

Fair Play R-II School District
301 N. Walnut
Fair Play, MO 65649



Fair Play Schools

Internal Fiber Network Infrastructure
RFP E-Rate Category Two

12/01/2022

Public Notice

Fair Play R-II School District (herein after known as “FP” or district is currently seeking bids to upgrade their internal fiber network infrastructure as described in the RFP on the FP District website located at www.fairplay.k12.mo.us. Qualified companies are invited to submit three (3) sealed copies of a formal proposal. Bids should be itemized and submitted as one bid for the complete delivery. The deadline for submission is 1/03/2023 10:00 a.m. Discussion and approval will be at the 1/17/2023 School Board Meeting. Mandatory walk thru will be on December 14th, 2022 @ 10:00 a.m. You must be at the walk thru to bid on the project. Service provider must Erate eligible and must use SPI invoicing through USAC for this project.

Objective

FP is requesting bids to upgrade their internal fiber network infrastructure. FP is seeking a reliable, cost efficient product that meets the listed specifications.

Technical Contact at FP is: Caleb Boro
Phone: 417-654-2222
Email: cboro@fairplay.k12.mo.us

Timeline and Submission

Proposals are to be received by the District office no later than 01/03/2023 at 10:00 am. Bids will be opened at that time. Proposals are to be submitted to the District office in a sealed envelope, clearly marked “Internal Fiber Network Infrastructure - RFP” and should be itemized and submitted as one. For questions regarding the RFP please visit https://docs.google.com/document/d/1Vd4_NGsk5-Bijp9_vRIOCshzJiG6BvyuWsG-lw7X7xM/edit?usp=sharing

FP is currently seeking bids to upgrade their internal fiber network infrastructure from qualified individuals or firms (here in after “Company”). Bids should be itemized and submitted as one bid for the complete delivery. The solution will include the purchase and delivery of said devices to satisfy the requirements outlined in these specifications. Vendors having general questions concerning the RFP should respond to this link https://docs.google.com/document/d/1Vd4_NGsk5-Bijp9_vRIOCshzJiG6BvyuWsG-lw7X7xM/edit?usp=sharing

Bidder Qualifications

1. The Company must submit a complete Proposal covering all requirements identified in this RFP package in order to be considered. All Proposals will be carefully scrutinized to ensure that such requirements can be met. Proposals submitted must be the original work product of the Company.
2. The Company must submit three (3) original copies of the Proposal in sealed envelopes plainly marked "Internal Fiber Network Infrastructure-RFP". Proposals should be delivered to:

Caleb Boro - Technology Director
Fair Play R-II School District
301 N. Walnut St
Fair Play, Mo 65649
3. Mandatory vendor meeting and walk-through Wednesday, 12/14/2022 at 10:00 a.m. 301 N. Walnut Fair Play, Mo 65649.
4. Proposals will be received until 01/03/2023 at 10:00 am Electronic or facsimile offers will not be considered in response to this RFP, nor will modifications by electronic or facsimile notice be accepted.
5. FP is not responsible for lateness or non-delivery by the US Postal Service or other carrier to the District. The time and date recorded by the District shall be the official time of receipt.
6. Proposals may be modified or withdrawn by written notice or in person by the Company or its authorized representative, provided its identity is disclosed on the envelope containing the Proposal and such person signs a receipt for the Proposal, but only if the withdrawal is made prior to the submission deadline.
7. The information presented in the RFP is not to be construed as a commitment of any kind on the part of FP. There is no expressed or implied obligation for FP to reimburse responding firms for any expenses incurred in preparing Proposals in response to this request.
8. No alternate Proposals that significantly deviate or modify the concept and ultimate objectives of this RFP will be considered. Non-compliance with RFP specifications will disqualify Proposals from further consideration.
9. Any explanation or statement that the Company wishes to make must be contained with the Proposal but shall be written separately and independently of the Proposal proper and attached thereto. Unless the Company so indicates, it is

understood that the Company has proposed in strict accordance with the RFP requirements.

