

**NOTICE: INVITATION TO PROPOSE**  
**VILLAGE OF PALATINE**  
**Upgrade of Wi-Fi System**

The Information Technology Department is seeking proposals for the procurement, engineering, and integration of a Wi-Fi system for the Village of Palatine office buildings, **with installation services to be included as a separate, optional component at the Village's discretion.**

**Submittal Requirements: To be considered, your proposal must be received by 4:00 p.m. Central Time on July 22, 2026. The original proposal and one (1) copy must be submitted together in a sealed envelope or container, to the attention of Rhonda Malcolm, Director of IT, Village of Palatine, 200 E. Wood St., Palatine, 60067, stating on the outside:**

**Contractor's name**

**Address**

**Telephone number**

**Due date**

**Proposal title "Village of Palatine - Upgrade of Wi-Fi System"**

**Proposal # VoPIT-2026-02**

The Village of Palatine reserves the right to reject any or all proposals, to waive any informality, and to accept any proposal which the Village Council deems most favorable to the interest of the Village.

**Copies of the proposal details may be downloaded from our website at [www.palatine.il.us](http://www.palatine.il.us), picked up Monday through Friday, 8:00 a.m. to 4:00 p.m. at the Village of Palatine Information Technology office, 200 E. Wood Street, Palatine, IL, or by contacting Rhonda Malcolm at 847-963-6271 or at [rmalcolm@palatine.il.us](mailto:rmalcolm@palatine.il.us).**

Questions and/or comments should be directed Monday – Friday, 8:00 – 4:00, to the Director of Information Technology – Rhonda Malcolm, 847-963-6271.

Date Published: June 17, 2026

## Village of Palatine

### **Village of Palatine - Upgrade of Wi-Fi System**

**Proposals due no later than 4 PM CT on July 22, 2026**

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- **Specifications/Requirements may be obtained from and any inquiries directed at:**

Rhonda Malcolm  
Director of Information Technology  
200 E. Wood Street  
Palatine, Il 60067  
Phone: 847-963-6271  
Email: rmalcolm@palatine.il.us

- **Proposals will be received at:**

Rhonda Malcolm  
Director of IT  
200 E. Wood Street  
Palatine, Il 60067

- **Proposals are due July 22, 2026, no later than 4:00 PM Central Time**

- **Any objections to the specifications/requirements set forth must be filed in writing on or before July 10, 2026, at 4 PM Central Time.**
- The Village reserves the right to accept the submission that is, in its judgment, the best and most favorable to the interests of the Village and the public; to reject the low price submittal; to accept any item in the Provider’s submittal or a portion thereof; to reject any/all submissions; to accept and incorporate corrections, clarifications or modifications following the opening of the Provider’s submission when to do so would not, in the Village’ opinion, prejudice the procurement process or create any improper advantage to any Provider; and to waive irregularities and informalities in the procurement process or in any submission; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future defects or informalities, and the Provider should not rely upon, or anticipate, such waivers in submitting their submissions. The enforcement of this Reservation of Rights by the Village shall not be considered an alteration of the response. In addition to the Village’s rights above, the Village reserves the right to reject any and all responses if the evidence submitted by, or investigation of such Provider, fails to satisfy the Village's expectations or accepts any item in the Provider’s submittal or a portion thereof.

All Providers are prohibited from making any contact with any official or employee of the Village (collectively, “Municipal Personnel”) with regard to the work, other than in the manner and to the person(s) designated herein. The Village Manager of Palatine reserves the right to disqualify any Provider that is found to have contacted Municipal Personnel in any manner regarding the work. Additionally, if the Palatine Village Manager determines that the contact with Municipal Personnel was in violation of any provision of 720 ILCS 5/33E, the matter will be turned over to the Cook County State’s Attorney for review and prosecution.

## **A. Introduction**

The Village of Palatine is accepting proposals for the Procurement, Engineering, Installation (quoted separately), and Integration of a new Wi-Fi system for the Village of Palatine buildings. All possible solutions will be evaluated.

Proposals shall include delivery of fully functional equipment F.O.B., engineering, installation, and integration services to the Village of Palatine, 200 E Wood Street, Palatine, Illinois 60067. The proposed system and scope of work quoted on the proposal form shall be firm, and the Village retains the right to cancel all orders not delivered within the quoted time allotment. Extensions of time allowed for delivery may be obtained from the Village if there is just cause, but this should be done well in advance.

**Separation of Implementation Services:** Procurement of installation and deployment services remains strictly at the Village of Palatine's discretion. Vendors are required to provide a fully unbundled pricing model that details installation costs as a distinct, standalone line item. The Village of Palatine reserves the right to strike installation from the final scope of work without affecting the unit pricing of the goods provided.

In the event that a bidder wishes to withdraw a submitted proposal for any reason, it may be withdrawn without penalty until 8:00 a.m. on the day of the proposal opening. After that time, the bidder, should the proposal be deemed accepted, will be held in default and therefore liable for any and all additional costs incurred by the Village in obtaining the equipment & services in question. The same shall be true should a successful bidder be unable to provide the equipment in accordance with the contracted proposal and/or the proposed delivery time regardless of cause or reason whether natural, man-made, or labor-related.

