

**Bullock County Schools**  
**WIDE AREA NETWORK (WAN) CONNECTIVITY**  
**REQUEST FOR PROPOSAL (RFP)**  
**BID Due DATE: 5/10/2017 – 10:00 AM**

<b>I.</b>	<b>MISCELLANEOUS</b>
<b>A.</b>	Specifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, etc., is intended to set quality standards and does NOT exclude bids from others as long as quality standards are met. Pictures, descriptions and specifications shall accompany all bids.
<b>B.</b>	All bidders must use our Bid Response Form for submitting their bid.
<b>C.</b>	If a bid differs in any way from the bid specifications, the bidder must list the differences on the bid proposal form telling exactly where and how the bid deviates from said specifications. If no exceptions are listed on the bid, it will be presumed the bidder proposes to meet the specifications in every respect; and if awarded the contract, performance on this basis will be required.
<b>D.</b>	It is the bidder's responsibility to comply with all local, state, and federal laws as they apply to this bid.
<b>E.</b>	Bullock County Schools is exempted from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.
<b>F.</b>	Bid price is to be all inclusive with no allowable additional costs to Bullock County Board of Education.
<b>G.</b>	Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act, and Environmental Protection Agency Regulations.
<b>H.</b>	<b>If the bid amount exceeds \$10,000, a certified check or bid bond, payable to the Bullock County Board of Education, in the amount not less than five percent (5%) of the amount of the bid but in no event more than \$10,000, must accompany the bidder's proposal. Said bond will remain in effect until the contract is completed.</b>
<b>I.</b>	The Bullock County Board of Education is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age or any handicapping condition. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the appropriate Department of Education regulations.
<b>J.</b>	The final awarding of this bid will be made by the Bullock County Board of Education based on a recommendation from the Superintendent.
<b>K.</b>	Any new entities added to the WAN will be added to the contract using the existing terms and pricing.
<b>L.</b>	Bullock County Schools reserves the right to reject any and all bid proposals if deemed necessary.
<b>M.</b>	All vendors must have a valid Service Provider Identification Number with the Schools and Libraries Division of the Universal Services Fund AND that SPIN must be approved by SLD to

	provide Telecommunications services.
<b>N.</b>	Vendor must be classified as a common carrier for telecommunication services.
<b>O.</b>	Bullock County Schools will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and USAC-SLD E-Rate funding.
<b>P.</b>	All vendors submitting a bid are responsible for understanding USAC and FCC E-Rate eligibility rules and are required to identify any costs, fees, products, or proposed uses that do meet the rules of eligibility for E-Rate funding and should be filed as ineligible fees/charges.
<b>Q.</b>	Vendor must have been in continuous business for a minimum of 3 years.
<b>R.</b>	Contract will be awarded for a 36-month period (July 1, 2017 – June 30, 2020) contingent upon approval of E-rate funding on an annual basis with the school system having the option of two one year extensions July 1, 2020 to June 30, 2021 and July 1, 2021 to June 30, 2022. Options will be executed at the System’s discretion provided pricing remains the same as originally agreed upon, vendor continues to meet all other requirements, the System continues to be funded through the E-Rate program, and when executing the Options does not violate bid laws or E-rate guidelines.
<b>S.</b>	The System reserves the right to cancel the contract with the vendor for non-performance at any time during the contract period. Nonperformance includes but is not limited to failure to supply good quality service, failure to provide services for the full term of the contract, installation performance, poor billing and customer service services, and failure to maintain status as an authorized representative of services.
<b>T.</b>	The Vendor must invoice the Schools and Library Division (SLD) directly (generate a Service Provider Invoice, FCC Form 474) for the discounted portion of each bill in accordance with SLD regulations. The school district will only be invoiced for the undiscounted portion.
<b>U.</b>	Bullock County Schools reserves the right to terminate services if E-rate funding is not approved or is reduced during the specified period of the contract and/or extension periods.
<b>V.</b>	It is understood that, except as otherwise specifically stated in this RFP, the Vendor 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 Vendor.
<b>W.</b>	The Vendor 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 Vendor’s expense. Labor shall include all restoration (leveling, sodding) of grounds broken up during the installation of this network.
<b>X.</b>	The Vendor and his representatives shall follow all applicable school district regulations while on Bullock County School property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless permission is given by the Principal or person in charge. All Vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with the Vendor's logo clearly visible.
<b>Y.</b>	All requirements specified in this RFP become part of any awarded contract.
<b>Z.</b>	Award will be made to the responsible bidder offering a proposal that is deemed the most acceptable and advantageous to Bullock County School System.

