



## FCC Form 470 – Funding Year 2020

Form 470 Application Number: 200006433  
470-2020-97060-ST FRANCIS XAVIER-CAT2

### Billed Entity

ST FRANCIS XAVIER GRADE SCHOOL  
4715 N CENTRAL AVE  
PHOENIX, AZ 85012-1711  
MARICOPA  
602-266-5364

### Contact Information

Kris Beatty  
kris.beatty@sfxphx.org  
602-266-5364

**Billed Entity Number:** 97060

**FCC Registration Number:** 0020653069

### Application Type

**Applicant Type:** School

**Recipients of Services:** Private School

**Number of Eligible Entities:** 1

### Consulting Firms

Name	Consultant Registration Number	Phone Number	Email
COLLECT-ED LLC	16062522	405-830-2200	collect-ed@hotmail.com

### Consultants

Name	Phone Number	Email
Machelle McKay	405-830-2200	collect-ed@hotmail.com

### RFPs

Id	Name
79549	2020 RFP WORKSHEET ST FRANCIS XAVIER

### Category One Service Requests

Service Type	Function	Function Other Description	Minimum Capacity	Maximum Capacity	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs

### Description of Other Functions

Id	Name

Narrative

### Category Two Service Requests

Service Type	Function	Manufacturer	Manufacturer Other Description	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Internal Connections	Switches	Meraki or equivalent			1	Each	Yes	79549

Service Type	Function	Manufacturer	Manufacturer Other Description	Entities	Quantity	Unit	Installation and Initial Configuration?	Associated RFPs
Basic Maintenance of Internal Connections	Switches	Meraki		1	1	Each		79549

**Description of Other Manufacturers**

<b>Id</b>	<b>Name</b>
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<b>Narrative</b>
<p>BIDS DUE 1/31/2020  see RFP for complete details &amp; disqualification factors  INTERNAL CONNECTIONS - NETWORK SWITCH  BASIC MAINTENANCE: For NETWORK SWITCH licenses and support, if required.  PLEASE SUBMIT ALL ERATE BID QUESTIONS TO: <a href="mailto:technology@sfxphx.org">technology@sfxphx.org</a> (NOT TO KRIS BEATTY's email address)</p>

**Technical Contact**

Kris Beatty  
it Manager  
602-266-5364  
[kris.beatty@sfxphx.org](mailto:kris.beatty@sfxphx.org)

**State and Local Procurement Restrictions**

<p>Requested products and services may be contingent on Erate funding approval and/or school board approval.  See attached RFP for full terms, conditions and instructions for bidding.  Must ensure that the Lowest Corresponding Price (LCP) is provided to applicant  SUBMITTED Questions and answers posted on school website for review: <a href="https://school.sfxphx.org/">https://school.sfxphx.org/</a></p>
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**Billed Entities**

<b>Billed Entity Number</b>	<b>Billed Entity Name</b>
97060	ST FRANCIS XAVIER GRADE SCHOOL

**Certifications**

I certify that the applicant includes:

I certify that the applicant includes schools under the statutory definitions of elementary and secondary schools found in the No Child Left Behind Act of 2001, 20 U.S.C. §§ 7801 (18) and (38), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million.

**Other Certifications**

I certify that this FCC Form 470 and any applicable RFP will be available for review by potential bidders for at least 28 days before considering all bids received and selecting a service provider. I certify that all bids submitted will be carefully considered and the bid selected will be for the most cost-effective service or equipment offering, with price being the primary factor, and will be the most cost-effective means of meeting educational needs and technology goals.

I certify that I will retain required documents for a period of at least 10 years (or whatever retention period is required by the rules in effect at the time of this certification) after the later of the last day of the applicable funding year or the service delivery deadline for the associated funding request. I certify that I will retain all documents necessary to demonstrate compliance with the statute and Commission rules regarding the form for, receipt of, and delivery of services receiving schools and libraries discounts. I acknowledge that I may be audited pursuant to participation in the schools and libraries program.

I certify that I have reviewed all applicable FCC, state, and local procurement/competitive bidding requirements and that I have complied with them. I acknowledge that persons willfully making false statements on this form may be punished by fine or forfeiture, under the Communications Act, 47 U.S.C. §§ 502, 503(b), or fine or imprisonment under Title 18 of the United States Code, 18 U.S.C. § 1001.

