

BID SPECIFICATIONS: WAN Connectivity, VoIP and Internet Access
Bibb County Board of Education
Bid # 09-10/03

The Bibb County Board of Education is taking sealed bids for **WAN Connectivity, VoIP and Internet Access** as listed on the specifications herein. Sealed bids will be received at the office of the Superintendent, 157 SW Davidson Drive, Centreville, Alabama 35042, until **Wednesday, February 3, 2010, at 12:00 noon**, at which time and place they will be publicly opened and read aloud.

If further information is needed, please contact:

Alesa Judd
Bibb County Board of Education
157 SW Davidson Drive
Centreville, Alabama 35042
(205) 926-9881 extension 6020
judda@bibbed.org

Schedule of Events

The following is the schedule of events for this project.

<u>Event</u>	<u>Date</u>
1. Submission of SLD Form 470	January 6, 2010
2. Release of Bids	January 6, 2010
3. Deadline for submission of bids	February 3, 2010, 12:00 noon
4. Selection of Vendor	February 3, 2010, pending response evaluation and Board approval

Objective

The Bibb County School System intends to acquire WAN Connectivity, pending E-Rate funding, for a period of one (1) year which may be extended for up to two years with mutual consent of vendor and customer through voluntary contract extensions, provided the vendor can continue to supply the bid items at the original bid price. The Bibb County School District requests proposals for leased WAN service with full duplex (not shared) 1Gbps fiber connectivity to 7 locations, incorporating existing district maintained fiber connections at 3 sites and a T-1 connections to 2 sites to ensure data, video, voice to all 11 locations.

Existing System Wide Area Network

The Bibb County School System has a WAN connecting the district offices and 9 school sites. The current WAN consists of a robust, 100% Cisco powered fiber optic network that connects 8 schools and administrative locations, with one additional school and a transportation facility connected via T1 lines. The current configuration provides WAN connectivity to 7 locations, video to two locations, and voice to 11 locations.

It is a fully routed, voice, video and data layer 3 network. There is 50Mbps of Internet bandwidth distributed from a central location. Proposed configurations must provide the Bibb County School System with a WAN that meets the required specifications set forth within this RFP.

Bid Specifications - All bids received shall guarantee items bid to meet or exceed the specifications listed.

SPECIFICATIONS	
A.	<p><u>1. Vendor must provide leased WAN, Internet Access, and VoIP services to all eligible locations as specified:</u></p> <ul style="list-style-type: none">• WAN Connectivity. Leased WAN service with full duplex (not shared) 1Gbps fiber connectivity to all 7 locations identified below. Vendor must provide a Layer 3 routed solution with Quality of Service (QoS) to ensure highly reliable voice, video (H.323) and data operations across the network.• WAN Optional Pricing.<ul style="list-style-type: none">a. Per site pricing to increase bandwidth in 100Mbps increments.b. Estimated pricing to add new sites if needed during the term of the contract (actual quote will be sought at the time of actual need).• Leased Internet Access services with 3Mbps connection to the Internet shared amongst all Bibb County School District locations routing to 10 locations and security/firewall with the ability to protect Bibb County School's network from the provider's network, as well as coordinate with Super Computer Authority to ensure interoperability and routing to the locations served by T1's.• Leased Voice over Internet Protocol (VoIP) services (Interconnected VoIP services) integrated with the WAN to create a converged voice/data IP solution providing services to all locations specified below. Voice equipment at each location must also be connected to the Public Switched Telephone Network. The WAN/Internet Access service provider is responsible for providing all network components necessary to operate VoIP phones within the District. Vendor solution must ensure the PBX/Call Manager/Centrex/TrixBox meets the above standards. In addition to the above requirements, vendor's system must provide the following capabilities as a minimum:<ul style="list-style-type: none">- System will consist of all necessary equipment to support the immediate phone needs with the ability to grow by 25% for the term of the contract and all extensions- 250 Centralized Voicemail boxes/services with message forwarding capability, with option pricing to add additional boxes, as needed- Sufficient voicemail ports to ensure users or callers do not experience busy signals when accessing voicemail- Telecommunications services currently in place in the district, such as POTS lines and PRI, must be seamlessly incorporated into network to ensure maximum benefit. POTS lines at each location must be incorporated to ensure that line is always accessible by the phone system for remote survivability of 911 accesses. Fire/intrusion alarms and remote environmental systems must be independent of 911. 911 accesses must always be available.- Transfer capability to all other telephones- Call Forwarding- Conference Call Capability- Call Hold/Call Park- 4-digit dialing between locations- Ability for an employee to plug in their IP phone anywhere on the network and automatically receive calls without administrative intervention.- All vendor equipment (except handsets) must be protected by Uninterrupted Power Supply (UPS)- Intercom capable- System must be configurable to limit dialing options of each phone (i.e. not permit long distance calling on a specific handset or limit to internal calls only, etc.).

