

2024 CELINA CSD MAINTENANCE OF SELF-PROVISIONED NETWORK 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 via email 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. In case of discrepancy unit prices shall prevail.
7. 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 ASD MAINTENANCE OF SELF-PROVISIONED NETWORK RFP SCOPE OF WORK

Celina City School District is soliciting a Request for Proposal for the Maintenance of Self-Provisioned Network complying with SLD/USAC rules commencing with E-rate Funding Year 2024 as indicated in Attachment 1. 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 maintenance and repair of structures, transmission medium, and termination equipment by the vendor at each termination location MDF (Celina City School District buildings). Celina City School District requires maintenance and repair of transmission medium (2, 6, and 12 single mode fiber strands if used) and associated structures and termination equipment.

The proposal shall include 1. Routine maintenance, and 2. On call repair between all Celina City School District designated buildings' MDFs. Price should also include an estimate of supplies to perform the required repairs. After the repair is performed, transmission medium must be tested (with test data provided to Celina City School District) complying with the industry standard attenuation and return loss budget.

Pricing shall be provided separately for each service location and divided into separate pricing for 1. Routine maintenance, and 2. On call (fault repair), including estimate of cost of supplies. It is anticipated that Celina City School District will pay only for maintenance incurred as a result of a request by Celina City School District. These requests will be to perform specific maintenance/repairs. Preference will be given to responses with pricing for on call repair based on actual performed repairs. Vendor should also provide an estimate of expected yearly incidents of on call repairs based on their prior experience in similarly situated and sized networks,

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

- In case of service interruption, the vendor must include in their quoted repair 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 School District representative and the repair 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 School District 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.
- Preference will be given to the provider who can offer Celina City School District-wide proposal rather than via subcontracting. Please specify in detail the extent if any of services that are intended to be provided by a subcontractor.
- Celina City School District reserves the right to award to multiple vendors, selecting portions of the vendors' solutions best suitable for Celina City School District's needs.

- Vendors must include a copy of their agreement with their proposal.
- The vendor's proposal price shall be quoted on a monthly and yearly basis per service location. Pricing should be quoted over the period of one, three, four, five, and ten years.
- Celina City School District 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 maintenance and repair costs and all other one-time costs including costs of supplies for the period of up to one, three, four, five, and ten years). Evaluation may also be based on, but not limited to, prior experience of Celina City School District 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 complete solution. 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.
- 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 School District location closure, vendor will release the Celina City School District from the obligation for that specific portion of the maintenance and repair 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	Physical Medium (Number of Fiber Strands if used)
Celina High School (A Location)	715 E. Wayne Street Celina, OH 45822	2
Celina Middle School (Z Location)	615 Holly Street Celina, OH 45822	2
Celina BOE (Z Location)	585 E. Livingston Street Celina, OH 45822	2

Entity Name	Physical Address	Physical Medium (Number of Fiber Strands if used)
Celina BOE (A Location)	585 E. Livingston Street Celina, OH 45822	2
Celina Intermediate School (Z Location)	227 Portland Street Celina, OH 45822	2

Entity Name	Physical Address	Physical Medium (Number of Fiber Strands if used)
Celina Intermediate School (A Location)	227 Portland Street Celina, OH 45822	2
Celina Bus Garage (Z Location)	1201 W. Logan St. Celina OH 45822	2
Celina Elementary School (Z Location)	1225 W. Logan Street Celina, OH 45822	2