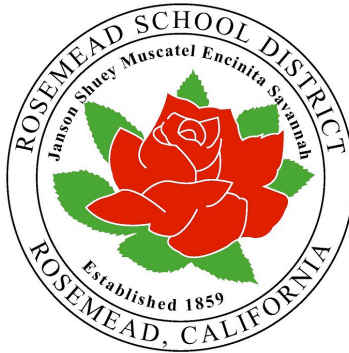


ROSEMEAD SCHOOL DISTRICT
3907 ROSEMEAD BLVD.
ROSEMEAD, CA 91770
RFP NUMBER #ERATE22NetworkCore



E-RATE 2019-20
YEAR 22 – CATEGORY 2
RFP Documents and General Conditions
The District will receive proposals at:
ROSEMEAD SD DISTRICT OFFICE SUITE 200
3907 Rosemead Blvd.
Rosemead, California 91770

Until 2:30 P.M., local time on January 25, 2019
Bids are late at 2:31 P.M. The District clock is the official time.
NOTE: Bids submitted to other locations are non-responsive.
The district will reject such offers.

FOR PUBLICATION TWO TIMES

San Gabriel Valley Tribune

Monday December 24, 2018

Monday December 31, 2018

Notice Inviting Proposals

NOTICE IS HEREBY GIVEN that the Rosemead School District of Los Angeles County, California, acting by and through its Governing Board, hereinafter referred to as the District will receive up to, but not later than 2:30 p.m. January 25, 2019 to 3907 Rosemead Blvd. Rosemead CA 91770, sealed bids for the award of E-Rate contract for the following:

RFP No. **#ERATEY22NetworkCore** E-Rate 2019-2020, Year 22,
Category 2: Network Equipment

A proposal may be obtained from the district website:
www.rosemead.k12.ca.us Departments>Technology> Erate> RFP

All proposals shall be submitted separately and sealed in a package plainly marked with the appropriate title for the proposal. The Board reserves the right to reject any or all proposals and to waive informality in any proposals received. No vendor may withdraw his proposal for a period of Ninety (**90**) calendar days after the date set for the receipt of proposals.

Vendor must participate in the E-Rate Program and must provide a Service Provider Identification Number (SPIN) and Federal Registration Number (FCC-FRN) with the proposal.

E-RATE YEAR 22 (2019/2020) RFP

Network Electronics RFP #ERATE22NetworkCore

For Rosemead SD School Sites

RFP Due on January 25, 2019 by 2:30pm

Schedule of Important Dates:

EVENT	DATE
District Publishes RFP	December 24, 2018 & December 31, 2018
Deadline for Questions from Proposers	January 11, 2019 by 2:00. p.m. PST
District Publishes Addenda and Responses to Proposers on District website and USAC's EPC Portal	January 18, 2019
Deadline to Submit Proposals	January 25, 2019 by 2:30pm PST
Board Meeting – Award of Contract	February 21, 2018 (Tentative)_

Rosemead School District is seeking proposals for the upcoming Year 22 round of E-Rate. The District is soliciting proposals from contractors that hold a valid E-Rate SPIN for the purchase of network equipment for Rosemead School district sites.

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: <http://www.usac.org/sl/service-providers/step01/default.aspx>
- 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://apps.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

- e. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2019.
- 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/sl/applicants/step06/default.aspx>
- 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/sl/service-providers/step02/lowest-corresponding-price.aspx>

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). 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.
- d. This offer is in full compliance with USAC's Free Services Advisory <http://www.usac.org/sl/applicants/step02/free-services-advisory.aspx>. 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 2019 funding year (July 1, 2019). 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 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](#) , 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 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 _____ (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:** _____

Phone Number: _____ **Email:** _____

Service Provider Name: _____

In addition, the district reserves the right to fund, (proceed with project or purchase) all some or none of the project regardless of E-rate approval.

The District requires certification by the awarded contractor, prior to project commencement, concerning criminal records check in accordance with California law.

All requests for information (RFI) regarding this RFP – 470 shall be submitted in writing only to the contact contained herein. Email inquiries are required. The District will not respond to phone call inquiries. All addendum(s), questions and answers will be posted to District Website as well as USAC's E-RATE EPC portal website at <https://portal.usac.org/suite/>

Please "Follow" the Form 470 to receive all EPC updates pertaining to the Form 470. E-mail inquiries must include the 470 #190010475 in their subject line and are to be sent by January 11, 2019 by 2:00pm PST to the following Contact Person:

Alex Gaeta
agaeta@rosemead.k12.ca.us

Response to questions/inquiries will be uploaded on January 18, 2019 to E-RATE USAC EPC Portal and also on school district's website. www.rosemead.k12.ca.us Departments>Technology> Erate> RFP.

