



PROPOSAL:

CONSULTING SERVICES

RFP Procurement & Erate Application Management Services

SUBMITTED TO:

Thao Xiong – Network Manager

**Milpitas Unified School District
1331 East Calaveras Blvd
Milpitas, CA 95035**

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EXECUTIVE SUMMARY

Thao Xiong
Network Manager
Milpitas Unified School District
1331 East Calaveras Blvd
Milpitas, CA 95035

Mr. Xiong,

We would like to thank you for the opportunity to serve the staff and students within Milpitas Unified School District. The staff and management of Infinity have been involved in Technology Design and Construction Management since the 1990's. We have been directly involved in Erate since its inception in 1998. From 1998 – 2003 Infinity staff worked for an Erate Service Provider in California that provided voice, video, and data services to approximately 250+ school districts in California. In 2003, we left the low voltage contracting world to begin our Erate consulting and Technology Design business.

Since 2003, our firm has grown to a staff of twenty-two (22) dedicated professionals that serve 250+ clients including Public and Private School Districts, Individual Schools, Consortiums, Libraries, one Statewide Consortium, and several County Offices of Education. Currently we serve clients in California, Arizona, Idaho, and American Samoa.

Infinity participates in many statewide organizations including CETPA, CASBO, CASH, SSDA, CCFC, and ASCA. At many of these annual or regional conferences, we often present seminars as well. Fred Brakeman (President/CEO of Infinity) is a regular CETPA DataBus magazine contributor writing on Erate, CTF, Purchasing, and Technology matters. Fred also serves on the California Department of Education's Erate training taskforce and have done so since 2002.

To date Infinity has secured over \$637 million dollars in funding for our Clients by providing the following professional services; Erate/CTF Application Management, Audit Assistance, Tech Plan Development, Erate Funding Recovery, Low Voltage Systems Design, RFP/Bid Management, Project Administration, and Inspection Services. This past year alone, Infinity filed \$87 million + dollars in Erate funding on behalf of our clients. Along with filing for funding we spend a great deal of time making sure the Districts we represent get the funding that's been applied for. That is what sets Infinity apart from other consultants; we have very high utilization rates and are dedicated to following our clients all the way through the entire Erate process, not just file Erate forms.

Infinity Communications & Consulting has a proven track record in Technology Design and Planning experience both as Low Voltage Systems Designers, Grant Writing, Funding Administration and Construction Management Services.

We would welcome the opportunity to provide our Procurement and Erate Application Management Services to the Milpitas Unified School District.

Sincerely,



Michelle Hickerson
Business Development Manager II
Infinity Communications & Consulting, Inc.
P.O. BOX 6069
Bakersfield, CA 93386
Phone: 661-716-1840
mhickerson@infinitycomm.com

COMPANY PROFILE

In this section of the response we would like to point out some of our experience and explain why Infinity has been so successful over the past ten years.

The staff and management of Infinity have been directly involved in Erate since its inception in 1998. From 1998 – 2002 Infinity's management team worked for a Service Provider in Central California that provided voice, video, and data services to approximately 250+ school districts. In this capacity, we also managed a statewide initiative funded by the CDE called Project GoldenNet that provided higher bandwidth connectivity and internal connections projects between the CDE and many COE's and between COE's and many District Offices throughout California. In 2003, we left the contracting world and started Infinity that provides Erate/CTF Consulting Services, Technology Design Services, and Low-Voltage Construction Management and Inspection services primarily to the K-12 educational community.

In 2002, The California Department of Education formed a volunteer group called the CDE Erate/CTF Training Committee whose stated objective was to provide Erate/CTF training to both public and private school and libraries in California. Since its inception, we have volunteered our services to participate in this group and continue to do so each year. Furthermore, Infinity staff has never missed a USAC training event held on the West Coast and Infinity management have been called back to Washington DC by USAC to consult on a variety of Erate related issues.

Infinity staff also works quite closely with CDE staff when there is an issue or problem with an Erate client where we have identified that CDE assistance will be helpful to mitigate an Erate problem. Oftentimes, these issues revolve around statewide bidding matters or contracts that CDE can intercede on our behalf and provide valuable assistance. We assume there will be instances in the future where this CDE assistance will be needed on future Capistrano Unified School District related matters and will continue to rely on this resource when it is warranted.

Infinity is a founding member of the Erate Management Professional's Association (E-mpa) whose charter is to act as a resource on Erate compliance issues to the FCC and SLD and to set standards of conduct for Erate consulting firms. Fred Brakeman serves as the President of the Board of Directors of E-mpa and holds an E-mpa Certified Erate Management Professional designation and several other Infinity staff members are currently preparing and studying for this rigorous exam.

Our Technology Design Department serves our K-12 constituents in a variety of ways. Many of our school districts contract with our firm to design and put out to bid low-voltage systems and district-wide high-speed data networks. We manage the entire process developing the design criteria, developing the RFP/s/Public Bids, managing the bidding process, evaluating bids, and if necessary coming back after the bids are awarded and providing low-voltage construction management and inspection services. We also work for some of the largest Architects specializing in school construction in the state of California working on their design teams.

