

This document has been prepared with Adobe Acrobat Pro DC 2019. If you have an older version of Acrobat and experience difficulty reading the downloaded document, you may need to download a current version from Adobe.com.

Sarasota County School Board has partnered with VendorLink, a user-friendly, internet portal that allows vendors to view and download solicitations at no cost, provides electronic registration at <https://www.myvendorlink.com/common/register.aspx>, and automatic notification of solicitation opportunities. All proposers will be required to register with basic information about their business to select specific commodity codes for the goods and service they provide.

Please Note:

From time to time, addenda may be issued to this solicitation. Any such addenda will be posted at www.myvendorlink.com

If you obtain our solicitation documents from any other source, we cannot guarantee that you will automatically receive subsequent notifications of addendums by email. In order to assure that you are automatically notified, you must visit the VendorLink website to open and download the documents. The district will not be responsible if you fail to receive any and all addendums if you obtain the original documents from another source.

Written questions regarding **INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226** are due prior to **1:00 p.m. EST on JANUARY 9, 2023** Written questions must be submitted by mail, fax or e-mail to:

Cindy Beck, Purchasing and Fixed Assets Manager
Materials Management
The School Board of Sarasota County, Florida
101 Old Venice Road
Osprey, FL 34229
Fax: 941-486-2188
Email: Cindy.beck@sarasotacountyschools.net

Following School Board action we will provide all respondents with the tabulation and award documents via email.

NOTICE TO PROPOSERS

DELIVERY OF OVERNIGHT PACKAGES DOES NOT ALWAYS OCCUR TO:

**THE SCHOOL BOARD OF SARASOTA COUNTY
OSPREY, FLORIDA, 34229**

Your solicitation will not be considered if not received prior to stated solicitation opening date and time.

Please cut along the borderline and attach this "Sealed Solicitation" label to the outside of your solicitation response package.

SEALED SOLICITATION - D O N O T O P E N---SEALED SOLICITATION - D O N O T O P E N

From: _____

Address: _____

**Deliver To: Purchasing Office
The School Board of Sarasota County, Florida
101 Old Venice Road
Osprey, Florida 34229**

TITLE: INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226

SOLICITATION TO BE OPENED ON: JANUARY 23, 2023 AT: 1:00 P.M. EST

SEALED SOLICITATION - D O N O T O P E N---SEALED SOLICITATION - D O N O T O P E N



**MATERIALS MANAGEMENT
PURCHASING DEPARTMENT**
101 Old Venice Road, Osprey, FL 34229
941-486-2183 • Fax 941-486-2188
SarasotaCountySchools.net

REQUEST FOR PROPOSAL

ISSUE DATE: December 14, 2022

SOLICITATION TITLE: Internet Access Provider E-Rate – RFP #23-0226

SUBMITTALS MUST BE RECEIVED AND TIME STAMPED PRIOR TO: January 31, 2023 at 1:00 p.m. EST

SEALED SOLICITATION: Sealed solicitations will be received in the Purchasing Office of the Materials Management Department until the date and time as indicated above. Solicitations will be opened and recorded. All offerors and the general public are invited to attend. All solicitations shall be submitted in sealed packages and mailed or delivered to the School Board of Sarasota County, Purchasing Office, 101 Old Venice Road, Osprey, Florida 34229. The outside of the package shall plainly identify the submittal by: **TITLE, TIME AND DATE OF SOLICITATION OPENING.** It is the sole responsibility of the offeror to ensure that their submittal reaches the Purchasing Office before the closing date and hour as shown above. Any failure on the part of the supplier to comply with the ensuing conditions and specifications shall be reason for termination of the contract.

Solicitations received after the scheduled time for opening will not be considered. Any solicitation packages received late will be returned to the sender unopened at their expense.

POSTING: Recommended awards will be posted at the Purchasing Office and on the School District website: www.sarasotacountyschools.net/departments/purchasing and www.myvendorlink.com on or about: February 28, 2023.

BOARD ACTION DATE: Results will be presented for Board action at 1960 Landings Boulevard, Sarasota, Florida, at 6:00 p.m. EST on: March 7, 2023

Chapter 120 Florida Statutes: Recommended awards will be posted for review by interested parties at the location where submittals were opened and remain posted for a period of 72 hours. Failure to file a protest within the time prescribed in Section 120.57(3), Florida Statutes, or failure to post the protest bond or other security required by School Board Rule 7.701, within the time allowed for filing a bond shall constitute a waiver of proceedings under Chapter 120, Florida Statutes. Copies of this procedure are available from the Materials Management Department.

Please indicate in the space provided whether or not your company meets the drug-free workplace certification. This information is required to determine tie procedures as outlined in the RFP specifications.

_____ **Does** meet drug-free workplace certification.
_____ **Does not** meet the drug-free workplace certification.

Prices are firm for re-orders for 12 months after award of RFP.
DELIVERY OR COMPLETION _____ calendar days after receipt of purchase order.

CERTIFICATION

The proposer hereby agrees that he/she read and thoroughly understands the terms, conditions and specifications as contained in this solicitation, and further, the items of material, or services offered meet the required minimum specifications, to provide the services and/or items, at the prices proposed, pursuant to the requirements of this document. By signing, "I have read, understand, and agree to all terms and conditions herein and as proposed."

Company Name	Address
Proposer's Printed Name	City
Proposer's Signature	State Zip
Title	Telephone
Date	Fax
Federal I.D. Number	Email

This solicitation, General Conditions, Instructions to Offerors, Special Conditions, Specifications, Addenda and/or any other pertinent documents form a part of this solicitation and by reference are made a part thereof.

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

PURPOSE: It is the purpose and intent of this solicitation to secure submittals for services as listed herein for the School Board of Sarasota County, Florida, hereinafter called the School Board. Services shall be provided by the approved offeror, hereinafter called the Contractor.

CONTRACT TERMS:

- a. A contract resulting from this document shall be governed in all respects as to validity, construction, capacity, performance, or otherwise by the laws of the State of Florida.
- b. Contractors providing service under this contract assure the School Board that they are conforming to and otherwise complying with the following, as applicable:
 1. The Civil Rights Act of 1964, as amended.
 2. Clean Air and Water Pollution Acts, 42 U.S.C. 7401-7671q.
 3. Federal Water Pollution Control Act, 33 U.S.C. 1251-1387.
 4. Executive Order 11738.
 5. EPA Regulation, 40 CFR Part 15, which prohibits the use under non-exempt federal contracts, grants or loans of facilities included on the EPA list of violating facilities.'
 6. Federal, state and local laws and regulations, including the Davis-Bacon Act, pertaining to wages, hours and conditions of employment and 2CFR 200.317 – 200.326, if applicable.
 7. Energy Policy and Conservation Act, 42 U.S.C. 6201.
 8. Energy Efficiency 34 CFR 80.36 (I)(13)
 9. Funding Agreement (Rights to Inventions) 37 CFR Part 401.
 10. Recovered Materials Section 6002 of Environmental Protection Agency (EPA) at 40 CFR Part 247.
 11. State Agency and School Food Authority Responsibilities 7 CFR Part 210.21 (f)(i)
 12. Money and Finance Section 1352, Title 31 U.S.
 13. Equal Employment Opportunity, 41 CFR Part 60.
 14. Political Activity 5 U.S.C. Part 2 Ch. 15 & Part 3 Ch. 73-3.
 15. Copeland "Anti-Kickback" Act, 40 U.S.C. 3145, as supplemented by the Department of Labor Regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by loans or grants from the United States".)
 16. Contract Work Hours and Safety Standards Act, 40 USC 3701-3708 as supplemented by Department of Labor Regulations (29 CFR Part 5), as applicable.
 17. Prohibition on Contracting for Covered Telecommunications Equipment or Services, section 889(b) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Public Law No. 115-232, 2 CFR 200.216.
 18. Domestic Preferences for Procurements: As appropriate, and to the extent consistent with law, the Contractor should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. This includes, but is not limited to iron, aluminum, steel, cement, and other manufactured products.
- c. State sales and use tax certificates of exemption forms will be issued upon request. No tax fee shall be included in prices.
- d. The Contractor shall retain all books, records and other documents relative to this contract for three years after final payment. The School Board, its authorized agent and/or state/federal representative shall have full access to and right to examine any of said materials at any time. If an investigation or audit is in progress, records shall be maintained until all matters regarding said records are closed.

By signing this contract, the Contractor certifies that it is in compliance with, and/or will comply with, the aforementioned terms specifically mentioned, as well as all other municipal, county, state and federal requirements and regulations.

CONTRACT DURATION: The duration of a contract resulting from this solicitation shall be for a period indicated in specifications with the option to renew for two additional one-year periods based on mutual agreement of both parties, unless otherwise specified.

CONTRACT DEFAULT: In the event the Contractor fails to enter into a contract with the School Board on the basis of the submittal, such action shall constitute a default of this agreement. Further default may be declared by the School Board if the Contractor violates the terms of the submitted document in any manner. Upon default of this agreement and/or any agreement resulting from this agreement, the School Board shall be entitled to pursue all remedies available at law and/or in equity, including, but not limited to, the recovery of damages equaling the difference of the submitted price and the price the School Board subsequently pays to secure performance from other sources. Damages may be assessed and deducted against any funds due and owing to the Contractor.

In the event any litigation occurs between the parties as a result of the contract, the prevailing party shall be entitled to recover reasonable attorney's fees and court costs for any such action.

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

At the discretion of the School Board, any Contractor found in default of this agreement and/or any agreement resulting from this agreement, shall be removed from the Contractor list for a period of up to three (3) years from the date of said default. Default under this agreement and/or any other agreement(s) in which the School Board has contracted with the Contractor, may also, at the discretion of the School Board, result in termination of any other such agreement(s).

EXTENSION OF CONTRACT: Prior to the expiration of any contract resulting from a successful submittal, the School Board, at its discretion, may require an extension of said contract for a period, which shall not exceed the original termination date by more than 90 days. The price in effect on the last day of the contract shall remain in effect for the contract extension period. Additional extensions shall be subject to agreement of both parties.

TERMINATION OF CONTRACT: This contract may be terminated without liability to the School Board in whole or in part when it is deemed to be in the best interest of the School Board to so act. Notification of termination must be in writing and issued by the Director of Materials Management or designee. This contract may be terminated upon 30 days written notice. Further, at the discretion of the School Board, the contract may be terminated in a period of less than 30 days in the event of poor performance or violation of these terms. The Contractor shall have a period of time, as determined by the School Board, to remedy any noncompliance to offered terms and specifications. The School Board, upon termination, shall exercise its discretion to complete the balance of the contract consistent with the best interest of the School Board. The School Board delegates the authority to terminate the contract to the Superintendent or designee. At the discretion of the School Board, the Contractor may be removed from future solicitation opportunities for a period up to three (3) years.

PUBLIC ENTITY CRIMES: Per the provisions of Florida Statute 287.133(2)(a), "A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Florida Statute 287.017 for Category Two for a period of 36 months following the date of being placed on the convicted vendor list."

The Offeror certifies, by submission and signature of this solicitation, that neither the offeror, nor its principal, its agent or its representative is presently debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation in this transaction or otherwise precluded by Florida Statute 287.133 from participating in this contract.

