

E-RATE YEAR 19 2016/2017
Internal Connections RFP
For
Chatom Union Elementary School District
470# 160004418
November 30, 2015

The Chatom Union Elementary School District is seeking proposals for equipment for internal connections for the Year 19 E-Rate funding cycle. This is for equipment only. There will be no installation or configurations in this RFP.

This will primarily be an E-Rate Funded project. Bidders must have a valid SPIN number issued by the Universal Service Administrative Company, Schools and Libraries Division (SLD). The SPIN number must be attached to all bids sent to the Chatom Union Elementary School District.

Contract will be contingent upon E-Rate funding approval and district receipt of a Funding Commitment Decision Letter issued by the Universal Service Administrative Company, Schools and Libraries Division.

Prices must be held firm for the duration of the E-Rate Year 19 fiscal year ending September 30, 2017 (including any SLD approved extensions).

Any potential service provider found to be in Red-Light Status will be disqualified from participation in the bidding process and will be considered non-responsive. Service provider is required to show Proof they are not on FCC Red-Light Status. **Proposals must include FCC Registration Number and documentation from FCC regarding Red light status. Information can be accessed at <http://www.fcc.gov/redlight/>**

All Service Providers will be responsible for procuring the discounted amount from the SLD. Applicant will not provide the form 472 (Bear form reimbursement process).

The Applicant reserves the right to deny any or all proposals associated with this RFP, even with SLD funding approval. The district reserves the right to accept the pricing proposal solely dependent upon SLD approval.

In addition, the district reserves the right to fund, (proceed with project or purchase) or not to fund regardless of E-rate approval.

Bid Evaluation Process

The Chatom Union Elementary School District will evaluate all proposals based on price of E-rate eligible goods only. There's no installation associated with this RFP.

Scope

Below is a list of equipment. While the Chatom Union Elementary School District has standardized on Cisco products, vendors may propose equivalent products. If proposing equivalent products please submit data verifying equivalency with proposal.

Please note: All "or equal" components must not void and must be supported by corresponding manufacturer warranty

Chatom Elementary School:

Description	Part #	QTY	Price Per Item	E-Rate Eligible Price	E-Rate Ineligible Price	Total Price
Cisco Catalyst WS-C3850-12XS Ethernet Switch - Manageable - Stack Port - 12 x Expansion Slots - 10GBase-X - Uplink Port - 12 x Expansion Slot - Optical Fiber - 10 Gigabit Ethernet - 12 x SFP+ Slots - 3 Layer Supported - Power Supply - Redundant Power Supply - 1U High - Rack-mountable (or equivalent)	WS-C3850-12XS-S	1				
Cisco Catalyst Ethernet Switch - 48 Ports - Manageable - 10/100/1000Base-T - Twisted Pair - Gigabit Ethernet - 2 Layer Supported - Power Supply - Redundant Power Supply - 1U High - Rack-mountable (or equivalent)	WS-C3850-48P-S	1				
Cisco 1000Base-T SFP Module - For Data Networking - 1 x 1000Base-T LAN1 Gbit/s (or equivalent)	GLC-T	1				
Cisco SFP (mini-GBIC) Module - 1 x 1000Base-SX (or equivalent)	GLC-SX-MMD	16				
Cisco 2901 Integrated Services Router - 4 x HWIC, 2 x PVDM, 2 x CompactFlash (CF) Card, 1 x Services Module - 2 x 10/100/1000Base-T WAN (or equivalent)	CISCO2901-V/K9	1				
Cisco Multiflex Trunk Voice/WAN Interface Card - For Voice, Wide Area Network - 1 x T1/E1 WAN2.05 Mbit/s (or equivalent)	VVIC3-1MFT-T1/E1	1				
Cisco 32-Channel Voice and Video DSP Module (or equivalent)	PVDM3-32	1				
Cisco Catalyst 2960X-48LPD-L Ethernet Switch - 48 Ports - Manageable - 2 x Expansion Slots - 10/100/1000Base-T - 48, 2 x Network, Expansion Slot - Twisted Pair - Gigabit Ethernet, 10 Gigabit Ethernet - 2 x SFP+ Slots - 3 Layer Supported - Power Supply - Redundant Power Supply - Rack-mountable (or equivalent)	WS-C2960X-48LPD-L	12				
Cisco Spare FlexStack-Plus Hot-Swappable Stacking Module - For Stacking (or equivalent)	C2960X-STACK=	8				
				Tax		
				Freight/Shipping		
				Grand Total		

Mountain View Middle School:

