

Leake County School District

LEAKE COUNTY SCHOOL DISTRICT

109 W. MAIN STREET

P.O. DRAWER 478

CARTHAGE, MS 39051

E-RATE 2019-2020

REQUEST FOR PROPOSALS (RFP)

CATEGORY 2 BASIC MAINTENANCE

PROPOSAL DUE DATE:

FRIDAY MARCH 15, 2019

BILLY M. WILBANKS

SUPERINTENDENT OF EDUCATION

Leake County School District

Leake County School District

RFP Basic Maintenance

Extreme Infrastructure

Erate Funding Year 2019-2020

SECTION I Bid Notice

Notice To Bidders

Notice is hereby given to interested bidders that the Leake County School District will accept bid proposals for basic maintenance of existing Extreme equipment . To be considered each proposal must be submitted in one electronic copy via email as specified or by mail by the due date of March 15, 2019.

Send proposals and supporting documentation to:

ptucker@leakesd.org

or

Pamela Tucker, Technology Coordinator

703 Northwest Street,

Carthage, MS 39051

Background:

The District, having been funded in the years 2015-2019 of the erate Category Two budget with a new infrastructure of Extreme switches and access points, is requesting bid proposals to support the Extreme equipment.

Terms used throughout this RFP

USAC – Universal Service Administrative Company

SPAC - Service Provider Annual Certification

SPIN – Service Provider Identification Number

LCSD – Leake County School District

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Proposal Submittal:

To be considered, vendor's proposals must consist of a complete response using the format provided in this RFP. **Each proposal must be submitted in one electronic copy via email as specified for required information or by mail by the due date of March 15, 2019.**

Send proposals and supporting documentation to:

ptucker@leakesd.org or

Pamela Tucker, Technology Coordinator

703 Northwest Street

Carthage, MS 39051

To be considered, proposals must arrive at the designated email address on or before the date and time specified in the RFP. It is incumbent upon the vendor to assure that the proposal is received by the deadline.

Due to the nature and diversity of the proposals, a significant amount of time may be required to determine which proposal provides the best option for the District. The possibility is that the best option will involve district purchased equipment that may or may not be E-Rate eligible or may or may not be part of this proposal could significantly delay the evaluation process. The evaluation process will not be complete until the District has determined the best proposal based on all factors.

Withdrawal of Proposal

A proposal cannot be withdrawn after it is filed, unless the Service Provider makes a request in writing to the District prior to the time set for the opening of submitted proposals. The District will accept no quotes after the deadline for submission of proposals.

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Schedule of Events:

Event	Date(s)
Release of RFP to Service Providers	02-15-2019
Deadline for Submission of Proposals	03-15-2019

Inquiries

A pre-proposal conference will not be held. Vendors needing to clarify any points in the RFP which may not have been clearly understood need to submit written questions via email to the district. All correspondence and inquiries regarding this RFP must be done via Email:

ptucker@leakesd.org

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call Pamela Tucker at 601-267-8442 x 9007 and confirm that the email message was received.

All responses to inquiries will be emailed to the Service Providers.

Addenda to the RFP

If it becomes necessary to revise any part of this RFP, addenda will be provided to all vendors who received the original RFP. All addenda will become part of this RFP. Any addenda issued after the issue of this RFP shall be delivered to all parties via email by the Technology Coordinator.

If any questions arise within the RFP documents, the Service Provider may submit to The District, written request for interpretation. Any interpretation of documents will be made by addendum to the RFP. Copies of any addendum will be emailed or delivered to each that has requested a copy of the rfp. The District will not be responsible for any other explanation or interpretations. The District reserves the right to reject any or all proposals, in whole or in part, and wave technicalities and informalities.

Restriction of Contract

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From the issue date of this RFP until a determination is made regarding the selection of a proposal, all contact with the District personnel concerning this RFP, any proposals, and the evaluation process must be cleared through Pamela Tucker, Technology Coordinator. Any violation of this condition is grounds for rejection of said vendor's proposal. If it is later discovered that any violations have occurred, the District may reject any proposal or rescind any contract awarded pursuant to this RFP.

