

E-Rate RFP Info (RFP ID: E-RATE 2012) 2012-2013 Year 15

Contact

Mark Samberg, Director of Instructional Technology
Bertie County Schools
117 County Farm Road
P.O. Box 10
Windsor, NC 27983
(252) 325-9245
(252) 794-1330 (fax)
msamberg@bertie.k12.nc.us

NOTE: THIS RFP COVERS ALL 2012-2013 PROJECTS EXCEPT FOR THE CONSTRUCTION OF THE NEW BERTIE HIGH SCHOOL. THIS WILL BE RELEASED AS A SEPARATE RFP.

I. Overview

Bertie County Schools are seeking proposals for E-rate Year 15, which begins July 1, 2012. Requests for proposals for any services funded or initiated in Year 10 will be cancelled.

The selected vendor shall guarantee that the costs quotes are all inclusive. The vendor shall agree that if reduced rates for selected services become available during the life of the contract, new rates may be negotiated under the contract in force.

The district reserves the right to reject any and all proposals and to make any and all purchases to the best interest and advantage of the district; however, price will be the greatest determining factor in vendor selection.

From the time of receipt of this Request For Proposal (RFP) until the announcement of contract award(s), vendors are strongly cautioned to limit **any** communications with the district to the person(s) identified as the district contact(s). Any attempt to circumvent the bidding process by contacting other personnel at the district or the schools directly may result in the disqualification of the vendor.

Any questions concerning this proposal should be addressed, in writing, to the contacts listed above.

In the event Bertie County Schools experiences budget restraints, or the E-rate program is cancelled, Bertie County Schools reserves the right to re-negotiate costs with the selected vendors. This may also include canceling services and /or scaling

back on services, equipment, or bandwidth. Bertie County Schools reserves that the billable services approved for funding shall not begin until July 1, 2012.

In the event that matching funds will not be available after the 2012 budgets have been completed, an FRN may not be requested for one or more of the services requested in this RFP.

II. The following locations are eligible to receive the E-rate services that are included in this RFP. All vendors are asked to refrain from contacting or visiting these locations directly. All contacts should be made to contacts listed above.

- A. Askewville Pre-K Center
121 East Askewville Street
Windsor, NC 27983
- B. Aulander Elementary School
2515 North Carolina Highway 305
Aulander, NC 27805
- C. Colerain Elementary School
202 North Academy Street
Colerain, NC 27924
- D. West Bertie Elementary School
3734 Governor's Road
Kelford, NC 27847
- E. Windsor Elementary School
104 Cooper Hill Road
Windsor, NC 27983
- F. Bertie Middle School
642 US Highway 13 North
Windsor, NC 27983
- G. Bertie Early College/Bertie Preparatory High School
FKA Southwestern Middle School
819 Governor's Road
Windsor, NC 27983
- H. Bertie High School/Bertie STEM High School
715 US Highway 13 North
Windsor, NC 27983
- I. Bertie County Schools Central Services Main Office/Bus Garage
222 County Farm Road
Windsor, NC 27983

J. Bertie County Schools Central Services Annex Offices
117 County Farm Road
Windsor, NC 27983

III. Bertie County Schools encourages participation in this process by businesses classified as Historically Underutilized (HUB)

IV. Vendors making proposals under this RFP shall be prepared to provide all equipment, materials, labor, and services, not specifically mentioned or shown, which may be necessary to complete or perfect all parts of any installation contract awarded. They shall insure that they are in compliance with requirements stated or reasonably inferred by the contract documents and by rules provided by the Universal Service Administrative Company (USAC). To this end, all vendors who present a proposal must meet the following guidelines:

- A. All bidders must have a Service Provider Identification Number (SPIN). This number must be supplied by the bid deadline. Information on obtaining a SPIN is available at <http://www.universalservice.org/sl>
- B. Any vendor submitting a bid must agree to comply with rules and regulations of the Universal Service Administrative Company. Vendors must be familiar with billing methods and timelines associated with the program, and bid submission of a bid constitutes agreement to all USAC terms. Bertie County Schools prefers to receive discounted bills.
- C. Bids resulting from this advertisement will subject to all USAC, FCC, State of North Carolina, and Bertie County Schools specifications and requirements.
- D. All bids and awards related to this RFP are subject to Bertie County Schools receiving approval for funding through the E-rate process. In the event projects are not funded, Bertie County Schools reserves the right to modify the scope of the project or cancel the project.
- E. All bids must be broken down by site and project, listing eligible and ineligible services for each.
- F. Written contracts including a detailed scope of work and project schedule will be required.
- G. Dependent upon E-rate funding, contracts shall be awarded to persons or entities submitting the best overall proposals as determined by Bertie County Schools. Factors to be considered in awarding the contracts are determined by Bertie County Schools with pricing/cost being the most weighted determining factor.
- H. Implementation of E-rate eligible product(s) and services must be completed over a 12-month period beginning July 1, 2012 and ending June 30, 2013, unless the Schools and Libraries Division (SLD), as administered by the Universal Services Administrative Company (USAC), extends the completion date for non-recurring services either directly or by request of the district.

- V. A pre-bid walk through is **REQUIRED** for anyone wishing to submit a proposal for Internal Connections projects. Detailed information on requirements/quantities will be provided at the time of said walk through. The final date and time of this walkthrough will be communicated to vendors upon contacting the District.
- VI. Projected Timeline:
Pre-Bid Walk Through by January 25, 2012
Proposal Due by February 3, 2012
Bid Award after February 6, 2012

Submission of Proposal - Due by EOB on February 3, 2012

470 Application Number:

Telecommunications Services

Type	Description
Cellular Service	Approximately 25 lines. The service provider should be able to provide the following services to each handset. Not all functionality will be used on all handsets: <ul style="list-style-type: none"> • 98% coverage through primary state-maintained roads within the district, 90% through secondary state maintained roads within the district, and 85% coverage through all other areas of the district. • Allows for shared pooling of minutes • Smartphone/Data plans • Voicemail • Caller ID • Text messaging • Per unit feature blocking
Local Telephone Service	All school and central services locations – existing service or better.
Long distance service	All school and central services locations – existing service or better. Flat-rate services preferred.
Call blocking services	All locations
POTS Telephone lines	Approximately 100 lines, used for phone service, fax and alarm systems.
PRI Lines	Migration at 2 locations
Custom calling services	The vendor should provide a list of eligible custom calling services that individual sites may elect to use.
Mobile Internet Service	5 lines, enabling for creation of portable Wifi hotspots, VPN tunneling, and bandwidth limitations.

Internet Access

Type	Description
Web Hosting	Web hosting service for teachers and student web pages Website content available to district upon severance of contract Percentage of vendor eligibility is available with contract submission
Wide Area Network Services	Voice, video, and data services between all location with a minimum of 50Mbps scalable up to 250Mbps based on site. Contract should also allow for scalability during the contract term as needs change.