10. FP reserves the right to reject any or all Proposals and to waive informalities and minor irregularities in Proposals received. The District, in its sole discretion, will determine whether an irregularity is minor.
11. FP reserves the right to decline any or all Proposal submissions, or to cancel the RFP, in whole or in part, at any time prior to making an award, for any reason, or no reason, without liability being incurred by the District to any Company for any expense, cost, loss or damage incurred or suffered by the Company as a result of such withdrawal..
12. All Proposals shall be deemed final, conclusive and irrevocable and no Proposal shall be subject to correction or amendment for any error or miscalculation. No Proposal shall be withdrawn without the consent of the District after the scheduled closing time for the receipt of Proposals.
13. Proposals, prices, terms and conditions shall remain firm for a period of ninety (90) days from the due date for Proposals or until that time when the District takes official action on the Proposals.
14. While FP has used considerable efforts to ensure an accurate representation of information in this RFP document, the information contained herein is contained solely as a guideline for proposers. The information is not guaranteed or warranted to be accurate by the District, nor is it necessarily comprehensive or exhaustive. Nothing in this RFP document is intended to relieve proposers from forming their own opinions and conclusions with respect to the matters addressed in this RFP document. All changes to the RFP will be posted on the FP website, www.fairplay.k12.mo.us
15. The Company is responsible for its own verification of all information provided to it. The Company must satisfy itself, upon examination of this RFP, as to the intent of the specifications. After the submission of the Proposal, no complaint or claim that there was any misunderstanding will be entertained.
16. No oral interpretation will be made to any Company as to the meaning of the RFP. Any oral communication will be considered unofficial and non-binding on the District. Unauthorized contact by the Company with other District employees or Board members regarding the RFP may result in disqualification.
17. Requests for interpretation must be made by December 30, 2022. Any information given to a Company concerning the RFP will be furnished to all Companies at this address https://docs.google.com/document/d/1Vd4_NGsk5-

[Bijp9_vRIOCshzJiG6BvyuWsG-lw7X7xM/edit?usp=sharing](#) It is the District's sole discretion, such information is deemed necessary to all Companies in submitting Proposals in response to the RFP, or the lack of such information would be prejudicial to uninformed Companies. The Company should rely only on written statements issued by the District in the form of an addendum to the RFP on the FP website.

18. The District reserves the right to modify the specifications prior to the Proposal submission deadline and will endeavor to notify all potential Companies that have received a copy of the specifications, but failure to notify shall impose no obligation or liability on the District.
19. The Company shall not, under penalty of law and immediate disqualification of the Proposal, offer or give any gratuities, favors or anything of monetary value to an officer, employee, agent, or Board of Education member of the District for the purpose of influencing favorable disposition toward a submitted Proposal or for any reason while a Proposal is pending or during the evaluation process.
20. No Company shall engage in any activity or practice, by itself or with other Companies, the result of which may be to restrict or eliminate competition or otherwise restrain trade. Violation of this instruction will result in immediate rejection of the Company's Proposal.
21. FP may accept one part, aspect or phase, or any combination thereof, of any Proposal unless the Company specifically qualifies its offer by stating that the Proposal must be taken as a whole.
22. FP is exempt from the payment of city, state and federal taxes. Such taxes must not be included in the Proposal price.
23. It is understood that the Company is an independent contractor supplying services to FP. Neither the Company nor its employees shall represent themselves to be employees, agents, representatives, partners or joint ventures of the District for any purposes whatsoever. The Company shall comply with all federal, state and local laws, regulations and ordinances, including but not limited to, the compliance with all employment tax requirements for withholding and all applicable state and federal employment and workers' compensation laws. The District shall not withhold taxes from the Company's compensation. The District shall not be construed to be the Company's employer, nor be held liable for any obligation as an employer.
24. **HOLD HARMLESS:** The contractor agrees to protect, defend, indemnify and hold the Board of Education, its officers, employees, and agents free and harmless from and against any and all losses, penalties, damages, settlements, costs,

charges, professional fees, or other expenses or liabilities of every kind and character arising out of or any and all causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof.

25. **LAW GOVERNING:** All contractual agreements shall be subject to, governed by and construed according to the laws of the state of Missouri.

26. **NON – DISCRIMINATION CLAUSE:** No bidder on this request shall in any way, directly or indirectly, discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.

Funding Contingency: All bids should be structured to make maximum use of eligible E-Rate funding. Determination of E-Rate funding is the responsibility of the vendor. Any expense above the available E-Rate funding should be identified and a separate ineligible bid should be provided. All awards are contingent upon receiving eligible E-Rate funding and Board of Education approval of separate bids for expenses beyond E-Rate eligibility.