Contractor Responsibility Program

By submitting a response, vendors agree that they nor any subcontractor(s) are currently under bidding list suspension or debarment by the District, any state, or the federal government. If it is later discovered that any violations have occurred, the District may reject any proposal or rescind any contract awarded pursuant to this RFP.

Basis of Award:

1. E-rate approval by USAC
2. Provider must have current USAC SPAC and SPIN Number.
3. References of at least three installations of similar application size, complexity, infrastructure design and installation method as proposed.
4. Proposed network equipment's ability to meet current and future needs of LCSD, including onsite support and technical assistance.
5. Compatibility with existing wireless infrastructure and existing management software.
6. Vendor's qualifications, knowledge, experience, past work and functionality of previous installations.
7. Overall cost and quality of proposal.
8. Provider is a licensed vendor in the state of Mississippi.
9. Adherence to Technical Specifications.
10. Have current liability insurance and workers compensation insurance (certificates of insurance must be furnished by winning bidder within 10 days of award)

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Evaluation of Desired Features and Other Items

Vendors proposals are further evaluated in the areas of (not in priority order):

- Functionality compared to competitive equipment
- Maintenance, including guarantees and warranties
- Satisfactory references
- Bidder's technical support capability
- Bidder's financial stability
- Bidder's flexibility and responsiveness
- Pricing (including shipping costs, warranties, etc.)
- Any specifications that have been deemed desirable
- Any specifications that have been deemed optional

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SECTION II. General Conditions

The following are the General Conditions for the work to be performed as outlined in the Detailed Specifications.

1. Location of Sites:

The location of the work is on property owned by the Leake County School District. School sites are listed at the end of this document.

2. Scope of Work:

It is understood that, except as otherwise specifically stated in this RFP, The Service Provider 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 Service Provider.

Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to the District, unless the weekend or holiday work due to a delay caused by the District and written consent is secured prior to the completion of said work by the Technology Coordinator and Superintendent.

3. Protection in General:

The Service Provider 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 Service Provider's expense. Labor shall include all restoration (leveling, sod replacement) of grounds broken up during the installation of this network.

4. Change in Contract:

The District will not be responsible for any change in the work involving extra costs unless approval in writing is furnished by the Technology Coordinator before such work is begun.

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5. Existing Conditions:

The Service Provider, in submission of this proposal, will have the option to visit the premises and will be assumed to have taken into consideration all conditions, which might affect this work. No consideration will be given to any claims based on a lack of knowledge of existing conditions. To schedule a site visit, contact Pamela Tucker at:

ptucker@leakesd.org

If a Service Provider does not receive a response within 48 hours, it is the responsibility of the Service Provider to call Pamela Tucker at 601-267-8442 x 9007 and confirm that the email message was received.

6. Workmanship

All work shall be performed in a professional manner. Personnel from the District may observe the work procedures and workmanship of the Service Provider, but such observation will not relieve the Service Provider from any responsibility of performance or constitute acceptance of the work performed. The Leake County School District has a rich tradition of excellence, which extends to all employees both in and outside of the classroom. The Service Provider will instruct personnel to adhere to high standard of excellence in quality work, behavior, language, and appearance while performing the duties of this installation.

7. Proposed Services and Service Provider Qualifications

The Service Provider shall furnish a written document that describes the services proposed under these specifications. It is understood that the Service Provider is not responsible for the function of existing equipment already installed at the schools. However, limited troubleshooting of existing equipment will be provided by the Service Provider free of charge to determine if the existing equipment or cabling can be re-utilized. The Service Provider must also show proof that their employee(s) are certified to install the proposed components and electronic equipment.

8. Financing

The Service Provider will provide a binding contract to the District for submission to the Schools and Libraries Division. After notification of award from the Schools and Libraries Division, the Service Provider will receive a Purchase Order for the products and services for which the Service Provider will be responsible as a result of this RFP. This Purchase Order will show the amount that is the responsibility of the local school system. The issuance of any purchase order will be contingent upon approval by USAC. Complete payment to the Service Provider will be subject to the rules of the Schools and Libraries

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Division (SLD). After notification by the Schools and Libraries Division (USAC Fund Administrator) of the acceptance of the Contract, the contingency will be removed and the Purchase Order will be submitted to the Service Provider in accordance with the rules and regulations of the SLD.

