GWINNETT COUNTY PUBLIC LIBRARY

REQUEST FOR PROPOSALS

Wireless Access Points and Ethernet Drops

RFP # GCPL-2603

ISSUED December 19, 2025

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Request for Proposals to Provide
Wireless Access Points and Ethernet Drops

I. GENERAL PROJECT DESCRIPTION

A. Introduction

Gwinnett County Public Library (hereafter referred to as "GCPL" or “library”) is soliciting formal request for proposal (RFP) from qualified vendors (hereafter referred to as "Vendor" or “respondent”) for replacement of wireless infrastructure as outlined in the following specifications. GCPL is requesting proposals for the deployment of wireless access points (APs) at 1 of our 16 locations. GCPL currently has a combination of Meraki and Fortinet APs deployed across our locations and Fortinet APs at the location being replaced. In addition to APs, we are requesting 10 new Cat6A ethernet drops.

Proposals should include a recommended number of APs for each location to ensure sufficient coverage. Vendors are encouraged to provide proposals for deploying Wi-Fi 6 and/or Wi-Fi 6E technology with options for both leasing and owning the equipment. Additionally, proposals may include as an optional item managed internal broadband services (MIBS) and basic maintenance of internal connections as part of the solution or as an optional service for ongoing maintenance and support, regardless of whether the equipment is leased or owned. Optional services are not required for responsiveness and will be evaluated separately. Optional items must be priced as distinct line items and clearly identified as E-rate eligible or ineligible.

1. Library Background

The Gwinnett County Library system was founded in 1935. Currently 16 facilities totaling 262,000 square feet are located throughout Gwinnett County. The library website offers the convenience of remote access, enabling customers to search for materials and information, access their library record, request or renew materials without driving to the library, and download music, videos, audiobooks and ebooks 24 hours/day, 7 days per week.

Mission: As an organization, Gwinnett County Public Library promotes lifelong learning and growth to meet the changing needs of its board, staff and community.

Vision: Gwinnett County Public Library provides resources and services that enrich and inspire our community.

Find more at gwinnettpl.org.

B. Objective of this Request for Proposals

1. Project Description

General Information and Request Summary

- The Snellville building included in this request currently has 10 APs, 9 internal and 1 external, consisting of general-purpose two radio APs 2x2:2 Fortinet 231 with a few high-density four radio APs 4x4:4 Fortinet 431 and 432 deployed in areas with higher client traffic. Most client traffic is in the 5GHz band, hence interest in the MR36, CW9162, CW9164 or equivalent which has 2 or 4 radios for 5GHz and only 2 radios for 2.4GHz.
- The new 9 internal APs will be replaced with new APs proposed by the vendor. Baseline scope is replacement of nine (9) internal APs at this location. Vendors may propose a different internal AP quantity or model mix only if supported by a predictive wireless survey and written justification demonstrating equal or better coverage and capacity. The 1 external AP was already purchased by the library and the vendor will need to remove the existing Fortinet 432 and mount the MR86 at the existing location.
- In addition to AP replacements and installs at Snellville, this RFP includes the following additional locations and cabling scope:
    - Lawrenceville (LAW): Install one (1) library-owned external AP, including one (1) new shielded outdoor Cat6A ethernet drop to the exterior mount location and corner mounting.
    - AP drop repairs: Repair one (1) existing AP ethernet drop at each of the following locations: DUL, MPK, DAC, and CEN.
    - Headquarters: Provide nine (9) new Cat6A ethernet drops post-renovation.
- References to specific manufacturers or models in this technical section are for example only. Vendors may propose any E-rate Category 2 eligible solution that is functionally equivalent or superior and that meets all requirements herein.

