Jackson County ISD
an Educational Service Agency

TECHNOLOGY SERVICES

6700 Browns Lake Road
Jackson, Michigan 49201
*www.jcisd.org*

# REQUEST FOR PROPOSAL (RFP)

On Behalf of Jackson County Schools Technology Consortium

## FIBER OPTIC CABLE MAINTENANCE

# I. Introduction

## I.1 Purpose

The Jackson County Intermediate School District (JCISD) is accepting bids for the ongoing maintenance of the Jackson County Schools Technology Consortium self-provisioned district owned fiber optic network.

## I.2 Important Dates and Deadlines

- RFP Technical Questions Deadline – Friday, November 20, 2026 at 4:00 p.m.
- Proposal Due Date – Friday, December 4, 2026 at 1:15 p.m.

A bid opening will take place at 6700 Browns Lake Rd Jackson MI 49201 immediately following the proposal due date.

## I.3 Scope

The existing fiber network was constructed primarily in the mid-1990's and is not fully documented to the splice level. It consists of approximately 180 miles of fiber servicing the school districts covered by the consortium in Jackson and Hillsdale counties between the LEA edge locations and the two ISD locations as hub locations.

The Jackson ISD hub is located at: 6700 Browns Lake Rd. Jackson, MI 49201 and connects to the following district locations:

| | |
|---|---|
| Concord High School | 219 Monroe St., PO Box 338, Concord, 49237 |
| Columbia Central Jr. / Sr. High School | 11775 Hewitt, Brooklyn, 49230 |
| da Vinci Secondary School | 2800 Springport Rd, Jackson, MI 49202 |
| East Jackson Secondary School | 1566 North Sutton Road, Jackson, 49202 |
| George Long Elementary School | 829 South Union Street, Grass Lake, 49240 |
| Hanover-Horton Elementary School | 131 Fairview Street, Hanover, 49241 |
| Hunt Elementary School | 1143 N Brown St. Jackson, MI 49202 |
| Michigan Center Jr, Sr High School | 400 S. State Street, Michigan Center, 49254 |
| Napoleon Middle School | 204 West Ave., Napoleon Community Schools, 49261 |
| Northwest Kidder Middle School | 6700 Rives Junction Rd., Jackson, 49201 |
| Springport High School | 300 W. Main Street, Springport, 49284 |
| Vandercook High School | 1000 Golf Ave., Jackson, 49203 |
| Western Middle School | 1400 S. Dearing Rd., Parma, 49269 |

The Hillsdale ISD hub is located at: 310 W Bacon St. Hillsdale, MI 49242 and connects to the following districts:

| | |
|---|---|
| Hillsdale High School | 30 S Norwood St, Hillsdale, MI 49242 |
| Jonesville High School | 460 Adrian St. Jonesville, MI 49250 |
| Reading Community Schools | 301 Chestnut St, Reading, MI 49274 |

# I. Introduction

| | |
|---|---|
| Camden-Frontier School District | 4971 W Montgomery Rd, Camden, MI 49232 |
| North Adams-Jerome Public Schools | 4555 Knowles Rd, North Adams, MI 49262 |
| Litchfield Community School District | 210 Williams St. Litchfield, MI 49252 |
| Pittsford Area School District | 9304 Hamilton St, Pittsford, MI 49271 |

# II. Instructions to Bidders

### II.1 Maintenance and Operations (M&O) Requirements

The Respondent must submit a complete Maintenance and Operations Plan for the fiber infrastructure, detailing both routine and emergency practices. Pricing should reflect the coverage of all items below. The plan must address:

- **Routine Maintenance and Prevention:** Include annual inspection, scheduled maintenance windows, protocols for planned outages, annual tree trimming (around potential obstructions), Rodenticide/Pest control protocols,and inspection/repair of markers and handholes.
- **Emergency Management and Restoration:** Detail procedures for handling unscheduled outages, customer problem reports, emergency restoration, and repair of fiber breaks (including mean time to repair (MTTR), post-repair testing, and time until first on-site troubleshooting) categorized by the severity.
- **Infrastructure Repair and Replacement:** Specify practices for the replacement of damaged or out-of-spec fiber, and the repair/replacement of loose or broken hangers. Specify standards for **OTDR testing** and **power meter testing** before and after any major repair or replacement.
- **Coordination and Service Levels:** Describe agreements in place with applicable utilities and utility contractors, the process for reading and responding to Miss Dig and NJUNS tickets, and the standard Service Level Agreement (SLA) included with pricing (along with any higher-cost alternative SLAs available).

### II.2 Terms

The following specifications are to be used as guidelines in quoting a solution. Although specification changes are permitted, the quality of the product/service requested must be based upon industry standards at time of delivery.