<b>AA.</b>	No consideration will be given to any claims based on lack of knowledge of existing conditions. For this reason, vendors are encouraged to attend a site visit/survey to all facilities identified to receive services specified in this bid proposal prior to the vendor submitting a response to the bid. A site visitation is scheduled for: April 19, 2017, at 10:00 AM Bullock County BOE 108 Hardaway Ave West Union Springs, AL 37089. Please email Russ McKinney at <a href="mailto:russ.mckinney@bullockco.org">russ.mckinney@bullockco.org</a> if you plan to attend the site visit/survey to all facilities on APRIL 19 <sup>TH</sup> , 2017.
<b>BB.</b>	<b>Sealed bids must be submitted prior to the bid opening scheduled for MAY 11<sup>TH</sup> at the Bullock County BOE. (108 Hardaway Ave. West Union Springs, AL 36089. No faxed or electronic bids will be accepted.</b>

<b>II.</b>	<b>REQUEST FOR PROPOSAL</b>
<b>A.</b>	Point of Contact: Russ McKinney, District Technology Director, Email: russ.mckinney@bullockco.org Bullock County Board of Education, 108 Hardaway Ave. West. Union Springs, AL 36089
<b>B.</b>	Background and basic description of the requirement. Bullock County schools has a fiber wide area network (WAN) connecting all schools, the transportation office and the central office enabling communication and collaboration throughout the school district. The current configuration is 14 sites connected at a dedicated 1000Mbps fiber connection to each location. The proposed configuration response to the specification below must provide Bullock County School District with a leased WAN that meet requirements specified within the RFP.

<b>III.</b>	<b>SPECIFICATIONS</b>
<b>A.</b>	<p><b>1. Vendor must provide leased WAN:</b></p> <ul style="list-style-type: none"> <li><b>WAN Connectivity.</b> Leased WAN service with full duplex (not shared) 1Gbps/10Gbps fiber connectivity to all 6 locations identified in Section III.B below. Vendor must provide a Layer 3 routed solution with Quality of Service (QoS) to ensure highly reliable voice, video (H.323) and data operations across the network.</li> </ul>
<b>B.</b>	<p>Locations Requiring WAN Bandwidth:</p> <p><b><u>Sites Requiring 1 Gbps/10 Gbps WAN Bandwidth</u></b></p> <ol style="list-style-type: none"> <li>Union Springs Elementary School 211 Conecuh Ave, Union Springs, AL 36089</li> <li>South Highlands Middle School 700 Bernard St, Union Springs, AL 36089</li> <li>Bullock County High School 911 Sardis Rd, Union Springs, AL 36089</li> <li>Bullock County Career Technology Center 304 East Blackmon Street Union Springs, AL 36089</li> <li>BCS Transportation Office 965 Conecuh Ave East Union Springs, AL. 36089</li> <li>BCS Central Office 108 Hardaway Ave. W. Union Springs, AL 36089</li> </ol>
<b>C.</b>	All pricing must include installation, setup, configuration and maintenance fees. When installation is complete, vendor's connectivity equipment (which may include but not be limited to routers) must be connected to the existing Bullock County School District network.
<b>D.</b>	<p>Bullock County Schools must own the first switch after the demarcation point at each location. All network designs must adhere to E-Rate guidelines for local network independence.</p> <p>The guideline states: The local data network cannot be dependent on the edge equipment. If the on-premises Priority 1 components are removed, the local area data network must continue to function. In addition, applicants cannot overcome this requirement by installing redundant components, because that would be contrary to the requirement to select the most cost effective service.</p> <p>This independence is further described as: On-premises components such as network hubs and network switches that are used to distribute data signals to multiple locations within a local area network would not meet this requirement, because if they were removed then the communication paths among the various network points would be broken.</p>
<b>E.</b>	Vendor's equipment and network must meet industry standards for Quality of Service (QOS) with no additional cost or required upgrades to ensure effective operation and handling of any current and future voice and video (H.323) over IP traffic.
<b>F.</b>	The vendor should be prepared to guarantee the availability of the network <b>at each site</b> at 99% as calculated by the following formula.

