

Request for Proposal
Fiber WAN
NCPS Fiber 2019

January 28, 2019

Nebraska City Public Schools
1700 14th Ave.
Nebraska City, NE 68410

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Introduction

The current fiber contract connecting Pioneer Career Academy to Nebraska City High School will expire July 2019. The district is re-bidding the fiber connections with the options of leased lit fiber and dark fiber. Vendors may submit a proposal for each connection type. The district will select the proposal that best suits our needs based on the rubric in Appendix B.

Description of Project

Nebraska City Public Schools is seeking proposals for a full duplex fiber connection from Nebraska City High School to Pioneer Career Academy (See demarcation points in *Appendix A*). Fiber will connect to our HPE layer 3 routers and must support VLANs across the circuit. **Internet should NOT be included with this proposal.**

Project Specifications

1.1 Fiber Specifications

The vendor will provide one pair full duplex single mode fibers between the points specified in *Appendix A*.

1.2 Fiber Termination

The Vendor will provide SX terminated connections at each circuit demarcation point to connect to district owned Layer 3 routing devices. Vendors will provide appropriate GBICs for lit fiber. The district will provide GBICs for dark fiber connections.

1.3 Data Integrity

Vendor must allow all types of data traffic to transport from end-to-end without interference, trapping or recording of information. Capacity testing using iPerf should report greater than 85 percent of required capacity.

1.4 VLANs

Successful vendor solutions must be able to provide and support 802.1Q VLAN tagging without additional costs.

1.5 Fiber Repair

Vendor will provided 24 X 7 repair to Wide Area Network circuits.

1.6 Fiber Maintenance

Nebraska City Public Schools understands that from time to time maintenance will cause scheduled outages outside of peak/normal operating hours of 6:30 A.M. – 9 P.M. CST. Nebraska City Public Schools does not expect outage refunds for scheduled outages unless the outage was not communicated to the specified district prior to the outage in a reasonable amount of time.

1.7 Project Completion

The contractor's work shall be considered complete after the following has been accomplished:

1. All system testing has been completed.
2. The contractor certifies that the entire system is in working order.
3. The district has been provided drawings, specifications and throughput test of the completed system.
4. A walk through and inspection with contractor personnel and School District personnel has been completed to the satisfaction of the School District.
5. The owner's project coordinator has inspected and accepted the installation.

Contract Specifications

2.1 Contract Expectations

This request for proposal requires an initial term of 36 months commencing on July 1, 2019.

2.2 Contract Contingency

The purchase of any or all goods or services, MAY be contingent upon the award of funding (a funding commitment decision letter) from the Schools and Libraries Division of USAC for the 2019 E-Rate Funding Year.

2.3 Contract Terminations

The vendor must provide provisions for termination for cause which includes but is not limited to consolidation, merged and dissolved contracting entities. Termination for cause must be detailed in this agreement.

2.4 Service Level Agreement

Vendor must include a service level agreement that includes the process to communicate planned or unplanned outages. It must also include a process for the district to report planned or unplanned outages. Outages must be addressed and restoration completed within 6 hours unless approved by district. Outages that exceed 6 hours will be credited back to the district using the following method. For every six (6) hours of outage, the district will be credited for one (1) day's connection. See table for credit examples.

Outage in Hours	Credit*
0-6 hours	0 day credit
6-12 hours	1 day credit
12-18 hours	2 day credit

* Daily rate is calculated as 1/30 of monthly rate.

2.5 Contract Billing

All billing statements must itemize all charges and credits such as outage credits and E-rate credits. Nebraska City Public Schools will only accept discounts on invoices; therefore, the winning Bidder will file an FCC Form 474 (SPI Form) to request payment of the discount amount for eligible services after billing the applicant for the non-discount share of the cost of those services. The Bidder shall itemize the cost of E-Rate eligible and ineligible items and will forward copies of all invoices to Nebraska City Public Schools for reconciliation purposes.

RFP Process

3.1 Calendar of Events

Event	Date & Time
Filing of FCC Form 470 & Release of RFP	January 28, 2019
Bidder's Conference/Walkthrough Start @ Pioneer Career Academy Commons	Feb 8, 2019 @ 2:00 PM
Last day to submit inquiries	February 13, 2019
Questions and Clarifications post to website	February 15, 2019
Closing Date/Time to Receive Proposals	February 26, 2019 @ 1:00 PM
Proposal Opening	February 26, 2019 @ 3:00 PM
Approval of Proposal	March 8, 2019
Notification of Award	March 8, 2019

3.2 Evaluation Rubric

Please refer to Appendix B for details regarding the evaluation process.

3.3 Discrepancies and Omissions.

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to Christopher Fletcher (See contact information in section 3.7). Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final contract that may be derived from this RFP. It is the bidder's responsibility to assure that all addenda have been reviewed.

