
REQUEST FOR PROPOSAL

SCHOOL YEAR 2020-2021

FCC FORM 470# 210000240 (JEFF 2021-C2)

APPLICANT

Jefferson County School Dist (BEN 128615)
942 Main Street, Fayette, MS 39069
(601) 786-3721

RFP Released	8/5/2020
Final Day for Questions	8/28/2020 10:00am
Response Deadline-Close of Bidding Period	9/11/2020 3:00pm
Open Bids Received	9/11/2020
Bid Evaluation Begins	9/11/2020

ONLINE SUBMISSION: <https://kelloggllc.bonfirehub.com/portal>

THE FOLLOWING INFORMATION IS INCLUDED IN THIS RFP:

- Bid Specifications
- Applicant Sites
- Proposal Requirements
- Vendor Registration
- Evaluation Criteria
- Required Forms
- PROPOSAL FORM – Pricing Schedule – ATTACHMENT A
- PROPOSAL FORM – Experience & References – ATTACHMENT B

BID SPECIFICATIONS

** PROPOSALS REQUESTED FOR MANUFACTURER AS LISTED OR EQUIVALENT **

The District is requesting bids for the items listed below.

Bidder requested to include all necessary cabling, licenses, connectors, components, installation, configuration, travel, per diem and any other applicable fees.

The applicant is requesting basic maintenance for new equipment including manufacturer maintenance support services (MSS) and bundled warranty only for equipment listed on this request.

Site Name	Entity #	Product Type	Make	Model #	Description	Qty
Elementary	43211	Switches	Meraki or Equivalent	As recommended	24 Port PoE	3
Elementary	43211	Switches	Meraki or Equivalent	License	License for 24 Port PoE Switch as needed or recommended	3
Elementary	43211	Switches	Meraki or Equivalent	As recommended	Distribution switch 12 Port	1
Elementary	43211	Transceiver	Meraki or Equivalent	As recommended	Modulator for Meraki uplink	6
Elementary	43211	Access Points	Meraki or Equivalent	As recommended	Cloud managed access point	41
Elementary	43211	Access Points	Meraki or Equivalent	License	License for Meraki access points as needed or recommended	41
Elementary	43211	Cabling	No Preference	Cat6 Cabling	Cat6 cabling network drop for WAP (150 feet each)	41
Elementary	43211	UPS	American Power Conversion or Equivalent	Smart UPS 1K VA	Smart UPS 1K VA	1
Upper Elementary	43209	Switches	Meraki or Equivalent	As recommended	24 Port PoE	2
Upper Elementary	43209	Switches	Meraki or Equivalent	License	License for 24 Port PoE Switch as needed or recommended	2
Upper Elementary	43209	Switches	Meraki or Equivalent	As recommended	Distribution switch 12 Port	1
Upper Elementary	43209	Transceiver	Meraki or Equivalent	As recommended	Modulator for Meraki uplink	4

