

## **St. Anthony Tri-Parish School**

### 2019 WAN & Telecommunication RFP

#### **SUBJECT**

RFP for a 1, 2, 3, and 5-year contract for Internet(WAN) and Telecommunication for St. Anthony School. The School wishes to evaluate various time frame options, as well as different connection types, and speeds, considering that a longer contract may prove beneficial to The School.

#### **PURPOSE**

Proposals are being sought by St. Anthony Tri-Parish School for the purpose of securing the most cost-efficient way of connecting our school to the internet and to telecommunication systems.

#### **BACKGROUND**

Our school's students, teachers, staff and administrators are using more and more resources that require Internet access. In the past we had determined that the most economical way of acquiring Internet access was through several small connections which are load-balanced through networking devices. We would like to have a single, or dual, link that would give us either the same amount of bandwidth, or more. Additionally, The School makes use 10 POTS lines for Telecommunications. The purpose of this RFP is to explore the various options currently supported through the E-Rate program and its Priority One services.

#### **GENERAL REQUIREMENTS**

The School wishes to explore various bandwidth, line pricing, and contract term options. Ranges should include at a minimum 100Mbps, 150M, 200M, as well as options to telecommunications as it relates to 10 or more POTS lines.

#### **PROPOSALS**

You can either e-mail proposals to [nick.dresang@sascasper.com](mailto:nick.dresang@sascasper.com) or physically send them to:

ATTN: Nick Dresang  
St. Anthony Tri-Parish School  
1145 W. 20<sup>th</sup> St.  
Casper, Wyoming 82604

Proposals will be received by The School at the addresses above until March 25<sup>th</sup>, 2019.

'The Service Provider' is defined as the Company, or Companies submitting their proposal in response to this RFP.

## INQUIRIES

All correspondence and inquiries regarding the RFP must be done via E-Mail: [nick.dresang@sascasper.com](mailto:nick.dresang@sascasper.com)

## BASIS OF AWARD

1. E-rate approval by USAC
2. Provider must have current USAC SPAC.
3. References of at least three installations of similar application size, complexity, infrastructure design and installation method as proposed.
4. Helpdesk and Network Management System. (24x7x365)

## GENERAL CONDITIONS

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

### 1. Location of Sites:

St. Anthony Tri-Parish School (The School)  
1145 W. 20<sup>th</sup> St.  
Casper, Wyoming 82604

### 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. This would include all pole rights needed for fiber services obtained through local utilities.

Any work necessary to be performed after regular working hours, on weekends or legal holidays, shall be performed without additional expense to The School , unless the weekend or holiday work is due to a delay caused by The School .

The Service Provider will be fully responsible for securing all required right-of-ways, construction permits and cross connects required to complete this project.

### 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 School will not be responsible for any change in the work involving extra costs unless approval in writing is furnished by the Technology Director before such work has begun.

## **5. Existing Conditions:**

The Service Provider , in submission of this proposal, will have visited the premises and will be assumed to have taken into consideration all conditions, which might affect this work. The location of the demark shall be in the server closet or another location specified by the Technology Director. No consideration will be given to any claims based on a lack of knowledge of existing conditions. To schedule a visit, contact Nick Dresang at: [nick.dresang@sascasper.com](mailto:nick.dresang@sascasper.com).

If a Service Provider does not receive a response within 24 hours, it is the responsibility of The Service Provider to call Nick Dresang at (307 234-2873 and confirm that the email message was received.

## **6. Workmanship**

All work shall be performed in a professional manner. Personnel from The School 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.

## **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 School . However, limited troubleshooting of existing equipment or cabling 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 cabling components and electronic equipment.

## **8. Financing**

The Service Provider will provide a binding contract to The School for submission to The School s and Libraries Division. After notification of award from The School s 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 School . 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 School s and Libraries Division (SLD), after notification by The School s 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. Governing Law**

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

## **10. Indemnification**

The Service Provider agrees to hold The School harmless and to indemnify The School 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.

**11. The School 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 if deemed necessary.
- c. Accept any alternative proposal believed to be in the best interest of The School .
- d. Waive any formality in the quote submission.
- e. Cancel any awarded bid if the service proves unsatisfactory.

**12. 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 School will not be liable for any costs beyond those proposed herein. Please be advised that The School is specifically exempted from the payment of Wyoming Sales Tax.

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

**13. Term of Contract and E-Rate Subsidies**

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

**14. USAC Certifications**

The Service Provider must be an approved USAC service provider.