EXPERIENCE/REFERENCES/LETTERS OF RECOMMENDATION

In 2011, Microsoft contacted the California Educational Technology Professional's Association (CETPA) to see if they were interested in being the lead agency to sponsor a statewide contract to supply Microsoft products to California schools at a greatly reduced cost than what they were currently paying for these services. CETPA, in turn, contacted Infinity and asked if we would coordinate the development of the RFP and procurement process needed to put this statewide piggyback contract out to bid to Microsoft authorized Large Area Network resellers. Infinity staff was involved in the original procurement planning, RFP development bid response evaluations, and contract negotiations. Ultimately, this process then was made available to California schools as a piggyback contract through the Wasco Union Elementary School District. California schools are now saving approximately 50% on their Microsoft services.

While many of our clients do their own procurement when new Erate services are needed, others have Infinity develop the RFP, post the RFP on our website so we can track all participants, and then do initial evaluations of bid responses and report our findings to district staff for their review and ultimate approval. Since more than 400+ Service Providers follow our website regularly, this increased level of participate tends to significantly drive the cost of these services down because of increased competition.

Infinity staff has been involved in 15+ BearingPoint audits and has been involved in and/or currently in the process of dozens of attestation examinations or BCAP audits. As of this date, none of these audits have required that any monies have had to be repaid to USAC. In each of these audits, we have worked with the Applicant to (1) determine a strategy on who within our respective organizations will be a part of the audit team, (2) manage the flow of information, and (3) communicate and respond to the auditor's questions. Having been involved in so many Erate audits, we have gained an in-depth knowledge of the Erate process. In turn, we are better prepared to (1) advise our clients on how to better manage their Erate processes, (2) understand Erate rules, and (3) eliminate the possibility of having to give back monies after being audited. Additional information can be supplied if requested about this matter.

Since we are always being hired to take over for others who have filed Erate projects, it is not unusual that Infinity staff has had to file many SLD appeals or FCC Request for Waivers each year and have had a high success rate in winning appeals. Most appeals are filed by Infinity staff. All FCC Request's for Waivers and some SLD appeals go through our FCC attorney.

We are very proud to state that more than 90% of our original clients that signed on with us in 2003 continue to be Infinity clients today. Once a client starts with Infinity, they almost never leave. Our relationship with American Samoa has been especially rewarding and successful. Because of a series of unfortunate events, their funding had been held up for Years 2006, 2007, and 2008. Infinity interceded and was able to get all of these funds released so Service Providers could start billing USAC. We also have had to intercede and file a FCC Request for Waiver on a past project and are quite confident in our chances of winning our waiver.

Recently, Infinity has been hired by Long Beach Unified School District to manage their upcoming \$30 million Category 2 Internal Connections project. Infinity staff is working with district procurement and technical staff to put these projects out to bid and then will file Erate forms, work with PIA to get these projects funded, and then work with the district's construction management firm to coordinate all Service Provider issues to get all services installed and then Erate discounts received.

Just like many other federal or state programs, we find the only thing constant about Erate is that it is constantly changing. Not that the rules change that much but how the regulators and administrators of the programs interpret the rules. We believe we are masters at "reading the tea leaves" and providing good guidance and valuable assistance to our clients. We believe we can provide the same level of assistance to the Milpitas Unified School District and would welcome the opportunity to do so.

REFERENCES



Long Beach Unified School District

Long Beach Unified School District educates 88,000 students in ninety-three public schools in the cities of Long Beach, Lakewood, Signal Hill, and Avalon on Catalina Island. The District is the third largest in California.

Description of Project(s):

The Long Beach Unified School District (LBUSD) Facilities Measure K Bond Program selected Infinity to consultant, collect, analyze, interpret, and make recommendations and file all necessary data and documentation on behalf of the LBUSD Measure K Bond Program for E-Rate Funding Year 2013 in tandem with construction projects. The LBUSD Measure K Bond Program will participate in the Federal Universal Service Administration Company (USAC) program for the E-Rate process, offered by the Federal Communications Commission's (FCC), via the Schools and Libraries Division (SLD).

Projects under consideration include:

- Wireless deployment at elementary and middle schools
- Edge switch replacement at elementary and middle schools
- Telephone replacement with VoIP and/or VoIP-hybrid systems at elementary and middle schools
- New construction project at middle school

Contact: Valerie Jenkins
Title: Measure K Administrator
Contact Info: 1515 Hughes Way, Long Beach CA, 90810
(916) 812-9660

Contact: Troy Shaddox
Title: Information Technology Supervisor
Contact Info: 2820 Clark Avenue Norco, Ca 92860
(951) 736-5190



San Jose Unified School District

The San Jose Unified School District provided services to 54 school sites and requests approximately \$2,000,000 in Erate discounts each year.

Description of Project(s):

Infinity has represented San Jose Unified School District since 2005. Infinity works with district staff each year to determine scope of work, files all their Erate forms, writes RFP's for Category 1 services, works with PIA, and works with Service Providers to make sure all Erate discounts are received.

Infinity has participated in a BearingPoint audit in 2006 and a Beneficial Audit in 2008. Both audits went smoothly with no negative findings.

Contact: Emalie McGinnis
Title: Director of Technology
Phone: (408)535-6540 x13114



Ventura County Office of Education

Ventura County's Office of education provides services to 21 public school districts with a K-12 student population that currently exceeds 140,000.

Description of Project(s):

Infinity has represented Ventura County Office of Education since 2007. Along with filing for all VCOE's Category 1 services, we have also advised them on best practices on how to better communicate with their member school districts new bandwidth requirements and services they offer to get onto CENIC.

