

**PHENIX CITY SCHOOL DISTRICT  
Request for Proposal (RFP)  
WIDE AREA NETWORK (WAN) AND INTERNET ACCESS SERVICES  
Bid Opening Date & Time: 12/12/2018 3:00pm (Eastern Time)**

**I. MISCELLANEOUS**

A. The Phenix City School District/Board of Education intends to contract for leased/managed fiber (lit-fiber) Wide Area Network (WAN) and Internet Access services with the most responsive bidder offering a proposal that is deemed the most acceptable and advantageous to Phenix City School District. Only bids offering an integrated solution with both WAN and Internet services are requested.

The Phenix City School District will accept sealed bids to provide the specified services which will begin July 1, 2019 for a contract period of 36 months (July 1, 2019 - June 30, 2022) with Phenix City School District having the option of two one-year extensions (Option Year 1 – July 1, 2022 – June 30, 2023; Option Year 2 – July 1, 2023 – June 30, 2024). Renewal options shall be executed at Phenix City Schools' discretion and as mutually agreed upon by the successful bidder, provided pricing remains the same as originally agreed upon, Vendor continues to meet all requirements as specified herein, the District continues to be funded through the E-rate program, and when executing the Options or extensions does not violate State of Alabama Bid laws or E-rate guidelines.

Phenix City School District reserves the right to cancel the contract if E-rate or District funding is not approved or is reduced, on an annual basis, during the specified period of the contract.

If the vendor proposes state contract or government contract/schedule pricing, the awarded contract with Phenix City School District MUST be a standalone contract for the requested period that is not dependent the renewal of any other contract.

B. Vendors with questions regarding bid specifications must submit their questions *in writing* to Jackie Sanes, at jsanes@mypcboe.net **not later than 3:00pm (Eastern Time) on 11/15/2018**. Questions received by any other means or manner will not be accepted.

C. Any changes, additions, or modifications and any questions and answers (Q&A) related to this solicitation will be posted to the Phenix City School District website [www.pco.be.net](http://www.pco.be.net) and can be located by clicking on “Departments” listed on the menu bar near the top of the homepage, click on the “Technology” link listed in the Departments Directory, and then click on the “ERATE Bids” link listed on the left side of the page.

It is also our intention to post any such changes, additions, or modifications, including Q&A documents, to USAC/SLD’s Form 470 tool located on USAC/SLD’s website at <https://www.usac.org/sl/> (Under “Resources & Tools” click on “Tools”. Then on the “Tools” webpage scroll down to the “FCC Form 470 Tools” section, click on “View an FCC Form 470 (FY2016 and later)”, and complete the “View an FCC Form 470” Search form to view the FCC Form 470 and documents associated with this solicitation). Bidders should not rely on this information being posted in this location and should check both the [www.pco.be.net](http://www.pco.be.net) website location and SLD’s website location.

It is the responsibility of the Vendor to check both websites periodically and before submitting a bid. Phenix City School District shall bear no responsibility or assume any liability for any inoperability or dysfunctionality of USAC/SLD’s website.

D. **Mandatory Site Survey:** No consideration will be given to any claims based on a lack of knowledge of existing conditions. For this reason, vendors **must** attend a **mandatory site survey** prior to the Vendor submitting a bid. The mandatory site survey is scheduled for **11/1/2018 at 8:00am (Eastern Time)** and will begin at the Phenix City School Board of Education, 1212 9<sup>th</sup> Avenue, Phenix City, Alabama. Attendees will visit a minimum of two (2) representative district sites and will be given a copy of floor plans for all the sites. The floor plans will identify the current fiber entry points/main network closet for all sites requiring connectivity. Attendance at the site survey is mandatory. Failure to attend will disqualify vendor. Attendees must provide their own transportation for traveling to and between survey sites.

<p>E. <b>Sealed bids</b> must be submitted in three (3) printed copies and one (1) electronic EXACT copy (Adobe PDF format) of the response along with any required supporting documentation and must arrive <b>prior to the bid opening scheduled for 12/12/2018 at 3pm (Eastern Time)</b>, at the Phenix City School District Board of Education, P.O. Box 460, 1212 9<sup>th</sup> Avenue, Phenix City, AL 36867.</p> <p>The envelope/container must be marked <b>“Bid No. GF 2019-01, WAN &amp; Internet Access Services”</b> on the front and <b>“SEALED BID DO NOT OPEN”</b> on the seal. If mailed or hand delivered, address to Attention: Mandy Loreman at the address listed above.</p> <p><b>Any late bids will not be opened or considered. No faxed or electronic bids will be accepted.</b></p> <p><i>Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.</i></p>
<p>F. The vendor is required to comply with all FCC Lowest Corresponding Price requirements for participation as a provider of services in the FCC E-rate program. According to 47 C.F.R. § 54.511, “Providers of eligible services shall not submit bids for or charge schools, school districts.... a price above the lowest corresponding price for supported services, unless the Commission, with respect to interstate services or the state commission with respect to intrastate services, finds that the lowest corresponding price is not compensatory. Promotional rates offered by a service provider for a period of more than 90 days must be included among the comparable rates upon which the lowest corresponding price is determined.”</p>
<p>G. It is the bidder’s responsibility to comply with all local, state and federal laws applicable within the context of this bid.</p>
<p>H. Phenix City School District is exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.</p>
<p>I. Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act and Environmental Protection Agency Regulations.</p>
<p>J. The Phenix City School District 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.</p>
<p>K. Phenix City School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and the Federal Communications Commission (FCC) E-rate funding program requirements (administered by the Universal Services Administrative Company (USAC) – Schools &amp; Libraries Division (SLD)).</p>
<p>L. The bidder must provide proof of registration with the Schools and Libraries Division (SLD) a division of the USAC, for reimbursement under E-rate guidelines and must maintain a Green Light status with the FCC. If during the term of the contract and any extensions, the vendor fails to file the appropriate forms with the SLD, fails to receive a Service Provider Identification Number (SPIN), fails to maintain their authorized provider status for the quoted services, or fails to remain in good standing with the FCC, the District will not be responsible for the discounted portion of the vendor's bill.</p>
<p>M. The final awarding of this bid will be made by the Phenix City School District/Board of Education based on a recommendation from the Superintendent.</p>
<p>N. The Phenix City School District reserves the right to reject any and all bid proposals, waive any technicalities, and award all or part of the contract in a manner that is deemed to be in the best interest of Phenix City School District, if deemed necessary.</p>

