**STARKVILLE OKTIBBEHA CONSOLIDATED SCHOOL DISTRICT**

REQUEST FOR BID

**SOCSD Internal Fiber 2020 RFP**

Starkville Oktibbeha Consolidated School District

Technology Department

401 Greensboro Street

Starkville, MS 39759

**Bid Deadline: Wednesday, February 26th, 2020, 2:00 p.m.**

**Bid Opening: Wednesday, February 26th, 2020, 2:30 p.m.**

**NO BID ACCEPTED AFTER 2:00 PM**

**SOCSD Internal Fiber RFP**

*Throughout this document, the word “District” or “SOCSD” refers to* ***Starkville Oktibbeha Consolidated School District.***

**Subject**

This RFP is for the installation and upgrade of the Starkville Oktibbeha Consolidated School District’s multimode fiber infrastructure that connects individual wings at each school site. This fiber RFP is not for the WAN or intended to extend beyond any campus site.

**Purpose**

Proposals are being sought by the Starkville Oktibbeha Consolidated School District for securing the most cost-efficient way of upgrading SOCSD multimode internal fiber to a faster single mode fiber infrastructure. The solution will be turnkey that includes single mode fiber, enclosures, installation and termination.

**Background**

Our District’s students, teachers, staff and administrators are using more and more resources that require Internet access. We currently utilize 1 – 10 GB fiber connections at our schools to connect back to our Data Center, which houses our Internet connection. The purpose of this RFP is to upgrade our multimode fiber through the currently supported E-Rate program and its Category two services.

**Terms used throughout this RFP**

USAC – Universal Service Administrative Company

SPAC - Service Provider Annual Certification

SPIN – Service Provider Identification Number

The District – The Lee County School District

Service Provider – Vendor (Used Interchangeably)

**General Requirements**

* Single Mode Fiber riser rated Indoor/Outdoor Tight-Buffer cables must meet the performance characteristics outlined in **Detailed Specifications.**
* The vendor should provide pricing per project per location.
* The bid must be a complete turnkey solution that include single mode fiber, enclosures, installation, and termination equipment.
* The fiber designed should have the ability to transmit data at a Minimum of 10 Gbps to 40+ Gbps. The District desires to have the capability and option to transmit data greater than 40 Gbps with the appropriate sources, if E-Rate funding becomes available during the life of this contract.
* Bidder must include a project timeline.
* **Each site is the have 2 pair (4 fibers) terminated per fiber run**.

**This RFP package consists of the following sections**

 General Conditions

 Detailed Specifications

 District Responsibilities

 The Vendor's responsibilities

**Proposal Forms**

Send sealed proposals and supporting documentation to:

**Dr. Eddie Peasant**

**SOCSD Internal Fiber 2020 RFP**

**401 Greensboro Street**

**Starkville, MS 39759**

Do Not Fax Proposals. Proposals will be received by the District at the address shown above **until 2:00 pm on 02/26/2020.** It must be mailed to the address above in time for delivery before the closing date or hand delivered.

**Schedule of Events:**

 Release of RFP to vendors **1/20/2020**

 Mandatory Site Visit **02/4/2020 or 02/6/2020 9:00 am**

 Deadline for Submission of Proposals **02/26/2020 2:00 pm**

 Opening of proposals **02/26/2020 2:30 pm**

**Inquiries**

All correspondence and inquiries regarding this RFP must be done via Email:

**dhill@starkvillesd.com****, and** **rboyd@starkvillesd.com****.** If a vendor does not receive a response within 24 hours, it is the responsibility of the vendor to call **David Hill or Rita Boyd at 662-615-0010** and confirm that the email message was received.

