

REQUEST FOR BID PROPOSAL  
Lit Fiber Wide Area Network Connectivity  
FOR THE BARROW COUNTY SCHOOL SYSTEM



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**Barrow County School System**  
Boldly Committed to Student Success

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***Information Technology Services***

179 W. Athens Street  
Winder, Georgia 30680  
Voice - 770-307-0533  
Fax - 770-867-1935

## REQUEST FOR PROPOSAL (RFP) FOR Broadband WAN Connectivity

### To: All Interested Vendors

You are invited to submit a formal, sealed proposal (bid) for **e-rate eligible** lit fiber wide area network connectivity at various locations around the Barrow County School System in accordance with the attached General Conditions and Specifications.

All questions pertaining to this RFP should be emailed no later than Wednesday, January 31<sup>st</sup>, to John St.Clair – [saint@barrow.k12.ga.us](mailto:saint@barrow.k12.ga.us). Any modifications to the RFP based on questions and answers regarding this offering will be posted as addendums to the RFP, and made available on the web site at <http://www.barrow.k12.ga.us/>. **Vendors are responsible for checking the web site for amendments to the bid up to the final day before the bid is due.**

Responses will be brought to the school board for a vote on Tuesday, March 6<sup>th</sup>. Additionally, this project will be funded with federal e-rate funds, and final approval for the project will not be given until funds have been approved by the e-rate program. Prospective vendors must be participants in the e-rate program and must have a valid SPIN. E-rate funding approval may be given at any time in the 2018-2019 e-rate fiscal year. Vendor pricing response must remain valid until e-rate approval is given. District will generate purchase order or sign contract as appropriate as soon as possible within 60 days of receipt of e-rate approval.

Sealed proposals will be received until 11:00 AM Monday, February 12<sup>th</sup>. Proposals must be emailed to [saint@barrow.k12.ga.us](mailto:saint@barrow.k12.ga.us). Emailed proposals will only be deemed accepted for consideration upon delivery of a confirmation email from [jstclair@barrow.k12.ga.us](mailto:jstclair@barrow.k12.ga.us) to vendor's email indicating receipt of proposal. If vendor does not receive confirmation of receipt of proposal via email, vendor should consider proposal not to have been delivered.

Proposal emails should have a subject-line of "E-rate Wide Area Network Proposal"

## GENERAL CONDITIONS

The Barrow County School System seeks competitive bids for lit fiber wide area network connectivity across the district at the locations specified in Appendix 1. The following general conditions apply:

### 1. **RESPONSE**

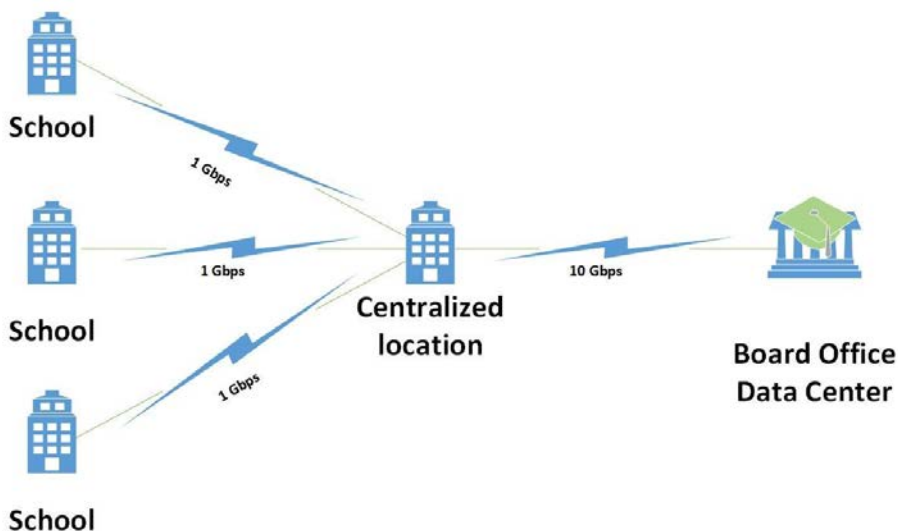
Respondents must include the cost of all available services, any required construction costs, and a detailed narrative description (including a proposed network diagram) which outlines how the vendor plans to provide the proposed connectivity to Barrow County Schools. Barrow County Schools is seeking a turn-key solution for delivering the proposed service to each existing MDF at every facility. All associated costs to terminate the proposed service to the MDF must be included in the vendor proposal. Vendor is expected to be familiar with all conditions at each facility and to have factored in any requirements for providing service to each facility in vendor's proposal. Any costs, labor or materials expected to be provided by Barrow County Schools should be clearly identified. Any costs, labor or materials not identified will not be accepted by Barrow County Schools and will be considered part of the vendor proposal.