2. Vendor must provide leased Voice Over Internet Protocol (VoIP) handsets (Ineligible for E-rate) with separate pricing:

Leased VoIP IP Phone units to operate with VoIP leased system and the traditional phone services to create seamless capability. Bibb County School District has 100 Cisco leased handsets in place under the current lease agreement, and approximately 50 system owned handsets. New services shall place handsets to replace existing handsets with similar or improved features, including voicemail service and intercom / paging as an integral part of the total solution. Additionally, new services will need to incorporate the existing system owned handsets. Any leased handsets requiring replacement in the duration of the lease agreement shall be replaced and installed at no additional cost to the school system as long as the lease agreement is in place.

Any additional handset units needed during the term of the contract are to be added (installed, configured and maintained) at the same leased rate during the specified period of the contract. Pricing should be included in bid response.

3. Vendor service must include installation, maintenance, and configuration as part of their service:

Responsibility for maintaining the equipment and services rests with the vendor. The Vendor will be responsible for installation, configuration, maintenance and replacement, if necessary, of all leased equipment during the specified period of the contract.

B. Locations/Requiring WAN Bandwidth & VoIP Services (Note: All locations require VoIP and District Internet services):

Sites Requiring 1 Gbps WAN Bandwidth

1. Bibb County School District / (Central Office/BOE), 157 SW Davidson Drive, Centreville, Alabama 35042

NOTE: A new board office is being constructed at the location listed below, Bibb County Junior High Gymnasium. When completed, the 1Gbps bandwidth at the 157 SW Davidson Drive location will need to be moved to support the Central Board Offices. Pricing should reflect inclusion of this move. After the move, the Bibb County Junior High Gymnasium will be connected to the Central Board Offices, and there will be no need for separate continued support for the location listed as #11.

2. Brent Elementary School, 160 4th Street, Brent, AL 35034

3. Centreville Middle School, 1621 Montgomery Highway, Centreville, AL 35042

4. Bibb County High School, 220 Birmingham Road, Centreville, AL 35042

5. Bibb County Career Academy, 17191 Highway 5, West Blocton, AL 35184

6. West Blocton High School, 4734 Truman Aldrich Parkway, West Blocton, AL 35184

7. Woodstock Elementary School, 19456 Eastern Valley Road, Woodstock, AL 36188

Sites Requiring VoIP & District Internet Services Only

- 8. Randolph Elementary School, 7259 Highway #36, Randolph, AL 36792**
(Randolph Elementary School is connected to via Bibb County School fiber and shares the School District WAN connection – Note: This location is connected with a T-1 line and Bibb County Schools equipment, therefore vendor pricing should not include WAN site pricing for this location)

- 9. West Blocton Elementary School, 828 Cahaba River Drive, West Blocton, AL 35184**
(West Blocton Elementary School is connected to the West Blocton High School via Bibb County School fiber and shares the School District WAN connection – Note: This location is connected with Bibb County Schools’ fiber and equipment, therefore vendor pricing should not include WAN site pricing for this location)

- 10. West Blocton Middle School, 4721 Truman Aldrich Parkway, West Blocton, AL 35184**
(West Blocton Middle School is connected to the West Blocton High School via Bibb County School fiber and shares the School District WAN connection – Note: This location is connected with Bibb County Schools’ fiber and equipment, therefore vendor pricing should not include WAN site pricing for this location)

- 11. Bibb County Junior High Gymnasium, 721 Walnut Street, Centreville, AL 35042**
(The Bibb County Junior High Gymnasium is connected to Bibb County High School via Bibb County School fiber and shares the School District WAN connection – Note: This location is connected with Bibb County Schools’ fiber and equipment, therefore vendor pricing should not include WAN site pricing for this location)

C. Quality of Service - Vendor’s equipment and network must meet industry standards for Quality of Service (QOS) with no additional cost or required upgrades to ensure effective operation and handling of any current and future voice and video (H.323) over IP traffic. Provide H.323 compliant, IP Based network services to support two way interactive distance learning capability to two high schools, and other locations.

