

**CULDESAC JOINT SCHOOL DISTRICT #342
600 CULDESAC AVENUE
CULDESAC, ID 83524
(208) 843-5413
FAX 843-2719**

**NOTICE IS HERBY GIVEN:
Invitation for Bid**

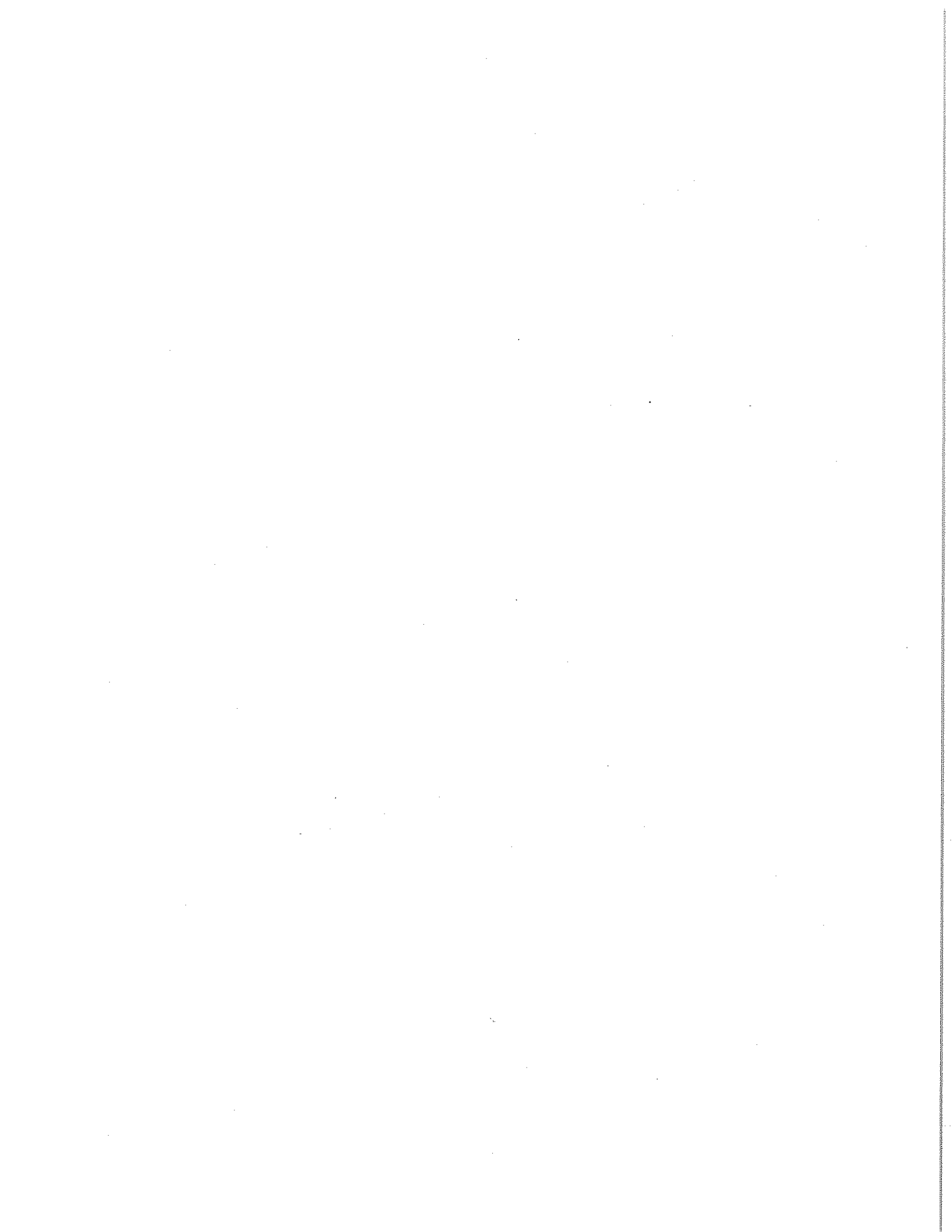
Culdesac JSD #342 is requesting sealed bids for a contract to provide Internet Access delivered over leased lit fiber starting at 100 Mbps. The RFP is posted on the school website for complete bid details, instructions and disqualification factors at www.culsch.org.