I acknowledge that FCC rules provide that persons who have been convicted of criminal violations or held civilly liable for certain acts arising from their participation in the schools and libraries support mechanism are subject to suspension and debarment from the program.

I certify that the services the applicant purchases at discounts provided by 47 U.S.C. § 254 will be used primarily for educational purposes, see 47 C.F.R. § 54.500, and will not be sold, resold or transferred in consideration for money or any other thing of value, except as permitted by the Commission's rules at 47 C.F.R. § 54.513. Additionally, I certify that the entity or entities listed on this form have not received anything of value or a promise of anything of value, other than services and equipment sought by means of this form, from the service provider, or any representative or agent thereof or any consultant in connection with this request for services.

I acknowledge that support under this support mechanism is conditional upon the school(s) and/or library(ies) I represent securing access, separately or through this program, to all of the resources, including computers, training, software, internal connections, maintenance, and electrical capacity necessary to use the services purchased effectively. I recognize that some of the aforementioned resources are not eligible for support. I certify that I have considered what financial resources should be available to cover these costs. I certify that I am authorized to procure eligible services for the eligible entity(ies). I certify that I am authorized to submit this request on behalf of the eligible entity(ies) listed on this form, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

#### NOTICE:

In accordance with Section 54.503 of the Federal Communications Commission's ("Commission") rules, certain schools and libraries ordering services that are eligible for and seeking universal service discounts must file this Description of Services Requested and Certification Form (FCC Form 470) with the Universal Service Administrator. 47 C.F.R. § 54.503. The collection of information stems from the Commission's authority under Section 254 of the Communications Act of 1934, as amended. 47 U.S.C. § 254. The data in the report will be used to ensure that schools and libraries comply with the competitive bidding requirement contained in 47 C.F.R. § 54.503. Schools and libraries must file this form themselves or as part of a consortium.

An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

The FCC is authorized under the Communications Act of 1934, as amended, to collect the information requested in this form. We will use the information you provide to determine whether you have complied with the competitive bidding requirements applicable to requests for universal service discounts. If we believe there may be a violation or a potential violation of any applicable statute, regulation, rule or order, the information you provide in this form may be referred to the Federal, state, or local agency responsible for investigating, prosecuting, enforcing, or implementing the statute, rule, regulation or order. In certain cases, the information you provide in this form may be disclosed to the Department of Justice or a court or adjudicative body when (a) the FCC; or (b) any employee of the FCC; or (c) the United States Government is a party of a proceeding before the body or has an interest in the proceeding. In addition, information provided in or submitted with this form, or in response to subsequent inquiries, may also be subject to disclosure consistent with the Communications Act of 1934, FCC regulations, the Freedom of Information Act, 5 U.S.C. § 552, or other applicable law.

If you owe a past due debt to the federal government, the information you provide in this form may also be disclosed to the Department of the Treasury Financial Management Service, other Federal agencies and/or your employer to offset your salary, IRS tax refund or other payments to collect that debt. The FCC may also provide the information to these agencies through the matching of computer records when authorized.

If you do not provide the information we request on the form, the FCC or Universal Service Administrator may return your form without action or deny a related request for universal service discounts.

The foregoing Notice is required by the Paperwork Reduction Act of 1995, Pub. L. No. 104-13, 44 U.S.C. § 3501, et seq.

Public reporting burden for this collection of information is estimated to average 3.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing, and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the reporting burden to the Federal Communications Commission, Performance Evaluation and Records Management, Washington, DC 20554. We also will accept your comments via the email if you send them to PRA@FCC.gov. DO NOT SEND COMPLETED WORKSHEETS TO THESE ADDRESSES.

