



621 E. Sixth Street, Holtville CA. 92250 husd.net phone:(760)356-2974 fax:(760)356-4936

**E-RATE RFP  
Entity # 143702  
Funding Year 2021  
470 10-Gigabit Capable Internal Fiber Optic Cable**

**Due date: March 24, 2021**

In conjunction with our state approved Technology Plan, we are looking to maintain our network infrastructure to continue to meet the needs of our students. Being a rural school district, we are looking to the future of distance learning. We are currently connected to a gigabit fiber network which will soon be upgraded a 10-gigabit connection.

This project will be based on the bidding out the replacement of multimode fiber optic cable to certify its use with 10-Gigabit network systems.

In addition to the requirements listed above, the equipment included in the proposals needs to at least meet the following minimum requirements:

- All terminations be in LC
- Replace or provide fiber inserts or enclosures to accommodate LC standard in MDFs and all existing and new IDF's
- Test and label all fiber optic cabling
- 160 10G Base SR 850nm 300m Multimode duplex LC connector SFP+ Modules compatible with Aruba 2930F 48G POE+ 4SFP+ and 3810M 16SFP+ 2 slot switches
- 200 LC-LC OM4 3' patch cables

The scope of the project will be as follows:

- Replace fiber optic cable to certify its use with 10-Gigabit network systems.
- Replacement fiber optic cable must be a minimum of 6 strand OM4 fiber.
- Fiber terminations must be LC.
- Utilize existing fiber optic cable conduit/path.
- Run new fiber optic cable to three new IDF cabinets (two at Middle School and one at Pine)

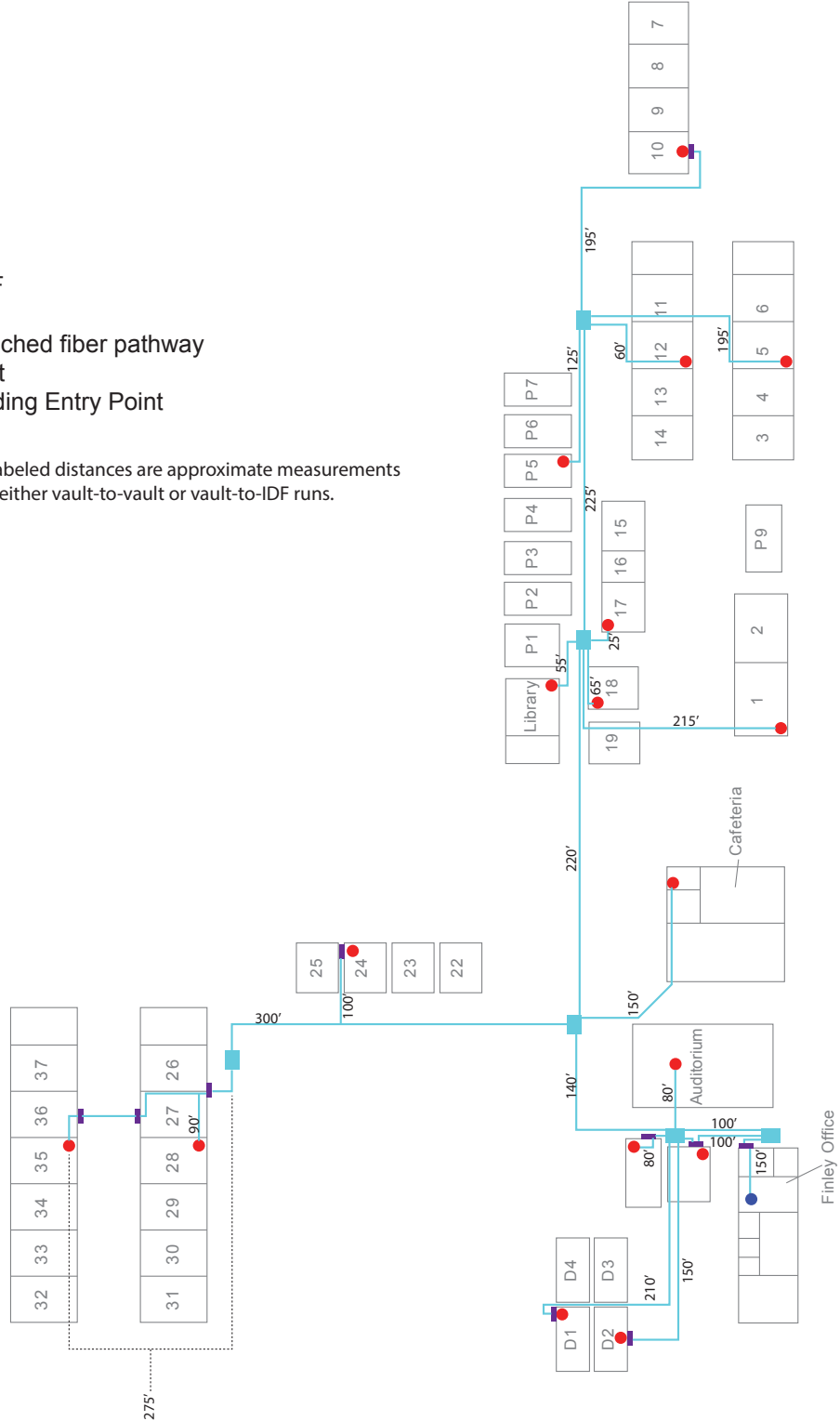
**Finley Elementary (1 MDF and 17 IDFs):**