Evaluation of Proposals: An evaluation committee will review submitted, complete proposals and make a recommendation for contract awards. Qualified proposals will be evaluated using the following criteria:

Price for Eligible Equipment and Services (one-time as well as recurring)	30%
Products and Services match Bid Specifications	25%
Technical Capabilities and Background / Personnel Qualifications	10%
Prior Experience / Vendor Track Record and References	20%
Cost of Ineligible Equipment and Services (one-time as well as recurring)	15%

Bid Scope

Internal Fiber Connections

1. Include the quote for labor and installation charges that may or may not be accepted for the engineering and design, installation, start-up, operational performance testing, and operation requested in the RFP.
2. The cost of labor should be line itemed separately from the cost of equipment and materials.
3. In addition, the vendor shall provide materials and a schedule for all training for the tech staff needed for the optimal utilization of these technologies across schools.
4. A final walk thru will be required to finalize installation performed. At the time of the walk thru network documentation including floor plans with Fiber locations and handholds should be provided to the Tech Director.
5. Pricing should be clearly delineated as recurring or non-recurring, and inclusive of any and all fees necessary to turn-up service, including but not limited to sub-contractor's fees, installation and special construction fees.
6. Bids should be itemized with E-Rate eligible portion identified and everything over eligible E-Rate funds should be identified as additional bids for each school.
7. Bids must be submitted in a form compatible with the new USAC Form 471.

Bid Specifications

Quoted prices and discounts should be guaranteed for at least 90 days from the response date, with payment date occurring after E-rate commitment letters have been issued.

1. Corning Fiber will be used for all fiber runs as will all connectors and housings unless supply chains deem it necessary to change then an equivalent could be acceptable. All fiber termination in the corning connector housings should follow the Corning Best Practices for terminations.

2. Support all fiber cabling within innerduct, plenum rated, unless armor rated fiber, for the entire length of its run. Innerduct and all fiber runs will be identified at 40 to 50-foot intervals with standard label (TBD) and on either side of any penetrations, with its trunk name assigned by the appropriate owner for the project unless housed within rigid conduit.

The objective of this proposal is to provide adequate redundant fiber connections to all on campus buildings. Below is a mockup of the existing fiber and new purposed fiber runs.



All materials submitted by the District must be treated as confidential and cannot be used for any other purpose than the response to this RFP. Information submitted by any vendor will be considered confidential by the District and will not be used for any other purpose than evaluating vendor responses.

The District reserves the right to award this contract in whole or in part.

Bid Instructions

Sealed proposals are due no later than 1/03/2023 at 10:00 am. Proposals should be delivered to the following address clearly labeled as “Internal Fiber Connections - RFP”.

The contractor must submit bids to the following address:

Fair Play R-II Administrative Office
301 N. Walnut
Fair Play, Mo 65649

All proposals must be submitted with Vendor Background, answers to Delivery and Service and Maintenance Questions, and a minimum of 3 references.

Selection Process

FP will select the vendor based upon the best overall value, and is not obligated to select the lowest price bidder. A number of factors will influence The District’s decision in selecting the product and vendor. In addition to cost considerations, proposals will be evaluated on the basis of the following factors:

- How effectively the equipment and features quoted meet the specific needs laid out in the RFP
- Ease of deployment
- Ease of system administration
- Product quality, reliability, and warranty
- Commitment by vendor to the product and ongoing enhancement of both feature capabilities and service
- Information revealed from references
- Vendor qualifications including:
 - Overall experience and reputation in the industry
 - Service and support resources
 - Verifiable quality of service provided by vendor to area customers

Final selection and award of the bid will be made on 1/17/2023.

Vendor Background

- List your company's legal name, address and telephone number. Include parent company information if applicable.

- How long has your company been in business?

- How long has your company been providing sales for technology equipment?

- How long has your company provided accident warranty coverage specified in this RFP?

- Describe the general operations of your business. For example, do you have a receptionist, technical support department, service department, delivery department, sales department, admin department, and the specific roles of each?

References

Provide a minimum of 3 references for the District to conduct an on-site visit. Provide Name, Address, Contact Person, Phone, Email, and Product Information.

Company Name (District): _____

Address: _____

Contact Name: _____ Title: _____

Email: _____ Phone: _____

Type of Product Installed: _____

Company Name (District): _____

Address: _____

Contact Name: _____ Title: _____

Email: _____ Phone: _____

Type of Product Installed: _____

Company Name (District): _____

Address: _____

Contact Name: _____ Title: _____

Email: _____ Phone: _____

Type of Product Installed: _____
