

**Moultonborough School District
2021-2022 E-rate Form 470 Category 2**

Category 2: Data Cabling for New Access Points

Overview of Moultonborough School District Network

Moultonborough School District network supports and manages 500 iPads in a 1:1 program, 120 MacBooks in an Aerohive wireless network, HP POE+ switches and Mosyle MDM. The network spans two buildings including 6 data closets connected by fiber. Additionally, the network supports personal devices for staff and a free public WIFI after school hours

The district network consists of two buildings: Moultonborough Central School (MCS) & Moultonborough Academy (MA). The Central School has one MDF (main switching closet) and one IDF (secondary switching closet). Moultonborough Academy has one MDF (main switching closet) and three IDF's (secondary switching closet). HP/Aruba switches are used throughout the district.

Proposal Process

Submit questions via email to Etienne Vallée (Director of Technology, evallee@sau45.org) & Todd Clifford (Network Administrator, tclifford@sau45.org).

Award will be the most cost-effective solution that best meets the needs and protection of our network. Price will be the most heavily weighted factor but other factors may include flexibility, capability and service. All bids must have the ability to work with existing equipment or equivalent. Bidders must have an understanding of the E-rate modernization program, and E-rate Category 2 requirements specifically, a valid Service Provider Identification Number (SPIN) and include this information in the bid. Anticipated start date of the project is sometime between July 1st, 2020 and September 30th, 2020. Execution of project is contingent on approved E-Rate funding and Board of Education approval of local budget.

Relevant Dates-Timeline

Deadline for Questions: Friday, January 22, 2021 at 4 pm, EST.

Deadline for Proposal Submission: Friday, January 29, 2021 at 4 pm, EST.

Date of E-Rate Service: July 1, 2021 through June 30, 2022

Project Overview (Summary)

The Moultonborough School District seeks pricing to install data network cabling to enhance connections to one (1) new location at Moultonborough Central School. Specifically, the District is looking for

- Installation of Category 6 (minimum) blue plenum cabling for data wiring from IDF/MDFs to designated location in the Moultonborough Central School Gymnasium (estimated less than 200 ft).
- Installation of District-provided Aerohive access point.
- Installation of a metallic cage to protect the access point
- Termination of data cables at provided network patch panels.
- Cables should be in available cable trays or suspended every 4 feet in drop ceilings or attics using J style hooks or in enclosed conduit, depending on what is available.
- Patch panels and wall plate jacks will be labeled with indelible labels/ink indicating closet location and unique identified port number the district's predefined labeling standards.
- Testing with documentation of cable runs to meet specifications – end to end .
- During the contract period the vendor will abide by all fire and safety regulations. District/School Security Policies must be observed at all times.

For a quote to be considered on this project, the prospective vendor MUST schedule a walk-through of the site (see above) before quoting.

TERMS AND CONDITIONS

One (1) clearly identified sealed original of your proposal is required for district evaluation. It should be loosely bound. All responses must have the bid name **“Moultonborough District Data Cabling for New Access Points”** notated on the outside of the sealed package. When possible, proposals should contain a signature & date line to allow for acceptance of proposal.

Submission packages should be prepared simply and economically, providing a straightforward, concise description of the respondent’s ability to fulfill the requirements of this solicitation and that satisfies the requirements of this Request for Proposal.

Per FCC rules, vendors must offer the Lowest Corresponding Price when submitting proposals. Lowest Corresponding Price (LCP) is defined as the lowest price that a service provider charges to nonresidential customers who are similarly situated to a particular E-rate applicant for similar services.

The Moultonborough School District prefers to use USAC’s Invoice Method #2, FCC Form 474 (Service Provider Invoice (SPI) Form) for billing and invoicing.

AWARD:

The award shall be made to the responsible and responsive bidder whose bid is determined to be the most advantageous to the District based on (but not limited to) the following evaluation criteria. The awarding authority is the Moultonborough School District Board which reserves the right to select the bid which, in its totality, is in the best interest of the District.

Factor	Points
Competitive Pricing	60
Quality of Response	15
Prior Experience with Federal E-Rate program	10
References	15
Total	100

GENERAL INFORMATION:

There is no expressed or implied obligation for the District to reimburse responding firms for any expenses incurred in preparing proposals. The District reserves the right, where it may serve the District’s best interest, to

- request additional information or clarification from bidders that might be required to adequately evaluate credentials and qualifications or to allow correction of errors or omissions.
- reject, in whole or part, any or all proposals and to accept deviations from the requirements of this Request for Proposals
- retain all proposals submitted and to use any ideas in a proposal regardless of whether that proposal is selected.

Submission of a proposal indicates acceptance by the firm of the conditions contained in the Request for

Proposals, unless clearly and specifically noted in the proposal submitted and confirmed in any resulting contract between the District and the firm selected. Each respondent is solely responsible for the timely delivery of its package by the deadline stated above. The Moultonborough School Board through its appointed designee is the awarding authority and reserves the right to accept and/or reject any proposal and shall determine the most advantageous proposal from a responsible, responsive, and eligible vendor.

The Price Proposal should include:

- Itemized Bill of Materials with pricing
- Certificate of non-collusion
- Reference List of at least three (3) organizations (School District's preferred) similar in magnitude, which the vendor has been awarded in the past five (5) years
- Scope of work for installation, including possible dates and timeline

Any proposal which does not contain the requested documents may be rejected as non-responsive.

CONTRACT IDENTIFICATION: Moultonborough School District Internal Fiber Cabling Upgrade

THIS PROPOSAL IS SUBMITTED TO:

Moultonborough School District
Mr. Etienne Vallée, Director of Technology
PO Box 419
25 Blake Road
Moultonborough, NH 03254
(603) 476-4899

The undersigned Submitter proposes and agrees, if this Proposal is accepted, to enter into a Contract to deliver the product as specified or indicated for the prices and within the times indicated in this Proposal in accordance with the other terms and conditions of the Request for Proposal Documents.

The Submitter accepts all of the terms and conditions of the Request for Proposal Documents.

GUARANTEED MAXIMUM Price:

(Amount in Words)

(Amount in Figures) _____

COMPANY NAME _____

COMPANY ADDRESS _____

E-RATE SPIN NUMBER _____

RESPONSIBLE PERSON'S NAME AND AUTHORIZED SIGNATURE

NAME _____ SIGNATURE _____

DATE: _____

CONTACT TELEPHONE: _____ CONTACT EMAIL: _____

VENDOR COST SUMMARY

By signing above the Vendor agrees to furnish and install all labor, materials, and services in accordance with the accompanying specifications as detailed in your response.

CERTIFICATE OF NON-COLLUSION: RETURN WITH YOUR RESPONSE

The undersigned certifies under penalties of perjury that this proposal is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section the word "person" shall mean any natural person, joint venture, partnership, corporation, or other business or legal entity.

Authorized Name: _____

Authorized Signature: _____

Date: _____

E-RATE SPIN # or Federal ID # _____

Legal Name of Business Entity: _____

City & State: _____