

# **San Joaquin County Schools Data Processing Center**

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2922 Transworld Drive  
Stockton, CA 95206  
(209) 468-4869 - Fax (209) 468-4879

## **Proposal for High Speed Internet Access Services** Form 470 Application Number: 210003597

Response to:

**Escalon Unified School District**  
1520 Yosemite Avenue  
Escalon, CA 95320

Prepared By:

**San Joaquin County Schools Data Processing Center**  
**Ed Babakhan, Director**  
Post Office Box 213030  
Stockton, CA 95213

Escalon Unified School District  
TECHNICAL SPECIFICATIONS FOR HIGH SPEED:  
INTERNET ACCESS SERVICES E-RATE YR 23

RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

**7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION**

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

I, the undersigned, as an authorized agent of SJCS DPC (Service Provider Name), hereby certify that I have read the E-rate Supplemental Terms and Conditions, am fully compliant and intend to cooperate with the E-rate process as outlined above.

Signature:  Title: Director

Phone Number: 209-468-4870 Email: ebabakhan@sjcoe.net

Service Provider Name: San Joaquin County Schools Data Processing Center

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# VENDOR COMPANY DATA

**San Joaquin County Schools Data Processing Center (SJCSDPC) SPIN# 143033906**

2922 Transworld Drive

Stockton, CA 95206

(209) 468-4869 - Fax (209) 468-4879

## Service Provider Requirements

**San Joaquin County Schools Data Processing Center (SJCSDPC) is not under any current "Red Light" restrictions from the FCC and the Service Provider has filed a current E-rate Service Provider Annual Certification Form. San Joaquin County Schools Data Processing Center SPIN number is 143033906.**

# EXPERIENCE AND CLIENT REFERENCES

**The SJCSDPC connects 10 school districts, the San Joaquin County Office of Education, and 3 charter schools to the internet via the CENIC K-12 High Speed Network.**

## Client References:

- **Jefferson Elementary School District - Jim Bridges**  
1219 Whispering Wind Drive  
Tracy, CA 95377  
209-836-3388
- **Lammersville Unified School District - Shawn Yohannan**  
111 S De Anza Blvd.  
Mountain House, CA 95391  
(209) 836-7400
- **Linden Unified School District - Rick Hall**  
18527 E. Main Street  
Linden, CA 95236  
(209) 887-3894

# TECHNICAL CAPABILITIES

**San Joaquin County Schools Data Processing Center will provide the following:**

1. **Internet connection at 10GB to all Escalon USD locations on the above-referenced FCC Form 470 and listed in Block 4 of the Escalon USD's 2021 FCC Form 471.**

2. An onsite demarcation point on the Escalon USD's Local Area Network that is owned and maintained by SJCSDDPC which connects to, but is not part of Escalon USD's Local Area Network.
3. A network hand-off to Escalon USD site Local Area Network.
4. Facilitation and assistance in dealing with third party-provided circuit issues.
5. Dynamic Host Configuration Control Protocol (DHCP).
6. Routing for all Internet-related Escalon USD site data traffic from the Escalon USD network to the Internet.
7. Secure firewall service between the Internet and the Escalon USD network.
8. Primary and Secondary Domain Name Service (DNS) mapping and Escalon USD Domain Name Registration.
9. Maintenance and technical support of the requested Internet Access Service.

## COST PROPOSAL

### Page 14 - Payment and Funding:

Services	Annual Cost	# Years	Total Cost
Internet Access Services	\$60,710	3	\$182,130

The SJCSDDPC utilizes only the Form 472 Billed Entity Applicant Reimbursement Form process because this provides the most financial flexibility for schools. This means the applicant (Escalon USD) is responsible for paying for the services in full and seeking reimbursement of the E-rate discount amount from the Universal Service Administrative Company.

SJCSDDPC is providing just a 3 year term (with no extensions) as that provides the most flexibility and efficiencies for Escalon USD, based on the calculations for pricing these E-rate services (and non-E-rate services also provided by SJCSDDPC, which are not part of this response).

## TRANSITION PLAN

As the incumbent, transition will occur without interruption of applicable services and at no additional cost to Escalon USD. Should another provider be selected we would need 60 days notice to disconnect the SJCSDDPC internet access, firewall, and the use of SJCSDDPC's public IP addresses. Escalon USD would have to consider securing an alternative connection to the CENIC K12 High Speed network.

