



Cartersville School System

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ASSISTANT SUPERINTENDENT

REQUEST FOR PROPOSAL

January 14, 2021

Dear Sir or Madam:

The Cartersville School System invites you to submit a proposal on the following items.

WAN: Dark or Lit Fiber

Return your sealed pricing bid clearly marked **on the outside of the envelope or package to:**

Cartersville School System
RFP # 9408-0114-138 ENCLOSED
P.O. Box 3310, 15 Nelson Street
Cartersville, GA 30120

no later than 2:00 p.m., Monday, February 22, 2021.

The Cartersville School Board reserves the right to reject all bids.

We invite your participation.

Respectfully,


Richard Dyke
Chief Financial Officer

Enclosures

PROPOSAL FORM

Please include this cover sheet as (page 1) of your proposal

Cartersville School System
P.O. Box 3310
15 Nelson Street
Cartersville, Georgia 30120

We have carefully examined and fully understand the Instructions to Bidders and other documents found in the specifications as prepared by you.

We propose to enter into a contract to furnish the materials and deliver services as specified at the price listed below. We also assure you that a company representative will be readily available to assist in reviewing the materials and services.

WAN: Dark or Lit Fiber

\$ _____

Name of Company

Signature of Company Representative Authorized to Submit this Proposal

Printed Name of Representative

Business Address/ Street, City, State, Zip Code

Phone Number

Fax Number

Email

Office use only



Request for Proposal ERATE WAN: Dark or Lit Fiber for the Cartersville School System

January 14, 2021

Prepared by:

Cartersville School System Technology Department

310 Old Mill Road

PO Box 3310

Cartersville, GA 30120

OVERVIEW OF PROJECT

The Cartersville School System (The District) is currently accepting proposals to provide either Lit or Dark Fiber Service to facilities in the District accommodating speeds of 10 GB or more for transport between schools.

The purpose of this Request for Proposal (RFP) is to solicit proposals from various vendors, conduct a fair and extensive evaluation, and select the vendor which best meets the needs of Cartersville School System.

The District is seeking "Erate" program funding for this project, including recurring and non-recurring charges. Vendor selection will follow USAC recommendations and rules. Vendors must have a USAC SPIN Number and must be conversant with and maintain compliance with Erate rules and regulations.

Pursuant to Erate guidelines, this RFP is being issued in a form 470 which includes requests for both Lit and Dark Fiber Services, and devices to "light" dark fiber. All proposals will be evaluated using Erate guidelines. The primary evaluation criteria is cost.

FIBER SPECIFICATIONS AND LOCATIONS

- Request of Two continuous single mode fibers with a maximum attenuation @ 1550 nm of less than 0.3 dB/Km
 - If submitting for lit fiber, must be 10Gb minimum
1. Connection from Cartersville Elementary School (340 Old Mill Road, Cartersville, GA 30120) to Cartersville Middle School (825 Douthit Ferry Road, Cartersville, GA 30120)
 2. Connection from Cartersville Elementary School (340 Old Mill Road, Cartersville, GA 30120) to Cartersville High School (320 East Church Street, Cartersville, GA 30120) via Kids and Company (323 South Erwin Street, Cartersville, GA 30120)

The proposal must include the following:

1. The vendor must submit detailed diagram showing the proposed fiber path(s) with total fiber length in miles from demarcation.
2. Vendor must provide single point of contact.
3. Vendor must provide Project Plan with detailed task and dates.
4. Vendor must detail any installation requirements and costs listed on the CCS 2020 WAN pricing spreadsheet
5. The network must be able to carry all current and future network protocols.
6. During the term of the contract any changes in the routing of the fiber cable due to city, county or any external infrastructure changes and/or requirements will be the responsibility of the service provider at no expense to Cartersville Schools.
7. If the organization submitting the proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive and include any outsourced or contracted work. Any proposal which call for outsourcing or contracting work must include a name and description of the organizations being contracted. All subcontractors must be approved by the District .
8. Vendor is responsible for any construction and clean-up to connect each site to the vendor's fiber ring.
9. Specifications of support and the time frame of guaranteed initial response time.

TIMELINE

Issue RFP/Publish on Website/470	January 14, 2021
Questions Deadline	January 20, 2021, 2:00 pm
Proposals Due	February 22, 2021, 2:00 pm
Tentative Date Vendor Selection	March 8, 2021
Project Delivery	July 1, 2021

EVALUATION PROCESS

The evaluators will consider how well the vendor's proposed solution meets the needs of the Cartersville City School System as described in the vendor's response to items listed in the technical requirement section of this RFP. It is important that the responses be clear, concise and complete so that the evaluators can adequately understand all aspects of the proposal.

The District is seeking "Erate" program funding for this project, including recurring and non-recurring charges. Vendor selection will follow USAC recommendations and rules. Vendors must have a USAC SPIN Number and must be conversant with and maintain compliance with Erate rules and regulations.

Pursuant to Erate guidelines, this RFP is being issued in a form 470 which includes requests for both Lit and Dark Fiber Services, and devices to "light" dark fiber. All proposals will be evaluated using Erate guidelines. The primary evaluation criteria is cost.

This RFP provides general and technical information to be used to guide you in crafting your proposal. Your submitted responses will be the primary source of information used for the system evaluation and selection. Please include all required and appropriate information with your proposal.

At the completion of the RFP process, the Cartersville City School System will determine the viability of moving forward and complete negotiations with the chosen vendor to provide equipment and services, representing, but not limited to, solutions that best meet the need of the Cartersville City School System's criteria in cost, product design and management capability, and vendor prior experience and references.

