

Request For Quotation

Bronson Community School District

INTERNET ACCESS

12/19/2011

Introduction

Bronson Community School District is soliciting proposals from Internet Service Providers to obtain the best possible solution for Internet service.

Bronson is located in Branch County at the base of Michigan. We have five campuses serving approximately 1300 students.

Proposal Requirements

Proposed solution must be in place and operational on or before July 1, 2012.

Vendor must be an SLD-approved vendor. Multi-year contracts may be considered within SLD guidelines. Features or options that are not themselves eligible for USF funding, such as caching and filtering, can be included if an integral component part of the service. For example: Caching and filtering are integrated component features of the firewall and therefore included at no additional charge.

Bid Response

Any bidder not currently on the "Approved Vendor List" of Bronson Community Schools, submitting a response to this RFQ, must include the completed "Vendor Profile" form found in Appendix A of this document. At least three references must be included on/with this form. Additional vendor information is welcome and may be included along with the completed "Vendor Profile" form.

All bidders should include a brief written statement, which summarizes their response. It should include any pertinent information which was not specifically asked for in other parts of this document, but which the bidder wishes us to know.

Bid responses must be received no later than 3:00 PM on 1/19/2011. Bids received after that time will not be considered. Bids must be marked 'Internet Access Bid' and submitted to:

Rachelle Roby
Bronson Community School District
215 W. Chicago St. Bronson, MI 49028

Or

Faxed to: 517.369.2802

“The Bronson Community Schools Board of Education reserves the right to accept or reject any or all bids”

Schedule of Events

Request For Proposal posted on or before
12/19/2011
4:00 PM
Bid Response due
1/19/2011 3:00 PM

Bid Evaluation

It is the intent of the district to obtain the highest value at the most reasonable price. To achieve this goal, bids will be evaluated on several factors. The capability of the proposed solution to:

- Fit into the district's long-range technology plan. More information regarding this plan can be found at the following website: www.bronson.k12.mi.us
- Provide lower long-term cost of ownership
- Expand to accommodate growth and change within the district
- Prices/Charges
- Understanding of Needs
- Ability to upgrade and adapt to technological advances
- Financial Stability
- Personnel Qualifications
- Prior Experience
- Completeness of response and adherence to bid specifications
- Capability of the bidder to successfully complete the installation within the required time frame

Do not assume the lowest bid will be awarded the project.

Customer Contact

Only written/email contact shall be made regarding this RFP. Any questions regarding the specifications or this invitation to bid, please contact:

Rachelle Roby
Business Manager
Bronson Community School District
215 W. Chicago St. Bronson, MI
49028
[E-mail: robysr@bronson.k12.mi.us](mailto:robysr@bronson.k12.mi.us)

General Terms and Conditions

1. Any document submitted after the due date and time will be rejected as not meeting the mandatory requirements for the RFQ.
2. Any cost for developing proposal documents is the responsibility of the bidder and shall not be chargeable in any manner to Bronson Community School District.
3. Bronson Community School District reserves the right to reject any and all proposals, to waive omissions, irregularities, or clerical errors not affecting substantial compliance with the bid specifications, and to accept any bid it deems to be in the best interest of the School District.
4. Bronson Community School District reserves the right to re-bid all or part of this project at a later date.
5. Bronson Community School District reserves the right to accept any bid, even if it is not the lowest bid.
6. Bronson Community School District reserves the right to modify conditions and specifications, by mutual agreement with the selected supplier, both at the time of acceptance of the bid and subsequent thereto.
7. The bidder is responsible for any applicable Federal and State taxes. All bids are to be made taking this into consideration. The bidder shall be solely responsible for such payments and shall indemnify the owner and hold him harmless for any assessment and payment of same.
8. The successful bidder shall comply with all applicable Federal and State laws, regulations, ordinances, and codes, which are in effect on the cutover date and which place obligations on the bidder with respect to its performance under this agreement.
9. Bronson Community Schools is exempt from applicable Federal and State Taxes, Michigan and Federal Tax Exempt #38-6000700. All quotation offers and/ or bids are made taking this fact into consideration.

Documentation and Paper Work

1. All manufacture paper work must be saved and provided to the district.
2. Successful bidder is responsible for completing and mailing all required manufacture documents on behalf of the district. Copies of the submitted documentation are to be provided to the District.

Payment Schedule

Payment Terms: Unless otherwise previously agreed to by Bronson Community School District, all approved invoices will be paid within 30 days of receipt by Bronson Community School District.

The vendor is expected to submit discounted billings to Bronson Community Schools and to bill the remainder of the cost of services to the Schools and Libraries Division of the USF.

Vendor Profile

Appendix A

**Bronson Community School District
Internet Access**

Company Name

Location of service facility nearest to Bronson Community Schools that will provide support and respond to trouble calls.

Years in Business Number
of Employees Number of
Service staff

References

(1)

(1)

(1)

In 2004, the FCC adopted rules implementing the requirements of the Debt Collection Improvement Act of 1996 (DCIA) (FCC No. 04-72 (April 13, 2004)). See 47 C. F. R. Part 1, Subpart O. Congress enacted the DCIA to strengthen Federal debt collection procedures. Pub. L.No. 104-134, 110 Stat. 1321, 1358 (1996). The FCC's new DCIA implementing rules went into effect on June 16, 2004, except for changes relating to the handling of applications and other requests by delinquent debtors, which take effect on October 1, 2004.

By checking this box I certify that

or its agents are not
currently restricted by the FCC DCIA that would prevent us from actively participating in the
Universal Service Fund for this contract.

Signature

Bid Specifications and Delivery Schedule

Appendix B

Internet Service

Minimum Requirements for an Internet Service solution will include:

- Broadband Internet access (burstable to 100 Mbps). Demark is at 450 E. Grant St. Bronson, MI.
- Domain Name Service
- Network Address translation
- Block of Class C Public Address
- 2 -100BaseT Ethernet ports at Demark

In addition to the above technical requirements, each bidder must adhere to the following requirements:

- Include itemization of ISP-owned equipment necessary for connectivity that will be placed within the district. All equipment must be tagged to identify ownership.
- Provide proof of Worker's Compensation insurance
- Provide proof of liability insurance
- Maintenance of all ISP-provided equipment and services
- The ISP must invoice SLD directly for the USF-funded portion of bills and fees

Delivery Schedule

Purchase and installation of products and services is for the school year beginning July 1, 2012 and continuing through June 30, 2013. Invoices for services provided must be dated from July 1, 2012 to June 30, 2013. All products and services must be in place and functional by July 1, 2012.