9. Application for Payment

All applications (invoices) for payment shall be submitted to the District according to the USAC regulations. The Service Provider must submit a Service Provider Invoice for processing of the discounted portion of the bill.

10. The Service Provider's Qualifications

The Service Provider must provide proof of registration with the (SLD) for reimbursement under E-Rate guidelines for Priority Two Services. If The Service Provider fails to file the appropriate forms with the SLD or fails to receive an SLD Service Provider Number, the District is not responsible for the discounted portion of The Service Provider's bill. The Service Provider must generate an invoice for the USF portion of the bill in accordance with SLD regulations. The Service Provider is responsible for supplying SLD SPIN with the quote.

It is preferred that the Service Provider has been in business for at least 3 years and have an office in the state of Mississippi. A legible copy of incorporation papers must be attached and noted.

Service Providers must give examples of experience with installation of similar projects that have equal wireless connectivity and infrastructure equipment. Service Provider must give examples and contact information for at least three such installations.

11. Stored Materials

Any materials stored on job site shall be the Service Provider's responsibility.

12. Specifications

Complete specification details for all products being proposed must be provided as part of the RFP response package (proposal).

13. Time of Completion

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All work, on all LCSD sites, must be completed and operational by July 30, 2020, presuming the funding has been approved by USAC and the Service Provider is selected, contract signed and E-Rate forms are submitted by the district in a timely manner.

14. Accident Prevention

Precautions shall be exercised at all times for the protection of persons (including employees and students) and property and hazardous conditions shall be guarded against or eliminated. The District or the building principal will determine what constitutes a hazardous condition on any campus and the Service Provider will be responsible for rectifying the issue to the satisfaction of The District.

15. Contract Form

Upon Contract award and a binding contract signed, the standard written Purchase Order form will be issued to the successful Service Provider. Issuance of the Purchase Order will be contingent upon USAC acceptance and funding of the project.

16. Indemnification

The Service Provider agrees to hold The District harmless and to indemnify The District for every expense, liability or payment arising out of or through injury (including death) to any person or persons or damage to property (regardless of whom the owner may be of the property) of any place in which work is located arising out of or suffered through any act or omission of The Service Provider or Subcontractor.

17. The Service Providers' Representative

The District reserves the right, with sole discretion, to refuse to allow any representative of The Service Provider to service the contract in any manner. In this event, The Service Provider shall furnish another representative that is acceptable to The District. Examples of reasons for refusing to allow a Service Provider representative to service the contract include, but are not limited to:

- Use of profanity or abusive language around any school personnel or students.
- Unclean or unkempt appearance.

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- Intoxication or obvious drug use.
- Threatening behavior towards any school personnel or students.

Should the Service Provider use subcontractors for portions of the work, The District reserves the right to reject any subcontractor without explanations or recourse by The Service Provider or subcontractor.

18. The District Regulations

The Service Provider and his representatives shall follow all applicable school district regulations while on The District property, including the no smoking, no weapons, and drug free policies. No work shall interfere with school activities or environment unless the Principal or person in charge gives permission. All Service Provider personnel shall be easily identified by the use of identification badges and uniforms or shirts with The Service Provider's logo clearly visible.

19. Governing Law

All RFPs and related documents submitted to The District by the Service Provider are governed under the laws of the State of Mississippi.

20. Comprehensive List of References:

All references should include: a contact person, dates of work, mailing address and telephone numbers. References must include three (3) or more references of installations of similar size and complexity within the USA.

21. The District reserves the right to:

- a. Give full and proper consideration to the service, reputation, product knowledge, and experience of all companies presenting proposals, and to disqualify any such Service Provider it deems unqualified to provide the services requested.
- b. Reject any and all proposals, in whole or in part, if deemed necessary.
- c. Accept any alternative proposal believed to be in the best interest of the district.
- d. Waive any formality in the quote submission.
- e. Cancel any awarded bid if the service proves unsatisfactory.