Deadline for submission of the bid proposal is December 23, 2019 by 3:00 p.m. PST. Sealed bids must be delivered to the Culdesac School office at 600 Culdesac Avenue, Culdesac, ID 83524. Please mark on the lower left-hand corner: **Internet Access Bid with SPIN #** on front of the sealed envelope.

Bid recommendations from the administration will be submitted at the January 8, 2020 Board meeting for the actual bid award. All contracts awarded are contingent on 80% E-rate funding with matching 10% federal and matching 10% state funding through the application process in February. FCC Form 471 application procedure must then be certified with USAC in March. When funding is in place, then a Notice to Proceed will be written. This project is expected to begin in July for the 2020-2021 fiscal year.

Thank you in advance for your bid. Please contact Principal Chase Woodford at cwoodford@culsch.org if you have any questions or need additional information.

Clerk L H-Nichols
Culdesac JSD #342
600 Culdesac, ID 83524



CULDESAC JOINT SCHOOL DISTRICT

COVER PAGE

LEASED LIT – DIRECT INTERNET ACCESS

Request for Proposal (RFP)

2019-CULDESAC-10012019

Date of Issue: October 21, 2019

Closing Date and Time: December 21, 2019 12:00 noon MST

Single Point of Contact (SPC): Chase Woodford
Address: 600 Culdesac Avenue
City, State, Zip: Culdesac, Idaho 83524
Phone: (208) 843-5413
E-mail: cwoodford@culsch.org

Deliver proposals to: CULDESAC SCHOOL RFP 2019-CULDESAC-031219
ATTN: LORETTA HAMMOND-NICHOLS
600 CULDESAC AVENUE
CULDESAC, IDAHO 83524

SCOPE OF SERVICES

Culdesac Joint School District 342 (CJSD) wishes to compare Lit Services for delivery of Internet Access to the district. The current Internet Access is provided via Bonded T-1 but enhanced fiber services are now required to support rapidly growing bandwidth needs and to meet the State Education Technology Directors Association standard recognized in the FCC Second E-rate Modernization order as the benchmark standard for bandwidth for school districts.

- Service is expected to be delivered to the district hub, the Culdesac School at 600 Culdesac Avenue, Culdesac Idaho 83524

At the specified site, respondent must run infrastructure or service to an existing network closet designated by CJSD identified by "Location on campus" field on the "Addresses" worksheet of attached pricing spreadsheet or by site walk-through.

The new service is being planned to begin on July 1, 2020 which represents the expiration of the current leased IA service.

All solutions can include special construction or one-time E-rate eligible non-recurring costs as well as E-rate eligible recurring circuit costs. Based on the bids and both a short term and long-term cost effectiveness analysis CJSD will determine which of the solutions is acceptable.

In E-rate terminology, **Special construction** refers to the upfront, non-recurring costs associated with the installation of new fiber to or between eligible entities. Applicants may seek funding for special construction charges in connection with leased lit fiber, leased dark fiber, and self-provisioning. Special construction charges eligible for Category One support consist of three components:

1. construction of network facilities;
2. design and engineering; and
3. project management

Note: The term "special construction" does not include Network Equipment necessary to light fiber, nor the services necessary to maintain the fiber. Charges for Network Equipment and fiber maintenance are eligible for Category One support as separate services, but not as special construction.