- The items requested within this RFP may or may not be USF eligible. All non-eligible products and services must be itemized. Please use the 2027 USF Eligible Services List located on the USAC website for guidance. (Note: It is the vendor's responsibility to check for updates and corrections prior to submitting bids/quotations.)
- All bidders must adhere to the Lowest Corresponding Price (LCP) guidelines (as dictated by the SLD).
- All bidders will understand that if the entity closes, contract termination fees will not be incurred by the entity.
- All bidders will understand that the entity may choose more than one provider for one type of service.
- Pricing for both 3 and 5 year agreements will be considered.
- All bidders must have an E-rate SPIN.
- All bidders must have a valid and up to date Service Provider Annual Certification Form 473 on file with USAC.
- The JCISD reserves the right to reject any and all quotes; to accept portions of RFP's and alternates in any order or combination; is not obligated to accept the lowest or any RFP; and may waive any informality or irregularity in submittal procedures. JCISD has the right to award bids in whole or in part.
- Implementation and completion of the services are contingent upon the district receiving approved funding from the Universal Services Fund. The services may be revised or terminated if the funds from the USF discount program are not approved or do not meet the expectations of the entity. If requested, the vendor will complete the SPI (Form 474) application. It is the vendor's responsibility to understand and comply with all rules and procedures required by the Schools and Libraries Corporation and the Universal Services Fund.
- The Board reserves the right to:

- Reject any or all bids without assigning any reason thereto
- Be the sole judge of equivalency
- Waive any bid requirement in accepting or rejecting bids.

### II.3 Pricing Submission Requirements

Pricing shall be delivered to indicate hourly labor rates for the service types given, including emergency rates, after-hours, and other labor classifications as applicable. A representative estimate of material costs should be included with your proposal. Annual costs should not exceed $150,000 in labor and materials. Any projects that would cause the annual total to exceed these amounts must be approved separately by the District.

The Respondent must submit all pricing, clearly separating labor and material costs. The submission shall specifically include:

#### *II.3.1 Detailed Labor Rate Schedule*

The proposal must include a formal Labor Rate Schedule detailing all associated personnel costs by completing the **Labor Rate Schedule** tab of the provided spreadsheet.

#### *II.3.2 Crew Composition Requirement*

In addition to the hourly rates above, the Respondent must specify the typical crew composition for key maintenance tasks by completing the **Crew Composition** tab of the provided spreadsheet. This clarifies how an assembled crew will be billed.

#### *II.3.3 Maintenance Costs*

The Respondent must complete the **Maintenance Tasks** tab of the provided spreadsheet with the estimated, non-discounted cost for common repair and maintenance materials. This list is representative, not exhaustive, and all materials used for repairs will be billed at actual cost.

### II.4 Vendor Qualifications, Experience, and Capacity

Bidders must provide concrete, verifiable evidence to demonstrate their capacity and expertise to reliably maintain the District's Outside Plant (OSP) fiber optic network. The following information should be provided

- A minimum of three (3) active client references for OSP fiber maintenance contracts executed within the last three years. At least one (1) reference should be for a K-12 school district, government, or public entity.
- A summary detailing the largest and most relevant OSP fiber network(s) the Bidder currently maintains.
- A list of valid, current industry certifications for all proposed field technicians.
- A detailed, written 24/7/365 Emergency Response Protocol is required, and response time is an evaluation factor. Include response times for critical, major, and minor outages.
- A detailed disclosure of whether subcontractors will be used for any part of the service.

### II.5 Administrative and Financial Viability

# II. Instructions to Bidders

To validate the firm's stability, Bidders must provide documentation proving their financial capacity to sustain operations and fulfill all maintenance requirements throughout the contract term. The following information should be provided.

- A letter from the vendor's CFO or authorized officer certifying the company's ability to remain financially viable for the full 3-5 year contract term.
- Disclosure of any pending or recent (within 5 years) bankruptcies, mergers, or acquisitions that could affect service delivery.

### II.6 Bid Evaluation

Pricing Structure and Competitiveness of Rates for the service will be the primary factor in the evaluation process, but the following factors will also be taken into consideration and will weigh into the decision:

- Time until first on-site troubleshooting
- Prior experience
- Personnel qualifications
- Financial stability
- Compatibility with district hardware/software standards
- Comply with the spirit of the district's long range vision
- Ability to upgrade and adapt to technological advances
- Understanding of needs
- Completeness of response and adherence to bid specifications
- Summary of project implementation plan

### II.7 Submission

**Bids shall be emailed to:** jcisdRFP@jcisd.org

# III. General Terms and Conditions

### III.1 Verbal Orders

Verbal orders for additions to or deletions from this RFP must be stated in writing and agreed upon by the JCISD.

### III.2 Proposal Binding Period

Prices quoted in the Vendor's response for all materials will remain in effect through the e-rate application year.

### III.3 Price Stability

Contract prices and discounts shall be fixed at the time the contract is signed and deemed "approved" by the Customer and the Vendor. In the event of price changes, replacement equipment shall be purchased at the lower of contract or then current market price. In no case shall a price higher than contract price be paid for equipment proposed.

In the event that the Customer desires to purchase equipment or services not contained in the contract, future purchases will be determined using the Vendor-specified discount rate in the proposal from the manufacturer's suggested retail price as of the date of the order.

In the case of discrepancy in computed proposal prices, the lowest combined value of individual unit costs shall prevail.

In no case shall the price exceed the favored Vendor prices.

