

REQUEST FOR PROPOSALS
E-RATE Funding Year 2017
TELECOMMUNICATIONS (Fiber Circuits Connections)
for Tunica County School District



Tunica County School District
Technology Department
744 School Street
P. O. Box 758
Tunica, MS 38676
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Contact: Eric Brown
Telephone: (662) 363-3507
Fax: (662) 363-1458
E-mail: browne@tunicak12.org

Mandatory Vendor Meeting:
April 21, 2017 10:00 a.m.

Bid Due Date and Opening:
May 3, 2017 2:00 p.m.

Request for Proposal

PROJECT: The Tunica County School District, Technology Department is soliciting competitive written proposals from qualified organizations for fiber optic connections from our schools campus building to Central Office. This is an eligible service as defined by Schools and Libraries Division (SLD) of the Universal Services Administration Company (USAC), <http://www.usac.org/sl/>.

Tunica County School District, with guidance from the technology committee, will consider each proposal received. By issuing this RFP for **TELECOMMUNICATIONS – FIBER CIRCUITS** and collecting responses, TCS D is not under any obligation to accept proposals or to proceed with the services requested and reserves the right to reject any or all proposals. Questions concerning the RFP should be directed to Eric Brown, Technology Coordinator.

SPECIFICATIONS: We are seeking the following services for proposal.

- **1 Gigabit fiber optic circuits between school locations:** Tunica Middle School, Rosa Fort High School Campus includes Tunica Vo-Tech Center, Dundee Elementary School, Robinsonville Elementary School, Tunica Elementary School/Central Office and Tunica Bus Shop.
- Vendor will provide a means to connect each building LAN to their equipment. Connection to the building LAN will be a 1 Gig RJ45 connection.
- Vendor will own and maintain all on premise equipment required to fulfill these specifications.
- Vendor must attend the mandatory vendor meeting on April 21, 2017 at 10:00 a.m. at the district office located 744 School Street, Tunica, MS in order for the quote to be eligible for consideration. No exceptions will be made.
- Vendor must be an approved Telecom provider for both the Public Service Commission of the State of Mississippi and for the Schools and Libraries Division of the FCC.
- Vendor must complete the entire “Quote Submission Form” available with the RFP to be considered.

PROPOSAL SUBMISSION: Companies interested in participating in this RFP should submit written proposals no later than **May 3, 2017**. Proposals should address the Telecommunications Services requested for the district. All proposals must be sealed with two paper copies and one copy on CD, original signature(s), and sent by mail only with outside of envelope clearly identified as follows:

E-RATE: TELECOMMUNICATIONS SERVICES BID

Tunica County School District

Attn: Eric Brown, Technology Coordinator
744 School Street
P.O. Box 758
Tunica, MS 38676

Faxed, emailed, oral, and telephone bids will not be considered, nor will modifications of proposals by such communication be considered.

INQUIRIES: All correspondences and inquiries regarding this RFP must be done via email: browne@tunicak12.org

If a Service Provider does not receive a response within 24 hours, it is the responsibility of the Service Provider to call Eric Brown at (662) 363-3507 and confirm that the email message was received.

PROPOSAL EVALUATION: All proposals will be evaluated using weighted criteria including cost of the eligible products and services, prior experience, references, support and maintenance and value-added for any extra incentive provided by vendor. The proposal that is deemed to be in the best interest of the applicant will be accepted.

SCOPE OF SERVICES: Tunica County School District is interested in receiving proposals to provide Telecommunications Services at 1 Gig and 5 Gig per site to allow for growth for 3-year terms.

I. General Conditions

The following are the General Conditions for the work to be performed as outlined in the Detailed Specifications.

1. Location of Sites:

The location of the work is on property owned by The District and through negotiated services on right-of-ways.

2. Scope of Work:

It is understood that, except as otherwise specifically stated in this RFP, The Service Provider shall provide and pay for all materials, labor, tools, equipment, transportation, temporary construction of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Licenses necessary for the execution of the work shall be secured and paid for by The Service Provider. This would include all pole rights needed for fiber services obtained through local utilities.

Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to The District, unless the

weekend or holiday work due to a delay caused by The District.