FEDERAL DEBARMENT CERTIFICATION: Certification regarding debarment, suspension, ineligibility and voluntary exclusion as required by Executive Order 12549, Debarment and Suspension, and implemented at 34 CFR, Part 85, as defined at 34 CFR Part 85, Sections 85.105 and 85.110-(ED80-0013).

- a. The prospective lower tier participant certifies, by submission and signature of this submittal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this solicitation.

LOBBYING: Contractors are hereby advised that they are not to lobby with any district personnel or board members related to or involved with this solicitation. Lobbying is defined as any action taken by an individual, firm, association, joint venture, partnership, syndicate, corporation, and all other groups who seek to influence the governmental decision of a board member or district personnel after advertisement and prior to the posted recommendation on the award of the Contract. Any Contractor or any individuals that lobby on behalf of the Contractor during the time specified will result in rejection or disqualification of said solicitation.

BYRD ANTI-LOBBYING AMENDMENT: Contractors that apply or propose for an award of \$100,000 or more must file the required certifications. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress with or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier, up to the non-Federal award.

PROHIBITION AGAINST CONTRACTING WITH SCRUTINIZED COMPANIES: In accordance with Section 287.135 of the Florida Statutes, "A company that, at the time of bidding or submitting a proposal for a new contract or renewal of an existing contract, is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Sections 215.4725 and 215.473, is ineligible for, and may not bid on, submit a

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of \$1 million or more.” This company is not participating in a boycott of Israel such that it is not refusing to deal, terminating business activities, or taking other actions to limit commercial relations with Israel, or persons or entities doing business in Israel or in Israeli-controlled territories, in a discriminatory manner. Section 215.473 defines a company, or affiliates of such entities or business associations, that exists for the purpose of making profit.” By submitting a response to this solicitation, a respondent certifies that it and those related entities of respondent as defined above by Florida law are not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Sections 215.4725 and 215.473 and is not engaged in business operations in Cuba or Syria or has not been complicit in the genocidal campaign in Darfur. Any respondent awarded a Contract as a result of this solicitation shall be required to recertify at each renewal of the Contract that it and its related entities are not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List and is not engaged in business operations in Cuba or Syria or has not been complicit in the genocidal campaign in Darfur. The School Board may terminate any Contract resulting from this solicitation if respondent or a related entity as defined above is found to have submitted a false certification or been placed on one of the aforementioned lists.

FLORIDA PREFERENCE: Pursuant to Florida Statute 287.084, award recommendations shall make appropriate adjustments to pricing when considering bids from bidders having a principal place of business outside the State of Florida. If applicable, all bidders must complete and submit the Bidder’s Statement of Principal Place of Business form with the response to this solicitation. Failure to comply shall render a bid non-responsive to the terms of this solicitation. This preference does not apply to purchases using Federal Funds.

THE U.S. DEPARTMENT OF AGRICULTURE’S “BUY AMERICAN” PROVISION: Section 104(d) of the William F. Goodling Child Nutrition Reauthorization Act of 1998 requires schools and institutions participating in the National School Lunch Program (NSLP) and School Breakfast Program (SBP) in the contiguous United States to purchase, to the maximum extent practicable, domestic commodities or products for use in meals served under the programs. The legislation defines “domestic commodity or product” as one that is produced in the United States and is processed in the United States, **substantially** using agriculture commodities that are produced in the United States.

The word “substantially” is defined as over 51 percent of the final processed product consists of agricultural commodities that were grown domestically.

MINORITY, SMALL, AND WOMEN OWNED BUSINESSES: Sarasota Schools encourages the use of Minority Owned Businesses, Small Businesses, and Women Owned Businesses. Contractor agrees to ensure small businesses, minority-owned businesses and women’s business enterprises are used whenever possible, such as when participation as partners, joint-venture’s, prime contractor, sub-contractors, and in contracting opportunities.

BACKGROUND SCREENING: As required by The Jessica Lunsford Act [s.21 of Ch.2005-28, L.O.F.], if any Contractors’ employees/independent Contractors or Subcontractors’ employees/independent Contractors **will have access to school grounds when students are present, have direct contact with students, or have access to control of school funds,** such personnel are required to be screened at Level 2, to include fingerprints, statewide criminal and juvenile justice records checks through the Florida Department of Law Enforcement and federal criminal records checks through the Federal Bureau of Investigation. [s. 1012.465, Florida Statutes]

The requirements of this law must be met in order for the School Board to contract with your company. By responding to this solicitation, you agree to abide by all Sarasota County School Board policies and procedures regarding The Jessica Lunsford Act. There is a fingerprinting fee associated with these procedures. Refer to the School Board website www.sarasotacountyschools.net, Jessica Lunsford Act. This website is updated as policies and procedures are put in place.

POSSESSION/USE/UNDER THE INFLUENCE OF MIND ALTERING SUBSTANCES: Possession/use and/or being under the influence of any illegal mind-altering substances, such as, but not limited to alcohol and/or substances delineated in Chapter 893, Florida Statutes, by Contractors’ employees/independent Contractors or its Subcontractors’ employees/independent Contractors will not be tolerated on School Board property. If any employee/independent Contractor is found to have brought and/or used or is under the influence of any illegal mind-altering substances as described above on School Board property, said employee/independent contractor shall be removed and terminated from the project by the Contractor. If a Subcontractor fails to terminate said employee/independent Contractor, the Contractor shall terminate its agreement with the Subcontractor for the project. If the Contractor fails to terminate said employee/independent Contractor or fails to terminate the agreement with the Subcontractor who fails to terminate said employee/independent Contractor, this Contract may be terminated by the School Board.

DISCRIMINATION: Any entity or affiliate who has been placed on the Florida State’s discriminatory offeror list may not submit an offer on a contract to provide goods or services to a public entity, may not submit an offer on a contract with a public entity for the

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

construction or repair of a public building or public work, may not submit an offer on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

SAFETY DATA SHEET: The manufacturer, importer, or distributor of a toxic substance will provide a safety data sheet with his/her offer.

SAFETY PRECAUTIONS: The Contractor shall be responsible for the provision of adequate and proper safety precautions for the workmen and all persons in or around the work area.

OCCUPATIONAL SAFETY HAZARDS ACT REQUIREMENTS: The offeror certifies that all material, equipment, etc., contained in this offer meets all Occupational Safety Hazards Act (OSHA) requirements. The offeror further certifies that, if he/she is the successful Contractor, and the material, equipment, etc., delivered is subsequently found to be in non-compliance with any OSHA requirements in effect on date of delivery, all costs necessary to bring the material, equipment, etc., into compliance with aforementioned requirements shall be borne by the Contractor. Failure of the Contractor to bring any and all material, equipment, etc., contained in a particular offer, in conformity with all OSHA requirements, shall constitute default under this agreement.

PERSONAL INJURY AND PROPERTY DAMAGE: The Contractor assumes any and all risk of personal injury and property damage attributable to the willful or negligent acts or omissions of the Contractor and the officers, employees, and agents thereof. The Contractor also assumes such risk with respect to the willful or negligent acts or omissions of persons subcontracting with the Contractor or otherwise acting or engaged to act at the instance of the Contractor in furtherance of this Contractor fulfilling the Contractor's obligations under this contract.

PURCHASE ORDER AGREEMENT: This solicitation, offer, and the purchase orders issued hereunder constitute the entire agreement between the School Board and the Contractor awarded the solicitation. No modification of this solicitation shall be binding on the School Board or the offerors unless mutually agreed upon in writing by the parties. A minimum of 30 days must be allowed after School Board approval to receive a purchase order if awarded the solicitation.

PURCHASE BY OTHER PUBLIC AGENCIES: With the consent and agreement of the Contractor(s), purchases may be made under this solicitation by other governmental agencies within the State of Florida. Such purchases shall be governed by the same terms and conditions as stated herein.

SUBMISSION AND RECEIPT OF SOLICITATIONS:

- a. Unless otherwise specified, offerors must use the form(s) furnished by the School Board. Failure to do so may cause the submittal to be rejected.
- b. Original solicitations shall include all required attachments and requested documentation.
- c. Submittals shall be typewritten or completed in ink.
- d. Erasures are not acceptable on submittals. If changes are necessary, strike out or draw a line through the incorrect price and write the correct price above. **The offeror must initial all changes.**
- e. Submittals must be signed in ink by an officer or employee having the authority to bind the company or firm.
- f. The School Board will receive sealed submittals until the date and time indicated on the solicitation cover. Submittals must be delivered to the Purchasing Office at the stated address and will be opened at the stated time. The outside of all submittals must be clearly marked with the solicitation name and opening date. Submittals received in unidentifiable envelopes are sent at the offeror's risk. Submittals received after the date and time of the solicitation opening will be date stamped and returned to the offeror at their expense. **It will be the offerors' responsibility to get the submittal to the correct location on time.**
- g. For purposes of evaluation, the offeror must indicate any variances from specifications. If variations are not stated in the submittal, it will be assumed that the product or service fully complies with the specifications.
- h. Conflict of interest: The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All offerors must disclose with their submittal the name of any officer, director or agent who is also an employee of the School Board.

SUBMITTAL OF A SOLICITATION: The submittal of a solicitation shall constitute an irrevocable offer to contract with the School Board in accordance with the terms of said solicitation. The offer may not be withdrawn or altered until or unless rejected or not accepted by the School Board except as provided below. Accuracy of all prices and statements contained in the submittal is the responsibility of the offeror, and no change or cancellation thereof may be made. The Director of Materials Management or designee reserves the right to ask the offeror for clarification. In addition, purchasing staff will review the line-by-line prices. Accuracy of additions and extensions, brands and compliance with all instructions will be reviewed in order to ascertain that the offer is made in accordance with the terms of the solicitation. School officials who find any errors in calculations will make adjustments and corrections. Offerors shall normally be held to their submittal but in the event of an error or if an obvious omission

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

is discovered in the submitted document, offerors may request in writing the opportunity to withdraw their submittal. Offerors shall include in their written request sufficient evidence to document that the error or omission was unintentional. Actual original copies of working papers, calculations, etc., may be required at the Director of Materials Management's discretion to support such a request.

QUANTITIES SPECIFIED: The School Board reserves the right to increase or decrease the quantity of any and all items offered, as it deems appropriate. The unit price shall remain as accepted at award.

PRICES:

- a. Prices shall be for the period stated in the "General Specifications" or as otherwise stated in the "Certification."
- b. Prices should be stated in units of quantity specified in the solicitation specifications.
- c. In case of discrepancy in computing the amount of the submittal, the unit price offered will prevail. Any requirement by the offeror that certain "all or none" groups, quantities, weights, or other criteria must be met in order to qualify for offered prices, may result in disqualification of the solicitation. Likewise, expiration dates or other constraints, which are in conflict with solicitation requirements, will result in disqualification.

TRADE-NAMED ITEMS: When an item appearing in the solicitation document is listed by a registered trade name and the wording "no substitute", "spec only" or "only" is indicated, only that trade-named item will be considered. The district reserves the right to reject products that are listed as approved and waive formalities. Should a vendor wish to have products evaluated for future solicitation consideration, please contact in writing, the Director of Materials Management. If the wording "no substitute", "spec only" or "only" does not appear with the trade name, offerors may submit prices on their trade-named item, providing they attach a descriptive label of their product to this solicitation. Sample merchandise offered hereunder as "offered equal" may be required to be submitted to the purchaser in advance of the solicitation award. Substitutions for items solicited, awarded and ordered are prohibited except as may be approved by the Director of Materials Management.

