

Request for Proposal

**North Dickinson County School
W6588 Hwy M-69
Felch, Michigan 49831**

INTERNET ACCESS

USF Form 470 Application No:

53200000791097

NOTICE OF BIDDERS

Bids will be received by the Superintendent at the above address and shall be marked

“INTERNET ACCESS”

Until January 07, 2010 at 10:00 a.m. local time.

Bid specifications can be obtained from the Director of Support Services, North Dickinson
County School, W6588 Highway M-69, Felch, Michigan 49831

906-542-9281 – phone

906-542-6950 – fax

On the districts web site

www.go-nordics.com click on RFP Internet

or by e-mail doman@go-nordics.com

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SECTION 1

GENERAL CONDITIONS

- 1.1 The purpose of this document is to invite interested service providers to submit proposals for consideration and to provide bidders with enough information to quote firm, fixed prices. The bidders have the right to quote what they feel to be the best solution for the project at the best price. If further information is desired before making a proposal, contact Darrell Oman, Director of Support Services. 906-542-9281 phone doman@go-nordics.com by e-mail.
- 1.2 All equipment and services as specified herein will be made by a reputable experienced company and shall conform to the specifications in order to promote efficiency in use, reduce maintenance costs, and to assure the durability and reliability for the intended use.
- 1.3 The School District reserves the right to accept or reject any bid, or part thereof, and to award the contract to other than the low bidder. The School District may also elect to negotiate directly with any and all vendor's concerning any proposal.
- 1.4 All proposals shall remain firm for a period of sixty (60) days of the specified bid deadline.
- 1.5 The successful bidder shall, within 5 days after receipt of written notice thereof, make good any defects in materials, and/or workmanship which may develop during contract period.
- 1.6 The bidder shall indicate the warranty period for all equipment offered, whether or not the warranty is an on-site warranty and/or the cost of an extended warranty.
- 1.7 The bids will be considered on the basis of cost, quality, technical know-how, support, delivery and general reputation. All bidders will be advised on the decision as soon as the bids have been properly evaluated.
- 1.8 Bidders shall furnish brochures identifying each item of the bid, with deviations from specifications noted in Section 5 on page 9 of the Request for Proposal. Referral to the literature is not sufficient.
- 1.9 Bidders shall furnish the owner with schematics, showing how the Internet Access and Associated Equipment will be connected to our network system.
- 1.10 Include with each bid, all equipment required for internet access plus monthly fees including maintenance.
- 1.11 Delivery / Installation: Delivery, installation and successful integration are very critical to this project. Our current internet contract expires on June 30, 2010. Internet Access under this new contract must be fully operational by July 1, 2010 12:01 a.m. local time. The vendor is required to furnish their proposed schedule with their bid with milestones noted.
- 1.12 Contract Duration: We are requesting pricing based upon contract duration(s) of one year, two years, three years, five years and ten years.

SECTION 1
GENERAL CONDITIONS

(Continued)

- 1.13 Proposals Due: Proposals will be received by Mr. Claude Siders, Superintendent, North Dickinson County School, W6588 Highway M-69, Felch, Michigan 49831 on or before 10:00 a.m. local time on **January 07, 2010**. The District will not consider any proposal received after this date. No telegraphic bid or telegraphic modification of a bid will be considered.
- 1.14 The purpose of this document is to provide the bidder with enough information to quote firm fixed prices and delivery. It is not our intention to limit the bidder to a specific Internet Access solution. The bidder has the right to quote what they feel to be the best solution for the project, at the best price. The bidder must provide documentation, schematics, specification sheets, and descriptions of the Internet Access and associated equipment.
- 1.15 Bidder Qualifications: In order for a bidders proposal to be considered, each proposal must include the following information:
- 1.15.1 A description of their company, location, and the number of years in business. A primary contact person with telephone number and e-mail address.
- 1.15.2 A description of experience for other installations of similar projects.
- 1.15.3 A list of not less than three (3) references for similar projects performed with contact information. These items should serve as evidence of ability to adequately install, service, support and supply the required Internet Access, and that the service is a substantial, regular and continuous part of the bidders business.
- 1.16 Proposed Requirements: The objective of the Request for Proposal is to enable the North Dickinson County School District to procure a quality product and services at a cost effective price.
- 1.16.1 Proposals shall state the warranty of the equipment and shall include the cost of maintenance on the equipment.
- 1.16.2 Training must be provided. State where training is to take place. Additionally, indicate how much training will be provided on the system, with the maximum number of training hours noted if a limit of time is imposed.
- 1.16.3 All proposals must provide for complete installation of the system, including any set up of hardware or software required to make the system fully operational as of the date of completion.
- 1.16.4 Diagnostic, programming and maintenance guides for hardware shall be included.
- 1.16.5 The system must be capable of immediately handling one (1) building with up to 350 data drops.
- 1.16.6 Bidder must provide a complete set of specifications of the Internet Access in their proposal. This must include the speed of the internet connection.