Description	Part #	QTY	Price Per Item	E-Rate Eligible Price	E-Rate Ineligible Price	Total Price
Cisco Catalyst Ethernet Switch - 48 Ports - Manageable - 10/100/1000Base-T - Twisted Pair - Gigabit Ethernet - 2 Layer Supported - Power Supply - Redundant Power Supply - 1U High - Rack-mountable (or equivalent)	WS-C3850-48P-S	3				
Cisco 4 x 1GE/4 x 10GE Network Module Spare - 4 x SFP (mini-GBIC)/SFP+ 4 x Expansion Slots (or equivalent)	C3850-NM-4-10G=	1				
Cisco Catalyst 2960X-48LPD-L Ethernet Switch - 48 Ports - Manageable - 2 x Expansion Slots - 10/100/1000Base-T - 48, 2 x Network, Expansion Slot - Twisted Pair - Gigabit Ethernet, 10 Gigabit Ethernet - 2 x SFP+ Slots - 3 Layer Supported - Power Supply - Redundant Power Supply - Rack-mountable (or equivalent)	WS-C2960X-48LPD-L	3				
Cisco Spare FlexStack-Plus Hot-Swappable Stacking Module - For Stacking (or equivalent)	C2960X-STACK=	2				
Cisco SFP (mini-GBIC) Module - 1 x 1000Base-SX (or equivalent)	GLC-SX-MMD	4				
Tax						
Freight/Shipping						
Grand Total						

All equivalent devices must be able to integrate with an existing Cisco network. They must be able to uplink to VLAN trunk with and detect and show neighboring devices.

REQUESTS FOR INFORMATION

All inquiries must be submitted via e-mail to MRosemire@mydatapath.com by December 21, 2015 with the subject line **“Chatom UESD Network Electronics 470# 160004418”**. The District will not respond to phone inquiries.

All addendum(s), questions and answers will be posted to the district’s website at <http://www.chatom.k12.ca.us/rfp> in addition to the E-rate EPC website at <https://portal.usac.org/suite/>

Please “Follow” the Form 470 to receive all EPC updates pertaining to the Form 470.

SUBMISSION INSTRUCTIONS

All offers **must** be submitted to the contact information below by 2:00 PM PST on December 28, 2015.

Service Provider shall provide **one (1)** original Response.

Contact Information:

Chatom Union Elementary School District
ATTN: Max Rosemire
7201 CLAYTON RD
TURLOCK, CA 95380

Proposals must be **clearly labeled with the Title “Chatom UESD Internal Connections 470# 160004418 Proposal” on the outside of the envelope.**

Alternative Submission via E-mail

All offers may be submitted to the contact information below by 2:00 PM PST on December 28, 2015.

Contact Information:

Max Rosemire
MRosemire@mydatapath.com

Offers must be received no later than the deadline noted above and **clearly labeled in the subject line “Chatom UESD Internal Connections 470# 160004418 Proposal”**

It is the sole responsibility of each respondent to ensure all submittals and attachments are received by the District before the deadline. The District assumes no responsibility for transmission failures.

Verification of receipt can be made by Max Rosemire at MRosemire@mydatapath.com

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) E-RATE CONTINGENCY

The project herein may be contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. 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.

2) SERVICE PROVIDER REQUIREMENTS

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.

- a. 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.
- b. 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/service-providers/step01/default.aspx>
- c. 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>
- d. 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
- e. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2016.

- f. 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).
- g. Goods and services provided shall be clearly designated as "E-rate Eligible". Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
- h. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC "Item 21 Template". Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions.**
- i. 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.
- j. 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>
- k. 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>

3) SERVICE PROVIDER ACKNOWLEDGEMENTS

- a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.
- b. 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).
- c. 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.
- d. 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.

4) STARTING SERVICES/ADVANCE INSTALLATION


The annual E-rate Funding Year begins on July 1 and expires on June 30 of each calendar year. Regardless of the contract “effective date”, E-rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2016 funding year (July 1, 2016). If Category 1 services (Telecommunication Services and Internet access) will begin on or shortly after July 1 of a funding year, the service provider, in some cases, may need to undertake some construction and installation work prior to the beginning of that funding year. Within the limitations indicated below, the infrastructure costs of a service provider can be deemed to be delivered at the same time that the associated Category 1 services begin. That is, if services begin on July 1, then the delivery of service provider infrastructure necessary for those services can be considered as also delivered on July 1.

EARLY FUNDING CONDITIONS

Category 1

There are four conditions that must be met in order for USAC to provide support in a funding year for Category 1 infrastructure costs incurred prior to that funding year.

- *Initiation of installation cannot take place before selection of the service provider pursuant to a posted Form 470 and in any event no earlier than six months prior to July 1 of the funding year.*
- *The Category 1 service must depend on the installation of the infrastructure.*
- *The underlying Category 1 service cannot have a service start date prior to July 1 of the funding year.*
- *No invoices can be submitted to USAC for reimbursement prior to July 1 of the funding year.*

For more information, please refer to the FCC Order involving the Nassau County Board of Cooperative Educational Services ([DA 02-3365](#) , released December 6, 2002). This FCC decision only applies to Priority 1 services (telecommunications services and Internet access).


The complete text can be found at the following URL:

<http://www.usac.org/sl/applicants/step05/installation.aspx>

Category 2

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- *We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.*

For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking ([FCC 14-99](#) , released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).

5) INVOICING

- a. 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. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission and certification of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. 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.
- b. 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.

6) FCC/SLD AUDITABILITY

The E-rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any Agreement resulting from this RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

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:** _____

Service Provider Name: _____