

# Fannindel Indep School District

## Request for Proposal

### Point to Point transport

#### **Bid Requirements**

- Bids are Due FEB 10, 2016 @ 4:00 PM (CST)
- Submission by email  
**Email:** [dthrelkeld@fannindel.net](mailto:dthrelkeld@fannindel.net)  
**Subject:** RFP 2016-2017 PTP  
**Mailing address:**  
Fannindel Indep School District  
Discha Threlkeld  
601 W Main  
Ladonia, TX 75449
- All questions must be submitted by JAN 29, 2016 @ 4PM. Bids will be accepted after Jan 29, 2016– to ensure all questions are addressed, answered and posted for notification. (see requirement for additional details)  
**Bid deadline is FEB 10, 2016 @ 4pm.** NO LATE BIDS will be considered after deadline. If revised bids submitted last version will be considered final document.
- Our goal is to offer school district a cost effective and best available transport of internet services from Fannindel High School to Fannindel Elem School.
- Products and services must be operational and compatible with all network equipment brands used by Fannindel Indep School District and each site location.
- Must include specification sheets for all products and services by each site location.
- Requested products and services may be contingent upon school board approval for available budget funding and Erate funding approval..
- SERVICES START DATE: July 1, 2016  
If the Service Provider cannot complete the fiber project by July 1, 2016, the Service Provider must provide alternative internet and campus connectivity at the cost of the Service Provider at a minimum of 50 Mbps to each DMARC and provide a completion date for the entire project.

- **PAYMENT TERMS:** School district may consider a multi-year contract for services. USAC funding commitments may experience a temporary funding delay depending on PIA review process. Service provider must agree to begin transport services upon school order request and no later than by July 1, 2016, including any special construction or considerations (if any). The School acknowledges if USAC denies funding, the school will be liable for costs for the funding year.
- **ERATE TERMS:** All terms and conditions as required by Universal Service Administration Company Schools and Library (E-Rate Program) must be met. Service Provider must have USAC portal access and SPIN# (Service Provider Identification Number) and provide on bid response.

Fannindel ISD is seeking a Service Provider Invoice Credits for Universal Service Administrative Company (USAC) Erate funding.

- Must include all configuration, installation, special construction information and costs by each site location.

Provide all available/additional options provided by the service provider for consideration, this sample list included but not limited to; (1) Internet filtering; (2) leased router(s) & other required equipment; or (3) purchase equipment cost and (4) Basic Maintenance Services. Any service not eligible for E-Rate discounts must be identified clearly.

There must be an ability to increase bandwidth within contract term with annual review (see grid for preferred incremental bid requests)

Point to Point Transport services	Minimum 100 mbps Up to 1 Gbps (in increments of 100mb)
Service Level Agreement	Must include offer of services

**For Technical Questions please contact:**

Don Childress

Email: [dchildress@fannindel.net](mailto:dchildress@fannindel.net)

Office: 903-367-7251

**The following specifications are minimum requirements;  
Please note: The minimum requirements may be deemed not sufficient  
to meet actual need or budget funding issues.**

**Internet Connection**

Point to Point Transport services	Minimum 100 mbps Up to 1 Gbps (in increments of 100mb)
Service Level Agreement	Must include offer of services

- Transport services – from Fannindel High School 601 W Main St Ladonia, TX 75449 to Fannindel Elementary School 409 W. Main St Pecan Gap, TX 75469
- Minimum throughput: 100 Megabits per second (Mbps) download and 100 Mbps upload or greater, with the option to increase bandwidth up to 1 Gbps within the contract term.
- Data caps: Connections with a limit on data transmitted or received (data cap) will not be considered.

\*The school is participating in the internet access services provided by REGION VIII consortium.

