SCHOOL DISTRICT U-46

Request for Proposals (RFP)

for

LEGACY MIDDLE SCHOOL DESKTOP COMPUTERS

Due Date: December 1, 2026

DISTRICT PROFILE

School District U-46 serves 11 communities across 90 square miles within Chicago's northwest suburbs, including Bartlett, Elgin, Hanover Park, South Elgin, Streamwood and Wayne and portions of Carol Stream, Hoffman Estates, St. Charles, Schaumburg, and West Chicago. The District is located approximately 45 minutes west of downtown Chicago, and includes communities within Cook, DuPage, and Kane counties. District boundaries are NOT contiguous with county, city, village boundaries. During the 2025-2026 school year, more than 31,000 preschoolers through 12th graders attend the 53 District schools and programs. With a renowned Dual Language program, our vibrant student population lists 95 home languages, and more than half of our students are from Hispanic families. Nearly 40 percent of our students are English Learners with more than 11,000 students developing bilingualism and biliteracy skills in our U-46 classrooms. On any given day, children are speaking both English and Spanish as they discuss concepts in language arts, math, science, and more.

KEY TERMS

Request for Proposal: A business document referred to as an RFP that announces a project, describes it, and solicits proposals from qualified contractors. The RFP process is used to gather information without committing to purchase until the best product or service is discovered.

Euna Procurement System (formerly known as Bonfire): Online bidding/RFP portal that U-46 utilizes to administer the bidding process. U-46 requires all vendors who intend to submit a proposal to Euna Procurement Vendor Registration . During the bidding process, Euna Procurement is the sole avenue by which potential vendors will receive all documents, addenda and/or clarifications published in connection with this RFP.

KEY DATES

RFP Published in Euna Procurement	November 9, 2026 @ 8:00 AM CST
Vendor Questions Due in Euna Procurement Portal	November 16, 2026 @ 10:00 AM CST
Responses Issued in Euna Procurement Portal	November 18, 2026 @ 10:00 AM CST
RFP Submissions Due	December 1, 2026 @ 10:30 AM CST
Review by Board of Education	January 25, 2027
Award of RFP by Board of Education	February 8, 2027

REQUEST FOR QUALIFICATIONS (RFP)

Attached, you will find a solicitation by the Board of Education for**: Legacy Middle School Desktop Computers**

If you are interested in submitting a proposal, please observe the following:

1. The Request for Qualifications (RFP) is being published by:
   School District U-46
   355 E. Chicago Street
   Elgin, IL 60120

   THE RFP RESPONSE MUST BE SUBMITTED ON OR BEFORE:
   December 1, 2026 @ 10:30 AM CST.

   School District U-46 utilizes Euna Procurement (formally known as Bonfire), an electronic bidding system. Please use the following link to participate in this RFP:

   EUNA PROCUREMENT

   Please note that there will not be a public bid opening. The RFP will close at the date and time indicated above, at which time all submissions will be reviewed.

2. Questions regarding this RFP must be submitted via the electronic bidding portal on or before **November 16, 2026 @ 10:00 AM CST**. District administration will issue corresponding responses by **November 18, 2026 @ 10:00 AM CST.** Please note that questions will not be answered in any other format.

3. The District will not be liable for costs incurred by Proposers responding to this RFP. All vendors agree to provide all necessary information, and additional information when requested, at their own expense, provided that no vendor supplying any such information shall be allowed, in any way to change the structure originally submitted in its proposal or in any way materially alter or add to the solutions originally proposed after the RFP submission window closes.

4. All RFP submittals must be uploaded on to the Euna Procurement website ONLY. NO PROPOSAL WILL BE ACCEPTED IN ANY OTHER FORMAT.

5. School District U-46 welcomes and values the participation of minority-owned and women-owned businesses and enterprises. Thus, companies that are committed to diversity and inclusion are encouraged to participate in the RFP process.

6. Proposals signed for a partnership must be signed by all the partners, or an attorney-in-fact. If signed by an attorney-in-fact, there must be attached to the RFP submission a power of attorney authority to sign the proposal executed by the partners. All forms must be filled in completely and signed when responding back to this RFP. RFP s not signed will be dismissed. Contract documents between the Owner and Contractor will be executed after

Board approval.

7. District administration, in determining the responsibility of any proposer, may take into account other factors in addition to financial responsibility, such as past records of transactions with the proposer, experience, adequacy of equipment, ability to complete performance within necessary time limits, and other pertinent considerations such as, but not limited to, reliability, reputation, competence, skills, efficiency, facilities, resources and location of the proposer as related to prompt reply to service needs, parts pickup, and ease of communications. The proposer shall, if and upon the district's request, supply such information as current auditor's financial statement, insurance certification and any other necessary information to allow U-46 to determine their qualifications and responsibility.

8. Proposals may be withdrawn any time prior to the RFP close date/time. No proposals shall be withdrawn for a period of 90 days after the closing of the RFP.

9. In the event a Contractor is deemed irresponsible by the District for any reason, including but not limited to, performance issues in connection with a previous contract award, it will be the sole discretion.

10. Negligence on the part of the submitter in preparing the proposal confers no right of withdrawal of the submission after the closing of the RFP. This includes errors in misunderstanding of the specifications.

11. No responsibility will be attached to any person for premature opening of an RFP submission not properly addressed or identified. Proposals not signed by individuals making them, must have attached thereto a power of attorney evidencing authority to sign the proposal in the name of the person for whom it is signed.

12. The District reserves the right to increase or decrease quantities within this proposal.

13. The District reserves the right at any time and for any reason to cancel an RFP, accept or reject any or all proposals or any portion thereof, or to accept an alternate offer.

