

## **REQUEST FOR PROPOSAL E-rate 2015-2016 School Year**

Lapwai School District  
404 Main Street  
PO Box 247  
Lapwai, ID 83540-1247  
Contact: Tim Jones E-Mail: tj@lapwai.org  
Phone: 208-843-2622 Ext. 208  
Fax: 208-843-7746

### **General Information**

Proposal Deadline: March 12, 2015

### **Background**

Lapwai School District lies in the central area of Nez Perce County. Our educational facilities are located within the city limits of our community and serve a total of 532 students. One elementary school has K-5 enrollment of 276 students. One middle school / high school with an enrollment of 256 students educates our 6-12<sup>th</sup> grade population.

Technology is an integral part of our K-12 academic program. Our campuses use technology in a variety of ways including, lab instruction, classroom presentation, and resource acquisition in our media centers and student management in administrative offices.

### **Vendors may bid (some items should be approved from last year upon 2014-2015 470 approvals) on one or more of the following items:**

- Item:
1. Basic Phone Maintenance or VOIP over existing fiber  
(2) PBX tele systems presently
  2. Basic Network Maintenance for Cisco Networking Components  
LAN hardware and wiring; WAN
  3. Tariffed/Contracted Communications Services including 2 dark fiber between elementary and high school with 20M internet elementary and 45M min HS
  4. Wireless and wired Network Infrastructure Upgrade.

### **Current Environment**

We presently have six (6) separate locations.

### **Qualifier:**

1. Lapwai School District (LSD) will be offering basic phone maintenance or new VOIP services for all eligible sites for the 2015-2016 school year. (Beginning July 1, 2015 to June 30, 2016.) Approximatley 80 handsets; 3 operators. Current POTS service is on approximately 20 lines.

2. Lapwai School District (LSD) will be offering basic network (excluding MS/HS ENA wireless) maintenance for Cisco Networking Components for all eligible sites for the 2015-2016 school year. (Beginning July 1, 2015 to June 30, 2016.)
3. Lapwai School District (LSD) will be offering basic tariffed/contracted communications services including voice services; 2 dark fiber connections between Elementary and HS sites for the 2015-2016 school year. Twenty Meg Internet Service for Elementary and 45 Meg For HS/MS minimum. (Beginning July 1, 2015 to June 30, 2016.)
4. Lapwai School District (LSD) will be offering the additional wireless infrastructure to classrooms in buildings. Will include at least 2 new 48 port CISCO POE switches.

### **Contractual Agreement:**

All contracts will be subject to eligibility of discount rates under authority of the Federal Telecommunications Commission Act 1996. If district needs change and/or services or goods don't qualify for discounted rates, Lapwai School District is not bound to initiate or honor said contracts. Additionally, the vendor agrees to bill the Universal Service Fund for the discounted portion of the changes for eligible services, and to bill Lapwai School District for the remaining portion of the charges. The combined amount of the billing will not exceed the amount quoted in the contract.

### **Executive Summary**

The proposing vendor must include an Executive Summary highlighting the vendor's offer and outlining the benefits to Lapwai School District.

### **Special Conditions**

Bidding process must conform to Idaho State Bidding Procedures.

### **Objectives/Scope of Work**

Lapwai School District is interested in continuing the present level of support including updating wireless/internet service to each building.

### **Liability and Reserved Rights**

This RFP does not commit Lapwai School District to pay any cost incurred in preparation or submission of any proposal or to procure or contract for any services. Lapwai School District will, at its discretion, award the contract to the responsible vendor submitting the best proposal that complies with the RFP. Lapwai School District may, at its sole discretion, reject any or all proposals received or waive minor defects, irregularities, or informalities therein.

**Price Guarantee**

Vendors are asked to guarantee their prices for a period not to exceed 60 days from the date of submission of the response to this RFP.

**Vendor Site Visits**

The complete proposal must include the proposal document with a point-by-point response to the RFP and all other materials requested in the RFP. Vendors may include any additional materials they feel could assist in the evaluation of the proposed system. However, each question must be responded to completely. References to other documents will not be accepted.

Please send your proposal either by e-mail, fax or mail delivery to Tim Jones at the above address.

**RFP Review Criteria**

1. Cost of service
2. Completeness of proposal
3. Understanding of needs
4. Financial stability/Prior Experience
5. References