



**WHEATLAND SCHOOL DISTRICT
INVITATION TO BID
E-RATE 2012-2013
TELECOMMUNICATIONS**

Notice is hereby given that the Board of Trustees of the Wheatland School District (WSD or "District"), INVITATION TO BID Notice is hereby given that the District will receive proposals for E-Rate 2012-2013 for: Telecommunication Services under the federal E-rate Program. For our district information, request details, posting please see: www.usac.org/sl & www.wheatlandsd.com/documents/wsderate.pdf All proposals are due 28 days after the form 470 posting.

Wheatland School District

Request for Proposals

High-Speed Data Connectivity

E-Rate FY2012 (Year 15)

Proposals must be delivered to:

Wheatland School District
Attn: Chad Swaim District Network Coordinator
111 Main Street
Wheatland, Ca. 95692

by 4:00PM March 14th, 2012

Electronic Versions can also be delivered, however the district takes no responsibility for delivery confirmation, etc. (email issues, i.e. SPAM, etc.).

Wheatland School District (WSD) is seeking proposals for a multi-year contract commencing in E-Rate FY2012 (Year 15, 7/1/2012 - 6/30/2013).

WSD is seeking proposals for:

High-speed data transmission service providing district-wide wide-area connectivity at 5 locations with options for 100 Mbps, up to 1 Gbps

INTRODUCTION:

.WSD receives Internet access services from the Yuba County Office of Education (YCOE).

WSD wishes to establish a new multi-year contract for wide-area connectivity at speeds equal to or greater than the existing service.

SERVICE LOCATIONS:

Wide-area connections are required at:

1. Lone Tree Elementary

123 Beale Highway
Beale AFB, Ca. 95903

2. Bear River

100 Wheatland Park Drive
Wheatland, Ca. 95692

3. Wheatland Elementary

111 Hooper Street
Wheatland, Ca. 95692

4. Wheatland District Office

111 Main Street
Wheatland, Ca 95692

5. Wheatland District Office

1114 Yuba Street
Marysville, CA 95901

SERVICE PROVIDER AND PROPOSAL REQUIREMENTS:

- WSD seeks to take advantage of funding from the E-Rate program and the California Teleconnect Fund for discounted communication services.
- The successful service provider(s) will be responsible for participating in the E-Rate program of the Universal Service Administrative Company (USAC, www.usac.org/sl) and the California Teleconnect Fund (CTF) of the California Public Utilities Commission (CPUC, www.cpuc.ca.gov/puc/telco/public+programs/ctf).
- WSD expects each service provider to make themselves thoroughly familiar with rules or regulations regarding E-rate and CTF.
- The service provider is responsible for providing a valid Service Provider Identification Number (SPIN) at the time the proposal is submitted.
- Prices must remain fixed for the duration of the E-Rate FY2012 fiscal year, or until the end of resulting contract. No change orders will be allowed for the work resulting from this posting.
- Proposals must clearly identify itemized costs of associated items and services. Costs for taxes and shipping must be listed as separate items.

- Proposals must clearly identify all services and items not eligible for E-Rate and/or CTF discounts. Services and items partially eligible for these discounts must be clearly identified, including what percentage is eligible.
- WSD requests Service Provider Invoicing (SPI) and CTF discounts prior to invoicing. The service provider is responsible for invoicing awarded discounts from USAC and CPUC.
- Proposals must include FCC Registration Number and documentation from FCC regarding red-light status. Any service provider found to be in red-light status will be disqualified from participation in the bidding process. Information on red-light status can be accessed at www.fcc.gov/redlight

ADDITIONAL CONDITIONS:

- WSD reserves the right to reject any and all bids and to waive irregularities in any bid.
- WSD may or may not undertake the project at its sole discretion.
- All contracts entered into as a result of this RFP will be contingent upon available funding from the E-Rate program and the California Teleconnect Fund.
- WSD reserves the right to proceed with project or purchase or not to proceed regardless of E-rate approval.
- No billing or services will commence before July 1, 2012.
- In the event of questions during the E-Rate audit process, the successful service provider is expected to reply within 3 days to questions associated with their proposal.
- WSD will require that the awarded service provider ensure that all eligible components of service are filed with the California Public Utilities Commission (CPUC) and are eligible for the California Teleconnect Fund (CTF) discount.
- Costs for preparing proposals and any other related material are the responsibility of the service provider, and shall not be chargeable in any manner to WSD. WSD will not be held liable for any cost incurred by vendors in responding to this RFP.
- Before awarding any contract, WSD reserves the right to require the service provider to submit evidence of qualifications, as WSD may deem appropriate. This evidence may be concerning financial, technical, and other qualifications as well as relevant experience and skills of the service provider.
- Service providers are required to comply with California Labor Code Section 3700. This section mandates that employers in the State must have Worker's Compensation Insurance that covers every employee.

- WSD requires that the following minimum levels of insurance coverage must be carried and maintained throughout the duration of any agreement for work awarded from this RFP.
 - General Liability including coverage for personal injury and property damage in the amount of \$1,000,000.
 - Insurance coverage for Errors and Omissions in the amount of \$1,000,000.
 - Automobile coverage for every firm owned automobile in the amount of \$1,000,000.

The District must be named as an additional insured party on these policies and shall be notified in writing by the insurance carrier of any change in or cancellation of coverage.

- All vendors must comply with California Education Code sections 45122 through 45125.5. Every employee who will work at any site within WSD must be fingerprinted by a law enforcement agency and pass a criminal background check conducted by the DOJ.

QUESTIONS RELATED TO THE RFP:

All requests for information (RFI) should be made in writing via email to:
Chad Swaim at cswaim@wheatland.k12.ca.us