

Request for Proposal
1 Gbps Fiber WAN
NCPS Fiber 2020

December 20, 2019

Nebraska City Public Schools
1700 14th Avenue
Nebraska City, NE 68410

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Introduction

With the current fiber contract expiring, the district must re-bid the fiber circuits connecting Northside Elementary School and NCPS Central Office to Nebraska City High School. Vendors must submit a proposal which includes both circuits. The district will select the proposal that best suit our needs.

Description of Project

Nebraska City Public Schools is seeking proposals for 1Gbps full duplex fiber connections from Nebraska City High School to Northside Elementary School and Nebraska City High School to Central Office (See demarcation points in *Appendix A*). Fiber will connect to our HPE layer 3 routers and must support VLANs across the circuit. **Internet should NOT be included with this proposal.**

Project Specifications

1.1 Fiber Specifications

The vendor will provide a pair of 1 Gbps full duplex single mode fibers between the points specified in *Appendix A*.

1.2 Fiber Termination

The Vendor will provide SX terminated connections at each circuit demarcation point to connect to district owned Layer 3 routing devices.

1.3 Data Integrity

Vendor must allow all types of data traffic to transport from end-to-end without interference, trapping or recording of information. Capacity testing using iPerf should report greater than 85 percent capacity of 1Gbps.

1.4 VLANs

Successful vendor solutions must be able to provide and support 802.1Q VLAN tagging without additional costs.

1.5 Fiber Repair

Vendor will provided 24 X 7 repair to Wide Area Network circuits.

1.6 Fiber Maintenance

Nebraska City Public Schools understands that from time to time maintenance will cause scheduled outages outside of peak/normal operating hours of 6:30 A.M. – 9 P.M. CST. Nebraska City Public Schools does not expect outage refunds for scheduled outages unless the outage was not communicated to the specified district prior to the outage in a reasonable amount of time.

1.7 Project Completion

The contractor's work shall be considered complete after the following has been accomplished:

1. All system testing has been completed.
2. The contractor certifies that the entire system is in working order.
3. The district has been provide drawings, specifications and throughput test of the completed system.
4. A walk through and inspection with contractor personnel and School District personnel has been completed to the satisfaction of the School District.
5. The owner's project coordinator has inspected and accepted the installation.

Contract Specifications

2.1 Contract Expectations

This request for proposal is requires an initial term of 36 months commencing on July 1, 2020. All proposals must include vendor's SPIN number or 498 ID as required by E-Rate. Service provider must have a valid 499 Filer ID and Form 473 (Service Provider Annual Certification (SPAC) Form) for the relevant funding year.

2.2 Contract Contingency

The purchase of any or all goods or services, MAY be contingent upon the award of funding (a funding commitment decision letter) from the Schools and Libraries Division of USAC for the 2020 E-Rate Funding Year.

2.3 Contract Terminations

The vendor must provide provisions for termination for cause which includes but is not limited to consolidation, merged and dissolved contracting entities. Termination for cause must be detailed in this agreement.

2.4 Service Level Agreement

Vendor must include a service level agreement that includes the process to communicate planned or unplanned outages. It must also include a process for the district to report planned or unplanned outages. Outages must be addressed and restoration completed within 6 hours unless approved by district. Outages that exceed 6 hours will be credited back to the district using the following method. For every six (6) hours of outage, the district will be credited for one (1) day's connection. See table for credit examples.

Outage in Hours	Credit*
0-6 hours	0 day credit
6-12 hours	1 day credit
12-18 hours	2 day credit

* Daily rate is calculated as 1/30 of monthly rate.

2.5 Contract Billing

All billing statements must itemize all charges and credits such as outage credits and E-rate credits. Nebraska City Public Schools will only accept discounts on invoices; therefore, the winning Bidder will file an FCC Form 474 (SPI Form) to request payment of the discount amount for eligible services after billing the applicant for the non-discount share of the cost of those services. The Bidder shall itemize the cost of E-Rate eligible and ineligible items and will forward copies of all invoices to Nebraska City Public Schools for reconciliation purposes.

RFP Process

3.1 Calendar of Events

Event	Date & Time
Filing of FCC Form 470 & Release of RFP	December 20, 2019
Bidder's Conference/Walkthrough	January 10, 2020 @ 1:00 PM
Last day to submit inquiries	January 17, 2020
Questions and Clarifications post to website	January 20, 2020
Closing Date/Time to Receive Proposals	January 31, 2020 @ 1:00 PM
Proposal Opening	January 31, 2020 @ 2:00 PM
Approval of Proposal	February 10, 2020
Notification of Award	February 14, 2020

3.2 Evaluation Rubric

Please refer to Appendix B for details regarding the evaluation process.

