

E-RATE Year 20 (2020-2021)
Internet Access CUSD2020
Central Union School District
Posted January 15, 2020
Bid Response Due – February 18, 2020 at 12:00 P.M. PDT

Project Overview:

Central Union School District (CUSD) is seeking proposals for a 3 (three) year contract with two (2) one-year voluntary extensions to provide Internet Access services for school sites as referenced below.

Contract to include:

10 Gb connection for Internet Access with Committed Information Rate of 3Gbps, and firewall services to the Central Union School District / Central Elementary School

- 15783 - 18th Avenue, Lemoore, CA. 93245

1 Gb connection for Internet Access with Committed Information Rate of up to 1Gbps, and firewall services to serve the school site locations listed below:

- Akers Elementary School
 - Constellation Ave. Bldg #968, NAS Lemoore, CA. 93245
- Neutra Elementary School
 - Community Center Dr. Bldg #967, NAS Lemoore, CA. 93245
- Stratford Elementary School
 - 20227 1st Street, Stratford, CA. 93266

Selection Criteria:

CUSD reserves the right to reject any or all proposals and select the proposal that offers the best overall benefit and cost-effectiveness to the school district and its schools. Along with price, special consideration will be given to proposals of components/services that we believe offer the highest quality, reliability, and usability. Price is the primary consideration but not the only consideration per FCC rules for evaluating proposals for E-Rate.

Bid Evaluation Matrix

CUSD will use the following Bid Evaluation Matrix. The eligible bidder with the most points will be awarded the contract pending E-Rate funding.

Factor	Points Available
Price of the eligible products and services	55
Prior experience with the vendor	25
Local or in-state vendor	10
Prior experience with other local school districts	10

Vendor Qualifications:

1. In order to submit a proposal, the vendor:
 - Must have a minimum of three years of experience in the area of expertise of this RFP.
 - Must have highly-qualified network engineers and technicians on staff, capable of diagnosing problems quickly and providing/recommending solutions.
2. Proposals submitted by the vendor must comply with the competitive bidding requirement of the SLD for Universal Service Fund services and support, along with state and local bid laws.
3. Vendors must be able to provide at least three references from customers with environments similar to CUSD. Reference information must include company name/project, contact name, address and telephone number.
4. Vendor must directly provide all service and support for maintenance of Internet Access connections through the life of the contract.
5. Vendor must provide information regarding availability of technical support (on- site). Vendors must have a maximum travel time of 30 minutes to CUSD and must be available upon request.

Specific Bid Requirements:

1. Vendor must clearly identify capabilities and all associated charges, including installation/implementation costs and any ineligible components requiring additional acquisition costs.
2. TRANSITION PLAN - As the cut-over date for any new service provider/carrier is required to be on July 1, 2020, the DISTRICT requires a transition plan to be provided with any proposal response from service providers that are NOT the current carrier or for any new services or locations NOT provided at the present time by the existing carrier. The plan is to include the resources to be dedicated to the transition, all costs associated with the transition, a timeline of actions with a completion target date for the supplier and for the DISTRICT transition team. The transition plan is to outline the expectations the supplier

team would have of the DISTRICT and the information or task the DISTRICT is to provide the supplier and the date any information or task would be required. Note, Akers Elementary School and Neutra Elementary are located on NAS Lemoore military installation.

3. Vendor is responsible for all telecommunications transfer costs incurred as a result of change of service from present provider.
4. Vendor must include provisions for IP Address Space 4 (four) full Class C blocks.
5. Vendor must include options for escalation of available bandwidth over life of contract as CUSD's data requirements increase.
6. Vendor must provide one primary contract number with which all bills may be associated.

Response Submission

All responses to this RFP should be submitted via email no later than **February 18, 2020 at 12:00 P.M. PDT**, as specified on Page 1 and clearly marked "CUSD2020," in the subject line. Submit to Mark Tompkins at erate@central.k12.ca.us. It is the respondent's responsibility to verify the receipt of the proposal before the due date and time.

Submission of Questions

All inquiries must be submitted via e-mail to Mark Tompkins at erate@central.k12.ca.us. The District will not respond to phone inquiries.

Other

Oral or telephone bids will not be considered, nor will modifications of proposals by such communication be considered. The customer will not be liable for any cost incurred by the respondents in preparing responses to this RFP or negotiations associated with award of a contract.

E-RATE SUPPLEMENTAL TERMS AND CONDITIONS

Signed copy to be returned with bid response.

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act. The amount of discount is based on the numbers of students receiving free and reduced price meals.

1. The project herein [is/may be] contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate.
2. The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.
3. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.
4. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <http://www.usac.org/sl/providers/step01/>
5. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
6. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status will be disqualified from participation in the bidding process and will be considered non-responsive. More information about FCC Red and Green Light Status may be found at this website: http://www.fcc.gov/debt_collection/welcome.html
7. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2020.
8. Prices must be held firm for the duration of the associated E-rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
9. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.
10. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

11. Service provider shall retain all documentation related to the purchase, payment, delivery and/or installation, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of 10 years from the last date of service.

12. Even after award of contract(s) and/or e-rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

13. In the event of questions during an E-rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.

14. No change in the products and/or services specified in this document orders will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.

15. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).

16. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

17. This offer is in full compliance with USAC's Free Services Advisory <http://www.usac.org/sl/applicants/step02/free-services-advisory.aspx>. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.

18. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an "Invoice Check" with the USAC <http://www.usac.org/sl/applicants/step07/invoice-check.aspx>

19. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <http://www.usac.org/sl/service-providers/step02/lowest-corresponding-price.aspx>

I, the undersigned, as an authorized agent of _____ (Service Provider Name), hereby certify that I have read the E-rate Supplemental Terms and Conditions, am fully compliant and intend to cooperate with the E-rate process as outlined above.

Signature : _____ **Title:** _____
Phone Number : _____ **Email:** _____