



BID EVALUATION LETTER

PROJECT: Year 22 (2019-2020) E-rate Project for San Mateo-Foster City School District

BID/RFP No.: 0390-18C.1 – San Mateo-Foster City School District - Network Electronics

REPORT DATE: 02/12/2019

San Mateo-Foster City School District has contracted Infinity Communications and Consulting, Inc (Infinity) to provide professional services for E-rate Consulting and Design Services. Per our agreement, Infinity has prepared documents necessary to solicit competitive bidding and to undertake the work, in conformity with FCC/E-rate funding requirements. The following statement is a recap of the process that has been instituted specifically for the above titled project:

- A Request for Proposal (RFP) document, Product Specifications, and Drawings were prepared.
- As required by E-Rate, to achieve maximum competitive results, a “Project Notice” was posted through the Internet, in the form of filing an FCC E-rate form 470 (on-line posting of bid).
- The project was posted on Infinity Communications’ E-rate project website.
- Eleven (11) prospective bidders downloaded the RFP from the Infinity website.
- Bids were due on Tuesday, February 12, 2019 at 11:00am.
- One (1) Bid responses were received:

Project Overview

Base Bid price includes the Network Electronics.

Contingency Fee price includes a 10% “Contingency Fee” * for the Base Bid portion only.

*The above specified “Contingency Fee” can be used for ads, moves and changes that meet the intent of the original project scope, requested by the Owner during the construction process, **only**. All unused “Contingency Fee” funds **must** be returned to the E-rate program.

Bid Results

Contractor Name	Base Bid	Contingency Fee	Total Bid Price
CDWG	\$100,613.50	\$5,923.48	\$106,536.98

The District’s Recommendation

Contract Award: The District recommends award of contract to the bidder with the highest evaluated ranking bid response, **CDWG**.

Contract Amount: The District recommends that the board approve the Base Bid and Contingency Fee, for a sum total of **\$106,536.98**

Infinity recommends that the Board gives the District Superintendent signing authority for this contract to be able to meet the E-rate’s Form 471 “Funding Request” filing deadline, March 27, 2019.

Final discounts for E-rate eligibility will be calculated at the time of the 471 filing. Eligible components are estimated by the vendor and are subject to final determination by the SLD.

Per the requirements of the E-rate program and their Document Retention policy please sign, date, and return the attached E-Rate Bid Assessment Worksheet along with the Vendor contract and return a copy to Infinity at your earliest convenience. If the District intends to request funding for a vendor other than Infinity's above recommendation please revise the E-Rate Bid Assessment Worksheet and return a signed and dated copy to our office.

The Form 471 with the funding request for this service will be sent to the District for final approval and certification within the next 10 business days. Since E-rate rules require the District to keep copies of all documentation for five years after the end of service, we will be scanning in the above proposals for our files and then sending the originals to you for you to keep.