- Approximately 44 classrooms, 1 office, 1 Library, 1 auditorium and 1 cafeteria
- Construction is mostly concrete and wood with 18 portable buildings
- Existing 1-Gigabit multimode fiber is serving as uplink to site MDF
- See below layout:



- MDF
- IDF
- Trenched fiber pathway
- Vault
- Building Entry Point

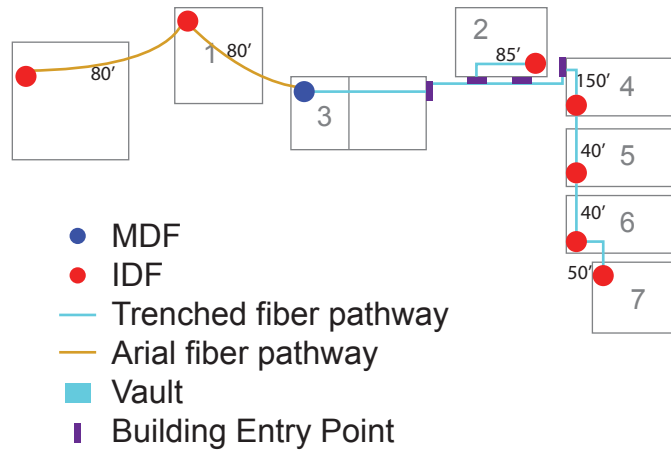
\*All labeled distances are approximate measurements from either vault-to-vault or vault-to-IDF runs.





**Sam Webb High School / Freedom Academy (1 MDF and 7 IDFs):**

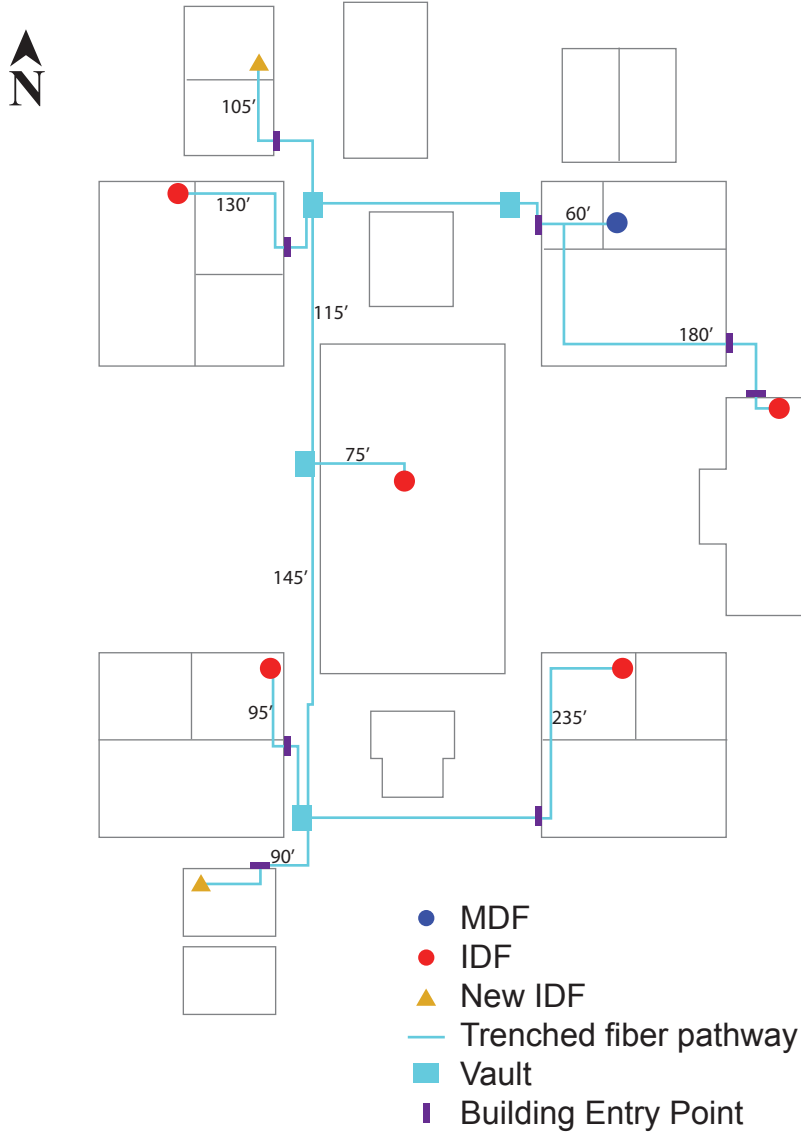
- Approximately 8 classrooms and 1 office
- Construction is mostly concrete and wood with 5 portable buildings
- Existing 1-Gigabit multimode fiber is serving as uplink to site MDF
- See below layout:



\*All labeled distances are approximate measurements from either vault-to-vault, IDF-to-IDF or vault-to-IDF runs.

**Holtville Middle School (1 MDF and 5 existing IDF's and 2 new IDF):**

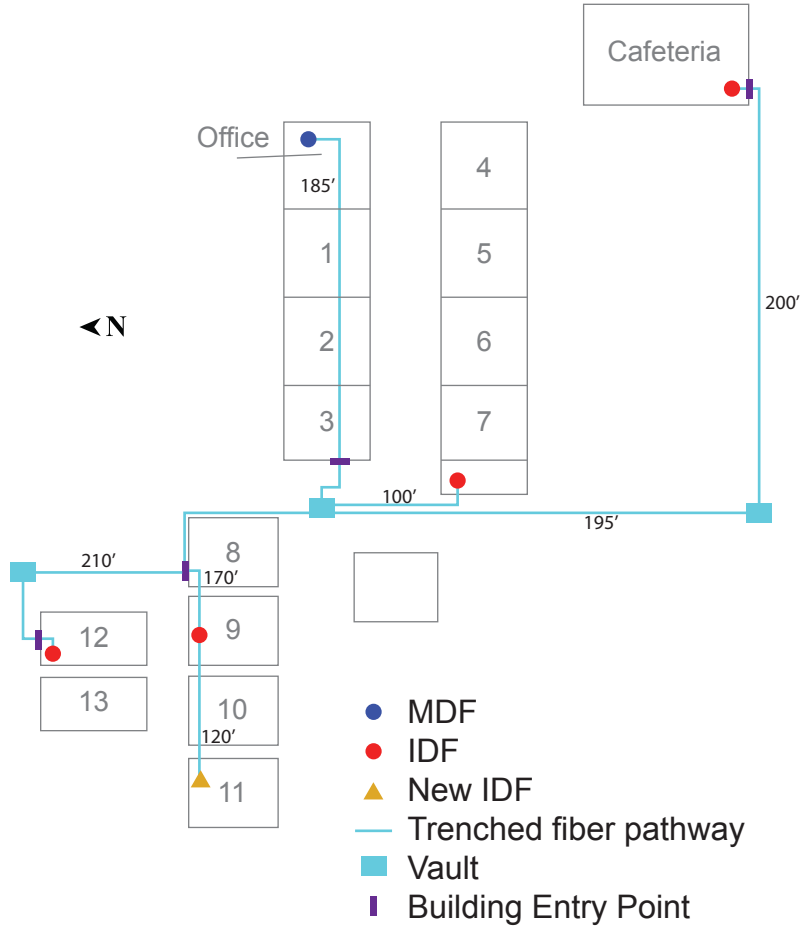
- Approximately 18 classrooms, 1 office, 1 Library and 1 cafeteria
- Construction is mostly concrete and wood with 7 portable buildings
- Existing 1-Gigabit multimode fiber is serving as uplink to site MDF
- See below layout:



\*All labeled distances are approximate measurements from either vault-to-vault, IDF-to-IDF or vault-to-IDF runs.

**Pine School (1 MDF and 4 existing IDF's and 1 new IDF):**

- Approximately 18 classrooms, 1 office, 1 Library and 1 cafeteria
- Construction is mostly concrete and wood with 7 portable buildings
- Existing 1-Gigabit multimode fiber is serving as uplink to site MDF
- See below layout:



\*All labeled distances are approximate measurements from either vault-to-vault, IDF-to-IDF or vault-to-IDF runs.

