



E-Rate RFP for WAN and ISP Services 2017-2021

(District WAN and ISP)

Biloxi Public School District

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**The Biloxi School District
2017 - 2021 WAN SERVICE District WAN**

SUBJECT

The RFP is for High Speed Data Services to connect schools in the BILOXI PUBLIC SCHOOL DISTRICT to each other, as well as “Lit Fiber” connecting two additional buildings to the District Data Center and ISP service for the district. The term of the contract shall be for a period of four (4) years beginning on July 1, 2017.

PURPOSE

Proposals are being sought by the BILOXI PUBLIC SCHOOL DISTRICT for the purpose of securing the most cost efficient way of connecting our schools to the Internet in order to provide Internet access to all of our district’s students and staff. The contract resulting from this RFP will have a price redetermination to be negotiated annually. In addition to price redetermination, the district reserves the right to cancel any awarded bid if the service is deemed unsatisfactory.

BACKGROUND

Our District’s students, teachers, staff and administrators are using more and more resources that require Internet access. The purpose of this RFP is to explore the various options currently supported through the E-Rate program and its Category 1 services.

Terms used throughout this RFP

USAC – Universal Service Administrative Company

SPAC - Service Provider Annual Certification

SPIN – Service Provider Identification Number

The District – BILOXI PUBLIC SCHOOL DISTRICT

This RFP package consists of the following sections:

- I. General Conditions
- II. Detailed Specifications
- III. District Responsibilities
- IV. The Service Provider's responsibilities

Proposal Forms

Send sealed proposals and supporting documentation to:

Kassie Bourque, Purchasing Director
Biloxi Public Schools
160 St. Peter St., Biloxi, MS 39530

Sealed proposals must be clearly marked “**2017 - 2021 WAN SERVICE**”

Do Not Fax or Email Proposals.

Proposals will be received by The District at the address shown above until 10:00 AM CDT, March 9, 2017. Proposals must be mailed or hand delivered to the address above in a SEALED ENVELOPE. They must be received before the deadline. Courier delays are not an acceptable excuse for deliveries made past the deadline. *Please note that Fed Ex Overnight guaranteed delivery rarely makes it to the district office by 10:00 AM.*

SCHEDULE OF EVENTS:

EVENT	DATE(S)
Release of RFP	February 2, 2017
Start Site Visits	February 13, 2017
End Site Visits	February 17, 2017
Opening of Proposals	March 9, 2017

Inquiries

All correspondence and inquiries regarding this RFP must be done via e-mail: bids@biloxischools.net or Alex.Mitchell@biloxischools.net

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call KASSIE BOURQUE at 228-374-1810 and confirm that the e-mail message was received. Leave a message if necessary.

BASIS OF AWARD

1. E-rate approval by USAC.
2. Provider must have current USAC SPAC.
3. References of at least three installations of similar application size and complexity and three or more references of outside/wide area cable and wireless installation relating to fiber or other high-bandwidth capable media.
4. Must be able to secure any necessary permits.
5. Helpdesk and Network Management System. (24x7x365)
6. If a vendor has already completed a walkthrough in the past they may be exempt from the following mandatory walkthrough. Any providers who have not completed prior walkthroughs (documentation has been kept) and wish to respond to this RFP MUST complete a MANDATORY site walkthrough. Site visits may be scheduled with Alex Mitchell, the District Technology Director, by sending an email to Alex.Mitchell@biloxischools.net. If you do not receive a return email within 48 hours, call Alex Mitchell at 228-435-5116 or 601-470-0115. Site visits may be scheduled from 02/13/2017 through 02/17/2017.
7. Points will be given to vendors providing buried fiber between the district office and the schools.

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 right-of-way 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 Director 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 point of demarcation shall be in the MDF at each location or another location as specified by The District technical personnel. No consideration will be given to any claims based on a lack of knowledge of existing conditions. To schedule a site visit, contact Alex Mitchell at alex.mitchell@biloxischools.net.

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call Alex Mitchell at 228-435-5116 or 601-470-0115 and confirm that the email message was received. Leave a message if necessary.

