

REQUEST FOR PROPOSAL
Shasta Union High School District
Telecommunications Services

E-Rate Year 2017-2018
Year 20
E-Rate Vendors Only
Form 470 Application Number: 170060374

Allowable Contract Date: 03/13/2017

E-Rate Request for Proposal

Background: The district requests bids for a 100 Mbps Data line. It is intended that the Telecommunications Service provide a minimum of the following specifications/capabilities:

Item #1

The Shasta Union High School District is seeking bids for a Metro Ethernet data line between 4651 Eastside Road, Redding, Ca. to 2200 Eureka Way, Redding, Ca Room 400. The line speed must be a least 100 megs full time rate (not burst rate). The bid must include termination to Room 400 at address 2200 Eureka Way, Redding, CA and at 4651 Eastside Road, Redding, Ca. The contract will be for 60 months starting July 1st 2018. The bids must include all install charges and monthly pricing. The transport must be Layer 2, capable of carrying DOT1Q tagging between sites. The termination point for 4651 must be on a 100 or 1000 meg Ethernet port. The termination point for room 400 must be on a 100 meg or 1000 meg or 10GB Ethernet port. Wireless solutions bids will NOT be accepted.

The district also request that pricing be included for speed upgrades to 1000 meg at a later date during the contract, and that contract language reflect this upgrade option.

BID EVALUATION PROCESS

The District will evaluate and select the winning bid based on the following criteria:

1. **Price** – Price will be the highest weighted factor. The District will be evaluating the price based on the Base Bid Price.
2. **Accuracy of Bid or Bid Response** – The District will evaluate the bid response for completeness, amendments, exceptions, and bid as specified or alternate to specified.
3. **Network Delivery Design** - The District will be evaluating the bidder's proposed delivery of services/equipment and to what level it meets the districts needs. This can include redundancy, backup network paths, location of head end equipment to Districts sites.
4. **Qualifications** – The District will evaluate Vendor Qualifications based on the following criteria.
 - a. Number of years as a contractor.
 - b. Experience with public school work.
 - c. Number of similar services installed and maintained.
 - d. Number and quality of references provided.

5. Customer Service with District – The District will evaluate Service based on the following criteria.

- a. Location of the Service Facility that will be responsible for service calls for this Project.
- b. Number of Manufacture Certified Technicians who are employed by at the above mentioned Service Facility.
- c. Prior customer service record with district.

Selection Criteria Weight*

| | |
|--------------------------------|-------|
| Price | 40.0% |
| Accuracy of Bid Response | 10.0% |
| Network Delivery Design | 25.0% |
| Qualifications | 15.0% |
| Customer Service with District | 10.0% |

Bids must include E-Rate funding language.

The district reserves the right to refuse all bids.

Questions: Contact Mike Vincelli in writing by fax at 530-245-2690

Instructions: It is required that each vendor provides the following:

- 1. Statement of Requirements
- 2. Cost detail – including hardware costs, installation and warranties. Separate costs that are ineligible for E-rate discount.
- 3. Disclosure of all contract terms
- 4. Vendor contact information

Vendors are to submit complete bids by email, fax or mail to:

Shasta Union High School District
c/o Mike Vincelli
email: erate@suhsd.net
fax: 530-245-2690

by mail:
E-Rate Department
2200 Eureka Way
Redding CA 96001

Deadline: 03/13/2017

All bids received after the deadline will be rejected. Incomplete bids will be rejected.