

ERATE Year 14 (2011-2012) RFP

Kings River Union Elementary School District

Internet Access

INVITATION TO BID

TERMS AND CONDITIONS OF REQUEST FOR PROPOSAL (RFP)

General Considerations:

Kings River UESD is requesting bid proposals under the E-Rate categories of Telecommunications Service, Internal Connections, and Internet Access.

1. An approved contract for Telecommunication Service will cover the period between July 1, 2011 and June 30, 2012.
2. Internal Connections will cover the billing period of July 1, 2011 and June 30, 2012.
3. Internet Access will cover the billing period of July 1, 2011 and June 30, 2012.
4. Vendor must be willing to participate in the FCC E-Rate Program and is responsible for complying with all rules and regulations of this program, including providing invoices to the Schools and Library Division in order for the school system to receive appropriate discounts.
5. Vendor must provide one primary contact number for all billing inquiries.
6. This bid is made without any previous understanding or agreement with any other person, firm or corporation making a bid for the same purpose, and is in all respect fair and without collusion of fraud.

Selection Criteria:

Kings River Union Elementary School reserves the right to reject any or all proposals and select the bid that offers the best overall benefit to the school system. Along with price, special consideration will be given to proposal of components/services that we believe offer the highest quality and usability. In addition, special consideration will be given to vendors that are stable and have established themselves in the market. Price is the primary consideration but not the only consideration per FCC rules for evaluating RFP's for E-Rate. Special consideration will be given to the following:

Vendor Qualifications

1. In order to submit a proposal, the vendor
 - a. Must be registered as a service provider with the Schools and Libraries Division (SLD) of the Federal Communications Commission (FCC), have a Service Provider Identification Number (SPIN) and comply with all SLD service provider requirements.
 - b. Must have a minimum of five years experience in the area of expertise of this RFP.
 - c. 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 six references from customers with environments similar to KINGS RIVER UESD. Reference information must include company name/project, contact name, address and telephone number.
4. The vendor must provide information regarding availability of technical support (on- site). Vendors must have a maximum travel time of 30 minutes to Kings River Union Elementary School District and must be available upon request.
5. The vendor must provide a history of the company, strengths and stability, including years in business, licensing information, years in providing the type of proposed service, existing customer satisfaction, number of customers in California and areas covered in California.
6. The vendor must certify that no federal or state suspension or debarment is in place which would preclude receiving a state or federally funded contract.
7. The vendor must provide a letter of solvency and a letter from a Surety Company stating maximum bonding capacity.
8. The vendor must provide a certificate of liability insurance.

Response Submission

Mailed Submission

Sealed responses to this RFP must be submitted and delivered to Kings River UESD no later than Friday, January 7, 2011 at 4:00pm Pacific Standard Time. The outside of the sealed envelope should be clearly marked with the vendor name, and E-rate SPIN number. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. Kings River UESD reserves the right to reject all late arrivals. Envelopes containing RFP's shall be so marked as to be easily identified as containing RFP proposals. If bidding on multiple RFPs, you may include them in the same envelope. The outside of the envelope shall be identified as follows:

Kings River UESD
ERate Year 14 - RFP Name
Attn: Janet Bellin
3961 Avenue 400
Kingsburg, CA 93631

E-Mail Bids

E-mail bids must be submitted to Kings River UESD no later than Friday, January 7, 2011 at 4:00pm Pacific Standard Time. E-mails shall be identified as follows:

To: Erate@kings-river.k12.ca.us

Subject: ERate Year 14 - RFP Name (Your Company's Name)

Other

Oral or telephone bids shall not be considered, nor will modifications of proposals by such communication be considered. The completed proposal shall be without erasures or alterations.

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.

Internet Access

General:

Internet Access is needed for one billing site with a T-1 ATM & T-1 connection. Vendor is responsible for all telecommunications transfer costs incurred as a result of change of service from present provider. Vendor must provide all service and support for maintenance of access point established. The provider must have customer service presence within 30 minutes of the school site in order to ensure prompt service.

Terms of service for contract: July 1, 2011 – June 30, 2012. All contracts are conditional of receipt of erate funding and are null and void in the absence of erate funding. Vendor must provide their SPIN. Service Provider Invoice method of providing billing discounts must be used by the vendor.

Specific Bid Requirements:

1. Vendor must clearly identify capabilities and associated charges for Internet Access for Kings River UESD.
2. Vendor must provide one primary contract number with which all bills may be associated.