# QUALIFICATIONS

	Yes/No
1. The vendor must be able to guarantee network availability at least 99.5% of the time in a calendar month, and packet delivery of 99.5% or greater, except for outages caused by the customer's equipment, fiber cuts by third parties, acts of God, or other Force Majeure events.	<b>Yes</b>
Please elaborate:	
2. Does your company monitor all telecommunication and/or Internet services 24 hours per day, seven days per week, 365 days per year?	<b>Yes</b>
Please elaborate: <b>SJCSDDPC monitors internet access 24 hours a day, not telecommunication services.</b>	
3. Can your company ensure Escalon USD 99.95% for all telecommunication and/or Internet service availability during each week of service provided with telecommunication and/or Internet service latency across your company's network, facilities and services not to exceed 30 milliseconds maximum?	<b>Yes</b>
Please elaborate: <b>SJCSDDPC ensures internet service availability, not telecommunication service.</b>	
4. Is your company able to provide, at no additional charge, immediate notification to Escalon USD network department representative of any and all telecommunication and/or Internet service outages or anomalies which affect the use of the facilities, circuits, or network within Escalon USD?	<b>Yes</b>
Please elaborate:	
5. Please provide the process for Escalon USD to report any problems with the facilities, circuits, network or telecommunication and/or Internet services including the minimum response time.	<b>Yes</b>
Please elaborate: <b>We have the following phone numbers and email addresses for support which are monitored by our Help Desk and Network Operation Center:</b>  <b>209-468-4874 - helpdesk@sjcoe.net / 209-468-4870 - noc@sjcoe.net</b>	

<p><b>Escalon USD will designate a point person(s) to communicate with SJCSDPC and in turn relay information to their respective staff. SJCSDPC hours of operation are 7:00 a.m. to 5:00 p.m. Pacific Standard Time, Monday through Friday. SJCSDPC will be closed during the following Holidays: New Year's Day, Martin Luther King, Jr. Day, President Lincoln Day, President Washington Day, Memorial Day, Independence Day, Labor Day, Veteran's Day, Thanksgiving Day, Day After Thanksgiving Day, Christmas Eve, Christmas Day and New Year's Eve. A reasonable expectation for response time, either by phone or e-mail, is 2 hours. A timely resolution to the service request depends on the nature of the problem.</b></p>	
<p>6. Provide details regarding your company's service center, including, but not limited to, staffing experience, process and priority service.</p>	<p><b>Yes</b></p>
<p>Please elaborate: <b>The Service Provider has a first-class, routinely maintained Data Center, located at 2922 Transworld Drive (formerly 2901 Arch-Airport Road), Stockton, CA, 95206. The Data Center includes 24x7x365 access control, video security monitoring, dual air conditioner and humidity systems, backup and conditioned electrical services provided by dual UPS (Uninterruptible Power Supplies) and diesel generators providing 8 days of run time, and a multizone Novec Fire Suppression System.</b></p>	
<p>7. Your company will provide a non-performance policy with Escalon USD which provides Escalon USD a monthly credit equal to two times the monthly rate multiplied by the percentage of monthly outage to any site within Escalon USD, when such faults, outages or anomalies are due to the oversight neglect or unreliability of your company's services.</p>	<p><b>Yes</b></p>
<p>Please elaborate: <b>To the limit of the SJCSDPC point of demarcation.</b></p>	
<p>8. Does your company maintain compliance with any and all legal requirements set forth under the California Public Utilities Commission and the Federal Communications Commission of the United States of America?</p>	<p><b>Yes</b></p>
<p>Please elaborate: <b>To the extent such legal requirements apply to being an E-rate service provider.</b></p>	
<p>9. Does your company agree that Escalon USD can reserve the option to terminate service, without penalty and full expectation of refund of any and all proceeds paid prior to date of termination of contract or services for balance of services not rendered?</p>	<p><b>Yes</b></p>
<p>Please elaborate:</p>	



**1520 Yosemite Avenue  
Escalon, CA 95320**

**RFP NO. ESC2021-01**

**E-RATE YEAR 23  
TECHNICAL SPECIFICATIONS FOR HIGH SPEED:  
INTERNET ACCESS SERVICES  
November 12, 2020**

**Submissions due to District no later than  
December 17, 2020 at 2:00pm**



**ESCALON UNIFIED SCHOOL DISTRICT  
REQUEST FOR PROPOSAL NO ESC2021-01**

Opening Date and Time: Thursday, December 17, 2020 at 2:00 PM.