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| <p>O. Phenix City School District reserves the right to cancel the contract with the vendor for nonperformance at any time during the contract period. Nonperformance will be considered a breach of contract and 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 and failure to maintain status as an authorized representative of services.</p> <p>If the contract is cancelled for nonperformance, Phenix City School District will re-award the contract to the vendor that received the next highest point value in the bid evaluation (if multiple bids were received). If no other bids were received the district will seek services from another cost-effective provider.</p> |
| <p>P. Alabama Act No. 2012-491 now requires school boards to include the following clause in all contracts or agreements: “By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.”</p>  |
| <p>Q. This solicitation and any resulting contract do not restrict Phenix City Schools from using other Data Transmission/Telecommunication and/or Internet Access services from other vendors or contracts.</p>   |
| <p>R. Prohibition of Confidentiality. Any contract/s or other agreements awarded to support applications for E-rate funding “may not prohibit disclosure of pricing or technology infrastructure information” as required by 47 C.F.R. § 54.504.</p>   |
| <p>S. All requirements specified in this RFP and the vendor’s bid response become part of any awarded contract.</p>  |

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*

## II. SERVICE REQUIREMENTS / SPECIFICATIONS

- A. Current Configuration:** The Phenix City School District currently has a 10Gbps fiber optic Wide Area Network (WAN) leased/managed service connecting all schools and administrative buildings enabling all locations to exchange information and conduct school district operations. The WAN is comprised of eleven (11) locations physically connected to the fiber network with four (4) additional locations traversing the WAN but connected via District owned and managed Local Area Network (LAN) connections. The Internet services consist of a 2Gbps Internet Access connection entering the district at the Board of Education/Central Office and distributed across the WAN to all other locations. The District owns and operates three Lightspeed content filtering appliances and a Cisco Firepower 2130 ASA Appliance which are used for advanced firewall and content filtering into and within the district networks. With the exception of the Lightspeed content filtering equipment, Phenix City School District LANs are currently comprised of all Cisco networking equipment.
- B. Description of Requirements:** The Phenix City School District requires an integrated solution for fully managed, leased lit-fiber Wide Area Network (WAN) and Internet Access services with connectivity between all the eleven (11) district locations specified in Paragraph II.C. below, serving 15 district locations and meeting the specifications outlined in this RFP. Only bids offering both services will be considered. Bidders are required to provide pricing in their bids for all requested services, including both the basic requirements and the optional requirements requested below. All requested WAN and Internet options may be elected in place of the basic requirement upon initial contract award, or at any time during the contract period.
1. **WAN Services:**
    - 1.1. **General WAN Requirements:**
      - 1.1.1. The district is seeking leased managed services. Therefore, vendor services must include installation, maintenance and configuration as part of their service. Responsibility for maintaining the equipment and services rests with the vendor. The vendor will be responsible for installation, configuration, maintenance and replacement, if necessary, of all equipment and services necessary for the vendor to provide the leased services during the specified period of the contract and all extensions.
      - 1.1.2. The vendor must provide and manage all equipment necessary for the vendor to provision the quoted services, including any on-premise demarcation network equipment necessary for the vendor to connect each specified location to their services. The district will only accept a single handoff from the vendor's demarcation equipment to the district's Local Area Network switch at each location. The district switches currently in place to accept the vendor's handoff at each location are Cisco WS-C3850-48P-E switches.
      - 1.1.3. The backbone network shall be of sufficient capacity to support the connectivity between the individual sites with sufficient capacity to increase bandwidth, as needed.
      - 1.1.4. The vendor's connection must enter each facility at the same location as the current WAN connection enters and the vendor's on-premise equipment must be located in the same network closets currently in use.
      - 1.1.5. WAN services shall be full-duplex, non-shared, to each end site and aggregation site.
      - 1.1.6. The Vendor's network must be protected to prevent attacks on the district's networks and to ensure the district's data, information and networks are secured to prevent unauthorized access from outside the district.
      - 1.1.7. An Installment Payment Option is requested for any Leased Fiber WAN One-time Construction/Special Construction Charges. If Vendor's quoted pricing includes one-time/special construction charges for the leased fiber WAN services, Phenix City School District requests vendors allow the District to pay the District's non-discounted share of these charges in installment payments over the period of three (3) years, to be paid annually by Phenix City School District. **Bidders are required to state their agreement or**

**disagreement with this request in the Bid Response Form and identify any special terms, conditions and interest rates charged, if any, for such an arrangement.**

1.1.7.1. USAC/SLD definition of Special Construction in the context of this solicitation for leased fiber WAN services:

*According to USAC/SLD's website "Fiber Special Construction" guidance for Lit fiber services special construction, "Many providers of leased lit fiber services do not impose a separate construction charge to deploy fiber (or other high-speed connections) from the applicant's premises to the providers' networks. However, where a lit services provider does charge to deploy a new fiber connection to an applicant's building(s), the applicant may seek Category One E-rate Program support for the construction, design and engineering, and project management components of the project as special construction charges. Assuming E-rate Program rules have been followed, including the obligation to select the most cost-effective bid, the E-rate Program will pay the discount share of the special construction charge and of the monthly recurring charge for leasing the lit fiber service."*

1.1.7.2. USAC/SLD website guidance concerning Special Construction Installment Payments:

*"Installment payments. Typically, an applicant is required to pay the non-discount share of E-rate Program supported services within 90 days of receipt of service. However, if an applicant is considering seeking support for special construction charges, the applicant may request on the FCC Form 470 that bidders allow payment of the non-discount share of special construction charges in installment payments over up to four years. Bidders are not required to offer installment payments upon request. If installment payments are not requested on the FCC Form 470, or were declined by the selected vendor as an option, the non-discount share of special construction charges must be paid by the applicant within 90 days of receipt of service."*

1.1.8. All other requirements outlined in this table, Section II, Paragraph C. through X., also apply.

1.2. **WAN Bandwidth Requirements:** Bidders are required to provide pricing in their bids for both the basic and optional services requested.

1.2.1. **Basic WAN Bandwidth Requirement: 10Gbps** connectivity to all district locations specified in Paragraph II.C. below.

1.2.2. **WAN Bandwidth/Connectivity Options:** All options may be elected at the beginning of the contract term, in place of the Basic WAN Bandwidth Requirement, or at any time during the contract term.

1.2.2.1. **District-wide (DW) WAN Upgrade Options:**

1.2.2.1.1. **DW Upgrade Option 1: 40Gbps** connectivity to all district locations specified in Paragraph II.C. below.

1.2.2.1.2. **DW Upgrade Option 2: 100Gbps** connectivity to all district locations specified in Paragraph II.C. below.

1.2.2.2. **Per Site (PS) WAN Upgrade Option:** Increase connectivity from **10Gbps to 40Gbps** for individual sites. This option may be elected at the beginning of the contract term, in place of Basic WAN Requirement for any individual site/s, or at any time during the contract term.