SOLICITATION REJECTION: The School Board reserves the right to reject any and all submittals or parts thereof, and to request re-submission. The School Board further reserves the right to accept an offer other than the lowest offer, which in all other respects complies with the solicitation and the submitted document, provided that, in the sole judgment and discretion of the School Board, the item offered at the higher offered price has additional value or function, including, but not limited to: life cycle costing, product performance, quality of workmanship, or suitability for a particular purpose. Delivery dates, availability of item, or other such values or functions, may justify a difference in the price paid. All submittals shall be evaluated on all factors involved, including the foregoing price, quality, delivery schedules and the like. Purchase orders or contracts shall be awarded to the responsive and responsible offeror whose submittal is determined to be advantageous to the School Board, taking into consideration the factors set forth above and all other factors set forth in the solicitation as "lowest or lowest and best offer".

SOLICITATION CHANGES AFTER CLOSING TIME: Submittals may not be changed after the solicitation closing time. The exception would be if there was a misinterpretation of the unit for which the solicitation was requested. In which case, no dollar amount change would be allowed, and only a clarification as to the unit the offer represents will be considered. This must be done in writing 24 hours after notification to the offeror from the Director of Materials Management.

ACCEPTANCE OF SOLICITATION: The School Board shall be the sole judge as to the acceptability of any and all submittals and the terms and conditions thereof, without qualifications or explanation to offerors. In case of any difference of opinion as to the items to be furnished hereunder, the decision of the School Board shall be final and binding on both parties.

INDEMNITY: By submitting an offer, the Contractor agrees to indemnify and hold harmless the School Board, its officers and employees from liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, or intentional wrongful misconduct of the Contractor and persons employed or utilized by the vendor in the performance of its responsibilities pursuant to this solicitation. It is expressly acknowledged that the Contractor is an independent Contractor and, as such, has no authority to act for or on behalf of the Board, or to bind the Board to any contract or in any other manner.

COMPLIANCE WITH REGULATIONS: Federal, state, county, and local laws, ordinances, rules, and regulations that in any manner affect the items covered herein apply. Lack of knowledge by the Contractor will in no way be a cause for relief from responsibility. The Contractor shall have in their possession all applicable insurance, permits, licenses, etc., that may be required by federal, state, or county law to furnish services under the scope of this contract. The Contractor must not be in violation of any zoning or other ordinances in the performance of this contract.

TIE ON UNIT PRICE OR SUBMITTAL: Should there be a tie on either the unit price (if awarded on a per item basis), sections of the solicitation (i.e.: building contracts, or solicitations awarded by section) or the whole solicitation ("all or none" solicitations or service solicitations), the deadlock will be decided upon using the following order:

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

- a. Companies who certify they are a drug-free workplace.
- b. Companies located in Sarasota County, Florida.
- c. Companies located in Florida.
- d. The company receiving the larger dollar award on other items within the solicitation.
- e. All else being equal, a coin toss will be made to decide the award.

This does not preclude the possibility of splitting an order if it is in the best interest of the School Board.

ACCURACY OF SOLICITATION DOCUMENTS: Each offeror shall examine all requests for solicitation documents and shall judge all matters relating to the adequacy and accuracy of such documents. Any inquiries, suggestions, disputes, or requests concerning interpretation, clarification or additional information pertaining to the solicitation or award shall be made, in writing, to the School Board of Sarasota County Purchasing Office. The School Board of Sarasota County shall not be responsible for oral interpretations given by a School Board employee, representative, or others. The issuance of a written addendum is the only official method whereby interpretation, clarification or additional information can be given. If any addenda are issued to this solicitation, a good faith attempt will be made to deliver a copy of each to all prospective offerors who picked up forms or were sent a solicitation. However, prior to submitting the offer, it shall be the sole responsibility of each offeror to contact the Purchasing Office at (941) 486-2183 to determine if addenda were issued and, if so, to obtain such addenda for attachment to the solicitation.

TERMS AND CONDITIONS: No additional terms and conditions included with the submittal shall be evaluated or considered. All such additional terms and conditions shall have no force and effect and are inapplicable to this solicitation. If submitted either purposely through intent, design or inadvertently appearing separately in transmitted letters, specifications, literature, price estimates or warranties, it is understood and agreed that the general and special conditions in this solicitation are the only conditions applicable to this solicitation and the offeror's authorized signature affixed to the certification page attests to this.

REFERENCES: Should the School Board elect to check the offeror's references; the offeror agrees to provide the name(s) and address(s) of its current and previous customers. **The offeror agrees to provide references from customers other than the School Board of Sarasota County.**

EVALUATION OF SOLICITATION(S) FOR AWARD: The evaluation committee may use the following criteria in making a recommendation for award to the School Board:

cost	past experience	equality
quality/workmanship	meets specifications	Contractor's past performance
compatibility/matching	delivery	service capability
standardization	installation	

AWARD: The School Board reserves the right to waive minor variations to specifications, informalities, irregularities and technicalities in any offer, to reject any and all offers in whole or in part with or without cause, and/or to accept offers that in its judgment will be the best low offer meeting specifications and school needs and be in the best interest of the School Board. The School Board further reserves the right to make awards on a multiple, lump sum, or individual item basis or in any manner the School Board deems appropriate.

The School Board further reserves the right to be the final judge of what is considered equal and hold the solicitation open for a 90-day period if award is not made on the date specified.

If submitting an offer other than brand specified, EACH ITEM MUST BE ACCOMPANIED BY A BROCHURE GIVING A COMPLETE DESCRIPTION OF THE ITEM ON WHICH YOU ARE SUBMITTING AN OFFER TO CLEARLY REPRESENT THE QUALITY, STYLE, AND CONSTRUCTION. EACH BROCHURE SHOULD BE IDENTIFIED BY THE NAME OF THE OFFEROR.

VENUE: The laws of the State of Florida shall govern this contract. Venue shall be in Sarasota County, Florida and the sole and exclusive jurisdiction to resolve any disputes arising under the contract shall be in the county or circuit court for the Twelfth Judicial Circuit in and for Sarasota County, Florida.

PURCHASES DURING TERM OF SOLICITATION: The School Board reserves the right to make purchases of items on this solicitation from a Florida State solicitation, contract, or agreement or other public entity purchasing solicitations, contracts, or agreements during the term of this solicitation.

DELIVERY:

- a. All deliveries will be F.O.B. Destination freight prepaid (freight fully paid by Contractor) to indicated destinations (schools or departments) within Sarasota County, Florida.

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

- b. Time of delivery is an important consideration in making the award and must be adhered to.
- c. The School Board reserves the right to cancel any orders, or any part thereof without obligation if delivery is not made within the time specified. Any deliveries made after a cancellation of order(s) may be returned at the Contractor's expense.

LOCAL GOVERNMENT PROMPT PAYMENT ACT: The School Board pays invoices after services and products have been received in accordance with the local government prompt payment act.

PURCHASING CARD: The School Board is currently utilizing Purchasing Cards in some cases to procure materials and services or for payment under this solicitation. The Offeror, by submitting an offer, agrees to accept this manner of payment and may not add additional handling charges or service fees if purchases are made with the School Board Purchasing Card(s).

QUALITY: All offered items must be new. Further, all offered items must be equal to or exceed specifications required herein. The manufacturer's standard guarantee shall apply. During the guarantee period, the Contractor must repair and/or replace the unit without cost to the School Board with the understanding that all replacements shall carry the same guarantee as the original equipment. The Contractor shall make any such repairs and/or replacements immediately upon receiving notice from the School Board. The Contractor further warrants that the item(s) and or services provided are fit, and otherwise conforming, for the purpose(s) intended by the School Board.

INSPECTION, IDENTIFICATION AND ACCEPTANCE:

- a. Inspection and acceptance will be at FOB destination unless otherwise provided. Title to/or risk of loss or damage to all items shall be the responsibility of the Contractor until acceptance by the buyer.
- b. The Contractor shall file with the carrier all claims for breakage, imperfections and other losses.
- c. All material being delivered shall be marked legibly, in a conspicuous location, with the following information: Purchase Order Number, Model Number, Quantity, Vendor's Name and/or Trademark.
- d. If the material and/or services supplied to the School Board is found to be defective or does not conform to specifications, the School Board reserves the right to cancel the order upon written notice to the seller and return the product to the seller at the seller's expense.

LIABILITY INSURANCE: Where Contractors are required to enter or go on to School Board property to deliver materials or perform work or services as a result of an award, the proposer assumes full duty, obligation and expense of obtaining all necessary licenses, permits and insurance. All Contractors must comply with the insurance requirements as provided in the solicitation documents.

SOLICITATION/PURCHASE ORDER DENIAL: The Contractor certifies that it, or any affiliate obligated to perform under this agreement, is not in arrears for any obligations to the district, county, state or federal government or that otherwise may be deemed irresponsible or unreliable by the Director of Materials Management.

WAREHOUSE DELIVERY HOURS: Delivery is called for only between the hours of 7:30 A.M. and completed by 3:00 P.M. Monday through Friday, excluding Sarasota County School Board holidays.

CONDITION OF PRODUCTS: Unless otherwise specified in the special terms and conditions, all items requested must be new and the latest model manufactured. Offers on "used", "remanufactured" or "reconditioned" equipment or "blem" or "seconds" will not be considered unless specifically requested. Products delivered shall be in the manufacturer's original carton.

REJECTED ITEMS: Delivered items that do not fulfill all requirements will be rejected. Rejected items shall be removed and replaced promptly by the Contractor at no cost to the School Board.

SITE INSPECTION: The School Board reserves the right, prior to award of any contract or solicitation, to inspect the prospective Contractor's facility and place of business.

AUDIT PROCEDURES: Invoices submitted by the Contractor shall be in sufficient detail for a proper pre-audit and post-audit thereof. The School Board reserves the right to audit prices of items and/or services provided.

SAMPLES:

- a. Samples of items, when required, must be furnished free of expense and if not destroyed, will, upon request, be returned at the offeror's expense. All samples will be disposed of after 30 days and offerors shall be responsible for the removal of all such samples furnished within 30 days after the opening of the solicitation. Each individual sample must be labeled with the offeror's name and item number. Failure of the offeror to either deliver required samples or to clearly identify

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

samples may be reason for rejection of the solicitation.

- b. Unless otherwise indicated, samples should be delivered to the Purchasing Office.
- c. When required, the School Board may request full demonstration of any unit(s) offered prior to the award of any contract.

TAXES: The School Board of Sarasota County, Florida, does not pay Federal Excise and Sales taxes on direct purchases of tangible personal property. See exemption numbers on the face of the Purchase Order. This exemption does not apply to purchases of tangible personal property made by Contractors who use the tangible property in the performance of contracts for the improvement of state-owned real property as defined in Chapter 192, Florida Statutes.

FISCAL NON-FUNDING CLAUSE: In the event sufficient budgeted funds are not available, the Purchasing Office shall notify the Contractor of such occurrence and the contract shall terminate without penalty or expense to the School Board.