### III.4 Variation in Quantities and Configurations

Equipment and quantity requirements are the best estimates currently available. The Customer reserves the right to modify quantity and configuration requirements. The Vendor agrees to sell the Customer the revised quantity of items at the unit price as stated in the RFP regardless of quantity changes.

### III.5 Payment Conditions

Payment shall be made upon final acceptance of the job by the Customer. The project will be deemed acceptable when the Vendor delivers to the Customer (as applicable):

- ***Cables which are 100% free of defective fiber strands.***
- ***OTDR / TDR test results on the backbone cables.***
- ***Inspection of Vendors work by the District has been conducted.***
- ***Documentation and other deliverables have been delivered to customer.***

Acceptance shall be further defined as beneficial use by the Customer. Acceptance will be deemed "in full" upon receipt by the Vendor of a Notice of Acceptance issued by the Customer upon beneficial use and full implementation of the Terms and Conditions and Technical Specifications of the Contract. Upon receipt of the Notice of Acceptance, the Vendor shall notify the Customer in writing of a release of all liens for all materials and services associated with this project.

### III.6 Warranty

# III. General Terms and Conditions

The Vendor shall promptly, at no cost to the Customer, correct or re-perform (including modifications or additions as necessary) any nonconforming or defective workmanship or labor within one year after completion of the project of which the work is a part.

The period of the Vendor's warranties for any items herein are not exclusive remedies, and the Customer has recourse to any warranties of additional scope given by the Vendor to the Customer and all other remedies available at law or in equity. The Vendor's warranties shall commence with acceptance of/or payment for the work in full.

If the Vendor procures equipment or materials under the Contract, the Vendor shall obtain for the benefit of the Customer equipment and materials warranties against defects in materials and workmanship to the extent such warranties are reasonably obtainable.

The Vendor shall pass along to the Customer any additional warranties offered by the manufacturers, at no additional costs to the Customer, should said warranties extend beyond the one-year period specified herein.

This warranty shall in no manner cover equipment that has been damaged or rendered un-serviceable due to negligence, misuse, acts of vandalism, or tampering by the Customer or anyone other than employees or agents of the Vendor. The Vendor's obligation under its warranty is limited to the cost of repair of the warranted item or replacement thereof, at the Vendor's option. Insurance covering said equipment from damage or loss is to be borne by the Vendor until full acceptance of equipment and services.

### III.7 Inspection, Acceptance, and Title

Title to/or risk of loss or damage to all items shall be the responsibility of the successful Vendor until acceptance by the Customer, unless loss or damage results from negligence by the Customer. If the materials or services supplied to the Customer are found to be defective or do not conform to the specifications, the Customer reserves the right to cancel the contract upon written notice to the Vendor and return products at the Vendor's expense, based upon the terms of the Contract.

The Customer shall at all times have access to the work wherever it is in preparation or progress, and the Vendor shall provide proper facilities for such access and for inspection.

The Vendor shall not close up any work until the Customer has inspected the work. Should the Vendor close up the work prior to inspection by the Customer, the Vendor shall uncover the work for inspection by the Customer at no cost to the Customer, and then recover the work according to the specification contained herein.

The Vendor shall notify the Customer in writing when the work is ready for inspection. The Customer will inspect the work as expeditiously as possible after receipt of notification from the Vendor.

Price quotations are to include the furnishing of all materials, permits, make readies, equipment, maintenance and training manuals, tools, and the provision of all labor and services necessary or proper for the completion of the work, except as may be otherwise expressly provided in the Contract Documents. The Customer will not be liable for any costs beyond those proposed herein and awarded. Time and materials quotes will be unacceptable. The Customer is a non-taxable entity and as such sales, consumer, use, and other taxes are not applicable.

### III.8 Subcontractors

Each subcontractor shall agree to be bound to the Vendor by the terms and conditions of this RFP.

### III.9 Equal Employment Opportunity

# III. General Terms and Conditions

In connection with the execution of this Contract, the Vendors and subcontractors shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, age, or national origin. The Vendors shall take affirmative action to ensure that minority and disadvantaged applicants are employed and employees are treated during their employment without regard to race, religion, color, sex, age, or national origin.

### III.10 Compliance with Laws and Regulations

The Vendor performance of the work shall comply with applicable federal, state, and local laws, rules, and regulations. The Vendor shall give required notices, shall procure necessary governmental licenses, permits and inspections, and shall pay without burden to the Customer, all fees and charges in connection therewith unless specifically provided otherwise. In the event of violation, the Vendor shall pay all fines and penalties, including attorney's fees and other defense costs and expenses in connection therewith.

### III.11 Regulations, Codes, Standards, and Ordinances Compliance

All work specified within this document shall default to the following requirements unless otherwise specified. In the case where there is a newer standard then it shall prevail.