**Authorized Person**

Kris Beatty  
ST FRANCIS XAVIER GRADE SCHOOL  
4715 N CENTRAL AVE  
PHOENIX, AZ 85012-1711  
MARICOPA  
602-266-5364  
kris.beatty@sfxphx.org

**Certified Timestamp**

12/02/2019 04:50 PM CST

## REQUEST FOR PROPOSAL (RFP)

FUNDING YEAR                    2020-2021 (July 1, 2020 - June 30, 2021)

### APPLICANT:

NAME                                    ST FRANCIS XAVIER SCHOOL                    BEN 97060  
ADDRESS                                4715 N CENTRAL AVE  
CITY, STATE, ZIP                    PHOENIX, AZ 85012

### Submit bids/proposals to:

CONTACT                                KRIS BEATTY  
EMAIL                                    [technology@sfxphx.org](mailto:technology@sfxphx.org)  
PHONE                                    602-212-4559                                    ext                                    \_\_\_\_\_

### Copy of all bids/proposals to:

CONSULTANT                            MACHELLE MCKAY  
    COLLECT-ED LLC  
EMAIL                                    [collect-ed@hotmail.com](mailto:collect-ed@hotmail.com)  
PHONE                                    (405) 830-2200

FORM 470 APPLICATION SUBMITTED AND CERTIFIED DATE:	<b>12/2/2019</b>
<b>SUBMIT QUESTIONS - no later than:</b>	<b>1/14/2020</b>
Any questions or concerns, must be submitted by email no later than 3PM on the due date listed above. Answers or replies posted weekly, on school website no later than <b>1/17/2020</b>	
<b>BIDS BUE DATE:</b> <b>1/31/2020</b>	
Bids must be submitted via email to both contacts listed above no later than 3PM on the due date listed above.	

<u>SERVICES REQUESTED (As checked)</u>	requesting bids	<u>REQUIRED SITE VISIT</u>
<b>CAT1</b>	<u>INTERNET ACCESS</u>	
	<u>TELECOMMUNICATIONS SERVICES (Data transmission)</u>	
<b>CAT2</b>	<u>INTERNAL CONNECTIONS (Hardware)</u>	<b>X</b> YES
	<u>BASIC MAINTENANCE SERVICES</u>	<b>X</b> NO
	<u>MANAGED INTERNAL BROADBAND SVCS</u>	

Please refer to all pages included in this RFP:

- > Bid Summary Page
- > RFP General Terms
- > School District Specific - Additional Information
- > Bid Proposal Documentation Requirements
- > INTENT TO BID PAGE (for scheduled site visit only form required prior to date)
- > CAT1 - TERMS & DEFINITIONS
- > CAT1 - SPECIFIC DETAILS FOR BID REQUESTS
- > CAT2 - TERMS & DEFINITIONS
- > CAT2 - SPECIFIC DETAILS FOR BID REQUESTS

## REQUEST FOR PROPOSAL (RFP) - TERMS

### General Terms (if applicable)

- 1 School districts will comply with fair and competitive bid process, either by state law or rules of Universal Service Administration Company (USAC)- Schools and Libraries Division for E-Rate discounts.
- 2 All requested products and services may be contingent upon Erate funding approval and /or school board approval.
- 3 Service Providers must meet all terms and conditions set forth by Universal Service Administration Company (USAC)- Schools and Libraries Division Erate program for discounts. Service providers must provide SPIN# (Service Provider Identification Number) on bid/proposal response.
  - a. All service providers agree to participate and comply with any additional information needed and/or audits after the bid process. Based on USAC rules, apply to all winning or losing bids and up to 10 years from the last date of service.
- 4 All products and services proposed must be operational and compatible with all network equipment brands/software used by school district. Services and equipment offered must be compatible without any additional cost or equipment required to provide technology solution.
  - a. No refurbished equipment is accepted unless otherwise stated. Equipment must be commercial or enterprise models, no retail models accepted.
- 5 School District reserves the right to accept all, some or none of the received bids.
  - a. School District may award bids or proposal by per product, per project or entire bid basis.
  - b. A service provider – regardless of the size of the company or the category of service provided – must ensure that the Lowest Corresponding Price (LCP) is provided to applicants. The applicant is not obligated to ask for it, but must receive it.
  - c. Bid evaluations will be scored on Lowest Corresponding Price and most cost effective.
  - d. The school reserves the right to interview or ask additional questions to candidate as part of their submitted bid evaluation process.
- 6 This RFP may include not eligible items (for bid only) for school construction project or special technology project, required for job but not specific for Erate discount request and should be identified as NOT ELIGIBLE.
- 7 For most eligible services such as Installation, Basic Maintenance, Managed Internal Broadband Services, etc. - Service Providers to be within 100 mile radius (approx 1-2 hours) from school district location. If using sub-contractors, required disclosure of the contracting company and company information, including bonded, insured and with state specific requirements for any restrictions to personnel.
- 8 School district may allow State Contracts as an option to receive bid prices. (a mini bid would be required). Service Provider quoting state contract prices must include a copy of the State Contract as part of their response.
- 9 Bids/proposals, contract/agreements may not contain liquidated damages or cancellation charges. Such charges are considered not eligible for Erate discounts.