LINE ITEM INFORMATION: The information called for on the item must be on the line with the item. When omitting an offer on an item, please insert the words: **No Quotation, No Bid, No Proposal or N/B** to eliminate any confusion about the item(s) being offered.

NON-COLLUSION: By submission of the offer, the offeror certifies that the submittal has arrived independently and submitted without collusion with any other Contractor, and that the contents of the submittal have not been communicated by the offeror, nor by any one of its employees or agents, to any person not an employee or agent of the offeror or its surety on any bond furnished herewith, and will not be communicated to any person prior to the official opening of the solicitation.

Unless otherwise required by law, the prices which have been offered in this solicitation have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening of this advertised solicitation directly or indirectly to any other offeror or to any competitor; and

No attempt has been made or will be made by the offeror to induce any person or firm to submit or not to submit, an offer for the purpose of restricting competition.

KICKBACKS: Any Contractor giving or offering to any employee and/or official of the School Board, either directly or indirectly, any rebate, percentage of contract, money or other things of value as an inducement or intended inducement, in the procurement of this or any other solicitation, shall be deemed in violation of this agreement, in addition to being in violation of any other municipal, county, state and federal laws and/or ordinances.

VARIANCE IN CONDITION: Any and all special conditions and specifications, mutually agreed upon and attached hereto that vary from the general conditions shall have precedence.

PUBLIC RECORDS: Florida law provides that municipal records shall at all times be open for personal inspection by any person (Public Records Law, Section 119.01, Florida Statutes). Information and materials received by the School Board in connection with a solicitation response shall be deemed to be public records subject to public inspection upon award, recommendation for award, or 30 days after solicitation opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in Section 119.07, Florida Statutes. If the Offeror believes any of the information contained in his or her response is exempt from the Public Records Law, then the Offeror must in his or her response, specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption. The School Board's determination of whether an exemption applies shall be final, and the Offeror agrees to defend, indemnify, and hold harmless the School Board and its officers, employees, and agents, against any loss or damages incurred by any person or entity as a result of the School Board's treatment of records as public records. Trade secrets are governed by Florida Statute Chapters 688 and 812. For the purchase of services, the Offeror shall also comply with the following requirements of the Florida Public Records Law including: a) keeping and maintaining public records that ordinarily and necessarily would be required by the School Board in order to perform the service; b) providing the public with access to public records on the same terms and conditions that the School Board would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law; c) ensuring that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law; and d) meeting all requirements for retaining public records and transfer, at no cost, to the School Board all public records in possession of the Offeror upon termination of the agreement and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the School Board in a format that is compatible with the information technology systems of the School Board.

For questions regarding the Contractor's duty to provide public records relating to this contract or the application of Chapter 119 Florida Statutes contact The School Board of Sarasota County,

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

Florida at (941) 927-4009; publicrecordrequest@sarasotacountyschools.net; or 1960 Landings Blvd., Sarasota, FL 34231.

DISCLAIMER: Employees or representatives of the School Board act exclusively as agents for the administration of this agreement and are not personally or collectively liable for any performance or non-performance under this agreement and/or any agreement resulting from this agreement.

STATE PURCHASING AGREEMENTS: Prior to the release of this solicitation, under Florida Statute 287.056, a review of State of Florida purchasing agreements and contracts was conducted to determine if their use would be economically advantageous to the District for the subject of this solicitation.

DISCOUNTS, REBATES & CREDITS: For Food Service solicitations, all goods, services, or monies received as the result of any equipment or USDA Foods rebate shall be credited to the SFA's (School Food Authority) nonprofit food service account.

PROHIBITION OF GRATUITIES: By submission of an offer, a contractor certifies that no employee of the School Board has or shall benefit financially or materially from such solicitation or subsequent contract. Any contract issued as a result of this solicitation may be terminated at such time as it is determined that gratuities of any kind were either offered or received by any of the aforementioned persons.

CONFIDENTIAL, PROPRIETARY OR TRADE SECRET MATERIAL: If the offeror considers any portion of the documents, data or records submitted in response to this solicitation to be confidential, trade secret or otherwise not subject to disclosure pursuant to Chapter 119 Florida Statutes, the Florida Constitution or other authority, the offeror must also simultaneously provide the SBSC with a separate redacted copy of its response. The redacted copy shall contain the SBSC's solicitation name, number, and the name of the offeror on the cover, and shall be clearly titled "Redacted Copy." The Redacted Copy shall be provided to the SBSC at the same time offeror submits its response to the solicitation and must only exclude or obliterate those exact portions which are claimed confidential, proprietary, or trade secret.

- a. Offeror shall be responsible for defending its determination that the redacted portions of its response are confidential, trade secret or otherwise not subject to disclosure. Further, offeror shall protect, defend and indemnify the SBSC for any and all claims from or relating to offerors determination that the redacted portions of its response are confidential, proprietary, trade secret or otherwise not subject to disclosure.
- b. If the offeror fails to submit a Redacted Copy with its response, the Department is authorized to produce the entire documents, data or records submitted by offeror in response to a public records request for these records.

E-VERIFY

- A. As of January 1, 2021, pursuant to Section 448.095, Florida Statutes, Contractor shall register with and use the U.S. Department of Homeland Security's E-Verify system to verify the work authorization status of all employees hired during the term of this Agreement and must, upon request, provide evidence of compliance with this provision.
- B. Subcontractors
 - (i) As of January 1, 2021, Contractor shall also require all subcontractors performing work under this Agreement to use the E-Verify system for any employees they may hire during the term of this Agreement.
 - (ii) Subcontractors shall provide Contractor with an affidavit stating the subcontractor does not employ, contract with, or subcontract with an unauthorized alien, as stated in Section 448.095, Florida Statutes.
 - (iii) Contractor shall provide a copy of such affidavit to the School Board upon receipt and shall maintain a copy for the duration of the Agreement.
- C. Failure to comply with this provision is a material breach of the Agreement, and School Board may choose to terminate the Agreement at its sole discretion. Contractor may be liable for all costs associated with School Board securing the same services, inclusive, but not limited to, higher costs for the same services and rebidding costs (if necessary).



Tracy Brizendine, Director
Materials Management

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

INSURANCE REQUIREMENTS

Contractor's Liability Insurance

The insurance required shall be written for not less than any limits of liability required by law or those set forth below, whichever is greater, and shall include contractual liability insurance as applicable to the Contractor's obligations under and in conformance to the following sections:

1. "In consideration of \$10.00 and other good and valuable considerations, the Contractor agrees to indemnify and save harmless the owner from all suits and actions and all costs and damage to the person or property of another resulting from the performance of the work, or by any Subcontractor to anyone directly or indirectly employed by either of them. The limit of the liability shall be the limits of liability as stated in the liability insurance policies covering this contract.
2. Certificates of Insurance for each policy shall be transmitted to the Contractor for forwarding to the owner, and any document found to be incomplete or not according to the proper form will be returned as being unsatisfactory. Coverage cannot be canceled without thirty (30) days prior Notice to Owner.
3. The Contractor shall purchase and maintain the following minimum insurance from a company or companies properly licensed in the State of Florida and rated A-IX or better by A.M. Best Company and against which the owner will entertain no reasonable objection.
4. Workers' Compensation Insurance: The Contractor shall provide and maintain, during the life of this contract, adequate Workers' Compensation Insurance in accordance with the laws of the State of Florida for all his employees at the site of the project, and if any part of the work is sublet, the contract shall require each of the Subcontractors to maintain such insurance for all of their employees who will be so engaged, unless the Subcontractors' employees are protected by the principal Contractors' Workers' Compensation insurance. All persons employed directly and indirectly on the project site by the Contractor and his/her Subcontractors shall be adequately protected by Workers' Compensation Insurance. The Contractor shall provide employer's liability coverage as part of the Workers' Compensation Insurance with **minimum limit of \$500,000**. Coverage shall be in compliance with Chapter 440, Florida Statutes.
5. Comprehensive Automobile Liability: per person/per occurrence. Coverage shall apply (to ALL VEHICLES owned, rented, or used by the Contractor) for the following limits:

a. Bodily Injury Liability	- per person	\$250,000
	- per occurrence	\$500,000
b. Property Damage Liability	- per occurrence	\$250,000
c. Special Insurance	- as required by railroads or others.	
6. Commercial General Liability:
 - a. Bodily injury, personal injury, and property damage at **\$1,000,000 per occurrence** and **\$1,000,000 general aggregate**.
 - b. Blanket Contractual to include comprehensive general liability, products and completed operations liability, and contractual liability.
 - c. Such coverage shall include, but not limited to, liability arising from the premises, operations, independent contractors, products-completed operations, personal and advertising injury and contractual coverage for this agreement, including any hold harmless and/or indemnification agreement(s) and shall be provided on ISO form CG 0001 or its equivalent.
 - d. There shall be no endorsement or modification of the CGL limiting the scope of coverage for liability assumed under a contract.
 - e. Coverage shall specifically provide that The School Board of Sarasota County Florida and its officials, agents, and employees shall be "additional insureds" under the policy using ISO Additional Insured from CG 2010 and CG2037 or the equivalent, including coverage for the Owner with respect to liability arising out of the completed operations of the Contractor.
7. Contingent Liability: The Contractor shall produce, pay for, and maintain such insurance as will protect the owner from his contingent liability for damages, for injury to the person or property of another which may arise from the operations of all Subcontractors under this Contract. Contractor shall provide Owner's and Contractor's protective liability. The limits of coverage shall be the same as the Contractor's Comprehensive General Liability. The Contractor shall furnish to the owner a letter from Contractor's insurance agent, certifying that the Contractor does carry valid Contractor's Contingent Liability Insurance.

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

INSURANCE REQUIREMENTS

Contractor's Liability Insurance (Con't)

8. Insurance certificates regarding liability coverages, as required by the Contract Documents, shall name Owner as additional insured.
9. Contractor and Subcontractors will be responsible for insurance on their tools and equipment.
10. Additional Insured: All policies of insurance required by the agreement, except Workers' Compensation and Professional/Error and Omissions Liability, shall specifically provide by endorsement with the Owner and its officials, agents, or employees shall be included as "additional insureds" under the policy. Such insurance shall also incorporate Severability of Interest provision. All insurance coverage provided shall apply to all the activities of the Contractor under the Contract Documents without regard for the location of such activity.
11. Primary Coverage: All insurance coverage provided by the Contractor shall be primary and non-contributory to any insurance or self-insurance program of the Owner that is applicable to the Work provided for in this Agreement.
12. Waiver of Subrogation: Contractor hereby agrees to waive rights of subrogation in favor of the Owner which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation.

**THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE – RFP #23-0226**

SMALL/MINORITY BUSINESS ENTERPRISE CERTIFICATION FORM

Please complete if you are either a:

- ☐ Small Business Enterprise, as defined by FS 288.703 (1)

Or a:

- ☐ Minority Business Enterprise,

Please select one or more as applicable:

- ☐ African American
- ☐ Asian American
- ☐ Woman Owned
- ☐ Hispanic American
- ☐ Native American

As defined in FS 288.703 (2) and (3), and that it has been certified by one of the following agencies as an MBE:

- ☐ State of Florida, Department of Management Services, Office of Supplier Diversity

- ☐ If not by DMS, who/self-report: _____

If you are not a small or minority business enterprise, but intend to subcontract a portion of services or work described in this IFB to a small or minority business enterprise, please provide the following information:

	<u>Subcontractor Name</u>	<u>Small/MBE Designation</u>	<u>Estimated Dollar Value of Services</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

NAME OF BIDDER	BID # AND TITLE
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE	
SIGNATURE	DATE

If Bidder is not a small or minority business enterprise and/or does not intend to subcontract a portion of the services or work described in this ITB to a S/MBE, then Bidder shall not execute this form.