### 2. **MINIMUM VENDOR REQUIREMENTS**

- Vendor must be a telecommunication provider operating under the regulations of the Federal Communications Commission, the Telecommunication Act of 1996.
- Must have a "Service Provider Identification Number (SPIN), meet all USAC requirements, and be recognized as an eligible service provider by USAC.
- Vendor shall have the sole responsibility for service procurement, implementation, support, and will be responsible for performance of any 3rd parties utilized to deliver service.
- Vendor agrees that all work is subject to E-Rate approval and Barrow County Schools will not be responsible for any work completed prior to E-Rate approval.
- Vendor must provide information in response relating to length of time in business and experience in providing services similar to those proposed in RFP response.

### 3. **METHODOLOGIES**

a. All facilities are to have connectivity to one another. Facilities will require either 1 gig, 2 gig, or 10 gig connectivity to WAN. Alternative methodologies may be considered if they provide a similar environment. Example diagram:



- b. Vendor's solution must allow school district to have 1 or more VLANs per location, with the ability for school district to add/remove/modify VLANs at will without requiring involvement of vendor. School district will provide own routers and routing services at each location.
- c. School district plans to use the proposed service to transport realtime applications including Video along with traditional data including Email and Web traffic, as well as IT administration and support applications. Support for multicast routing for applications like video communications as well as software deployment is essential. QOS capability is required.
- d. Vendor must describe in detail the methodology and procedures that are to be used to accomplish the requirements of this RFP, including:
- Proposed network architecture
  - Any equipment to be installed in school district facilities
  - Project timeline from award of bid to completion
  - Any circuit turn-up procedures
  - Ability of proposal to allow/support QOS including any limitations on end-to-end support for QOS
  - Ability of proposal to allow/support multicast communications including any limitations on end-to-end support for multicast traffic
  - Describe "Service Level Agreement (SLA)" to include end to end availability, guaranteed time to repair, end to end packet delivery, end to end latency, end to end jitter, etc.
  - How vendor will ensure the security of all network equipment that is managed remotely, including authentication methods and tools used for network infrastructure access.
  - Responsibilities of vendor and those of school district.
  - Describe ability to support customer access to vendor managed equipment.
  - Describe ability to support customer monitoring of network traffic at Data Center location.
- e. Vendor must describe support procedures, including:
- Primary account representative with contact information
  - Technical support contacts, hours of operation, location of support NOC, base of operations of on-site support personnel, and emergency escalation procedures
  - Vendor's network service monitoring and procedures for proactive customer support
- f. Vendor must guarantee a 2-hour response time from report of trouble to initiation of repair.
- g. Vendor must describe procedures for retiring a facility if facility is decommissioned, and procedures for adding additional facilities as new facilities are brought on-line. Any new facilities brought online must expire co-terminus with existing contract. Vendor must specify if retirement of a facility and termination of WAN connection at said facility will incur a financial penalty to district or if facilities may be retired and service terminated to facilities during the course of the contract without financial penalty to district.
- h. Vendor must describe any network monitoring tools available to school district, such as bandwidth graphs per connection, etc. Sample screen captures of tools provided to school district should be included in proposal.
- i. Vendor must describe process for reporting billing errors, customer's ability to withhold payment on disputed charges without penalty or interest if applicable, and any limitations on how far back customer can audit and dispute erroneous charges.
- j. Vendor must describe ability and procedures and costs to upgrade or downgrade level of service during commitment period.
- k. Please provide pricing options on a per-site basis that will allow Barrow County Schools the flexibility to determine bandwidth allocations as needed. Pricing options should include a 10Gbps options at the PDC/BOE Data Center (179 W. Athens Street, Winder GA 30680) and provide incremental options of 1Gbps up to 10 Gbps options for all other sites. Initial anticipated bandwidth allocations are specified in Appendix 1.