**REQUEST FOR PROPOSAL (RFP)**  
School District Specific - Additional Information

1 Request for proposal (RFP) will be public posted & communicated by the school (USAC minimum requirement 28 days)

- |                                     |  |
|-------------------------------------|--|
| <input checked="" type="checkbox"/> | USAC Website   |
| <input checked="" type="checkbox"/> | School Website   |
| <input type="checkbox"/>            | Local Newspaper  |
| <input type="checkbox"/>            | Next School Board meeting                                  |
| <input type="checkbox"/>            | School Public Bulletin Board                               |
| <input type="checkbox"/>            | School social media communication (facebook, twitter, etc) |

2 For any questions or concerns about this RFP:

- a. Service provider MUST submit questions to school by email.
- b. Answers will be posted on school website for all available bidders to review before submitting a proposal (updated weekly as a minimum).
- c. **SEE SCHOOL WEBSITE or PAGE:**

<https://school.sfxphx.org/>

3 **ONSITE VISITS** may be recommended unless otherwise noted as required action. Site visit attendance will be documented and may be a factor in the bid evaluation results.

- a. Only if site visit is scheduled, request to register INTEND TO BID PAGE will be a bid requirement
- b. Onsite visits are highly recommended for such projects that include but not limited to cabling, installation, basic maintenance or managed internal broadband services.
- c. Plan to schedule group visits to ensure all service providers are offered the same time to ask questions, take measurements, or make note of any barriers to services offered. Group site visits allow for additional communication as well as limited interruptions to school campus and student activities.
- d. Two (2) dates and times will be available for groups to meet within the "bid window", from posting date to deadline date. (also meeting the USAC required 28-day minimum)
- e. School may authorize a site visit by appointment after group visits. In order to maintain a fair and competitive bid, only the information given at the group meeting would be able to be discussed, any additional questions or concerns - need to be submitted in writing for public website reply.
- f. **Required Bidder's Conference or Site Visit:**

- |                                     |                             |
|-------------------------------------|-----------------------------|
| <input checked="" type="checkbox"/> | Applies to this RFP         |
| <input type="checkbox"/>            | Does not apply for this RFP |

g. **SITE VISIT LOCATION: Potential bidders must attend at least 1 scheduled meeting**

**4715 N Central Ave Phoenix, AZ 85012**

h. **GROUP VISIT #1:**

**12/19/2019 @ 2pm**

**GROUP VISIT #2:**

**1/9/2020 @ 2pm**

4 Disqualifying factors:

- a. Bids/Proposals must meet the minimum requirements as listed; incomplete bids may be subject to disqualification.
- b. If a service provider does not attend a REQUIRED site visit; received bid may be subject to disqualification for no show to pre-bid meeting.
- c. Providing the district with the ability to choose preferred discount method.

## REQUEST FOR PROPOSAL (RFP)

### Bid Proposal Documentation Requirements

A **INTEND TO BID PAGE: Service Provider Registration (see attached page) - ONLY IF SITE VISIT IS SCHEDULED**

B **Instructions to submit**

1 Bids will be accepted for a minimum of 30 calendar days. (USAC requires 28 calendar days)

2 Submit bids/proposals to SCHOOL CONTACT by email and/or mail

a. *Email copy of proposal to consultant for reference and any future audit purposes only. School makes final evaluation decision for winning bid.*

3 **DEADLINE FOR BIDS:** Bids must be received no later than the deadline date unless an extension is public posted (FORM 470 update) or Cardinal Change requiring a new FORM 470.

4 Submitted bids may be included in the bid evaluation points- did the proposal meet all the information as requested?

C **Response bid/proposal MUST INCLUDE:**

1 USAC Service Provider SPIN #

2 Company information: including a brief company background and experience.

a. Contact Information (may include sales, service, Erate and Accounting with phone numbers and emails.

b. Subcontracting company information, if applicable must be disclosed at time of bid.

c. Federal Tax ID certificate (w-9)

d. **FOR INSTALLATION OR ON-SITE SERVICES ONLY:** A copy of certificate of insurance. Please note the school district may request a current copy certificate of insurance (depending on expiration of policies) before any work or services to be completed on campus locations. (and subcontractor, if applicable)

3 A complete copy of contract with terms or legally binding contract with pricing for all products and services to review for consideration. Including Statement of Work / Services including maintenance and warranty information. (if any)

a. Copy of State contract, consortium or cooperatives pricing, if applicable.

b. Affirm preference of Erate discount requested.