1.2.2.3. **New WAN Site/Location Option:** Vendor must provide estimated pricing for WAN connectivity to any new or moved entities/sites within the boundaries of the Phenix City School District, if needed, during the term of the contract and extensions. Actual pricing will be requested at the time

a new location or moving location is identified. This option may be elected at the beginning of the contract term and/or during the contract term, as necessary, to connect any new or relocated district locations.

**2. Internet Services:**

**2.1. General Internet Requirements:**

2.1.1. The Internet services must provide high speed internet access services at the specified bandwidths, without data limits.

2.1.2. Vendor's service must enter the District network at the Board of Education/Central Office, a central location, and be distributed across the WAN to all 15 district locations specified in Paragraph II.C below.

2.1.3. The vendor's proposed service must provide E-rate eligible "basic" firewall protection, as a standard component of Bidder's proposed Internet access services and not offered as a separately priced service. Firewall services must have sufficient capacity to protect Phenix City School District's internal network against unauthorized access into its network and other Internet threats while allowing the organization/s users to access the Internet.

2.1.3.1. E-rate funding is not authorized for any firewall services beyond the "basic" firewall protection necessary to protect against unauthorized use and access or for separately priced firewall services.

2.1.3.2. The District is not seeking ineligible advanced firewall services in this solicitation. Such services, if required, will be sought by the District via a separate contract vehicle or solicitation.

2.1.4. The district is seeking leased managed services. Therefore, vendor services must include installation, maintenance and configuration as part of their service. Responsibility for maintaining the equipment and services rests with the vendor. The vendor will be responsible for installation, configuration, maintenance and replacement, if necessary, of all equipment and services necessary to provide the leased services during the specified period of the contract and all extensions.

2.1.5. The vendor must provide and manage all equipment necessary for the vendor to provision the quoted services, including any on-premise demarcation network equipment necessary for the vendor to connect their services to the District network.

2.1.6. All other requirements outlined in this table, Section II, Paragraph C. through X., also apply.

**2.2. Internet Bandwidth Requirements:** Bidders are required to provide pricing in their bids for both the basic and optional services requested.

**2.2.1. Basic Internet Bandwidth Requirement:** 2Gbps Internet services to all district locations specified in Paragraph II.C below.

**2.2.2. Internet Bandwidth Options:** All options may be elected at the beginning of the contract term, in place of Basic WAN Requirement, or at any time during the contract term.

2.2.2.1. **Internet Upgrade Option 1:** 3Gbps Internet services to all district locations specified in Paragraph II.C below.

2.2.2.2. **Internet Upgrade Option 2:** 5Gbps Internet services to all district locations specified in Paragraph II.C below.

3. **Optional Advanced Firewall and Content Filtering Services (Not eligible for E-rate Funding):**

- 3.1. **General Firewall and Content Filtering Information:** Phenix City Schools is considering replacing the existing District owned and operated advanced firewall and content filtering equipment with a vendor owned and managed firewall and content filtering service. Therefore, the District is requesting bidders provide pricing for an optional managed advanced firewall and content filtering solution meeting the following detailed specifications. This optional service may be elected at the beginning of the contract term, at any time during the contract term or not at all.
- 3.2. **Firewall and Content Filtering Detailed Requirements:** A firewall and content filtering service is necessary to ensure continuous operation of the network. The Vendor shall provide a perimeter firewall and content filtering service to ensure CIPA compliance and meeting the following specifications and capabilities:
- 3.2.1. A hardware and software combination solution that protects the network against unauthorized access or intrusions from both inside and outside the network. The bidder shall provide a fully managed, integrated firewall service as an inherent function of the network to protect all sites connected to the Customer network. The solution must provide protection at both the boundary between Phenix City Schools network and the outside world.
  - 3.2.2. This service shall include the ability to request and swiftly implement policy changes and add or remove locations.
  - 3.2.3. The bidder shall provide all hardware, software, and services required to provide for detailed reporting of all potential security problems.
  - 3.2.4. This service shall be monitored and/or managed on a 7x24 hour and 365-day schedule.
  - 3.2.5. Redundant Firewalls running Active-Passive
  - 3.2.6. IPS (Intrusion Prevention System) minimum throughput of 10 Gbps
  - 3.2.7. Antivirus Protection – please provide throughput statistics for flow-based and proxy-based protection
  - 3.2.8. Authentication-based firewall policy
  - 3.2.9. Application Control – Traffic Blocking/Shaping by Application
  - 3.2.10. Active Directory authentication for SSL VPN access. Must integrate with Active Directory to identify users and Windows computers and apply policies based on user or Active Directory group memberships.
  - 3.2.11. Role-based administration – ability to delegate administration tasks
  - 3.2.12. Centralized Management for multiple hardware components
  - 3.2.13. Centralized Logging/Reporting – 10 GB per Day
  - 3.2.14. Configuration Migration Tool from existing Cisco Firewall
  - 3.2.15. Must provide options for Knowledge Transfer / Training
  - 3.2.16. 24x7 x 4-hour maintenance
  - 3.2.17. The system must be able to pass a minimum of 10 Gbps data/bandwidth. There are an approximately 12,000 users using multiple devices distributed among district sites that are utilizing the network. As network workload increases, vendor shall upgrade equipment and software.

- 3.2.18. Real-time system status monitoring through the use of an easy graphical view of network and session status, bandwidth utilization and graphical view of network protocols in use, and intrusion detection shall be available.
- 3.2.19. On demand and real time reports and analysis of network and user activity showing network attached equipment which is posing threats to the rest of the equipment, and lists the top problem areas which need to be addressed to help maintain the overall successful operation of the network shall be available.
- 3.2.20. Reduced exposure to threats by detecting and preventing different intrusions, including DoS and DDoS attacks shall be available
- 3.2.21. Responsibility for maintaining the equipment and services rests with the vendor. The vendor shall be responsible for providing all equipment needed to provide the service, installation, configuration, maintenance and replacement, if necessary, of all leased equipment during the specified period of the contract.
- 3.2.22. All other requirements outlined in this table, Section II, Paragraph C. through X., also apply.
- 3.3. **E-rate Eligibility and Invoicing for Advanced Firewall and Content Filtering Services:** Advanced firewall and content filtering solutions/services are currently not eligible for E-rate funding. Therefore, 100% of the costs associated with these services are currently ineligible and will be paid by Phenix City School District, not by USAC/SLD. If, however, the eligibility of these services or a portion of these services changes during the term of the contract or any extension, the vendor will adjust their invoicing as required to invoice USAC/SLD for the E-rate eligible discounted portion of the services, as appropriate.



