

2024 CELINA CITY SCHOOL DISTRICT DARK FIBER RFP GENERAL TERMS & CONDITIONS

1. Awards will be made in the best interest of the Celina City School District.
 2. The Celina City School District may accept or reject any bid, in part or in whole.
 3. All quotations are governed by Ohio State Law.
 4. All services performed or goods delivered under Celina City School District Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contracts, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
 5. Payment may only be made after the delivery and acceptance of goods or services.
 6. The Celina City School District is exempt from Federal and State taxes and will not pay or reimburse such taxes.
 7. The Purchasing Director may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
 8. The laws of the State of Ohio shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
 9. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
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INSTRUCTIONS TO BIDDERS

1. Bids are to be received in the form of e-mailed submissions to celina.2024@naa.com
2. Bids will be due by 5:00 PM on the Allowable Contract Date of the FCC Form 470 to which this RFP is attached.
3. Any and all bids may be rejected if there is a sound documented reason.
4. An approved purchase order is required before the merchandise or service is ordered.
5. Items offered must be in compliance with the specifications outlined in this RFP. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as "equal to" the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Director may waive minor deviations to specifications.
6. Vendors must complete all sections of the quotation form.
7. In case of discrepancy unit prices shall prevail.
8. The vendor must clearly instruct on the bid document if the vendor wishes to have the payment sent to a different "remit to" address other than the address on this document.

2024 CELINA CITY SCHOOL DISTRICT DARK FIBER RFP SCOPE OF WORK

Celina City School District is soliciting a Request for Proposal for the installation of dark fiber services and associated maintenance commencing with E-rate Funding Year 2024 as indicated in Attachment 1. The service should start by July 1, 2024. The Celina City School District reserves the right to modify the project as it deems necessary. This RFP and the winning bidder's response shall become an integral part of the resultant contract. The project must include termination of fiber strands by the vendor at each termination location MDF (Celina City School District buildings) in an approved fiber termination enclosure and connectorized with LC type connectors. It is vendor's discretion whether two or four fiber strands per circuit are provisioned, depending on vendor's response time at the time of service interruption. Please indicate whether 2 or 4 fiber strands are being utilized in your proposed solution.

The proposal shall include initial installation (non-recurring charges), monthly recurring service charges, and monthly maintenance charges that shall be priced separately for each service location.

Any questions related to the technical aspects of this document should be directed to celina.2024@naa.com.

The Hub of the network should be placed at Celina HS (address in table below).

- The vendor must quote a turn-key solution that will be installed, tested, fully operational, and accepted by Celina City SD within ninety (90) days after issue of purchase order. This should occur in order to start services by July 1, 2024. Billing should only begin once all circuits have successfully completed testing and turn-up.
- In case of service interruption, the vendor must include in their quoted service price a four-hour "*back in service*" response time. The starting point of this response time should be from the time of notification by an authorized Celina City SD representative and the service should occur during regular business hours.
- The vendor must include an explanation of the capabilities of their centralized network testing, trouble correction system, and procedures utilized during a service outage. In addition, the Celina City SD will allow the vendor to connect to the network for the purposes of trouble shooting and fault location at multiple switch ports through a web interface. Please provide screen shots of the interface required.
- Preference will be given to the provider who can offer Celina City SD-wide services via a turn-key proposal rather than via subcontracting services or lease/resale. Please specify in detail the extent if any of services that are intended to be provided by a subcontractor or through lease/resale.

- Celina City SD reserves the right to award to multiple vendors, selecting portions of the vendors' solutions best suitable for Celina City SD's needs.
- Vendors must include a copy of their service agreement with their proposal.
- The vendor's proposal price shall be quoted over the period of one, three, four, five, and ten years. Please quote all available options.
- Celina City SD will select the most cost effective, most qualified, and most responsive and responsible bidder(s) when making the award. The evaluation of each proposal will have the heaviest weight assigned to price, (complete installation costs, all other one-time costs, and monthly recurring costs for a period of the contract duration). Evaluation will also be based on, but not limited to, prior experience of Celina City SD with the respondent, technical capability and quality of work performed in other networks, and qualification of personnel. Additional evaluation criteria may include the ability to provide a turn-key solution, and the ability of the vendor to connect to the network through a web portal. The District reserves the right to use additional criteria as needed.
- The winning vendor will be required to have or be willing to obtain a SPIN number before the start of service and submit a Service Provider Invoice Form directly to USAC pursuant to E-rate procedures established by the federal government. The winning vendor will be required to comply with all applicable E-rate rules and regulations.
- The vendor shall provide a physical and logical Network Drawing of proposed network in Visio format and PDF format.
- Each year, during the renewal process, price drops should be included as part of the renewal process, as applicable, and included in signature documents for renewal.
- In the case of a Celina City SD location closure, vendor will release the Celina City SD from the obligation for that specific fiber strands run without termination charges or penalties during the course of the contract.

ATTACHMENT 1: LIST OF LOCATIONS REQUIRING SERVICE. PLEASE PROVIDE PRICING FOR EACH OPTION AT EACH LOCATION.

Entity Name	Physical Address	Number of Fiber Strands
Celina HS ('A' Location, HUB) MDF	715 E. Wayne Street, Celina, OH 45822	2, or 4
Tri Star Career Compact MDF	7655 St. Rt. 703, Celina, OH 45822	2, or 4