Escalon Unified School District will accept PROPOSALS for TECHNICAL SPECIFICATIONS FOR  
HIGH SPEED: INTERNET ACCESS SERVICES

The PROPOSALS must be received in the Escalon Unified School District Purchasing Office prior to 2:00pm on Thursday, December 17, 2020, in a sealed envelope labeled with the proposal title. Proposals will be opened at above time and date. Proposals received after the above stated time will be returned to the bidder unopened.

Proposals must be signed. A copy of the request for proposal is available at [www.escalonusd.org](http://www.escalonusd.org).

Questions due date – Monday, November 30, 2020, 4:00 PM, PST. Responses to questions will be provided in writing to all prospective bidders, by Thursday, December 3, 2020. Questions must be submitted by the deadline and in writing to Luke Childs, Director of Technology, at [lchilds@escalonusd.org](mailto:lchilds@escalonusd.org).

The Board of Trustees of the Escalon Unified School District reserves the right to accept or reject any and all proposals, to waive any irregularities in the proposals, to be sole judge as to the merit, quality and acceptability of materials proposed and their compliance to the specifications, if it be in the best interest of the District.

Dated Thursday, November 12, 2020

Board of Trustees  
Escalon Unified School District

Publish November 16 and November 23, 2020

**PROJECT BACKGROUND**

The DISTRICT (Escalon Unified School District) has an on-going strategic plan which includes telecommunication services, connectivity, and support. Escalon USD's technology infrastructure consists of a local area network installed at each campus, with a wide area fiber network connecting each campus to a data center in a star topology. The District is seeking to leverage its investment in these areas to achieve maximum operating efficiencies and cost savings.

### **E-RATE SUPPLEMENTAL TERMS AND CONDITIONS**

Signed copy to be returned with bid response.

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act. The amount of discount is based on the numbers of students receiving free and reduced price meals.

#### **1) E-RATE CONTINGENCY**

The project herein may be contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

#### **2) SERVICE PROVIDER REQUIREMENTS**

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.

- a. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.
- b. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/>
- c. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
- d. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status must provide an explanation of the steps it is undertaking to be removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-rate discounts in a timely manner which would cause harm to the Applicant. More information about FCC Red and Green Light Status may be found at this website: [http://www.fcc.gov/debt\\_collection/welcome.html](http://www.fcc.gov/debt_collection/welcome.html)
- e. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2021.

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- f. Prices must be held firm for the duration of the associated E-rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
- g. Goods and services provided shall be clearly designated as "E-rate Eligible". Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
- h. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC "Item 21 Template". Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions. A summary sheet must also be provided to provide the cumulative amount for all sites.**
- i. In the event of questions during an E-rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
- j. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an "Invoice Check" with the USAC <https://www.usac.org/e-rate/applicant-process/invoicing/invoice-check/>
- k. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>

**3) SERVICE PROVIDER ACKNOWLEDGEMENTS**

- a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.
- b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).
- c. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>. Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

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- d. BIDDERS are required to comply with the FCC's Lowest Corresponding Price ("LCP") Requirement for all equipment and Services. BIDDER acknowledges that BIDDER is solely responsible to comply with LCP requirements. To the extent that USAC finds an LCP violation and reduces the E-rate Funding, BIDDER agrees that it will not hold the DISTRICT liable for any shortfall in E-rate funding and will be responsible for any ensuing appeals, COMADS and/or RIDFS.
- e. The Service Provider attests that its offer does not violate the FCC's REPORT AND ORDER, FURTHER NOTICE OF PROPOSED RULEMAKING, AND ORDER in the matter of "Protecting Against National Security Threats to the Communications Supply Chain Through FCC Programs" (FCC 19-121, adopted November 22, 2019, released November 26, 2019) and provisions contained in the Order and any subsequent Orders related to the FNPRM referenced in FCC 19-121. FCC 19-121 can be viewed at <https://docs.fcc.gov/public/attachments/FCC-19-121A1.pdf>
- f. This offer is in full compliance with USAC's Free Services Advisory <https://www.usac.org/e-rate/applicant-process/competitive-bidding/free-services-advisory/>. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.

