

**NOTICE INVITING BIDS**

Notice is hereby given that the **OAK GROVE SCHOOL DISTRICT** is seeking proposals for the award of a contract for the following:

PROJECT IDENTIFICATION      STRUCTURED CABLING  
SOW #                                18OGSD-SOW-CABLING

MILESTONE	DATE
SOW & E-RATE 470 POSTING	February 2, 2018
JOB WALK	February 9, 2018 @ 8:00 am
QUESTIONS DUE	February 13, 2018
Q/A RESPONSE POSTED	February 15, 2018
BID DUE DATE	March 9, 2018
NOITCE OF AWARD	March 22, 2018

**Bidders Walk Through:**

Pre-bid job-walk / conference is scheduled for February 9, 2018, starting promptly at 8:00 A.M. Prospective bidders are to meet at the OAK GROVE SCHOOL DISTRICT, District Office 6578 Santa Teresa Blvd, San Jose, CA 95119. Be on time. There will be no late entries. It is your responsibility to plan accordingly. We are asking that all prospective bidders email, [nqasimi@ogsd.net](mailto:nqasimi@ogsd.net), to confirm your attendance at the job walk and to send a list of attendees.

**Deadline for Receipt of Proposals:**

Proposals will be accepted electronically by e-mail to [nqasimi@ogsd.net](mailto:nqasimi@ogsd.net) with the subject line "SOW #18OGSD-CABLING RESPONSE".

**Requests for Information:**

Any questions relative to the proposal regarding documents, discrepancies, omissions or doubt as to meanings should be directed to Najeeb Qasimi, Director of Information Technology, via email [nqasimi@ogsd.net](mailto:nqasimi@ogsd.net), within the timeframe indicated in the response timeline.

**Proposal Evaluation:**

Proposals will be evaluated based on the following with price being weighted the heaviest.

Selection Criteria	Total Points
Eligible Prices/Charges	up to 30
Understanding of Needs	up to 15
Prior Experience	up to 15
Client References	up to 15
Proposal Quality	up to 15
Local Vendor	up to 10
<b>Overall Ranking</b>	<b>Perfect = 100</b>

**Scope of Work:**

The OAK GROVE SCHOOL DISTRICT (hereafter “District”) is soliciting proposals from Responders for Category 2 services and equipment.

**Structured Cabling Infrastructure Rip & Replace***Current Infrastructure Cabling*

The current cabling consists of Multimode OM1 or OM2 Fiber cables from a Main Distribution Frame (MDF) to an Intermediate Distribution Frame (IDF), or directly to a classroom. Although capable of providing bandwidth connection of 10Gbps, the multimode OM1/OM2 Fiber cable can only provide 1Gbps connection reliably. Inside the classroom, there are 6 – 8 Cat5 or Cat5e cables providing network connection to a Voice over IP (VoIP) phone, a Wireless Access Point (WAP) and various other network connecting devices. A Category 5/5e can provide a connection speed of 1Gbps reliably. Ethernet network connections in offices and common areas are not standardized. Therefore, there are not any network connections in some offices. In some cases, new network drops were added later when a need arose. The MDFs are made up of older and newer switch racks or cabinets in various locations. Some are too small to contain the current network equipment, while others are located inside offices or in cabinets. The IDFs are set in random locations and in some cases only serving as a junction point for fiber cables.

The fiber cables to classroom are terminated inside a 12” x 12” x 4” metal electrical box. The classroom network switch is placed inside this electrical box, which then provides Ethernet network connection to said classroom. These boxes are not properly ventilated, so the network switches can overheat. With the new Power-over-Ethernet Plus (PoE+) switches providing higher wattage to phones, WAPs, etc., With the slightly larger size, the new network switches are cramped inside these boxes and coupled with the ventilation issue, there have been some equipment failures.