General Information - Wifi 6 and/or Wifi 6E Access Points

- General purpose internal 2x2:2, ex. MR36, CW9162 or equivalent APs.
- High density internal 2x2:2+4x4:4, ex. CW9164 or equivalent APs.
- Vendor will provide infrastructure needed to mount the AP, up to and including ethernet cables, wire management conduit and mounting hardware such as a pole or wall mounts. All existing APs have Cat6 cabling which is sufficient to support proposed APs if not damaged.
- Proposed APs must be compatible with GCPL's existing PoE switching. Snellville Branch uses Fortinet FortiSwitch 448E-POE switches that support IEEE 802.3af and 802.3at (PoE+). Vendor must specify the PoE requirement for each proposed AP and confirm that all APs will operate on 802.3af/at without requiring 802.3bt. Any APs requiring higher PoE standards must be identified as optional alternates and priced separately.
- 5 year license for all APs.

General Information - Installation

- Cable Type if needed: Cat6A.
- Cabling and Cable ends: At server closet MDF end cable will be mounted into patch panel with female end. Library will provide a white patch cable to connect to the switch. At AP end of cable vendor will terminate with a female end. Library will provide a patch cable to connect to AP. Vendor will label both ends of all cable runs by library IT staff standards, Ex SNEAP1, SNEAP2. All new APs, not using existing ethernet cable runs, will be powered via PoE provided through ethernet cable runs provided by vendor.
- Vendor must test all existing AP cable runs that will be reused. Any run failing certification must be repaired or re-run by vendor and documented.
- AP mounting Instructions: Between 9 and 20 foot from the floor. Prefer mounting with AP face parallel to the floor unless installation constraints deem change necessary.
- Vendor will work with IT staff to install APs across locations, according to the below location specifics. Drop ceiling mounts are included with Meraki APs.

General Information - Pricing/Proposals

- Vendor should provide AP licensing and hardware cost as one line item and installation cost as a separate line item. In addition, installation cost should be separated by location. Proposals must itemize costs by location and by work type (internal AP replacements, external AP installs, new Cat6A drops, and drop repairs), with site subtotals and a grand total.
- All proposals should be submitted by 4 pm ET on the day of proposal deadline.
- Vendor must provide SPIN number with a proposal.
- Vendor must confirm that all proposed products and services are E-rate Category 2 eligible and must clearly separate eligible and ineligible items on the proposal with distinct pricing.
- Vendor must complete Contractor Affidavit (located on last page) indicating that they participate in the Federal work authorization program commonly known as E-Verify.

Access Points

- Must be labeled according to the library's preferred format.
- Vendor should assume standard step-ladder access for AP installation. Any areas requiring a lift must be identified in advance, approved by GCPL, and priced as a separate optional line item.
- If replacement ceiling tiles are required they will be provided by the library.
- Existing access points must be inventoried and returned to the library – serial number, model number, and site should be provided for returned access points.
- For new E-rate access points, the vendor should provide a spreadsheet which details model number, serial number, MAC address, host name, and room location for each site.
- Existing AP controller profiles will be applied to both internal and external vendor applied APs.

- Vendor will coordinate a staged cutover with GCPL to minimize disruption to public and staff connectivity.
- All access points will be upgraded to a firmware version agreed upon by the library IT team.
- Provide documentation proving that any other proposed brand or solution is the functional equivalent.
- Follow all best practices and provide thorough documentation and knowledge to complete the project.
- Approved library IT staff will be present and have the final say and confirm the final install location before the AP can be installed on the building.
- All Cat6A cabling will be terminated in the server closet into the existing patch panel in a female jack, the other end of the cable will also terminate in a female jack and a minimum 10 foot service loop.
- Vendor will perform repairs to buildings for any damage incurred during the installation of the AP or associated mounting.
- All mounting hardware, including the vendor provided mount, bolt, screws, etc will need to be mounted as securely as possible to prevent tampering.
- Vendor will provide a 5 year warranty on all wiring and mounting.

