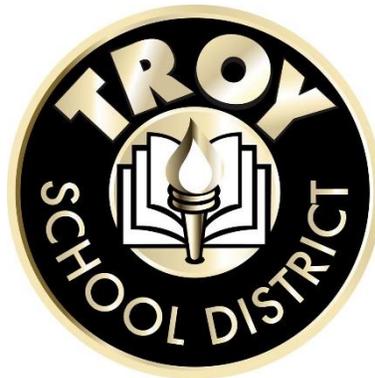


TELECOMMUNICATIONS SIP SERVICES REQUEST FOR QUOTE

For

Troy School District
Troy, MI



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REQUEST FOR QUOTE
BID NO. RFP 9885
2019 PRI TO SIP TRUNKING REPLACEMENT PROJECT
FOR TROY SCHOOL DISTRICT

The Troy School District will receive firm, sealed bids for all labor, material, equipment and all other services to complete Bid No. RFP 9885 2019 PRI to SIP Trunking Replacement Project for the entire Troy School District.

Specifications and proposal forms can be obtained online at <http://www.troy.k12.mi.us>. From the main page click the “Business Services” tab listed under “Departments”, then click “Purchasing” and scroll down to locate and access the bid document.

Your proposal and two copies marked “Bid No. RFP 9885 2019 PRI to SIP Trunking Replacement Project” must be delivered no later than 11:00 a.m. local time, May 23, 2019, Troy School District, Administration Building, 4400 Livernois, Troy, MI, 48098, Attn: Todd Hensley, Purchasing Supervisor, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted.

No pre-bid walk through has been scheduled. If a bidder would like to visit the site, please contact Beth Soggs at (248) 823-5061. All questions regarding the services specified, the bid specified, or the bid terms and conditions will be accepted in writing ONLY and subsequently answered through an addendum to all interested parties. Questions must be received no later than noon, May 9, 2019; at no other time prior to the bid opening will questions/concerns be addressed. Please send questions via email to Dan Aylward and Paul Anker at Abilita. Their email addresses are daylward@abilita.com and panker@abilita.com.

All bidders must provide familial disclosure in compliance with MCL 380.1267 and attach this information to the bid proposal. The bid proposal will be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the Troy School Board or the Troy School Districts Superintendent. Also, a sworn and notarized Affidavit of compliance for the Iran Economic Sanctions Act certifying the vendor does and will comply with Public Act 517 of 2012 shall accompany all proposals. Both forms will be enclosed in the specification’s booklet that shall be used for this purpose. The District will not accept a bid proposal that does not include these sworn and notarized disclosure statement.

In accordance with Michigan Compiled Laws Section 129.201, successful bidders whose proposals are \$50,000 or more, for any bid category, will be required to furnish a U.S. Treasury Listed Company Performance and Payment Bond in the amount of 100% of their bid. The cost of the Bond shall be identified within each proposal.

The Troy Board of Education reserves the right to accept or reject any or all bids, either in whole or in part; to award contract to other than the low bidder; to waive any irregularities and/or informalities; and in general, to make awards in any manner deemed to be in the best interest of the owner.

INSTRUCTIONS TO BIDDERS

PROPOSAL/INTENT

1. The Troy School District will receive firm, sealed bids for all labor, material, equipment and all other services to complete RFP for 2019 PRI to SIP Trunking Replacement Project.
2. Proposals will be submitted only on the forms provided, will be enclosed in a sealed envelope marked with the name of the bidder, the title of the work and must be delivered to Troy School District,, Administration Building, 4400 Livernois, Troy, MI, 48098, Attn: Todd Hensley, Purchasing Supervisor, no later than 11:00 a.m. local time, May 23, 2019, at which time all bids will be publicly opened and read aloud immediately thereafter. Bid proposals received after this time will not be considered or accepted. Oral, telephone, fax or electronic mail bids are invalid and will not receive consideration. Submit one original and two copies.
3. Proposals will be made in conformity with all the conditions set forth in the specifications. All products must conform to the specifications.
4. No pre-bid walk through has been scheduled. If bidders would like to visit site, please contact Beth Soggs at (248) 823-5061. Questions must be received no later than noon, May 9, 2019. (as specified on page 4 of this document)
5. Bidder shall be reputable and a recognized organization, with at least five (5) years successful experience on work of this type and scope, of equal or better quality than this project.
6. References in the specifications to any article, product, material, fixture, form or type of construction, etc., by proprietary name, manufacturer, make or catalog number will be interpreted as establishing a standard quality of design and will not be construed as limiting proposals.
7. A completed Familial Disclosure and an Iran Economic Sanctions form must be included with each proposal submitted or the proposal will not be accepted, please note these forms must be notarized.
8. The Troy Board of Education reserves the right to accept or reject any or all proposals either in whole or in part; to waive any irregularities and/or informalities; and in general, to make awards or cancel this proposal, if deemed to be in the best interests of the owner.