22. Price Quotations

Price quotations are to include the furnishing of all materials, equipment, maintenance,

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shipping costs, delivery, installation, drawings and the provision of all labor and services necessary or proper for the completion of the work as may be otherwise expressly provided in the contract documents. The District will not be liable for any costs beyond those proposed herein. Please be advised that public schools are specifically exempted from the payment of Mississippi Sales Tax.

In case of discrepancy in computed proposal prices, the unit price shall govern and the total price shall be revised accordingly.

23. Variation in Quantities and Configuration

The District reserves the right to modify quantity and configuration requirements. The Service Provider agrees to sell The District the revised quantity of items at the unit price stated in the proposal regardless of quantity changes.

24. Terms of Payment

The start of services for this project may not begin prior to July 1, 2019. The District will, if possible, issue an SLD Form 486 on the day services begin. For the duration of the contract, payments will be made on the first Friday after the first meeting of The District School Board after the submission of invoices from the Service Provider.

25. Term of Contract and E-Rate Subsidies

Payment for The District's wireless proposal is dependent on E-Rate subsidies. The district will file for the E-Rate subsidies throughout the term of the contract. In the event that the district E-Rate subsidies were to cease, the district will notify the service provider as to the date of the cessation and the District's will be liable only for payment for services until the time of termination. If E-Rate subsidies stop, the district will not be bound by the remainder of the contract.

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SECTION III. Detailed Specifications

Basic Maintenance of Internal Connections

Maintenance Support for Extreme Virtual Controller Model V2110

Maintenance support for current 125 upgrade licenses for access points.

Maintenance Support on Extreme Netsight Management Software (not erate eligible, please list on quote as optional)

Maintenance support fee for 6 (six) Extreme X460 G2 48 port POE Switches

Basic Maintenance Contract

The Leake County School District is seeking a Category 2 Basic Maintenance Contract as defined by the Erate Eligible Services List for 2017. This contract is for Break/Fix type service only. This quote should include also eligible support and warranties for all erate eligible equipment quoted in vendor's proposal. All contracts should be quoted as a monthly recurring charge (MRC). Please indicate any erate eligible equipment costs and all erate ineligible costs in proposal. Include any upfront costs (NRC) and indicate which portion of that cost are erate eligible and any erate ineligible costs. Contracts will be for one year from July 1, 2019 to June 30, 2020. If the project is not funded until after July 1, 2019, the contract will be in effect for the day of notification of funding from USAC until June 30, 2020. The Leake County School District will not be responsible for the Contracts Monthly Recurring fees for months prior to a funding commitment from USAC. The contract is also contingent upon funding by USAC. If at any time during the contract term the USAC denies funding, the contract may be terminated without penalty.

Please provide a narrative describing your Basic Maintenance Services to include trouble-ticketing procedures, availability and response time if an engineer is required on site. Please also include the number of network engineers available within 100 miles of the Leake County School District in Carthage, MS. If proposal is totally or mostly on site support, please include estimated or guaranteed (indicating whether hours are estimated or guaranteed)) number of hours per month an engineer will be on site.

Preference will be given to a vendor that has a good working relationship with Leake County School District. If not, please include three references with your bid. Lowest bid price will be given the primary determining factor but other factors will be involved.

Qualified vendors providing a quote for maintenance should have the following credentials:

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1. Mississippi based vendor capable of providing same day service on warranted equipment
2. Vendor is a licensed vendor with Extreme for technical support.
3. Expertise in Wireless and Lan Infrastructure with 10+ years industry experience.
4. Have an erate vendor SPIN number and in good standing with USAC

Current Equipment

- All current equipment will remain the property of the Leake County School District regardless of its use or non-use in the successful proposal.
- The vendor will be responsible for reconfiguration of the Leake County Schools District's existing switches and access points if any switch or access point configuration is required to make the new wired or wireless system function properly or to integrate the LAN switch upgrade or access point upgrade with the existing equipment.

Current Network Bandwidth and WAN Configuration

The Leake County School District is currently using AT&T WAN circuits and Internet Access and AT&T voip services. The winning vendor for the C2 project must be willing to work with the C1 services and demarcation equipment.