**4) STARTING SERVICES/ADVANCE INSTALLATION – Category 1 Services**

The annual E-rate Funding Year begins on July 1 and expires on June 30 of each calendar year. Regardless of the contract "effective date", E-rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2021 funding year (July 1, 2021). If Category 1 services (Telecommunication Services and Internet access) will begin on or shortly after July 1 of a funding year, the service provider, in some cases, may need to undertake some construction and installation work prior to the beginning of that funding year. Within the limitations indicated below, the infrastructure costs of a service provider can be deemed to be delivered at the same time that the associated Category 1 services begin. That is, if services begin on July 1, then the delivery of service provider infrastructure necessary for those services can be considered as also delivered on July 1. However, NO INVOICING can take place prior to July 1 of the associated Funding Year.

**EARLY FUNDING CONDITIONS**

**Category 1**

There are four conditions that must be met in order for USAC to provide support in a funding year for Category 1 infrastructure costs incurred prior to that funding year.

- *Initiation of installation cannot take place before selection of the service provider pursuant to a posted Form 470 and in any event no earlier than six months prior to July 1 of the funding year.*
- *The Category 1 service must depend on the installation of the infrastructure.*
- *The underlying Category 1 service cannot have a service start date prior to July 1 of the funding year.*

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- *No invoices can be submitted to USAC for reimbursement prior to July 1 of the funding year.*

For more information, please refer to the FCC Order involving the Nassau County Board of Cooperative Educational Services (DA 02-3365 <sup>24</sup>, released December 6, 2002). This FCC decision only applies to Priority 1 services (telecommunications services and Internet access).

The complete text can be found at the following URL:

<https://www.usac.org/e-rate/applicant-process/starting-services/advance-installation/>

### **Category 2**

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- *We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.*

For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking (FCC 14-99 <sup>25</sup>, released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).

However, NO INVOICING can take place prior to July 1 of the funding year.

## **5) INVOICING**

- a. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission, certification and USAC approval of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.
- b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

## **6) FCC/SLD AUDITABILITY**

The E-rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any Agreement resulting from this


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RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

**7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION**

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

I, the undersigned, as an authorized agent of SJCS DPC (Service Provider Name), hereby certify that I have read the E-rate Supplemental Terms and Conditions, am fully compliant and intend to cooperate with the E-rate process as outlined above.

Signature:  Title: Director

Phone Number: 209-468-4870 Email: ebabakhan@sjcoe.net

Service Provider Name: San Joaquin County Schools Data Processing Center

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**PROJECT GOALS**

The DISTRICT (Escalon Unified School District) is seeking internet access providers that are able to meet its internet access needs. The district is seeking internet access to their Network Operations Center located at 2901 ARCH AIRPORT RD, STOCKTON, CA 95206, which serves as their network hub.

**QUALIFICATIONS**

Please provide responses to the following questions as well as details to offer a comprehensive representation of your company and its services.

	Yes/No
1. The vendor must be able to guarantee network availability at least 99.5% of the time in a calendar month, and packet delivery of 99.5% or greater, except for outages caused by the customer's equipment, fiber cuts by third parties, acts of God, or other Force Majeure events.	* Please see attached *
Please elaborate:	
2. Does your company monitor all telecommunication and/or Internet services 24 hours per day, seven days per week, 365 days per year?	
Please elaborate:	
3. Can your company ensure Escalon USD 99.95% for all telecommunication and/or Internet service availability during each week of service provided with telecommunication and/or Internet service latency across your company's network, facilities and services not to exceed 30 milliseconds maximum?	
Please elaborate:	
4. Is your company able to provide, at no additional charge, immediate notification to Escalon USD network department representative of any and all telecommunication and/or Internet service outages or anomalies which affect the use of the facilities, circuits, or network within Escalon USD?	
Please elaborate:	