SCOPE

Troy School District is seeking sealed bids, from qualified vendors, for SIP (Session Initiation Protocol) Trunk Services to replace the current PRI (Primary Rate Interface) Circuits as outlined in Section 2.0 SIP Trunking Services Desired.

WARRANTY

All material and equipment will be guaranteed to be free from defects in both workmanship and materials for no less than two years from date of receipt/installation. If manufacturer warranty exceeds this minimum requirement, the manufacturer warranty will prevail. Any item(s) found to be defective will be replaced or repaired within seven working days at Vendor(s) expense.

WITHDRAWAL OF BIDS

Any bidder may withdraw their bid at any time prior to the scheduled time for receipt of bids. No proposal may be withdrawn until after 45 days after bid opening.

FIRM PRICING

Unit pricing will prevail when computing total quantity on bids. No price allowance or extra consideration on behalf of the bidder will subsequently be allowed by reason of error or oversight on the part of the bidder. The successful bidder(s) will hold bid prices firm for all purchase orders placed for a period of approximately one full year.

PERMITS, FEES AND REGULATIONS

The Contractor shall obtain and pay for all permits, assessments, fees, bonds, and other charges as necessary to perform and complete the work of this contract, including disconnection charges, capping and unplugging utilities.

The Contractor shall be responsible for obtaining all permits and licenses necessary for the proper completion of project. Permits and licenses are available from the appropriate agencies having jurisdiction. The Contractor shall give all notices, pay all fees and comply with all laws, ordinances, rules and regulations bearing on the work. At the completion of the project, the Contractor will provide to the District all paperwork related to the full execution of the permits(s), including all payments and inspections.

If any of the work of the Contractor is done contrary to such laws, ordinance rules and regulations without such notice, he shall bear all costs arising therefrom. The Contractor shall include all cost and taxes in its bid and make proper provisions for payment of all other State and Federal applicable taxes, fees or other costs.

TAXES

Troy School District is not automatically exempt from State of Michigan Sales and Use Taxes. The District must pay these taxes when materials are to be incorporated into reality. Materials that are permanently attached i.e. lockers, built-in, incorporated or otherwise made part of the structure all applicable taxes shall be paid by the Vendor. Troy School District shall not be responsible for any taxes that are imposed on the Vendor. Furthermore, the Vendor understands that it cannot claim exemption from taxes by virtue of any exemption that is provided to Troy School District.

DELIVERY/INSTALLATION

Time of delivery is part of the consideration. It is understood that the bidder agrees to deliver prepaid to the schools, specified from the resulting contract, all items. All cost of delivery, drayage, freight, packing, unpacking, and setup are to be included in the prices bid.

The Contractor is responsible for removing from the project all waste materials and rubbish resulting from his operations and installation including all packing cartons and debris. Removal is to occur daily. Failure to do so will result in the Owner doing so and the cost thereof shall be charged to the Contractor as a deduction in his contract price.

The Contractor shall provide an adequate number of qualified, experienced installers, in harmony with other works at the site.

SAFETY

Under the “General Conditions of the Contract for Construction” of the contract to be awarded, the Contractor;

- a) shall be solely responsible for and have control over construction means, methods, techniques, sequences and procedures;
- b) shall be responsible for initiating, maintaining, and supervising all safety precautions and programs in connection with the performance of the contract;
- c) shall take reasonable precautions for safety of all persons who may be affected, including employees of the Contractor and Subcontractor; and
- d) shall have an accident prevention representative at the site.

The general conditions of the contract for construction and the agreement also require that the Contractor indemnify the Owner in the event of certain claims arising out of the performance of the work.

INSURANCE REQUIREMENTS

The Contractor shall protect, defend and indemnify the Owner, its officers, agents, servants, volunteers, and employees from any and all liabilities, claims, liens, demands, and costs of whatsoever kind and nature which may result in injury or death to any persons, and for any result in injury or death to any person, and for loss or damage to any property, including property owned or in the care, custody, or control of the Owner in connection with or in any way incident to or arising out of the occupancy, use, with this Agreement resulting in whole or in part from negligent acts or omissions of the Contractor, any Subcontractor, or any employee, agent or representative of the Contractor or any Subcontractor.