Site Name	Entity #	Product Type	Make	Model #	Description	Qty
Upper Elementary	43209	Access Points	Meraki or Equivalent	As recommended	Cloud managed access point	17
Upper Elementary	43209	Access Points	Meraki or Equivalent	License	License for Meraki access points as needed or recommended	17
Upper Elementary	43209	Cabling	No Preference	Cat6 Cabling	Cat6 cabling network drop for WAP (150 feet each)	17
Upper Elementary	43209	UPS	American Power Conversion or Equivalent	Smart UPS 1K VA	Smart UPS 1K VA	1
Junior High School	43212	Switches	Meraki or Equivalent	As recommended	24 Port PoE	5
Junior High School	43212	Switches	Meraki or Equivalent	License	License for 24 Port PoE Switch as needed or recommended	5
Junior High School	43212	Switches	Meraki or Equivalent	As recommended	Distribution switch 12 Port	1
Junior High School	43212	Transceiver	Meraki or Equivalent	As recommended	Modulator for Meraki uplink	10
Junior High School	43212	Access Points	Meraki or Equivalent	As recommended	Cloud managed access point	30
Junior High School	43212	Access Points	Meraki or Equivalent	License	License for Meraki access points as needed or recommended	30
Junior High School	43212	Cabling	No Preference	Cat6 Cabling	Cat6 cabling network drop for WAP (150 feet each)	30
Junior High School	43212	UPS	American Power Conversion or Equivalent	Smart UPS 1K VA	Smart UPS 1K VA	1
High School	43208	Switches	Meraki or Equivalent	As recommended	24 Port PoE	6
High School	43208	Switches	Meraki or Equivalent	License	License for 24 Port PoE Switch as needed or recommended	6
High School	43208	Transceiver	Meraki or Equivalent	As recommended	Modulator for Meraki uplink	12
High School	43208	Switches	Meraki or Equivalent	As recommended	Distribution switch 12 Port	1
High School	43208	Access Points	Meraki or Equivalent	As recommended	Cloud managed access point	45
High School	43208	Access Points	Meraki or Equivalent	License	License for Meraki access points as needed or recommended	45
High School	43208	Cabling	No Preference	Cat6 Cabling	Cat6 cabling network drop for WAP (150 feet each)	45
High School	43208	UPS	American Power Conversion or Equivalent	Smart UPS 1K VA	Smart UPS 1K VA	1

APPLICANT SITES

Site	BEN	Address	City	ST	Zip
Fayette Vocational School	43210	124 Guice Rd	Fayette	MS	39069
Jefferson County Elem School	43211	430 Hwy 33	Fayette	MS	39069
Jefferson County High School	43208	2277 Main Street	Fayette	MS	39069
Jefferson County Jr High Sch	43212	468 Hwy 33	Fayette	MS	39069
Jefferson County Upper Elementary	43209	442 Hwy 33	Fayette	MS	39069
Jefferson County Administration	128615	942 Main Street	Fayette	MS	39069

Jefferson County Upper Elementary: 442 Hwy 33, Fayette, MS 39069

31°41'53"N, 91°04'38"W

31.69806°, -91.07722°

Jefferson County Elementary School: 430 Hwy 33, Fayette, MS 39069

31°41'51"N, 91°04'34"W

31.6975°, -91.07611°

Jefferson County Jr High School, 468 Hwy 33, Fayette, MS 39069

31°41'50"N, 91°04'36"W

31.69722°, -91.07667°

Administration Building, 942 Main Street, Fayette, MS 39069

31°42'20"N, 91°04'01"W

31.70556°, -91.06694°

Career Tech Center: 205 Industrial Park Road, Fayette, MS 39069

31°42'03"N, 91°04'21"W

31.70083°, - 91.0725°

Jefferson County High School: 2277 Main Street (Highway 61 North), Fayette, MS 39069

31°43'18"N, 91°03'33"W

31.72167°, -91.05917°

PROPOSAL REQUIREMENTS (C2)

Proposal Requirements

1. **E-Rate Program Compliance.** Service providers (bidders) must comply with E-Rate program rules as set forth by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC).

Disqualification – FCC Form 498 ID Status. If the bidder is under FCC red light status or does not have an FCC Form 498 ID (service provider identification number), the bidder may be disqualified by the applicant school or library.

If at any time during the contract period the service provider is red lighted, debarred, or otherwise no longer eligible to participate in the E-Rate program, the applicant reserves the right to terminate the contract.