External Access Points

- Scope includes installation of one (1) library-owned external AP at the Lawrenceville Branch (LAW). Vendor will run one (1) new shielded outdoor-rated Cat6A ethernet drop from the nearest appropriate MDF/IDF to the exterior mount location and terminate, label, test, and certify the run per GCPL standards. The AP will be mounted on the corner of the building at a height and orientation approved by GCPL IT staff.
- Approved library IT staff will be present and have the final say and confirm the final install location before the AP can be installed on the building if the existing location is not chosen.
- Vendor will perform repairs to buildings for any damage incurred during the installation of the AP or associated mounting.
- Construction, mounting and wiring will need to be weatherproof to ensure no leaking or unexpected outside access is created.
- Each AP must be grounded to building ground structure or vendor supplied grounding. Vendor will provide a surge arrestor for each AP designed for use with the vendor provided shielded external Cat-6 cable to prevent damage to internal switching equipment.
- All mounting hardware, including the vendor provided mount, bolt, screws, etc will need to be mounted as securely as possible to prevent tampering.
- Vendor will mount AP as high as is possible (while less than 20 feet) on the building structure to prevent ground access and tampering.
- Vendor will provide a 5 year warranty on all wiring, mounting, waterproofing.

AP Ethernet Drop Repairs

- Vendor will repair one (1) existing AP ethernet drop at each of the following locations: DUL, MPK, DAC, and CEN. Repairs include re-terminating ends, replacing damaged sections, or re-running the drop if required to meet ANSI/TIA Category 6A permanent link compliance. Vendor must test and certify each repaired drop and provide electronic test results indexed by the existing drop label. Any repaired drop that does not pass Category 6A certification must be re-run in full at no additional cost. Any drop that cannot be brought into compliance through repair must be identified immediately and re-run at no additional cost.

Cat 6A Ethernet

Additional Cat 6A ethernet drops are required at locations. Ethernet drops will be varied lengths averaging 150 foot runs from data closet to wall, ceiling or drop ceiling.

- Ethernet drops will terminate in the data closet patch panel into a Cat6A female jack at the location and terminate into a cat6A female jack at the remote end.
- All cable runs shall be labeled according to existing branch standards on both ends. All cables shall be independently supported throughout the entire project as recommended.
- Cables shall be routed point-to-point (home run). Cables shall not be spliced.
- All fiber and data cables runs must have a minimum 10 foot service loop at the jack end.
- All cabling installed in the ceiling must be hung at least 8-inches above the finished ceiling.
- All cable must be routed to avoid fluorescent light fixtures or electric motors.
- The outside sheath of any cable shall not be damaged.
- The vendor shall terminate cables properly on both ends.
- Cable shall not be left lying on the floor or on top of drop ceiling grids.
- Each data outlet and cable shall be tested and certified for permanent link compliance with ANSI/TIA Category 6A.
- All tested cables shall pass all performed tests. Vendor must provide complete electronic certification reports for each drop (Fluke or equivalent), indexed by GCPL drop label, in PDF format and native tester format prior to project acceptance. Upon receipt of approval, the vendor shall certify the cable and issue a warranty for a minimum of five (5) years.
- If a problem or fail test occurs, the vendor shall evaluate and remedy the problem without any additional cost to the library.
- After a problem has been remedied, the vendor shall retest the cable and resubmit the test result to the library.