The Contractor shall maintain, at its expense, during the term of this contract the following insurance:

- a) Worker’s Compensation Insurance with statutory limits and Employer’s Liability Insurance with a minimum limit of \$1,000,000 each occurrence.
- b) Comprehensive General Liability Insurance with a minimum combined single limit of \$1,000,000 per occurrence, \$1,000,000 aggregate, in the same amount made for bodily injury and property damage. The policy is to include products and completed operations, cross liability, broad form property damage, independent contractors, and contractual liability coverage. The policy shall be endorsed to provide sixty (60) days written notice to the District of any material change of coverage, cancellation, or non-renewal of coverage.
- c) If Subcontractors are likely to be used, the Comprehensive General Liability policy shall include coverage for independent Contractors.
- d) Owner’s Contractor’s Protective Policy-comprehensive in the name of the Owner, with a minimum combined single limit of \$1,000,000 per occurrence in the same amount for bodily injury or property damage.
- e) Automobile Liability insurance covering all owned, hired, and non-owned vehicles with personal protection insurance and property insurance to comply with the provisions of the Michigan no-fault Insurance Law, including residual liability insurance with a minimum combined single limit of \$1,000,000 each occurrence of bodily injury and property damage.
- f) All insurance policies shall be issued by companies licensed to do business in the State of Michigan. The companies issuing the policies must be domestic (on-shore) companies and have an A rating by AM Best.
- g) The Contractor shall be responsible for payment of all deductibles contained in any insurance policy required in this contract.

COMPLIANCE WITH SCHOOL SAFETY INITIATIVE LEGISLATION

Meeting the requirements of the School Safety Initiative Legislation, being MCL 380.1230, 80.1230a, 380.1230c, 380.1230d and 380.1230g.

The Bidder acknowledges and agrees that the Bidder will have any and all its installation personnel (including sub-contractors) subjected to criminal history and background checks. Personnel that fall into this group will be working on District premises for more than one continuous week. Criminal history and background checks will be done within a year of the beginning of the project and should be completed before work begins on this project.

The Bidder is required to provide written documentation listing all personnel who fall into the group indicated in the above paragraph. The documentation will also verify that none of the personnel have a "listed offense" as indicated below. This documentation is to be provided before the beginning of the project and updated as necessary for any additions or subtractions from the list as long as the project lasts.

The Bidder shall indemnify, defend and hold the District, its employees, Board of Education, and each member thereof, agents and consultants, harmless from and against any and all claims, counter-claims, suits, debts, demands, actions, judgments, liens, liabilities, costs, expenses, including actual attorney's fees and actual expert witness fees, arising out of or in connection with any violation of, or the Bidder's failure to comply with the above paragraphs.

The Bidder shall be responsible for all costs and expenses associated with the above-required criminal history and background checks.

LISTED OFFENSES

1. MCL 750.145a - Accosting, enticing or soliciting child (less than 16 years of age) for immoral purposes.
2. MCL 750.145b - Accosting, enticing or soliciting child (less than 16 years of age) immoral purposes – second or subsequent offenses.
3. MCL 750.145c - Involvement in child sexually abusive activity or material, including possession of child sexually abusive material ("child" is a person less than 18 years of age who has not been legally emancipated.)
4. MCL 750.158 - Crime against nature (i.e., sodomy and bestiality) if the victim is an individual less than 18 years of age.
5. A third of subsequent violation of any combination of the following:
 - a. MCL 750.167(1)(f) - indecent or obscene conduct in a public place;
 - b. MCL 750.335a - indecent exposure;
 - c. A local ordinance of a municipality substantially corresponding to a section described in (a) or (b), *supra*.
6. Except for juvenile disposition or adjudication, a violation of:
 - a. MCL 750.338 - gross indecency between males; fellatio or masturbation;
 - b. MCL 750.338a - gross indecency between females; oral sex;
 - c. MCL 750.338b - gross indecency between male and female persons;if the victim is an individual less than 18 years of age.
7. MCL 750.349 - Kidnapping, if victim is an individual less than 18 years of age.

8. MCL 750.350 - Kidnapping; child under 14 years of age with intent to detain or conceal from child's parent or legal guardian.
9. MCL 750.448 - Soliciting or accosting by a person 16 years of age or older, if victim is an individual less than 18 years of age.
10. MCL 750.455 - Pandering
11. MCL 750.520b - First degree criminal sexual conduct.
12. MCL 750.520c - Second degree criminal sexual conduct.
13. MCL 750.520d - Third degree criminal sexual conduct.
14. MCL 750.520e - Fourth degree criminal sexual conduct.
15. MCL 750.520g - Assault with intent to commit criminal sexual conduct.
16. Any other violation of a law of the state or a local ordinance of municipality that by its nature constitutes a sexual offense against an individual who is less than 18 years of age.
17. MCL 750.10a - Offense by sexually delinquent person (i.e., "any person whose sexual behavior is characterized by repetitive or compulsive acts which indicate a disregard of consequences or the recognized rights of others, or by the use of force upon another person in attempting sexual relations of either a heterosexual or homosexual nature, or by the commission of sexual aggressions against children under the age of 16").
18. An attempt or conspiracy to commit an offense described in (1) through (17).
19. An offense substantially similar to an offense described in (1) through (17) under a law of the United States, any state, or any country or any tribal or military law.

