

**LEAKE COUNTY SCHOOL DISTRICT
123 E. MAIN STREET
P.O. DRAWER 478
CARTHAGE, MS 39051**

E-RATE 2014-2015 INTERNAL CONNECTIONS
REQUEST FOR PROPOSALS (RFP)
FOR ETHERNET CABLING

PROPOSAL DUE DATE:

TUESDAY, FRIDAY FEBRUARY 6, 2015
BID OPENING 2:00 P.M.

PATRICK POSEY
SUPERINTENDENT OF EDUCATION

LEAKE COUNTY SCHOOL DISTRICT

LEAKE COUNTY SCHOOL DISTRICT Cabling Installation RFP

Subject: Requests for Quotations/Proposals for the supply and installation of a structured telecommunications cabling system for 6 schools in the Leake County School District.

Purpose:

Proposals are being sought by The Leake County School District for the purpose of securing under contract all materials and installation services for relocation and replacement of various cabling in six schools. It is the intent of the Drawings and Specifications to provide a replacement of cat5e to cat6 cabling or run additional cabling as needed for the District's use.

Background:

Our District's students, teachers, staff and administrators are using more and more resources that require Internet access, including wireless connectivity. The LCSD has currently standardized on a Cat5e cabling system however the District is looking at adding or upgrading some existing cabling with a Cat6e cabling system to support a new proposed infrastructure of switches, wireless access points and controllers. The purpose of this RFP is to explore the various options currently supported through the E-Rate program and its Category Two services.

General Requirements:

The Leake County School District is seeking quotations for Cat6 cabling to support a gigabyte switching and wireless infrastructure at each of the following school sites:

- Leake Central Elementary School,
- Leake Central Junior High School,
- Leake Central High School,
- Leake County Career and Technical Center,
- Leake County Elementary School,
- Leake County High School,

Proposals will be submitted for the full scope of the project as one bid with each site location subtotals for clarification.

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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

This RFP package consists of the following sections:

- I. General Conditions
- II. Detailed Specifications
- III. District Responsibilities
- IV. The Service Provider's responsibilities
- V. Proposal Forms

Send proposals and supporting documentation to:

Pamela Tucker, Technology Coordinator
703 Northwest Street
Carthage, MS 39051

Do Not Fax or Email Proposals. Proposals will be received by The District at the Office of Superintendent, 123 E. Main Street, Carthage, MS 39051 until 2:00 PM CST, Friday, February 6, 2015. Proposals must be mailed to the address above in time for delivery before the closing date or hand delivered.

Schedule of Events:

Event	Date(s)	
Release of RFP to Service Providers	01-12-2015	
Site Visits (Mandatory)	01-21-2015	9:00 AM CST
Optional Site Visit (If Circumstances permit)	01-23-2015	9:00 AM CST
Deadline for Submission of Proposals	02-06-2015	2:00 PM CST
Opening of Proposals (CPSD Central Office)	02-06-2015	2:00 PM CST
Board Approval of Bids	03-05-2015	5:30 PM CST

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Inquiries

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 207 and confirm that the email message was received.

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

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, training, and technical assistance.
5. Compatibility with existing District systems.
6. Vendor's qualifications, knowledge, experience, past work and functionality of previous installations.
7. Overall cost and quality of proposal.
8. Service Provider MUST complete the MANDATORY walk through.
NO BIDS WILL BE ACCEPTED FROM SERVICE PROVIDERS WHO DO NOT COMPLETE THE MANDATORY SITE VISIT.
9. Total number of drops will be determined at walk through on 01/21/2015.

The mandatory walk through will be on Wednesday, January 21, 2015 at 9:00 AM at the Leake County Career and Technical Center, 703 Northwest Street, Carthage, MS 39051. If extenuating circumstances prevents a vendor from attending on this date a possible alternate date will be Friday, January 23, 2014 at 9:00 AM. This date must be confirmed by Pamela Tucker by phone at 601-267-8442 x 207 or by email at ptucker@leakesd.org. There will be a brief over view of the scope of the project. Vendors will be given a schematic drawing of each site to use as a guide for locating existing cabling and wiring

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closets. The time will be used to take notes and ask questions to determine the proper number of drops required per classroom, measure distances and the correct materials needed to complete the project.

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I. 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.

5. Existing Conditions:

The Service Provider, in submission of this proposal, will have visited the

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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 207 and confirm that the email message was received.

6. Insurance:

Within ten (10) days after notification of award, The Service Provider shall furnish to The District a Certificate of Insurance showing compliance within the following limitations:

- a) The Service Provider agrees to comply with the provisions of Worker's Compensation Laws of the State of Mississippi.
- b) It shall be stated on every policy or Certificate of Insurance, as the case may be, that "The insurance company agrees that the policy shall not be canceled, changed, or allowed to lapse until ten (10) days after The District has received written notice as evidenced by the return receipt of registered mail, and it is agreed further that as to lapsing, such notice will not be valid if mailed more than fifteen (15) days prior to the expiration date shown on the policy."
- c) The Service Provider shall maintain other insurance (with the limits shown below) that shall protect The Service Provider and The District from any claim for property damage or personal injury, including death, which may arise out of operations under this contract, and the Service Provider shall furnish The District with certificates and policies of such insurance as follows.

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Below is a list of the insurance coverage that must be procured by The Service Provider at his own expense. The Service Provider agrees to follow instructions indicated in each case:

The District Protective Liability Insurance:

- Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.

Service Provider's Public Liability Insurance:

- Personal injury, including death, limits of \$1,000,000.00 for each person and \$1,000,000.00 for each accident.
- Property Damage limits of \$100,000.00 for each accident and \$500,000.00 for the aggregate.

7. 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.

8. 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 cabling can be re-utilized. It is the intent of the District to continue to retain existing fiber connections where currently located in the schools. The Service Provider must also show proof that their employee(s) are certified to install the proposed components.

9. 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

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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 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.

10. 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.

11. Addenda

Any addenda issued after the issue of this RFP shall be delivered to all parties who complete or have completed the mandatory site visit within 24 hours of issuance or upon completion of the site visit.

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 completed the mandatory site visit. 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.

12. Proposal Submittal:

In order to be eligible for submission of a quote, the Service Provider must complete a site visit to all locations in the proposal. Any submissions submitted by a company that has not completed a site visit will be returned unopened.

One original and one copy of the proposal and two copies of the other required documentation must be sent in a sealed envelope clearly marked with the words "Leake County School District, LCSD ERATE CABLING 2015" to the address noted on page 2 of this document. All proposals will be opened at 2:00 PM CST on February 6, 2015, at the LCSD Office of the Superintendent at 123 E. Main Street, Carthage Mississippi 39051.

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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.

13. 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.

14. The Service Provider's Qualifications

The Service Provider must provide proof of registration with the (SLD) for reimbursement under E-Rate guidelines for Category 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 cabling installation and services. Service Provider must give examples and contact information for at least three such installations. Certifications for the services provided will include Cabling Certifications with a full time RCDD (Registered Communications Distribution Designer) on staff is desired and part of the bid assessment. This is an organization called BICSI and their website is BICSI.org. Vendor must be registered with the BICSI. BICSI ITS installer2, Copper and Optical Fiber certifications are also desired and part of the bid assessment. Certifications should be in the brand of products offered by the vendor. Contractor shall demonstrate satisfaction of sound financial condition and can be adequately bonded and insured if the project deems necessary.

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Possess those licenses/permits required to perform telecommunications installations in the specified jurisdiction.

Personnel knowledgeable in local, state, province and national codes and regulations. All work shall comply with the latest revision of the codes or regulations. When conflict exists between local or national codes or regulations, the most stringent codes or regulations shall be followed.

Must possess current liability insurance certificates.

Required Contractor Training:

The Contractor shall be fully conversant and capable in the cabling of low voltage applications such as, but not limited to data, voice and imaging network systems. The Contractor shall at a minimum possess the following qualifications:

Contractor must employ as a full-time employee an individual with a valid BICSI RCDD certification.

Personnel trained and certified to install the structured cabling system.

Provide references of the type of installation provide in this specification.

Personnel trained and certified in fiber optic cabling, splicing, termination and testing techniques. Personnel must have experience using an optical light source and power meter plus OTDR.

Personnel trained in the installation of pathways and support for housing horizontal and backbone cabling.

The lead installer on this project must possess at least BICSI level 2 certification.

15. Stored Materials

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

16. Specifications

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

17. Time of Completion

All work, on all LCSD sites, must be completed and operational by July 30, 2016, 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.

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18. 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.

19. 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.

20. 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.

21. 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.
- 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.

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22. 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.

23. 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.

24. 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.

25. 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.

26. Price Quotations

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

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govern and the total price shall be revised accordingly.

27. 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.

28. Terms of Payment

The start of services for this project may not begin prior to July 1, 2015. 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.

29. Cabling Solution

All proposals are to provide additional cabling or replace existing cabling in certain locations with Cat6 cabling at all 6 school locations. Upon completion of project the Technology Coordinator will be provided close out documents detailing the location and installation of all drops and a marked up red line schema drawing of the infrastructure that was replaced.

30. Term of Contract and E-Rate Subsidies

Payment for The District's wired 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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II. Detailed Specifications

The specifications provided in this section are intended to convey the characteristics of providing additional structured cabling or replace existing structured cabling in six schools within the Leake County School District.

The Leake County School District is looking for quotations for a reliable, dependable cabling infrastructure to replace some existing Cat5e cabling with a Cat6 cabling to support a gigabyte switching and wireless network. In order to provide the most efficient and cost effective implementation of this project, the district is looking for one vendor to provide this network infrastructure.

LCSD is currently based on Cat5e cabling system with some existing fiber connections between certain buildings. The District proposes to maintain the existing fiber cabling where buried unless testing of cabling proves it to be damaged or in need of replacement. Terminating and testing all new drops or any replacement drops that are installed will be included in the installation of the project. New racks or patch panels may be included as deemed necessary in the project.

The scope of the project will be as follows:

Install new Category 6 cabling drops as needed for new access points being installed. Replacement of some cabling as deemed during the walk through will be included. Metallic raceway or EMT conduit must be extended from each drop to accessible ceiling. Some classrooms such as labs will require more cables and will be determined on a case-by-case basis. Exposed cabling will not be accepted.

Install new category 6 cable to each future wireless access point. The location of new access points to be determined.

Prior to placing any cable pathways or cable, the vendor shall survey the site to determine job conditions will not impose any obstructions that would interfere with the safe and satisfactory placement of the cables. The arrangements to remove any obstructions with the Project Manager need to be determined at that time.

CABLE PATHWAYS

- Pathways shall be designed and installed to meet applicable local and national building and electrical codes or regulations.
- Grounding / Earthing and bonding of pathways shall comply with applicable codes and regulations.

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- Pathways shall not have exposed sharp edges that may come into contact with telecommunications cables.
- The number of cables placed in a pathway shall not exceed manufacture specifications, nor, will the geometric shape of a cable be affected.
- All horizontal pathways shall be designed and installed to meet applicable local and national building and electrical codes.
- The maximum cable pulling tensions shall not exceed manufacturer's specifications.
- Tie wraps shall be used at appropriate intervals to secure cable and to provide a strain relief at termination points. These wraps shall not be over tightened to the point of deforming or crimping the cable sheath. Cable tray or basket or j hooks on raceway will be used as needed to secure it properly.
- All work shall be done in the fashion of highest standards in the telecommunications industry. All equipment and materials are to be installed in a neat and secure manner, while cables are to be properly dressed. Workers must clean any debris and trash at the close of each workday.

TESTING

- Testing of all newly installed cable channels shall be performed prior to system cutover.
- Fiber optic new and existing, if installed, shall be tested prior to system cutover.

LABELING AND DRAWING

- Horizontal and backbone cables shall be labeled at each end. The cable or its label shall be marked with its identifier.
- A unique identifier shall be marked on each faceplate to identify it as connecting hardware.
- Each port in the faceplate shall be labeled with its identifier.
- Each port on the connecting hardware shall be labeled with its identifier.
- As-built drawings shall be supplied by the contractor showing the locations of and identifiers for all:

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- Horizontal cable routing and terminations
- Telecommunications outlets/connectors
- Backbone cable routing and terminations
- Close out documents shall be provided to the District upon completion of the project. A marked up redline drawing of the infrastructure installed will be provided in both a hard and soft copy.

Contractor shall warranty parts and labor for the installed cabling system for a period of not less than one year.

III. 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.

IV. 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. Installation

Install the equipment and hardware in accordance with the manufacturer's specifications. All equipment shall be sufficiently labeled such that the equipment designation or purpose, interconnections and cabling endpoints can be easily determined. All labeling shall correspond with the wiring diagrams provided in Item 13 below.

6. 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

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may be assured that the requirements for the installation are met.

7. Completion Notification

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

8. Defects

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

9. The District Contact

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

10. 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.

11. Subcontractors

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

12. Testing

The Service Provider will provide the District with complete detailed test results. The test results must be delivered to the District before payment.

13. Diagrams

The Service Provider shall furnish, with the quote, a complete set of drawings showing the design of the structured cabling system. The diagrams will also include the location of the proposed racks and number of drops at each wiring closet.

14. 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.

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15. 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.

16. 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 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.

17. 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.

18. 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,

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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.

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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 _____

Please include in the quote breakdown of the materials and labor costs needed for installation of cabling. Include subtotals by site but include all costs to be presented as one bid.

In addition to pricing information, please include the following information:

- Service Provider's Mississippi Division or Company's Organizational Chart including job titles, names, and departments
- Description of the Service Provider's capacity to provide support including names, position titles, and locations of technical support staff, sales staff, and management staff (i.e.: John Smith, Director of Sales – Jackson, MS)
- Description of Help Desk Procedures
- Description of warranty information for all proposed products
- Description of Service Response Procedures
- Description or list of service locations that will provide service and support for the district installation, the number of technicians available for that support, and average response times for service calls in the Carthage area.
- 3 References for similar installations as described in the specifications.
- Full Description of the installation to be provided (to include performance specifications and all necessary installation and equipment) for the connections for selected LCSD school buildings and number of drops at each wiring closet that were installed or replaced.

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DISTRICT BUILDING INFORMATION

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

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Similar Project Examples and References

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SITE VISIT FORM

DATE _____

SERVICE PROVIDER NAME _____

CONTACT INFORMATION FOR CHANGES / UPDATES / CLARIFICATIONS

Name _____

Phone Number _____

Email Address _____