3.4 Contingencies

This RFP should not be considered as a contract to purchase goods or services, but is a Request for Proposal in accordance with the Terms and Conditions herein and will not necessarily give rise to a contract. RFP responses should be as detailed and complete as possible to facilitate the formation of a contract based on the RFP response(s) that are pursued should Nebraska City

Public Schools decide to do so. Proposals stating that pricing is valid dependent upon availability and/or subject to prior sale will be considered as non-responsive. Completion of the table in section 4 is required. Failure to do so will disqualify your RFP response submission. Nebraska City Public Schools may, at its discretion, choose to cancel its offer for the purchase of any and all goods or services requested in this proposal if E-Rate funding is not approved by USAC, there is a reduction in funding, there are changes in the physical structure of a school (i.e., renovations, demolitions), or for any reason.

3.5 Bidder's Conference/Vendor Walkthrough

A vendor walkthrough is scheduled for Friday, Feb 8, 2019 at 2:00 P.M. starting at Pioneer Career Academy located at 1406 Central Ave. If a vendor cannot attend this walkthrough, an additional walkthrough may be scheduled with Christopher Fletcher.

3.6 Questions and Clarifications.

Questions should be addressed, no later than Wednesday, February 13, 2019, to Christopher Fletcher (see section 3.7)

Submitted questions and answers will be posted on district website (<http://www.nbcityps.org/>) under the menu item Home > RFPs/Erate by Friday, February 15, 2019.

3.7 RFP Contact

Christopher Fletcher
Technology Coordinator
Nebraska City Public Schools
1700 14th Ave.
Nebraska City, NE 68410
Phone: 402-873-1870
Email: cfletcher@nbcityps.org

3.8 Proposal Deadline and Submission

Proposals are due in either hardcopy or in electronic form (PDF format) on or before **1:00 P.M. Tuesday, February 26th, 2019** at the postal or email address of Christopher Fletcher (see section 3.7). E-mailed proposal documents will be time-stamped from the receiving computer.

4.0 Proposal Tables

4.1 Leased Lit Fiber 1 GB

The proposal shall include all costs associated with one circuit from Pioneer Career Academy to Nebraska City High School. Proposals will include the total installation, monthly and other fees broken down and entered in the tables below.

Installation Costs

List the one time installation costs for each location and the total installation cost for all locations.

Nebraska City High School	\$
Pioneer Career Academy	\$
Total Installation Costs	\$

Monthly Recurring Charges:

List the monthly circuit charges for each location and the total monthly charges for all locations.

Pioneer Career Academy to Nebraska City High School	\$
Total Recurring Costs	\$

Does circuit have the capacity to support 10Gbps Yes _____ No _____

Other Fees: Estimated Taxes, Surcharges, and Fees

Please use the center column to provide a description and the last column to provide estimates of monthly taxes, surcharges and fees associated with the recurring monthly charges.

Monthly Taxes:		\$
Monthly Surcharges:		\$
Monthly Fees		\$
Total Fees		\$

4.2 Leased Lit Fiber 10 GB

The proposal shall include all costs associated with one circuit from Pioneer Career Academy to Nebraska City High School. Proposals will include the total installation, monthly and other fees broken down and entered in the tables below.

Installation Costs

List the one time installation costs for each location and the total installation cost for all locations.

Nebraska City High School	\$
Pioneer Career Academy	\$
Total Installation Costs	\$

Monthly Recurring Charges:

List the monthly circuit charges for each location and the total monthly charges for all locations.

Pioneer Career Academy to Nebraska City High School	\$
Total Recurring Costs	\$

Other Fees: Estimated Taxes, Surcharges, and Fees

Please use the center column to provide a description and the last column to provide estimates of monthly taxes, surcharges and fees associated with the recurring monthly charges.

Monthly Taxes:		\$
Monthly Surcharges:		\$
Monthly Fees		\$
Total Fees		\$

4.3 Leased Dark Fiber

The proposal shall include all costs associated with one circuit from Pioneer Career Academy to Nebraska City High School. Proposals will include the total installation, monthly and other fees broken down and entered in the tables below.

Installation Costs

List the one time installation costs for each location and the total installation cost for all locations.

Nebraska City High School	\$
Pioneer Career Academy	\$
Total Installation Costs	\$

Monthly Recurring Charges:

List the monthly circuit charges for each location and the total monthly charges for all locations.

Pioneer Career Academy to Nebraska City High School	\$
Total Recurring Costs	\$

Does each circuit have the capacity to support 10Gbps Yes_____ No_____

Other Fees: Estimated Taxes, Surcharges, and Fees

Please use the center column to provide a description and the last column to provide estimates of monthly taxes, surcharges and fees associated with the recurring monthly charges.