6. Insurance

Within ten (10) days after notification of award, The Service Provider shall furnish to the District a Certificate of Insurance showing compliance within the following limitations:

- The Service Provider agrees to comply with the provisions of Worker's Compensation Laws of the State of Mississippi.
- It shall be stated on every policy or Certificate of Insurance, as the case may be, that "The insurance company agrees that the policy shall not be canceled, changed, or allowed to lapse until ten (10) days after The District has received written notice as evidenced by the return receipt of registered mail, and it is agreed further that as to lapsing, such notice will not be valid if mailed more than fifteen (15) days prior to the expiration date shown on the policy."
- The Service Provider shall maintain other insurance (with the limits shown below) that shall protect The Service Provider and The District from any claim for property damage or personal injury, including death, which may arise out of operations under this contract, and the Service Provider shall furnish the District with certificates and policies of such insurance as follows.
- Below is a list of the insurance coverage that must be procured by The Service Provider at his own expense. The Service Provider agrees to follow instructions indicated in each case:
 - *The District Protective Liability Insurance:* Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.
 - *Service Provider's Public Liability Insurance:* Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.
 - Property Damage limits of \$100,000.00 for each accident and \$500,000.00 for the aggregate.

7. 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.

8. Financing:

The Service Provider will provide a binding contract to The District for submission to the Schools and Libraries Division. 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 District will submit Form 472 for reimbursement.

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 district will pay the monthly bills in full, and then file a FCC Form 472 to receive reimbursement for the discounted portion.

11. Addenda

Any addenda issued will be posted on the Biloxi Public School District Bid Website at <http://www.biloxischools.net/domain/113>.

Service providers may regularly visit the site for updates. If any questions arise within the RFP documents, contact Alex Mitchell at Alex.Mitchell@biloxischools.net. All responses will be posted to the Proposal site within 24 hours. The District will not be responsible for any other explanation or interpretations. The District reserves the right to reject any or all proposals and wave technicalities and informalities.

12. Proposal Submittal

In order to be eligible for submission of a proposal, the Service Provider must complete a site visit to all locations in the proposal. Exceptions are specified on page 4 of this document. Any submissions submitted by a company that has not attended the pre-bid conference and/or completed a site visit will be returned unopened. Required documentation specified in this document must be sent in a sealed envelope clearly marked with the words “**2017 - 2020 WAN SERVICE**” to the address noted on page 2 of this document. All proposals will be opened at **10:00 AM on March 9, 2017** at The District Central Office at 160 St Peter St., Biloxi, MS, 39530.

Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for The District. The possibility that the best option will involve equipment purchased by The District that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The evaluation process will not be complete until The District has determined the best proposal based on all factors.

13. Withdrawal of Proposal

A proposal cannot be withdrawn after it is filed, unless the Service Provider makes a request in writing to The District prior to the time set for the opening of submitted proposals. The District will accept no proposals after the deadline for submission of proposals

14. The Service Provider’s Qualifications

The Service Provider must provide proof of registration with the (SLD) for reimbursement under E-Rate guidelines for Category 1 Services. If The Service Provider fails to file the appropriate

forms with the SLD or fails to receive an SLD Service Provider Number, The District is not responsible for the discounted portion of The Service Provider's bill. The Service Provider must generate an invoice for the USF portion of the bill in accordance with SLD regulations. The Service Provider is responsible for supplying SLD SPIN with the proposal.

The Service Provider must hold a General Contractors License in the State of Mississippi. A legible copy of the license must be attached and noted. It is preferred that the Service Provider has been in business for at least four (4) years. A legible copy of incorporation papers must be attached and noted. Service Providers must give examples of experience with installation of similar projects that have equal broadband connectivity. Service Provider must give examples and contact information for at least three such installations.

15. Stored Materials

Any materials stored on job site shall be the Service Provider's responsibility.

16. Specifications

Complete specification details for all products being proposed must be provided as part of the RFP response package (proposal).