Vendor must provide quality of service (QOS) to all 11 locations, and the ability to protect the Bibb County Schools network from the service provider network, with no portion of Bibb County Schools’ traffic passing through another client’s equipment or building.

D. Firewall Protection - Vendor must provide a firewall protection solution with sufficient capacity to protect Bibb County School District internal network from the vendor’s network and against unauthorized access into the District’s network and other Internet threats while allowing the organization/users to access the Internet.

E. Voice Mail and VoIP- Provide voice mail service and VoIP to all 11 sites. Current system incorporates 150 handsets and 250 voicemail boxes with message forwarding capability, voicemail service and intercom / paging. An open source call manager solution, such as a Trixbox, is acceptable, but must be able to provide the current level of service with POTS connections for 911 and local calls at each school location and the Central Board Offices.

Vendor Qualifications - A Vendor responding to this bid must meet the following qualifications for response to be accepted.

VENDOR QUALIFICATIONS	
A.	Telecommunications & Internet Provider - Vendor must be classified as a common carrier for telecommunications and Internet services.
B.	SPIN - All vendors must have a valid Service Provider Identification Number with the Schools and Libraries Division of the Universal Services Fund AND that SPIN must be approved by SLD to provide Telecommunications services.
C.	Compliance with Applicable Laws - It is the bidder's responsibility to comply with all local, state, and federal laws as they apply to this bid.
D.	Vendor Compliance with E-rate Rules - All vendors submitting a bid are responsible for understanding USAC and FCC E-Rate eligibility rules and are required to identify any costs, fees, products, or proposed uses that do meet the rules of eligibility for E-rate funding and should be filed as ineligible fees/charges.
E.	Evidence of Business in Alabama - Vendor must have been in continuous business for a minimum of 3 years. Must have marketing, sales and technical support personnel resident in Alabama offices. The Vendor is asked to furnish evidence that it maintains permanent places of business of a type and nature compatible with its proposal.

Terms of Contract - All requirements specified in this RFP become part of any awarded contract.

Terms of Contract	
A.	Primary Vendor - Bibb County School System is seeking WAN Connectivity and Internet service from a primary vendor. Vendor must provide a single point of contact for the customer. In the event the primary vendor has subcontractors, Bibb County School System will conduct all business through the primary vendor and will hold the primary vendor responsible for all work of the subcontractors. The Vendor shall indicate all subcontractors in their response.
B.	Contract Award Period - Contract will be awarded for the time period of July 1, 2010-June 30, 2011, contingent upon approval of E-rate funding on an annual basis, with the school system having the option of two one year extensions July 1, 2011 to June 30, 2012 and July 1, 2012 to June 30, 2013. Options will be executed at the System's discretion, provided pricing remains the same as originally agreed upon, vendor continues to meet all other requirements, the System continues to be funded through the Erate program, and when executing the Options does not violate bid laws or E-rate guidelines.
C.	Vendor Invoicing - The Vendor must invoice the Schools and Library Division (SLD) directly (generate a Service Provider Invoice, FCC Form 474) for the discounted portion of each bill in accordance with SLD regulations. The school district will only be invoiced for the undiscounted portion. If The Vendor fails to file the appropriate forms with the SLD or fails to receive an SLD Vendor Number, the Bibb County Board of Education will not be responsible for the discounted portion of The Vendor's bill.
D.	Contract Cancellation - The System reserves the right to cancel the contract with the vendor for non-performance at any time during the contract period. Nonperformance includes, but is not limited to, failure to supply good quality service, failure to provide services for the full term of the contract, installation performance, poor billing and customer service, and failure to maintain status as an authorized representative of services. The Bibb County Board of Education will provide, in writing to the primary point of contact, any cause for concern for termination of contract. After written notice has been given, the