**Basis of Award**

1. E-rate approval by USAC
2. Provider must have current USAC SPAC.
3. Approved by the Starkville Oktibbeha Consolidated School District School Board.
4. Must include three references of similar application, size, and complexity.
5. Must be able to secure any necessary permits.
6. Service Provider **MUST** complete the **MANDATORY** walk through. **NO PROPOSALS WILL BE ACCEPTED FROM SERVICE PROVIDERS WHO DO NOT COMPLETE THE MANDATORY SITE VISIT.**
7. Lowest **and/or** best bid with price being the primary factor

**General Conditions**

The following are the General Conditions for the work to be performed as outlined in the

Detailed Specifications.

**Location of Sites**

The location of the work is on property owned by The District and through negotiated services on right-of-ways.

**Scope of Work**

The district is seeking a single vendor to provide all products and services requested. We expect a complete turnkey solution and expect the awarded vendor to perform all duties for the fully functional system that is approved.

It is understood that, except as otherwise specifically stated in this RFP, The Vendor shall provide and pay for all materials, labor, tools, equipment, transportation, temporary construction of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time.

Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to the District, unless the weekend or holiday work due to a delay caused by the District.

**Protection in General**

The Vendor shall protect all buildings, furniture, equipment, personal items, trees, shrubs, lawns and all landscaping on school property from damage. Any damaged property shall be repaired or replaced at the Vendor's expense. Labor shall include all restoration (leveling, sod replacement) of grounds broken up during the installation of this network.

**Change in Contract**

The District will not be responsible for any change in the work involving extra costs unless approval in writing is furnished by the Technology Coordinator and/or Superintendent before such work has begun.

**Existing Conditions**

The Vendor, in submission of this proposal, will have visited the premises and will be assumed to have taken into consideration all conditions, which might affect this work. The location of the demarc shall be in the server closet or another location specified by The District technical personnel. No consideration will be given to any claims based on a lack of knowledge of existing conditions. To schedule a site visit, contact DAVID HILL at dhill@starkvillesd.com or Rita Boyd at rboyd@starkvillesd.com.

If a vendor does not receive a response within 48 hours, it is the responsibility of the vendor to call David Hill or Rita Boyd at 662-615-0010 and confirm that the email message was received.

**Workmanship**

All work shall be performed in a professional manner. Personnel from The District may observe the work procedures and workmanship of the Vendor, but such observation will not relieve the Vendor from any responsibility of performance or constitute acceptance of the work performed.

**Warranty**

The Vendor shall furnish a written warranty that describes the services proposed under these specifications. It is understood that the Vendor is not responsible for the warranty/function of' existing equipment already installed at the schools. However, limited troubleshooting of existing equipment or cabling will be provided by the Vendor free of charge to determine if the existing equipment or cabling can be reutilized. The Vendor must also show proof that their employee(s) are certified to install the proposed cabling components and electronic equipment, as assurance that a warranty can be provided.

**Financing**

The Vendor will provide a binding contract to The District for submission to the Schools and Libraries Division. After notification of award from the Schools and Libraries Division, The Vendor will receive a Purchase Order for the products and services for which The Vendor will be responsible because of this RFP. This Purchase Order will show the amount that is the responsibility of the local school system. The issuance of any purchase order will be contingent upon approval by USAC. Complete payment to the vendor will be subject to the rules of the Schools and Libraries Division (SLD). After notification by the Schools and Libraries Division (USAC Fund Administrator) of the acceptance of the Contract, the contingency will be removed and the Purchase Order will be submitted to the Vendor in accordance with the rules and regulations of the SLD.

**Application for Payment**

All applications (invoices) for payment shall be submitted to The District according to the USAC regulations. The vendor must submit a Service Provider Invoice for processing of the discounted potion of the bill.

**Proposal Submittal**

In order to be eligible for submission of a quote, the Service Provider **must attend the site visit**. Any submissions submitted by a company that has not completed the site visit will be returned unopened.

Two copies of the proposal and two copies of the other required documentation must be sent in a sealed envelope clearly marked with the words “**SOCSD Internal Fiber 2020 RFP**. The Bid opening will began at 2:30 pm on Wednesday, February 26th, 2020.

Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for The District. The possibility is that the best option will involve district purchased equipment that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The evaluation process will not be complete until The District has determined the best proposal based on all factors.