The latest edition of the National Electrical Code®

- All local Building Codes and Ordinances, as applicable.
- ANSI/TIA-568-E
- ANSI/TIA-569-E
- ANSI/TIA-606-C
- ANSI/TIA-607-D
- Federal Communications Commission.
- BICSI Telecommunications Distribution Methods Manual
- National Fire Protection Association
- OSHA (Standards-29 CFR) Telecommunications-1910.268
- Terminated in T-568B Standard

### III.12 Safety

The Vendor shall take the necessary precautions and bear the sole responsibility for the safety of the methods employed in performing the work. The Vendor shall at all times comply with the regulations set forth by federal, state, and local laws, rules, and regulations concerning "OSHA" and all applicable state labor laws, regulations, and standards. The Vendor shall indemnify and hold harmless The Customer from and against all liabilities, suits, damages, costs, and expenses (including attorney's fees and court costs), which may be imposed on the Customer because of the Vendor, subcontractor, or supplier's failure to comply with the regulations stated herein.

### III.13 Patents and Royalties

The Vendor, without exception, shall indemnify and hold harmless the Customer and its employees from any liability of any nature or kind, including costs and expenses for, or on account of, any trademarked, copyrighted, patented, or non-patented invention, process, or article manufactured or

used in the performance of the Contract, including its use by the Customer. If the Vendor or subcontractor uses any design, device, or materials covered by letters, patent, trademark, or copyright, it is mutually understood and agreed without exception that the proposal prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

### III.14 Ownership and Use of Architect's Drawings, Specifications and Other Documents

The Drawings, Specification and other Documents prepared by the Architect are instruments of the Architect's services through which the Work to be executed by the Vendor is described. The Architect grants the Customer a license to use and permit the use of copies, including reproducible copies of the Drawings, Specifications, and other documents prepared by the Architect in connection with the Customer's construction of the Project, its use, and occupancy.

The Drawings, Specifications, and other documents shall not be used on other Projects by the Vendor without the prior written consent of the Architect, and the Vendor shall take such action as may be necessary to prevent their use on other projects. The Vendor and Sub-contractors are granted a limited license to use (but not reproduce) applicable portions of the Drawings, Specifications, and other documents appropriate to and for use in execution of their Work under this RFP.

### III.15 Indemnification

The Vendor shall indemnify and hold harmless Jackson County ISD and their employees from or on account of any injuries or damages, received or sustained by any person or persons, during or on account of any operation connected with this Contract; or by consequence of any negligence (excluding negligence by the Customer, its agents, Consultant or employees) in connection with the same; or by use of any improper materials or by or on account of any act or omission of said Vendor or its subcontractors, agents, servants, or employees. The Vendor further agrees to indemnify and hold harmless the Customer, its agents, Consultant or employees, against claims or liability arising from or based upon the violation of any federal, state, county, city, or other applicable laws, bylaws, ordinances, or regulations by the Vendor, its agents, associates, or employees.

The indemnification provided above shall obligate the Vendor to defend at its own expense or to provide for such defense, at the Customer's option, of any and all claims of liability and all suits and actions of every name and description that may be brought against the Customer which may result from the operations and activities under this Contract whether the installation operations be performed by the Vendor, subcontractor, or by anyone directly or indirectly employed by either.

The award of this Contract to the Vendor shall obligate the Vendor to comply with the foregoing indemnity provision; however, the collateral obligation of insuring this indemnity must be complied with as set forth.

### III.16 INSURANCE

#### Liability and Insurance

The Vendor shall assume the full duty, obligation, and expense of obtaining and maintaining necessary insurance while providing services to the Customer under the requirements of this RFP and any addendum.

##### Insurance Coverage

The Vendor shall be fully liable to provide and maintain in force during the life of this Contract, such insurance, including Public Liability Insurance, Product Liability Insurance, Auto Liability Insurance, Worker's Compensation, and Employer's Liability Insurance as will assure to the Customer the protection contained in the foregoing indemnification provision undertaken by the

Vendor. Such policies shall be issued by United States Treasury-approved companies authorized to do business in the State of Michigan and having agents upon whom service of process may be made in the Customer and shall contain as a minimum, the following provisions, coverage, and policy limits of liability.

**General Liability**

General Liability Insurance shall protect the Jackson County ISD, its subcontractors, agents, and employees from claims for damages. General Aggregate shall not be less than Two Million Dollars (U.S. $2,000,000.00) and it shall apply in total to this project only. Products – Comp/GP Aggregate shall not be less than Two Million Dollars (U.S. $2,000,000.00). Personal & ADV Injury shall not be less than One Million Dollars (U.S. $1,000,000.00). Each Occurrence shall not be less than One Million Dollars (U.S. $1,000,000.00). Fire Damage shall not be less than Fifty Thousand Dollars (U.S. $50,000.00) on any one (1) fire. Medical Expense shall not be less than Five Thousand Dollars (U.S. $5,000.00) on any one (1) person. Broad Form Property Damage coverage shall include completed operations.

**Product Liability**

Product Liability or Completed Operations Insurance shall have bodily injury limits of liability of not less than Five Hundred Thousand Dollars (U.S. $500,000.00) per person; Five Hundred Thousand Dollars (U.S. $500,000.00) per occurrence, and Five Hundred Thousand Dollars (U.S. $500,000.00) aggregate.