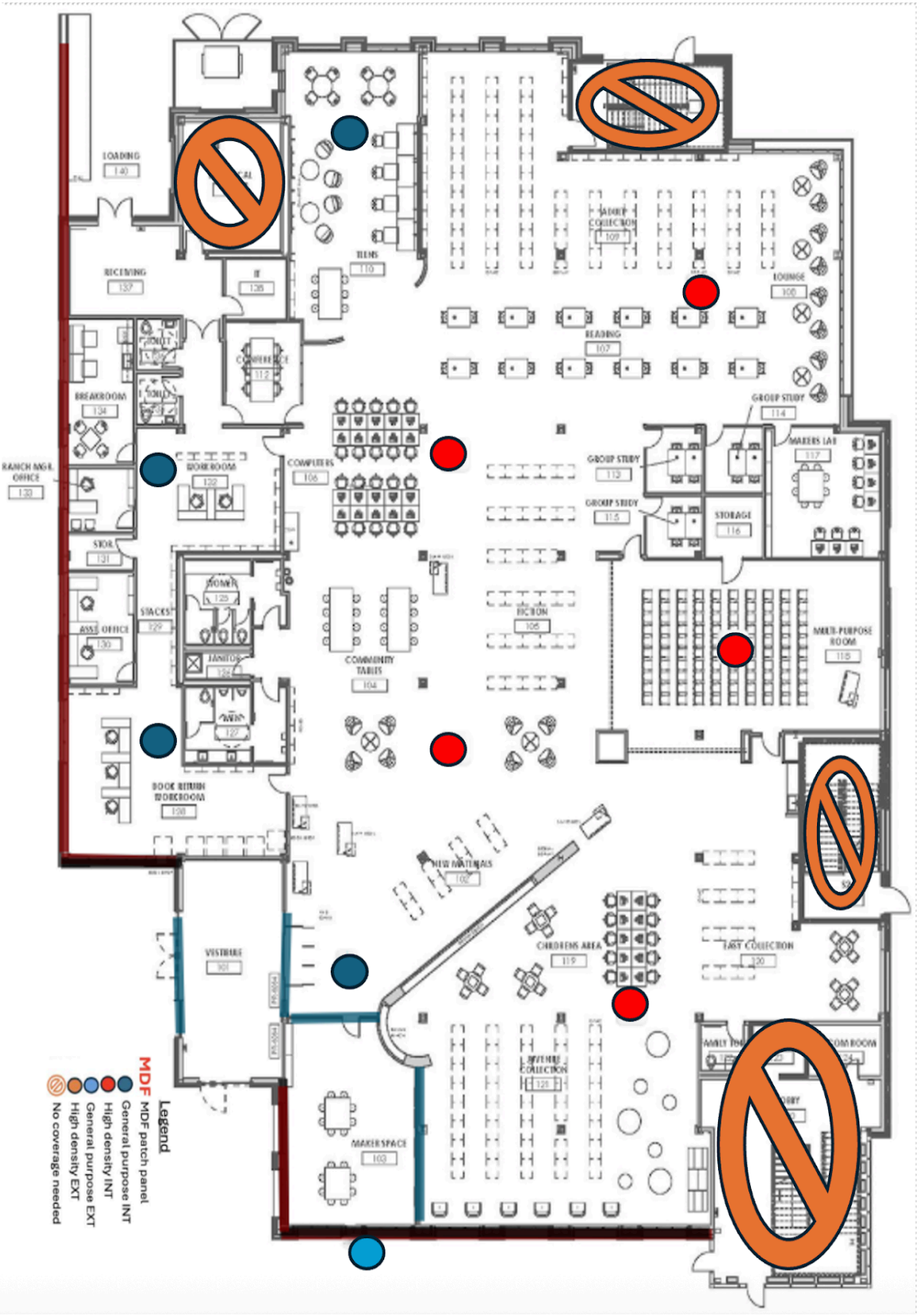
The vendor is responsible for correcting and resolving any issues raised by the library or its representative with respect to workmanship or deviation from standards stated herein. Any troubles, concerns or questions will be addressed to the library Systems Administrator.

Vendor Responsibilities

- Must be accompanied by IT Personnel at all times.
- Time frame of work: Mon-Fri 6AM-4PM, not including holidays.
- Bad cable runs: Bad connections or faulty cables, etc will be re-run/repaired by the vendor within 7 days of notification and the vendor will be responsible for bad runs up to 6 months.
- Completion of cable repairs, new drops, and all AP installation will be tested, verified, and certified by the vendor according to the latest revision of ANSI/TIA-568 series standards. All reports shall be recorded and presented to library IT staff before acceptance.

