

E-RATE 2014

Scalable Internet Access RFP

Mountain View Academy

January 17, 2014

General Considerations:

Mountain View Academy (MVA) is requesting bid proposals for Scalable Internet Access at a minimum of 100Mbps and a future maximum of 1Gbps. Information about MVA can be found at the school's website (<http://www.mtnviewacademy.org/>). The proposal shall include the level of service to be provided, (i.e. the number of dedicated megabytes up and down, equipment, installation, redundancy, security features and maintenance). The successful provider shall include sufficient information in their proposal, to allow the school to make an informed decision.

- 1) These projects and services depend on partial funding from the E-rate program.
 - a) Applicant expects each Service Provider to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.
 - b) All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted for.
 - c) No billing or work can take place before July 1, 2014.
 - d) The contractor is responsible for providing a valid SPIN (Service Provider Identification Number) and FCC registration number at the time the bid is submitted.
 - e) 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

- f) Proposals must include FCC Registration Number and documentation from FCC regarding Red light status. Information can be accessed at <http://www.fcc.gov/redlight/>
 - g) All work is subject to the 100% approval of the project or purchase by the FCC under the E-rate discount program of the Telecommunications Act of 1996.
 - h) 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).
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- 2) The Applicant reserves the right to deny any or all proposals associated with this RFP, even with SLD funding approval. The school reserves the right to accept the pricing proposal solely dependent upon SLD approval.
 - 3) In addition, the Applicant reserves the right to fund, (proceed with project or purchase) or not to fund, regardless of E-Rate approval.
 - 4) Vendor must provide one primary contact number for all billing inquiries.
 - 5) 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.
 - 6) The Applicant reserves the right to reject any or all quotation submittals and to waive any informalities or regularities. The Service Provider's quotation submission is recognition of this right.

Selection Criteria:

MVA 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 and can provide connection to California's K12 High Speed Network (<http://www.k12hsn.org/>). 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:

- 1) In order to submit a proposal, the vendor

- a. Must have a minimum of three years of experience in the area of expertise of this RFP.
 - b. Must have highly-qualified network engineers and technicians on staff, capable of diagnosing problems quickly and providing/recommending solutions.
 - c. Must have a maximum travel time of 60minutes to MVA and must be available upon request.
- 2) The proposal must include:
- a. 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.
 - b. At least three references from customers with environments similar to MVA. Reference information must include company name/project, contact name, address and telephone number.
 - c. Information regarding availability of technical support (on- site).
 - d. The implementation cost and schedule.
- 3) 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.

Response Submission

All responses to this RFP should be submitted in hard copy form (no email or other electronic submission), no later than March 1, 2014 by 2:00 am (PST) and clearly marked "Internet Access RFP," delivered to:

Sara Baroro
Mountain View Academy
360 South Shoreline Blvd
Mountain View, CA 94041

All inquiries must be submitted via e-mail to: Sara Baroro at SBaroro.mtnviewacademy.org

The last day for all inquiries to be submitted is February 21, 2013 by 10:00 am (PST).

The School 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 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

Specific Bid Requirements:

- 1) Vendor must clearly identify capabilities and associated charges for Scalable Internet Access for MVA.
- 2) Vendor must provide one primary contract number with which all bills may be associated.
- 3) Service Provider shall provide **two (2) original RFP Responses**; alternatively, the service provider may provide one (1) original copy of Response via e-mail to Sara Baroro at SBaroro@mtviewacademy.org.

General:

Scalable Internet Access is needed at a minimum bandwidth of 100 Mbps. 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 60 minutes of the school site in order to ensure prompt service.

Terms of service for contract: This contract is established for one year with the ability to extend up to an additional four years with Board approval.