



Kiona-Benton City School District
District No. 52
1105 Dale Avenue
Benton City, WA 99320 509-588-2000

E-Rate Year 2016-17 Form 470 Requests for Proposal

The Kiona-Benton City School District is requesting proposals from qualified vendors for Category 1 services. Any proposal must be completely compatible with the current system it will be replacing or enhancing. Award of this proposal is contingent upon the approval of funding from the Schools and Libraries Universal Service Administrative Company. The successful bidder for services agrees to bill and receive the discounted portion of the payment for the provisions of goods described herein directly from the Universal Service Administrative Company ("USAC"), and/or the Schools and Libraries Division ("SLD"). Kiona-Benton City School District (KBSD) and the successful bidder will comply with any applicable Schools and Libraries Universal Service Fund Program requirements, all applicable Washington State Contract/Bid requirements, and other requirements as requested in the RFP. The vendor must include its Service Provider Information Number (SPIN) in its proposal.

Any contract resulting from responses to the Request for Proposal (RFP) will take effect on **July 3, 2017**. Should an extension be permitted by the Schools and Libraries Service Administrative Company the subsequent contract may be extended accordingly.

Instructions to Vendors

Proposals must be submitted and **received** by 4:00 PM local time (PST) on **Friday March 31, 2017** at the following address, either by USPS or email:

Kiona-Benton City School District

Attn: Jim Smith

1105 Dale Avenue

Benton City, WA 99320

jimsmith@kibesd.org

Proposals received after the time and date noted will **NOT** be considered for bid evaluation. All proposals received by the specified time will be opened and the total bid amounts publicly announced and noted at the District Office at 4:00 PM on the closing date. Bid evaluations will take place on April 4, 2017, with the winning proposal announced no later than 2:00 PM Pacific time on that date. All vendors with qualifying proposals meeting the filing deadline will receive notification of the winning proposals. Vendors with qualifying bids will

have until 4:00 PM Wednesday, April 5, 2017 to lodge a bid protest. Bid protests must list the specific reasons for the protest and be delivered to the district contact via email or in person no later than 4:00 PM on that date. Any bid protests will be resolved before a contract is awarded. All questions or inquiries concerning this Request for Proposals must be submitted to the contact person provided on the Form 470 and listed below, no later than two (2) business days prior to the proposal deadline. Verbal responses to any enquiry are not binding on either party. **Contact:**

Jim Smith Director of Technology Kiona-Benton City School District **Ph:** 509-588-2135 **Email:**

jimsmith@kibesd.org

*The Kiona-Benton City School District reserves the right to purchase all, none, or part of any of the services listed below. For each item, proposers **must clearly identify eligible and identify and cost allocate all ineligible services**. Bid acceptance is contingent upon receipt of E-Rate funding and must reflect this in the bid/proposal and any subsequent contract language. Contracts/Service, if accepted, will start on July 3, 2017.*

*Note: Each item below **must be quoted separately**.*

RFP: E-Rate 16-17-CATEGORY 1

FORM 470 RFP DETAIL FOR CATEGORY 1 SERVICES -.

Category 1:

Item 1 - Internet Connection:

Kiona-Benton City School District (KBSD) desires to increase our current 100MB Internet Connection to a 1GBps Fiber Internet connection to serve the Kiona-Benton City School District. Students and staff will use the additional internet bandwidth to meet the increased curricular and testing demands being placed on our current Internet connection. A minimum of 30 Public IP addresses are required.

This service would extend from the boundary of public Internet space to the districts demarcation point at 1107 Grace Avenue, Benton City, WA 99320. We desire a multi-year contract.

Terms and Conditions:

- KBSD, at its sole discretion, reserves the right to waive any irregularity in any proposal, proceed with any, all or none of the project regardless of E-rate approval, and to select more than one vendor to supply the necessary services/goods requested.
- Questions will be answered via email only to jimsmith@kibesd.org
- All bids should include freight or delivery if freight/delivery is not included in the price of the items.
- Any equipment requested must be new.
- Any cost omissions on a bidder's response will be the responsibility of the bidder and not that of the Kiona-Benton City School District.
- Ineligible items must be clearly delineated and cost allocated.
- All bids must be received no later than 4:00 PM on Monday, March 31, 2017, to be considered.
- Vendors must
 - Provide a valid E-rate SPIN number on their detailed bid.
 - Include current contact information (phone number and email address).
 - Have a current SPAC form on file with the School and Libraries Division (SLD) of USAC.
 - Comply with SLD provider requirements.
- All purchases are contingent upon receipt of E-Rate funding and must reflect this in any proposed contract language.
- Selection of providers will be based on the following criteria, with cost being the primary factor:

Cost of Eligible Goods	35
Other Factors – E-rate Ineligible Costs	30
Product/Offering model, quantity, capacities, abilities, etc. compared to requested item.	25
Prior Positive Business between Vendor and District	10
Total Possible Points	100

Bids will be accepted via traditional mail or by email. In either case, bids must be clearly labeled with the words "E-Rate Bid Enclosed" on the outside of the envelope or in the subject line of the email. The use of a *Delivery and/or Read Receipt* is suggested to verify receipt of emailed proposals.

Please submit bids to:

Jim Smith

Director of Technology

Kiona-Benton City School District

1105 Dale Avenue

Benton City, WA 99320

E-mail Address: jimsmith@kibesd.org