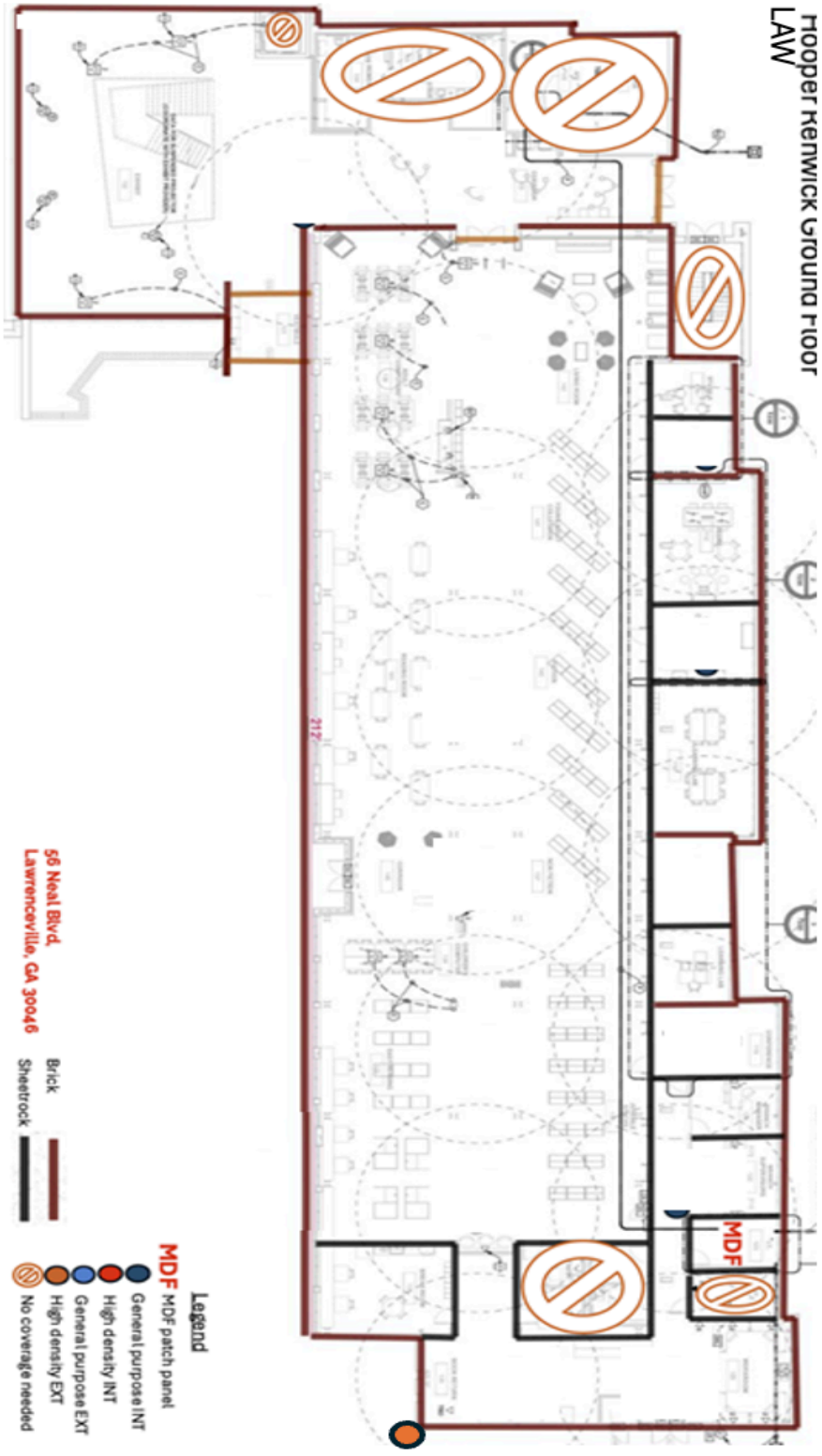
Building Existing APs

Snellville - 2245 Wisteria Drive, Snellville, GA 30078
Existing APs: 9 internal, 1 external (external AP replacement/install at existing location)
The attached floor plan shows existing AP locations and areas where new wireless coverage is not required, per the legend and the intended wall mount location for the library-owned external AP.