**The Service Provider’s Qualifications**

The Vendor must provide proof of registration with the (SLD) for reimbursement under E-Rate guidelines for Category Two Services. If The Vendor fails to file the appropriate forms with the SLD or fails to receive an SLD Vendor Number, The District is not responsible for the discounted portion of The Vendor’s bill.

The Vendor must generate an invoice for the USF portion of the bill in accordance with SLD regulations. The Vendor is responsible for supplying SLD SPIN with the quote.

*Preference* will be given to those who are on the Mississippi vendor.

Service Providers must give examples of experience with installation of similar projects for at least three such installations.

**Stored Materials**

Any materials stored on job site shall be the Vendor’s responsibility.

**Specifications**

Complete specification details for all products being proposed must be provided as part of the RFP response package (proposal).

**Accident Prevention**

Precautions shall be exercised at all times for the protection of persons (including employees and students) and property and hazardous conditions shall be guarded against or eliminated. The District or the building principal will determine what constitutes a hazardous condition on any campus and the Vendor will be responsible for rectifying the issue to the satisfaction of The District.

**Contract Form**

Upon Bid award, the standard written Purchase Order form will be issued to the successful Vendor. Issuance of the Purchase Order will be contingent upon USAC acceptance and funding of the project.

**Indemnification**

The Vendor agrees to hold The District harmless and to indemnify The District for every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of whom the owner may be of the property) of any place in which work is located arising out of or suffered through any act or omission of The Vendor or Subcontractor.

**The Vendors’ Representative**

The District reserves the right, with sole discretion, to refuse to allow any representative of The Vendor to service the contract in any manner. In this event, The Vendor shall furnish another representative that is acceptable to The District. Examples of reasons for refusing to allow a Vendor representative to service the contract include, but are not limited to:

* Use of profanity or abusive language around any school personnel or students.
* Unclean or unkempt appearance.
* Intoxication or obvious drug use.
* Threatening behavior towards any school personnel or students.

Should the Vendor use subcontractors for portions of the work, the District reserves the right to reject any subcontractor without explanations or recourse by The Vendor or subcontractor.

**The District Regulations**

The Vendor and his representatives shall follow all applicable school district regulations while on The District property, including:

* No smoking
* No weapons
* Drug free policies.

No work shall interfere with school activities or environment unless the Principal or person in charge gives permission. All Vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with The Vendor’s logo clearly visible

**Governing Law**

All RFPs and related documents submitted to The District by the Service Provider are governed under the laws of the State of Mississippi.

**Comprehensive List of References**

All references should include: a contact person, dates of work, mailing address and telephone numbers.

References must include three (3) or more references of installations of similar complexity, preferably in Mississippi.

**The District reserves the right to:**

1. Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Service Provider it deems unqualified to provide the services requested.
2. Reject any and all proposals if deemed necessary.
3. Accept any alternative proposal believed to be in the best interest of the District.
4. Waive any formality in the quote submission.
5. Cancel any awarded bid if the service proves unsatisfactory.

**Price Quotations**

RFPs are to include the furnishing of all materials, equipment, maintenance, shipping costs, delivery, installation, drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the contract documents. The District will not be liable for any costs beyond those proposed herein. Please be advised that public schools are specifically exempted from the payment of Mississippi Sales Tax. In case of discrepancy in computed proposal prices, the unit price shall govern and the total price shall be revised accordingly.

**Vendor Requirements**

The vendor must meet or exceed all minimum qualification requirements. All submitted quotes must provide at a minimum, all requested information in this quote document. Any portion not included will be cause for elimination from the quote process. Each response will be reviewed to determine if it is complete prior to actual evaluation. The information should be organized as indicated in the quote requirements. Any portions of the submitted quote, which are to be treated by the District as proprietary and confidential information, must be clearly marked as such. The District reserves the right to eliminate from further consideration any response, which is deemed to be substantially or materially unresponsive to the request for information, contained in this section.