Be aware that all parties will be copied on the questions and responses.

Length of Contract:

Depending on RFP submittals, project timelines, and available funding, the resulting one (1)-year contract with two (2) options to extend for one-year periods is subject to E-rate eligibility and timelines, and will cover a period from approximately April 1, 2019 through September 30, 2022.

Proposal Instructions:

Proposals must be received by our office no later than January 25, 2019 by 2:30PM PST

All proposals are to contain costs for taxes and shipping as separate items.

Proposals submitted in writing to:

Rosemead School District
Attn: Alex Gaeta
Address: 3907 Rosemead Blvd. Rosemead CA 91770 Suite 200

E-mailed proposals will also be accepted, send proposal to erate22@rosemead.k12.ca.us

Late proposals will not be accepted.

Proposal Evaluation:

It is anticipated that a contract will be made with the provider whose proposal is determined to be in the overall best interest of the District. The main evaluation consideration is price.

Selection Criteria

Cost of E-Rate Eligible Services	40
Cost of E-Rate Ineligible Services	5
Prior Experience	20
Scope of Work and Specification Compliance <ul style="list-style-type: none">• Proposal meets or exceeds all technical requirements• Compatibility w/ Existing Systems• Interoperability w/ Existing Systems	25
Bidders Capabilities	10
Total Points	100

SCOPE OF WORK

The District is looking to purchase Aruba Core equipment and edge switches or equivalent for our 4 elementary schools 1 middle school and district office. We currently have Cisco and Aruba equipment. The District will entertain proposed solutions from other manufacturers, it is the vendor's responsibility and obligation to provide documentation and other evidence that a non-Aruba product is functionally equivalent or better. Equipment that is shown to be equivalent in function and must also include an acceptable warranty. In the instance that the solution is non-Aruba, proof of equal functionality must be shown. Failure to show equal functionality may result in the disqualification of the bid.

The quotes provided must include all materials, equipment and accessories required to furnish a complete network solution as indicated on the parts list. All equipment and material must be new. Used, Refurbished or repurposed equipment or material will not be acceptable.

All quotes must be from an Aruba partner or equivalent.

In addition to equipment pricing the district wishes to have pricing for installation, configuration and integration for the attached equipment list. This pricing includes:

1. Delivery of each component to its designated secured location.
2. Staging and configuration of the specified equipment to the local area and wide area networks using District provided configuration information.
3. Install the specified network electronics equipment.
4. Perform configuration (set parameters) for each site.
5. Perform power on system test.
6. Establish switching across the local WAN and LAN.
7. Perform a verification of network connection.
8. Verify access to the Internet
9. Document, in the site network installation document, all part numbers, quantities, and serial numbers of network electronics being installed.

Request for Substitution

Bidder may, unless otherwise stated, offer any material, process, article, etc., which shall be materially equal or better in every respect to that so indicated or specified (Specified Item) and will completely accomplish the purpose of the Contract Document. If bidder desires to offer a substitution for a Specified Item, such bidder must make a request in writing and submit the completed request with their RFP. The Request must be accompanied by evidence as to whether the proposed substitution:

- (1) Is equal in quality service ability to the Specified Item;
- (2) Will entail no changes in detail, construction and scheduling of related work;
- (3) Will be acceptable in consideration of the required design and artistic effect;
- (4) Will provide no cost disadvantage to District;
- (5) Will require no excessive or more expensive maintenance, including adequacy and availability of replacement parts; and
- (6) Will require no change of the construction schedule.

Equipment List

Shuey Elementary School								
8472 E. Wells St. Rosemead, CA 91770								
Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	1						
J4858D	Aruba 1G SFP LC SX 500m MMF Transceiver or equivalent	24						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	2						
JL075A	Aruba 3810M 16SFP+ 2-slot Switch or equivalent	1						
U6TJ4E	HPE 5 year Foundation Care 24x7 Aruba 3810M 16SFP+ 2-slot Switch Service	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	13						
JL085A	Aruba X371 12VDC 250W Power Supply or equivalent	2						
JL085A #ABA	Power Cord - U.S. localization	2						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	13						
JL087A #ABA	INCLUDED: Power Cord - U.S. localization	13						