TERMINATION BY THE DISTRICT FOR CONVENIENCE

The District may, at any time, terminate the Contract for the District's convenience and without cause.

Upon receipt of written notice from the District of such termination for the District's convenience, the Contractor shall:

- a) Cease operations as directed by the District in the notice;
- b) Take actions necessary, or that the District may direct, for the protection and preservation of the Work; and
- c) Except for Work directed to performed prior to the effective date of termination stated in the notice, terminate all existing subcontracts and purchase orders and enter into no further Subcontracts and purchase orders.

Owner Is An Equal Opportunity Employer

The Owner is an Equal Opportunity Employer. Pursuant to the Executive Order 11246 as amended, you are advised that under the provisions of this order, Contractors and Subcontractors are obligated to take affirmative action to provide equal opportunity without regard to race, creed, color, national origin, age or sex.

Michigan Right to Know Law

Troy School District will comply with the Michigan Right to Know Law by informing Contractors of hazardous chemicals to which they may be exposed. All Contractors will be required to provide Material Safety Data Sheets for any hazardous chemicals brought to the workplace. The Contractor shall comply

with all applicable provisions of the Occupational Safety and Health Act for the duration of the specified work.

Asbestos Hazard Emergency Response Act

As required by the Environmental Protection Agency Asbestos Hazard Emergency Response Act, each school district is responsible for providing contractors with information regarding locations of known or assumed asbestos containing material prior to the Contractor entering a building under the school district's jurisdiction. The successful bidder will be required to complete the school district's Contractor Notification forms.

Notification of Assumed Lead-Containing Materials

The intent of this section is to formally notify all Contractors and Sub-Contractors applying for or bidding on work covered within this specification that, due to the age of the facilities within this District, there is the presumption that building components do contain lead-based paint pursuant to OSHA definition. The District has not conducted lead-based paint inspections. As a result, all Contractors and Sub-Contractors bidding must assume that building components do contain lead-based paint.

Furthermore, all awarded Contractors and Sub-Contractors shall be responsible to comply with all applicable Federal and Michigan State lead regulations including, but not limited to, 29 CFR Part 1926.62 of the OSHA Lead Construction Standard, (Part 603 of the Michigan State Standards). All costs associated with regulatory compliance shall be borne by the Contractor and/or Sub-Contractor.

General Conditions

The District reserves the right to accept or reject any or all proposals, to waive irregularities, and to accept a proposal which, in the District's opinion, is in the District's best interest.

The District reserves the right to declare as non-responsive, and reject, any bid which is incomplete or where material information requested is not furnished, or where indirect or incomplete answers or information is provided.

In the event, the Administration Building is closed due to unforeseen circumstances on the day Proposals are due, Proposals will be due at the same time on the next day that the District and/or the Administration Building is open.

Negligence in preparation, improper preparation, errors in, or omissions from, proposal shall not relieve a bidder from fulfillment of any and all obligations and requirements of the proposed Contract Documents.

The District expects that the awarded bidder will complete the work as outlined in the specifications for the amount bid by the bidder. Any additional costs above the amount bid and awarded, must be approved by the District in advance of any work.

Voluntary alternates for bids are acceptable but should NOT be put in the space for the Base Bid on the Bid Response Form but on an attached sheet, clearly labeled Voluntary Alternative. Such Alternates should be described in enough detail for the District to understand the Bidder's intent.

Owner may choose to conduct testing to verify correct products and installation. If the materials and installation are found not to be per spec, owner will require subsequent tests to be performed by Owners testing company at contractors' expense.

Any exceptions to the terms and conditions contained in this RFP or any special considerations or conditions requested or required by the Contractor MUST be specifically enumerated by the Contractor and be submitted as part of its Proposal, together with an explanation as to the reason such terms and conditions of this RFP cannot be met by, or in the Contractor's opinion should not be applicable to, the Contractor. The Contractor shall be required and expected to meet the specifications and the requirements as set forth in this RFP in their entirety, except to the extent exceptions or special considerations or conditions are expressly set forth in the Contractor's Proposal and those exceptions or special considerations or conditions are expressly accepted by the District.

No responsibility shall attach to the District, or the authorized representatives of either one, for the premature opening of any proposal, which is not properly addressed and identified.

The Contract Documents, as outlined in the executed Agreement, shall imply the inclusion of the entire agreement between the parties thereto, and the Contractor shall not claim any modification thereof resulting from any representation or promise made at any time by an officer, agent or employee of the District or by any other person.