Contact: Steve Carr
Title: Executive Director of Technology Services
5189 Verdugo Way Camarillo, Ca 93012
(805) 383-1966



Santa Paula Unified School District

Santa Paula USD is recently a merge of the Santa Paula ESD and the Santa Paula HSD.

Description of Project(s)

Project was two phase:

- Phase one included Structured Cabling designs which included support for wireless access points. Cabling designs include Cat6, 10G multi-mode fiber optics throughout the district and into each classroom. This also included designing new core network switches for all elementary & middle schools.
- Phase Two: Project Administration of the entire project.

Contact: Christian Baker
Title: Director of Technology
201 South Steckel Ave., Santa Paula, CA 93060
(805) 933-8830

LETTERS OF RECOMMENDATION



April 25, 2012

ADMINISTRATION

DONNA ALONZO VAUGHAN, Ph.D.
Superintendent

GERALD STRATTON
Assistant Superintendent
Business Services

JUDYAL LUGA, Ph.D.
Assistant Superintendent
Educational Services

MARY PRITCHARD
Director, Bilingual-Migrant-Early
Childhood Education Services

PAT WELSHAM
Director, Personnel Services

TERRY RYAN
Director, Maintenance, Operations,
Transportation & Food Services

TOM CRANSON
Director, Pupil Personnel Services
& Special Education

BOARD OF EDUCATION

MICHAEL HARRIS

NATHAN LARSON

ROBERT FOSTER HOFFMAN

DANIEL LEE

GERARDO CARLOS

840 South Main Street
Salinas CA 93901
Phone (831) 753-5600
Fax (831) 753-5610

This letter is intended acknowledge the high level of satisfaction the Salinas City Elementary School District (District) has experienced with Infinity Communications & Consulting, Inc. (Infinity) since our administration's original recommendation for retaining their services and subsequently receiving Board of Trustee approval in January of 2006.

Over the ensuing 6 years, the District has had the benefit of receiving services that consistently not only met our needs, but also exceeded our expectations. Infinity has proven to the District, through their technical and regulatory expertise and administrative organization that our needs are met and our success in securing the highest level of e-rate funding is assured. While the tangible elements of receiving the federal and state funds is our short term annual goal, the District's relationship with Infinity has grown over the years to include big picture long term network-based infrastructure planning that has been developed due to Infinity's core value commitment to customer satisfaction.

To ensure that potential future client districts understand the level of program service we have consistently received, I will take this opportunity to list examples. Infinity:

- Gathers all District data necessary to comply with USAC/SLD application requirements and meets filing deadlines for all eligible P1 and P2 services;
- Designs projects and manages construction that leverages District bond funds and E-rate funding for low voltage cabling and LAN systems;
- Works with District staff to optimize procurement methods for each P1 and P2 project;
- Manages the bidding process for multiple P1 and P2 projects each year;
- Leads the District proactively at various Selective Reviews, Attestation Audits, and other USAC reviews
- Oversees District P-1 programs to ensure our E-rate Service Providers are actually providing all E-rate discounts to the district
- Manages District P2 E-rate Service Providers to ensure Service Substitutions and Service Certifications are completed to meet our District's constantly changing project needs and USAC/SLD program requirements.

In closing, I am representing that Infinity Communication & Consulting, Inc. has provided our District with value-added services that have exceeded our expectations. Please contact me (831-753-5694) if you have any questions regarding this correspondence.

Sincerely,

Terry Ryan

BAKERSFIELD CITY SCHOOL DISTRICT

John Deaton
Director
Information Technology
deatonj@bcsd.com

EDUCATION CENTER, 1300 BAKER STREET
BAKERSFIELD, CALIFORNIA 93305-4399
(661) 631-4848
FAX: (661) 631-4832



April 26, 2012

To Whom It May Concern:

It is my pleasure to write this letter of recommendation for Infinity Communications, Inc. Infinity has been working with our district for several years providing extensive support and expertise in our efforts to secure E-rate funding for priority 1 and 2 projects. They have been very instrumental in making sure that we apply for all services that are E-rate eligible and follow through the process by ensuring our E-rate Service Providers actually supply promised products/services with expected E-rate discounts.

Infinity has recently helped us with several large scale projects involving our 41 school district. They helped us successfully design, bid, award and file E-rate form 471's for a district wide POE network upgrade, a new VOIP phone system for the district and structured cabling and classroom A/V for two new schools that we will be building in the near future. They will also be providing low voltage construction management for the construction of our two new schools. As you can imagine, the bidding process was challenging due to the size and scale of our projects. Infinity's team handled the challenge extremely well in managing the bidding process, evaluating proposals and ensuring that awarded contracts were E-rate compliant. Speaking of Infinity's team, they have extensive expertise in low voltage design and construction management, utilizing procurement vehicles and negotiating favorable contractual agreements and they handle all aspects of the E-rate process very well (from filing Form 470/471's through PIA and project implementation).

We have been very impressed and satisfied with Infinity's efforts to support our district. We highly recommend them to any district seeking E-rate consulting and/or design/construction management services. If you would like to further discuss their qualifications and our experience in working with them, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "John Deaton".

John Deaton
Director of Information Technology

INFINITY TEAM

The Infinity staff works as a team. Each client is assigned a Business Development Manager and full Design Team and Construction Management Support. Michelle Hickerson, Business Development Manager-II of Infinity will be the lead person on this project. The Technology Design Team will be led by Fred Brakeman who will assign the appropriate members of his team to meet your individual needs.

FRED BRAKEMAN

INFINITY ROLE

PRINCIPAL/ERATE CONSULTANT, Main Branch, Bakersfield CA

Provide clients with technology planning and Erate consulting services. Assist Infinity's Erate Specialists and Account Managers in matters of Erate compliance. Prepare and manage USAC and FCC appeal process. Provide clients with Erate audit assistance.

Assist Infinity clients with Erate Consulting and Technology planning by drawing on his personal experiences as a CDE Erate Trainer and former Systems Integrator.

PROFESSIONAL EXPERIENCE

Vice President – Sales and Engineering, Serban Sound and Communications

1987 - 2002

- Management of Day to Day operations for Sales and Engineering department for Low Voltage System Integrator.
- Responsible to evaluate and implement emerging new technologies for the K12 vertical market
- Development of Erate contracting, service provider billing and systems installation policies beginning with Erate's inception in 1998.
- Management of 10 million dollars statewide "Golden Net" initiative through the California Department of Education. Including Needs Assessment, Technology Design/Engineering, Construction Management and Inspection Services.

EDUCATION:

Chabot College, Hayward CA.

A.A. Degree,

California State University, Fresno, Fresno, Ca.

CERTIFICATION:

Erate/CTF Training Committee, Founding Member, California Department of Education

Registered Communication Distribution Designer (RCDD), BICSI Credential

Erate Management Professional's Association – Founding Member

Member, Construction Specifications Institute – CSI

Certified Erate Management Professional – E-mpa

MICHELLE L. HICKERSON

INFINITY ROLE

BUSINESS DEVELOPMENT MANAGER II, Central California

Provide customer management to achieve our client's successful Erate filing and funding on an annual basis. Provide support for design services for technology upgrades or enhancements. Advise clients on decisions about the Erate process, program features and technology concerns. Provide information on emerging changes in the Erate program.

Assist Infinity clients with questions and concerns relating to technology in the classroom and district wide. Drawing from his 15 years of personal experiences working on and around school sites, AI not only has in depth knowledge of technology, but how to use it to enhance instruction, engage students, eventually resulting in improved test scores and student's preparation for the workforce.

PROFESSIONAL EXPERIENCE

SENIOR ACCOUNT MANAGER PUBLIC SECTOR LARGE ACCOUNTS, AT&T

2003 – 2009

- Managed diverse, large, public sector accounts.
- Deliver presentations at annual E-Rate Seminar and others.
- Identify Telco services, Data services, and Internet services that best matched the needs of the client.
- Collaborated with the County Office of Education and developed the San Joaquin Valley Focus Chapter (the users group of CIO and IT Managers) to bring new technology and best practices to the region. Served as Chapter Representative for AT&T.

SALES SPECIALIST, SBC Pacific Bell

2002 – 2003

ACCOUNT MANAGER/SIGNATURE ACCOUNTS, SBC Pacific Bell

1999 – 2001

NETWORK SPECIALIST, SBC Pacific Bell

1998 - 1999

EDUCATION:

University of Phoenix, Fresno, California, 2000

B.S. Business Management

State Center Community College, Fresno, California, 1990

Associate of Science

CERTIFICATION:

AT&T Products and Services, (Voice, Data, Optical, Internet, VOIP, MPLS, AVPN, CPE & Integration)

ATT internal systems, ECRM, SAART, SOR, BOSS, SORD, Premise, Execustar, QPT, ICB, and Business Objects

CISCO Certification

Ray C. Valenzuela

INFINITY ROLE

Senior Systems/Network Designer, Project Manager - Main Branch, Bakersfield CA

PROFESSIONAL EXPERIENCE

Mr. Valenzuela has over 10 years of experience in the telecommunications field and over 6 years of cable and network design experience. He has extensive OSP, ISP, wireless and Network Management experience specializing in Network Topology Evaluation and Review, Network Design and Systems/Equipment Recommendations. He has designed projects to include structured cabling, raceway systems, data networks, voice networks, school intercom, classroom audio-visual, professional audio-visual, building intrusion and access controls, video surveillance and many other systems. He is currently tasked with the work flow that provides both RFP design & field evaluations for Infinity to the Higher Education, K-12 Education, & Architects. His Project Management skills include project coordination with Owner's, from Schematic Phase through Construction Administration to ensure on time, and on budget project delivery. These tasks include Project Budgets, Timelines, Procurement, RFP development and Deployment.

CERTIFICATIONS/LICENSES

- BICSI Registered Member
- Corning Fiber Optics Design Certified
- Leviton Certified Installer
- AMP Certified Installer
- Panduit Certified Installer
- Cooper B-line Certified Installer

PROJECT EXPERIENCE

Mr. Valenzuela has done Network, Systems Design and Project Management for numerous school districts throughout California. Within his position, he has designed and managed projects consisting of thousands of data outlets, switches and wireless access points. Below are a just a few of the school districts and colleges that he has provided some or all of these services to:

Salinas City School District
Panama Buena Vista Union School District
The Accelerated Charter School
Alisal Unified School District
College of the Sequoias
Bakersfield City School District
Bellevue Union Elementary School District
Caruthers Unified School District
Elk Hills Elementary School District
Greenfield Union School District - Kern

Mendota Unified School District
Fairfax Elementary School District
Laton Unified School District
Lindsay Unified School District
Mendota Unified School District
Strathmore Unified School District
Taft City School District
Traver Joint Elementary School District
Washington Unified School District
Greenfield Union School District - Monterey

WHY USE INFINITY

Infinity Communications & Consulting has a proven track record of Technology Design and Planning experience both as Low Voltage Systems Designers, Grant Writing, Funding Administration and Construction Management Services. Infinity currently represents 250+ school districts and County Offices of Education in the state of California, Colleges/Universities, Large Local, County, State Government buildings, Churches, Commercial and Industrial projects. As you can see from reviewing our project experience documentation, Infinity Communications & Consulting has a diverse Low Voltage design portfolio.

1. Infinity has designed hundreds of low voltage systems for school districts up and down the state of California since 2003.
2. We can design any type of low voltage system; any type of data system, data centers, telephone systems, video distribution, security cameras, burglar alarm, A/V, card access, paging, auditorium sound systems, Intercom, master clock, etc.
3. We have a history of significantly driving down the cost of the projects by (1) putting out complete bid packages that eliminate doubt or confusion and (2) getting several bids on each project. I.e., we have hundreds of contractors and manufacturers who follow our projects on our Infinity Projects website. It's not unusual that our projects will see 20% to 25% savings more than offsetting our design fees.
4. While we have a statewide presence and all our Design and Construction Management staff work out of our Bakersfield office, we can respond to all of your needs quickly and efficiently. During the design phase, we spend as much time as needed with your staff to understand your needs and then will keep district staff updated throughout the entire project.
5. Many of our customers also require we manage the bidding process and are quite adept at doing so. We keep up to date on all procurement laws and best practices to ensure compliance and to avoid potential bid protests.
6. If the district does not have the manpower or technical expertise to do their own low-voltage construction management, Infinity can manage this part of the project. We will make sure the project is installed per the contract.
7. We have dozens and dozens of satisfied clients up and down California.

See list on following page.

Design Projects:	
Structured Cabling Network Electronics Conejo Valley Unified School District Jerome Staszewski 1400 East Janss Road Thousand Oaks, CA 91362 (805) 557-8435 jstaszewski@conejouisd.org	Structured Cabling Lindsay Unified School District Peter Sonksen 371 E. Hermosa Lindsay, CA 93247 (559) 562-5111 psonksen@lindsay.k12.ca.us
Structured Cabling Network Electronics Salinas City Elementary School District Terry Ryan 840 South Main Street Salinas, CA 93901 (831) 753-5693 tryan@salinascity.k12.ca.us	Structured Cabling Network Electronics Santa Paula Unified School District Christian Baker 201 S. Steckel Dr. Santa Paula, CA 93060 (805) 933-8830 cbaker@santapaulaunified.org
Network Electronics Cabling Darden Architects/Chico Haley Gipe 6790 North West Ave. Fresno, CA 93711 (559) 448-8051 haleyg@dardenarchitects.com	Structured Cabling Network Electronics Greenfield Union School District Robert Nielson 1624 Fairview Rd. Bakersfield, CA 93307 (661) 837-6000 robert@gfUSD.k12.ca.us
Projects in Construction	
NOC-ACS Alisal Union School District Clemente Villarreal 1205 E. Market St. Salinas, CA 93905 (831) 753-5700 ext. 8011 Clemente.villarreal@alisal.org	Structured Cabling Network Electronics Santa Paula Unified School District Christian Baker 201 S. Steckel Dr. Santa Paula, CA 93060 (805) 933-8830 cbaker@santapaulaunified.org
Structured Cabling Network Electronics Greenfield Union School District Robert Nielson 1624 Fairview Rd. Bakersfield, CA 93307 (661) 837-6000 robert@gfUSD.k12.ca.us	Structured Cabling Network Electronics Bellevue Union Elementary School District Jacob Lopez 3910 Education Dr. Santa Rosa, CA 95407 (707) 542-5197 jlopez@bellevueUSD.org

SCOPE OF WORK – RFP PROCUREMENT & ERATE APPLICATION MANAGEMENT

PROPOSED SERVICE OFFERING

Infinity Communications and Consulting, Inc. ("Infinity") offers our "Request for Proposal (RFP) and E-rate Application Management" service to the Milpitas Unified School District ("Client"), to ensure the Client's compliance to the E-rate program's requirements for the procurement of eligible systems and the request for funding application process for the following projects:

Infinity's proposal includes the following services:

E-rate Application Management, including:

1. Consult with the Client to determine the filing strategy that best suits their needs.
2. Prepare and submit to the Client, for their certification, the following program forms; Form 470, Form 471, and Form 486.
3. Monitor and inform the Client of their Application and Funding Commitment status.
4. Coordinate with the Client and Service Provider to respond to Program Integrity Assurance (PIA) questions.
5. Assist the Client, if requested, in the preparation of program auditor's requested documentation.
6. Provide the Client with one (1) Electronic and one (1) Hardcopy copy of all pre-Form 471 "Bidding Documents", bid evaluations, and contracts, as required for Document Retention per the E-rate program.

Procurement Consulting, including:

1. Coordinate with the Client to determine the "Procurement Programming" requirements, including, overall project scope, procurement objectives, and E-rate program compliance.
2. Present to the Client, for their approval, a procurement process and "Bidding Document" format that addresses both the Local/State and E-rate program rules and regulations.
3. Develop a "Bid Schedule" that complies with the Client's and the E-rate Program's procurement and award of contract requirements.

Bid Document Development, including:

1. Develop a "Bidding Document" based on the Client's specific procurement programming requirements. Bidding Document provided by Infinity to include; Bidder's Instructions, Procurement Compliance language, E-rate Program Compliance language, General Conditions, and Bid Forms.
2. Integrate the Client's provided "Design Documents" into the "Bidding Document" to produce a complete Request for Proposal (RFP). The "Design Document" provided by the Client will include, at a minimum, the following; scope of work, equipment and/or performance specifications, and a depiction of the existing affected site and/or system conditions.

Bid Process Management, including:

1. Oversight and management of the procurement process to ensure compliance with "bidding documents and E-rate procurement requirements.
2. Assist the Client in the preparation of a "Notice of Advertisement" and/or Form 470 publication language.
3. Publish the Request for Proposal (Bidding and Design Documents) on Infinity's "Projects" website.
4. Maintain a "Bidder's List" and document library for each project.
5. Organize and attend one (1) mandatory Bidders Conference/Meeting.
6. Assist the District in the response to prospective bidder's Pre-Bid request for information. Prepare and distribute project clarification(s) and addenda(s) to address questions from prospective bidders.
7. Organize and conduct opening of bid response(s). All bid openings will be conducted at Infinity's offices, unless otherwise directed by the Client.

Excluded from Infinity's Service Offering:

- System design, project engineering, drafting, and/or technical spec writing services.
- On-site services, including but not limited Job-Walks, Site Assessments, etc.

Additional Services requested by the Client of Infinity to perform, other than those listed above and/or in the quantity listed above, will be billed to the Client at an Hourly rate plus actual and necessary expenses, per the attached *Compensation and Reimbursable Expenses Schedule*.

CLIENT RESPONSIBILITIES

The Client's responsibilities, for the successful completion of this service, shall include:

1. Appoint and identify a representative to act on their behalf whom has the authority to render decisions.
2. Respond to requests from Infinity, no later than three (3) business days upon receipt of written request from Infinity, as not to cause unreasonable delay in the progress of Infinity's services.
3. Furnish all legal, insurance and accounting services, that may be reasonably necessary, that meet the Client's own needs and interests.
4. Provide reasonable access to the site and Client's personnel to allow Infinity to perform the work detailed in this agreement.
5. Provide Infinity with all "Design Documents" required for the successful completion of the agreed service, including, but not limited to; a scope of work for the requested services, equipment and/or performance specifications, project drawings and/or system single-line diagrams.
 - a. The Client accepts the sole responsibility and liability for the quality and accuracy of the "Design Documents" provided to Infinity.
6. Grant Infinity permission and license to distribute the provided "Design Documents" to perform the work described in this agreement.
7. Provide Infinity with all E-rate "Supporting Documents" required for the successful completion of the agreed service, including, but not limited to; Approved Free & Reduced Lunch numbers, Approved Technology Plan, Budget Information, Copy of CIPA Compliance, Evaluation of Bid Responses, Board Meeting Minutes, Copy of Executed Agreements, etc.
8. Provide a Letter of Authorization (LOA), authorizing Infinity, to act on the Client's behalf to file E-rate forms and respond to the USAC's request for information.
9. Sign and certify the E-rate forms required for the Client's application for funding, in a timely manner, as not to cause a failure to comply with the E-rate Program's time sensitive deadlines.
10. Comply with all of the Schools and Libraries Division's (SLD) E-rate program rules and requirements, including but not limited to:
 - a. Conduct an "Open and Competitive" bid process, to comply with all applicable Local/State/Federal bidding laws.
 - b. Wait a minimum of 28 days after the posting of the Form 470 or the release of the RFP, whichever comes later, before selecting a Service Provider or executing a Contract.
 - c. Conduct a non-bias bid evaluation, per the E-rate Program's "Evaluations of Bid" requirements, with the cost of E-rate eligible goods and services as the highest weighted factor.
 - d. Award a contract the successful Bidder prior to submitting a request for funding (Form 471).
 - e. Maintain and update an "Equipment Asset Register" (EAR). The EAR shall detail the make, model, serial number, and location of all equipment purchased with the support of the Universal Services Fund (E-rate Program). The Client will provide Infinity a copy of the EAR for compliance with the "Inventory" section of E-rate's "Document Retention Policy".
 - f. Retain documents, for each funding request, related to the "Pre-bidding Process", "Bidding Process", "Award of Contracts", Application Process", "Purchase and Delivery of Service", "Invoicing", "Inventory", and "Forms and Rules Compliance" for a period of at least 5 years from the last date of service.
11. Placing a newspaper ad may be required.

Additional Services requested by the Client of Infinity to perform, other than those listed above and/or in the quantity listed above, will be billed to the Client at an Hourly rate plus actual and necessary expenses, per the attached *Attachment "B" Compensation and Reimbursable Expenses Schedule*.

PRELIMINARY DESIGN ESTIMATE

Project Name: Network Electronics Upgrade
Project Number: 0164-16C.1
Site(s) Name: District Wide
Project Contact: Mr. Thao Xiong

Dear Mr. Xiong

Thank you for the opportunity to work with the Milpitas Unified School District to complete a successful Year 20 (2017-2018) Internal Connections E-rate project. Infinity submits the following Preliminary Design Estimate (PDE) for your review and approval. This estimate is a preliminary budget **only**. The intent of this document is to determine the scope of this Year 20 E-rate project and provide Infinity with an authorization to commence work. A brief description of each system is described in the "Project Scope of Work" section below.

Unlike previous years where E-rate would apply the District's discount against the full cost of communication systems, the funding model has completely changed starting the 2017-2018 funding year. Now, E-rate will allow a maximum pre-discount amount limited to \$150 per student over 5 years, less the District's E-rate discount percentage. The District is responsible to pay the difference between what E-rate pays and the actual cost of construction. Below we have shown the estimated cost of construction and what we believe E-rate will pay. We based the E-rate portion on an 50% discount rate and the number of students the District had last year. If the District's enrollment has gone up or down, the E-rate reimbursement will go up or down accordingly.

Project Information

Project – Priority 1 (Core Switching)	Eligible	Ineligible	Total
Burnett	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Curtner	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Pomeroy	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Randall	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Rose	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Sinnott	\$ 14,829.79	\$ 149.80	\$ 14,979.59
spangler	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Weller	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Zanker	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Rancho	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Russell	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Milpitas HS	\$ 14,829.79	\$ 149.80	\$ 14,979.59
Project Total (not including funding resources)	\$ 177,957.51	\$ 1,797.55	\$ 179,755.06

Project – Priority 2 (Edge Switching)	Eligible	Ineligible	Total
Adult Ed	\$ 52,091.38	\$ 526.18	\$ 52,617.56
Burnett ES	\$ 104,803.33	\$ 1,058.62	\$ 105,861.95
Cal Hills	\$ 844.05	\$ 8.53	\$ 852.58
Curtner	\$ 120,557.96	\$ 1,217.76	\$ 121,775.71
District Office	\$ 134,301.03	\$ 1,356.58	\$ 135,657.61

MHS	\$ 534,660.08	\$ 5,400.61	\$ 540,060.69
MOT	\$ 19,941.72	\$ 201.43	\$ 20,143.15
Pomeroy	\$ 62,408.33	\$ 630.39	\$ 63,038.71
Rancho	\$ 121,937.34	\$ 1,231.69	\$ 123,169.03
Randall	\$ 85,908.33	\$ 867.76	\$ 86,776.10
Rose	\$ 108,960.28	\$ 1,100.61	\$ 110,060.88
Rose CDC	\$ 422.03	\$ 4.26	\$ 426.29
Russell	\$ 128,775.20	\$ 1,300.76	\$ 130,075.96
Sinnott	\$ 124,747.19	\$ 1,260.07	\$ 126,007.27
Spangler	\$ 93,848.04	\$ 947.96	\$ 94,796.00
Sunny Hills	\$ 6,365.89	\$ 64.30	\$ 6,430.19
Weller	\$ 113,987.32	\$ 1,151.39	\$ 115,138.71
Zanker	\$ 121,197.26	\$ 1,224.21	\$ 122,421.47
Misc	\$ -	\$ -	\$ -
Project Total (not including funding resources)	\$ 1,935,756.74	\$ 19,553.10	\$ 1,955,309.84

Project – Priority 2 (WAP)	Eligible	Ineligible	Total
Adult Ed	\$ 18,851.20	\$ 190.42	\$ 19,041.61
Burnett ES	\$ 59,921.55	\$ 605.27	\$ 60,526.82
Cal Hills	\$ 29,001.84	\$ 292.95	\$ 29,294.79
Curtner	\$ 59,453.78	\$ 600.54	\$ 60,054.32
District Office	\$ 47,853.04	\$ 483.36	\$ 48,336.40
MHS	\$ 300,710.53	\$ 3,037.48	\$ 303,748.01
MOT	\$ 4,350.28	\$ 43.94	\$ 4,394.22
MUSD	\$	\$	\$
Pomeroy	\$ 64,271.83	\$ 649.21	\$ 64,921.04
Rancho	\$ 68,436.00	\$ 691.27	\$ 69,127.28
Randall	\$ 138,226.52	\$ 1,396.23	\$ 139,622.75
Rose	\$ 51,221.00	\$ 517.38	\$ 51,738.38
Rose CDC	\$ 5,800.37	\$ 58.59	\$ 5,858.96
Russell	\$ 89,685.28	\$ 905.91	\$ 90,591.20
Sinnott	\$ 69,604.42	\$ 703.07	\$ 70,307.50
Spangler	\$ 62,821.74	\$ 634.56	\$ 63,456.30
Sunny Hills	\$ 4,164.17	\$ 42.06	\$ 4,206.24
Test Net	\$	\$	\$
Weller	\$ 55,571.27	\$ 561.33	\$ 56,132.60
Zanker	\$ 225,232.05	\$ 2,275.07	\$ 227,507.12
Misc	\$	\$	\$
Project Total (not including funding resources)	\$ 1,355,176.88	\$ 13,688.66	\$ 1,368,865.53

*Milpitas USD is currently eligible for a **pre-discount** funding budget of \$1,554,750.00 based upon the current Student Population of 10,365 multiplied by the maximum \$150.00. This funding has been applied to the information above.

