



Brenda Krage
Superintendent

Jacque Corsentino
Director of Business Services

Jan Draper
Director of Educational Services

January 22, 2019

Dear Sir or Madam,

The Fremont Re-2 School District, Entity # 142410, desires to gather information and subsequently execute an agreement for Internet service for the 2019-2020 school year.

I cordially invite you to respond to the attached request for proposal (RFP) for Internet service. Please feel free to contact me with questions. Answers to question will be posted at www.re-2.org.

Sincerely

Darrin Tingey
Director of Technology
719-784-2522
dtingey@re-2.org

Fremont Re-2 School District

RFP for Internet Service

Requesting: Proposal (either in an electronic format delivered via email or paper copy)

Issue Date: January 22, 2019

Bid Opening: Upon 470 submission and Approval

Procurement Time Frame: Request for Proposal issued January 22, 2019
Request for Proposals Responses will be accepted for 28 days after
The approval of the Form 470
The Contract will be awarded March 1 (Tentative)

Requested Services: Internet services for Fremont School District.

Enclosures:

- 1.0 Purpose and Background
- 2.0 Scope and Procurement
- 3.0 Evaluation Criteria and Vendor Selection

Questions: The District will answer vendor questions via email or phone conversation. The general question and response will also be posted to www.re-2.org.

Contact: Darrin Tingey
Director of Technology
719-784-2522
dtingey@re-2.org

1.0 Purpose and Background

The Fremont Re-2 School District desires to procure and execute an agreement for Internet Services. Fremont Re-2 seeks appropriately qualified and experienced vendors who can provide services beginning July 1, 2019.

The purpose of this Request for Proposal (RFP) is to solicit proposals and establish a contract through fair and competitive negotiations. The services requested in this document is part of the ERATE filings for Funding Year 2019. The specific filing is 470 application # **190018042**. Further information can be found on the USAC website www.universalservice.org.

- Vendor(s) must provide their ERATE Service Provider Number (SPIN) as a part of the proposal in order to be eligible for consideration
- Vendors(s) must agree to comply with USAC rules and regulations and be familiar with USAC billing methods and timelines
- Bids and awards related to this RFP are subject to funding approval through the ERATE process. In the event the project is not funded, Fremont Re-2 School District reserves the right to cancel the project.

Fremont Re-2 invites prospective vendors to submit information in fulfillment of services described in this RFP. The RFP represents a statement of desired services and will assist Fremont RE-2 in gathering information regarding services availability, whether or not the District is currently aware of this availability, to identify vendors capable of delivering these services, and to augment information contained in the 2019 ERATE filings

This document does not commit the District to award a contract, to pay any costs incurred in the preparation or a response to this RFP, or to make any agreements in relation to services and/or goods described in this RFP. Fremont Re-2 School District reserves the right to request clarification, conduct discussions with vendors and/or request additional information.

1.2 General Background

The Fremont Re-2 School District is located in Florence and Penrose Colorado. The District currently serves about 1360 students in four schools, in four locations. In the 2019 school year the Fremont Middle School building is planned to be shut down and seventh and eighth grade moved to the high school building. The District, currently, has a 10 GIG connection between the schools in Florence, which includes Fremont Elementary, Fremont Middle (to be closed down), Florence High School and the admin and transportation building. The 10 GIG terminates at the Technology and Industries building (T & I). Penrose is connected with a 200 Mbps wireless, point-to-point off the top of the high school. The current Internet service egress point is located at the Technology and Industries building

1.3 Procurement Objective

The Fremont Re-2 School District seeks vendor proposals for Internet services. Currently, the District's Internet connection is a single 200 Mbps fiber connection and is located at the Technology and Industries (T & I) building, 451 Church Ave., Florence, CO 81226. The District desires to execute a new contract for services at the same locations as well as explore and execute a contract to install a new service located and Penrose Elementary. 100 Illinois Ave, Penrose, CO 81240.

2.0 Scope of Procurement

The Fremont Re-2 School District seeks to procure Internet Services. This section describes the District's requirements and objectives.

2.1 Length of Contract

Fremont Re-2 will consider agreements ranging from one (1) to three (3) years in length. To Align with ERATE program requirements, Internet Service must begin on July 1, 2019.

2.2. Location

Currently, the District's Internet circuit terminates in a private room at the T & I building, 400 Church Ave, Florence, CO 81226. The District houses Core network equipment at this location and desires to maintain the existing egress point for the schools located in Florence. The District would like to establish an additional new egress point at Penrose Elementary, 100 Illinois, Ave, Penrose, CO 81240.