2. **Equivalent products and services.** Proposals are requested for the specified manufacturer, part, model number OR EQUIVALENT.
3. **Questions.** Questions must be submitted online <https://kelloggllc.bonfirehub.com/portal> prior to the end of the question period.
4. **Proposal Acceptance.** The applicant school or library reserves the right to accept some, all or none of the items included in the proposal. Notification of bid acceptance or bid rejection will be provided at the discretion of the applicant school or library.
5. **All Costs.** Pricing proposed by the bidder must include all costs. All costs to provide the product or service should be included in the pricing schedule. Price increases will not be allowed during the term quoted. Prices may be lowered based on market conditions.
6. **Cost Allocation.** Bidders must clearly separate E-Rate eligible costs from ineligible costs.
7. **Contracts.** Bidders for services other than tariff or month-to-month arrangements, must include a contract or legally binding agreement in response to this RFP with signature block for both service provider and applicant. The agreement should be provided in form only and will not be completed and executed until after bids are awarded by applicant and negotiations completed as applicable. *Quotes are not considered a legally binding agreement.*
8. **Contract Terms.** Bidder must clearly define contract terms for all pricing submitted. The applicant school or library may consider multi-year contracts featuring voluntary renewals. The term should include as a minimum the period beginning from execution of contract through September 30, 2022 for non-recurring services and from execution of contract through June 30, 2022 for recurring services.

The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- rate “program year” or an extended service end date for an E-Rate program year pursuant to a “service delivery deadline extension,” as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

9. **Description of Proposal.** Bidder will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, and any other details that may be useful or necessary for proper evaluation of the proposal.
10. **Required Notice to Proceed and Funding Availability.** The applicant will follow the purchasing policies of their governing board and requirements and procedures of the FCC's E-Rate program as administered by USAC to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the applicant's issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The applicant will have the right to allow the contract to expire without implementation if appropriate funding does not become available.

11. Bids for Category Two products and services.

- Bids for equipment should clearly list the location where the equipment will be installed.
- Bids should meet industry standards and comply with applicable local, state and federal codes and regulations. For example, network wiring/cabling should meet or exceed EIA/TIA standards and national Electrical code standards.
- Equipment should be properly configured, installed and tested.
- Include all items necessary for equipment to be fully operational including necessary cabling, connectors, components, installation, configuration, travel, per diem, and any other applicable fees.
- All installed equipment and cabling should be labeled.
- In addition to standard labeling (i.e. patch panels labeled with cable number), equipment should be labeled with E-Rate information as follows:

Funding Request Number (FRN)
Form 471 Application Number
Purchase Order Number
Installation Date

- Bids for ON-SITE maintenance services must include the quantity, make, and model number of all E-Rate eligible equipment to be maintained.
- Bids for managed internal broadband services must specify whether or not the equipment is owned by the applicant or the provider
- Bids for uninterruptible power supplies (UPS) must include a list of equipment that will be supported by the UPS, including quantity, make and model number.
- Bidders must include a statement of work (SOW)
- Bids for new equipment should include standard manufacturer's warranty (up to three years)
- Bids for firewall appliances or firewall services must clearly cost allocate the ineligible portion. Refer to the E-Rate Eligible Services List for FY2020 regarding any changes to the eligibility of advanced firewall features.
- The value of any free products and/or services must be deducted from the cost of the proposal.
- Bids should include installation and configuration unless otherwise noted
- Bids should clearly describe all costs including installation, configuration, shipping and handling charges on a per site basis unless otherwise noted.

12. Site and Service Substitution (Contract Modification)

The District hereby provides notice to all interested vendors that site and/or service substitutions may be necessary during the term of the contract. Any agreement signed as a result of this RFP should contemplate the possibility of the District changing products or services within the guidelines set forth by the FCC. All vendors are also hereby provided notice that the District may add new locations to its network during the life of the contract, and existing sites may move or close. The contract(s) entered into as a result of this RFP should allow for said site/service substitutions. Vendors are to describe their process for amending the contract to accommodate site/service substitutions during the contract term.

13. Category Two Budget Requirements.

During the E-Rate application process and prior to issuance of E-Rate funding, the applicant may need to make changes to the quantities and items selected in order to stay within their category two budgets. The applicant may contact the awarded bidder to adjust quantities in order to meet the Category 2 budget.

The selected service provider is expected to respond timely with revised proposals and contracts for the applicant to ensure that the selected products and services are at or below the applicant's budget cap. The selected service provider will need to provide all information necessary regarding reduction in quantities and associated installation, configuration, shipping and handling charges.