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<p>5. Please provide the process for Escalon USD to report any problems with the facilities, circuits, network or telecommunication and/or Internet services including the minimum response time.</p>	
<p>Please elaborate:</p>	
<p>6. Provide details regarding your company's service center, including, but not limited to, staffing experience, process and priority service.</p>	
<p>Please elaborate:</p>	
<p>7. Your company will provide a non-performance policy with Escalon USD which provides Escalon USD a monthly credit equal to two times the monthly rate multiplied by the percentage of monthly outage to any site within Escalon USD, when such faults, outages or anomalies are due to the oversight neglect or unreliability of your company's services.</p>	
<p>Please elaborate:</p>	
<p>8. Does your company maintain compliance with any and all legal requirements set forth under the California Public Utilities Commission and the Federal Communications Commission of the United States of America?</p>	
<p>Please elaborate:</p>	
<p>9. Does your company agree that Escalon USD can reserve the option to terminate service, without penalty and full expectation of refund of any and all proceeds paid prior to date of termination of contract or services for balance of services not rendered?</p>	
<p>Please elaborate:</p>	



### **TRANSITION PLAN**

As the cut-over date for any new carrier is July 1, 2020, Escalon USD requires a transition plan to be provided with any proposal response. The plan is to include the resources to be dedicated to the transition, all costs associated with the transition, a timeline of actions with a completion target date for the supplier and for the Escalon USD transition team. The transition plan is to outline the expectations the supplier team would have of Escalon USD and the information or task Escalon USD is to provide the supplier and the date any information or task would be required.

Escalon USD reserves the option to terminate service, without penalty and full expectation of refund of any and all proceeds paid prior to date of termination of contract or services for balance of services not rendered, if the district is dissatisfied with the service.

Service Provider warrants that such facilities and services will maintain the performance criteria stated above at all times during the continuation of this Agreement. Service Provider warrants that it has good title to all elements of the facilities and services and has the legal right to contract with Escalon USD for the installation and use of such facilities and services. Service Provider shall indemnify Escalon USD and its trustees and employees against any claims or threat of claims brought by any third party alleging infringement of any proprietary rights.

#### **Customer Requirements**

- Internet Access Services: Please provide quotes for the following bandwidths.
  - 10 Gbps
- Minimum of a single dedicated Class C external IP range
- Internal routing scheme cannot be changed
- Options for removal of sites due to closures or reorganization requirements as deemed necessary by the District. The District will require that there be no early termination charges or other penalties assessed in such a situation that is determined to be outside the control of the District.
- All equipment necessary to provide this connectivity shall be provided with no option of transfer of ownership to Escalon USD. All vendor equipment installed shall be under repair maintenance at no cost to Escalon USD for the life of the contract agreement.

#### **Information Requested**

- Proposed solution pricing
  - Special construction costs (curb to MPOE) should be amortized over the initial contract term as part of the MRC. DISTRICT WILL NOT BE RESPONSIBLE FOR ANY EASEMENT/RIGHT OF WAY COSTS INCURRED BY THE PROPOSER WHILE IMPLEMENTING THE SOLUTION. All cost proposals must include pricing to install services to the MPOE and Demarcation point.
- District is seeking pricing for the following terms:
  - 3 years with (2) optional 1- year extensions
  - 5 years

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- Monthly recurring costs (MRC) for each contract month term as well as MRC starting with contract renewal term.
- Include any one-time and recurring costs and explain any additional associated contractual obligations associated with growth option (as stated above).
- Provide support agreements including response times.

**Instructions to Vendors:**

**General Information**

All responses shall conform to instructions provided in this Request for Proposal (RFP) document.

**Installation Timeline**

No billing can take place prior to July 1, 2021 though start up work can begin as early as January 1, 2021 in order to meet this deadline and maintain compliance with the E-Rate Program rules.

**Deadline Questions**

Vendors must submit questions prior to the questions due date deadline.

Questions due date –Monday, November 30, 2020.

Responses to questions will be provided in writing to all prospective bidders, by Thursday, December 3, 2020. Questions must be submitted by the deadline and in writing to Luke Childs, Director of Technology, at [lchilds@escalonusd.org](mailto:lchilds@escalonusd.org)

**Deadline for RFP Submittal**

Vendors must submit all required documents prior to the deadline. The deadline for submitting a proposal no later than 2:00pm on Thursday, December 17, 2020. All proposals shall be complete and final with no additional information required after the close of the submittal date, unless specifically requested by the District. Responses received after the deadline will be returned unopened as not meeting the RFP requirements

**Request for Proposal Preparation Cost**

Costs for preparing responses and any other related material is the responsibility of the VENDOR and shall not be chargeable in any manner to the DISTRICT. The DISTRICT will not be held liable for any cost incurred by VENDORS in responding to the RFP.