Lit Service:

The CJSD must have dedicated Lit Transport Bandwidth throughput (upload and download) of 100 Mbps with Service Level Agreement (SLA) guarantees to the specified site. The solution must be scalable to 1 Gbps **All respondents must be capable of providing telecommunication services under the Universal Service Support Mechanism.**

Lit Service Price Proposal

The "Lit Pricing Sheet" worksheet in the attached spreadsheet includes columns for respondents to provide symmetrical 100 Mbps, 200M, 300M, 500M, and 1G to the district hub. Price quotes are requested for 36 month and 60-month terms of service and the option of 1-year voluntary extensions. Prices should be all inclusive. All-inclusive in this case means, including all **special construction or non-recurring costs (NRC)** (see description in later section) required by the vendor to commence service and all **monthly recurring costs (MRC)** should be included in the requisite columns of the pricing sheets

Nonrecurring costs must be noted in the "Lit Pricing Sheet" and be cost-allocated as E-rate eligible and not E-rate eligible.

Description of Proposal

Respondent will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, other detail CJSD may find useful or necessary (or could differentiate the solution from a competing proposal).

Service Level Agreement

Respondent will provide a description of the proposed services and service levels provided with the lit fiber responses. The respondent will provide a proposed Service Level Agreement (SLA) with the RFP response. The proposal must include a description of the following services and how these services will be measured.

- Fiber Network Availability: the provider will make all reasonable efforts to ensure 99.99% network availability of each circuit.
- Lit and Operations proposals only: Frame/packet loss Commitment
- Lit and Operations proposals only: Network Latency Commitment
- Lit and Operations proposals only: Network Jitter Commitment
- There is no right of provider to limit or throttle the capacity of the circuit at any time for any reason

In addition to the required services, the proposal may include but is not to be limited to the following services:

- Network Operations Center: Solution will provide customer support functions including problem tracking, resolution and escalation support management on a 24x7x365 basis. Customer has the right and is encouraged to call concerning any problems that may arise relative to its connection with Vendor provided services.
- Trouble Reporting and Response: Upon interruption, degradation or loss of service, Customer may contact Vendor by defined method with a response based on trouble level. Upon contact from the Customer, the Vendor support team will initiate an immediate response to resolve any Customer issue. Customer will receive rapid feedback on trouble resolution, including potential resolution time.

- Escalation: In the event that service has not been restored in a timely manner, or the Customer does not feel that adequate attention has been allocated, the Customer can escalate the trouble resolution by request. A list of escalation contacts will be provided when implementation schedule is completed.
- Resolution: The Customer will be notified immediately once the problem is resolved and will be asked for verbal closure of the incident.
- Trouble Reporting, Escalation and Resolution: A detail trouble reporting, escalation and resolution plan will be provided to the district.
- Measurement: Vendor stated commitment is to respond to any outage within two (2) hours and a four (4) hour restoration of service. Time starts from the time the Customer contacts Vendor and identifies the problem. Credits for Outages of shortage will be identified.
- Reports: Upon request, an incident report will be made available to the Customer within five (5) working days of resolution of the trouble.
- Link Performance per segment: The service will maintain the proposed Link Performance throughout the term of the contract.
- Historical uptime: Provide aggregate uptime statistics for your proposed service in the geographic area encompassing the CJSD

Timeline

For each response, respondents must include a construction roadmap timeline. Preference is given to responses with a service start for all sites on July 1, 2020.

Demarcation

All solutions must terminate service or infrastructure to an existing network closet inside of the site specified. Solutions bringing service to the property line but not inside of the demarc address are not acceptable.

Respondent must specify your expected demarc setup included in base fees, e.g. fiber shelf with set-top box CPE and Cat6a handoff. The Applicant utilizes dual firewalls.

Network Diagram

For each response, respondents must include a network diagram displaying the paths to be used to serve the specified site.

References

For each response, respondent must provide 3 references from current or recent customers (preferably K-12) with projects equivalent to the size of CJSD

Connect America Fund Consideration

For each school site, the respondent must note whether the address is included in a region where the respondent has already received (or is pending receipt of) funding via the Connect America Fund. In these cases, mention how the NRC or special construction charges have been adjusted considering the other source of funding.

Special Construction and Non-recurring Cost

Respondents providing lit fiber proposals which require an upfront payment may include a special construction cost or non-recurring cost. This upfront payment is considered **special construction** if any new fiber is being installed. If new fiber installation is not necessary, the payment is considered a **non-recurring cost** and must be entered into the pricing sheet accordingly.