	$\frac{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites}) - (\text{network outage time in hours})}{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites})}$ <p>The vendor should also be prepared to guarantee the throughput of the network meets the quoted rate, taking into account normal network overhead, 99% of the time. Vendor must propose and Bullock County School network personnel must agree upon a throughput measurement tool to measure and ensure compliance with this requirement. The vendor will be required to provide monthly reports and ad hoc reports, as needed, to Bullock County Schools network personnel to enable to them to assess network usage trends.</p> <p>Payment will not be made by the Customer for network outage time that exceeds 1 percent on a per site basis.</p>
<b>G.</b>	Vendor must provide a network diagram and describe the network design including transport speeds between each location. A description of the vendor's carrier line and speeds must also be provided.
<b>H.</b>	Vendor must provide a toll free number for technical support Monday-Friday 7:00 a.m. to 5:00 p.m. as a minimum.
<b>I.</b>	The vendor must describe the resources they will use to monitor, manage and repair equipment infrastructure at all locations.
<b>J.</b>	Vendor must provide information on any Specializations and/or Certifications of your company and employees to design, implement, and maintain the equipment proposed in your solution.
<b>K.</b>	Vendor must provide three references of comparable size and scope with a summary of services provided.
<b>L.</b>	System and services must be installed, tested and fully operational to all specified sites at least 7 days prior to <b>July 1, 2017</b> . If system is not operational by this time vendor must provide alternative connectivity to all specified locations at their cost and Bullock County Schools reserve the right to terminate the contract and reward services to the next qualified vendor. Service activation must be transparent and down time, if any, must be at a time determined by Bullock County Schools.

**IV. Questions Concerning Specifications**

Vendors that have questions regarding bid specifications must submit their questions via email to Russ McKinney (russ.mckinney@bullockco.org) , not later than **April 18, 2017**

**V. Basis of Award**

In keeping with the guidelines of USAC, this RFP will be awarded to the most cost effective provider. Prices will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may be prior experience, including past performance; personnel qualifications, including technical excellence; management capability, including schedule compliance; environmental objectives; and flexibility of leasing terms and arrangements. Bullock County Schools does not guarantee award of a contract and reserves the right to reject all bids.

**These factors may be utilized in weighing the RFP responses as follows:**

<b>Factor</b>	<b>Weight</b>
Price	30%
Prior Experience	20%
Quality of Proposed Solution	20%
Transition & Implementation Plan	20%
Flexibility of Services/Plan	10%
<b>TOTAL</b>	<b>100%</b>

**The pricing portion of the above matrix will be awarded as a collective grand total and not item by item.**

**Bullock County Schools may elect to award all, some or none of the services bid.**

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**REQUEST FOR PROPOSAL (RFP)**  
**BID OPENING DATE: May 11<sup>th</sup> 2017 – 10:00 AM**  
***(Sealed Bids Accepted Until 10:00 AM)***

**BID RESPONSE FORM (Page 1 of 3)**

**NAME OF FIRM:** \_\_\_\_\_

**ADDRESS OF FIRM:** \_\_\_\_\_

\_\_\_\_\_

**E-rate SPIN:** \_\_\_\_\_

**NAME (TYPE OR PRINT):** \_\_\_\_\_

**\*AUTHORIZED SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **TELEPHONE:** (\_\_\_\_\_) \_\_\_\_\_

**\*Signature certifies the proposed solution and services meet all requirements outline in the Sections I – III and the Vendor will comply with all specified requirements unless exceptions are noted below.**



**EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS**

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**BID RESPONSE FORM (Page 2 of 3)**

<b>WAN Connectivity</b>		
	<b>Monthly/Annual Costs</b>	<b>One-time Installation or Setup, if any</b>
1Gbps fiber connectivity to all 6 physical sites (sites 1 – 14).	\$ /\$	\$
10 Gbps fiber connectivity to all 6 physical sites (sites 1 – 14).	\$ /\$	\$
	<b>Total Annual Recurring</b>	<b>Total One-time (Non-recurring)</b>
<b>Total Cost for WAN</b>	\$	\$

**If any of the above services contain both E-rate eligible and ineligible costs, specify below.**



**BID RESPONSE FORM (Page 3 of 3)**

<b>Minimum Bid Package Requirements</b>	<b>YES</b>	<b>NO</b>
Completed & Signed Bid Response/Certification Forms		
Documentation verifying vendor is a valid E-Rate provider with an approved SPIN for both Telecommunication and Internet Access services provided with the bid.		
Network diagram and description of the network design including transport speeds between each location. A description of the vendor's carrier line and speeds is also to be provided.		
A description of the resources vendor will use to monitor, manage and repair equipment infrastructure at all locations.		
Any Specializations and/or Certifications of your company and employees to design, implement, and maintain the equipment proposed in your solution.		
Bid Bond or Certified Check		
Vendor agrees to meet all requirements as specified in this RFP and any exceptions are identified in the bid response form.		
Three references of comparable size and scope with a summary of services provided		

NAME OF FIRM: \_\_\_\_\_

NAME (TYPE OR PRINT): \_\_\_\_\_