	<p>vendor will have 14 days to correct the situation. Failure of the vendor to satisfactorily correct the situation will be just cause to terminate the contract. Unsatisfactory service will be reported to the Schools and Libraries Division E-rate Services.</p>
E.	<p>E-rate Funding Not Approved or Reduced - Bibb County School District reserves the right to cancel or terminate services if E-rate funding is not approved, or is reduced during the specified period of the contract and/or extension periods. If this project or any part thereof is not funded by e-rate, the Bibb County school system reserves the right to change or cancel any or all projects or parts thereof.</p>
F.	<p>Vendor Error - If e-rate funding is denied due to Vendor error, the Vendor will still be held responsible for providing services outlined in the contract and Bibb County will only be liable for the school system discounted portion.</p>
G.	<p>Payment of Materials and Licenses - It is understood that, except as otherwise specifically stated in this RFP, the Vendor shall provide and pay for all materials, labor, tools, equipment, transportation, temporary construction of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Licenses necessary for the execution of the work shall be secured and paid for by the Vendor.</p>
H.	<p>Protection of School Property - The Vendor shall protect all buildings, furniture, equipment, personal items, trees, shrubs, lawns and all landscaping on school property from damage. Any damaged property shall be repaired or replaced at the Vendor's expense. Labor shall include all restoration (leveling, sodding) of grounds broken up during the installation of this network.</p>
I.	<p>School District Regulations - The Vendor and his representatives shall follow all applicable school district regulations while on Bibb County School property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless permission is given by the Principal or person in charge. All Vendor personnel shall be easily identified by the use of identification badges and uniforms or shirts with the Vendor's logo clearly visible.</p>
J.	<p>Network Down Time - The vendor shall guarantee the availability of the network at each site at 99 % as calculated by the following formula.</p> $\frac{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites}) - (\text{network outage time in hours})}{(\text{Hours in a day}) \times (\text{days in a month}) \times (\text{number of sites})}$ <p>The vendor should also be prepared to guarantee the throughput of the network meets the quoted rate, taking into account normal network overhead, 99% of the time. Vendor must propose and Bibb County School network personnel must agree upon a throughput measurement tool to measure and ensure compliance with this requirement. The vendor will be required to provide monthly reports and ad hoc reports, as needed, to Bibb County network personnel to enable them to assess network usage trends.</p> <p>Payment will not be made by the Customer for network outage time that exceeds 1 percent on a per site basis.</p>
K.	<p>Compatibility - All network components must function with existing equipment including, but not limited to routers, firewalls, servers, filters, etc. If additional customer equipment is needed to connect at the requested bandwidth, vendor must specify in bid response, otherwise, vendor will be responsible for providing any required equipment at no additional cost to Bibb County School District. Vendor must demonstrate compatibility of proposed equipment with existing equipment. Vendor MUST provide an integrated solution that will not negatively impact the performance of the MPS existing WAN or LAN.</p>

L.	Installation - Pricing must include installation, setup, configuration and maintenance fees. When installation is complete, vendor's connectivity equipment (which may include, but is not limited to routers) must be connected to the existing Bibb County School District network.
M.	Performance Guarantee - A performance guarantee shall be required between the vendor and the Bibb County School System. The purpose of this guarantee is to ensure that adequate and timely services are delivered to the Bibb County School System.
N.	Point of Demarcation - Bibb County School District must own the first switch after the demarcation point at each location. All network designs must adhere to E-Rate guidelines for local network independence.
O.	Installation by July 1, 2010 - System and services must be installed, tested and fully operational to all specified sites at least 48 hours prior to July 1, 2010. If system is not operational by this time vendor must provide alternative connectivity to all specified locations at no cost to the Bibb County School District, and Bibb County School District reserves the right to terminate the contract and award services to the next qualified vendor. Service activation must be transparent and down time, if any, must be at a time determined by Bibb County School District.
P.	Telephone Assistance - Telephone assistance must be available from 7:00 a.m. until 5:00 p.m. (CST), at no additional charge, Monday through Friday each week, except for Federal holidays.

General – General information that applies to all bid responses.

General	
A.	Bid Specifications and Modifications on Website - The Bibb County School District WAN RFP will be posted on the Bibb County Schools website on the Technology webpage at www.bibbed.org . Any changes, additions, modifications to the bid specifications will be posted in the same location.
B.	Reference to Manufacturers - Specifications are not intended to eliminate any reputable manufacturer, brand or bidder. Reference to manufacturers, brand names, suppliers catalog numbers, etc., is intended to set quality standards and does NOT exclude bids from others as long as quality standards are met. Pictures, descriptions and specifications shall accompany all bids.
C.	Sales Tax Exemption - Bibb County School District is exempt from all sales and use taxes under the provisions of Title 40, Chapter 23, Section 4 (15), Code of Alabama, 1975.
D.	Compliance with Applicable Regulations - Contracts over \$10,000 require compliance with Equal Employment Opportunity Regulations, The Clean Air Act, The Clean Water Act, and Environmental Protection Agency Regulations.
E.	Equal Opportunity Agency - The Bibb County Board of Education is an equal educational opportunity agency and prohibits discrimination in any of its educational programs, including employment, on the basis of sex, race, religion, national origin, color, age or any handicapping condition. The Board of Education complies fully with the provisions of Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and the appropriate Department of Education regulations.