Building Existing APs

Lawrenceville - 56 Neal Blvd, Lawrenceville, GA 30046
Existing APs: 1 external AP already owned by GCPL, requires one (1) new ethernet drop and corner exterior mount
Lawrenceville (LAW) Exterior AP Location Reference: The attached image indicates the intended corner mount location for the library-owned external AP and the preferred general cable entry area. Final exact placement and pathway will be confirmed on site with GCPL IT staff.



AP Ethernet Drop Repairs

DUL: repair one (1) existing AP ethernet drop

MPK: repair one (1) existing AP ethernet drop

DAC: repair one (1) existing AP ethernet drop

CEN: repair one (1) existing AP ethernet drop

Ethernet Drops

Headquarters, 1001 Lawrenceville Highway, Lawrenceville, GA 30046

Ethernet: nine (9) new Cat6A drops post-renovation

C. Schedule

The following Schedule applies to this RFP, but is subject to change. Except as provided below, changes will be made only by written amendment to this RFP.

- December 19, 2025 - Release of Request for Proposals
- January 9, 2026 -Proposers' written questions due by 3:00 pm. ET
- January 16, 2026 - Library's written responses to questions published
- January 30, 2026 - Proposals due by 3:00 pm. ET
- February 2 to 6, 2026 - Proposals evaluated by Library's Evaluation Committee
- February 9 to 13, 2026 - Interviews with finalist(s) conducted
- February 13, 2026 - Notice of Intent to Award issued
- February 16 to 20, 2026 -Negotiations and contract creation with finalist
- March 16, 2026 - Contract presented to Library Board of Trustees for approval

The Library reserves the right to revise these dates at its sole discretion based on unforeseen events or organizational requirements. Any revisions made will be published using the same sources and media as this RFP.

D. Questions

Proposers may submit written questions regarding this RFP via email, which the Library will respond to in writing via email, based on the dates set forth in the Schedule (above). The Library's written email responses will be provided to all proposers who have submitted their email contact information to the Library.

Questions regarding this RFP should be sent via email directly to the Library's contact person:

Jessica Fulks
Business Services Manager
jfulks@gwinnettpl.org
Email should include reference RFP # GCPL-2603 Wireless Access Points and Ethernet

All questions and responses must be in writing; no verbal communications between a proposer and Library staff regarding the substance of a pending RFP are permitted, and any verbal representations provided by Library staff are not binding on the Library.

If a proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in this RFP, the proposer shall immediately notify the Library's contact person of such perceived error. Modifications to this RFP may be made by addenda, which then become part of this RFP.

II. SUBMISSION OF PROPOSALS

A. Submission, Copies and Due Date

Proposers must submit their proposal on **a flash drive** in a sealed envelope marked "PROPOSAL FOR WIRELESS ACCESS POINTS AND ETHERNET" to:

Gwinnett County Public Library
Attn: Jessica Fulks
1001 Lawrenceville Highway
Lawrenceville, GA 30046

Proposals must be received by 3:00 pm ET on January 30, 2026.

Late Proposals will not be accepted or considered. It is the responsibility of the proposer to ensure that the proposal arrives at the Gwinnett County Public Library prior to the date and time indicated.