**Workers' Compensation and Employer's Liability**

Workers' Compensation and Employer's Liability Insurance shall meet minimum requirements set by the State of Michigan, but in no case less than Five Hundred Thousand Dollars (U.S. $500,000.00). The Disease Policy Limit shall not be less than Five Hundred Thousand Dollars (U.S. $500,000.00).

**Proof of Insurance**

The Vendor shall furnish to the Customer a Certificate of Insurance or duplicate policies of insurance described above which specifically protect the Customer. Jackson County ISD shall be identified as additional insured on the General Liability policy form. Jackson County ISD shall be named as the Certificate Holder.

Such certification must contain a provision for notification of the Customer thirty (30) days in advance of any material change in coverage or cancellation.

Notification shall be in writing and signed in ink by a duly authorized officer of the Insurer.

Insurance Companies are subject to approval and may be rejected by the Customer without stated cause.

**Claims**

In any and all claims against the Customer, or any of their agents or employees by any employee of the Vendor, any subcontractor, or anyone directly or indirectly employed by any of the contracting parties, or anyone for whose acts any of them may be liable, the indemnification obligation shall not be limited in any way by any limitation on the amount or types of damages, compensation acts, disability benefit acts, or other employee benefit acts.

## III.17 Special Conditions

# III. General Terms and Conditions

This facility is an educational facility that provides services to the students of the Customer. As such, activities in all buildings are critical to the provisioning of services to the students and staff and shall not be interrupted by the Vendor's work activities.

Service interruptions during normal business hours must be coordinated by the Vendor to minimize impact to the end users.

The Vendor will be required to work around all of the conditions listed above, as well as working with the Customer's staff and students to minimize disruptions to normal Customer activities.

Recognizing the environment in which work is to be done, smoking, consumption of alcoholic beverages and inappropriate language are not acceptable. Smoking is not permitted anywhere on school property. Contingent on awarding of the contract, anyone assigned to work on the project must pass and provide a background check to have on file at the District. Any cost associated with this is the responsibility of the Vendor.

### III.18 Cancellation

In the event any provisions of this RFP are violated by the Vendor, the Customer may give written notice to the Vendor stating the deficiencies. Unless deficiencies are corrected within five (5) working days, recommendations will be made to the Customer for immediate cancellation. The Customer reserves the right to terminate immediately any contract resulting from this RFP for failure to correct deficiencies.

### III.19 Advertising

The Vendor agrees not to use the results from this RFP as a part of any commercial advertising without prior written approval of the Customer.

### III.20 Installation Guidelines

All work performed on this project will be installed under the guidelines of the current edition of the National Electrical Code®, the current edition of the National Electrical Safety Code®, the current issue of the ANSI/NECA/BICSI-568 Standard for Installing Commercial Building Telecommunications Cabling, the current edition of the BICSI Telecommunications Distribution Methods Manual, the current edition of the BICSI Cabling Installation Manual, the latest issue of the ANSI/TIA/EIA Standards as published by Global Engineering Documents as ANSI/TIA/EIA Telecommunications Building Wiring Standards, and all local codes and ordinances.

# IV. Specifications and pricing summary

**IV.1 Documentation**

Compile product data and related information appropriate for Customer's maintenance and operation of products and services furnished under this RFP. Prepare the data in a form for use by Customer's IT personnel. Updated information will be maintained as CAD files where appropriate. District will retain ownership of CAD files generated under contract and reserves rights to those files without extra fee at contract termination.

Any work performed will maintain consistency of as-built documentation to these standards.

- Fiber cable routes
- Drawings, site drawings, permit drawings, and computerized design maps and electronically stored consolidated field notes for the entire route must include:
    - Verification of as-built and computerized maps
    - Splicing locations
    - Optical fiber assignments at patch panels
    - Optical fiber assignments at splice locations
    - Installed cable length
    - Date of installation
    - Aerial installation documents should include
        - Pole attachment inventories
        - Pole attachment applications
        - Pole attachment agreements between respondent and other utilities
        - GPS points of reference for utility poles
        - Photo images of poles to which fiber is attached
    - Underground installation documents should include
        - Conduit design and detailing
        - Manhole detailing
        - Preparation of all forms and documentation for approval of conduit construction and/or installation,
- Fiber details will include:
    - Manufacturer
    - Cable type and diameter
    - Jacket type
    - Fiber core and cladding diameter
    - Fiber attenuation per mile
    - Fiber bandwidth and dispersion
    - Index of refraction
- OTDR documentation will include:
    - Each span shall be tested bi-directionally from endpoint to endpoint.
    - Each span's traces shall be recorded and mapped. Each splice loss from each direction and the optical length between splices.
    - Reel acceptance
    - Individual fiber traces for complete fiber length
    - Paper and computer records of all traces
    - Losses of individual splices
    - Anomalies
    - Wavelength tests and measurement directions
- Power Meter documentation will include:
    - Total link loss of each fiber
    - Wavelengths tested and measurement directions
    - Manufacturer, model, serial number, and date of last calibration for all equipment used
- Documentation of all splices, including in-capsule

# IV. Specifications and pricing summary

**IV.2 Standards and Codes**

Specifications in this document are not meant to supersede state law or industry standards. Respondents shall note in their response where their proposal does not follow the requested specification to comply with state law or industry standard. The following standards are based upon the *Customer-Owned Outside Plant Design Manual* (CO-OSP) produced by BICSI, the *Telecommunications Distribution Methods Manual* (TDMM) also produced by BICSI, ANSI/TIA/EIA and ISO/IEC standards, and NEC codes, among others.