The Service Provider will be fully responsible for securing all required right-of-ways, construction permits and cross connects required to complete this project.

3. Protection in General:

The Service Provider shall protect all buildings, furniture, equipment, personal items, trees, shrubs, lawns and all landscaping on school property from damage. Any damaged property shall be repaired or replaced at the Service Provider's expense. Labor shall include all restoration (leveling, sod replacement) of grounds broken up during the installation of this network.

4. Change in Contract:

The District will not be responsible for any change in the work involving extra costs unless approval in writing is furnished by the Technology Coordinator before such work is begun.

5. Existing Conditions:

The Service Provider, in submission of this proposal, will have visited the premises and will be assumed to have taken into consideration all conditions, which might affect this work. The location of the demark shall be in the server closet or another location specified by The District technical personnel. To schedule a site visit, contact Eric Brown at: browne@tunicak12.org

If a Service Provider does not receive a response within 24 hours, it is the responsibility of the Service Provider to call Eric Brown at 662-363-3507 and confirm that the email message was received.

6. Workmanship

All work shall be performed in a professional manner. Personnel from The District may observe the work procedures and workmanship of the Service Provider, but such observation will not relieve the Service Provider from any responsibility of performance or constitute acceptance of the work performed.

7. Proposed Services and Service Provider Qualifications

The Service Provider shall furnish a written document that describes the services proposed under these specifications. It is understood that the Service Provider is not responsible for the function of existing equipment already installed at the schools. However, limited troubleshooting of existing equipment or cabling will be provided by the Service Provider free of charge to determine if the existing equipment or cabling can be re-utilized. The Service Provider must also show proof that their employee(s) are

certified to install the proposed cabling components and electronic equipment.

8. Financing

The Service Provider will provide a binding contract to The District for submission to the Schools and Libraries Division. After notification of award from the Schools and Libraries Division, The Service Provider will receive a Purchase Order for the product and services for which The Service Provider will be responsible as a result of this RFP. This Purchase Order will show the amount that is the responsibility of the local school system. The issuance of any purchase order will be contingent upon approval by USAC. Complete payment to the Service Provider will be subject to the rules of the Schools and Libraries Division (SLD). After notification by the Schools and Libraries Division (USAC Fund Administrator) of the acceptance of the Contract, the contingency will be removed and the Purchase Order will be submitted to the Service Provider in accordance with the rules and regulations of the SLD.

9. Lease

In the case of leased equipment such as routers, contractual terms of the lease must be provided with The Service Provider's Bid. The term "lease" is used to refer to contractual arrangements whereby the ownership of the property remains with the service provider, as stipulated in the SLD Fact Sheet on Internet Services Connectivity, 2/24/98, page 1. The SLD has stated that it will not commit to discounts on a contract that is titled or described as a lease when in effect the terms of the agreement constitute a purchase. For example a lease, which includes upfront payment of capital costs, will not be eligible for discounts.

10. Application for Payment

All applications (invoices) for payment shall be submitted to The District according to the USAC regulations. The Service Provider must submit a Service Provider Invoice for processing of the discounted portion of the bill.

11. Time of Completion

Work must be completed and operational by July 1, 2017, presuming the Service Provider is selected, contract signed and E-Rate forms are submitted by the district in a timely manner.

12. The District Regulations

The Service Provider and his representatives shall follow all applicable school district regulations while on The District property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless the Principal or person in charge gives permission. All Service Provider personnel shall be easily identified by the use of identification badges and uniforms or shirts with The

Service Provider's logo clearly visible.

13. The District reserves the right to:

Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Service Provider it deems unqualified to provide the services requested.

- a. Reject any and all proposals if deemed necessary.
- b. Accept any alternative proposal believed to be in the best interest of the district.
- d. Waive any formality in the quote submission.
- e. Cancel any awarded bid if the service proves unsatisfactory.

14. Price Quotations

Price quotations are to include the furnishing of all materials, equipment, maintenance, shipping costs, delivery, installation, drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the contract documents. The District will not be liable for any costs beyond those proposed herein. Please be advised that public schools are specifically exempted from the payment of Mississippi Sales Tax.