*New Infrastructure Cabling*

Our goal is to remove all the old data cabling; including, but not limited to, cabling raceways, wall plates, connectors, etc. This should be replaced with a completely new and modern structured cabling design and infrastructure. This new design must meet industry standard structured cabling to ensure readiness to support future equipment, be easier to troubleshoot and improve quality of network and internet service.

Summary of the project specifics:

- Remove all the electrical boxes housing the current network switches, from the classrooms.
- Remove all the current fiber and Ethernet cables.
- Survey each site and identify an ideal location suitable for an MDF. Also, identify various locations suitable for IDFs.
- Install new network switch cabinets in these new MDF and IDFs, which can accommodate the dimensions of the current and future network equipment.
  - The new cabinets should be Tripp Lite SmartRack 12U SRW12US; or equivalent.
  - The front door and side panels should be ventilated to allow for better airflow.
- Install new Multimode Fiber OM4 to run between the MDF and IDFs only.
  - Use Panduit Indoor-Outdoor Fiber cable, Plenum (OFNP), 50um Multimode OM4, 6 strands; or equivalent.
  - Use Panduit Fiber Adapter Panels or Enclosures; or equivalent.

- Provide OM4 LC-LC patch cables of 3M length in MDFs and 1M length for IDF; or equivalent.
- Install Ethernet cables From MDFs and IDFs to classrooms, offices and common areas.
  - Use Panduit TX6A 10Gig UTP Copper Cabling System with Advanced MaTriX Technology (100-meter channel selection); or equivalent.
  - Use Panduit Mini-Com TX6A 10Gig UTP Jack Modules; or equivalent.
  - Use Panduit Mini-Com Classic Series faceplates in flush or sloped vertical variation for network ports on walls; or equivalent.
  - Use 2-Port Panduit Mini-Com surface mount boxes for ceiling network drops; or equivalent.
  - Use Panduit Raceway Systems with its accessories; or equivalent.
  - Use Panduit Mini-Com Modular Patch panel with its accessories in MDFs and IDFs; or equivalent.
  - Provide 28AWG or higher slim patch cables for every port in the MDFs and IDFs.
  - Each classroom will have eight network drops.
    - 2 x network drops in the middle of the ceiling.
    - 2 x network drops above the whiteboard.
    - 2 x network drops by the door.
    - 2 x network drops by the teacher desk.
  - Each office or desks in common areas will have two network drops.
  - Additional network drops in special locations for other devices.

### *Project Timeline*

Due to the effort required to remove old cables and infrastructure from 16 locations in the district and installing new cabling, we are expecting this project to span more than one school year. This project can start in the summer of 2018 and complete by September 30<sup>th</sup> 2019.

The project schedule should be as follows: (to be changed as necessary)

#### **Summer 2018**

SCHOOL	ADDRESS	CITY	STATE	ZIP	BEN
Davis Intermediate School	5035 Edenvue Dr.	San Jose	CA	95111	<b>109987</b>
Bernal Intermediate School	6610 San Ignacio Ave	San Jose	CA	95119	<b>110034</b>
Frost Elementary School	530 Gettysburg Dr	San Jose	CA	95123	<b>110086</b>
Anderson Elementary School	5800 Calpine Dr	San Jose	CA	95123	<b>110088</b>
Herman Intermediate School	5955 Blossom Ave	San Jose	CA	95123	<b>110090</b>

#### **2018 – 2019 School Year**

SCHOOL	ADDRESS	CITY	STATE	ZIP	BEN
Christopher Elementary School	565 Coyote Road	San Jose	CA	95111	<b>109982</b>
Edenvale Elementary School	285 Azucar Ave	San Jose	CA	95111	<b>109984</b>
Baldwin Elementary School	280 Martinvale Lane	San Jose	CA	95119	<b>110033</b>
Hayes Elementary School	5035 Poston Dr	San Jose	CA	95136	<b>110242</b>
Rita Ledesma Elementary School	1001 Schoolhouse Rd	San Jose	CA	95138	<b>224398</b>