Opening and Awarding of Bids

Bids will be publicly opened and read aloud at the Troy School District Administration Building, 4400 Livernois, Troy, MI, 48098, at 11:00 a.m. local time, May 23, 2019.

Scope of Work \ Specifications

1.0 Introduction

Troy Schools (TSD) is looking to the future to establish its next generation Voice Communication Network Services as the foundation for delivery of cost-effective basic telephony services AND high-value applications which will take the fullest advantage of current and future capabilities of IP infrastructure empowered technologies. The proposed solution **must be engineered** to provide uninterrupted full service (as specified in section 2.0) to all Troy School locations in the case of a single access circuit failure or a Carrier Session Border Controller (SBC) failure.

As part of this project, the District is reviewing the installation of SIP Trunking services to provide PSTN access to all its locations. Troy Schools is requesting quotes to evaluate the feasibility of migrating to SIP and identify which service providers will offer the best value service.

Responses to this proposal must be sealed, marked "Bid No. RFP 9885 2019 PRI to SIP Trunking Replacement Project" and be delivered to the Troy Schools as outlined in Request for Quote section on page 4 of this document. Responses will be judged on how well they satisfy the stated requirements, by differentiating factors in system and vendor capabilities presented in the proposal, by system and life-cycle pricing, and other relevant factors which may come to light.

The District reserves the right to reject any or all bids, to waive any informality, to modify quantities and to make award in the best interest of the School District. The acceptance of a proposal does not obligate Troy Schools to purchase from any bidding vendor, nor is the District obligated to accept the lowest bid. All costs for proposal preparation are the responsibility of the bidder. After receipt of the proposal and prior to entering into any agreement, Troy Schools reserves the right to modify the system requirements. Bidders should use their knowledge and creativity to recommend a solution that will meet or exceed Troy Schools' requirements. This creativity may extend to suggesting an alternative approach to specific requirements, if the alternative is supported by solid rationale.

2.0 SIP Trunking Services Desired

Troy Schools is a premier school district in the northern suburbs of Detroit, Michigan. The Troy School District has more than 12,000 students in four high schools, four middle schools, and twelve elementary schools. All of these facilities are interconnected with the district's own fiber optic based network.

The current unified communications environment at Troy Schools consists of the following components:

- Mitel Connect (formerly ShoreTel) running release 21.86.1828.0 software
- The District currently has the PRI circuits terminated in the Mitel ShoreGear T1K
- Core Switch for Troy Schools network --- Cisco Nexus 9000 series

All facilities utilize the Mitel Connect connected via private fiber as their primary voice communications system and Internet speed is 10GB via Oakland Schools. The district is NOT entertaining any proposals for an alternative phone system.

Currently, this phone system receives its service from three PRI circuits. These PRI are terminated at the Administrative Center, located at 4420 Livernois Road, Troy, MI 48098. This location houses the Troy Schools Technology Department. All DID numbers for the phone system are delivered on these circuits. Outbound calls are served by the PRI circuit as well. All local and long distance services are applied to these circuits as well as Caller-ID services and limited faxing (including E911).

In an effort to further control the costs, as well as prepare for transition of PRI services, Troy Schools is seeking sealed bids, from qualified vendors, for SIP (Session Initiation Protocol) Trunk Services to replace the current PRI (Primary Rate Interface) Circuits as outlined in Section 2.0 .

Troy Schools is looking for a 36 month term contract for SIP Trunking to replace three PRIs used for all incoming/outgoing voice services at the District (with the DID numbers as specified below) to be installed at the following location:

Services Building
4420 Livernois Road
Troy, MI 48098

The following are the basic specifications that apply:

- Simultaneous Enterprise-wide Calls: 36 (burstable to 50)
- Minimum Circuit Bandwidth
(for Dedicated Circuit alternative): 10 MB
- Codec to be used: G.711

For the Alternative configuration in Section 5.0 , SIP Trunking Access Circuit must be provided between Troy Schools and the Carrier Network. The District can then evaluate that option. Service must be provided from a Session Border Controller (SBC) Node in the Carrier's network. Carrier must provide detailed information in their answer to question 6.1 of this RFP about how this will be accomplished.