SECTION 1: OVERVIEW

INTENT

The School Board of Sarasota County is a comprehensive, multi-site public elementary and secondary educational school district, which operates 42 schools, including 23 elementary schools, 7 middle schools, 5 high schools, and 7 specialized schools. The District also has 11 charter schools and 2 alternative school programs. The District is dedicated to providing strong educational opportunities to the youth of Sarasota County. As such, the requirements of its information technology and communications are vast and critical in terms of quality, reliability and ease of operation. This invitation requires an enterprise-wide business partner for the requested services to submit a plan to the SBSC for installation, implementation, use, maintenance, and future capability of such systems. The current provider is Crown Castle Fiber LLC with a service contract that expires on June 30, 2023.

DEFINITIONS

In this document “RFP” refers to Request for Proposal. “Contractor” refers to the successful proposer. “School Board of Sarasota County” or “SBSC” refers to the Owner, District, Board, public entity. “Proposer” refers to the RFP Respondent.

MANAGEMENT

SBSC seeks to maximize cost savings and minimize related costs by the standardization and streamlining of services and tasks relating to those services requested in this RFP. The intent of the RFP is to obtain competitive proposals from qualified proposers who can demonstrate their ability to provide Internet Access services to include DDoS Mitigation Service for SBSC as outlined in this RFP. The respondent shall provide on-call labor within the specified time constraints to facilitate optimal hardware and software performance. Said labor shall perform preventative maintenance and specified ongoing support on covered equipment, software, and services throughout the contract.

TERM OF CONTRACT/RENEWAL

The term of the contract shall commence on March 7, 2023, with services to start on July 1, 2023, for a three (3) year period, with a renewal option for two (2) additional one (1) year periods. The awardee will be notified when the recommendation has been acted upon by the Board. All prices shall be firm for the term of the contract. The awardee agrees to this condition by signing their proposal.

TERMINATION

This agreement may be terminated by the SBSC by giving written notice to the other party thirty (30) days in advance of intention to cancel. The SBSC reserves the right to cancel on a shorter notice if it is determined that any part of the work is not being performed properly, or if the problem is not satisfactorily resolved within three (3) days of notification. The SBSC shall only be liable for payment of services rendered prior to the effective date of termination. Should it be deemed necessary by SBSC to terminate mid-month the payment amount shall be calculated at the monthly rate divided by 30 days.

IDENTIFICATION

The Contractor's employees are required to have visible, personal identification and the vendor's company name displayed on their shirts. They will also be required to wear attire appropriate for a school environment: i.e., shirt, pants, & shoes. Clothing displaying nudity, obscene symbols, or pro-drug slogans is prohibited. **The Contractor and all employees of same must check in and out at the main office before starting work during normal school hours.** Before or after normal school hours, contact the on-site custodial staff.

SECTION 1: OVERVIEW cont'd

DISCIPLINE

The Contractor acknowledges and understands that the job is being performed on public property owned by the SBSC, which may at various times during the completion of the job be occupied by students, teachers, parents, and school administrators. Accordingly, in order to secure the property, and otherwise comply with applicable law, the Contractor agrees to the following provisions, and also agrees that the failure to comply with any of these provisions may result in the termination of this Contract.

The Contractor shall immediately remove from the job site, for the duration of the job, any person making an inappropriate religious, racial, sexual or ethnic comment, statement or gesture toward any other individuals or exhibit any other form of disruptive behavior.

The Contractor and Contractor's employees will refrain from using foul, abusive or profane language on school district property. Smoking/tobacco, firearms/weapons and illegal drugs are prohibited on school district property, including all buildings and grounds.

The Contractor shall enforce strict discipline and good order among their employees at all times. Contractor's personnel shall have absolutely no contact with students or staff, other than administrative personnel or designated representatives, with the exception of emergency situations.

SECTION 2: REQUIRED SERVICES

INTERNET ACCESS SERVICE AND DDOS MITIGATION SERVICES

The SBSC is seeking to obtain a bundled solution for communication and information/communication technology services that support the educational focus and goals of this district in order to provide the most appropriate and effective educational experience possible to the students of Sarasota County.

The Contractor shall provide internet access for the Sarasota County School District at a minimum bandwidth of 10 Gigabits per second (Gbps) full time. All proposals should propose 10 Gbps full time and include options for higher bandwidth. Though greater bandwidth and other configurations may be proposed, all proposals must meet this minimum level of service. **DDOS Mitigation Services are to include Monitoring and Attack Detection, Mitigation, 24X7X365 Security Operations Center, Block Malicious Traffic, access to comprehensive global threat system, and include monthly incident reports. Provide an explanation in the proposal of a comprehensive implementation of DDOS mitigation.**

An AS number will need to be created by the Contractor for the School Board's external IP range to be hosted by the Contractor. The IP range will be given upon award of contract. Below is the location of service and 100-mile radius location mentioned herein within Sarasota County.

Location of service will be: School Board of Sarasota County
 1960 Landings Blvd.
 Sarasota, Florida 34231

SECTION 2: REQUIRED SERVICES- cont'd

FEDERAL UNIVERSAL SERVICE FUND E-RATE PROGRAM

To receive funding for universal service discounts, a service provider must have a SPIN, (Service Provider Identification Number). Any Proposer responding to this RFP will be required to submit its assigned SPIN and FCC Registration Number, as part of its response. USAC assigns a SPIN to each company participating in the E-Rate program. Proposers without a SLD SPIN or FCC Registration Number **MUST** obtain one before responding to this RFP. Information regarding obtaining a SPIN can be found at the Universal Service Administrative Company's (USAC) website: www.usac.org

Service providers who have not previously participated in the E-Rate program can initiate a SPIN assignment by contacting USAC toll-free at (888) 641-8722. Requests for SPIN assignments may also be faxed to USAC toll-free at (888) 637-6226.

An FCC Registration Number can be obtained from the FCC web site which is found at the following URL: <https://svartifoss2.fcc.gov/coresWeb/publicHome.do>. (Click "Continue to Website").

Proposers must also disclose in their RFP response whether they have been "red-lighted" by the FCC during the two (2) year period prior to the issuance of this RFP. Proposers must also disclose whether they have been the subject of audits or investigations by USAC, the FCC, DOJ or any other investigator associated with the E-Rate program during the five years prior to the issuance of this RFP.

The Contractor must submit Form 498, the Service Provider Information Form, to provide/confirm appropriate contact information for various universal service functions and the correct location for receipt of funds. Form 498 will be mailed to the service provider by USAC on request and can also be downloaded from the web site by clicking the Required Forms link found on the SLD web site noted above.

In addition, evidence of filing of the Service Provider Annual Certification (SPAC) form will be required. The selected Contractor will be subject to all other requirements of the Federal Universal Service Fund E-Rate program including documentation retention related to this project for a period of five (5) years after the last date that service is delivered under this Contract or any extensions.

Proposers must be familiar with the requirements of the Federal Universal Service Fund E-Rate program and must fully comply with those rules. In order to comply with E-Rate requirements, the Contractor shall maintain all records, correspondence, receipts, vouchers, memoranda and other data relating to services provided under the contract. All records referenced above and any required under the document retention requirements of the Federal Communications Commission shall be retained for at least five (5) years after the last day of the delivery of discounted services, such information shall be subject to inspection and audit by the SBSC and/or SLD/USAC and/or their contractors, pursuant to 47 CFR 54.516.

Contractor shall be subject to audits and other investigations to evaluate the Contractor's compliance with the statutory and regulatory requirements for the E-Rate program, including those requirements pertaining to what services and products are purchased, what services and products are delivered, and how services and products are being used.

The vendor shall meet all state and local laws and policy.

PRICE SCHEDULE

Prices proposed by the proposers should be submitted on a price schedule (attached). Prices for the service level shall not increase above the submitted price for the term of any recommended contract(s). Pricing shall be submitted for internet access at ten (10) Gbps speed per month at a minimum **and include options for higher bandwidth.**

SECTION 3: PROPOSAL SUBMISSION FORMAT AND INFORMATION THAT MUST BE SUBMITTED

PROPOSAL ELEMENTS

Proposer must submit detailed description(s) of proposed bundled solution(s).

Proposer must submit a detailed plan for implementation.

Proposer must provide measurement/reporting tools used to monitor performance or usage.

Monthly, annual, and quarterly usage reports may be required. Reports must be customized to meet specific requirements.

If appropriate, the Proposer should have industry expert(s) in educational technology solutions to guide users to the forefront in technology. Name, qualifications, and phone number(s) must be included.

Proposer must provide a specified team to support the business requirements of the project. Names, titles, and phone numbers must be provided.

Proposer must provide an overview of their current and future technology, their vision and timeline for migration to any future technologies.

Proposer must have the ability and technical resources to support technology, network and/or communications for school district client base as the school district continues to expand their network and technology infrastructure.

Proposer must submit such experience requirements as are contained herein.

TECHNICAL

In performing services under this agreement, the Proposer must have:

- Permanent, sufficient, factory trained personnel capable of performing the services established pursuant to this RFP and capable of meeting the response time set forth in the Proposal,
- Where onsite service will be required, a trained service force within a 100-mile radius from the Sarasota location listed.
- A clearly defined chain of command from the service technician to account associate to higher level service and support.
- Established mechanism for resolution of complex or recurrent problems.
- An in-house staff that is knowledgeable in the implementation and support of Internet Access DDOS Mitigation to SBSC.

With Proposal response, supply resume of any proposed account associate(s).

If SBSC is dissatisfied with the performance of any Contractor personnel, the SBSC Contract Administrator will notify Contractor of specific deficiencies in writing, and Contractor will address these non-performance issues within 30 days. If SBSC remains dissatisfied with such performance after proposer/contractor has taken remedial action, Contractor will remove such personnel and provide a replacement if, in SBSC's judgment, it believes that the actions of such personnel warrant immediate action, the SBSC Contract Administrator will contact Contractor and provide grounds for the request and Contractor will replace said personnel.

REFERENCES

Proposer must submit a list of three (3) similar or larger sizes of education or corporate accounts with which proposer has similar solutions. Proposer must provide evidence of five (5) years of experience with similar sized contracts and have established programs for service and support as demonstrated by contracts with comparable educational entities. Proposer should list the names and qualifications of all operational personnel and their proposed function under this RFP.

EXPENSES

Travel, parking, other transportation fees, and telephone charges encountered by service personnel or account associate will be the responsibility of the Contractor/Proposer. Cost of installation will be the responsibility of the Proposer.

SECTION 4: PERFORMANCE STANDARDS

Contractor will perform in accordance with the requirements and specifications of the RFP.

