

REQUEST FOR PROPOSAL

2024 RFP-Category 1 Services-MSD
E-Rate funding year 2025-2026, 470 Form #

Melba Joint School District #136

511 Broadway Ave.
Melba, ID, 83651

Key Dates

Form 470 and RFP posted: October 4th , 2024

Site Tour: October 15th, 2024 10:00 AM PST

Bids due: November 19th, 2024 3:00 PM MST

Sealed Bid opening: November 20th, 2024 11:00 AM MST

Contract Awarded By: November 27th, 2024

Questions

All Question from vendors Deadline: November 1st, 2024

Questions and responses will be posted to the following link as they are received.

<https://msd136.org/request-for-proposal/>

Site Visit

A site visit is encouraged. This visit is intended for interested providers to get a better understanding of the demarcation point for consideration in their bids. A site tour for all parties is scheduled on **October 15, 2024**, and may contact Kris Coleman (e-rate@melbaschools.org) to schedule an alternative time.

Bids

Bids should be submitted to Kris Coleman, IT Director, Melba Joint School District #136 and be received by **3:00 PM MST, on November 19, 2024**. Proposals will be publicly opened at Melba Joint School District #136 at 511 Broadway Ave., Melba, ID 83651. All interested persons are entitled to attend the opening.

- Bid item numbers and descriptions should be included on all bids.
- Bids not meeting the minimum requirements for the service or hardware requested will not be considered.
- Bids shall include a vendor SPIN and shall include a provision to be signed and dated by both parties of the agreement.
- All bids shall have a unique identifier for positive identification by either party.
- Bids can be withdrawn up to the opening date, but shall be binding after opening date.

Sealed bids submitted via mail or in person:

Attn: Mr. Kris Coleman, RE: 2024 RFP-Category 1 Services-MSD

Melba Joint School District #136

511 Broadway Ave.

Melba, ID 83651

Description

Melba Joint School District #136 is requesting proposals for wireless point-to-point or lit fiber internet services or equivalent technologies to our school. The goal of this project will be to improve connection quality and bandwidth availability at Melba Joint School District #136, 511 Broadway Ave., Melba, ID 83651 and to provide a network infrastructure that will meet current FCC bandwidth recommendations and provide scalability for future needs.

The awarded service provider must be a participating E-Rate service provider, maintain a valid SPIN, and respond directly, as needed, to provide information as requested for any funding application review questions that might arise during the E-Rate and state review processes.

It is the intention of Melba Joint School District #136 to award a contract of either three (3) year or five (5) year terms (providers should provide pricing for each), with the option to renew the term for either one (1), three (3), or five (5) year increments. The contract will commence on July 1, 2025 or upon completion of the installation (whichever is later). Any existing term will end by June 30th of the final applicable year in order to coincide with E-Rate funding years and state fiscal years. Renewal terms may be considered for 1 year, 3 years, or 5 years limited to a maximum possible contract term of 15 years (after all renewals are exhausted). Please note the beginning service date is dependent on E-Rate funding approval and other funding considerations as well as the construction considerations of a project of this scope.

Any contract derived from this RFP will be entirely contingent upon full funding from the Universal Service Program for Schools and Libraries (E-Rate), and and preapproval of estimated remaining 30%, by Melba Joint School District #136. Any proposal derived from this RFP may or may not be undertaken at the sole discretion of Melba Joint School District #136. In the event of funding sources terminating, whereby this agreement would be funded presently and in the future, Melba Joint School District #136 reserves the right to terminate any agreement resulting from this RFP without penalty.

In the event of any conflict or inconsistency between the terms and conditions of the RFP and those of the winning vendor's proposal, the terms and conditions of the RFP shall control and supersede those of the proposal.

Proposal terms shall remain in effect for one (1) year from the date of bid opening.

Current Technology

The site is currently being served by microwave link. This link is subject to quality deterioration due to weather conditions. As more critical services used in education are moving to cloud-based solutions, the reliability of our connections becomes more of a concern. Technology-integrated curriculum is beneficial to student learning and individual education goals but the connection requirements increase with increasing dependence on these resources. We anticipate these network needs to only grow in the future and we endeavor to build the infrastructure needed to support this future use.

We have a need to implement network resources to meet the current and anticipated network demands of the future. Melba Joint School District #136 would benefit from a more robust network infrastructure.

Proposal Requirements

1. It is the provider's responsibility to be familiar with the E-Rate rules and regulations and proposals shall be in compliance with such rules.
2. Circuit should be capable of synchronous speeds of 1 Gbps, scalable up to 2 Gbps or greater, and be resilient against extreme weather such as snowstorms and smoke storms.
 1. The Class of Service (CoS) must be the highest real-time priority available and be dedicated internet access (DIA) with up and down synchronous speed. The contracted bandwidth speed may not be throttled or reduced by the provider.
3. It will be the sole responsibility of the provider to maintain all hardware between vendor's central office or hub to Melba Joint School District #136 up to the point of handoff.
4. Point of handoff will be in School provided racks located in the 1st Floor IT equipment room in the Melba Joint School District #136 Elementary Building, 521 Carrie Rex, Melba, ID 83651.
 1. The existing infrastructure supports SFP+, and CAT6A.
5. Minimum of 6 public IP addresses (/29 subnet).
6. 24x7x365 monitoring, troubleshooting, and support of Internet Services.
 1. Notification of system maintenance and service outage
7. School access to web-based bandwidth performance and utilization reports. Idaho schools that participate in the Broadband Reimbursement Program are expected to make utilization data available in order to be eligible for available state funding.
8. Eligible special construction costs (as defined by the E-rate program), monthly recurring costs non-recurring costs, and E-Rate ineligible costs shall be clearly defined in any proposal.
 1. If any costs are identified as special construction, please include a map and description of the infrastructure path.
9. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the School's issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed and filing and certification of an E-Rate Form 486. Melba Joint School District #136 reserves the right to allow the contract to expire without implementation if appropriate funding does not come available.
10. Any changes in the routing of a potential fiber cable or wireless point-to-point antennae due to any entity holding access restrictions to cabling pathways or routes, infrastructure changes, including, but not exclusively, pole relocation and/or road widening, or other changes impacting the routing of cabling between sites, will be the sole responsibility of the service provider and no expense to the school. Such changes are expected to be handled in an expedient manner that minimizes any negative impact on the school.
11. The service provider is responsible for obtaining all necessary rights-of-way essential to this project.
12. All potential wireless point-to-point antennae, tower or fiber repairs or maintenance of technology will be the sole responsibility of the provider.
13. The proposal must include a description of the following services and how these services will be measured:
 1. Network Availability: The provider will make reasonable efforts to ensure 99.9% network availability of each circuit.
 2. Frame/packet loss commitment.
 3. Network latency commitment.
 4. Network Jitter Commitment.
14. It is understood that mission critical functions of Melba School District are carried out over the connectivity provided. The provider must notify the school in the event of a known connectivity failure, and repairs to restore functionality must be undertaken within a reasonable time and manner. Reasonable time and manner shall be defined according to industry standards for the repair required.
15. Scheduled repairs must be coordinated with the school.

16. The circuit should be tested to be capable of speeds of 2Gbps (future use). If the service provider needs to include a report of the tested bandwidth from 1 Gbps to 2 Gbps and give the dBm levels in the report. The report must show dBm levels threshold on equipment specifications to run on and acceptable levels required to pass 2Gbps with the equipment. If the dBm levels do not meet 2Gbps equipment requirements threshold, the service provider is required to fix the issue at the service provider's expense. Acceptable loss for wireless point-to-point service should be -50dBm or better. Acceptable loss for fiber optic service should be no greater than 8dB for 1310nm or 6dB for 1550nm.

Grounds for Bid Disqualification

1. Vendors do not respond to school questions within 7 calendar days or one business week (whichever is longer).
2. Proposals incorrectly describe funding opportunities available to the school.

Evaluation

Bids shall be evaluated according to the rubric below. For each category, the maximum points of each category will be awarded to the proposals that best respond to the category descriptions below.

Evaluation Criteria	Maximum Points
Cost of eligible recurring and non-recurring E-rate products and services	40
Tech Support within 100-mile radius of handoff	20
Quality of technical proposal	15
Bandwidth reporting	10
Cost of ineligible E-rate products and services	15

- **Cost of eligible recurring and non-recurring E-rate products and services:** How much does the product or service cost in comparison to that of other vendors over the length of the contract?
- **Tech Support within 100-mile radius:** How quickly can a support person be on-site in case of internet outages which require repairs to or replacement of equipment or cable? Is the NOC in-state, or in-region.
- **Quality of technical proposal:** Can the technical proposal be deployed in a feasible way? Identify the company's plan for execution and provide technical details of the deal including equipment that will be used at both end points.
- **Bandwidth reporting:** Vendor to provide information on the ability to gather and analyze bandwidth metrics, usage and error logs.
- **Cost of ineligible E-rate products and services:** Cost of ineligible services not covered by E-rate products and services.