**The Holtville Unified School District is requesting proposals for Year 21 (2021) E-Rate program.**

**Section 1 - Instructions to Bidders**

1. Award of this proposal is contingent upon the approval of funding from the Schools and Libraries Universal Service Administrative Company. The successful bidder agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from the Universal Service Administrative Company (“USAC”), and/or the Schools and Libraries Division (“SLD”). Holtville Unified School District (HUSD) and the successful bidder will act in a reasonable manner and comply with any Schools and Libraries Universal Service Fund Program requirements. Contract will take effect on July 1, 2021 and continue through September 30, 2021. Should a contract extension be agreed to by the HUSD, the vendor and permitted by the Schools and Libraries Service Administrative Company, the contract may be extended accordingly.
2. If a contract(s) is/are to be awarded as a result of this Request for Proposals, it shall be awarded to the bidder who is responsible and whose proposal provides the best potential value to the Holtville Unified School District. Responsible means the capability in all respects to perform fully the contract requirements and the integrity and reliability to assure performance of the contract obligations.
3. 2 printed, bound copies of RFP’s including all required documents must be received by 5:00 PM local time (PST) on March 24<sup>th</sup>, 2021. Proposals received after this time and date will NOT be accepted for the bid process and returned to the vendor. Bidders are solely responsible for ensuring timely receipt of their proposal
4. The System Vendor Response Form is a required document and must be submitted with the printed, bound copies as well as in electronic format on CD.
5. Send proposals and electronic copies in a sealed envelope via postal service, FedEx, etc. to:  
  
Holtville Unified School District  
10Gig Fiber  
Attention: Anthony Martinez  
621 E. 6<sup>th</sup> Street  
Holtville, CA 92250
6. All received RFP’s will be opened at 8:30am local time (PST) on Thursday March 25<sup>th</sup>, 2021 in the IT Department, Holtville Unified School District 621 E. 6<sup>th</sup> Street Holtville, CA. 92250.
7. Bidders may not amend their proposal after the closing date and time, unless as a result of negotiations commenced by Holtville Unified School District but may withdraw their proposal at any time.
8. Bidders may withdraw their RFP prior to the bid opening date.
9. All questions or inquiries concerning this Request for Proposals must be submitted to Anthony Martinez at HUSD IT center.  
  
[tmartinez@husd.net](mailto:tmartinez@husd.net)  
Office: 760-232-4602  
Cell: 760-756-8651
10. Detailed, line-item quotation(s) must be provided by the bidder. All quotations must be labeled to show the section(s) of the RFP that the quotation corresponds to. Bidders must also fill in the total amounts on this RFP for each section and submit this RFP with their proposal.
11. Holtville’s sales tax is 7.75%.

12. Bidders must complete all forms that are part of this RFP. HUSD will not accept bids unless these forms are completely filled out.
13. The Board of Education of the Holtville Unified School District reserves the right to accept or reject any and all proposals, to negotiate with any or all responsible bidders, and to waive any irregularities or informalities in this RFP.
14. Any amendments or clarifications of this RFP will be posted to the E-rate section of the Holtville Unified School District web site (same section where this RFP was posted).
15. HUSD has the right to purchase items and services over and above the quantities specified in this RFP.
16. HUSD has the right to purchase items and services specified in this RFP if the district does not receive funding from the Schools and Library Division. Pending limited or no funding from the Schools and Library Division, the district at its option may purchase all or part of the items and services agreed to in the signed contract(s) for this RFP.
17. All equipment and material must be new. Used, refurbished or repurposed equipment or material shall not be acceptable.
18. Protests must be submitted in writing to the district Business Manager and will be addressed on an individual basis in a timely manner.
19. A contract with the selected vendor(s) and HUSD will be executed by both parties once it is awarded by the HUSD Board of Education. If agreement on the terms and conditions that are acceptable to HUSD cannot be achieved by that timeframe, the district reserves the right to continue negotiations or to award the proposal to another vendor and begin negotiations with that vendor.
20. The District fully reserves the right to cancel this Agreement due to non-availability or non-appropriation of sufficient funds. The District shall notify the Vendor of its intention to terminate at the earliest possible time.
21. List of documents to be completed and submitted to HUSD with this RFP:
  - a. E-rate Certification
  - b. References
  - c. Non-collusion Affidavit
  - d. E-rate Service Provider Contact Information
  - e. This RFP with bidder's responses
  - f. Itemized and detailed quotations and labeled according to instructions.
  - g. 2 bound printed copies of RFP's and electronic copy (on CD in PDF format)