3.3 Discrepancies and Omissions.

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to Christopher Fletcher (See contact information in section 3.7). Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final Contract that may be derived from this RFP. It is the Bidder's responsibility to assure that all addenda have been reviewed.

3.4 Contingencies

This RFP should not be considered as a contract to purchase goods or services, but is a Request for Proposal in accordance with the Terms and Conditions herein and will not necessarily give rise to a contract. RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should Nebraska City Public Schools decide to do so. Proposals stating that pricing is valid dependent upon availability and/or subject to prior sale will be considered as non-responsive. Completion of at

least one of the three tables in section 4 is required. Failure to do so will disqualify your RFP response submission.

Nebraska City Public Schools may, at its discretion, choose to cancel its offer for the purchase of any and all goods or services requested in this proposal if E-Rate funding is not approved by USAC, there is a reduction in funding, there are changes in the physical structure of a school (i.e., renovations, demolitions), or for any reason.

3.5 Bidder's Conference/Vendor Walkthrough

A vendor walkthrough is scheduled for January 10, 2020 at 1:00 P.M. starting at 1700 14th Avenue, Nebraska City Nebraska, 68410. If a vendor cannot attend this walkthrough, an additional walkthrough may be scheduled with Christopher Fletcher.

3.6 Questions and Clarifications.

Questions should be addressed, no later than Friday, January 17, 2020, to Christopher Fletcher (see section 3.7)

Submitted questions and answers will be posted on district website (<http://www.nbcityps.org/>) under the menu item Home > Menu RFPs/Erate, under Technology heading, by Monday, January 20, 2020.

3.7 RFP Contact

Christopher Fletcher
Technology Coordinator
Nebraska City Public Schools
1700 14th Avenue
Nebraska City, NE 68410
Phone: 402-873-1870
Email: cfletcher@nbcityps.org

3.8 Proposal Deadline and Submission

Proposals are due in either hardcopy or in electronic form (PDF format) on or before **1:00 P.M. Friday January 31, 2020** at the postal or email address of Christopher Fletcher (see section 3.7). E-mailed proposal documents will be time-stamped from the receiving computer.

4.1 Proposal Table

The proposal shall include all costs associated with two circuits; Northside Elementary School to Nebraska City High School , Central Office to Nebraska City High School. Proposals will include the total installation, monthly and other fees broken down and entered in the tables below.

Installation Costs

List the one time installation costs for each location and the total installation cost for all locations.

Nebraska City High School	\$
Northside Elementary School	\$
Central Office	\$
Total Installation Costs	\$

Monthly Recurring Charges:

List the monthly circuit charges for each location and the total monthly charges for all locations.

Northside Elementary School to Nebraska City High School	\$
Central Office to Nebraska City High School	\$
Total Recurring Costs	\$

Does each circuit have the capacity to support 10Gbps Yes_____ No_____

Other Fees: Estimated Taxes, Surcharges, and Fees

Please use the center column to provide a description and the last column to provide estimates of monthly taxes, surcharges and fees associated with the recurring monthly charges.

Monthly Taxes:		\$
Monthly Surcharges:		\$
Monthly Fees		\$
Total Fees		\$

Appendix A: Building Addresses and Demarcation Points

Appendix A.1 - Nebraska City High School

Nebraska City High School

141 Steinhart Park Road

Nebraska City, NE 68410

Demarcation Point: Main Server Room off of Teacher's Lounge

Appendix A.2 - Northside Elementary School



Northside Elementary School

1200 14th Ave.

Nebraska City, NE 68410

Demarcation Point: Lower Server room next to Library Office

The external access box connecting to the internal conduit is located at the NE corner of the building.

Appendix A.3 - Central Office



Central Office
1700 14th Ave.
Nebraska City, NE 68410
Server room next to IT Director's Office

Current conduit into building is located directly north of the building.

Appendix B: Evaluation Rubric

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1. Price of the eligible services 40 points

Total contract cost of initial, monthly and fees for the term of the contract.

2. Past relationship/reputation of vendor30 points

Past performance of vendor to provide services and support. Factors include circuit capacity tests, vendor communication and response to outages.

3. Proposal Specifications..... 20 points

All specifications of the RFP that the proposal addresses will be evaluated and points award accordingly.

4. Long term cost to applicant.....10 points

Projected long term costs including monthly charges and other fees.

Evaluating Team

Proposals are expected to be evaluated by the following staff members, but we may substitute evaluator based on staff availability:

Rex Pfeil, Superintendent
Christopher Fletcher, Technology Coordinator
Jason McNeely, Academy Coordinator