- Currently, the Mitel system is equipped with :

SIP system licenses	<u>In use</u>	<u>Purchased Licenses</u>
▪ SIP Phone License	8	200
▪ SIP Trunk License	28	84

- DID Numbers: 2,600 (approximately 2058 active on Mitel Connect system)

- Direct Inward Dial Numbers Range

Numbers	Quantity
(248) 823-2700-4199	1,500
(248) 823-4300-5299	1,000
(248) 823-8300-8399	100

Deliverables

Goal	Deliverable(s)
1. Provide SIP trunk service to Troy Schools Administrative Center	<p>Pre-test of circuit for verification of serviceability & quality</p> <p>CPE delivered, installed & tested</p> <p>SIP trunk provisioned to CPE & provider tested</p> <p>System test with and acceptance by Troy IT</p>
2. Port all applicable numbers from the current service provider to the new service	<p>Applicable paperwork (if necessary) for porting of applicable DID blocks upon provisioning of each SIP trunk</p> <p>Paperwork showing port (if necessary) completed successfully</p> <p>System test with and acceptance by Troy IT</p>
3. Architect/Design redundancy for SIP trunk service once services are installed at the location	<p>Microsoft Visio or similar document with narrative outlining redundancy options</p> <p>Detailed design of solution after acceptance by Troy IT</p> <p>System test with and acceptance by Troy Schools</p>

Provider Requirements

Service Provider must meet the following requirements

- Can assume/port/utilize the district's current DID numbers
- Provide provider-owned & maintained Customer Premise Equipment (CPE). CPE equipment provides PRI circuit output to connect to Troy Schools phone system equipment (Mitel Connect)
- Provide Troy Schools with a "guest/view-only" access to the CPE for internal Troubleshooting purposes
- 24x7x365 monitoring of SIP trunk & CPE
- 24x7x365, provider owned & operated Network Operations Center (NOC) with live representatives for repair/troubleshooting
- Provide & assign local account representatives (preference for office located in the State of Michigan)
- Preference for service providers in business for at least 5 years.

3.0 Quote Format

3.1 Your quote must be organized as follows:

Section 1 – Introduction and Brief Description of the Services Quoted.

This section should describe all of your qualifications. Special attention should be focused on previous and current work with K-12 Education systems or like-sized and scoped projects. Information should include but not be limited to:

- Organization mission and objectives
- Longevity of business
- General markets serviced
- Experience with Public K-12 Education Systems
- Number of Public K-12 Education clients, if any

Section 2 – Answers to all sections of the RFP, including Vendor Questionnaire. For each item either answer “Understood”, “Comply” or provide a detailed response of your ability to comply or not comply.

Section 3 – Pricing Information (Section 4 of RFP) formatted as requested

Section 4 – Pricing Information for Alternative Bid (Section 5 of RFP) formatted as requested

Section 5 – Appendix forms (excluding Appendix A)

Section 6 – Supporting Information (any other information you may feel Troy Schools should have to understand your proposal better)

4.0 Base Bid Configuration

4.1 General Pricing Information – Base Bid

4.1.1 Vendors must follow the pricing format. All pricing must be valid for 90 days from the RFP submission date.

4.2 Monthly Recurring Charges (MRC)

Section A Basic SIP Trunking 36 Simultaneous Calls (include all costs)

<u>Item Description</u>	<u>Qty</u>	<u>Unit MRC</u>	<u>Total MRC</u>
SIP Trunk Charge (simultaneous calls)	36		
DID Number Charge	2600		
Session Border Controller (SBC)	1		
Option: Redundant Session Border Controller (SBC)			
List any other costs for Advanced Features etc. here			
CESID charge (vs. standard DID numbers)			
List any other applicable surcharges or taxes here			
Total 36 Simultaneous Calls (Burstable to 50)			

Section B SIP Trunking Usage Rates

<u>Item Description</u>	<u>Estimated Current Minutes</u>	<u>CPM</u>	<u>Total MRC</u>
<i>Outbound Calling</i>			
Local	25,000		
IntraState Long Distance	11,000		
InterState Long Distance	3,500		
Canadian	25		
Taxes and Fees (detailed, including USF)			
Total for Estimated Usage	39,525		

Section C	<u>Total MRC</u>
Grand Total	

4.3 Installation Charges (NRC)

Section A Basic SIP Trunking for 36 Simultaneous Calls (include all costs)

<u>Item Description</u>	<u>Qty</u>	<u>Unit NRC</u>	<u>Total NRC</u>
SIP Trunk Charge (simultaneous calls)	36		
DID Number Port Charge	2600		
List any other costs here			
Total Installation Charges (NRC)			

Note: ALL Non-Recurring Charges involved in the migration of services to SIP must be shown. Any Non-Recurring charges that are not presented in your proposal will be considered as waived.

5.0 Pricing Information – Alternative Bid

Vendors are asked to submit an Alternative Bid (if it is part of your standard offering. Submitting an Alternative Bid is not a requirement). The District would like to evaluate the option of a dedicated circuit. Please provide details on all the costs for this alternative the same as the Base Bid in Section 4.0.