4 List of References with same scope of work. (minimum of 3 within the state)

5 Proof of posted questions & answers. Print copy from school website with date and signature.



**INTENT TO BID & SUBMIT RFP QUESTIONS**

**SERVICE PROVIDERS Immediately Complete & submit THIS PAGE**  
**\*\*\*THIS FORM IS REQUIRED - ONLY IF SITE VISIT IS SCHEDULED\*\*\***

DATE \_\_\_\_\_  
 SERVICE PROVIDER: \_\_\_\_\_  
 CONTACT: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_  
 OFFICE# or CELL#: \_\_\_\_\_

**SITE VISIT LOCATION: Potential bidders must attend at least 1 scheduled meeting**

SITE VISIT?	YES, FOR INSTALL INFO		PLAN TO ATTEND?
VISIT DATE/TIME #1	12/19/2019	2PM	
VISIT DATE/TIME #2	1/9/2020	2PM	
meet at address:	4715 N Central Ave Phoenix, AZ 85012		

Email questions, if any.

Please note any school breaks

**THANKSGIVING\***

**CHRISTMAS\*** 12/23/19-01/03/2020

\* Due to school breaks, school contact may have limited access to email.

<b>BID DEADLINE</b>	<b>1/31/2020</b> *
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[NOTICE TO POTENTIAL BIDDERS](#)

A Our intent is to provide a fair and open bid process.

**Submit questions no later than** **1/14/2020** \*  
**to** [technology@sfxphx.org](mailto:technology@sfxphx.org)  
 ST FRANCIS XAVIER SCHOOL  
 KRIS BEATTY

B All questions and answers will be posted by **1/17/2020** \*  
**\*or last school business day before weekend, school break or holiday**

C For RFP updates, questions and answers– not through individual emails.

**SEE WEB SITE PAGE:** <https://school.sfxphx.org/>

D Our intent is to provide a fair and open bid process.

E We are not responsible for any missed electronic delivery/reciept of any emails or correspondence.

# REQUEST FOR PROPOSAL (RFP)

## Category One

**READ ALL INSTRUCTIONS:**

**THIS SECTION FOR CAT1:**

- Applies to this RFP
- Does not apply for this RFP

1 All bids submitted for requested products/services must **meet or exceed:**  
**SEE** (a) General RFP Terms, (b) Category Terms and/or (c) School Specific information terms.

- 2 Preferred Discount Method for CATEGORY ONE
- SPI - Service Provider Invoice Credit
  - BEAR - Billed Entity Applicant Reimbursement
  - No Preference

3 **INTERNET ACCESS & TELECOMMUNICATION:** Products / services must comply with annual USAC Eligible Services List. (ESL) All charges (or costs) **MUST BE disclosed, defined and listed separately.**

	<b>INTERNET ACCESS</b>	Defined as provided bandwidth service for eligible locations to the Internet
	<b>TELECOMMUNICATION</b>	Services for transport - point to point or WAN, to connect multiple points, services used to connect eligible locations to the Internet.

4 USAC application requirements, may require more extensive details. Proposals may provide additional details, diagrams, etc.

- a. **FOR SPECIAL CONSTRUCTION CHARGES - USAC requires additional worksheet of information!**

5 Pricing & Costs

- b. Monthly recurring charges CAN NOT INCLUDE any other charges.
- b. All OTHER CHARGES (sales tax & surcharges, special construction, installation, maintenance, etc) must be listed separately.
- c. **Must include all costs including** miscellaneous charges (as listed on ESL) for consideration: include any change fees, contingency fees, freight assurance fees/shipping, lease or rental fees, per diems or travel time, taxes, surcharges and other reasonable charges including but not limited to: installation, activation and initial configuration fees; design and engineering, project management costs, and/or on-site training. All charges must be identified for erate eligibility.
- d. ERATE ELIGIBLE DISCOUNTS for Proposals may offer other service options including but not limited to: leased router & other required equipment (for CAT1 on-premise use) for consideration.
- e. ERATE NOT ELIGIBLE FOR DISCOUNTS for Proposals may offer other service options including but not limited to: internet filtering, email, website services, or other technology solutions for improved network performance; any option not listed on the Eligible Services List (ESL), FORM 470 or RFP
- f. Not eligible charges or cost allocations for eligible products/services must be provided at the time of the bid.