14. Documentation and Audit Compliance.

- Service provider shall provide all warranty and product documentation related to products or services sold to the applicant.
- Service provider shall retain all documentation related to the purchase and payment, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of TEN years from the last date of service.
- If the applicant is audited by the Administrator of the program, the service provider shall fully cooperate with the applicant to provide any documentation related to the provision of discounted products and services as requested.
- The service provider and/or applicant is solely responsible for verifying the accuracy of information submitted to Kellogg & Sovereign® Consulting, LLC (KSLLC). KSLLC disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the service provider or applicant to KSLLC.
- By submitting bids for KSLLC client schools & libraries, the service provider agrees and understands that KSLLC will forward the information to USAC, and the service provider is responsible for verifying the accuracy of information submitted to KSLLC.
- Kellogg & Sovereign® Consulting, LLC shall not be liable for any direct, indirect, incidental, consequential or exemplary damages, including but not limited to, damages for loss of profits, data or other intangible losses (even if KSLLC has been advised of the possibility of such damages), resulting from the service provider's non-response or incomplete response and/or the service provider's inaccurate, invalid, incorrect, or incomplete provision of information.

VENDOR REGISTRATION

The **Vendor Registration** can be found at <https://kelloggllc.bonfirehub.com/login>

Help video: <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

Registration steps:

Enter your organization name, email and password to create your account.

Once an account is created you will need to provide:

- Contact information
- SPIN – Form 498 ID. [https://sl.universalservice.org/Forms/SPIN Contact Search.asp](https://sl.universalservice.org/Forms/SPIN>Contact Search.asp)
- FCCRN – FCC registration number. <https://apps.fcc.gov/cores/userLogin.do>
- OUSF-Certified Service Provider for Oklahoma (CCN) – indicate Yes/No/*Pending (NOT required for Category Two RFPs)*

COMMODITY CODES:

KSLLC will be using the following UNSPSC Codes (classifications) for RHC or E-Rate eligible services. Note that when you are entering UNSPSC Codes, Bonfire leaves off the zeroes. For example, 83112200 is 831122. Additionally, the higher-level code is used in some cases instead of listing all the individual codes. For example, 4322 is the commodity code used instead of the code specifically for routers, antennas or network switches.

INTERNET ACCESS

81112101-Internet Service Providers (ISP – all modes of Internet delivery)

TELECOMMUNICATIONS SERVICES

831122-Enhanced Telecommunication Services (non-fiber broadband data connections including T1, DS3, SMDS, DSL and cable modem)

831123-Fiber Telecommunication Services (Lit Fiber broadband data connections)

83112301-Dark Fiber (dark fiber broadband data connections)

26121616-Telecommunications Cable (self-provisioned broadband networks)

NETWORK EQUIPMENT, MAINTENANCE, MANAGED SERVICES:

2612-Electrical wire & cable & harness (network cabling)

39121011-Uninterruptible Power Supplies (UPS equipment)

4322-Network Equipment (network switches, routers, antennas)

43222607-Cache Engine Equipment or Service (Caching equipment or caching service)

43223108-Wireless access network equipment and components (access points, controllers)

43222501-Firewall Network Security (Firewall appliance or firewall service)

4323-Operating Software (operating software)

43231512-License Software (software license required for operation of eligible equipment)

43223306-Network System cabinet or enclosure

43223308-Network system equipment rack

811118-Computer Services (E-rate Managed Internal Broadband Services, RHC network monitoring)

81111803-Local Area Network LAN maintenance or support

EVALUATION CRITERIA

Applicants will select the most cost-effective bids with price of the E-Rate eligible products and services being the primary factor (most heavily weighted).