SECTION IV. The District Responsibilities

1. Access for Installation

The District will, during the progress of the installation, allow the Service Provider and its employees access to the premises and facilities at all reasonable hours or at such hours as The District representative and the Service Provider agree upon.

2. Heating/Cooling

Provide heat or cooling when required and general illumination in rooms where work is to be performed by The Service Provider.

3. Inspections

Promptly make inspections when notified by the Service Provider that the equipment or any part thereof, is ready for acceptance.

4. Electrical

The District will provide all electrical needs within the district buildings.

5. Delay in Work

It is understood that the Service Provider will not be held accountable for any delays caused by The District.

SECTION V. THE SERVICE PROVIDER'S RESPONSIBILITIES

1. Provision

The Service Provider must provide all supervision, tools, equipment, hardware and wiring materials as specified; transportation, erection, construction, unloading, inspecting, and keeping inventory as specified in attached contract documents. Whenever in the Contract the terms "provide, furnish, supply, install, etc.", can be interpreted as requiring the Service Provider both to furnish and/or install materials, unless specific provisioning/installation of the materials by The District is denoted.

2. Ceiling Tiles

Provide for the removal and reinstallation of all ceiling tiles as needed. Any broken ceiling tiles will be replaced with equal or better quality of the damaged ceiling tiles.

3. Identification

The Service Provider will identify to the district any work necessitating cutting into or through any part of the building structure such as girders, beams, concrete, tile floors or partition ceilings.

4. Damage

The Service Provider will be responsible for repairs of damage to the building, roads, equipment, existing cable, or property. The Service Provider will promptly report to a representative of The District any such damage to the building, roads, equipment, existing cable, or property that may occur while performing work in the facilities.

5. Test and Inspections

Conduct tests and inspections in the presence of the District technical representative after installation has been completed in order that the District may be assured that the requirements for the installation are met.

6. Completion Notification

Promptly notify the District designated contact of completion of this proposed project.

7. Defects

The Service Provider will promptly correct all defects for which the Service Provider is

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responsible.

8. The District Contact

The Service Provider must coordinate all work with the District designated contact.

9. Cleanup

Upon completion of the work each day, the Service Provider must remove all tools, equipment, rubbish and debris from the premises and must leave the premises clean and neat and in the same condition as it was found.

10. Subcontractors

The Service Providers may not use subcontractors to perform work. All responsibilities rest with the Service Provider.

11. Codes, Standards, and Ordinances

All work shall conform to the latest edition of the National Electrical Code, the Building Code, and all local codes and ordinances, as applicable.

12. Safety

The Service Provider shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Service Provider shall at all times comply with the regulations set forth by federal, state, and local laws; rules; and regulations concerning "OSHA", and all applicable state labor laws, regulations, and standards. The Service Provider shall indemnify and hold harmless The Customer from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs) that may be imposed on the Customer because of the Service Provider, subcontractor, or supplier's failure to comply with the regulations stated herein.

13. Patents and Royalties

The Service Provider, without exception, shall indemnify and hold harmless The Customer and its employees from any liability of any nature or kind, including costs and expenses for or on account of any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or used in the performance of the Contract, including its use by the Customer. If The Service Provider or subcontractor uses any design, device, or material covered by letters, patent, trademark, or

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copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

14. USAC Certifications

The Service Provider must be an approved USAC service provider with a current SPIN and SPAC. It will be the responsibility of the Service Provider to maintain all USAC certifications throughout the term of the contract.

15. Indemnification

The Service Provider shall indemnify and hold harmless the District, its agents and employees from or on account of any injuries or damages, received or sustained by any person or persons during or on account of any operation connected with this Contract; or by consequence or any negligence (excluding negligence by the Customer, its agents, or employees) in connection with the same; or by use of any improper material or by or on account of any act or omission of said Service Provider or its subcontractors, agents, servants, or employees. The Service Provider further agrees to indemnify and hold harmless the Customer, its agents or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by the Service Provider, its agents, associates, or employees.

The indemnification provided above shall obligate the Service Provider to defend at its own expense or to provide for such defense, at the Customer's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against the Customer which may result from the operations and activities under this Contract whether the installation operations be performed by the Service Provider, subcontractor, or by anyone directly or indirectly employed by either.