It is required that the respondent be thoroughly familiar with the content and intent of these references, standards, and codes and that the respondent be capable of applying the content and intent of these references, standards, and codes to all outside plant communications system designs executed on the behalf of the district.

Listed in the table below are references, standards, and codes applicable to outside plant communications systems design. If questions arise as to which reference, standard, or code should apply in a given situation, the more stringent shall prevail. As each of these documents are modified over time, the latest edition and addenda to each of these documents is considered to be definitive.

Table 1 — References, Standards, and Codes

| Standard/Reference | Name/Description |
|---|---|
| BICSI CO-OSP | BICSI Customer-Owned Outside Plant Design Manual |
| BICSI TDMM | BICSI Telecommunications Distribution Methods Manual |
| BICSI TCIM | BICSI Telecommunications Cabling Installation Manual |
| | Customer-Owned Outside Plant Telecommunications Cabling Standard |
| TIA/EIA - 568 | Commercial Building Telecommunications Cabling Standard |
| TIA/EIA - 569 | Commercial Building Standard for Telecommunication Pathways and Spaces |
| TIA/EIA - 606 | The Administration Standard for the Telecommunications Infrastructure of Commercial Buildings |
| TIA/EIA - 607 | Commercial Building Grounding and Bonding Requirements for Telecommunications |
| TIA/EIA - 455 | Fiber Optic Test Standards |
| TIA/EIA - 526 | Optical Fiber Systems Test Procedures |
| IEEE 802.3 (series) | Local Area Network Ethernet Standard, including the IEEE 802.3z Gigabit Ethernet Standard |
| NEC | National Electric Code, NFPA |
| NESC | National Electrical Safety Code, IEEE |
| OSHA Codes | Occupational Safety and Health Administration, Code of Federal Regulations (CFR) Parts 1910 - General Industry, and 1926 - Construction Industry, et al. |