In case of discrepancy in computed proposal prices, the unit price shall govern and the total price shall be revised accordingly.

15. Terms of Payment

The start of services for this project may not begin prior to July 1, 2017. The District will, if possible, issue an SLD Form 486 on the day services begin. For the duration of the contract, payments will be made on the first Friday after the first meeting of The District Board of Trustees after the submission of invoices from the Service Provider.

16. Term of Contract and E-Rate Subsidies

Payment for The District's networking circuits is dependent on E-Rate subsidies. The district will file for the E-Rate subsidies throughout the term of the contract. In the event that the district E-Rate subsidies were to cease, the district will notify the service provider as to the date of the cessation and the District's will be liable only for payment for services until the time of termination. If E-Rate subsidies stop, the district will not be bound by the remainder of the contract.

REQUIREMENTS

- § Vendor must include copy of Mississippi Contractors License
- § Description of Help Desk Procedures
- § Description of Service Response Procedures
- § Description or list of service locations that will provide service and support for

the district installation and the number of technicians available for that support.

- § Vendor must provide three (3) references for similar installation in Mississippi school districts as described in the specifications.
- § Full description of the Network Service to be provided to include bandwidth, network performance specifications and all necessary installation and equipment for connections for buildings at Tunica Middle School, Rosa Fort High School Campus includes Tunica Vo-Tech Center, Dundee Elementary School, Robinsonville Elementary School, Tunica Elementary School/Central Office and Tunica Bus Shop.
- § Copy of proposed contract
- § Vendor must attend the mandatory vendor meeting

This Request for Proposals (RFP) covers services that are E-Rate eligible and must be provided by an Eligible Provider as per FCC regulations. It is the responsibility of the service provider to separate the cost of e-rate eligible services from the services that are not eligible for E-Rate. There will be a cost evaluation of E-Rate eligible services and e-rate non-eligible services. Any service provider that has questions concerning E-Rate or FCC regulations should visit www.universalservice.org/sl.

To be qualified to respond to this RFP all respondents should have a valid Service Provider Identification Number (SPIN) and should have an up-to-date Service Provider Annual Certification (SPAC) on file. Visit www.universalservice.org/sl/providers for additional information.