#### **4. MISCELLANEOUS CONDITIONS**

- a. The Barrow County School System may accept any bid offered on an all, some, or none basis, within funds available, whichever is in the best interest of the school system. The Barrow County School System reserves the right to reject any or all proposals and waive technicalities and informalities.
- b. Commencement of service and billing are desired to begin July 1st, 2018, or as soon as possible thereafter pending e-rate approval and build-out time.
- c. Vendor must agree to and complete addendum in Appendix 2.

## Appendix 1

Facility	Address	City	Initial Bandwidth Desired	Notes
Auburn ES	1334 Sixth Avenue	Auburn GA 30011	1 Gbps	
Bethlehem ES	47 McElhannon Road, SW	Bethlehem GA 30620	1 Gbps	
Bramlett ES	622 Freeman Brock Road	Auburn GA 30011	1 Gbps	
County Line ES	334 Rockwell Church Road	Winder GA 30680	1 Gbps	
Holsenbeck ES	445 Holsenbeck School Road	Winder GA 30680	1 Gbps	
Kennedy ES	200 Matthews School Road	Winder GA 30620	1 Gbps	
Statham ES	1970 Broad Street	Statham GA 30666	1 Gbps	
Yargo ES	1000 Haymon Morris Road	Winder GA 30680	1 Gbps	
Winder ES	194 McNeal Road	Winder, GA 30680	2 Gbps	
Bear Creek MS	228 Jefferson Street	Statham GA 30666	1 Gbps	
Haymon-Morris MS	1008 Haymon-Morris Road	Winder GA 30680	1 Gbps	
Westside MS	240 Matthews School Road	Winder GA 30680	1 Gbps	
Russell MS	364 W. Candler Street	Winder GA 30680	NONE	No services required. School listed for completeness only
Apalachee HS	940 Haymon Morris Road	Winder, GA 30680	1 Gbps	
Winder-Barrow HS	272 North 5th Avenue	Winder GA 30680	1 Gbps	
Alternative School	54 W. Star St.	Bethlehem GA 30620	1 Gbps	
Sims Academy	989 Austin Road	Winder, GA 30780	1 Gbps	
PDC/BOE	179 W. Athens St.	Winder GA 30680	10 Gbps	
Transportation	266 Hal Jackson Rd	Winder GA 30680	1 Gbps	

## Appendix 2

STATE OF GEORGIA

COUNTY OF BARROW

### ADDENDUM

The foregoing contract is hereby amended, pursuant to O.C.G.A. §20-2-506, as follows:

1.

This contract shall terminate absolutely and without further obligation on the part of the School District at the close of the calendar year in which it is executed and at the close of each succeeding calendar year for which it may be renewed.

2.

This contract shall automatically renew on the first day of January, after the automatic termination described in paragraph one (1) above, unless the Board of Education takes action to terminate the automatic renewal provisions prior to the automatic renewal. This automatic renewal shall be for one year and additional automatic renewal shall occur on each subsequent first day of January unless the Board of Education takes action to terminate the automatic renewal provision; however no automatic renewal shall extend this contract past June 30th, 2025.

3.

The total obligation of the School District for the current year and each year of renewal shall be:

2018 - \$ _____	2019 - \$ _____	2020 - \$ _____
2021 - \$ _____	2022 - \$ _____	2023 - \$ _____
2024 - \$ _____	2025 - \$ _____	

4.

In addition to the termination process described above, this contract shall terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligation to the School District under the contract.

5.

In the event any of the terms in this addendum are in conflict with the terms in the contract, the terms in this addendum shall control.

6.

All terms of this contract shall be interpreted pursuant to the laws of the State of Georgia. Any dispute arising under the terms of this contract shall be decided based upon the laws of the State of Georgia, and each party submits to the jurisdiction of the Superior Court of Barrow County, Georgia for any action arising under the terms of this contract.

This \_\_\_\_ day of \_\_\_\_\_, 2018.

BARROW COUNTY SCHOOL DISTRICT

(Vendor \_\_\_\_\_ )

By: \_\_\_\_\_

By: \_\_\_\_\_