Factor	Possible Points	Description
Price-E-Rate eligible items	30	Price of E-Rate eligible products & services (primary factor)
Price-Other Costs	5	Other costs (items not eligible for E-Rate discount)
Prior Experience	20	-Experience with similar projects and references (10 points) -Experience with this applicant (10 Points)
Personnel Qualifications	10	-Qualifications of management (5 points) -Qualifications of staff (5 points)
Responsiveness	15	-Responsiveness of the bidder-replied promptly to emails, attended optional on-site walk through if applicable (5 points) -Proximity of sales and service offices (5 points) -Assigned representative is available locally (5 points)
Technical Merit	20	-Quality / technical merit of the proposed solution to meet needs of the applicant. Service level agreement if applicable (10 points) -Compliance with listed requirements of the project scope and bidding requirements, whether or not the proposal includes all information requested; timelines met, services will commence as requested by applicant (10 points)

In order for applicants to properly evaluate your bid, please provide details specific to the evaluation criteria areas along with your proposal.

REQUIRED FORMS

BID REQUIREMENTS:

1. FCC Form 498 ID (Service Provider Identification Number)
2. FCC registration Number (FCC RN)
3. Service Providers must comply with local, state, and federal requirements including agreement to fully cooperate with audit and ten-year document retention requirements.
4. Bid submitted online <https://kelloggllc.bonfirehub.com/portal> in compliance with instructions
5. Supporting detail and documentation may be submitted online.
6. Contracts or legally binding agreement for all products and services must be submitted with the bid. (Exception for tariffed or month to month service.) *Agreements will be completed AFTER bid award and final negotiations are completed. Quotations are not acceptable.*
7. Must complete Attachment A - Pricing
8. Must complete Attachment B – Certifications, Experience and References
9. **Bids submitted after the bid close date/time will be rejected.**

ATTACHMENT A

Pricing Schedule

Name of Company: _____

Name of Applicant: _____

Form 470# _____

Pricing submitted by: _____

Signature acknowledges review of the e-bidding program for the issuance of any related addenda:

Signature: _____

Title: _____

Date: _____

Include this page as the cover sheet for your pricing proposal. Combine this completed cover page with your pricing proposal as one .pdf file, then upload to Bonfire.

Please be sure to include licenses, installation & configuration.

Clearly list the cost of products and services to include the following:

1. Description of Services
2. Monthly (recurring) charges
3. One Time (non-recurring) charges
4. % Eligibility. If the product is fully eligible, show 100%. If not eligible, 0% eligible for E-Rate discount. This is NOT the applicant's E-Rate discount %.
5. Quantity
6. Unit of Measure (Each, Feet)
7. Bandwidth level, if applicable
8. Contract Term
9. Make, Model and part number, if applicable
10. Installation and Configuration
11. Shipping and Handling
12. Travel and Per Diem
13. Estimate of Surcharges and Fees

ATTENTION CATEGORY TWO BIDDERS:

Pricing details in a spreadsheet format in [USAC's Bulk Upload Format](#) will be required for awarded category two products and services.

ATTACHMENT B

Certifications, Experience & References

Name of Company: _____

Address of principal location: _____

Phone: _____ Fax: _____

FCC Form 498 ID (SPIN)¹: _____

FCC Registration Number²: _____

Responsible contact personnel:

Name	Phone	Email

How many years has your company been in business in its current capacity? _____

How many years has your organization been in business under its present name? _____

Under what other or former names has your company operated? _____

During the last five (5) years, has the Vendor been barred, suspended or otherwise prohibited from participating in the Federal Communication Commission E-Rate (Schools & Libraries) or Rural Health Care Programs?

Yes: _____ No: _____

Does the Vendor's FCC Registration Number have RED light status? Yes: _____ No: _____

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS)
<https://apps.fcc.gov/redlight/login.cfm>

¹ [http://www.sl.universalservice.org/Forms/SPIN Contact Search.asp](http://www.sl.universalservice.org/Forms/SPIN>Contact Search.asp)

² <https://apps.fcc.gov/coresWeb/publicHome.do>

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed?

Yes: _____ No: _____

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Dollar Value	Public Entity Yes or No	Date

References:

Proposal shall provide three (3) references from company owners or management personnel from projects listed above. There must be at least one (1) reference for each project listed.

REFERENCE #1	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	

REFERENCE #2	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #3	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	

Certifications:

Employees' certifications pertaining to work are to be included in submittal.

AUTHORIZED BY:

Signature Date

Printed Name Title