**Service Level Agreement / Basic Maintenance Services**

A detailed description of services and pricing including:

- Explain Service Measurements – Service Availability (uptime); service performance (throughput, response time and service quality (number of unscheduled outages, recovery plans, customer surveys, etc)
- Explain the responsibilities of the Service Provider – service orders, expected timeframes, etc.
- Explain the responsibilities of the Client – service orders, expected timeframes, etc.
- Explain your Service Maintenance Schedule, if any
- Explain your service ability in proximity to School District
- Explain terms of cancellation or termination.
- Samples of Service Forms, Reports or Logs, if applicable.
- Describe any use of subcontractors

## Proposal Requirements:

- 1) Intend to bid page: Vendor registration page (see attached)– to be submitted upon response interest.
  - a. Must register to receive any email or updates to this request for proposal.
  - b. Submit any questions, concerns, or clarifications to [dchildress@fannindel.net](mailto:dchildress@fannindel.net)  
DEADLINE FOR QUESTIONS – JAN 29, 2016 at 4PM  
QUESTIONS/ ANSWERS posted by JAN 29, 2016 at 4PM
  - c. Copy of questions and answers is a proposal documentation requirement.
- 2) Proposal MUST INCLUDE:
  - a. RFP Number
  - b. USAC SPIN#
  - c. Company information, background and experience, and contact information (may include sales, service, Erate and accounting with phone numbers & emails).  
Plus, a complete copy of the contract terms.
  - d. Statement of Work / Services including maintenance & warranty information.
  - e. List of References (minimum 3 – within state of Texas)
  - f. Copy of the list of posted questions & answers – as posted on [www.fannindel.net](http://www.fannindel.net)
  - g. Pricing Worksheet– Internet Access & Service Level Agreement, and any other services, if applicable. EXCEL file available on website [www.fannindel.net](http://www.fannindel.net)
  - h. Federal Tax ID certificate (W-9)
- 3) Instructions to submit:
  - a. Bids will be accepted after Jan 29, 2016 – to ensure all questions are addressed, answered and posted for notification.
  - b. Email proposal documentation to [dthrelkeld@fannindel.net](mailto:dthrelkeld@fannindel.net) no later than **FEB 10, 2016 at 4PM (CST)**. Must include RFP number in subject line.
  - c. NO LATE BIDS will be considered after deadline. If revised bids submitted last version will be considered final document.

**Immediately Complete & submit THIS PAGE**

**Submit questions no later than JAN 29, 2016 @ 4pm**

**TO:**

Don Childress

Fannindel ISD

Email: [dchildress@fannindel.net](mailto:dchildress@fannindel.net)

**INTENT TO BID & SUBMIT RFP QUESTIONS**

DATE: \_\_\_\_\_

SERVICE PROVIDER: \_\_\_\_\_

CONTACT: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Email questions, if any.

Our intent is to provide a fair and open bid process,

We are not responsible for the delivery of any not received emails, if any.

No phone calls will be made from Fannindel ISD to ensure individual receipt.

Your best option is to view to the webpage for updates. [www.fannindel.net](http://www.fannindel.net)

All questions will be posted and answered by website – not through individual emails.

All questions and answers will be posted by JAN 29,2016 @ 4PM

**FANNINDEL INDEP SCHOOL DISTRICT  
RFP (July 2016 - 2017)**

**POINT TO POINT TRANSPORT SERVICES  
Deadline: FEB 10, 2016 @ 4pm**

			MONTHLY CHARGES DEVOID ANY CONSTRUCTON OR INSTALLATION	
<u>INTERNET ACCESS</u>	<u>SPECIAL CONSTRUCTION COSTS (IF ANY)</u>	<u>INSTALLATION (IF ANY)</u>	<u>YEAR 1 (7/2016-06/2017)</u>	<u>Charges if multi-year proposal</u>
100 Mbps				
200 Mbps				
300 Mbps				
400 Mbps				
500 Mbps				
600 Mbps				
700 Mbps				
800 Mbps				
900 Mbps				
1 GBps				

LIST OTHER OPTIONS, if not listed:

Leased Router (if applicable)				
Leased Switch (if applicable)				