**C. Locations Requiring Wide Area Network (WAN) and Internet Services**

**1. WAN Locations:**

1.1. **Physically Connected Locations:** The following sites require a WAN connection/circuit:

	<b>Site Name</b>	<b>Site Address</b>
1.	<b>Central High School (CHS)</b>	2400 Dobbs Drive Phenix City, AL 36870
2.	<b>Lakewood Elementary School</b>	24 Explorer Drive Phenix City, AL 36867
3.	<b>Meadowlane Elementary School</b>	709 Meadowlane Drive Phenix City, AL 36869
4.	<b>Phenix City Intermediate School</b>	2401 South Railroad Street Phenix City, AL 36867
5.	<b>* Phenix City Schools – Board of Education Admin</b>	1212 9th Avenue Phenix City, AL 36867
6.	<b>Ridgecrest Elementary School</b>	1806 8th Place South Phenix City, AL 36869
7.	<b>Sherwood Elementary School</b>	906 Idle Hour Drive Phenix City, AL 36867
8.	<b>South Girard School</b>	521 Fontaine Road Phenix City, AL 36869
9.	<b>Success Academy</b>	1700 17 <sup>th</sup> Avenue Phenix City, AL 36867
10.	<b>Westview Elementary School</b>	1012 Ingersoll Drive Phenix City, AL 36867
11.	<b>** Creekside Early Learning Center</b>	2701 40 <sup>th</sup> Street Phenix City, AL 36867

- 1.2. **Locations Traversing WAN but NOT Connected (NO Circuit Needed):** The following sites traverse the WAN but access the WAN via Phenix City Schools’ local area network (LAN) connections. These sites will continue to be connected via District LAN connections, therefore WAN pricing should NOT include circuits to these locations:

	Site Name	Site Address	Connected via District LAN to:
1.	<b>Central Freshman Academy</b>	2800 Dobbs Drive Phenix City, AL 36870	<b>Central High School</b>
2.	<b>Lakewood Primary School</b>	18 Explorer Drive Phenix City, AL 36867	<b>Lakewood Elementary School</b>
3.	<b>Phenix City Elementary School</b>	2307 South Railroad Street Phenix City, AL 36867	<b>Phenix City Intermediate School</b>
4.	<b>***Phenix City Schools – Bus Shop/ Transportation Dept</b>	521 Fontaine Road Phenix City, AL 36869	<b>South Girard School</b>

2. **Internet – Locations Requiring Internet Services:** All locations/sites identified in Paragraphs II.C. 1.1 and 1.2 above require Internet services, as specified in this solicitation.

Notes:

1. \* Phenix City Schools – Board of Education Admin is the required demarcation/entry point for the Internet Services.
2. \*\* The Creekside Early Learning Center is currently not an eligible site for E-rate funding. Therefore, 100% of the costs associated with services to this location are currently ineligible and will be paid by Phenix City School District, not USAC/SLD. If, however, the eligibility of this location changes during the term of the contract or any extension, the site/circuit will be added to the list of eligible sites/circuits and be eligible for E-rate discounted services.
3. \*\*\* The Phenix City School Bus Shop/Transportation Department is currently located at 1212<sup>th</sup> 9<sup>th</sup> Avenue and is connected to the WAN via a District LAN connection to the Board of Education. A new facility at 521 Fontaine Road is currently under construction and is expected to be operational before this contract becomes effective. If construction is delayed, this site may start their services at their current location and change to the new facility at a later date during the contract period. Or, if the District decides to keep both facilities operational, services will be required at both locations.

- D. The total number of sites and/or bandwidths may change during implementation and/or during the term of the contract to meet system needs. Sites will be added or removed and bandwidths will be upgraded, as needed, during the term of the contract and any and all contract extensions at the same quoted monthly rates.

Phenix City Schools must be able to terminate services and discontinue payments at the time sites are removed from service delivery, without penalty, at the time the change is requested by the District. The Vendor’s invoicing must be adjusted to reflect the actual sites and services being received by the District when changes are made.

<p>E. Specifications or qualifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers' itemization numbers, specification of qualifications, etc. is intended to set quality and feature standards and does NOT exclude bids from others. Any bid containing the referenced products/services "or equivalent" will be accepted as long as the standards are met. When quoting equivalent products/services, the bidder must provide information in their bid substantiating the standards have been met.</p>
<p>F. All communication lines must work with all existing equipment currently in place including but not limited to routers, firewalls, servers, filters, etc. If additional District equipment is needed to connect at the requested bandwidth, bidder must specify in their response, otherwise vendor will be responsible for providing any required equipment at no additional cost to Phenix City School District.</p>
<p>G. In the event vendor equipment, software, materials, etc. are necessary to provide services, they must be compatible with existing equipment, software, material, etc. The school system is not required to make any purchase of equipment, software, material, etc. to accept the vendor's services.</p>
<p>H. 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.</p>
<p>I. All pricing must include installation, setup and configuration fees. When installation is complete, vendor's connectivity equipment (which may include but not be limited to routers) must be connected to the existing Phenix City School District network.</p>
<p>J. 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 over IP traffic.</p>
<p>K. Vendor must provide a minimum contiguous block of 128 Public IP addresses.</p>
<p>L. WAN Construction Advance Installation Limitations/Conditions to Enable E-rate Funding. Services must be operational by July 1<sup>st</sup>, 2019. Therefore, the awarded vendor must begin network construction activities, if any, prior to the formal start of the allowable services period for the E-rate funding year which starts July 1<sup>st</sup>. Therefore, the vendor is required to comply with the USAC conditions outlined below to ensure Phenix City Schools remains compliant with E-rate requirements and is able to obtain E-rate funding reimbursements.</p> <p>According to USAC/SLD website guidance, support may be available for Category One Non-Recurring Services special construction charges incurred up to six months prior to the funding year [July 1st] (i.e. on or after January 1<sup>st</sup>) provided the following four conditions are met:</p> <ol style="list-style-type: none"> <li>1. <i>"Construction begins after selection of a service provider pursuant to a valid competitive bidding process;</i></li> <li>2. <i>A Category One recurring service depends on the installation of the infrastructure;</i></li> <li>3. <i>The service start date is on or after the start of the funding year; and</i></li> <li>4. <i>No invoices (FCC Form 472 or FCC Form 474) can be dated prior to July 1 of the funding year."</i></li> </ol> <p>The vendor must comply with all four conditions to ensure Phenix City Schools remains compliant with USAC's requirements and E-rate funding reimbursement is available.</p> <p>These restrictions apply to the initial provision of the requested services and any construction for connecting any new or moved sites during the term of the contract that is necessary to ensure they are operational by July 1st of the E-rate funding year in which they become operational.</p>