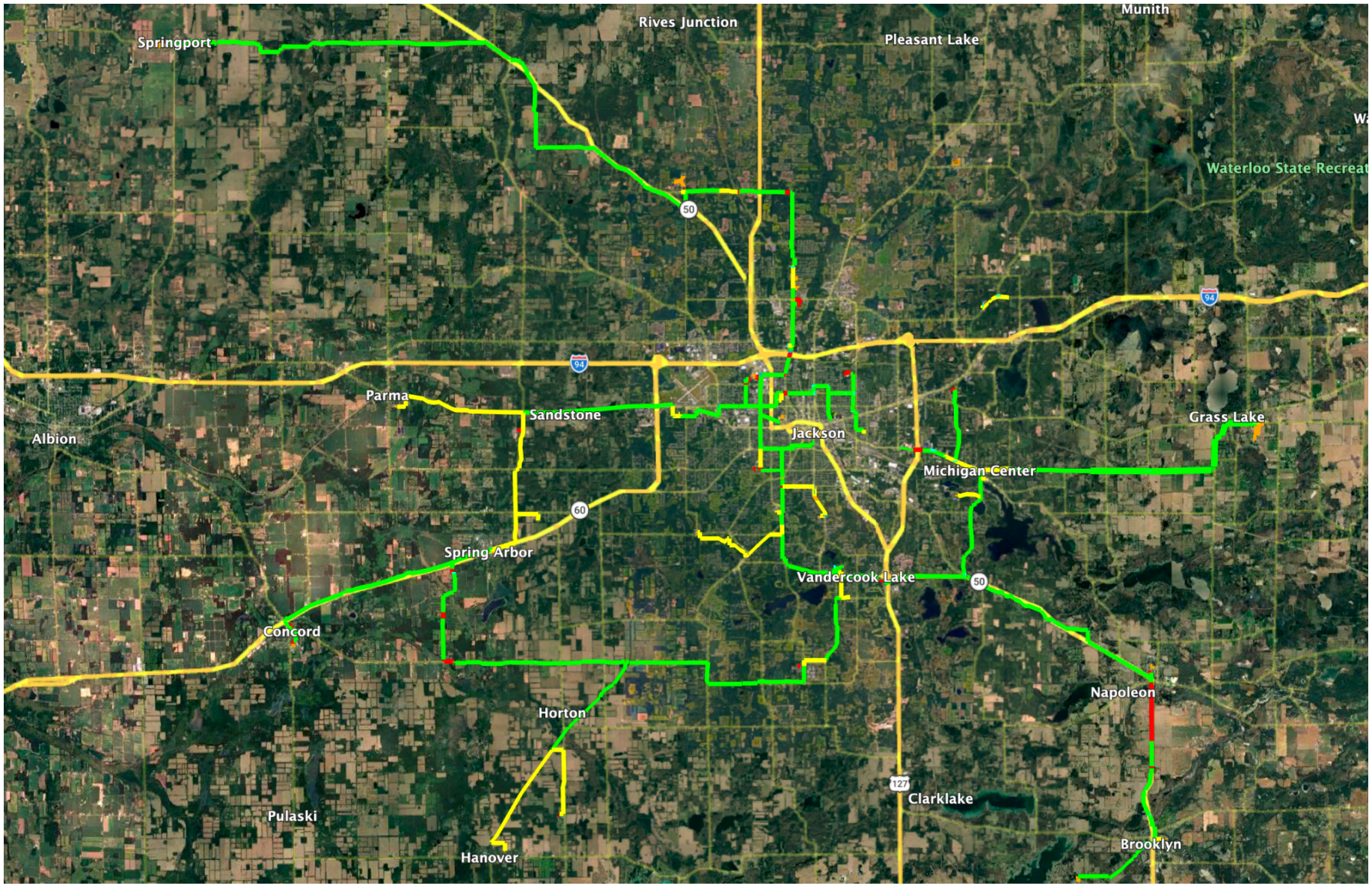
# V. Other Information

## 1 Year Budgetary Estimates

| Activity | Hours | Materials |
|---|---|---|
| Aerial Plant Maint & Repair | 151 | $ 738.80 |
| End of Line Pole Transfer | 2 | $ 133.82 |
| Engineering Services - Design | 4 | $ - |
| Install Anchor, attach ground guy and tension | 3 | $ 31.62 |
| Make-Ready | 178.25 | $ - |
| Project Management/Invoicing | 47.25 | $ - |
| Receive, Review, Invoice MISS DIG tickets | 20 | $ - |
| Ride Out - 45 degree Transfer | 13 | $ 389.74 |
| Ride Out - 90 degree Transfer | 9 | $ 335.72 |
| Ride Out - Contact Height | 1 | $ - |
| Ride Out - New pole attachment | 1 | $ 29.16 |
| Ride Out - Storage Repair | 1 | $ 22.50 |
| Ride Out - Straight Transfer | 47.75 | $ 420.47 |
| Ride Out - Underground Conduit Repair | 10.25 | $ 125.46 |
| Troubleshooting and repair | 16 | $ 34.24 |
| Underground Locating and staking | 159 | $ - |