17. Time of Completion

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

18. Accident Prevention

Precautions shall be exercised at all times for the protection of persons (including employees and students) and property. Hazardous conditions shall be guarded against or eliminated. The District or the building principal will determine what constitutes a hazardous condition on any campus and the Service Provider will be responsible for rectifying the issue to the satisfaction of The District.

19. Contract Form

Upon Contract award a binding contract will be signed.

20. Indemnification

The Service Provider agrees to hold The District harmless and to indemnify The District for every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of whom the owner may be of the property) of any place in which work is located arising out of or suffered through any act or omission of The Service Provider or Subcontractor.

21. The Service Providers' Representative

The District reserves the right, with sole discretion, to refuse to allow any representative of The Service Provider to service the contract in any manner. In this event, The Service Provider shall

furnish another representative that is acceptable to The District. Examples of reasons for refusing to allow a Service Provider representative to service the contract include, but are not limited to:

- Use of profanity or abusive language around any school personnel or students.
- Unclean or unkempt appearance.
- Intoxication or obvious drug use.
- Threatening behavior towards any school personnel or students. Should the Service Provider use subcontractors for portions of the work, the District reserves the right to reject any subcontractor without explanations or recourse by The Service Provider or subcontractor.

22. The District Regulations The Service Provider and his representatives shall follow all applicable school district regulations while on District property, including the no smoking, no weapons, and tobacco 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.

23. Governing Law All RFPs and related documents submitted to The District by the Service Provider are governed under the laws of the State of Mississippi.

24. Comprehensive List of References All references should include: a contact person, dates of work, mailing address and telephone numbers. References must include three (3) or more references of installations of similar size and complexity within the USA.

25. The District reserves the right to:

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

26. Proposals

Proposals 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 total price will prevail.

27. 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 working day after the monthly meeting of The District Board of Education after the submission of invoice(s) from the Service Provider.

28. Turnkey Solution

All proposals are to provide a turnkey solution for installation of circuits for connecting the buildings of the district to the District's Internet connection located at the District Datacenter. The District agrees to certify acceptance by location to establish an incremental performance baseline. However, the final system installation shall provide the capabilities specified in Section II, Detailed Specifications.

30. 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.

II. Detailed Specifications

The specifications provided in this section are for the provision of broadband access to the District's Internet POP located at the District Datacenter at 1424 Father Ryan Ave. Biloxi, MS 39530.

Worksheet A, B and C (located on Page 17, 18 & 19) is **mandatory**.

Any resulting contracts from this proposal must allow for the district to upgrade or downgrade to a higher or lower speed circuit at the proposed price within the term of the contract. Any resulting contracts from this proposal must be eligible for a yearly price redetermination that must not exceed the original agreement.

WAN Circuits: 1 Gig, 5 Gig and 10 Gig

1. Bandwidth will be as specified in the Bid Worksheet on page 17 of this document. Specified bandwidth speeds must be equal on both incoming and outgoing sides, i.e. a synchronous circuit.
2. All circuits proposed **MUST BE FIXED**, not "burstable" circuits. Circuits that are "burstable" to the specified bandwidth are not acceptable and will not be considered. They may be burstable above the specified bandwidth, but they must be continuous to the bandwidth specified.
3. The service provider will provide a connection to the district core switch. The district will provide all necessary patch cables. ***At all levels of service, a fiber interface must be provided.*** If the District chooses to upgrade our service during the contracted period, it will be the responsibility of the service provider to furnish either a multi-mode or a single-mode fiber interface from their equipment to the District core switch.
4. The service provider will provide to the District Technology Director, at least once each day, a document showing circuit utilization for the previous 24 hours for EACH of the WAN circuits, or a web portal for which to access this information. The time of day the document(s) will be delivered is left up to the service provider.
5. Points will be awarded based on percentage of buried fiber provided to each of our locations. See Column G on Worksheet A on page 17.
6. Any leased equipment must be capable of having and include redundant power supplies.
7. The circuits must support QoS that the district will have control over in order to separate voice and data traffic.