<p>M. Definition of Special Construction Charges per USAC/SLD website:</p> <p><i>“For the purposes of the E-rate Program, special construction charges are the upfront, non-recurring costs of deploying new fiber or upgraded facilities to E-rate eligible entities. Special construction consists of three components:</i></p> <ol style="list-style-type: none"> <li>1. <i>Construction of network facilities</i></li> <li>2. <i>Design and engineering</i></li> <li>3. <i>Project management</i></li> </ol> <p><i>Special construction does not include charges for Network Equipment, i.e., modulating electronics and other equipment necessary to make a Category One service functional.”</i></p>
<p>N. Vendor must have been in continuous business for a minimum of three (3) years.</p>
<p>O. The Vendor must provide an experienced project manager for the implementation project to provide oversight and direction to the Vendor’s implementation team. The Project Manager will be required to meet with designated District personnel on an agreed to basis and provide implementation status, schedule adjustments, potential risks affecting the implementation schedule, current issues and proposed solutions.</p>
<p>P. 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, etc.) of grounds broken up during the installation of this network.</p>
<p>Q. The vendor and his representatives shall follow all applicable school district regulations while on Phenix City 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.</p>
<p>R. Prior to starting any work, the awarded vendor shall provide a toll-free number for technical support Monday-Friday 8:00 a.m. to 5:00 p.m., as a minimum, to the Phenix City Schools’ Director of Technology.</p>
<p>S. Prior to starting any work, the awarded vendor shall furnish to Phenix City Schools’ Director of Technology a Certificate of Insurance showing compliance within the following limitations and is required to maintain this insurance for the duration of the contract. Below is a list of the insurance coverage that must be procured and maintained by the vendor at his own expense:</p> <ul style="list-style-type: none"> <li>• Personal injury, including death. Limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.</li> <li>• Property Damage limits of \$1,000,000.00 for each accident and \$5,000,000.00 for the aggregate.</li> </ul>
<p>T. System and services must be installed, tested and fully operational to all specified sites at least 48 hours prior to <b>July 1, 2019</b>. Invoicing will begin no earlier than <b>July 1, 2019</b>. If the services are not operational by this time vendor must provide alternative connectivity to all specified locations at their cost and Phenix City School District reserves the right to terminate the contract and award services to the next qualified vendor.</p> <p>Service activation must be transparent and downtime, if any, must be at a time determined by Phenix City School District.</p>

U. The vendor should be prepared to guarantee the availability of the network **at each site** at 99 % as calculated by the following formula.

$$\frac{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites}) - (\text{network outage time in hours})}{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites})}$$

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 Phenix City 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, if requested, to Phenix City network personnel to enable them to assess network usage trends.

Payment will not be made by the District for network outage time that exceeds 1 percent on a per site basis.

V. At the request of Phenix City School District, 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 for E-rate eligible support services in accordance with SLD regulations. If Service Provider Invoicing is requested by Phenix City School District, the school district will only be invoiced for the undiscounted portion plus 100% of any ineligible fees. In such cases, the vendor is responsible for ensuring ONLY eligible services are invoiced to SLD and all ineligible services are identified as such and invoiced directly to the District (100%).

W. Vendor must be able to provide consolidated billing under a single billing account number with detailed breakdowns of charges for individual service type such as but not limited to maintenance and charges over and above basic plan.

X. Upon request, on an annual basis, the Vendor must provide vendor documentation (previously Item 21 Attachments) to Phenix City Schools' Technology Coordinator detailing the contracted/current services and pricing to assist the District with preparing the Universal Service Administrative Company (USAC), Schools and Libraries Division (SLD), FCC Form 471 E-rate application for the upcoming funding year. The Vendor provided documentation must provide a description of the services being or to be provided, as appropriate, for each site receiving services, including the E-rate description of the provided services, the number of circuits, their bandwidth, the associated cost per circuit bandwidth, identify any additional fees (i.e. taxes, etc.), and provide any additional information needed to complete the FCC Form 471 application. This documentation and the applicable SLD templates must also identify the portion of the services and costs that are eligible for E-rate funding and any and all ineligible or partially eligible service costs.

When requested by Phenix City Schools, USAC, the FCC, or their designees, the Vendor shall also assist with providing any information needed to respond to SLD application reviews or any other USAC or FCC directed review and/or request for information within the required deadlines.

**III. BID RESPONSE/PROPOSAL REQUIREMENTS**

**A. REPEATED FROM SECTION I.**

**Sealed bids** must be submitted in three (3) printed copies and one (1) electronic EXACT copy (Adobe PDF format) of the response along with any required supporting documentation and must arrive **prior to the bid opening scheduled for 12/12/2018 at 3pm (Eastern Time)**, at the Phenix City School District Board of Education, P.O. Box 460, 1212 9<sup>th</sup> Avenue, Phenix City, AL 36867.

The envelope/container must be marked **“Bid No. GF 2019-01, WAN & Internet Access Services”** on the front and **“SEALED BID DO NOT OPEN”** on the seal. If mailed or hand delivered, address to Attention: Mandy Loreman at the address listed above.

**Any late bids will not be opened or considered. No faxed or electronic bids will be accepted.**

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*

**B. All bidders must complete and submit the Bid Response Form included with this document, as a minimum, for submitting their bid pricing and company information, as well as submitting all other requested documentation.**

The vendor’s bid may include additional quote pages in the vendor’s preferred format. However, all pricing must be entered in the Bid Response Form, as a minimum, to enable the District to compare pricing from all bidders using the same form. Reference statements, such as “See Page XX,” “Refer to Page XX,” etc. must not be entered in the Bid Response Form. If proposing additional options or services, the vendor should provide pricing using the Bid Response Form format, as a minimum.

**C. Bid price is to be all-inclusive (including taxes, fees, building entry fees, installation, setup and configuration fees, etc.) and include any and all costs necessary for the vendor to connect to Phenix City School District equipment *inside* each facility with no allowable additional costs to Phenix City School District. Prices shall be good for the length of this contract and all extensions.**

**D. If a bid differs in any way from the bid specifications, the vendor must list the differences on the Bid Response Form in the Exceptions to Specifications and/or Comments section telling exactly where and how the bid deviates from said specifications. If no exceptions are listed in this section, it will be presumed the vendor proposes to meet all specifications in every respect; and if awarded the contract, performance on this basis will be required.**

Identifying variances in the text of the bid response is not sufficient as references to the specification variances must be clearly identified in the Bid Response Form Exceptions to Specifications and/or Comments section of the bid response.