The successful bidder shall warrant and guarantee that the bid price will be firm and that there will be no escalation at the time of delivery. All manufacturer warranties must be in effect and commence on the date that the operational unit is delivered to the Village. The bidder's execution of the bid forms and submission thereof constitute acknowledgment and acceptance of the terms and conditions of the bidding documents. The awarded proposal shall become the binding contract between the Village and the successful proposer upon the Village Council's award.

Payment for the equipment shall be made by the Village through its normal payment process. The successful bidder shall receive payment within sixty days of receipt of the completed project, an original invoice, and all other required documentation, including a certificate of origin and a warranty statement.

The Village of Palatine reserves the right to reject any or all proposals, to waive any informality in proposals, and to accept any proposal or portion thereof which the Village Council deems most favorable to the interests of the Village.

## **B. Scope of Work**

Provide system procurement, engineering, installation (quoted separately), and integration for the implementation of the Village of Palatine Wi-Fi system.

Warranty – The system must provide all hardware & software support for 3 years. Consulting services & support must be provided for at least 90 days from implementation.

Installation – Procurement of installation and deployment services remains strictly at the Village of Palatine's discretion. Vendors are required to provide a fully unbundled pricing model that details installation costs as a distinct, standalone line item. The Village of Palatine reserves the right to strike installation from the final scope of work without affecting the unit pricing of the goods provided.

Training & consulting on the implementation is required as part of the proposal.

## **C. Current Environment**

### **Section I – Current Access Points**

The current system of Access Points consists of 44 internal Cambium Access Points and 6 exterior Cambium Access Points spread across 9 buildings within the Village of Palatine. The access points are currently primarily single-radio access points, providing A/B/G/N/AC wireless connectivity.

Wiring to the access points consists of a single CAT 5e or higher cable to each unit, connected to an Extreme Networks switch that provides 802.3bt Type 4 PoE (90W) or Type 2 PoE+ (30W) power.

All buildings are interconnected via at least 400Mb links for backhaul of data to the internet or other resources.

The proposed solution must allow for access point expansion as needs arise.

### **Section II – Authentication**

Village of Palatine currently utilizes the following methods of authentication for wireless clients to connect:

- 1) Pre-shared Key
- 2) System and/or user-level certificates with AD integration
- 3) Radius authentication (Active Directory / Entra ID)
- 4) Public (open) access with captive portal agreements
- 5) Pre-registering / approval for employee access to public Wi-Fi

### **Section III – Clients / Village applications**

The client mix for access points is the following:

Laptops – standard laptop utilizing Wi-Fi in conference room / temporary locations

Tablets – iPad, Android tablet, Windows tablets – Utilized for uploading/downloading inspection reports and other business systems

In-car camera system - Axon in-car camera systems upload video from cars utilizing Wi-Fi

Phones – iPhone and Android phones utilized with public Wi-Fi

Public Wi-Fi – the Village provides public Wi-Fi in our building after acceptance of terms.

### **D. Requirements for System**

The Village of Palatine is looking for the most cost-effective solution to:

- a) Provide secure & reliable wireless bandwidth to Village applications
- b) Provide general internet access to pre-approved devices without authentication
- c) Provide intranet & internet access to authenticated users
- d) Provide Wi-Fi to the public with agreement of terms
- e) Provide central management solution for configuration and management of access points