Lit Fiber:

1. Fiber must contain a minimum of 6 "pairs" or 12 strands of fiber and must be capable of at minimum 10 Gig speeds. Locations will be provided on Worksheet B on page 18.
2. Fiber must be terminated, tested and clearly marked by the provider prior to handoff. The district will provide all necessary patch cables needed to connect to our core switch.

ISP Services

1. All circuits proposed **MUST BE FIXED**, not “burstable” circuits. Circuits that are “burstable” to the specified bandwidth are not acceptable and will not be considered. They may be burstable above the specified bandwidth, but they must be continuous to the bandwidth specified.
2. Bandwidth pricing must be in tiered levels of service. Specified bandwidth speeds must be equal on both incoming and outgoing sides, i.e. a synchronous circuit.
3. ISP uptime must be a minimum of 99.99% and must have redundant connection methods.
4. The service provider will provide to the District Technology Director, at least once each day, a document showing circuit utilization for the previous 24 hours for this circuit, or a web portal for which to access this information. The time of day the document(s) will be delivered is left up to the service provider.
5. ISP shall provide a contiguous range of 10 Public IP addresses.
6. ISP shall grant the district control over DNS services as primary with authoritative control.
7. The service provider will provide a connection to the district core switch. The district will provide all necessary patch cables. ***At all levels of service, a fiber interface must be provided.*** If the District chooses to upgrade our service during the contracted period, it will be the responsibility of the service provider to furnish either a multi-mode or a single-mode fiber interface from their equipment to the District core switch.
8. The ISP portion will not affect the overall winner of this bid. This portion is mainly for pricing purposes only. The District may opt out in awarding this portion of the RFP.

III. The District Responsibilities

1. Access for Installation

The District will, during the progress of the installation, allow the Service Provider and its employees access to the premises and facilities at all reasonable hours or at such hours that The District representative and the Service Provider agree upon.

The District will provide access to existing conduit or the placement of new conduit if necessary to all work locations, floors, buildings, etc., to support the media installation and provide Service Provider access to these adjacent areas where and when required.

2. Heating/Cooling

Provide heat or cooling when required and general illumination in rooms where work is to be performed by The Service Provider.

3. Inspections

The District will make inspections promptly when notified by the Service Provider that the equipment or any part thereof, is ready for acceptance.

4. Electrical

The District will provide all electrical needs within the district buildings.

5. Delay in Work

It is understood that the Service Provider will not be held accountable for any delays caused by The District.

IV. SERVICE PROVIDER'S RESPONSIBILITIES

1. Provision

The Service Provider must provide all supervision, tools, equipment, hardware and wiring materials as specified; transportation, erection, construction, unloading, inspecting, and keeping inventory as specified in attached contract documents. Whenever found in the Contract, the terms "provide, furnish, supply, install, etc." can be interpreted as requiring the Service Provider both to furnish and/or install materials, unless provisioning or installation of the materials by The District is denoted.

2. Firewalls

Provide for the installation of all conduits and sleeves through firewalls and application of fire-stopping materials as required to meet codes.

3. Ceiling Tiles

Provide for the removal and reinstallation of all ceiling tiles as needed. Any broken ceiling tiles will be replaced with equal or better quality of the damaged ceiling tiles.

4. Identification

The Service Provider will identify to the district any work necessitating cutting into or through any part of the building structure such as girders, beams, concrete, tile floors or partition ceilings.

5. Permits

The Service Provider shall obtain all necessary county, municipal, and/or state work/building permits. This includes any permits that may be needed to gain the right of way for outside cabling.

6. Damage

The Service Provider will be responsible for repairs of damage to the building, roads, equipment, existing cable, or property. The Service Provider will promptly report to a representative of The District any such damage to the building, roads, equipment, existing cable, or property that may occur while performing work in the facilities.

7. Installation

Install the wire, cable, and/or associated hardware in accordance with the manufacturer's specifications. All cabling and equipment shall be sufficiently labeled such that the equipment

designation or purpose, interconnections and cabling endpoints can be easily determined. All labeling shall correspond with the drawings provided in Item 15 below.

8. Test and Inspections

Conduct tests and inspections in the presence of The District technical representative after installation has been completed in order that The District may be assured that the requirements for the installation are met.