VENDOR COMMUNICATION

Upon release of this RFP, all vendor communications concerning the overall RFP should be directed to the School System's delegate listed below. Any oral communications will be considered unofficial and non-binding to the Cartersville City School System. Questions should be submitted in e-mail form to the School System's delegate. Vendors should rely only on written, faxed, or e-mailed statements issued by the School System's delegate.

The deadline for submitting questions is 2:00 pm on January 20, 2021.

Originating departments may be called upon for clarification in their area of expertise at the discretion of the Business Office. Questions and written responses to questions, if any, will be available to all participating vendors starting January 21, 2021 on the USAC website along with the associated Form 470.

ADDENDA: In the event an addendum becomes necessary, it will also be available to all participating vendors starting January 21, 2021 on the USAC website along with the associated Form 470.

Kristy Hovers
Technology Coordinator
Cartersville School System
PO Box 3310
310 Old Mill Road
Cartersville, GA 30120
Office: 770-387-5571
Fax: 770-607-7501
Email: khovers@cartersville.k12.ga.us

RIGHT OF SELECTION/REJECTION – WAIVER OF IRREGULARITIES

The Cartersville School System reserves the right to disqualify bids for the following reasons:

- Failure to submit response(s) to this RFP in a timely fashion as specified in this RFP.
- Failure to submit required information (non-responsive bid). In this instance, and prior to disqualification, the Cartersville School System reserves the right to request immediate clarification of any information found lacking. Failure to respond promptly will be cause for disqualification.

COMMITMENTS

The District will entertain Contracts of 5 years with optional 3 one (1) year extensions. During the term of the contract links may be added, or removed and bandwidth requirements may vary.

All quotes should be submitted initially on the most complete basis and with the most favorable financial terms available. The selected vendor's proposal may, at the Cartersville City School System's option, be made part of the final purchase contract. All representations in the vendor's proposal may be considered commitments to supply the system as described. Vendors may submit more than one proposal in response to this RFP. However, each proposal must be a separate, complete package, which can be considered independently of any other proposals from the same vendor.

CONTRACT AWARD AND EXECUTION

The Cartersville City School System reserves the right to make an award without further discussion of the proposal submitted. Therefore, the proposal should be initially submitted on the most favorable terms the vendor can offer. It is understood that the proposal will become a part of the official file on this matter without obligation to the Cartersville City School System. The general conditions and specifications of the RFP and the successful vendor's response, as amended by agreements between the Cartersville City School System and the vendor, will become part of the contract documents. Additionally, the Cartersville City School System will verify vendor representations that appear in the proposal. Failure of the vendor's products to meet the mandatory specifications may result in elimination of the vendor from competition or in contract cancellation or termination. If selected vendor fails to sign and return the contract within the required stated timeframe, the Cartersville City School System may elect to cancel the award and award the contract to the next best vendor. No cost chargeable to the proposed contract may be incurred before the vendor has received a fully executed contract.

COMPENSATION

No payment of any kind will be provided to the submitting vendor, or parties they represent, for obtaining any of the information solicited. Procurement of all equipment and services will be in accordance with subsequent contractual action.

PAYMENT TERMS AND CONDITIONS

The proposal must contain a fee schedule that includes payment terms and conditions, and line items for equipment, software, support/maintenance subscriptions, and warranties. Payment terms will be Net 30 days after installation and invoice.

ALTERNATIVE SPECIFICATIONS

Specifications must be attached if proposal is based on specifications different than specified by the school system. The Board of Education will determine if the item proposed is equal or comparable.

RFP ATTACHMENTS AND SUBMISSION

- Proposals must be submitted with the proposal form enclosed.
- Bidders may attach other appropriate information to best evaluate the proposal.
- Bidders must submit the itemized spreadsheet of cost per location.

- Bidder must submit a copy of Certificate of Insurance with bid including workers compensation. Vendor's full compliance with all applicable federal and state security and immigration laws, including without limitation the Georgia Security and Immigration Compliance act as amended, O.C.G.A. 13-10-90, O.C.G.A. 13-10-91 and Georgia Department of Labor Rule 300-10-1, et. seg. is a condition to the quote and contract. Vendor is required to affirm compliance by completing and returning the Georgia Security and Immigration Compliance Documents with Vendor's quote.

Please submit (2) hard copies of the proposal, sealed and in its entirety, to the Cartersville School System at the address below no later than 2:00 pm, February 22, 2021.

Cartersville School System

RFP # 9408-0114-138 ENCLOSED

P.O. Box 3310, 15 Nelson Street

Cartersville, GA 30120

Site No.	Location (City)	Location (Address)	Bandwidth to Hub	Service Type	Non Recurring Charge (Installation)		Monthly Recurring Charge		Non-recurring Regulatory or other fees		Monthly Recurring Regulatory or other fees		
					Erate Eligible	Erate Ineligible	Erate Eligible	Erate Ineligible	Erate Eligible	Erate Ineligible	Erate Eligible	Erate Ineligible	
1	Cartersville Elementary School	Cartersville	340 Old Mill Road Cartersville, GA 30120	10 Gb/sec	Fiber								
2	Cartersville Middle School	Cartersville	825 Douthit Ferry Road Cartersville, GA 30120	10 Gb/sec	Fiber								
3	Kids & Company Prek	Cartersville	323 South Erwin Street Cartersville, GA 30120	10 Gb/sec	Fiber								
4	Cartersville High School	Cartersville	320 East Church Street Cartersville, GA 30120	10 Gb/sec	Fiber								
			Totals			\$	\$	\$	\$	\$	\$	\$	\$
			Monthly Total			\$							