Bid Response – Bid submissions should include all requested information.

Bid Response	
A.	Bid Form - Bid Response must be on official Bid Response Form included as a part of this RFP.
B.	Alternate Bid - The Vendor may submit one or more bids provided one bid is identified as the primary bid and other bids are identified as alternate bids. The Bibb County School System will accept alternate proposals that include, but are not limited to, T1's, Wireless, and Fiber, or a combination of some or all.
C.	All Inclusive Bid Price - Bid price is to be all inclusive with no allowable additional costs to Bibb County School District. The Vendor's responsibility is to bid any additional items deemed needed if not covered in the enclosed specifications. Bid responses must clearly delineate services to be provided, quantity and duration of services to be provided, and cost of said services.
D.	Contract - Must complete and enclose a signed contract reflecting criteria contained within proposal ready for signature upon bid opening in the event of bid award.
E.	E-rate Eligible Products and Services - Must enclose a list that specifically identifies the eligible products and/or services covered, including product name, model number, and location that will be provided to the billed entity. List type of product(s) and/or service(s) with the appropriate Standard Industrial Classification (SIC) for company, if known.
F.	E-rate Ineligible Items - Must include a list with prices quoted of any E-rate ineligible items or services bid.
G.	471 Documentation - Vendor must submit all applicable E-Rate 471 attachments, such as Item 21 attachments, with bid.
H.	Bid Bond - If the bid amount exceeds \$10,000, a certified check or bid bond, payable to the Bibb County Board of Education, in the amount not less than five percent (5%) of the amount of the bid but in no event more than \$10,000, must accompany the bidder's proposal. Said bond will remain in effect until the contract is completed.
I.	Exceptions - If a bid differs in any way from the bid specifications, the bidder must list the differences on the bid proposal form specifying exactly where and how the bid deviates from specifications set forth in bid. If no exceptions are listed on the bid, it will be presumed the bidder proposes to meet the specifications in every respect; and if awarded the contract, performance on this basis will be required.
J.	Specializations/Certifications - Vendor must provide information on any Specializations and/or Certifications of company and employees to design, implement, and maintain the equipment proposed in your solution. Vendor must indicate in their response the ability to dispatch persons on-site with training and experience on the various components and systems.
K.	References - Vendor must provide three references from school districts in Alabama of comparable size and scope with a summary of services provided.
L.	Network Diagram - Vendor must provide a network diagram and describe the network design including transport speeds between each location. A description of the vendor's carrier line and speeds must also be provided.
M.	VoIP Description - Vendor must provide a description of the proposed VoIP solution and its capabilities.
N.	Transition Plan - The vendor must provide a transition plan defining and describing the activities and timelines necessary to complete implementation of each of the requested services (site by site).
O.	Monitor, Manage, Repair - The vendor must describe the resources they will use to monitor, manage and repair equipment infrastructure at all locations.

P.	Pricing for Adding Locations - Vendor must provide estimated pricing for adding additional/new locations within the boundaries of the Bibb County School District, if needed, during the term of the contract.
Q.	Duration of Bid - Bid must be valid until June 30, 2011 for the first year of service, and stated in contract if renewable for up to two additional years when mutually agreed upon by vendor and Bibb County Board of Education.
R.	Partial Award - The Vendor must include in this response any limitations to its acceptance of a partial award.
S.	Engaging Services - All policies and procedures for engaging the services bid must be included in each bid response.

Evaluation of Responses – Evaluation of Bid Responses will include the following criteria.

Evaluation of Responses	
A.	Evaluation Criteria - Bibb County School District will review all proposals for service utilizing guidelines outlined by the Alabama State Bid Law and USAC-SLD E-Rate funding. Each proposal will be evaluated based on criteria and priorities defined by the Bibb County Board of Education. Proposals will be screened based on compliance with the base requirements. The evaluation criteria include, but are not limited to, the following: <ul style="list-style-type: none"> 1. Best overall value, with price being the primary factor, and in the best interest of the Bibb County Board of Education. 2. The Vendor's overall qualifications based on past performance, and company qualifications and certification. 3. The Vendor's ability to meet all the requirements detailed in the bid.
B.	Clarifying Statements - Bibb County School System may, at its discretion and at no fee to the Bibb County School System, invite any vendor to appear for questioning during response evaluation for the purpose of clarifying statements in the response.
C.	Waive Technicalities - The Bibb County Board of Education may waive any technicality and award a contract to The Vendor who meets the bid requirements, and the bid is deemed to be in the best interest of the Bibb County Board of Education.
D.	Highest Ranked Vendor - Contracts will be awarded to the highest ranked vendor according to the criteria set forth and in the best interest of the Bibb County School System.
E.	Board Action - The final awarding of this bid will be made by the Bibb County Board of Education based on a recommendation from the Superintendent.

