

Eagle Hill School

(E-rate Applicant BEN 16068773)

Fund Year 2023 Form 470 #230001803

SERVICE SPECIFICATIONS FOR DEDICATED INTERNET ACCESS

Procurement Timeline

Task	Due Date
Deadline for vendors to submit questions	October 26, 2022
Answers to questions posted	October 28, 2022
Deadline for vendors to submit proposals	November 28, 2022

Applicant may, at its sole discretion, extend the due date for the submission of proposals when it is in its best interest to do so. Such extensions shall be done via addendum posted in EPC.

Communications and Questions

All communication with the Applicant regarding this solicitation, including questions or comments, must be submitted via email to Pamela Tyler at ptyler@e-ratecentral.com, Shaneka Bratton at sbratton@e-ratecentral.com, Tom Lasley at t.lasley@eaglehill.org AND Julien Laveyssieres at j.laveyssieres@eaglehill.org no later than the deadline provided in the Procurement Timeline. The subject line must include the Form 470 number. Contact initiated by an Offeror concerning this solicitation with any other Applicant representative is prohibited. Unauthorized contact may result in disqualification of the Offeror from this solicitation. Answers will be posted to EPC by the deadline provided in the Procurement Timeline. It is the responsibility of every Offeror to ensure they have downloaded the latest version of the Form 470 and/or 470 RFP attachments, including any addenda. Applicant reserves the right to ask clarifying questions of vendors upon review of proposals.

Proposal Instructions

Proposals must be submitted by the deadline for guaranteed consideration by the Applicant.

Proposals should be emailed to ALL the following recipients:

- Tom Lasley at t.lasley@eaglehill.org
- Julien Laveyssieres at j.laveyssieres@eaglehill.org
- Pamela Tyler at ptyler@e-ratecentral.com
- Shaneka Bratton at sbratton@e-ratecentral.com

Proposal submissions should include the following:

- Applicant name
- Form 470 number
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions

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

- monthly service fees
- managed router/modem lease fees (if required for service to function)

- one-time construction, installation, and/or connection charges
- estimated taxes, fees, and/or surcharges

Service Request

Applicant is seeking proposals for Dedicated Internet Access to be delivered to the following location(s) starting September 15, 2023:

Entity Name	Street Address	Requested Bandwidth
Eagle Hill School	45 Glenville Rd., Greenwich, CT 06831	1 Gbps

Service Requirements

Dedicated Internet Access: Applicant requires a minimum of 1 Gbps dedicated, fully-managed, symmetrical bandwidth with Service Level Agreement (SLA) guarantees to the specified site starting September 15, 2023. Service providers are requested to submit offers for incremental bandwidths from 1 Gbps up to 10 Gbps, in 1 Gbps increments. Applicant prefers leased lit fiber or a service that is equivalent in quality and reliability and reserves the right to evaluate bids to determine their equivalence to leased lit fiber.

Contract Term and Modifications

It should be noted that the school currently has an existing Internet contract for 1 Gbps of Internet access that expires on September 14, 2023. Offers of month-to-month or contracted services will be considered. Service providers submitting proposals for contracted service are requested to provide September 15, 2023 to June 30, 2024 plus 12-month, 36-month, and 60-month pricing in order to align the contract with the funding year. Contracts may include an option for annual voluntary renewals for up to 5 additional years, when agreed to in writing by both parties. Offers requiring an initial term of more than 60 months will not be considered.

All contracts must allow for bandwidth increases up to 10 Gbps throughout the term of the contract; increases in bandwidth during the contract period and/or optional renewal periods shall be considered modifications to the existing agreement, not new agreements and thus do not extend the term of the contract.

No increased pricing will be allowed during the term of the quoted special construction, NRC, and MRC rate. Service providers proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on imports are encouraged to (a) identify such products in their offers, and (b) propose an acceptable methodology for limiting price adjustments over the life of the contract. Subject to contract restrictions, services may be reevaluated for cost-effectiveness at any time during the life of the agreement including renewal periods.

Disqualifying Factors

Applicant may disqualify proposals for the following reasons:

- Unauthorized Service Provider contact with Applicant.
- Proposal does not meet Service Requirements.
- Proposal does not provide definitive costs for the services requested (including recurring and/or one-time charges).
- Proposal includes generic/encyclopedic price lists and/or solution is proposed by an artificial intelligence system that does not take into consideration the specific needs of Applicant.

- Proposal requires an initial contract term longer than 60 months.
- Proposal does not include range of bandwidths allowing for increases over the life of the contract.

E-rate Specific Considerations/Information

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

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

By submitting a proposal on the requested services herein, the vendor certifies that its equipment and services are compliant with the FCC’s recent Order (FCC 19-121) prohibiting the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE, or any other covered company posing a national security threat to the integrity of communications networks or the communications supply chain. See <https://www.fcc.gov/supplychain/coveredlist>.

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

Additional Considerations/Information

Applicant reserves the right to award all, part or none of the services set forth in this procurement. This procurement in no manner obligates Applicant until a valid signed contract and/or valid Purchase Order is executed.

Applicant may in its sole discretion extend the time for the submission of proposals upon a finding that it is in the interest of Applicant to do so. Such extensions shall be by addendum(s), which may be issued before the submission due date.

After final contract is negotiated, approved, and awarded, all proposal documents pertaining to this procurement will be open to the public, except for material which is proprietary or confidential. Applicant will not make public any pages of a proposal on which the Offeror has stamped or imprinted “Proprietary” or “Confidential” subject to the following requirements. Proprietary or confidential data shall be readily separable from the proposal to facilitate eventual public inspection of the non-confidential portion of the proposal. The price of products offered, or the cost of services proposed shall not be designated as proprietary or confidential information.

By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and Applicant that interferes with fair competition or is a conflict of interest; and no relationship exists between such propose and another person or firm that constitutes a conflict of interest that is adverse to Applicant.