SECTION 1
GENERAL CONDITIONS

(Continued)

- 1.17 Universal Service Fund: The successful bidder will need to be registered with the Schools and Libraries Corporation and agree to operate under the tenants of the USF program. Implementation and completion of this project is contingent upon the district receiving approved funding from the Universal Services Fund. The project may be revised or terminated if the funds from the USF discount program are not approved or do not meet the expectations of North Dickinson County School District. If the application is approved for USF discount program, the successful vendor will be required to participate in the USF program by filing all required forms to obtain the discounted portion of invoices for services provided under contracts awarded based on this RFP. It is the vendors responsibility to understand and comply with all rules and procedures required by the Schools and Libraries Corporation and the USF Program. All contracts awarded based upon this RFP will be subject to the approval of the project by the Schools and Libraries Corporation, and must contain a clause stating so. Additional information about the Universal Service Fund can be found at <http://sl.universalservice.org>
- 1.18 Additional Questions: If additional information is required please contact:
Darrell Oman, Director of Support Services
North Dickinson County School
W6588 Highway M-69
Felch, Michigan 49831
(906) 542-9281 Fax: (906) 542-6950
doman@go-nordics.com e-mail address.

SECTION 2

GENERAL INFORMATION

- 2.1 Description of North Dickinson County School District Technology Infrastructure.
- (1) **Cabling and Wiring:** Data drops from individual rooms are connected to patch panels, and then into switches housed in three closets in the building. Fiber optic connects each of the closets to the switches housed in the Director of Support Services office.
 - (2) **Wireless Access Points:** Six HP “Procurve” 420 access points are located through the building. The A/P’s are connected to patch panels in each of the closets and then routed to the Director of Support Services office via fiber optic.
 - (3) **Existing Internet Access:** Our current Internet Access comes into the Telco Room via copper T-1 pairs, then onto the Director of Support Services office via four CAT5e cables which also houses the ADTRAN NetVanta 4305 router, to a firewall, content filters, switches and file servers.
- 2.2 Physical Location and Description of School: North Dickinson County School is located on the North side of state highway M-69 in Felch Township, Dickinson County, Michigan. It is approximately 5 miles east of State Highway M-95/ M69 East junction at Randville, Michigan, or One and a half mile west of the Dickinson County Road Commission building on M-69 east.
- 2.3 Location of Internet Connection: The internet connection will be made in the Director of Support Services office which is housed in room A130 of North Dickinson County School. All equipment required from the vendor will be installed in Room A130. Installation will be complete only when the internet service fully completed and operational at the workstations.

SECTION 3
INTERNET REQUIREMENTS

- 3.1 Performance Requirements: The speed at which the Internet will be accessed must not be less than 10 Mbps Download and 10 Mbps Upload. If the bidder cannot provide these exact speeds, then the bidder must specify the speed in their proposal and supply supporting documentation of the speed.
- 3.2 Hardware and Software Requirements: The successful bidder must furnish and manage and maintain hardware and software that may or may not be required to provided high speed Internet Service including but not limited to Bridge, routers, DSC/CSU, Class “C” IP Addresses, and Digital Circuits from the North Dickinson County School to the Internet Service Provider.
- 3.3 Schematics: The bidder must furnish their own schematic with their proposal.
- 3.4 Domain Name: The North Dickinson County School currently owns its own domain www.go-nordics.com . This domain will be maintained. The successful bidder will be required to provide the technical expertise and support to complete any and all IP address changes that may occur or may be required to occur; if the District transfers from one ISP to another.

SECTION 5
BIDDER NOTES / COMMENTS

Additional Bidder Comments / Clarifications by Bidder: