

# MILLER GROVE INDEP SCHOOL DISTRICT

## Request for Proposal - Internet Access

### **Bid Requirements**

- Bids are Due Dec 8, 2015 @ 4:00 PM
- Submission by email or mail  
**Email:** [dmoseley@mgisd.net](mailto:dmoseley@mgisd.net)  
**Subject:** RFP 2016-2017 Internet Access  
**Mailing address:**  
Davy Moseley  
7819 FM 275 South  
Cumby, TX 75433
- This RFP is for a Turn-key project. Proposals must include all configuration and installation information Our goal is to provide offer the school district a cost effective and best available bandwidth. Prefer service providers within 100 mile radius (approx. one hour) of school district.
- Products and services must be operational and compatible with all network equipment brands used by Miller Grove ISD
- Must include specification sheets for all products and services proposed
- Requested products and services may be contingent upon Erate funding approval and school board approval.
- There must be an ability to increase bandwidth within contract term with annual review
- Must meet all terms and conditions by Universal Service Administration Company- Schools and Library (E-Rate program). Service provider must have SPIN # {Service Provider Identification Number} and provide with on bid response.
- Service Provider must agree to apply for the Texas Universal Service Fund (TUSF) for credits for the internet access services of the Consortium within 90 days of completed service start date.
- Must Provide a yearly breakdown of cost for service provided
- SERVICES START DATE: July 1, 2016

If the Service Provider cannot complete the internet project by July 1, 2016, the Service Provider must provide alternative internet and campus connectivity at the cost of the Service Provider at a minimum of service ordered to the DMARC and provide a completion date for the entire project.

NOTE: The school district may opt to increase bandwidth after proposal evaluation and acceptance. This option is a district discretion.  
Contingent on consortium participation.

**For Additional information please contact:**

Davy Moseley, Director of Technology

Email: [dmosley@mgisd.net](mailto:dmosley@mgisd.net)

Office 903-459-3288 Ext 2

**Internet Connection**

- 50 Mbps (minimum request) – 200 Mbps (bid in increments of 50Mb) Fiber Connection to the internet at the DMARC location.
- Miller Grove ISD (7819 FM 275 South Cumby, TX 75433) serves as the districts DMARC location
- Minimum throughput: 50 Megabits per second (Mbps) download and 50Mbps upload or greater, with the option to increase bandwidth up to 200Mbps within the contract term.
- Data caps: Connections with a limit on data transmitted or received (data cap) will not be considered.
- Public IPs/NAT: Range of at approximately 10 public IP address translated to internal servers.
- **Includes voice application over data – no dedicated bandwidth for voice to meet the USAC guidelines: (version 3 – RFP correction)**  
*“If the applicant simply has a voice application running over a data circuit with **no portion of the circuit dedicated to providing voice**, the circuit is not subject to the phase down” – USAC News Brief 2/9/2015*

**Service Level Agreement**

A detailed description of services and pricing (may be inclusive of services requested not necessarily a separate option; only if separate charges apply):

- Explain Service Measurements – Service Availability (uptime); service performance (throughput, response time and service quality (number of unscheduled outages, recovery plans, customer surveys, etc)
- Explain the responsibilities of the Service Provider – service orders, expected timeframes, etc.
- Explain the responsibilities of the Client – service orders, expected timeframes, etc.
- Explain your Service Maintenance Schedule, if any
- Explain your service ability in proximity to School District
- Explain terms of cancellation or termination.
- Samples of Service Forms, Reports or Logs, if applicable.
- Describe any use of subcontractors



Proposal Requirements:

- 1) Intend to bid page: Vendor registration page (see attached)– to be submitted upon response interest.
  - a. Must register to receive any email or updates to this request for proposal.
  - b. Submit any questions, concerns, or clarifications to [dmoseley@mgisd.net](mailto:dmoseley@mgisd.net)  
DEADLINE FOR QUESTIONS – DEC 1, 2015  
QUESTIONS/ ANSWERS posted by DEC 4, 2015  
Note Thanksgiving Break – Nov 23 – 27<sup>th</sup>, 2015
  - c. Copy of questions and answers is a proposal documentation requirement.
- 2) Proposal MUST INCLUDE:
  - a. RFP Number
  - b. USAC SPIN#
  - c. Company information, background and experience, and contact information (may include sales, service, Erate and accounting with phone numbers & emails).  
Plus, a complete copy of the contract terms.
  - d. Statement of Work / Services including maintenance & warranty information.
  - e. List of References (minimum 3 – within state of Texas)
  - f. Copy of the list of posted questions & answers – as posted on [www.mgisd.net/erate](http://www.mgisd.net/erate)
  - g. Pricing Worksheet– Internet Access & Service Level Agreement, and any other services, if applicable. EXCEL file available on website
  - h. State of Texas Certificate of Convenience & Necessary (CCN) Statement (see attached)
  - i. Federal Tax ID certificate (W-9)
- 3) Instructions to submit:
  - a. No bids will be accepted before Dec 1, 2015 – to ensure all questions are addressed, answered and posted for notification.
  - b. Submit (1) hard copies of proposals with all requested documentation no later than **Dec 8, 2015 at 4PM (CST)**  
**OR**
  - c. Email proposal documentation to [dmoseley@mgisd.net](mailto:dmoseley@mgisd.net) no later than **Dec 8, 2015 at 4PM (CST)**. Must include RFP number in subject line.
  - d. NO LATE BIDS will be considered after deadline. If revised bids submitted last version will be considered final document.

**Immediately Complete & submit THIS PAGE**

**Submit questions no later than DEC 1, 2015**

**TO:**

Davy Moseley

Miller Grove ISD

Email: [dmoseley@mgisd.net](mailto:dmoseley@mgisd.net)

**INTENT TO BID & SUBMIT RFP QUESTIONS**

[www.mgisd.net/erate](http://www.mgisd.net/erate)

DATE: \_\_\_\_\_

SERVICE PROVIDER: \_\_\_\_\_

CONTACT: \_\_\_\_\_

EMAIL: \_\_\_\_\_

SITE VISIT: by appointment, Contact Davy Moseley

Note Thanksgiving Break – Nov 23 – 27<sup>th</sup>, 2015

Email questions, if any.

Our intent is to provide a fair and open bid process,

We are not responsible for the delivery of any not received emails, if any.

No phone calls will be made to ensure individual receipt.

Your best option is to view to the webpage for updates.

All questions will be posted and answered by website – not through individual emails.

All questions and answers will be posted by DEC 4, 2015

**Complete & submit THIS PAGE**

**with bid - Dec 8, 2015 @ 4pm**

State of Texas  
Certificate of Convenience & Necessary (CCN)  
Statement

\_\_\_\_\_ (company name)

(select one)

- named company currently has the Texas Certificate of Convenience & Necessary (CCN) on file at the State of Texas.
- named company does not have the Texas Certificate of Convenience & Necessary (CCN) on file at the State of Texas; however, will file within 90 days of winning bid selection.
- named company does not have the Texas Certificate of Convenience & Necessary (CCN) on file at the State of Texas; and does not plan to file.
- named company is EXEMPT from Texas Certificate of Convenience & Necessary (CCN) on filing at the State of Texas.

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title