#### **Summer 2019**

SCHOOL	ADDRESS	CITY	STATE	ZIP	BEN
Stipe Elementary School	5000 Lyng Drive	San Jose	CA	95111	<b>109983</b>
Santa Teresa Elementary School	6200 Encinal Dr	San Jose	CA	95119	<b>110031</b>
Oak Ridge Elementary School	5920 Bufkin Dr	San Jose	CA	95123	<b>110094</b>
Sakamoto Elementary School	6280 Shadelands Dr	San Jose	CA	95123	<b>110096</b>
Parkview Elementary School	330 Bluefield Dr	San Jose	CA	95136	<b>110237</b>

#### **Early Fall 2019**

SCHOOL	ADDRESS	CITY	STATE	ZIP	BEN
Taylor Elementary School	410 Sautner Dr	San Jose	CA	95123	<b>110101</b>

### *Installer Certification & Warranty*

Installer should be a Panduit ONESM Enterprise Structured Cabling Partner to provide Panduit Certification Plus System Warranty. This will assure the District installation will have warranty of 25 years on parts and labor; Or, equivalent certification and warranty.

### *Bid Bond*

Payment Bond and Performance Bond will be required of the Contractor prior to the execution of the contract.

The awarded Vendor will be required to furnish a Performance and Payment Bond in the amount of one-hundred percent (100%) of the amount of the contract, all prior to execution of the Contract. Performance and Payment bonds are required for the protection of the District against failure of a successful Vendor to complete a contract. If the successful Vendor fails to perform or abandons the contract, the District shall have the contract completed as expeditiously as necessary and possible and shall bring action against the bond for additional expenses incurred and administrative time expended.

Signed copy to be returned with bid response.

## **E-RATE SUPPLEMENTAL TERMS AND CONDITIONS**

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-Rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act.

### **1) E-RATE CONTINGENCY**

The project herein [is/may be] contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-Rate. Even after award of contract(s) and/or E-Rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

### **2) SERVICE PROVIDER REQUIREMENTS**

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program.

- a. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered as a result of this RFP.
- b. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <http://www.usac.org/sl/service-providers/step01/default.aspx>
- c. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
- d. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status will be disqualified from participation in the bidding process and will be considered non-responsive. More information about FCC Red and Green Light Status may be found at this website: [http://www.fcc.gov/debt\\_collection/welcome.html](http://www.fcc.gov/debt_collection/welcome.html)
- e. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2018.
- f. Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
- g. Goods and services provided shall be clearly designated as "E-Rate Eligible". Noneligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.

h. In the event of questions during an E-Rate pre-commitment review, post commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.

i. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an "Invoice Check" with the USAC <http://usac.org/sl/applicants/step06/invoice-check.aspx>.

j. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <http://usac.org/sl/service-providers/step02/lowest-corresponding-price.aspx>

### **3) SERVICE PROVIDER ACKNOWLEDGEMENTS**

a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.

b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).

c. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

d. This offer is in full compliance with USAC's Free Services Advisory <http://usac.org/sl/applicants/step01/free-services-advisory.aspx>. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.

### **4) STARTING SERVICES/ADVANCE INSTALLATION**

**Category 2** There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.

For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking (FCC 14-99, released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).

### **5) INVOICING**

a. Invoice process will be solely up to the District. If the District so chooses to proceed with the Service Provider Invoice Process (SPI), the Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474. The District will only be responsible for paying its non-discounted share of costs. The maximum percentage the District

will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission and certification of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.

b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

**6) FCC/SLD AUDITABILITY**

The E-Rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any Agreement resulting from this RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

**7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION**

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District’s Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

I, the undersigned, as an authorized agent of \_\_\_\_\_ (Service Provider Name), hereby certify that I have read the E-Rate Supplemental Terms and Conditions, am fully **compliant and intend to cooperate with the E-Rate process as outlined above.**

**Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Service Provider Name:** \_\_\_\_\_