9. Completion Notification

Promptly notify The District designated contact of completion of this proposed project.

10. Defects

The Service Provider will promptly correct all defects for which the Service Provider is responsible.

11. The District Contact

The Service Provider must coordinate all work with The District designated contact.

12. Cleanup

Upon completion of the work each day, the Service Provider must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean, neat, and in the same condition as it was found.

13. Subcontractors

The Service Providers may use subcontractors to perform work. However, all responsibilities rest with the Service Provider.

14. Warranty

This system is to be provided as an E-rate funded Telecommunication service and requires the Service Provider to provide complete maintenance and warranty the system in full.

15. Codes, Standards, and Ordinances

All work shall conform to the latest edition of the National Electrical Code, the Building Code, and all local codes and ordinances, as applicable. ANSI/TIA/EIA-568-A and ANSI/EIA/TIA-569 shall be adhered to during all installation activities. Methodologies outlined in the latest edition of the BICSI *Telecommunications Distribution Methods Manual* shall also be used during all installation activities. Should conflicts exist with the foregoing, the authority having jurisdiction for enforcement will have responsibility for making interpretation.

16. Safety

The Service Provider shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Service Provider shall at all times comply with the regulations set forth by federal, state, and local laws; rules; and regulations concerning "OSHA", and all applicable state labor laws, regulations, and standards. The Service Provider shall indemnify and hold harmless The Customer from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs) that

may be imposed on The Customer because of The Service Provider, subcontractor, or supplier's failure to comply with the regulations stated herein.

17. Patents and Royalties

The Service Provider, without exception, shall indemnify and hold harmless The Customer and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by The Customer. If The Service Provider or subcontractor uses any design, device, or material covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

18. USAC Certifications

The Service Provider must be an approved USAC Service Provider with a current SPIN and SPAC. It will be the responsibility of the Service Provider to maintain all USAC certifications throughout the term of the contract.

19. Indemnification

The Service Provider shall indemnify and hold harmless The District, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequence or any negligence (excluding negligence by The Customer, its agents, or employees) in connection with the same; or by use of any improper material or by or on account of any act or omission of said Service Provider or its subcontractors, agents, servants, or employees. The Service Provider further agrees to indemnify and hold harmless The Customer, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by The Service Provider, its agents, associates, or employees.

The indemnification provided above shall obligate The Service Provider to defend at its own expense or to provide for such defense, at The Customer's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against The Customer which may result from the operations and activities under this Contract whether the installation operations be performed by The Service Provider, subcontractor, or by anyone directly or indirectly employed by either.

The award of this Contract to The Service Provider shall obligate The Service Provider to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

WAN CLIENT SCORING MATRIX

Basis of Award

Awards will be made in keeping with the guidelines of USAC. Prices will be a factor, but not necessarily the sole factor, in evaluating the RFP's. Other factors of consideration are listed below:

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

Factor	Weight	Award (for BPS only)
Price of eligible services	30%	
Prior Experience and References	25%	
Buried Fiber	15%	
Management background/capability	10%	
Support & Response	20%	
TOTAL	100%	

The District will make the award based upon the proposal that best meets its need. The District may reject any or all proposals, any portion of a proposal, and may waive any informality or immaterial irregularities in a proposal.

RFP Reviewers:

Shane Switzer _____

Kassie Bourque _____

Alex Mitchell _____

The District reserves the right to adjust the matrix based on unforeseen factors that arise during evaluation.

Signature _____

PROPOSAL SUBMISSION FORM

COMPANY NAME	
CORPORATE ADDRESS	
CITY/STATE/ZIP	
CONTACT NAME	
PHONE NUMBER	
E-MAIL ADDRESS	
E-RATE SERVICE PROVIDER NAME	
SPIN	
ADDRESS OF MISSISSIPPI OFFICE	
CITY/STATE/ZIP	
24-HR TOLL-FREE HELP DESK NUMBER	

WORKSHEET A

Service Providers Must Complete

All blanks must be filled in on the worksheet

Please submit three copies of Worksheet A; one for each speed listed (1Gig, 5Gig, 10Gig) and one copy of the supporting documentation.