Anticipated Customer Fees

E-rate Total Project Cost \$ \$3,503,930.48	\$2,726,555.48
Client Portion - (Project Total Less 50% Available E-rate Funding \$777,375.00)	
Infinity's Procurement RFP E-rate Application Management Fees	\$18,500.00
Infinity's Estimated Reimbursable Expenses	TBD
Total Cost to Client	\$2,745,055.48

†See Attachment "A" Scope of Work for a description of the Infinity's Services

▼ Total Cost to District includes E- rate available funds, Infinity's RFP & Application Management Service Fees, and Reimbursable expenses.

Project Scope of Work**Priority 1**

Infinity's budget includes the drop ship of aggregate switches for deployment by Milpitas USD. Each switch will be Meraki MS425-16 with a Five-Year Enterprise license. This switch will integrate into the existing Meraki infrastructure and provides future growth to 40GB to the WAN and 10GB to Edge.

The quantity of switches provided are referenced in the PDE Request Procedure Infinity document provided by Milpitas USD.

Priority 2

Infinity's budget includes the drop ship of edge switches and wireless access points for deployment by Milpitas USD. Meraki equipment has been included in this budget to help complete a whole sourced network and wireless infrastructure.

Switches identified by the district to be replaced will be replaced with the current Meraki equivalent shown directly below. Each switch will have the ability to upgrade to a 10GB backbone connection for future use and a Five-Year Enterprise License.

Existing

Cisco C3750x-48

Cisco WS-C3560-8PC

Cisco WS-C3560-24PS

Cisco WS-C2960-48TT-L

Cisco WS-C2960-24TT-L

Cisco WS-C2940-8TT-S

Cisco C3750x-24

New

Meraki MS350-48LP

Meraki MS220-8P

Meraki MS350-24P

Meraki MS320-48

Meraki MS320-24

Meraki MS220-8P

Meraki MS350-24P

Provide 5-year license upgrade for switches and wireless access points identified by the district as Item 2) in an email titled, "Changes to Proposal" dated October 19, 2016.

Existing MR16, MR18, MR24 MR26, MR32, MR34 and MR42 Wireless Access Points identified by the district will be replaced with Meraki MR52 wireless access points, each of which will include a Five-Year Enterprise License.

Provide 5-year license upgrade for existing MR53, MR66 and MR72 wireless access points.

PDE Caveats

1. This estimate is a preliminary budget only. Full engineering of each system has not been performed. Investigation of the Client's existing site and/or equipment may have a significant effect on the pricing of the project.
2. The Estimate prices given are based on a fair and competitive bid environment. A reduced number of Contractor responses will have an effect on the Price of the project.
3. Materials pricing fluctuations and may have an effect on the Price of this project.

4. Timing of the E-rate project being put out to bid may have a significant effect on the pricing of the project.
5. E-rate eligibility is an estimate only, pending the SLD's review of the submitted project. Additional costs to the owner may occur as a result of the SLD's PIA process. It is not the responsibility of Infinity Communications or the winning contractor to pay/absorb this change in eligibility.

PDE Exclusions

1. The PDE excludes any/all additional Electrical outlet that may be required for the New Equipment Locations: IDF, MDF and Servers.
2. The PDE excludes any/all temperature control equipment. Industry and Equipment Manufactures suggest that electronic components be kept in a dust free, temperature controlled (68° - 72°) environment.
3. The PDE excludes any/all extended maintenance and and/or service packages unless otherwise specified.
4. The PDE excludes any/all temperature control equipment. Industry and Equipment Manufactures suggest that electronic components be kept in a dust free, temperature controlled (68° - 72°) environment.
5. The PDE excludes any/all extended maintenance and and/or service packages unless otherwise specified.

ATTACHMENT "B" – COMPENSATION AND REIMBURSABLE EXPENSES SCHEDULE**Standard Hourly Rates Schedule**

For additional works that is required that is outside of the scope of the original project, the hourly rates listed below will be charged. Standard Hourly Rates are subject to review and adjustment. Hourly rates effective on the date of the Agreement are:

Principal	\$175.00/hour
Sr. Systems Designer	\$145.00/hour
Systems Designer/Basic Maintenance Assessment	\$105.00/hour
CAD Operator	\$ 58.00/hour
Sr. Construction Manager	\$125.00/hour
Construction Manager	\$ 95.00/hour
Contracts Administrator	\$ 61.00/hour
Support Staff	\$ 48.00/hour

Reimbursable Expenses Schedule

Reimbursable Expense rates are subject to annual review and adjustment. Rates effective on the date of the Agreement are:

8"x11" Copies/Impression	\$0.05/sheet
Blue Print Copies	at cost + 15%
Reproducible Copies (Mylar)	at cost + 15%
Reproducible Copies (Paper)	at cost + 15%
Long Distance Phone Calls	at cost + 15%
Bid Advertisement	at cost + 15%
Travel Expenses:	
Mileage (auto)	\$0.50/mile
Airfare	at cost + 15%
Meals	at cost + 15%
Lodging	at cost + 15%
Standard Labor Rate	See Hourly Rate Schedule Above