Right to Reject – The Bibb County Board of Education retains the Right to Reject All Bids.

Right to Reject	
A.	Right to Reject – The Bibb County Board of Education reserves the right to accept or reject all proposals, or sections thereof, when rejection is in the best interest of the Bibb County School System. Bibb County Board of Education reserves the right to award without further discussion. Therefore, responses should be submitted initially with the most favorable terms that The Vendor can propose.

Response Submission – The following requirements apply to all bid responses.

Response Submission	
A.	Bibb County Board of Education – Responses to this bid must be submitted and delivered to the Bibb County Board of Education no later than the deadline specified in Schedule of Events. The bid must be submitted to Alesa Judd, Bibb County Board of Education, 157 SW Davidson Drive, Centreville, Alabama 35042.
B.	Submission in timely manner – It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. Bibb County Board of Education reserves the right to reject all late arrivals.
C.	Bid and supporting documentation – The Vendor must submit one sealed copy of its response along with any required supporting documentation. Bids submitted by fax or e-mail shall not be considered, nor will modifications of proposals by such communication be considered. The completed bid shall be without erasures or alteration. Signatures on the bids shall be in longhand and executed by a person duly authorized by The Vendor to enter into a contract.
D.	Bid Submission – Envelopes containing bids shall be marked to easily identify those containing WAN Connectivity, VoIP and Internet proposals. Bids will be submitted by Wednesday, February 3, 2010, at 12:00 noon . The outside of the envelope shall be identified as follows: WAN Connectivity and Internet #09-10/03 Bibb County Board of Education 157 SW Davidson Drive Centreville, Alabama 35042 Attn.: Alesa Judd

BID RESPONSE FORM (Page 2 of 3)

WAN Connectivity, Internet Access (w/Firewall) & Voice Over IP Services		
	Monthly/Annual Costs	One-time Installation or Setup, if any
1Gbps fiber connectivity to 7 sites	\$ /\$	\$
3Mbps Internet for entire District , minimum (Entry point must be located at the Bibb County School District Central Office)	\$ /\$	\$
Voice over Internet Protocol (VoIP) service to 11 sites (sites 1 – 11)	\$ /\$	\$
Firewall Solution (if not included in pricing for Internet. If included in Internet pricing, please state this and indicate \$0.00) Specify Solution:	\$ /\$	\$
	Total Annual Recurring	Total One-time (Non-recurring)
Total Cost for WAN, Internet (with Firewall), and VoIP Services:	\$	\$

If any of the above services contain both E-rate eligible and ineligible costs, specify above.

Any additional cost associated with moving service for Central Board Office from 157 SW Davidson Drive to 721 Walnut Street upon completion of building: \$_____

NON E-RATE ELIGIBLE

	Monthly	Annual for all handsets
LEASE of 100 HANDSETS	\$	\$
Option to Add Handsets during term of contract – cost per handset including installation, set up, configuration: \$_____ per handset		

Submitted by:

Name: _____
Print
Authorized Signature

Date: _____

BID RESPONSE FORM (Page 3 of 3)

Please certify by checking below:

Minimum Bid Response Requirements	YES	NO
Completed & Signed Bid Form/Certification Forms		
Documentation verifying vendor is a valid E-Rate provider with an approved SPIN for both Telecommunication and Internet Access services provided with the bid		
Copy of signed contract indicating limitations of acceptance of partial award		
List of e-rate eligible and ineligible items, Item 21 attachment		
Bid Bond provided of 5% of total proposal		
Any Specializations and/or Certifications of your company and employees to design, implement, and maintain the equipment proposed in your solution		
Three references of comparable size and scope with a summary of services provided in State of Alabama.		
Network diagram and description of the network design including transport speeds between each location		
A description of the proposed VoIP solution and its capabilities		
Transition Plan with Timelines for all Services (WAN, Internet (w/Firewall), VoIP)		
A description of the resources vendor will use to monitor, manage and repair equipment infrastructure at all locations		
Vendor agrees to meet all requirements as specified in this RFP and any exceptions are identified in the bid response form		

Submitted by:

Name: _____
Print
Authorized Signature

Date: _____