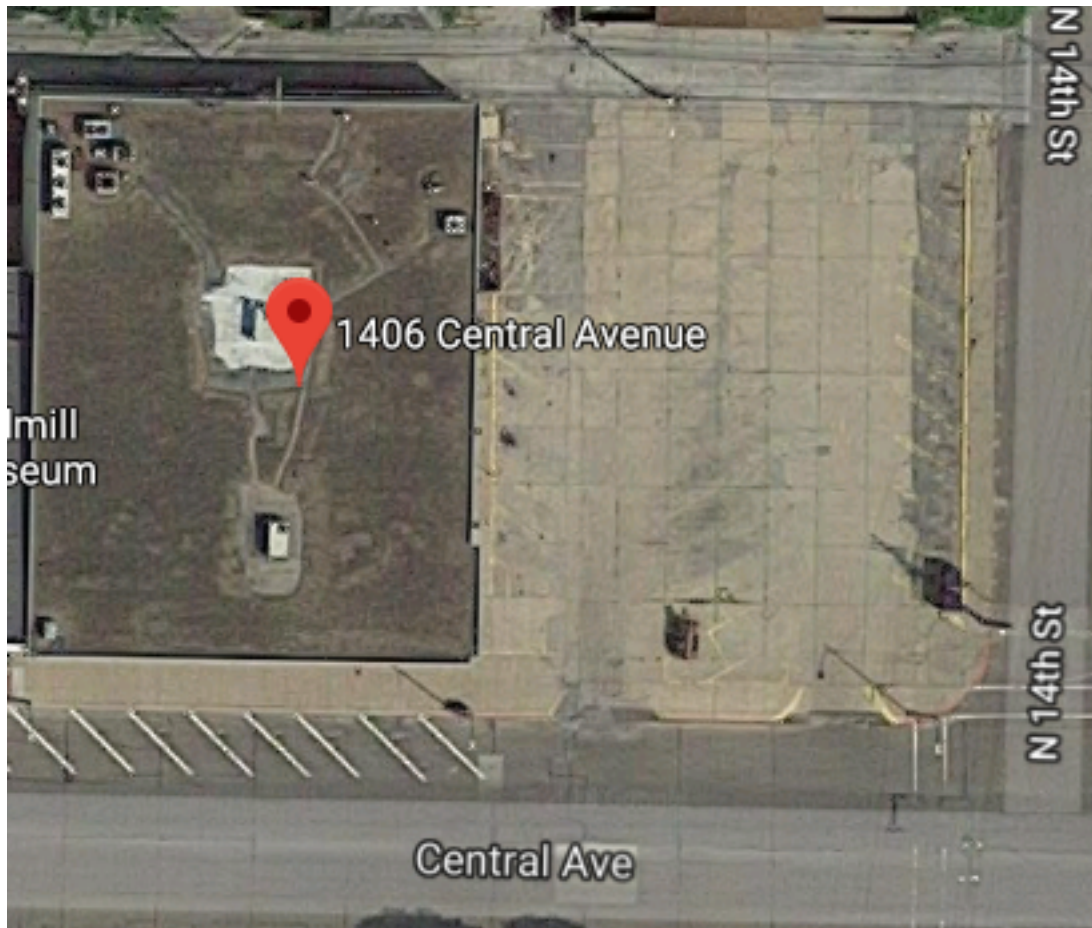
Monthly Taxes:		\$
Monthly Surcharges:		\$
Monthly Fees		\$
Total Fees		\$

Appendix A: Building Addresses and Demarcation Points

Appendix A.1 - Nebraska City High School

Nebraska City High School
141 Steinhart Park Road
Nebraska City, NE 68410
Demarcation Point: Main Server Room

Appendix A.2 - Pioneer Career Academy



Pioneer Career Academy
1406 Central Ave
Nebraska City, NE
Demarcation Point: Main Server Room

Appendix B: Evaluation Rubric

NCPS Fiber 2019 RFP: Vendor Name: _____

1. Price of the eligible services 35 points _____

Total contract cost of initial, monthly and fees for the term of the contract.

2. Past relationship/reputation of vendor20 points _____

Past performance of vendor to provide services and support. Factors include circuit capacity tests, vendor communication and response to outages.

3. Proposal Specifications..... 30 points _____

All specifications of the RFP that the proposal addresses will be evaluated and points award accordingly.

4. Long term cost to applicant.....15 points _____

Projected long term costs including monthly charges and other fees.

Evaluating Team

Proposals will be evaluated by Christopher Fletcher, Technology Coordinator, and two other representatives.

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Evaluator Name: _____

Evaluation Date ___ / ___ / ___

Evaluator Signature _____

Proposal ___ of ___