Section 1 – Qualifications and Experience:

Please explain your and your staff's qualifications and experience in this section, including:

i. Your qualifications and experience in the subject areas that are applicable to the project. Be specific in describing the depth of both you and your staff's knowledge and experience (Experience with providing the requested services to local government clients is strongly preferred);

vi. A brief representative listing of similar projects completed in the past three (3) years and your responsibilities for those projects, as well as the responsibilities of other key personnel who would be part of the team on this project. (Experience with providing the requested services to local government clients is strongly preferred);

viii. Disclose any lawsuit or any other type of proceeding (such as an arbitration) resulting from any job undertaken by you or your sub- contractors which is still pending or has occurred on projects within the last five years, and related details; and

xv. Any other information which might aid the Evaluation Committee in ascertaining your qualifications and experience.

Section 2 - Project Approach and Work Schedule:

In this section, please explain your understanding of the RFP's requirements and objectives regarding the project, and how you will satisfy them.

Section 3 - Cost of Service:

In this section, please disclose all expense types, rates, and charges to be assessed to the Library for the required services. All proposals must identify the following:

i. The proposal provided to the Library under this section must include all labor, materials, equipment and accessories required to furnish, configure, install, and integrate a complete wide area network connection.

ii. Provide the monthly cost for service. Include all mandatory fees and charges.

iii. Provide one-time costs including any installation, activation, initial configuration, programming or service charges.

v. Must include a list of equipment to be provided and network diagrams of the proposed solution.

A fixed price cost for the project will be developed and agreed to during the negotiation and contract development phase of the solicitation.

B. Proposal Duration and Contract Timing Requirements

All proposals will remain in effect and shall be legally binding for at least one hundred and twenty (120) days after the proposal submission due date.
Unless otherwise authorized by the Library, the selected contractor will be expected to agree to a mutually acceptable contract with the Library for the services requested within fifteen (15) days of the Library's issuance of the notice of intent to award. If agreement on contract terms and conditions acceptable to the Library cannot be achieved within that time frame, or if it appears that an agreement will not be possible after reasonable negotiations have been conducted (as determined at the sole discretion of the Library), then the Library reserves the right to retract the notice of intent to award and proceed with awards to other consultants, or to withdraw this RFP.

D. Confidentiality of Information Contained in Proposals

All proposals are subject to the provisions of The Official Code of Georgia Annotated § 15-18-70 *et. seq*. Georgia procurement law, however, provides that all proposals shall be treated as confidential documents until the selection and negotiation process has been completed. Once the Library has issued its notice of intent to award and the contract negotiations have been completed, all submitted proposals shall be deemed public records and become subject to public disclosure.

III. SELECTION PROCESS

A. Evaluation Committee to Review Proposals

The Library shall form an Evaluation Committee to review the content of all proposals submitted in response to this RFP. The Evaluation Committee may be composed of Library employees or officers, Board members, or persons outside of the Library. The Evaluation Committee shall review and evaluate all timely proposals based on the terms of this RFP, and shall make a recommendation for selection of a contractor to the Library Board. The Library Board is ultimately responsible for approving any contract to be awarded under this RFP, in its sole discretion.

Those Library employees who have a relationship with a person or business entity submitting a proposal shall not participate in the review or selection process. Any person or business entity submitting a proposal who has such a relationship with a Library employee who may be involved in the selection process shall advise the Library of the name of its employee in the proposal.

The Evaluation Committee may reject any or all proposals, or portions thereof, if it determines that it is in the Library's best interests to do so.

B. Additional or Supplemental Information

The Evaluation Committee may, during the evaluation process, request any proposer to provide additional information which the Evaluation Committee deems necessary to evaluate the proposer's ability to perform the required services. Such information shall be required to be provided in writing, and shall become part of the proposal on record.

C. Interviews

After initial screening, the Evaluation Committee may select those proposers deemed most qualified for this project for further evaluation. Interviews of those selected proposers may be conducted as part of the final selection process. Interviews may or may not have their own separate scoring during the evaluation process.