Vendors must include a reference for a project of equal size and scope that has been completed within the past three (3) years and it must include the following:

* Job Location
* Contact name and telephone number
* Date of contract
* Project Description
* Equipment/Service Installed

**Turnkey Solution**

All proposals are to provide a turnkey solution for installation of single mode fiber for connecting the buildings of each school to the Main MDF at each site. This solution includes the fiber, enclosures, termination and installation. The vendor shall provide all equipment needed to complete the job.

**Detailed Specifications**

The specifications provided in this section are intended to convey the characteristics of the fiber needed to provide high-speed data circuits for distribution of voice, video, and data to all locations of The District.

* All fiber should be riser rated Indoor/Outdoor Tight-Buffer cables terminated with LC connectors in the appropriate enclosure and each location is the have **2 pair (4 fibers) terminated per fiber run**.
* Install the wire, cable, and/or associated hardware in accordance with the manufacturer’s specifications. All cabling and equipment shall be sufficiently labeled such that the equipment designation or purpose, interconnections and cabling endpoints can be easily determined.
* The Vendor will promptly correct all defects for which the Vendor is responsible.
* The Vendor will provide The District with complete detailed test results. The test results must be delivered to The District before payment.
* **All fiber shall conform to the following Standards: National ANSI/I CEA S-104-696; ANSI/ICEA S-83-596; ANSI/TIA-568.3-D; Telcordia GR-20; Telcordia GR-409. International EN 50173; ISO/ IEC 11801.**
* The Vendor must be an approved USAC service provider with a current SPIN and SPAC. It will be the responsibility of the vendor to maintain all USAC certifications throughout the term of the contract.
* The vendor shall furnish, with the quote, a complete set of drawings showing the design of the infrastructure and the interconnection of all equipment installed. The drawings will also include the location of existing electronic equipment utilized in the new installation. The drawings should indicate if any fiber is run above or below ground.
* *Preference* will be given to the vendor that provides a comprehensive, cost-effective solution for current specifications, future School District requirements, and ongoing service and support.
* Fiber cable should resemble in characteristics to the Berk-Tek's riser rated Indoor/Outdoor Tight-Buffer cables designed specifically for LAN/WAN campus and building backbone cabling infrastructure.
* Fiber optic cable designed for installation in riser and horizontal environments and interbuilding backbone structures.
* Flexible, small diameter, 900 µm tight buffered construction
* High tensile strength and small diameter design
* Optical performance AB (Single-mode, OS2)
* Attenuation, max. 1310 nm (cabled) 0.5dB/km
* Attenuation, max. 1550 nm (cabled) 0.5dB/km

**QUOTE SUBMISSION FORM**

Company Name of Service Provider \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Corporate Headquarters Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_

Service Provider Contact Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Service Provider Contact Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Service Provider Contact Email Address \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Rate Service Provider Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

E-Rate Service Provider ID (SPIN) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Mississippi Office \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_ Zip \_\_\_\_\_\_\_\_\_\_\_\_

24 Hour Toll Free Help Desk Phone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**School Site Fiber Runs**

(Worksheet)



**DISTRICT BUILDING INFORMATION**

|  |  |
| --- | --- |
| **School/Location** | **Address** |
| Overstreet Elementary School | 307 S Jackson StreetStarkville, MS 39759 |
| Starkville High School | 603 Yellowjacket DriveStarkville, MS 39759 |
| Armstrong Middle School | 303 McKee StreetStarkville, MS 39759 |
| Henderson Ward Stewart Elementary School | 200A Dr Martin Luther King, Jr. Drive WestStarkville, MS 39759 |
| Sudduth Elementary School | 101 Greenfield StreetStarkville, MS 39759 |
| West Elementary School | 127 Sturgis Maben RoadSturgis, MS 39769 |
| East Alternative School | 2926 16th Section RoadStarkville, MS 39759 |
| Emerson Family Center | 1504 South Louisville StreetStarkville, MS 39759 |
| County Building Office | 106 Main StreetStarkville, MS 39759 |