SERVICE: For onsite service items, a factory trained Service and support for installed equipment for a 100-mile radius from the School Board of Sarasota County location listed on Landings Blvd. Service shall include routine repairs, emergency service (replacement, if necessary), application assistance, and parts and labor for proposer/contractor provided equipment, software, and accessories. Service hours must be 24 hours a day, 7 days a week.

When requested by SBSC:

- Proposer/Contractor will collect and electronically forward to SBSC Contract Administrator, usage data on a monthly basis.
- Proposer/Contractor shall guarantee service and/or equipment availability throughout the term of the contract.
- Proposer/Contractor must list the number of authorized service technicians within the stated 100-mile radius of The School Board of Sarasota County Landings Blvd. location.

Proposer/Contractor must provide SBSC with a detailed "System Implementation" plan and installation support and assistance. Please describe the services you will provide.

PERFORMANCE MEASUREMENT

- Contractor's Project Manager will report any problems immediately to the SBSC Contract Administrator.
- Contractor's Project Manager will meet as needed with the SBSC Contract Administrator regarding implementation of service.

SECTION 5: INSTRUCTIONS TO PROPOSERS

INSTRUCTIONS TO PROPOSERS

All proposals must be signed by an officer or employee having authority to legally bind the Proposer(s). The proposer shall complete a detailed proposal for the scope of work requested. Price shall be inclusive of all necessary material, freight, labor, etc., to complete the scope of work. Proposals will be evaluated for selection of the successful proposal.

The criteria for selection will be applied and interpreted solely at the discretion of SBSC. Proposals should include all necessary information that is pertinent to the evaluation criteria. SBSC will not refund or pay for any cost incurred prior to the award of the contract between the SBSC and the successful vendor.

All proposals must be received, and time stamped **prior to 1:00 PM November 8, 2022**. If a proposal is transmitted by US Mail or other delivery medium, the Proposer(s) will be responsible for its timely delivery to the Purchasing Department, 101 Old Venice Road, Osprey, Florida 34229. All proposals shall be received and timestamped by the Purchasing Office **prior to the date and time listed above**. Any proposal received after the stated time and date, will not be considered and will be returned unopened to the Proposer(s). The proposer is solely responsible for ensuring that its courier provider makes inside deliveries to our physical location. SBSC is not responsible for any delays caused by the proposer's chosen means of proposal delivery.

IMPORTANT – USE LABEL PROVIDED ON FIRST PAGE OF RFP. The outside of the envelope, box or package should be clearly marked with the name of the RFP. The contents must contain **one (1) signed original, six (6) copies, and one (1) electronic copy of original on thumb drives of the proposal** in a sealed package clearly labeled **"RFP FOR INTERNET ACCESS PROVIDER – E-RATE RFP #23-0225"** on the outside of the package. The legal name, address, Proposer's contact person and telephone number must also be clearly annotated on the outside of the package.

Any corrections of unit prices must be initialed. This includes corrections made using correction fluid or any other method of correction.

SECTION 5: INSTRUCTIONS TO PROPOSERS cont'd

Proposers should become familiar with any local condition which may, in any manner, affect the services required. The Proposer(s) is/are required to carefully examine the RFP terms and to become thoroughly familiar with any and all conditions and requirements that may in any manner affect the work to be performed under the contract. No additional allowance will be made due to lack of knowledge of these conditions.

Proposals not conforming to these instructions provided herein will be subject to disqualification at the sole option of the District.

Any proposal may be withdrawn prior to the date and time the proposals are due. Any proposal not withdrawn will constitute an irrevocable offer, for a period of 90 days, to provide the District with the services specified in the proposal.

DISTRICT RIGHTS

The District reserves the right to accept or reject any or all proposals.

The District reserves the right to waive any irregularities and technicalities and may, at its sole discretion, request a clarification or other information to evaluate any or all proposals.

The District reserves the right, before awarding the contract, to require Proposer(s) to submit evidence of qualifications or any other information the District may deem necessary.

The District reserves the right, prior to Board approval, to cancel the RFP or portions thereof, without penalty.

The District reserves the right to: (1) accept the proposals of any or all the items it deems, at its sole discretion, to be in the best interest of the District; (2) the District reserves the right to reject any and/or all items proposed or award to multiple Proposers.

The proposal with the highest number of points will be ranked first; however, nothing herein will prevent the School Board of Sarasota County, Florida, from making multiple awards and to deem all proposals responsive and to assign work to any firm deemed responsive.

The District reserves the right to further negotiate any proposal, including price, with the highest rated Proposer. If an agreement cannot be reached with the highest rated Proposer, the District reserves the right to negotiate and recommend award to the next highest Proposer or subsequent Proposers until an agreement is reached.

SECTION 6: TIME SCHEDULE

TIME SCHEDULE/SCHEDULE OF EVENTS

The District will attempt to use the following time schedule, which will result in selection of a Proposer(s):

RFP is Issued	December 14, 2022,
Last Day to Submit Written Questions	January 9, 2023, prior to 1:00 PM
Addendum Issued in Response to Questions	January 10, 2023
Proposal Due Date and Time	January 31, 2023, prior to 1:00 PM
Distribution of Proposals	February 1, 2023, 10:00 AM
Individual Committee Member Review of Proposals	February 1, 2023 -February 15, 2023
Final Committee Meeting	February 15, 2023, 10:00 AM
Deadline to Post to Vendor Link Recommendation for Award	February 28, 2023
School Board Award of Proposal	March 7, 2023, 6:00 PM

**** Please note SBSC will be closed for Winter Break December 23, 2022-January 6, 2023. ****

Responses to inquiries regarding the status of a proposal will not be made prior to the posting of award recommendation.

RFP QUESTIONS

Any questions concerning conditions and specifications must be submitted in writing and received prior to 1:00 PM on January 9, 2023, to:

Cindy Beck, CPPB
Purchasing and Fixed Assets Manager
Sarasota County Schools
101 Old Venice Road
Osprey, FL 34229
Phone 941-486-2183
cindy.beck@sarasotacountyschools.net

RFP ADDENDA

If necessary, an addendum will be issued in response to questions posed. No addenda will be issued later than seven (7) calendar days prior to the date for receipt of proposals except an addendum withdrawing the request for proposals or one that indicates postponement of the date for receipt of proposals.

Prior to submitting the proposal, it shall be the sole responsibility of each proposer to determine if addenda were issued and, if so, to download such addenda from Vendor Link (www.myvendorlink.com) for attachment to the proposal. Responses to inquiries, if any change or clarify the RFP in a substantial manner, will be included in the addenda.

No verbal or written information that is obtained other than by information in this document or by addendum to this RFP will be binding on the District.

SECTION 7: LOBBYING

LOBBYING

PROPOSERS ARE HEREBY ADVISED THAT LOBBYING IS NOT PERMITTED WITH ANY DISTRICT PERSONNEL OR BOARD MEMBERS RELATED TO OR INVOLVED WITH THE RFP. ALL ORAL OR WRITTEN INQUIRIES MUST BE DIRECTED THROUGH THE PURCHASING DEPARTMENT.

LOBBYING IS DEFINED AS ANY ACTION TAKEN BY AN INDIVIDUAL, FIRM, ASSOCIATION, JOINT VENTURE, PARTNERSHIP, SYNDICATE, CORPORATION, AND ALL OTHER GROUPS WHO SEEK TO INFLUENCE THE GOVERNMENTAL DECISION OF A BOARD MEMBER OR DISTRICT PERSONNEL ON THE AWARD OF THIS CONTRACT.

ANY PROPOSER OR ANY INDIVIDUALS THAT LOBBY ON BEHALF OF PROPOSER WILL RESULT IN REJECTION/DISQUALIFICATION OF SAID PROPOSAL.

SECTION 8: ORGANIZATION OF SUBMITTED PROPOSAL

In order to maintain comparability and enhance the review process, it is requested that proposals be organized in the manner specified below. Include all information in your proposal. **It is required that five (5) copies of the proposal be submitted along with the one (1) original proposal and one (1) electronic thumb drive.**

Title Page: Subject, the name of the Proposer, address, telephone number and the date.

Table of Contents: Include a clear identification of the material by section and by page number.

Letter of Transmittal – Limit to one or two pages and:

The letter must be a brief formal letter from the Proposer that provides information regarding the firm's interest in and the ability to perform the requirements of this RFP; and make a positive commitment to perform the work. Please include the SPIN# in the letter.

The person signing must be:

A current corporate officer, partnership member, or other individual specifically authorized to submit a proposal as reflected in the appropriate records on file with the Secretary of State; or an individual authorized to bind the company as reflected by a corporate resolution, certificate of affidavit; or other documents indicating authority which are acceptable to the SBSC.

Identify the office locations(s) where the services will be provided, or work will be performed. Indicate the representative authorized to resolve disputes in the event a dispute occurs, or a clarification of minor contract terms becomes necessary. Please provide a list of all persons authorized to give presentations for the Proposer. Please provide name, title, address, telephone numbers (including fax) and email address. Also include the following form:

Request for Proposal: (Required Response Form, page 1 of RFP and any issued addenda) with all required information completed and all signatures as specified.

PROPOSAL SUBMITTALS

Executed Certification Form

Required Submittal Format, per Section 4

6 copies of the proposal, 1 original proposal, and 1 electronic thumb drive.

Attachment A: Proposer's Statement of Qualification

Attachment B: E-Rate Supplemental Terms and Conditions

Attachment C: Proposal Response Form

Attachment D: Executed Conditions for Emergency/Hurricane or Disaster Form

Attachment E: Bidder's Statement of Principal Place of Business Form

Attachment F: Reference Form

SECTION 9: PROPOSER QUALIFICATIONS

Proposer Qualifications and Experience: Demonstrate that the Proposer's organization has the experience to perform the required services, such as history and background, stability to educational entities exhibiting customer satisfaction, demonstrated volume of merchants, etc.

A. Experience and Qualifications of the Firm:

1. Give the location of the office from which the work is to be done and the number of technicians, managers, supervisors, seniors and other professional staff employed at that office.
2. Describe the range of services offered by the local office.
3. Indicate the length of time that the Proposer has provided the services described.
4. Describe the procedures of the Proposer for ensuring quality control.
5. Provide a minimum of three (3) references (use form attached), preferably from School Districts, or other governmental entities for which you have provided internet access of comparable complexity to the work requested within this RFP.
6. Briefly describe all lawsuits that are pending or have been filed against the local office of the Proposer over the last three (3) years.

B. Qualifications and Experience of Staff:

1. The Proposer must identify the team that will be responsible for providing the required services, including the managers, supervisor and staff, as well as staff from other than the local office, if necessary. Resumes for each manager and supervisor to be assigned to the team shall be submitted and will include the following information:
 - a. Formal education.
 - b. Continuing professional education.
 - c. Experience in private business or government.

C. Identify the specific individual who would serve the District on a day-to-day basis as a primary point of contact and be responsible for the work product of the Proposer. The individual identifier shall be available within 24 hours by telephone to accomplish the following:

1. Attend meetings.
2. Respond to telephone calls.
3. Respond to specific inquiries.

Technical Proposal: Illustrating technical details of the proposed bundled solution and describing compliance with the RFP requirements.

Project Schedule: Detailed schedule of implementation plan. This schedule is to include implementation actions, timelines, responsible parties, etc.

Financial Proposal: Proposer's fees and other costs, if any, shall be submitted. This financial proposal shall include any and all costs the Proposer/Contractor wishes to have considered in the RFP.