SAVANNAH ELEMENTARY SCHOOL
3720 RIO HONDO AVE ROSEMEAD, CA 91770

Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	4						
J4858D	Aruba 1G SFP LC SX 500m MMF Transceiver or equivalent	18						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	8						
U6TJ4E	HPE 5 year Foundation Care 24x7 Aruba 3810M 16SFP+ 2-slot Switch Service	1						
JL075A	Aruba 3810M 16SFP+ 2-slot Switch or equivalent	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	10						
JL320A	Aruba 2930M 24G PoE+ 1-slot Switch or equivalent	3						
JL085A	Aruba X371 12VDC 250W Power Supply or equivalent	2						
JL085A #ABA	Power Cord - U.S. localization	2						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	10						
JL087A #ABA	INCLUDED: Power Cord - U.S. localization	10						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	3						
JL087A #ABA	Power Cord - U.S. localization	3						

MUSCATEL MIDDLE SCHOOL
4201 IVAR AVE ROSEMEAD, CA 91770

Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	10						
J9735A	Aruba 2920/2930M 1m Stacking Cable or equivalent	3						
J4858D	Aruba 1G SFP LC SX 500m MMF Transceiver or equivalent	14						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	16						
U6TJ4E	HPE 5 year Foundation Care 24x7 Aruba 3810M 16SFP+ 2-slot Switch Service	1						
JL075A	Aruba 3810M 16SFP+ 2-slot Switch or equivalent	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	17						
JL085A	Aruba X371 12VDC 250W Power Supply or equivalent	2						
JL085A #ABA	Power Cord - U.S. localization	2						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	17						
JL087A #ABA	Power Cord - U.S. localization	17						

JANSON ELEMENTARY SCHOOL
8628 MARSHALL ST ROSEMEAD, CA 91770

Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	7						
J9735A	Aruba 2920/2930M 1m Stacking Cable or equivalent	1						
J4858D	Aruba 1G SFP LC SX 500m MMF Transceiver or equivalent	26						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	13						
U6TJ4E	HPE 5 year Foundation Care 24x7 Aruba 3810M 16SFP+ 2-slot Switch Service	1						
JL075A	Aruba 3810M 16SFP+ 2-slot Switch or equivalent	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	20						
JL085A	Aruba X371 12VDC 250W Power Supply or equivalent	2						
JL085A #ABA	Power Cord - U.S. localization	2						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	20						
JL087A #ABA	Power Cord - U.S. localization	20						

ENCINITA ELEMENTARY SCHOOL
4515 ENCINITA AVE ROSEMEAD, CA 91770

Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	2						
J4858D	Aruba 1G SFP LC SX 500m MMF Transceiver or equivalent	20						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	4						
U6TJ4E	HPE 5 year Foundation Care 24x7 Aruba 3810M 16SFP+ 2-slot Switch Service	1						
JL075A	Aruba 3810M 16SFP+ 2-slot Switch or equivalent	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	11						
JL320A	Aruba 2930M 24G PoE+ 1-slot Switch or equivalent	1						
JL085A	Aruba X371 12VDC 250W Power Supply or equivalent	2						
JL085A #ABA	Power Cord - U.S. localization	2						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	11						
JL087A #ABA	Power Cord - U.S. localization	11						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	1						
JL087A #ABA	Power Cord - U.S. localization	1						

District Office
3907 ROSEMEAD BLVD ROSEMEAD, CA 91770

Part Number	Description	Quantity	Unit Price	E-rate Eligible	Installation	9.5 % Taxes	Shipping/Freight	Total
J9734A	Aruba 2920/2930M 0.5m Stacking Cable or equivalent	1						
JL448A	Aruba X2C2 RJ45 to DB9 Console Cable or equivalent	1						
J9827A	Aruba 5400R z12 Management Module or equivalent	1						
J9986A	Aruba 24p 1000BASE-T PoE+ v3 z12 Mod or equivalent	3						
J9993A	Aruba 8p 1G/10GbE SFP+ v3 z12 Mod or equivalent	1						
J4859D	Aruba 1G SFP LC LX 10km SMF Transceiver or equivalent	4						
JL325A	Aruba 2930 2-port Stacking Module or equivalent	2						
H1NG7E	HPE 5 year Foundation Care 24x7 Aruba 5412R or equivalent	1						
J9822A	Aruba 5412R z12 Switch or equivalent	1						
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch or equivalent	3						
J9829A	Aruba 5400R 1100W PoE+ z12 PSU or equivalent	3						
J9829A #ABA	Power Cord - U.S. localization	3						
JL087A	Aruba X372 54VDC 1050W Power Supply or equivalent	3						
JL087A #ABA	Power Cord - U.S. localization	3						