## Section 2 - Evaluation Factors for Award

1. Any award to be made pursuant to this RFP will be based upon the proposal with appropriate consideration given to operational, technical, cost and management requirements.
2. Evaluations of offers will be based upon the vendor's responsiveness to the RFP and the total price quoted for all the items covered by the RFP.
3. The following elements will be the primary considerations in evaluating all submitted proposals and in the selection of a Vendor:
  - a. 55% - Vendor's cost, including unit prices, labor rates, travel/trip charges, etc.
  - b. 20% - Proposal preparation, thoroughness and responsiveness to this request for proposal.
  - c. 10% - Vendor's experience, HUSD's prior experience with vendor (if any), overall installation and integration capabilities based upon performance record and availability of sufficient high quality vendor personnel with the required skills and experience for the specific approach.
  - d. 15% - The extent to which the vendor's proposed solution fulfills HUSD's stated requirements as set out in this RFP.
4. HUSD may, at their discretion and without explanation to the prospective vendor's, at any time chose to discontinue this RFP without obligation to such prospective vendors.

District E-Rate Contact:

Anthony Martinez  
Senior Enterprise Systems and Network Engineer  
Holtville Unified School District  
tmartinez@husd.net  
760-232-4602

Questions: Call 760-232-4602, ask for Anthony Martinez.

**Holtville Unified School District**  
**E-Rate Program Year 2021**

**E-Rate Certification**

I, \_\_\_\_\_, certify that \_\_\_\_\_,  
(Print or type name) (Company name)

is a service provider as defined by the E-Rate Program and has not been suspended or disbarred from participating by the Federal Communications Commission. Our SPIN # is \_\_\_\_\_, and we have operated under this SPIN for \_\_\_\_\_ years.

I also certify to the acceptance of the following:

1. All information necessary to respond to any SLD request for information such as PIA (Program Integrity Assurance), Item 25 Selective Review, Audit performed by the FCC, the SLD, or their designated authority, will be furnished completely and in a timely manner sufficient to meet any response deadlines;
2. In the event an appeal is necessary, all information necessary to complete the appeal will be furnished completely and in a timely manner to the Holtville Unified School District, it's attorney(s) or authorized agent;
3. Any contract awarded for E-Rate Program Year 2021 is contingent upon the receipt of a Funding Commitment Decision Letter (FCDL) from the SLD that awards the requested discounts in full. In the event of a partial funding or no funding is granted, the District reserves the right to cancel the contract in whole or in part;
4. The District will be invoiced for only the matching funds portion and it is our responsibility, as the E-Rate Service Provider, to invoice the SLD for the remaining "non-discount" portion;

In the event the Holtville Unified School District wishes to perform a SPIN change, permission will be granted within the contract terms, provided 14 days prior written notice is given.

\_\_\_\_\_  
(Original signature in blue ink)

\_\_\_\_\_  
(Today's date)

\_\_\_\_\_  
(Print or type name)

\_\_\_\_\_  
(Title)

# Holtville Unified School District

## E-Rate Program Year 2021

### References

Please provide a minimum of 3 professional references, specifically related to your past performance of projects of similar size and scope with other public school district in California. The Holtville Unified School District requests that these references be directly related to work performed within the guidelines of the E-Rate program.

Name of Client \_\_\_\_\_

Type (School District, etc.) \_\_\_\_\_

Contact Person's Name \_\_\_\_\_

Contact Person's Title \_\_\_\_\_

Contact Person's Phone \_\_\_\_\_

Contact Person's Email \_\_\_\_\_

Total Project Cost \_\_\_\_\_

Description of Work Performed

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Name of Client \_\_\_\_\_

Type (School District, etc.) \_\_\_\_\_

Contact Person's Name \_\_\_\_\_

Contact Person's Title \_\_\_\_\_

Contact Person's Phone \_\_\_\_\_

Contact Person's Email \_\_\_\_\_

Total Project Cost \_\_\_\_\_

Description of Work Performed

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Contact Person's Title \_\_\_\_\_

Contact Person's Phone \_\_\_\_\_

Contact Person's Email \_\_\_\_\_

Total Project Cost \_\_\_\_\_

Description of Work Performed

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## **Holtville Unified School District**

### **E-rate Service Provider Contact Information – 2021 (Year 21)**

Vendor must provide the following information:

Person authorized to negotiate and sign the terms and conditions of any agreement between vendor and HUSD.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip code: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Include other important contact information below.

End of RFP