

E-Rate Year 2024 RFP – St. Laurentius School

Form 470 #2400222217

1. General RFP Terms

The scope of work herein is contingent upon the approval of funding from the E-Rate Program. Even after award of contract(s) and/or E-Rate funding approval is obtained, the school 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 school.

Saint Laurentius School (SLS) reserves the right to modify and/or cancel this RFP or not award any contract. The school may also modify or add to the requirements contained in this RFP at any time after the issuance of the RFP for compliance by all providers. The school reserves the right to accept or reject any or all responses to this RFP and to enter discussion and/or negotiation with one or more vendors if such action is in the best interest of the school. Service provider's bid submission is in recognition of the abovementioned right.

Cost and price information provided in bids will be held in confidential and will not be revealed or discussed with any other vendors.

2. SCOPE OF WORK

a. Internet Access:

Service Description	Speed
High speed internet (fiber ethernet minimum 1G). Please layout contract term options. Require 5 IP addresses.	Minimum 1G

3. SERVICE PROVIDER REQUIREMENTS

Service providers should be thoroughly familiar with all rules and regulations regarding 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 as a result of this RFP.
- b. Service providers are responsible for providing a valid SPIN, a valid FCC registration number and providing evidence of FCC Green Light status at the time the bid is submitted. Any potential bidder found to be in Red Light Status will be disqualified from participating in the bidding process and will be

considered non-responsive.

- c. 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 completed (including any contract and USAC approved extensions).
- d. All proposed good and services must be clearly designated as "E-Rate Eligible". Should there be any non-eligible goods and services, they must be clearly marked as such and be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
- e. Cost for preparing the bids and any other related material is the responsibilities of service providers and shall not be chargeable in any manner to the school. The school will not be held liable for any cost incurred by service providers in responding to this RFP.
- f. Service Terms & Conditions is dependent on the E-Rate funding commitment.
- g. Vendor Evaluation reference
- h. Split bidding options

4. EVALUATION CRITERIA AND SUBMISSION INSTRUCTION

Criteria	Weight (%)
Cost of goods & services	30
Client Support and Emergency Services (must have local presence; on-site support required on short notice)	25
Vendor experience with E-Rate and working with K-8 school	25
Compatibility with existing network	10
References recommendation	10

All inquiries and bids must be submitted via email to erate@stlaurentius.org. Due to the required 28-day competitive bidding process, the allowable contract date is 3/19/2024. The school reserves the right to reject any bid received after the submission deadline.