**E. 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 not meet the rules of eligibility for E-rate funding and should be filed as ineligible fees/charges.**

**F. REPEATED FROM SECTION II.**

Specifications or qualifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers’ itemization numbers, specification of qualifications, etc. is intended to set quality and feature standards and does NOT exclude bids from others. Any bid containing the referenced products/services “or equivalent” will be accepted as long as the standards are met. **When quoting equivalent products/services, the bidder must provide information in their bid substantiating the standards have been met.**

**G. REPEATED FROM SECTION II.**

All communication lines must work with all existing equipment currently in place including but not limited to routers, firewalls, servers, filters, etc. **If additional District equipment is needed to connect at the requested bandwidth, bidder must specify in their response**, otherwise vendor will be responsible for providing any required equipment at no additional cost to Phenix City School District.

<p>H. The bidder must provide a detailed description of the proposed services identifying how the solution meets the requirements stated in this RFP.</p>
<p>I. Bidder must provide a network diagram and describe the network design including transport speeds between each location. A description of the vendor's carrier lines and speeds must also be provided. Bidder should include the make and model of the demarcation switch, router, etc., the bidder intends to use to provision the quoted services at each location. This information is necessary to enable district personnel to evaluate the ability of the vendor's proposed network to meet the stated requirements.</p>
<p>J. The bidder must provide a Transition and Implementation Plan defining and describing the activities and timelines necessary to complete implementation of the proposed services (site by site). This plan must propose a schedule for performing the transition and estimate implementation times and downtimes necessary to complete the transition for each location.</p>
<p>K. The bidder must describe their company's project management process including competencies to coordinate project activities, resources, and communications and their experience with and ability to coordinate complex projects.</p>
<p>L. Bidder must provide information on any Specializations and/or Certifications of their company and employees that will demonstrate the company's ability to design, implement, manage, repair equipment infrastructure and support the proposed services solutions. If relevant certifications are not available the Bidder must provide a narrative description of the Bidder's past experience and qualifications with designing, installing, managing and supporting the proposed services.</p>
<p>M. The Bidder must provide documentation identifying all team members/partners that may participate in any installation, support or sustainment of the proposed services, their role, relationship to the Bidder and a primary contract Bidder team management plan.</p>
<p>N. <b><u>REPEATED FROM SECTION I.</u></b>  <b>The bidder must provide proof of registration with the Schools and Libraries Division (SLD) a division of the USAC, for reimbursement under E-rate guidelines and must maintain a Green Light status with the FCC. If during the term of the contract and any extensions, the vendor fails to file the appropriate forms with the SLD, fails to receive a Service Provider Identification Number (SPIN), fails to maintain their authorized provider status for the quoted services, or fails to remain in good standing with the FCC, the District will not be responsible for the discounted portion of the vendor's bill.</b></p>
<p>O. All bidders must have and provide a valid Service Provider Identification Number (SPIN) and if proposing Data Transmission Telecommunications services, must be an authorized telecommunications service provider with the SLD of the Universal Services Administrative Company (USAC).</p>
<p>P. The bidder must provide a reference list of at least three (3) customers where the vendor is currently or has recently provided the proposed services to a customer with a similar number of sites. The reference list shall include the contact name, phone number, mailing and email address, the products and services provided and the number of supported sites per customer reference.</p>
<p>Q. The bidder shall provide, if available, a list of contact names and phone numbers for at least three (3) E-rate funded WAN and Internet service contracts, identifying the period of services, a general description of the services provided, and the amount funded by E-rate for each reference. These references may be the same references provided in Paragraph P. above, if identified as an E-rate reference in the response.</p> <p>This information is necessary to ensure the vendor understands the E-rate program, understands eligibility of their services and has been successful in providing E-rate eligible services in the past.</p>

**CHECKLIST OF REQUIRED CONTENTS OF BID RESPONSE AND ATTACHMENTS**

The following checklist is only a guideline and may not be all inclusive; it is the responsibility of each bidder to read and comply with the Request for Proposal in its entirety.

- A) Completed Bid Response Form (**All** pages)
- B) A detailed description of the proposed services identifying how the solution meets the requirements stated in this solicitation.
- C) Network diagram and description of the network design including transport speeds between each location, the vendor's carrier line and speeds, and make and model of proposed demark equipment.
- D) Transition Plan with timelines and estimated downtimes
- E) Description of Project Management Process
- F) Specializations and/or Certifications of your company and employees or a narrative description, as applicable.
- G) Bidder Team Information
- H) Proof of an approved SPIN with authorization to provide the quoted service category
- I) E-rate SPIN
- J) References of a minimum of three (3) other customers for whom company is currently or has recently provided similar size and scope of services
- K) E-rate References, if available, of-at least three (3) E-rate funded WAN and Internet service contracts

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*



**IV. BASIS OF AWARD**

In keeping with the guidelines of USAC, a contract will be awarded to the most cost effective provider who submits a complete and accurate submittal that meets the stated requirements. Price of the **eligible** products and services will be the primary factor, but not necessarily the sole factor, in evaluating the bids. Other factors of consideration may be but are not limited to price of the ineligible products and services; quality of proposed solution, including compatibility with vendor networks and personnel training; prior experience, including past performance, personnel and company qualifications, including technical excellence; transition and implementation plan and considerations; management capability, including schedule compliance; environmental objectives; and flexibility of leasing terms and arrangements. Phenix City School District does not guarantee award of a contract and reserves the right to reject any and all bids.

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

<b>Factor</b>	<b>Weight</b>
Price of Eligible Services	30%
Quality of Proposed Solution/Services	25%
Prior Experience & Qualifications	20%
Transition & Implementation Plan	15%
Price of Ineligible Services	10%
<b>TOTAL</b>	<b>100%</b>

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*

**PHENIX CITY SCHOOL DISTRICT  
WIDE AREA NETWORK (WAN) AND INTERNET ACCESS SERVICES  
*Bid Opening Date & Time: 12/12/2018 3pm (Eastern Time)***

**BID RESPONSE FORM (Page 1 of 11)**

Name of Firm: \_\_\_\_\_

Address of Firm: \_\_\_\_\_

\_\_\_\_\_

Representative's Name (Type or Print): \_\_\_\_\_

\*Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_ Telephone: (\_\_\_\_) \_\_\_\_\_

E-mail: \_\_\_\_\_

E-rate SPIN: \_\_\_\_\_ (Data Transmission/Telecommunications/WAN Services)

\_\_\_\_\_ (Internet Access, if different)

Number of Years in Business: \_\_\_\_\_

**\*Signature certifies the proposed solution and services meet all requirements outlined in this solicitation and the vendor will comply with all specified requirements unless exceptions are noted below.**