Locations



District Office: 511 Broadway Ave., Melba, ID 83651

Melba Elementary School: 521 Carrie Rex Ave., Melba, ID 83651

Melba Joint School District #136 RFP Worksheet – Page 1

Note: Vendors may format responses to the following worksheets in their own style, but the worksheet must contain all information below.

Certification

- Name of Vendor:**
- SPIN number:**
- Street Address:**
- City, State and Zip:**
- Contact Person:**
- Contact Person Title:**
- Contact Email:**
- Contact Phone:**
- PIA primary Contact:**
- PIA primary number:**
- PIA secondary**
- Contact PIA**
- secondary number:**

Briefly state the proposer’s understanding of the work to be done, and a commitment to perform the work within the time period.

Brief Statement addressing why the vendor believes itself to be the best qualified Managed Internet Service Provider for Melba Joint School District #136.

Provide an affirmative statement that the vendor is independent of Melba Joint School District #136.

In submitting a bid in response to this RFP, the bidder agrees to accept the terms set forth in this RFP. The person signing this proposal must be entitled to represent the Vendor, empowered to submit the proposal, and authorized to sign a contract with Melba Joint School District #136.

Authorized Signature: _____

Authorized Signature (printed name): _____

Date: _____

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2 Cost of Proposal

Name of Vendor:

Duration of Contract (36, 60 months, etc.):

Description	Bandwidth	Monthly Price	Equipment and other one-time costs	Special Construction Cost	E-rate eligible NRC	Ineligible
Managed Internet Service	1 Gbps					
Managed Internet Service	2 Gbps					

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Technical Proposal

Please indicate the abilities of your Internet service by selecting Yes or No for the capabilities described. A line is provided for comments. A price line is also provided if the service described is an ADDITIONAL cost.

Will you provide Melba Joint School District #136 with a minimum of 6 public IP addresses?

Yes No Comments:

Additional Cost:

Will you provide Melba Joint School District #136 with access to web-based bandwidth performance and utilization reports?

Yes No Comments:

Additional Cost:

Will you provide Melba Joint School District #136 with an CAT6A, SFP or SFP+ capable edge switch?

Yes No Comments:

Additional Cost:

Will you provide Melba Joint School District #136 with a circuit from the vendor switch in the Melba Joint School District #136 1st Floor IT equipment room all the way back to the ISP?

Yes No Comments:

Additional Cost:

Will you provide Melba Joint School District #136 with dedicated internet access guaranteed at the minimum speed that the school purchases with dedicated internet access (DIA) with up and down synchronous speed without throttling or reducing below the amount purchased by the school.

Please describe below.

What is your Network Latency Guarantee?

What is your Packet Delivery Guarantee?

What is your Network Availability Guarantee?

What is your Network Outage Notification Guarantee?

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Service and Support

Will you install on-premises equipment in the Melba Joint School District #136 MDF rack that you monitor from your NOC?

Yes No Comments:

Will you have 24x7x365 monitoring, troubleshooting and support for the entire Internet service?

Yes No Comments:

Will you discount Melba Joint School District #136 a percentage of the monthly bill for any day that Melba Joint School District #136 has a disruption in Internet service that is caused by the provider?

Yes No Comments:

Will you allow Melba Joint School District #136 technician direct access to your engineers for troubleshooting Internet connection issues?

Yes No Comments:

Will you notify the school in advance of planned system maintenance?

Yes No Comments:

Will you schedule all planned system maintenance that could disrupt Melba Joint School District #136 Internet service, outside of Melba Joint School District #136 prime usage hours from 6:00 AM to 10:00 PM MST/MDT?

Yes No Comments:

How long will it take for your NOC to discover a service outage and notify Melba Joint School District #136 of the outage?

Please outline your DDoS mitigation strategies. How do to handle a Denial of service attack against one of your customers.

Include information about availability of repair and services. This includes local business address, response time to get a repair person on site and availability of on-line or telephone customer services.

Melba Joint School District #136 Internet RFP Worksheet – Page

5 Vendor Experience/Capability

Briefly list your E-Rate experience and expertise.

Provide two (2) school schools as references where you provide their Managed Internet Services. Please include the School Name and the name and telephone number of the school contact.

Provide information on circumstances and status of any disciplinary action taken or pending against the vendor during the past five (5) years with state regulatory bodies or professional organizations, including violations resulting in denial of E-Rate funding.

Very briefly list the company's qualifications as a Managed Internet Service Provider. Include a very brief background, financial strength and stability, state the size of the company, and the location of the office from which the work on this project is to be performed.