5.1 General Pricing Information – Alternative Bid

5.1.1 Vendors must follow the pricing format. All pricing must be valid for 90 days from the RFP submission date.

5.2 Monthly Recurring Charges (MRC)

Section A Basic SIP Trunking for Access Point / 36 Simultaneous Calls (include all costs)

<u>Item Description</u>	<u>Qty</u>	<u>Unit MRC</u>	<u>Total MRC</u>
10 MB SIP Access Circuit to Services Building	1		
10 MB SIP Access Port for Services Building	1		
SIP Trunk Charge (simultaneous calls)	36		
DID Number Charge	2600		
List any other costs for Advanced Features etc. here			
List any other applicable surcharges or taxes here			
Total for 1 Access Circuit / 36 Simultaneous Calls (Burstable to 50)			

Section B SIP Trunking Usage Rates

<u>Item Description</u>	<u>Minutes</u>	<u>CPM</u>	<u>Total MRC</u>
<i>Outbound Calling</i>			
Local	25,000		
IntraState Long Distance	11,000		
InterState Long Distance	3,500		
Canadian	25		

Taxes and Fees (detailed, including USF)			
Total for Estimated Usage	39,525		

Section C		<u>Total MRC</u>
Grand Total		

5.3 Installation Charges (NRC)

Section A Basic SIP Trunking for Access Point / 36 Simultaneous Calls (include all costs)

<u>Item Description</u>	<u>Qty</u>	<u>Unit NRC</u>	<u>Total NRC</u>
10 MB SIP Access Circuit to Administrative Center	1		
10 MB SIP Access Port for Administrative Center	1		
SIP Trunk Charge (simultaneous calls)	36		
DID Number Port Charge	2600		
List any other costs here			
Total Installation Charges (NRC)			

Note: ALL Non-Recurring Charges involved in the migration of services to SIP must be shown. Any Non-Recurring Charges that are not presented in your proposal will be considered waived.

6.0 Vendor Questionnaire

- 6.1 For 5.0 - Alternative Bid, please provide detailed information and a diagram showing where SIP Access Circuit will terminate in the Carrier Network, the location of the Session Border Controller, and how the circuit will be provisioned (circuit route) to Troy Schools premises. Is the configuration of equipment at Troy Schools a supported arrangement for your company? Can you provide a document that provides details about how to configure the SBC to provide the SIP service?
- 6.2 Please provide information showing how your SIP Trunking solution will handle the following failures. The information must state what happens to existing calls and what the capacity (simultaneous calls & DID numbers) will be during these kinds of failures.
1. Failure of a Carrier Session Border Controller (SBC)
 2. Failure of a single SIP Trunking Access Circuit (under 5.0 - Alternative Bid only)
 3. Failure of an entire Data Center site
- Please provide detail on your failover options, including dual WAN, or IP address alternatives. Provide detail on what would be required by the District to accomplish
- 6.3 Please provide detailed information on your service offerings as they relate to User Portal available in your proposed SIP environment. Please include any applicable fees or charges for these services in the answer to this question.
- 6.4 Are you able to develop a Proof of Concept plan with Troy Schools Technology Department?
- 6.5 Describe your faxing solution. Do you use T.38 Codec? If not, what method do you use to support faxing? Please provide detail on the reliability of your solution for incoming/outgoing faxing.
- 6.6 Is the proposed solution on the Mitel Connect approved list of carriers for the current software release? If not, please provide further assurances that it will work.
- 6.7 Please describe how your SIP service will provide e911 service to all of Troy School's locations listed in Appendix A. Will your e911 features provide service to telecommuter users not listed? When Troy Schools moves a telephone from one location to another what steps are required to insure e911 service routes 911 calls to the correct PSAP?
- 6.8 What is your company's mean-time to repair outages. Please describe your escalation process.

- 6.9 What is your company's approximate time to increase or decrease talk paths? Please describe how the District would need to undertake to request this. What are the contract implications for increasing or decreasing the number of talk paths?
- 6.10 What is the estimated bandwidth per talk path?
- 6.11 Can your company port **all** DID numbers provided in Section 2.0? If not what restrictions limit this for your company? If not, what are your technology alternatives?
- 6.12 Implementation Plans
- Explain the proposed implementation strategy, including a proposed project timeline.
 - Explain the interface between Troy Schools and your organization, if selected, for the project in regards to project management.
 - Please provide further details regarding ongoing support for your solution.
- 6.13 Warranty
- Describe the warranty provided on any equipment & labor provided under your proposal, turnaround times for warranty work, repairs, etc.
- 6.14 Expected Implementation timeframe. The Current contract for the Windstream PRI circuits expires July 17, 2019. Troy School District expects to implement a solution within 30 days or sooner of that time. If a contract was awarded mid-June, can you meet this timetable? Please provide details on how you are able to meet this schedule.