**EXCEPTIONS TO SPECIFICATIONS AND/OR COMMENTS**  
(Attach additional pages if needed)

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**BID RESPONSE FORM (Page 2 of 11)**

WAN Connectivity Services					
ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible) (Nbr of Sites x Per Site Pricing)	Per Site Pricing, if applicable (E-rate Ineligible) (not included in previous pricing)	Pricing for ALL Sites (E-rate Ineligible) (not included in previous pricing) (Nbr of Sites x Per Site Pricing)
<b>Basic Requirement - Wide Area Network (WAN) Services</b>					
WAN 1.1	<b>10Gbps physical WAN connectivity (Eligible Locations)</b> <i>(10 Eligible Locations, as specified in Para. II.C.)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
WAN 1.2	<b>10Gbps physical WAN connectivity (Ineligible Locations)</b> <i>(1 Ineligible Location, as specified in Para. II.C.)</i>	Monthly: \$ _____ N/A _____ Annual (Mo. x 12): \$ _____ N/A _____	\$ _____ N/A _____ \$ _____ N/A _____	\$ _____ \$ _____	\$ _____ \$ _____
WAN 1.3	<b>WAN One-time Installation or set up costs, if any (See Installment Payment Form)</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
WAN 1.4	<b>WAN Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
<b>Total - WAN Services Basic Requirement (ID# WAN 1.1 – 1.4):</b>		<b>Total Monthly:</b> \$ _____ <b>Annual (Recurring):</b> \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
		<b>One-time Non-Recurring:</b> \$ _____	\$ _____	\$ _____	\$ _____

**BID RESPONSE FORM (Page 3 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible) <i>(Nbr of Sites x Per Site Pricing)</i>	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i> <i>(Nbr of Sites x Per Site Pricing)</i>
<b>Option 1 - District-wide (DW) Bandwidth/Connectivity Upgrade - Wide Area Network (WAN) Services</b>					
DW 1.1	<b>40Gbps physical WAN connectivity (Eligible Locations)</b> <i>(10 Eligible Locations, as specified in Para. II.C.)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
DW 1.2	<b>40Gbps physical WAN connectivity (Ineligible Locations)</b> <i>(1 Ineligible Location, as specified in Para. II.C.)</i>	Monthly: \$ N/A Annual (Mo. x 12): \$ N/A	\$ N/A \$ N/A	\$ _____ \$ _____	\$ _____ \$ _____
DW 1.3	<b>WAN One-time Installation or set up costs, if any (See Installment Payment Form)</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
DW 1.4	<b>WAN Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
<b>Total – Option 1 - District-wide Upgrade - WAN Services (ID# DW 1.1 – 1.4):</b>  <i>(Options can be elected in place of the basic requirement at initial contract award or at any time during the contract period)</i>		<b>Total Monthly:</b> \$ _____ <b>Annual (Recurring):</b> \$ _____ <b>One-time Non-Recurring:</b> \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____

**BID RESPONSE FORM (Page 4 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible) <i>(Nbr of Sites x Per Site Pricing)</i>	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i> <i>(Nbr of Sites x Per Site Pricing)</i>
<b>Option 2 - District-wide (DW) Bandwidth/Connectivity Upgrade - Wide Area Network (WAN) Services</b>					
DW 2.1	<b>100Gbps physical WAN connectivity (Eligible Locations)</b> <i>(10 Eligible Locations, as specified in Para. II.C.)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
DW 2.2	<b>100Gbps physical WAN connectivity (Ineligible Locations)</b> <i>(1 Ineligible Location, as specified in Para. II.C.)</i>	Monthly: \$ <u>    N/A    </u> Annual (Mo. x 12): \$ <u>    N/A    </u>	\$ <u>    N/A    </u> \$ <u>    N/A    </u>	\$ _____ \$ _____	\$ _____ \$ _____
DW 2.3	<b>WAN One-time Installation or set up costs, if any</b> <i>(See Installment Payment Form)</i> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
DW 2.4	<b>WAN Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
<b>Total – Option 2 - District-wide Upgrade - WAN Services (ID# DW 2.1 – 2.4):</b> <i>(Options can be elected in place of the basic requirement at initial contract award or at any time during the contract period)</i>		<b>Total Monthly:</b> \$ _____ <b>Annual (Recurring):</b> \$ _____ <b>One-time Non-Recurring:</b> \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____

**BID RESPONSE FORM (Page 5 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible) <i>(Nbr of Sites x Per Site Pricing)</i>	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i> <i>(Nbr of Sites x Per Site Pricing)</i>
<b>Per Site Upgrade Option - Wide Area Network (WAN) Services</b>					
PS 1.1	<b>Upgrade Site to 40Gbps (from 10Gbps) for Individual Site Upgrades, as needed</b> (Per site/circuit pricing to upgrade individual WAN circuits <i>(eligible or ineligible)</i> )  <i>(pricing to be used in place of the per site price for the elected bandwidth implemented for all other sites)</i>	Monthly: \$ _____  Annual (Mo. x 12): \$ _____	\$ _____  \$ _____	\$ _____  \$ _____	\$ _____  \$ _____
PS 1.2	<b>WAN One-time Installation or set up costs, if any (See Installment Payment Form)</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
PS 1.3	<b>WAN Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____  Annual (Mo. x 12): \$ _____	\$ _____  \$ _____	\$ _____  \$ _____	\$ _____  \$ _____
<b>Total – Option – Per Site Upgrades – WAN Services (ID# PS 1.1 – 1.3):</b>  <i>(Options can be elected in place of the basic requirement at initial contract award or at any time during the contract period)</i>		<b>Total Monthly:</b> \$ _____  <b>Annual (Recurring):</b> \$ _____  <hr style="border-top: 1px dashed black;"/> <b>One-time Non-Recurring:</b> \$ _____	\$ _____  \$ _____  \$ _____	\$ _____  \$ _____  \$ _____	\$ _____  \$ _____  \$ _____

**BID RESPONSE FORM (Page 6 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible) <i>(Nbr of Sites x Per Site Pricing)</i>	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i> <i>(Nbr of Sites x Per Site Pricing)</i>
<b>New WAN Site/Locations Option - Wide Area Network (WAN) Services</b>					
New 1.1	<b>Estimated Pricing for New or Moved Physically Connected WAN Site during the contract term or extensions</b>  <i>(Estimate ONLY – Actual pricing will be requested at the time a new site is identified)</i>	Monthly: <i>Same as contracted</i> Annual: <i>Monthly rate for elected bandwidth option</i>	N/A	<i>Same as contracted</i> Monthly rate for elected bandwidth option	N/A
New 1.2	<b>ESTIMATE ONLY - WAN One-time Installation or set up costs, if any</b> <i>(See Installment Payment Form)</i>  <i>(Be specific about the purpose of the one-time costs)</i>	<b>Non-recurring:</b> \$ _____ <i>Actual Quote will be requested when site is identified</i>	N/A	\$ _____ <i>Actual Quote will be requested when site is identified</i>	N/A
New 1.3	<b>WAN Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: <i>Same as contracted</i> Annual: <i>Monthly rate for elected bandwidth option</i>	N/A	<i>Same as contracted</i> Monthly rate for elected bandwidth option	N/A

**BID RESPONSE FORM (Page 7 of 11)**

<b>Installment Payment Option Form - WAN One-time Installation/Special Construction</b>	
If the Bidder's pricing includes one-time installation/special construction fees for the fiber WAN construction, Bidder must complete the following questionnaire:	
<b>Questions</b>	<b>Bidder's Responses</b>
Does the Bidder agree to allow Phenix City School District to pay the District's non-discounted share of these charges in installment payments over the period of three (3) years on an annual basis? (Yes or No)	
If yes, specify additional terms, limitations, and conditions, if any (add additional pages, if needed).  If none, indicate "None":	
If yes, will the Vendor charge interest on installments 2 & 3? (Yes or No)	
If yes, specify the interest rate:	
Provide any additional information:	



**BID RESPONSE FORM (Page 8 of 11)**

<b>Internet Services</b>					
ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible)	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i>
<b>Basic Requirement - Internet Services</b>					
I 1.1	<b>2Gbps Internet connectivity for district-wide access (no data limit)</b>  <i>(Entering the district at the BOE &amp; distributed to all specified locations)</i>	Monthly: \$ _____  Annual (Mo. x 12): \$ _____	\$ _____  \$ _____	\$ _____  \$ _____	\$ _____  \$ _____
I 1.2	<b>Internet One-time Installation or set up costs, if any</b>  <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
I 1.3	<b>Internet Estimated Taxes and Fees</b>  <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____  Annual (Mo. x 12): \$ _____	\$ _____  \$ _____	\$ _____  \$ _____	\$ _____  \$ _____
<b>Total - Internet Services Basic Requirement (ID# I 1.1 – 1.3):</b>		<b>Total Monthly:</b> \$ _____  <b>Annual (Recurring):</b> \$ _____ <hr style="border-top: 1px dashed black;"/> <b>One-time Non-Recurring:</b> \$ _____	\$ _____  \$ _____  \$ _____	\$ _____  \$ _____  \$ _____	\$ _____  \$ _____  \$ _____

**BID RESPONSE FORM (Page 9 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible)	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i>
<b>Option 1 - Internet Upgrade – Internet Services</b>					
IWO 1.1	<b>3Gbps Internet connectivity for district-wide access (no data limit)</b> <i>(Entering the district at the BOE &amp; distributed to all specified locations)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
IWO 1.2	<b>Internet One-time Installation or set up costs, if any</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
IWO 1.3	<b>Internet Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
<b>Total – Option 1 - Internet Services Upgrade</b> <b>(ID# IWO 1.1 – 1.3):</b>  <i>(Options can be elected in place of the basic requirement at initial contract award or at any time during the contract period)</i>		<b>Total Monthly:</b> \$ _____ <b>Annual (Recurring):</b> \$ _____ <hr/> <b>One-time Non-Recurring:</b> \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____	\$ _____ \$ _____ \$ _____

**BID RESPONSE FORM (Page 10 of 11)**

ID#	Description	Per Site Pricing, if applicable (E-rate Eligible)	Pricing for ALL Sites (E-rate Eligible)	Per Site Pricing, if applicable (E-rate Ineligible) <i>(not included in previous pricing)</i>	Pricing for ALL Sites (E-rate Ineligible) <i>(not included in previous pricing)</i>
<b>Option 2 - Internet Upgrade – Internet Services</b>					
IWO 2.1	<b>5Gbps Internet connectivity for district-wide access (no data limit)</b> <i>(Entering the district at the BOE &amp; distributed to all specified locations)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
IWO 2.2	<b>Internet One-time Installation or set up costs, if any</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring: \$ _____	\$ _____	\$ _____	\$ _____
IWO 2.3	<b>Internet Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly: \$ _____ Annual (Mo. x 12): \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
<b>Total – Option 2 - Internet Services Upgrade</b> <b>(ID# IWO 2.1 – 2.3):</b>  <i>(Options can be elected in place of the basic requirement at initial contract award or at any time during the contract period)</i>		<b>Total Monthly:</b> \$ _____ <b>Annual (Recurring):</b> \$ _____	\$ _____ \$ _____	\$ _____ \$ _____	\$ _____ \$ _____
		<b>One-time Non-Recurring:</b> \$ _____	\$ _____	\$ _____	\$ _____

**BID RESPONSE FORM (Page 11 of 11)**

<b>Optional Advanced Firewall &amp; Content Filtering Services</b>						
<b>ID#</b>	<b>Description</b>		<b>Per Site Pricing, if applicable (E-rate Eligible)</b>	<b>Pricing for ALL Sites (E-rate Eligible)</b>	<b>Per Site Pricing, if applicable (E-rate Ineligible) (not included in previous pricing)</b>	<b>Pricing for ALL Sites (E-rate Ineligible) (not included in previous pricing)</b>
<b>OPTIONAL Services</b>						
<b>AFW 1.1</b>	<b>Advance Firewall &amp; Content Filtering Services</b>	Monthly:	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
		Annual (Mo. x 12):	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
<b>AFW 1.2</b>	<b>One-time Installation or set up costs, if any</b> <i>(Be specific about the purpose of the one-time costs)</i>	Non-recurring:	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
<b>AFW 1.3</b>	<b>Estimated Taxes and Fees</b> <i>(if an estimate is not included the district will conclude that the taxes and fees are included in the quoted prices for each of the services)</i>	Monthly:	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
		Annual (Mo. x 12):	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
<b>Total – Optional Advance Firewall &amp; Content Filtering Services (ID# AFW 1.1 – 1.3):</b>		<b>Total Monthly:</b>	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
		<b>Annual (Recurring):</b>	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____
		<b>One-time Non-Recurring:</b>	\$ _____ N/A _____	\$ _____ N/A _____	\$ _____	\$ _____

**If any of the services or any portion of the services quoted in the previous pages is not E-rate eligible, the bidder must identify the portion of the pricing and the features that are not eligible for E-rate funding.**

The bid will be awarded on the basis of a collective grand total for E-rate eligible services not on an item-by-item basis. Award will be made to the responsive bidder offering a proposal that is deemed the most acceptable and advantageous to the Phenix City School system.

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*