5 Service requests are estimates (qtys or capacity is more or less) and may fluctuate over life of the contract term.

- a. All Internet Access & Telecommunication Services (WAN, PTP, etc) must be (1) dedicated symmetric bandwidth, bid/proposal must include bandwidth descriptions with increment pricing
- b. A proposal or final contract must include the ability (1) to increase bandwidth or (2) add services to new school sites/locations (ENTITY) throughout the contract term by addendum, without the requirement new bid process.  
 Quantities listed on RFP are based on estimates more or less (MOL) and can be adjusted at FORM 471 application per service provider recommendation
- c. or PIA review as needed to reduce funding requests.
- d. Bids must be divided by location site specific, if not by district (shared products or services to include all schools)
- e. The school district will be responsible for products and services ordered and not funded by USAC.

6 Services Contract Pricing may vary by terms or length of time. Make all available options to school for consideration, unless an option is specifically requested.

- a. **Copy of the contract or agreement will be required, purchasing terms must be specific and eligible for E-Rate funding year.**

7 School District will accept questions VIA EMAIL about services seeking Erate discounts. Please see contact page 1 for information.

## REQUEST FOR PROPOSAL (RFP) Category One

Proposals are not required to use this form worksheet; however, any proposals submitted must include all the required information listed!!!

SERVICE PROVIDER MAY SUBMIT MULTIPLE BIDS, TO PROVIDE ALL AVAILABLE OPTIONS FOR CONSIDERATION: VARIES SERVICE OPTIONS, INSTALLATION CHARGES, SPECIAL CONSTRUCTION, ETC

### INTERNET ACCESS

Defined as provided bandwidth service for eligible locations to the Internet

Services Contract Pricing & Terms may vary by length of time. (proposal for ALL available options, if nothing is specifically selected)

- |  |  |
|--|--|
|  | (i) one year term [12 months]  |
|  | (ii) one year term [12 months] with extensions options up to 5 years |
|  | (iii) Multi-year term (up to 3 or 5 years in length)                 |
|  | (iv) Multi-year long term (for WAN services)                         |
|  | (v) Special Construction costs (analysis for cost worksheet)         |

<b>0%</b>	= Estimated discount				<u>SETDA INTERNET RECOMMEDATION BANDWIDTH (MBPS)</u>			
QTY (MOL)	SERVICES FOR BID	DETAILS (must meet or exceed)	DISTRICT WIDE SERVICES	LOCATION (DMARC ADDRESS)	MONTHLY CHARGE	TAXES / SURCHARGES	INSTALLATION	SITE VISIT
1	INTERNET ACCESS							
	OTHER CHARGES:							
	SPECIAL CONSTRUCTION CHARGES	<i>(additional data worksheet will be required)</i>						
	NOT ELIGIBLE SERVICES	<i>if any</i>						

### TELECOMMUNICATIONS SVCS (data transmission)

Defined as services for transport - point to point or WAN, to connect multiple points, services used to connect eligible locations to the Internet.

Services Contract Pricing & Terms may vary by length of time. (proposal for ALL available options, if nothing is specifically selected)

- |  |  |
|--|--|
|  | (i) one year term [12 months]  |
|  | (ii) one year term [12 months] with extensions options up to 5 years |
|  | (iii) Multi-year term (up to 3 or 5 years in length)                 |
|  | (iv) Multi-year long term (for WAN services)                         |
|  | (v) Special Construction costs (analysis for cost worksheet)         |

<b>0%</b>	= Estimated discount							
QTY (MOL)	SERVICES FOR BID	DETAILS (must meet or exceed)	DISTRICT WIDE SERVICES	LOCATION (DMARC ADDRESS)	MONTHLY CHARGE	TAXES / SURCHARGES	INSTALLATION	SITE VISIT
	OTHER CHARGES:							
	SPECIAL CONSTRUCTION CHARGES	<i>(additional data worksheet will be required)</i>						
	NOT ELIGIBLE SERVICES	<i>if any</i>						

# REQUEST FOR PROPOSAL (RFP)

## Category Two

**READ ALL INSTRUCTIONS:**

**THIS SECTION FOR CAT2:**

- Applies to this RFP  
 Does not apply for this RFP

- 1 All bids submitted for requested products/services must **meet or exceed:**  
**SEE** (a) General RFP Terms, (b) Category Terms and/or (c) School Specific information terms.
- 2 Preferred Discount Method for CATEGORY TWO

- SPI - Service Provider Invoice Credit  
 BEAR - Billed Entity Applicant Reimbursement  
 No Preference

- 3 **INTERNAL CONNECTIONS, BASIC MAINTENANCE & MANAGED INTERNAL BROADBAND SERVICES:** Products / services must comply with annual USAC Eligible Services List. (ESL)

<input checked="" type="checkbox"/>	<b>INTERNAL CONNECTIONS</b>	Network hardware and software (eligible for discounts by ESL)  <ul style="list-style-type: none"> <li>• Cabling</li> <li>• Caching</li> <li>• Firewall services and firewall components separate from basic firewall protection provided as a standard component of a vendor's Internet access service</li> <li>• Racks</li> <li>• Routers</li> <li>• Switches</li> <li>• Uninterruptible Power Supply (UPS)/Battery Backup</li> <li>• Access points used in a local area network (LAN) or wireless local area network (WLAN) environment (such as wireless access points)</li> <li>• Wireless controller systems</li> <li>• Software supporting the components on this list used to distribute high-speed broadband throughout school buildings and libraries (applicants should request software in the same category as the associated service being obtained or installed)</li> </ul>
<input checked="" type="checkbox"/>	<b>BASIC MAINTENANCE</b>	Basic Maintenance and tech support to cover the repair and upkeep of eligible products.  <ul style="list-style-type: none"> <li>• Repair and upkeep of eligible hardware</li> <li>• Wire and cable maintenance</li> <li>• Configuration changes</li> <li>• Basic technical support including online and telephone-based technical support</li> <li>• Software upgrades and patches including bug fixes and security patches</li> </ul> PLEASE NOTE: USAC may consider some licensing as Basic Maintenance & Tech Support
<input type="checkbox"/>	<b>MANAGED INTERNAL BROADBAND SERVICES</b>	Services provided by a third party for the operation, management, and monitoring of eligible broadband internal connections are eligible managed internal broadband services (e.g., managed Wi-Fi).

- a. All hardware bids must include specification sheets (white papers, if applicable). All Software, licenses, maintenance and warranties information is required (manufacturer offering or otherwise) for all proposed products and services. (and may be requested for both IC and BM categories).
- b. All hardware equipment installed by Service provider (or client) must include a value added service to label equipment with Erate project information: at minimum : FUNDING YEAR, FORM 471# and FUNDING REQUEST NUMBER (FRN#)
- 4 USAC application requirements, may require more extensive details. Proposals may provide additional details, diagrams, etc.
- 5 Services Contract Pricing may vary by terms or length of time. Make all available options to school for consideration, unless an option is specifically requested.
- Copy of the contract or agreement will be required, terms must be specific and eligible for the entire E-Rate funding year. (July - June)**
- a Bids / Proposals may offer multiple bids for alternative (or equivalent makes, models, or configuration designs) products and services to meet client minimum specifications or recommendations for technology solution.
- b Each product or service must be identified its eligibility for Erate discounts or cost allocations at the time of bid
- Must include all direct or indirect costs to include** miscellaneous charges (as listed on ESL) for consideration: include any change fees, contingency fees, freight assurance fees/shipping, lease or rental fees, per diems or travel time, taxes, surcharges and other reasonable charges including but not limited to: installation, activation and initial configuration fees; design and engineering, project management costs, and/or on-site training. All charges must be identified for erate eligibility.
- d
- 6 For USAC CAT2 budget limits set by USAC & FCC, The school district may reserve the right to change the order to meet budget constraints. Quantities listed on RFP are based on estimates more or less (MOL) and can be adjusted at FORM 471 application per service provider
- a. recommendation or PIA review as needed to reduce funding requests.
- b. Bids must be divided by location site specific, if not by district (shared products or services to include all schools)
- c. The school district will be responsible for products and services ordered and not funded by USAC.
- 7 School District will accept questions VIA EMAIL about services seeking Erate discounts. Please see contact page 1 for information