D. Selection of Proposals

The Library reserves the right to select the proposal(s) which in its sole judgment best meets its needs, and to award a contract to one or multiple qualified submittals. ***The lowest proposed cost is not the sole criterion for recommending contract award.***

The Library also makes no guarantee of any or equal amounts of work for the project which is the subject of this RFP. Further, the Library is not responsible for any costs incurred in the preparation or submission of a proposal or any work performed prior to the execution of a contract.

IV. CONTRACT AWARD

A. Notice of Intent to Award Contract

Upon selecting a proposal, the Library will enter into contract negotiations with the chosen contractor. If such negotiations are unsuccessful, the Library will proceed to negotiate with the proposer who scored next highest in rank.

Upon successful completion of contract negotiations, all proposers who have submitted proposals in response to this RFP will be provided with notice as to the successful contractor(s).

B. Contract Award

The Evaluation Committee will make a recommendation on awarding a contract to the Library Board of Trustees. No contract will be in effect until approved by the Board.

This RFP does not commit the Library to award a contract. The Library has absolute discretion in awarding a contract and reserves the right to waive informalities and irregularities in this RFP and/or the proposals received. The Library reserves the right to accept or reject any or all proposals or to modify or cancel this RFP in part or its entirety.

EXHIBIT A

INSURANCE REQUIREMENTS

With respect to performance of work under this Agreement, Consultant shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain insurance as described below unless such insurance has been expressly waived by the Library through a *Waiver of Insurance Requirements*. Any requirement for insurance to be maintained after completion of the work shall survive this Agreement.

The Library reserves the right to review any and all of the required insurance policies and/or endorsements, but has no obligation to do so. Failure to demand evidence of full compliance with the insurance requirements set forth in this Agreement (or failure to identify any insurance deficiency) shall not relieve Consultant from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.

1. Workers Compensation and Employers Liability Insurance
   Within ten days after execution of this Contract and during the entire period of the contract, the Consultant shall maintain Workers Compensation insurance in the statutory amounts required. The Consultant shall file with the Library a certificate of insurance from an insurance company or agent licensed to do business in the State of Georgia showing evidence of workers compensation insurance meeting statutory requirements.

2. General Liability Insurance
   Within ten days after execution of this Contract and during the entire period of the contract, the Consultant shall maintain professional liability insurance (errors and omissions insurance) applicable to the Services being performed. If there is no professional liability insurance product applicable to the services, the Consultant shall maintain a commercial general liability policy covering his Services. The Consultant shall file with the Library a certificate of insurance from an insurance company licensed to do business in the State of Georgia showing evidence of such professional or commercial general liability insurance in limits of not less than $1,000,000 per occurrence and $3,000,000 in aggregate. Consultant shall provide a certificate of insurance from an insurance company or agent licensed to do business in the State of Georgia and copies of the additional insured endorsement naming Gwinnett County Public Library as an additional insured. Any deductibles and self-insurance retention may not be greater than $100,000.

3. Material Breach
   If Consultant fails to maintain insurance which is required pursuant to this Agreement, it shall be deemed a material breach of this Agreement. The Library, at its sole option, may terminate this Agreement and obtain damages from the Consultant resulting from said breach. Alternatively, the Library may purchase the required insurance, and without further notice to Consultant, the Library may deduct from sums due to Consultant any premium costs advanced by the Library for such insurance. These remedies shall be in addition to any other remedies available to the Library.

EXHIBIT B

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services on behalf of (Gwinnett County Public Library) has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91. Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

_____
Federal Work Authorization User Identification Number

_____
Date of Authorization

_____
Name of Contractor

_____
Name of Project

Gwinnett Co Public Library_____
Name of Public Employer

I hereby declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, ___, 202__ in _____(city), _____(state).

_____
Signature of Authorized Officer or Agent

_____
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE _____ DAY OF _____, 202__.

_____
NOTARY PUBLIC

My Commission Expires:

_____