2.3 Bandwidth

The District will evaluate options for dedicated Internet circuits at various bandwidths: 200 Mbps, 1 GIG, 5 GIGS, etc. At a minimum, Vendors must submit a proposal for 200 Mbps. The preferred proposal will include at least a proposal for 1 GIG at the Florence location and 200 Mbps at the Penrose location or higher. The District prefers a solution scalable above 1 GIG within the duration of the agreement.

2.4 Additional Technical Specifications

Fremont Re-2 Requires a solution which includes the following elements:

- Minimum of 15 IPv4 public addresses
- Construction for the project must be completed and ready for Handoff by July 1, 2019
- Handoff method can be either a Rj45 or Fiber connection (preferred). The Core Router is an ExtremeNetworks K-6 Router

2.5 Service Levels

Vendors should submit a proposed Service Level Agreement (SLA) as part of their response. The proposed SLA will include a description of the Internet and related services provided, and where applicable, how these services will be measured. At a minimum, the SLA should describe how the vendor will ensure 99.99% circuit availability (uptime) and related commitments for frame/packet loss, network latency and jitter. Additionally, the SLA should describe 24x7x365 trouble-reporting procedures, time to repair outage commitments, and provisions offered in the event of chronic trouble. The services described in the SLA shall be maintained to the specifications of these commitments throughout the term of the contract, and the selected vendor shall remediate any deficiencies at no cost to the school district.

The District retains the right to select all, none or any selected portion of the proposed services.

3.0 Evaluation and Criteria and Vendor Selection

3.1 Evaluation and Criteria and Process

The District's selection team will identify a preferred vendor based on a two-phase scoring process. The table below present the evaluation criteria.

Phase	Weight	Criterion
1: Administrative Screening	Pass/Fail	Minimum Requirements
2: Proposal Evaluation	550	Cost
	100	Vendor Qualifications
	100	Technical Architecture
	100	Vendor Preference
	100	Vendor Location
	100	Vendors Timeline
	100	Bandwidth Offered
	150	Ability to provide services to both locations
	1200	Total Points

The District's evaluation team will assign vendors a score for each criterion. The District will then combine these component scores into a total score to identify the preferred vendor.

3.1.1 Phase 1: Administrative Screening

During the initial phase, Fremont Re-2's selection team will evaluate all proposals on a pass/fail basis. The District will review proposals for completeness, and compliance with minimum requirements as listed in Form 2: Minimum. Only proposals that pass this administrative screening will advance to Phase 2 of the evaluation process.

3.1.2 Response Evaluation

The District will subsequently evaluate all responses using the criteria described below

Cost (550 Points)

The District seeks the best value solution. The District will first identify the most advantageous bandwidth and contract term. Fremont Re-2 will then use information provided by vendors in Detailed Pricing Forms to assign a Cost score based on total cost of ownership. See the example below.

EXAMPLE

Vendor A: 1-year agreement @ 1 Gbps for \$35,000/year = \$35,000

Vendor B: 1-year agreement @ 1 Gbps for \$20,000/year = \$20,000

The vendor with the lowest total cost will receive the total number of points allotted for Cost (750 points). Vendors with a higher total cost will receive a proportional percentage of the total possible points for Cost, based on their deviation from the lowest total cost. See the example continued below.

EXAMPLE

Vendor A:

$\$20,000$ (lowest total cost)/ $\$35,000$ (Vendor A's total cost) X 550 = 314 points

Vendor B:

$20,000$ (lowest total cost)/ $\$20,000$ (Vendor B's total cost) X 550 = 550 points

Vendor Qualifications (100 Points)

The District seeks relationships with vendors that are viable, stable and committed to the proposed line of service especially within the realm of education.

Scores for this evaluation category will consider Vendor's service approach, including basic and value-added features (e.g., 24x7x365 support, proactive monitoring, threat mitigation, bursting), additional related services (e.g., offsite data backup, server hosting/colocation) and standard contract terms and conditions.

Technical Architecture (100 Points)

The District prefers high performing, highly reliable Internet service. Vendor responses should describe why the physical, geographic, and technological elements of their service represent a best-fit solution.

Vendor Preference (100 Points)

Fremont Re-2 will evaluate based on current and recent experiences with the vendor.

Vendors Timeline (100 Points)

The District will evaluate based on when the vendor can have the services ready. This includes any construction that the vendor must do before providing the offered services.

Bandwidth Offered (100 Points)

The District will evaluate and compare the available bandwidth offered

Ability to Provide Services to Both Locations (150 Points)

The District will evaluate the vendors ability to provide services to both locations

3.2 Competitive Negotiations

Fremont Re-2 School District reserves the right to request clarification, conduct discussions with vendors, to request revisions and/or waive minor informalities. The District also retains the right to negotiate the final contract terms and conditions with one or more of the most responsive vendors as solely determines by the District. Finally, Fremont Re-2 may discard all vendor responses if none meet the minimum requirements or if none are deemed in the best interests of the District.