**REQUEST FOR PROPOSAL (RFP)**  
**Category Two**

**Proposals are not required to use this form worksheet; however, any proposals submitted must include all the required information listed!!!**

**SERVICE PROVIDER MAY SUBMIT MULTIPLE BIDS, TO PROVIDE ALL AVAILABLE OPTIONS FOR CONSIDERATION: VARIES SERVICE OPTIONS, INSTALLATION CHARGES, SPECIAL CONSTRUCTION, ETC**

**INTERNAL CONNECTIONS (HARDWARE)**

Defined as Network hardware and software (eligible for discounts by ESL)

**40%** = Estimated discount

QTY (MOL)	SERVICES FOR BID	DESCRIPTION (manufacturer as listed or equivalent)	DISTRICT WIDE SERVICES	LOCATION	PRICE (per unit)	TAXES (or other charges)	INSTALLATION (or other charges)	TOTAL PRICE	COST ALLOCATION (NOT ELIGIBLE COSTS)	SITE VISIT
1	NETWORK SWITCH	NETWORK SWITCH - MINIMUM SPECS: managed switch, 8 x mGig ports, 16 x 1G ports, 2 x 40G or 4 x 10G fiber uplinks, rack-mountable, PoE+. (Cisco Meraki part# MS355-24X-HW or equivalent)	YES	ST FRANCIS XAVIER 4715 N CENTRAL AVE PHOENIX,AZ 85012			YES			YES
	RELATED COMPONENTS	Must include 3 year license (Cisco Meraki part# LIC-MS355-24x-3yr or equivalent)								
		<i>Extended Warranty or Maintenance Agreement for listed equipment (see BM category)</i>								

**BASIC MAINTENANCE SERVICES**

Defined as Basic Maintenance and tech support to cover the repair and upkeep of eligible products.

- SCOPE OF WORK MUST COVER:**
- > Service Measurements – Service Availability (uptime); service performance (throughput, response time and service quality (number of unscheduled outages, recovery plans, customer surveys, etc)
  - > Responsibilities of the Service Provider – service orders, expected timeframes, etc.
  - > Responsibilities of the Client – service orders, expected timeframes, etc
  - > Explain terms of cancellation or termination.
  - > Samples of Service Forms, Reports or Logs, USAC requirement for payments, audits, etc.
  - > Describe any use of subcontractors & their company information

Services Contract Pricing & Terms may vary by length of time. (proposal for ALL available options, if nothing is specifically selected)

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | (i) one year term [12 months]  |
| <input type="checkbox"/>            | (ii) one year term [12 months] with extensions options up to 5 years |
| <input checked="" type="checkbox"/> | (iii) Multi-year term (up to 3 or 5 years in length)                 |

**40%** = Estimated discount

QTY (MOL)	SERVICES FOR BID	DESCRIPTION (manufacturer as listed or equivalent)	DISTRICT WIDE SERVICES	LOCATION	PRICE (per unit)	SITE VISIT
1	BASIC MAINTENANCE (FOR LICENSE ONLY, IF REQUIRED)	Must include 3 year license (Cisco Meraki part# LIC-MS355-24x-3yr or equivalent)	YES	ST FRANCIS XAVIER 4715 N CENTRAL AVE PHOENIX,AZ 85012		YES, INSTALL

**MANAGED INTERNAL BROADBAND SERVICES**

Defined as Services provided by a third party for the operation, management, and monitoring of eligible broadband internal connections are eligible managed internal broadband services (e.g., managed Wi-Fi).

Services Contract Pricing & Terms may vary by length of time. (proposal for ALL available options, if nothing is specifically selected)

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | (i) one year term [12 months]  |
| <input type="checkbox"/> | (ii) one year term [12 months] with extensions options up to 5 years |
| <input type="checkbox"/> | (iii) Multi-year term (up to 3 or 5 years in length)                 |

**0%** = Estimated discount

QTY (MOL)	SERVICES FOR BID	DESCRIPTION (manufacturer as listed or equivalent)	DISTRICT WIDE SERVICES	LOCATION	PRICE (per unit)	SITE VISIT