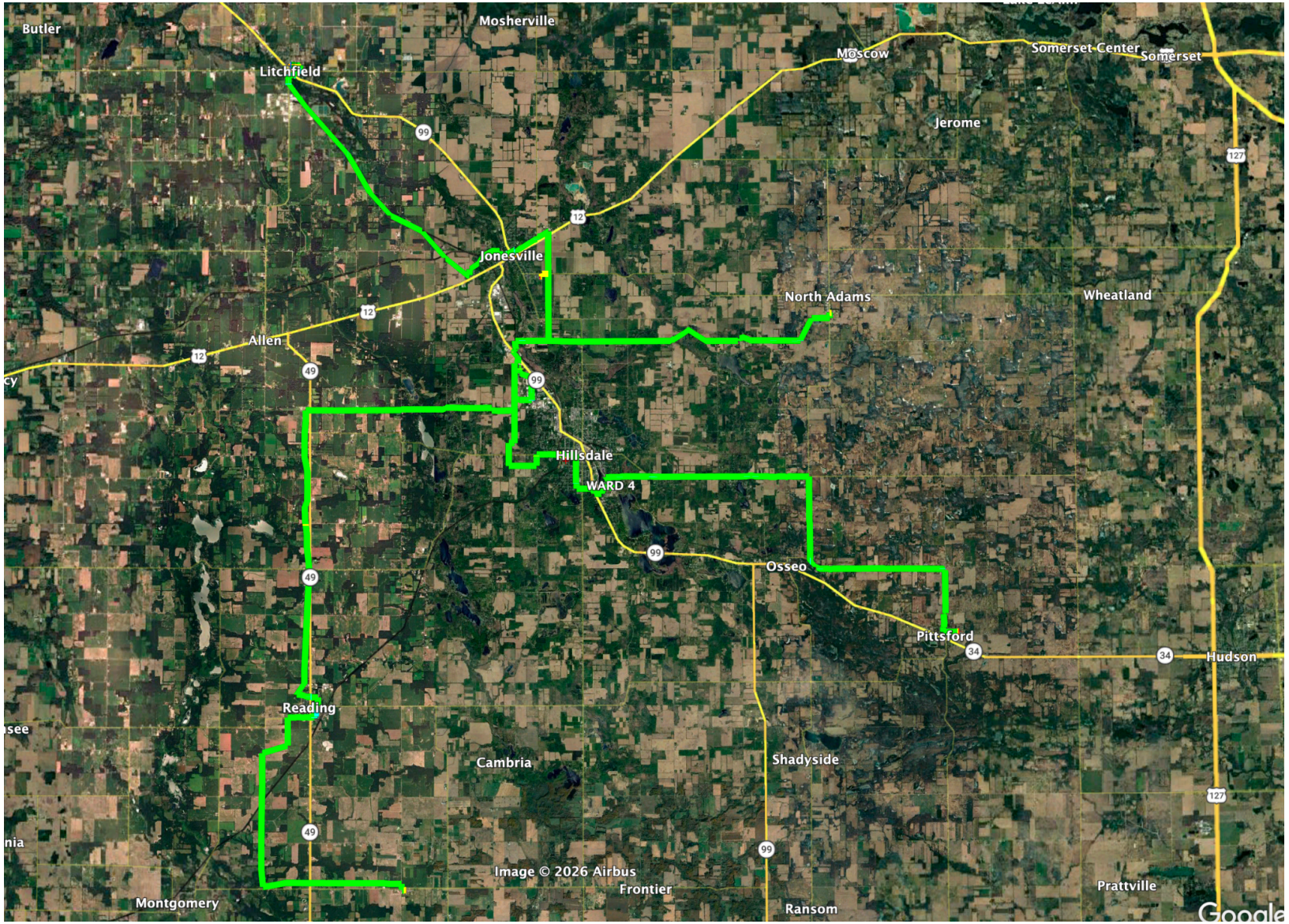
# V. Other Information

## Jackson County



# V. Other Information

## Hillsdale County



# V. Contractor Agreement Form

We, the undersigned, have prepared and submitted this Contractor Agreement Form as our proposal in response to the "**FIBER OPTIC CABLE MAINTENANCE PLAN RFP"** issued by the Jackson County Intermediate School District located at 6700 Browns Lake Road, Jackson, Michigan 49201.

We understand the submittal of this Contract Agreement constitutes our offer of Proposal for this equipment/service. And that this submittal shall not be construed as a bilateral Agreement until fully executed as a Contract countersigned by the Jackson County Intermediate School District.

This price is guaranteed for one hundred and eighty (180) days after the date of opening bids, and if authorized to proceed within that period, we agree to deliver the equipment covered by this bid at the said price.

_____

**Contractor Authorized Signature**

_____

**Printed Name**

_____

**Company Name**

_____

**Title**

_____

**Address**

_____

**City, State and Zip Code**

_____

**Telephone Number**

_____

**Date**

_____

**Email Address**

_____

**SPIN**

# VI. CONFLICT OF INTEREST AFFIDAVIT

This affidavit is required by state law and complies with the State of Michigan, Act No. 232 of Public Acts of 2004, Enrolled House Bill No. 5376, Sec. 1267, paragraph 3, sub-paragraph (d), as listed below:

(3) The advertisement for bids (and proposals) shall do all of the following:

(d) State that the bid shall be accompanied by a sworn and notarized statement disclosing any familial relationship that exists between the owner or any employee of the bidder and any member of the board of Jackson County Intermediate School District Board. The District shall not accept a bid that does not include this sworn and notarized disclosure statement.

Furthermore, this affidavit also binds the Vendor to the Jackson County ISD's *Conflict of Interest* provision as listed below:

> **Conflict of Interest** – The bidder shall disclose and describe any business, financial, pecuniary or familial relationship existing between the Bidder (or any officer, agent, or employee of the Bidder) and any officer, employee, agent or board member of the Jackson County ISD.

**In the space provided below, list and describe all existing conflicts of interest; OR check the box, indicating that there are no known conflicts of interest.**

_____

_____

_____

_____

☒ To the best of my knowledge, no conflict of interest exists.

Print name of bidder: _____ Signature: _____

Name of Company: _____ City: _____ State: _____

_____

**NOTARY** - State of Michigan, County of _____

Sworn to and subscribed before me, a notary public in and for the above state, on this _____Day of _____, 20__.

Notary Public _____

My commission expires: _____

## VII. CERTIFICATION OF COMPLIANCE – IRAN ECONOMIC SANCTIONS ACT

Michigan Public Act No. 517 of 2012

The undersigned, the owner, or authorized officer of the below-named Company, pursuant to the compliance certification requirement provided in Jackson Intermediate School District's Request For Proposal, the "RFP", hereby certifies, represents, and warrants that the Company and its officers, directors and employees, is not an "Iran Linked Business" within the meaning of the Iran Economic Sanctions Act, Michigan Public Act No. 517 of 2012 (the "Act"), and that in the event the Company is awarded a purchase order by Jackson Intermediate School District as a result of the aforementioned RFP, the Company is not and will not become an "Iran Linked Business" at any time during the course of performing any services under the purchase order.

The Company further acknowledges that any person who is found to have submitted a false certification is responsible for a civil penalty of not more than $250,000.00 or two (2) times the amount of the contract or proposed purchase order for which the false certification was made, whichever is greater, the cost of Jackson Intermediate School District's investigation, and reasonable attorney fees, in addition to the fine. Moreover, any person who submitted a false certification shall be ineligible to propose on a request for proposal for three (3) years from the date that it is determined that the person has submitted the false certification.

_____
NAME OF COMPANY

_____
NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

_____
SIGNATURE

_____
DATE