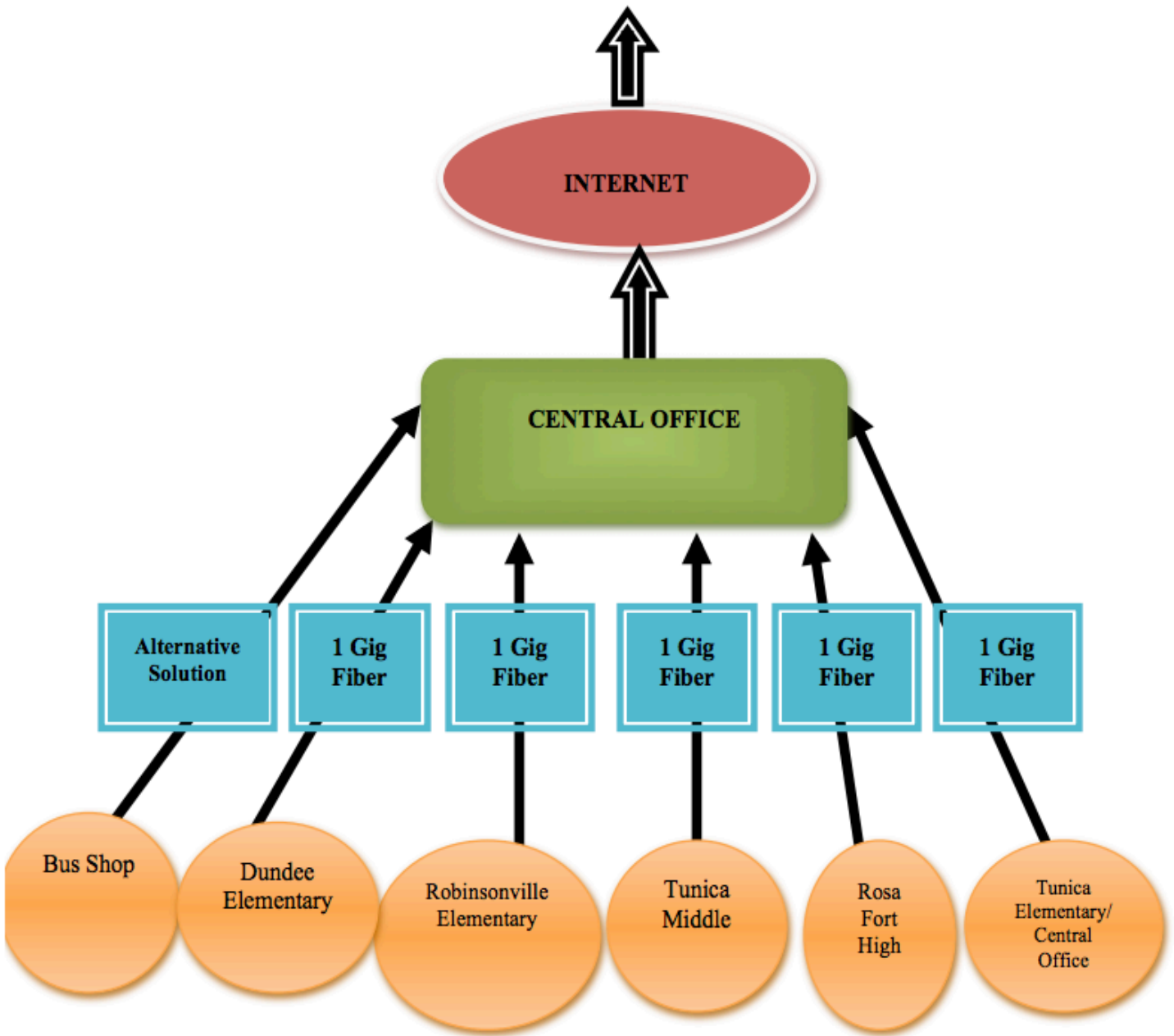
Proposals are due no later than 2:00 p.m. on May 3, 2017. Proposals may be mailed or hand delivered to Tunica County Schools, 744 School Street, Tunica, MS.

Faxed or electronic proposals will not be accepted.

District Site Locations for Circuits *Tunica County School District*

Central Office/Tunica Elementary	744 School Street	Tunica	MS	38676
Dundee Elementary School	12910 Old Hwy 61 South	Dundee	MS	38626
Robinsonville Elementary School	7743 Old Hwy 61 North	Robinsonville	MS	38664
Tunica Middle School	2486 Hwy 61 North	Tunica	MS	38676
Rosa Fort High School	1100 Rosa Fort Drive	Tunica	MS	38676
Tunica Bus Shop	6129 Fox Island Road	Tunica	MS	38676

PROPOSED NETWORK DIAGRAM



QUOTE SUBMISSION FORM

3-Year Contract

The following is a list of sites for which service is to be provided. Please complete the table below showing the total cost circuit.

School Site	Bandwidth Required	E-Rate Eligible One Time Cost	E-Rate Ineligible One Time Cost	E-Rate Eligible Monthly Cost	E-Rate Ineligible Monthly Cost
Rosa Fort High School	1(Gig)				
Tunica Middle School	1(Gig)				
Dundee Elementary School	1(Gig)				
Robinsonville Elementary	1(Gig)				
Tunica Elementary School/Central Office	1(Gig)				
Tunica Bus Shop	Alternative Solution				
Total					

QUOTE SUBMISSION FORM

3-Year Contract

The following is a list of sites for which service is to be provided. Please complete the table below showing the total cost circuit.

School Site	Bandwidth Required	E-Rate Eligible One Time Cost	E-Rate Ineligible One Time Cost	E-Rate Eligible Monthly Cost	E-Rate Ineligible Monthly Cost
Rosa Fort High School	5(Gig)				
Tunica Middle School	5(Gig)				
Dundee Elementary School	5(Gig)				
Robinsonville Elementary	5(Gig)				
Tunica Elementary School/Central Office	5(Gig)				
Tunica Bus Shop	Alternative Solution				
Total					

Please Provide Erate Eligible Category 1 Firewall Services pricing as an option.