14. The District reserves the right to waive any minor informality defect in any RFP submission.

15. The District may seek clarification from any Proposer at any time and failure to respond promptly is cause for rejection.

16. The Board of Education reserves the right to award this RFP to a sole provider OR multiple providers.

17. Services that allow for contract extensions must be mutually agreed upon by both the District and the vendor. Such extensions may be subject to increases not to exceed the Consumer Price Index (CPI) based on the most recent tax levy.

18. The District will evaluate all submissions and will award the RFP to the lowest responsive and responsible Proposer whose proposal, conforming to the solicitation and specifications, will be most advantageous to the District. The successful Proposer will be notified upon

Board approval. All other proposers will be notified via “Public Notice” Euna Procurement.

19. The Board of Education reserves the right to return any merchandise or reject services that do not comply with the specifications and conditions at the supplier’s expense. In addition, if delivery of acceptable items or rendering of services is not completed by the time promised, the District reserves the right, without liability, in addition to its other rights and remedies, to terminate the contract by notice effective when received by Proposer, as to stated items not yet shipped or services not yet rendered and to purchase substitute items or services elsewhere and charge the Seller with any or all losses incurred. The District shall be entitled to recover its attorney fees and expenses in any successful action by the District to enforce this contract.

20. These documents shall constitute the entire agreement between the parties upon the final award of the Contract by the Board of Education. No change in, addition, or waiver of terms, conditions, and specifications herein shall be binding on the Board unless approved in writing by the Board.

21. Be advised all documents submitted for this RFP will be of public record.

RFP *Attachment (s)*

- Vendor Certifications (located on page 7 of this document)
- U-46 General Terms and Conditions
- Bid Form
- Appendix A - Pricing Sheet
- Appendix B - Desktop Computer Minimum Required Specifications

GENERAL REQUEST FOR QUALIFICATIONS CONSENT

By filling in the information below the submitter acknowledges that they have reviewed and agree to comply with all of the statements within this Request for Qualification document. There are no exceptions to complying with these statements.

Company: _____

Representative (Print & Sign): _____

Title: _____

REQUEST FOR PROPOSAL
LEGACY MIDDLE SCHOOL DESKTOP COMPUTERS
SCHOOL DISTRICT U-46

CERTIFICATIONS/REPRESENTATIONS

_____ As part of conducting business with School District U-46, Elgin, IL, it is hereby certified that the named contractor or entity in this application is not barred from participating in any contract award, or as a bidder, as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4. The requirement for certification can be found at 720 ILCS 5/33E-11 and 105 ILCS 5/10-20.21(b).

_____ As part of conducting business with School District U-46, Elgin, IL, it is hereby certified pursuant to Section 3 of the Illinois Drug-Free Workplace Act (30 ILCS 580/3) that the contractor or entity in this application shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and, further certifies, that contractor is not ineligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

_____As part of conducting business with School District U-46, Elgin, IL, contractor hereby represents, warrants, and certifies on behalf of the entity named in this application that no officer or director of said entity has any knowledge that any employee thereof has been convicted of committing or attempting to commit any of the following violations of the Illinois Criminal Code of 2012 (720 ILCS 5/), Sections 5/11-6 (Indecent solicitation of a child), 5/11-9 (Public indecency), 5/11-14 (Prostitution), 5/11-15 (Soliciting for a prostitute), 5/11-15.1 (Soliciting for a juvenile prostitute), 5/11-19 (Pimping), 5/11-19.1 (Juvenile pimping), 5/11-19.2 (Exploitation of a child), 5/11-20 (Obscenity), 5/11-20.1 (Sexual assault), 5/12-14 (Aggravated criminal sexual assault), 5/12-15 (Criminal sexual abuse), and 5/12-16 (Aggravated criminal sexual abuse), and/or those offenses defined in the "Cannabis Control Act," 720 ILCS, 550/1 et. seq. (except the "Illinois Controlled Substances Act," 720 ILCS 570/100 et. seq.) and/or any offense committed or attempted in any other state or against the laws of the United States, which if committed or attempted in this State, would have been punishable as one or more of the foregoing offenses.

_____ Contractor represents and warrants that it shall not employ any person who will or may have direct, daily contact with the pupils and for whom a criminal background investigation has not been conducted pursuant hereto, and further represents and warrants that all applicants for any such employment shall furnish with their applications the attached written "Authorization for Criminal Background Information". The Board of Education may request a criminal background investigation of said applicant pursuant to 105 ILCS 5/10-21.9 and to receive criminal history record information pursuant thereto to determine if the applicant has been convicted of committing or attempting to commit any of the criminal or drug offenses enumerated above. Contractor shall incur any costs and expenses associated with the criminal background investigation. Contractor further represents, warrants, and certifies that no applicant for employment with respect to whom the criminal investigation reveals any conviction for committing and/or attempting to commit any of the above enumerated offenses, shall be employed thereby in any position that involves or may involve contact with the students. Pursuant to Section 5/10-21.9(f) of the Illinois School Code, this certification is made and executed on the date of application on behalf of the contractor named in this application by its duly authorized officer.

_____As part of conducting business with School District U-46, Elgin, IL, it is required that contractors comply with the Illinois Human Rights Act which prohibits discrimination in the workplace. I represent and warrant, on behalf of the entity named in this application, that the contractor is in compliance with the Illinois Human Rights Act and has a workplace policy as described in 775 ILCS 5/2-105.

_____ I represent and warrant that I am authorized to make the above certifications on behalf of the contractor or entity named in this application and that the above certifications are all true and accurate to the best of my knowledge. I understand that any misrepresentation of fact or an improper certification is reason for the application to be denied and/or any contract award voided.

By: _____
Name:_____
Title:_____
Date:_____