor for the submission of "written or oral comments on a specification prepared by an agency or on a solicitation for a bid or proposal when comments are solicited from two or more persons as part of a request for information or a pre-bid or pre-proposal process" such that submitting a response to this RFI will not preclude a participant from participating in a subsequent solicitation.

SECTION 2 – SCOPE

2.1 Background and Purpose

Montgomery County Public Schools (MCPS) is seeking information on current and future marketed desktops, laptops, and chromebooks. MCPS currently purchases and supports devices across three operating systems: Windows, Chrome, and IOS. The purpose of this solicitation is to gain awareness and gather information across multiple vendors that sell desktops, laptops, and chromebooks with these operating systems in order to develop a broader understanding of the current and future marketplace. MCPS is not seeking proposals at this time. MCPS does not plan on issuing an RFP as a result of this RFI. However, information gathered may help formulate strategies for budgeting, resource planning, and future procurements. MCPS may use this information to inform future technology planning, budgeting, purchasing, and provisioning as part of its more comprehensive strategy and program.

As part of MCPS's efforts to gather information, MCPS may schedule information sessions independently with each participant. The purpose of these sessions is strictly information gathering. This is not a procurement activity and there should be no assumption that this will result in an evaluation or a purchase.

2.2 MCPS Information

MCPS, which is operated by the Board of Education of Montgomery County, is the 14th largest school system in the United States, and the largest in the state of Maryland. MCPS currently serves more than 160,000 students from 157 countries speaking 150 languages. MCPS employs more than 24,500 employees. Among the 210 schools that MCPS operates, 26 are high schools, 40 are middle schools, 136 are elementary schools, and 8 are special schools, including early childhood learning centers, special education, and alternative education. MCPS has one of the highest graduation rates among the nation's largest school districts, according to an Education Week report.

MCPS currently supports technology that uses Windows, Chrome, or IOS operating systems. The Windows operating system is the foundation for desktops and laptops, the primary devices for school and office staff. The Chrome operating system is currently utilized as part of our one to one solution for students, as chromebooks are used as the student device. The district currently has a one to one model for student devices and that is deployed either through a classroom cart model where devices stay at school or a take-home model where devices move with the student through the school day and home. Additional chromebooks are available for checkout for students who could benefit from a dedicated device at home. The IOS platform is utilized for select administrator devices, specialty labs and classes that require an Apple device, and iPads utilized by one middle school and for select use cases.

2.3 Information Requested

Products and Specifications

- Desired Minimum Desktop Specifications
 - 11th gen i5 Processor running 4+ ghz, 4 core equivalent or higher
 - 16 GBs of ram
 - 256 MB SSD or higher
 - certified to work with Windows 11
 - Include information on video adapter, weight, battery life, port info., ethernet port, USB-C?
 - If wireless, what type?
 - Please include information on Bluetooth functionality
 - Please include information on optical drive, card readers if applicable
- Desired Minimum Laptop Specifications
 - Similar specs to above
 - 14” FHD touch screen or larger
 - certified to work with Windows 11
- Desired Minimum MacOS Specifications
 - M.2 Processor 8 Core CPU and 8 Core GPU
 - 16 GBs of ram or higher
 - 512 MB SSD or higher
 - certified to work with MacOS
 - 13” FHD non-touch screen or larger
- Desired Minimum Chromebook Specifications
 - Ram: 4 GBs or more
 - SSD: 32 GBs or more
 - 11.6” touch screen or larger
 - Touchscreen (yes\no?)
 - Please include weight, battery life, processor, port info

Pricing

No formal price quote is requested as part of this RFI, however we are requesting information that will allow us to understand the pricing approach your company utilizes with large K-12 districts. All information gathered is not considered binding or final, and will only be used for information purposes.

- Please describe the pricing models and general pricing of devices. Include any bulk discount processes your company implements.
- Please describe any licensing fees.

- If you are including information on supports, parts, and service, please provide information on pricing of parts and service options. Include warranty information as appropriate.
- If you are including information on professional development and training for tech staff, please include pricing models and options for this.

Configuration Requirements

- Autopilot ready for desktops and laptops
- Provide details related to any configuration, including account requirements for staff/student logins and passwords
- Please include information on device management. MCPS currently uses InTune, Active Directory, Google Workspace, and JAMF

Repair and Support

- Minimum 1-year warranty
- Please include price lists of parts and accessories
- Please provide details on repair and support options, including warranty details, replacement, and certification for self-repair

Professional Development and Training

Please include information on certification for self-repair, if applicable. Also, please include information on training for IT staff on management systems, configuration settings, and repair training.

Districts and Current Implementation References

Please provide contacts as references from at least three K-12 school districts of similar size and demographics who have implemented devices included in your submission as part of their technology strategy.

SECTION 3 – FORMAT OF RESPONSE

3.1 Submission and Delivery

All responses must be received on or before 2:00 p.m. ET on November 18, 2022. One (1) original and three (3) copies, as well as one (1) electronic version on flash drive of the response, and one (1) redacted copy, as well as one (1) electronic version on flash drive of the redacted response must be sent by mail, courier, or hand-delivery to the address below. Responses shall be in binders with tabs identifying each section. A table of contents must be included and all pages numbered as referenced in the Table of Contents. No faxes or electronic submission of materials will be accepted. Submissions are to be received no later than 2:00 p.m. on November 18, 2022. Submit materials for the entire RFI request to:

Montgomery County Public Schools Division of Procurement
45 West Gude Drive, Suite 3100
Rockville, MD 20850

Submissions will become the property of MCPS.

MCPS may request online or onsite demonstrations of the vendor's product, and reserves the right to limit these demonstrations to 3-6 solutions.

3.2 Additional Submissions

Participants may attach brochures or white papers, in PDF that have been published to the public that provide additional information that could benefit MCPS.

SECTION 4 – RESEARCH AND INFORMATION GATHERING PROCESS

4.1 Research and Information Gathering

This RFI is being issued by MCPS to seek information from technology equipment vendors through a written response or briefing. Once responses are received from participants, MCPS may conduct information sessions to discuss with each participant(s) that has submitted a response. The information session is for information gathering purposes only and may include a presentation and/or product demonstration. An invitation by MCPS shall not be construed that MCPS is engaged in a pre-selection process or an evaluation.

4.2 Timeline

This RFI will be active from October 14, 2022 through November 18, 2022. MCPS will review responses and begin utilizing information to inform a larger technology strategy that also considers current initiatives, budget constraints, use cases, long-term sustainability, compatibility with current systems, and stakeholder needs and interests. MCPS has no plans to issue an RFP at the conclusion of this RFI. MCPS reserves the right to engage in continued conversations and technology purchases through existing and future competitively bid procurement vehicles outside of the local RFP process.