

**New Horizons Regional Education Center
BEN 25704**

**Fund Year 2022
(July 1, 2022 – June 30, 2023)**

Form 470 #220005892

SERVICE SPECIFICATIONS – INTERNET ACCESS/WAN

Timeline

Task	Due Date
Form 470 posted in EPC	February 4, 2022
Deadline for vendors to submit questions	February 11, 2022, 3:00pm EST
Answers to questions posted in EPC	February 14, 2022
Deadline for vendors to submit proposals	March 14, 2022

Service Request

New Horizons Regional Educational Center (Applicant) is requesting proposals for Internet access service and Wide Area Network service for the school. New Horizons has Metro Ethernet WAN service at all 4 locations. The WAN connects all campuses together. Service must be installed and operational on July 1, 2022. Vendors may provide terminating equipment at service location as Category 1 lease. WAN connections may be direct or virtual but must connect to the Butler Farm or Woodside Campus and always remain in the control of winning vendor. Service to be delivered to the following location(s):

Service Location	Street Address	Minimum Speed
Butler Farm Campus	520 Butler Farm Rd. Hampton, VA 23666	1Gb/s Internet
Woodside Campus	13400 Woodside Ln. Newport News, VA 23602	1 Gb/s Internet
Kiln Creek	1501 Kiln Creek Pkw. Newport News, VA 23602	100 Mb/s WAN
Yorktown	11201 George Washington Pkw. Yorktown, VA 23690	100 Mb/s WAN

Service Requirements

No increased pricing will be allowed during the term of the quoted special construction, NRC, and MRC rate. If an increase in bandwidth is requested during the contract period, the contract does not renew. As bandwidth needs are steadily rising, respondents are free to price higher tiers of bandwidth than what is requested to demonstrate their future scalability. Proposals should be scalable to 5 Gb/s for Internet and 500 Mb/s for WAN connections. Offers for month-to-month or contracted service will be considered.

All offerors must also provide, at minimum, a block of 5 consecutive IP addresses for the applicant. Service providers submitting proposals for contracted service are requested to provide 12-month, 36-month, and 60-month pricing. All contracts must allow for bandwidth increases up to 5 Gbps throughout the term of the contract. Contracts may include an option for annual voluntary renewals when agreed to in writing by both parties. All offers must include all costs associated with delivering the service to the applicant, including but not limited to installation charges, special construction costs, leased managed router (if available), plus any other related charges.

Questions

Questions which may arise as a result of this solicitation should be addressed to Crystal Taylor at crystal.taylor@nhrec.org and Carl Parker at cparker@e-ratecentral.com. Inquiries must be received no later than 3:00pm EST, February 11, 2022. Contact initiated by an Offeror concerning this solicitation with any other applicant representative, not expressly authorized elsewhere in this document, is prohibited. Any such unauthorized contact may result in disqualification of the Offeror from this transaction.

Proposal Instructions

Proposals must be submitted by the deadline for guaranteed inclusion in the evaluation.

Proposals should be emailed to ALL the following recipients:

- crystal.taylor@nhrec.org
- bidsnc@e-ratecentral.com

Proposal submissions should cite the associated Form 470 number and applicant name.

Proposals must include **all** costs associated with providing service, including but not limited to:

- monthly service fees
- managed router/modem lease fees (if required for service to function)
- one-time construction, installation, and/or connection charges
- estimated taxes, fees, and/or surcharges

Proposals that do not provide definitive costs for the services requested (including recurring and/or one-time charges) will be considered non-responsive and will not be included in the evaluation.

Proposals that include generic/encyclopedia price lists will be considered non-responsive and will not be included in the evaluation.

Proposals requiring applicant-owned hardware to function must provide specifications and, if available, an estimated cost for necessary hardware.

Proposals should include the service provider's terms and conditions.

Proposal pricing totaling \$200,000 or more **MUST** be supported by an eligible cooperative purchasing vehicle (local, state, national, etc.) to comply with state and local policy. At a minimum, vendors should include the contract holder name, contract number, current expiration date, and possible renewals of the agreement being cited. A copy of the underlying contract or a link to a digital copy is requested if available. Offers exceeding \$200,000, which are not supported by a cooperative purchasing vehicle, will be disqualified.

Other

New Horizons is subject to the Virginia Public Procurement Act.

New Horizons is a smoke and drug free environment and expects that vendors will adhere to our policies. In addition, Workmen shall always be courteous and polite when on-site; obscene language, gestures, etc. will not be tolerated

By submitting a bid, vendors acknowledge that they do not employ illegal immigrants.

Vendor will be responsible for the housing and security of their equipment throughout the duration of the project.

By submitting an offer, the bidder acknowledges the right of New Horizons to accept or reject any or all bids including those not conforming to the guidelines indicated throughout this Form 470 and attachments.

Per USAC E-rate rules, "cost of eligible services" will be the highest valued criterion in the evaluation process; however, other criteria with a lesser value may also be considered.

Respondents shall document the ability to participate in the E-Rate program by supplying their current SPIN (Service Provider Identification Number) as part of their proposal.

Proposals for multi-year contracts and contracts with optional renewals will be considered but are not required.

Subject to contract restrictions, services may be reevaluated for cost-effectiveness at any time during the life of the agreement.

Service providers proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on foreign imports are encouraged to (a) identify such products in their offers, and (b) propose an acceptable methodology for limiting price adjustments over the life of the contract.

Service providers proposing to temporarily loan equipment for product demonstration and/or evaluation purposes are required to clearly state that such loans are of limited duration. Product demos extending beyond thirty (30) days must be explicitly authorized by both parties and provided at a fair market rate.

By submitting a proposal on the requested services herein, the vendor certifies that its equipment and services are compliant with the FCC's recent Order (FCC 19-121) prohibiting the sale, provision,

maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE, or any other covered company posing a national security threat to the integrity of communications networks or the communications supply chain.

As required by E-rate rules, all proposals in response to this Form 470 must offer the Lowest Corresponding Price (LCP). See <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>.