WORKSHEET A

The provider will pass the connections to the core switch in the District Datacenter via the methods described on page 10.

NOTE: The District will have the option to pick different bandwidth options for each location below as needed by school size and usage. District considerations (depending on ERATE funding and cost):

A District Datacenter to the Following Locations	B Bandwidth 1Gig, 5Gig, 10Gig	C E-Rate Eligible (One Time) Cost	D E-Rate Ineligible (One Time) Cost	E E-Rate Eligible Monthly Cost	F E-Rate Ineligible Monthly Cost	G Buried Fiber Percentage to Each Site**
Jeff Davis Elementary						
Nichols Elementary						
Gorenflo Elementary						
Popp's Ferry Elementary						
North Bay Elementary						
Biloxi High School						
New Biloxi Junior High						

*** If not 100% buried fiber in Column G above – please describe the method of connectivity. You may use additional pages for description.*

Additionally, we understand and agree that at a minimum, with no exceptions, the New Biloxi Junior High will be fully completed and implemented by July 1, 2017.

Signature _____

WORKSHEET B

Service Providers Must Complete

All blanks must be filled in on the worksheet

The provider will pass the connections to the core switch in the District Datacenter via the methods described on page 10.

WORKSHEET B

A District Datacenter to the Following Locations	B Length of Fiber Run	C E-Rate Ineligible (One Time) Cost	D Buried Fiber Percentage to Each Site**
District Central Office			
Lopez Elementary			

*** If not 100% buried fiber in Column D above – please describe the method of connectivity. You may use additional pages for description.*

Signature _____

WORKSHEET C

Service Providers Must Complete

All blanks must be filled in on the worksheet

WORKSHEET C

The provider will pass the connections to the core switch in the District Datacenter via the methods described on page 10.

NOTE: The District will have the option to pick different bandwidth options throughout the length of the contract based upon usage. District considerations (depending on ERATE funding and cost):

A Service Level Tier (Minimum tier 500Mb, Maximum tier 1Gb)	C E-Rate Eligible (One Time) Cost	D E-Rate Ineligible (One Time) Cost	E E-Rate Eligible Monthly Cost	F E-Rate Ineligible Monthly Cost

Signature _____

Contact Person for Questions about this Bid

Name _____

Title _____

Phone Number _____

E-Mail Address _____

Signature _____

The following Attachments are to be included with your response:

- *Copy of Mississippi Contractors License*
- *Description of Help Desk Procedures*
- *Description of Service Response Procedures*
- *Service Providers Disaster Recovery Plan*
- *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.*
- *3 References for similar installations 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 the connections.*
- *Complete description of the Service Provider's NOC, including times of operation.*

Inquiries – For any question about this RFP, please email alex.mitchell@biloxischools.net. All questions and all answers will be posted on the RFP Website at <http://www.biloxischools.net/domain/113>.

DISTRICT BUILDING INFORMATION

School Name	Address	City/State	Zip
Nichols Elementary	590 Division St.	Biloxi, MS	39530
Biloxi High School	1845 Richard Dr.	Biloxi, MS	39532
New Biloxi Junior High	1921 Jam Ln.	Biloxi, MS	39532
Jeff Davis Elementary	340 St Mary Blvd.	Biloxi, MS	39530
Popp's Ferry Elementary	364 Nelson Rd.	Biloxi, MS	39531
Gorenflo Elementary	771 Elder St.	Biloxi, MS	39530
North Bay Elementary	1825 Popps Ferry Rd.	Biloxi, MS	39532
District Datacenter	1424 Father Ryan Ave.	Biloxi, MS	39530
District Central Office	160 St Peter St.	Biloxi, MS	39530
Lopez Elementary	140 St John Ave.	Biloxi, MS	39530

REFERENCES

NAME OF CLIENT	
CONTACT NAME	
CONTACT PHONE NO.	
CONTACT E-MAIL ADDRESS	
DESCRIPTION OF SERVICE PROVIDED	

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