LEGIBILITY/CLARITY

Responses to the requirements of this RFP in the formats requested are desirable with all questions answered in as much detail as practicable. The Proposer's response is to demonstrate an understanding of the requirements. Proposals prepared simply and economically, providing straightforward, concise description of the Proposer's ability to meet the requirements of the RFP are also desired. Each Proposer is solely responsible for the accuracy and completeness of its proposal.

SECTION 9: PROPOSER QUALIFICATIONS- cont'd

CONFIDENTIALITY

Only information which is legitimate trade secrets or non-published financial data may be deemed proprietary or confidential. Any material within a proposal identified as such must be clearly marked in the proposal and will be handled in accordance with Florida Public Records laws and applicable rules and regulations. However, SBSC reserves the right to make any proposal, including proprietary information contained therein, available to Board members, personnel or their representatives for the sole purpose of assisting SBSC in its evaluation of the proposal. SBSC shall require said individuals to protect the confidentiality of any specifically identified proprietary information or privileged business information obtained as a result of their participation in these evaluations.

ERRORS OR OMISSIONS IN PROPOSAL

SBSC will not be liable for any error in the proposal. Proposer will not be allowed to alter proposal documents after the deadline for proposal submission, except under the following condition: SBSC reserves the right to make corrections or clarifications due to patent errors identified in the proposals by SBSC or the Proposer. SBSC, at its option, has the right to request clarification or additional information from the Proposer.

MATERIAL IN THE RFP

The Proposal shall be based only on material contained in the RFP. The RFP includes official responses to questions, addenda, and other material, which may be provided by SBSC pursuant to the RFP.

WAIVER OF ADMINISTRATIVE INFORMALITIES

As provided by law, SBSC reserves the right, at its sole discretion, to waive administrative informalities contained in any proposal.

PROPOSAL REJECTION

Issuance of this RFP in no way constitutes a commitment by SBSC to award a contract. SBSC reserves the right to accept or reject any or all proposals submitted.

OWNERSHIP OF PROPOSAL

All materials submitted in response to this request shall become the property of SBSC. Selection or rejection of a response does not affect this right. All proposals submitted will be retained by SBSC and not returned to proposers. Any copyrighted materials in the response are not transferred to SBSC.

COST OF PREPARATION

SBSC is not liable for any costs incurred by prospective Proposers or Contractors prior to issuance of or entering into a contract. Costs associated with developing the proposal, preparing for oral presentations, and any other expenses incurred by the Proposer in responding to the RFP are entirely the responsibility of the Proposer, and shall not be reimbursed in any manner by SBSC.

PROPOSER RESPONSIBILITIES

The selected Proposer shall be required to assume responsibility for all items and services offered in its proposal whether or not it produces or provides them. The SBSC shall consider the selected Proposer to be the sole point of contact with regards to contractual matters, including payment of any and all charges resulting from the contract

USE OF SUBCONTRACTORS

Each Contractor shall serve as the single prime contractor for all work performed pursuant to its contract.

SECTION 9: PROPOSER QUALIFICATIONS- cont'd

That prime contractor shall be responsible for all deliverables referenced in this RFP.

CANCELLATION OF RFP OR REJECTION OF PROPOSALS

SBSC reserves the right to reject any or all proposals received in response to this RFP, or to cancel this RFP if it is in the best interest of SBSC to do so. SBSC reserves the right to award all, none or portions of any proposal that it deems most appropriate for its needs, and to waive any all informalities and technicalities. SBSC's main goal is to provide reasonably priced services (NOT NECESSARILY THE LOWEST PRICE) that are in the best interest of SBSC. THOUGH PRICE IS THE MAJOR FACTOR IN PROPOSAL EVALUATION, SBSC IS NOT OBLIGATED TO ACCEPT THE LOWEST PROPOSAL.

SECTION 10: EVALUATION

Evaluation Selection

All responses received as a result of this RFP are subject to evaluation by an Evaluation Committee for the purpose of selecting the Proposer with whom SBSC shall contract. To evaluate all proposals, a committee whose members have expertise in various areas will be selected. This committee will determine which proposals are reasonably susceptible of being selected for award. If required, written or oral discussions may be conducted with any or all of the Proposers to make this determination.

Written recommendation of award shall be made to the Board for the Proposer whose proposal, conforming to the RFP, will be the most advantageous to SBSC, price and other factors considered.

The criteria for selection will be applied and interpreted solely at the discretion of SBSC. Proposals should include all necessary information that is pertinent to these evaluation criteria. SBSC will not refund or pay for any cost incurred prior to the award of the contract between the SBSC and the successful vendor. The committee may reject any or all proposals if none are considered in the best interest of SBSC.

Evaluation Criteria

The criteria listed below will be used to evaluate written proposals. The scoring weight is listed for each criterion. These criteria will be applied and interpreted solely at the discretion of the Evaluation Committee. Proposals should include all necessary information that is pertinent to the evaluation criteria.

The criteria are not ranked in order of importance. The sub-criteria are of approximate equal weight.

QUALIFICATIONS AND CAPABILITY (Scoring Weight: 10% - 10 Points)

- 1) **General Firm Information.**
- 2) **Experience of Firm.** General experience in contracts of similar type, scope, and size.
- 3) **Scope of Services.** Comprehensiveness of management and maintenance.

EXPERIENCE AND EXPERTISE (Scoring weight: 10% - 10 Points)

- 1) **Project History.** Quality of past projects completed with respect to scope, size, and type.
- 2) **Personnel Information.** Qualifications and relevant experience of the staff in project management and other areas of importance.

TECHNICAL APPROACH (Scoring Weight: 15% - Points)

- 1) Overall approach including analysis, findings and subsequent recommendations for solutions.
- 2) Reasonableness of methodologies to effect solutions.
- 3) General plan for proposed solution and implementation schedule.

SECTION 10: EVALUATION cont'd

SITE SPECIFIC APPROACH (Scoring Weight: 20% - 20 Points)

- 1) Project Management for This Contract.** Management approach and relevant qualifications of key personnel assigned to the project involved in technical auditing and design, project management and implementation, with respect to the size, scope and technology use on this project.
- 2) Operational and Maintenance Responsibilities.** Operation and maintenance approach, approach to compatibility/openness/standardization of equipment, support personnel.

REFERENCES (Scoring weight: 5% - Points)

- 1)** Submit three (3) verifiable references of comparable scope for Internet Access Provider services. Use form provided.

FINANCIAL ANALYSIS- ERate Eligible Products/Services (Scoring Weight: 30% - 30 Points)

- 1)** Evaluate by weighing: Cost of project, including but not limited to, any cost of changing services and nearness of cost of new proposal to cost of current services. Pricing will be given the highest value in rating the proposals and award of RFP.

FINANCIAL ANALYSIS- ERate Non-Eligible Products/Services (Scoring Weight: 10% - 10 Points)

- 1)** Evaluate by weighing: Cost of project, including but not limited to, any cost of changing services and nearness of cost of new proposal to cost of current services. Pricing will be given the highest value in rating the proposals and award of RFP.

MAXIMUM ALLOWED

100% - 100 Points

SECTION 11: OTHER REQUIREMENTS

CONTRACT NEGOTIATIONS

If for any reason the Proposer whose proposal is most responsive to SBSC's needs, price and other evaluation factors set forth in the RFP considered, does not agree to a contract, that proposal shall be rejected and SBSC may negotiate with the next most responsive Proposer. Negotiation may include revision of non-mandatory terms, conditions, and requirements.

PAYMENT FOR SERVICES

SBSC will pay Contractor once per month (or on any other schedule contractually agreed upon) upon presentation of the required detailed invoice. The Contractor may invoice monthly at the billing address designated below:

The School Board of Sarasota County
1960 Landings Blvd.
Sarasota, FL 34231
Attn: Accounts Payable

Payments will be made within approximately thirty (30) days after receipt of a properly executed invoice, and approval by the Contract Administrator. Invoices shall include the RFP/purchase order number, using school or facility and any other identifier. Invoices submitted without the referenced documentation will not be approved for payment until the required information is provided.

SECTION 11: OTHER REQUIREMENTS- cont'd

RFP EXEMPT

Purchases will not include items available at lower prices on other District contracts or State of Florida contracts. The District reserves the right to procure separately from this RFP any item if deemed to be in the best interest of the District.

ASSIGNMENT OF CONTRACT AND/OR PAYMENT

This contract or agreement is personal to the parties herein and may not be assigned, in whole or in part, by the Proposer without prior written consent of the District. The Proposer herein shall not assign payments under this contract or agreement without prior written consent of the District.

AUDIT OF RECORDS

The State legislative auditor, federal auditors, private contracted auditors and internal auditor(s) of SBSC shall have the option to audit all accounts directly pertaining to the resulting award for a period of five (5) years after project acceptance or as required by applicable State and Federal law.

CIVIL RIGHTS COMPLIANCE

The Contractor agrees to abide by the requirements of the following as applicable; Title VI and Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, The Federal Rehabilitation Act of 1973, as amended, The Vietnam Era Veteran's Readjustment Assistance act of 1974, Title IX of the Education Amendments of 1972, The Age Act of 1975, and the Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990. Contractor agrees not to discriminate in its employment practices and will render services under this agreement and any contract entered into as a result of this agreement, without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities. Any act of discrimination committed by the Contractor, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this agreement and any contract entered into as a result of this agreement.

RECORD RETENTION

The Contractor shall maintain all record in relation to this contract for a period of at least ten (10) years.

CONTRACT AND CHANGES

The contract consists of the RFP, any issued addenda, the awarded Proposer's response to the RFP, and any accepted written negotiations and commitments.

No additional changes, enhancements, or modification to any contract resulting from this RFP shall be made without the prior approval of the Contract Administrator of SBSC. Changes to the contract include any change in; compensation, beginning/ending date of the contract, scope of work, service levels, and/or Contractor change through the Assignment of Contract process. Any such changes, once approved, will result in the issuance of an amendment to the contract.

SUBSTITUTION OF PERSONNEL

If during the term of the contract, the Contractor cannot provide the quality of service personnel as proposed and SBSC requests a substitution, that substitution shall meet or exceed the requirements stated herein. A detailed resume of qualifications and justification is to be submitted to SBSC for approval prior to any personnel

SECTION 11: OTHER REQUIREMENTS- cont'd

substitution. It shall be acknowledged by the Contractor that every reasonable attempt shall be made to assign quality, qualified personnel with background clearance to provide service in SBSC facilities.

COMPLIANCE CERTIFICATION

Proposer's Certification of OMB A-133 Compliance Certification of no suspension or debarment. By signing and submitting any proposal for \$100,000 or more, the proposer certifies that their company or principals are not suspended or debarred by the General Services Administration (GSA) in accordance with the requirements in OMB Circular A-133. A list of parties who have been suspended or debarred can be viewed via the internet at <https://www.sam.gov/portal/public/SAM>

ATTACHMENT A

E-RATE SUPPLEMENTAL TERMS AND CONDITIONS

Signed copy to be returned with bid response.

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act. The amount of discount is based on the numbers of students receiving free and reduced price meals.

1) E-RATE CONTINGENCY

The project herein is/may be contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-rate funding approval is obtained, the District 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 District.