**Vendor Qualifications**

Any individual firm submitting a proposal must be able to provide evidence that the individual or firm and its personnel carrying out the responsibilities have expertise and experiences in all areas identified in the Services Required section of this RFP. The vendor shall provide three (3) K-12 references consisting of similar work and scope.

Escalon Unified School District  
TECHNICAL SPECIFICATIONS FOR HIGH SPEED:  
INTERNET ACCESS SERVICES E-RATE YR 23

**Request for Proposal Submission Requirements**

All responses to this RFP must be submitted in hard copy form (no email or other electronic submission), no later than 2:00 p.m. on Thursday, December 17, 2020 and clearly marked "Technical Specifications for High Speed Internet Access Services RFP," delivered to:

*Escalon Unified School District  
Attn: Luke Childs  
1520 Yosemite Ave.  
Escalon, CA 95320*

All other inquiries should be submitted in writing, no later than 4:00 pm on Monday, November 30, 2020 to: lchilds@escalonusd.org

All submissions meeting the deadline requirement are the property of Escalon USD and will not be returned. All information submitted in the proposals will be kept confidential and accessed only by those employees of the DISTRICT reviewing the proposals.

The content and sequence of the proposal will be as follows:

1. Cover Letter/Letter of Interest
2. Table of Contents
3. Vendor Company Data
4. Experience and Client References
5. Technical Capabilities
6. Cost Proposal
7. Transition Plan

VENDORS MAY RESPOND TO THE TECHNICAL SPECIFICATIONS FOR HIGH SPEED:  
INTERNET ACCESS SERVICES SECTIONS OF THE RFP. IT IS NOT REQUIRED TO DO BOTH.

**References**

Before awarding any contract, the DISTRICT reserves the right to require the vendor to submit evidence of qualifications, as it may deem appropriate. This evidence may be concerning financial, technical, and other qualifications as well as relevant experience and skills of the vendor.

### **PAYMENT AND FUNDING**

The District intends to partially fund the services contemplated herein by leveraging the federal E-Rate program. Vendors should be familiar with and compliant with all applicable federal E-Rate policies. Bids from vendors that are not E-Rate eligible will not be considered for this RFP. Vendors must provide a response to this RFP that is compliant with E-Rate. Vendors must submit their E-Rate Service Provider Identification Number (SPIN) in the vendor response. Vendors must submit their E-Rate Federal Communications Commission Registration Number (FCCRN) in the vendor response along with proof of FCC Green Light Status. The successful bidder also must abide by the requirements for vendors under the E-rate program as set forth by the E-Rate program administrators. These requirements include, but are not limited to; filing of all Form 474 forms, extension of appropriate discounts to the participating eligible entities, careful record keeping for auditing purposes, and the provision of any information participating eligible entities must submit as part of their filing requirements. The bidder must identify and separate any costs that are associated with non E-Rate eligible entities and services as identified in the scope of work herein.

In addition, the Internet Access services may also be eligible for, and receive, the applicable discounts funded through the California Teleconnect Fund (CTF) which is administered by the California Public Utilities Commission (CPUC). In accordance with CPUC resolution T-16763 all E-Rate program discounts must be posted via the Service Provider Invoice Form 474. The District will not file a Billed Entity Applicant Reimbursement Form 472 for applicable E-Rate discounts.

Escalon Unified School District  
 TECHNICAL SPECIFICATIONS FOR HIGH SPEED:  
 INTERNET ACCESS SERVICES E-RATE YR 23

**Contract Term: 3 Year Contract with (2) 1- year optional extensions**

	10 GBPS										
Location	Access Charge	Monthly Recurring Fees	Non-Recurring Fees	Taxes and Fees	Total Cost						
2901 ARCH AIRPORT RD, STOCKTON, CA 95206											

Please describe and/or provide a breakdown of Taxes and Fees: *\* Please see attached \**

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**Contract Term: 5 Year Contract**

	10 GBPS										
Location	Access Charge	Monthly Recurring Fees	Non-Recurring Fees	Taxes and Fees	Total Cost						
2901 ARCH AIRPORT RD, STOCKTON, CA 95206											

Please describe and/or provide a breakdown of Taxes and Fees: *\* Please see attached \**

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