Appendix A Troy Schools Locations

Elementary Schools

Barnard Elementary
Bemis Elementary School
Costello Elementary School
Hamilton Elementary School
Hill Elementary School
Leonard Elementary School
Martell Elementary School
Morse Elementary School
Schroeder Elementary School
Troy Union Elementary School
Wass Elementary School
Wattles Elementary School

Middle Schools

Baker Middle School
Boulan Park Middle School
Larson Middle School
Smith Middle School

High Schools

Athens High School
International Academy East
Niles Community High School
Troy High School

Central Office (Admin Center)

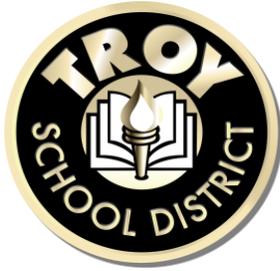
Services Building

Rankin

Transportation

Early Childhood Center

Appendix B
PRICING PROPOSAL FORM



DUE: 11:00 a.m., local time, May 23, 2019
PROPOSAL: Bid No. RFP 9885 2019 PRI to SIP Trunking Replacement Project

PRICING FORM

We propose to furnish all material, labor and equipment, as per the specifications, for the Troy School District. and all other services to complete Bid No. RFP 9885 2019 PRI to SIP Trunking Replacement Project .

BASE BID

SIP TRUNK COSTS \$ _____

DID NUMBER COSTS \$ _____

Monthly Total COST
FOR BASE BID CONFIGURATION \$ _____

ALTERNATIVE BID

SIP TRUNK COSTS \$ _____

SIP DEDICATED CIRCUIT COSTS \$ _____

DID NUMBER COSTS \$ _____

Monthly Total COST
FOR ALTERNATIVE BID CONFIGURATION \$ _____

Appendix C

REFERENCE FORM

References must be submitted which are relevant to the service performed in the last two years and shall include their level of acceptance of those services. These references must include:

1. The organization's name
2. A representative at the organization (telephone and electronic mail)
3. The length of the business relationship
4. Approximate date of the organization's last implementation with your company

VENDOR: LIST FIVE RECENT REFERENCES, PREFERABLY SCHOOL DISTRICTS:

_____ Organization	_____ Person to Contact	_____ Phone Number
_____ Organization	_____ Person to Contact	_____ Phone Number
_____ Organization	_____ Person to Contact	_____ Phone Number
_____ Organization	_____ Person to Contact	_____ Phone Number
_____ Organization	_____ Person to Contact	_____ Phone Number

Appendix D

SWORN AND NOTARIZED FAMILIAL DISCLOSURE STATEMENT FAMILIAR DISCLOSURE AFFIDAVIT

The undersigned, the owner or authorized office of the below-named contractor (the ‘Contractor’), pursuant to the familial disclosure requirement provided to Troy Schools, hereby represents and warrants that, excepts as provided below, no familial relationship exists between the owner or key employee of the Contractor, and any member of the Troy School Board or the Troy School Superintendent. A list of the School District’s Board of Education Members and its Superintendent may be found at <http://www.troy.k12.mi.us>.

List any Familial Relationships:

Contractor:

Print Name of Contractor

By: _____

Its: _____

Subscribed and sworn before me, this _____

Seal:

day of _____, 20 ____, a Notary Public

in and for _____ County, _____

(Signature)
NOTARY PUBLIC

My Commission expires _____

Appendix E

**CERTIFICATION OF COMPLIANCE –
IRAN ECONOMIC SANCTIONS ACT
Michigan Public Act No. 517 of 2012**

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Troy School District’s Request For Proposal, the “RFP”, hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an “Iran Linked Business” within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the “Act”), and that in the event the Company is awarded a contract by Troy School District as a result of the aforementioned RFP, the Company is not and will not become an “Iran Linked Business” at any time during the course of performing any services under the contract.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than \$250,000.00 or two (2) times the amount of the contract or proposed contract for which the false certification was made, whichever is greater, the cost of Troy School District’s investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to bid on a request for proposal for three (3) years from the date the it is determined that the person has submitted the false certification.

NAME OF COMPANY

NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

SIGNATURE

DATE

Appendix F

Acceptance of Proposal Form

The undersigned agrees to execute a Contract for work covered by this Proposal provided that he is notified of its acceptance within thirty days after the opening of the Proposal.

It is agreed that this bid will not be withdrawn until after forty-five (45) days after receipt of bids.

The undersigned affirms that the bid was developed without any collusion, undertaking, or agreement, either directly or indirectly, with any other bidder(s) to maintain the prices of indicated work or prevent any other bidder(s) from bidding the work.

BIDDER'S FIRM NAME _____

BUSINESS ADDRESS _____

TELEPHONE NUMBER _____

CELL NUMBER _____

FAX NUMBER _____

BY (SIGNATURE) _____

PRINTED NAME _____

TITLE _____

SIGNED THIS _____ DAY OF _____, 20 _____

E-MAIL ADDRESS _____