2) SERVICE PROVIDER REQUIREMENTS

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the 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 into as a result of this RFP.
- b. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/>
- c. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
- d. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status must provide an explanation of the steps it is undertaking to be

removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-rate discounts in a timely manner which would cause harm to the Applicant. More information about FCC Red and Green Light Status may be found at this website: http://www.fcc.gov/debt_collection/welcome.html

- e. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2023.
- f. 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 complete (including any contract and USAC approved extensions).
- g. Goods and services provided shall be clearly designated as "E-rate Eligible". Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
- h. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC "Item 21 Template". Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions. A summary sheet must also be provided to provide the cumulative amount for all sites.**
- i. In the event of questions during an E-rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
- j. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an "Invoice Check" with the USAC <https://www.usac.org/e-rate/applicant-process/invoicing/invoice-check/>
- k. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>

3) SERVICE PROVIDER ACKNOWLEDGEMENTS

- a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.
- b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).
- c. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>. Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.
- d. BIDDERS are required to comply with the FCC's Lowest Corresponding Price ("LCP") Requirement for all equipment and Services. BIDDER acknowledges that BIDDER is solely responsible to comply with LCP requirements. To the extent that USAC finds an LCP violation and reduces the E-rate Funding, BIDDER agrees that it will not hold the DISTRICT liable for any shortfall in E-rate funding and will be responsible for any ensuing appeals, COMADS and/or RIDFS.
- e. The Service Provider attests that its offer does not violate the FCC's Supply Chain certifications included in the FCC Form 473. Supply Chain requirements and certifications can be viewed at USAC's Website: <https://www.usac.org/about/reports-orders/supply-chain/>.
- f. This offer is in full compliance with USAC's Free Services Advisory <https://www.usac.org/e-rate/applicant-process/competitive-bidding/free-services-advisory/>. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.

4) STARTING SERVICES/ADVANCE INSTALLATION – Category 1 Services

The annual E-rate Funding Year begins on July 1 and expires on June 30 of each calendar year. Regardless of the contract “effective date”, E-rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2023 funding year (July 1, 2023). If Category 1 services (Telecommunication Services and Internet access) will begin on or shortly after July 1 of a funding year, the service provider, in some cases, may need to undertake some construction and installation work prior to the beginning of that funding year. Within the limitations indicated below, the infrastructure costs of a service provider can be deemed to be delivered at the same time that the associated Category 1 services begin. That is, if services begin on July 1, then the delivery of service provider infrastructure necessary for those services can be considered as also delivered on July 1. However, NO INVOICING can take place prior to July 1 of the associated Funding Year.

EARLY FUNDING CONDITIONS

Category 1

There are four conditions that must be met in order for USAC to provide support in a funding year for Category 1 infrastructure costs incurred prior to that funding year.

- *Initiation of installation cannot take place before selection of the service provider pursuant to a posted Form 470 and in any event no earlier than six months prior to July 1 of the funding year.*
- *The Category 1 service must depend on the installation of the infrastructure.*
- *The underlying Category 1 service cannot have a service start date prior to July 1 of the funding year.*
- *No invoices can be submitted to USAC for reimbursement prior to July 1 of the funding year.*

For more information, please refer to the FCC Order involving the Nassau County Board of Cooperative Educational Services (DA 02-3365 , released December 6, 2002). This FCC decision only applies to Priority 1 services (telecommunications services and Internet access).

The complete text can be found at the following URL:

<https://www.usac.org/e-rate/applicant-process/starting-services/advance-installation/>

Category 2

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- *We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.*

For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking ([FCC 14-99](#) , released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).

However, NO INVOICING can take place prior to July 1 of the funding year.

5) INVOICING

- a. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission, certification and USAC approval of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.
- b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

6) FCC/SLD AUDITABILITY

The E-rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any

Agreement resulting from this RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

I, the undersigned, as an authorized agent of _____ (Service Provider Name), hereby certify that I have read the E-rate Supplemental Terms and Conditions, am fully compliant and intend to cooperate with the E-rate process as outlined above.

Signature: _____ **Title:** _____

Phone Number: _____ **Email:** _____

Service Provider Name: _____

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA

INTERNET ACCESS PROVIDER E-RATE RFP #23-0226

PROPOSAL PRICE FORM

ATTACHMENT B

The Contractor shall provide internet access for the Sarasota County School District at a minimum bandwidth of 10 Gbps. All proposals should propose 10 Gbps and include options for higher bandwidth. Though greater bandwidth and other configurations may be proposed, all proposals must meet this minimum level of service. **The pricing of Eligible (a) and Non-Eligible (b) need to be broken out and those items need to total the corresponding numeric item number.**

ITEM	DESCRIPTION	UNIT OF MEASURE	UNIT PROPOSAL PRICE
1	Dedicated Monthly Internet Access TOTAL of 1a and 1b (Bandwidth of 10 Gbps)	Per 10 Gbps	\$
1a	Monthly Internet Access E-Rate Eligible portion (Bandwidth of 10 Gbps)	Per 10 Gbps	\$
1b	Monthly DDOS Access E-Rate Non-Eligible portion (Bandwidth of 10 Gbps)	Per 10 Gbps	\$
2	Optional - Dedicated Monthly Internet Access TOTAL of 2a and 2b (Bandwidth greater than 20 Gbps)	Per 20 Gbps	\$
2a	Monthly Internet Access E-Rate Eligible portion (Bandwidth of 20 Gbps)	Per 20 Gbps	\$
2b	Monthly DDOS Access E-Rate Non-Eligible portion (Bandwidth of 20 Gbps)	Per 20 Gbps	\$
3	Optional - Dedicated Monthly Internet Access (bandwidth greater than 50 Gbps) (indicate options to the right or below)	Per 50 Gbps	\$
3a	Monthly Internet Access E-Rate Eligible portion (Bandwidth of 50 Gbps)	Per 50 Gbps	\$
3b	Monthly DDOS Access E-Rate Non-Eligible portion (Bandwidth of 50 Gbps)	Per 50 Gbps	\$

ATTACHMENT C
THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
INTERNET ACCESS PROVIDER E-RATE - RFP #23-0226

COMMERCIAL REFERENCES

Company Name: _____

Experience: _____

Indicate the number of years the proposing company by proposer has been in business providing service:

Number of months/years: _____

All proposers must have performed verifiable work providing Internet Access Provider Services as specified herein for five (5) years. Three (3) commercial references of comparable scope are required (preferably restaurant, school, hospital, or institute), within the most recent thirty-six (36) month period of time.

1. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____

2. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____

3. Company Name: _____

Location of Service: _____

Dates services were provided: _____

Type of service provided: _____

Contact Person: _____

Title: _____ Telephone () _____

Email Address: _____ Fax () _____

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
DEPARTMENT AND SCHOOL LOCATIONS

School Name	Address
Alta Vista Elementary	1050 & 1085 South Euclid Avenue, Sarasota 34237
Ashton Elementary	5110 Ashton Road, Sarasota 34233
Atwater Elementary	4701 Huntsville Avenue, North Port 34288
Bay Haven Elementary	2901 West Tamiami Circle, Sarasota 34234
Booker High	3201 North Orange Avenue, Sarasota 34234
Booker Middle	2250 Myrtle Street, Sarasota 34234
Brentwood Elementary	2500 Vinson Avenue, Sarasota 34232
Brookside Middle	3636 South Shade Avenue, Sarasota 34239
Central Administration (Landings)	1950 Landings Boulevard, Sarasota 34231
Central Administration (Landings)	1960 Landings Boulevard, Sarasota 34231
Central Administration (Landings)	1970 Landings Boulevard, Sarasota 34231
Central Administration (Landings)	1980 Landings Boulevard, Sarasota 34231
Construction Services (STC North Campus)	4460 Beneva Road, Building 29, Sarasota 34233
Construction Services	7895 Fruitville Road, Sarasota 34240
Cranberry Elementary	2775 Shalimar Terrace, North Port 34286
Education Services/Purchasing	101 Old Venice Road, Osprey 34229
Emma E. Booker Elementary	2350 Dr Martin Luther King Jr Way, Sarasota 34234
Englewood Elementary	150 North McCall Road, Englewood 34223
Facility Services (STC North Campus)	4460 Beneva Road, Building 27 & 28, Sarasota 34233
Facilities Services	7889 Fruitville Road, Sarasota 34240
Florida Center Portable	4620 17th Street, Sarasota 34232
Fruitville Elementary	601 Honore Avenue, Sarasota 34232
Garden Elementary	700 Center Road, Venice 34285
Glenallen Elementary	7050 Glenallen Boulevard, North Port 34287
Gocio Elementary	3450 Gocio Road, Sarasota 34235
Gulf Gate Elementary	6500 South Lockwood Ridge, Sarasota 34231
Heron Creek Middle	6501 West Price Boulevard, North Port 34291
Lakeview Elementary	7299 Hand Road, Sarasota 34241
Lamarque Elementary	3415 Lamarque Avenue, North Port 34286
Laurel Nokomis Elementary/Middle	1900 East Laurel Road, Nokomis 34275
McIntosh Middle	701 South McIntosh Road, Sarasota 34232
North Port High	6400 West Price Boulevard, North Port 34291
Oak Park - Pre-K through 12	7285 Hand Road, Sarasota 34241

THE SCHOOL BOARD OF SARASOTA COUNTY, FLORIDA
DEPARTMENT AND SCHOOL LOCATIONS

School Name	Address
Phillippi Shores Elementary	4747 South Tamiami Trail, Sarasota 34231
Pine View Elementary/Middle/High	1 Python Path, Osprey 34229
Riverview High	1 Ram Way, Sarasota 34231
Sarasota High	2155 Bahia Vista Street, Sarasota 34239
Sarasota Middle	4826 Ashton Road, Sarasota 34233
Security Communications Center	351 Old Venice Road, Osprey 34229
Sheriff Driving Training Portable	6648 West Price Boulevard, North Port 34291
Southside Elementary	1901 Webber Street, Sarasota 34239
Suncoast Polytechnical High	4650 Beneva Road, Sarasota 34233
Suncoast Technical College - Fire Science	794 Circus Boulevard, Sarasota 34232
Suncoast Technical College	4748 Beneva Road, Sarasota 34233
Suncoast Technical College - (North Port)	4445 Career Lane, North Port 34289
Tatum Ridge Elementary	4100 Tatum Road, Sarasota 34240
Taylor Ranch Elementary	2500 Taylor Ranch Trail, Venice 34293
Telecommunications	351 Old Venice Road, Osprey 34229
Toledo Blade Elementary	1201 Geranium Avenue, North Port 34288
Transportation (Main)	301 Old Venice Road, Osprey 34229
Transportation (17th Street)	4740 17th Street, Sarasota, 34232
Transportation - South County Garage	2080 Citizens Parkway, North Port 34288
Triad (North)	4430 Beneva Road, Sarasota 34233
Tuttle Elementary	2863 8th Street, Sarasota 34237
Venice Elementary	150 East Miami Avenue, Venice 34285
Venice High	1 Indian Avenue, Venice 34285
Venice Middle	1900 Center Road, Venice 34292
Wilkinson Elementary	3400 Wilkinson Road, Sarasota 34231
Woodland Middle	2700 Panacea Boulevard, North Port 34289