#### **Wi-Fi must provide the additional features from our current system of:**

##### 1. Environment

1.1. Any support equipment must be rack-mountable in a standard 19” rack

##### 1.2. Reporting

1.2.1. The system must support the reporting of at least the following information

1.2.2. All connections/disconnections of devices, including general device description/type/MAC address

1.2.3. All denied connections including general device description/type/MAC address

1.2.4. All activities to system and users’ permissions

1.2.5. Provide RF analysis for interference identification

1.2.6. Provide bandwidth utilization reports by SID/VLAN

1.2.7. Provide messages to standard syslog/CrowdStrike servers

##### 2. Security

2.1. The system must provide unlimited active/inactive user accounts to be defined in the system

2.2. The system will provide Active Directory integration for user accounts and password authentication

2.3. The system will provide levels of access providing security granularity based upon roles or permissions

2.4. The system will provide standard wireless encryption methods for clients

- 2.5. The system will provide wireless intrusion detection capabilities
- 2.6. The system will provide at least the following authentication methods for clients
  - 2.6.1. None
  - 2.6.2. None with agreement of terms.
  - 2.6.3. Pre-shared key
  - 2.6.4. Certificate (both user and system level)
  - 2.6.5. Pre-registered Equipment
    - 2.6.5.1. The system shall provide a method for an employee to self-register a limited number of devices for association
3. Equipment
  - 3.1. All equipment adheres to at least Wi-Fi 7 (IEEE 802.11be) specification
  - 3.2. The system must support at least 50+ associations per access point
  - 3.3. The system must be able to apply an SSID across multiple bands/frequencies on a single access point
  - 3.4. Any access points designated for outdoor installation must be purpose-built, ruggedized, and weather-rated. Proposed outdoor hardware must feature at least an IP66/IP67 weatherproofing rating and support an operational temperature range of -40°F to 140°F.
4. Discretionary Installation Services
  - 4.1. The Submission of a complete proposal for installation, configuration, and integration services is mandatory for all vendors. However, the procurement and execution of these services remain at the Village's sole discretion. The Village reserves the right to purchase the proposed hardware and software independent of these services, without any penalty or alteration to the unit pricing of the goods provided.
  - 4.2. Installation services will be contracted at the sole discretion of the Village. Vendors must itemize all installation, onboarding, and configuration costs separately from the core hardware and software fees
  - 4.3. If the Village elects to proceed with the optional installation services, the selected vendor must include and deploy appropriate surge protection and grounding hardware for all outdoor access points. All outdoor installations must comply with local electrical codes and manufacturer specifications for surge suppression.
5. Management
  - 5.1. The system must provide multiple SSIDs per access point
  - 5.2. The system must provide the ability to configure per-user bandwidth limits on specific SSIDs where desired.
  - 5.3. The system must provide the association of SSIDs to VLANS

6. Warranty
  - 6.1. All equipment must supply a 3-year warranty for hardware
  - 6.2. All software must supply a 3-year support/maintenance agreement for software
  - 6.3. All services must be warrantied for 1 year after implementation
  
7. Training
  - 7.1. The supplier will provide on-premises or remote administrative training to 7+ users. State in your proposal the number of hours to be included, the type of training (on-premises or remote), and additional costs of extra training if requested by the Village.

## **E. Requirements for Proposal**

Village of Palatine prefers proposals to be concise and easy to understand. Do not include unnecessary or extraneous information. Please format the proposal with the following sections. Include all information requested.

### **Section I – Executive Summary**

This section must include a brief overview of the key elements of your proposal. Highlight any features or areas that differentiate your services and products from competitors.

### **Section II – Technical Specifications**

List the technical specifications of the hardware and associated costs. Provide delivery and installation projections (installation must be optional and quoted separately) for an order date of August 18, 2026.

Technical specifications must include any project or site conditions which require additional facility/environment improvements.

### **Section III – Required Solutions**

Identify solutions for all requirements identified by the Village of Palatine. Please identify the technical solution/item required to fulfill the requirements. Any requirement that did not provide a solution must also be identified.

### **Section IV – Proposed project plan**

List the technical specifications of the hardware and associated costs. Provide delivery projections with order date of August 18, 2026.

**Section V – Costs**

The proposals must identify all equipment costs for State & Local government entities. Pricing must be fixed for the proposal.

Any recurring/annual fees must be identified and highlighted in the RFP response.

**F. Terms and Conditions**

- 1) Village of Palatine reserves the right to accept or reject any RFP, or any portion thereof. The Village intends to negotiate an agreement for this work based upon responses to this RFP. If an acceptable agreement cannot be negotiated within an acceptable time period from the date of provider selection, negotiations with the next-ranked provider may be initiated.
- 2) The contracted firm will correct any and all errors and omissions that they make at their own expense.
- 3) The contractor and subcontractors must adhere to all aspects of the Illinois Prevailing Wage Act, 820 ILCS 130/0.01, et seq, if optional installation is chosen.

**G. Procedures for Submitting Proposals**

**Questions about the RFP must be directed to:**

Contact: Rhonda Malcolm  
Director of IT  
E-mail: rmalcolm@palatine.il.us  
Phone: (847)963-6271  
Mailing Address: 200 E. Wood Street, Palatine, IL 60067

**Proposals will be received at:**

Rhonda Malcolm  
Director of IT  
200 E. Wood Street  
Palatine, IL 60067

- 1) Proposals must arrive at the above-listed address no later than **4:00 PM Central Time, July 22, 2026**, to be considered. Responses received after this time will be marked “LATE” and will remain unopened. No faxed / email responses will be received.
- 2) No questions will be accepted after July 10, 2026, at 4 PM Central Time.

Village of Palatine – Request for Proposal VoPIT-2026-02

- 3) The original must be submitted in a sealed envelope or container, to the attention of Rhonda Malcolm, Director of IT, stating on the outside:

Contractor's name

Address

Telephone number

Due date

RFP title "Village of Palatine Upgrade Wi-Fi System"

RFP # VoPIT-2026-02

- 4) Proposals must contain a manual signature of an authorized representative of the responding firm(s).
- 5) Village of Palatine is not liable for any costs incurred by proposers prior to the issuance of a written Notice to Proceed.
- 6) All submittals become the property of the Village of Palatine.
- 7) The contents of the Proposal of the successful firm may become part of any subsequent contractual obligation.

**H. Vendor Signature**

By submission of this proposal, the offeror certifies that he/she has arrived at costs independently, without consultation, communication, or agreement for the purpose of restricting competition.

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Business Contact Representative

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Operational Contact Representative

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Vendor's Name

Federal ID #

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Address

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Vendor's Web Site

---

Phone

Fax

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Email

---

Authorized Signature

Date

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Typed Name & Title