New fiber special construction charges for lit service as defined by the order include construction, design, engineering and project management. The applicant requests that the respondents consider allowing CJSD] to pay the non-discount share (share of special construction costs that are the responsibility of the applicant) to be paid in equal annual installments over the four years from Funding Year 2020 to Funding Year 2024 inclusive. Responses must include agreement or non-agreement of this request.

All E-rate applications including special construction are subject to review and detailed questioning. Respondents should provide or be prepared to promptly provide the following information:

- A map file of the proposed fiber route in kmz or json format
- The cost per foot of fiber
- The cost per foot of fiber installation (splicing, pulling through conduit, hanging on poles)
- The cost per foot of outside plant materials (conduit, handholes, aerial make ready materials)
- The cost per foot of outside plant (trenching, handhole and marker installation, installation of aerial make ready materials)

The amount of special construction capital requested will be reviewed based on the cost of historical fiber builds in the region. Respondents should consider other business that may be generated by building fiber into the region and request only the special construction capital allocated to the [CJSD's] service.

Required Notice to Proceed and Funding Availability

CJSD will follow the purchasing policies of the Culdesac Joint School District Board and requirements and procedures of the FCC's E-rate program as administered by the Universal Service Administrative Company to be eligible for all available

funding. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the district's' issuance of a written Notice to Proceed. E-rate funding notification alone will not signify Notice to Proceed. The district will have the right to allow the contract to expire without implementation if appropriate funding does not come available.

Additionally, any projects requiring **special construction** are also contingent on issuance of funds from Broadband Infrastructure Improvement Grant. The district will have the right to allow the contract to expire without implementation if this specific funding does not come available.

All responding vendors must be a registered vendor with USAC and have a USAC issued Service Provider Identification Number-SPIN. Responding vendors who do not have a USAC issue SPIN must demonstrate reasonable efforts to obtain a SPIN before the service start date.

E-rate Modernization Order Note

Special construction and service eligibility for reimbursement have changed starting funding year 2016. See the Federal Communications Commission E-rate modernization order 2 (WC Docket No. 13-184) (<https://www.fcc.gov/document/fcc-releases-order-modernizing-e-rate-21st-century-connectivity>) for more information.

RFP Scoring Rubric

Lit Service (Also used for final comparison)

*this element must always be the highest weighted

Possible Points	Evaluation Criteria
45	E-rate eligible cost*
20	Suitability of technical proposal
20	Suitability of service and support
10	Vendor experience/capability
5	Adherence to RFP requirements

Notes:

1: **E-rate eligible circuit cost:** the total cost of ownership that includes special construction and NRC in addition to MRC and includes any and all services that will be applied on a monthly recurring basis. E.g. for self-provisioned fiber, recurring circuit costs will include operate, maintain, ISP, and any other monthly service fees. E-rate special construction costs should be clearly indicated and separated from any other E-rate eligible NRC cost. All services offered must be eligible for E-rate Category 1 discounts.

2: **Proposal:** preference will be given to bidders who can provide the highest level of compliance to all requirements laid out in this document. Preference will be given to solutions based on fiber optic technologies, as the district believes that this will provide maximum future scalability. Bidders are encouraged to outline how fiber optic solutions could be scaled into the future, including potential pricing increments for additional bandwidth that may be likely during the contract period.

3: **Service Reliability:** preference will be given to bidders that provide a favorable SLA for the district, and have a robust network architecture and documented history of service reliability and technical support.

4: **Vendor experience/capability:** preference will be given to bidders who are able to demonstrate a track record of successfully working with K-12 school districts or similarly sized customers within the state to provide high-quality, affordable solutions and exemplary ongoing service. Bidders should be able to provide access to up to 3 references as part of the evaluation process, as and when requested by the District.

5. **Adherence to RFP:** The bidder demonstrates an understanding of the project and submits a complete proposal in compliance with the instructions and requirements as stated in the RFP.