The award of this Contract to the Service Provider shall obligate the Service Provider to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

ADDENDUM

Proposals are to consist of:

- Cover Letter
- Executive Summary
- Section 1: Statement of Qualifications and Experience
- Section 2: Product and Services Portfolio
- Section 3: Recommended Solution
- Section 4: Pricing by Site Location
- Section 5: References
- An appendix containing any vendor supplied material to support the proposal including: product datasheets, case studies or other relevant brochure material

Section 1 – Statement of Qualifications and Experience

The purpose of this section is to evaluate the RFP recipient's credentials, capabilities and relevant experience against the requirements stipulated in this document.

1.1 Company Background

This section shall include background information about the RFP recipient, overview of its organization structure and shareholding status, and other relevant information, as applicable.

1.2 Manufacturer Profile

Include a description of the manufacturer of the proposed solution, including a description of the relationship between the vendor and the manufacturer.

1.3 Industry Participation

Indicate Standards Organizations or Committees of which the manufacturer is member and in which the manufacturer is an active participant.

1.4 Deployment Experience in Education

This section shall include details of any design and deployment experience with K-12 Education customer similar to Leake County School District. Previous experience is highly desirable.

1.5 Other

Any other relevant information about the company and/or its capabilities and qualifications may also be provided.

Section 2 – Product and Services Portfolio

The purpose of this section is to obtain information about the manufacture and/or vendor's product and services offerings.

2.1 Product Description

This section shall include the entire suite of products that are currently offered by the recommended manufacturer and supported by the vendor, along with a brief overview of features and capabilities.

2.2 Professional Services Description

This section shall include details regarding the manufacturer/vendor professional services offerings for LAN and Wi-Fi design, deployment, optimization, network management, and future upgrade capabilities.

2.3 Technical Support and Services

Specify details on maintenance and service options. Provide detailed pricing in your quotation for the maintenance level considered most appropriate. The District desires the following maintenance provisions:

2.3.1. A 7-day, 24-hour technical support hotline must be available for questions relating to installation, configuration, usage, applications, and troubleshooting of hardware devices and network management software from a single telephone number.

2.3.2. The technical support line must be manned by personnel employed by the product's vendor or a technician qualified to troubleshoot the products in question.

2.3.3. The vendor's escalation path must be defined and described.

2.4 Warranty

Describe warranty available. Provide information regarding any variation of warranty by product; provide reference to any included service contract information and pricing.

Section 3 – Recommended Solution Overview

The purpose of this section is to obtain information about the recommended solution using the criteria detailed in the RFP.

Section 4 – Pricing

Specify all pricing with list prices, and discounts if available for each option proposed. Specify individual costing for all options, special cables, etc. if not included in base prices. Indicate volume discount levels if they apply to your product(s).

Section 5 – References

Provide customer reference information for at least three customers; these should be customers of a similar industry to the District, at whose site the vendor has installed a similar solution (similar in size, scope, or technology). Please provide Contact Name, Company Name, Physical Address, Contact Phone Number, and Contact E-mail Address (if available). Please provide a brief overview of the project scope.

Terms and Conditions

Enter the applicable Terms and Conditions for your organization.

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DISTRICT BUILDING INFORMATION

Leake County Career And Technical Center	703 Northwest Street, Carthage, MS
Leake Central Elementary School	603 Hwy 16 W, Carthage, MS
Leake Central Junior High School	801 Dr. MLK Dr, Carthage, MS
Leake County Elementary School	1280 School Street, Carthage, MS
Leake Central High School	704 North Jordan St, Carthage, MS
Leake County High School	220 Spruce St, Walnut Grove, MS

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QUOTE SUBMISSION FORM

Company Name of Service Provider _____

Corporate Headquarters Address _____

City _____ State _____ Zip _____

Service Provider Contact Name _____

Service Provider Contact Phone Number

Service Provider Contact Email Address

E-Rate Service Provider Name _____

E-Rate Service Provider Identification Number (SPIN) _____

Address of Mississippi Office _____

City _____ State _____ Zip _____