

# Mecosta Osceola ISD Consortium

## Request for Proposal

**Allowable Contract Date: February 13, 2024**

**15760 190<sup>th</sup> Ave**

**Big Rapids, MI 449307**

**Contact person: Fred Sharpsteen**

**Email: [fsharpsteen@moisd.com](mailto:fsharpsteen@moisd.com); [missy@elitefund.com](mailto:missy@elitefund.com)**

---

### ***Important Notes***

- Bid opening will be
- All quotes must be submitted with the understanding that implementation may be dependent upon:
  - E-rate funding approval by the SLD
  - Enrollments
  - Existing budgetary requirements
- The following specifications are to be used as *guidelines* in quoting a solution. Although specification changes are permitted, *the quality of the product/ service requested must be based upon industry standards at time of delivery.*
- The items requested within this RFP may or may not be USF eligible. All non-eligible products and services must be itemized. Please use the 2024 USF Eligible Services List located on the USAC website (<http://www.usac.org/sl/>) for guidance. (Note: It is the vendor's responsibility to check for updates and corrections prior to submitting bids/quotations.)
- All bidders must adhere to the Lowest Corresponding Price (LCP) guidelines (as dictated by the SLD).
- All bidders will understand that if the entity closes, contract termination fees will not be incurred by the entity.
- All bidders will understand that the entity may choose more than one provider for one type of service.
- Multi-year contracts may be considered.
- All bidders must have an E-rate SPIN.
- All bidders must have the 2024 Service Provider Annual Certification Form 473 on file with USAC by September 1, 2024.
- The district reserves the right to accept or reject any or all quotations.
- Implementation and completion of the services are contingent upon the district receiving approved funding from the Universal Services Fund. The services may be revised or terminated if the funds from the USF discount program are not approved or do not meet the expectations of the entity. If requested, the vendor will complete the SPI (Form 474) application. It is the vendor's responsibility to understand and comply with all rules and procedures required by the Schools and Libraries Corporation and the Universal Services Fund.
- The Board reserves the right to:
  - Reject any or all bids without assigning any reason thereto
  - Be the sole judge of equivalency

- Waive any bid requirement in accepting or rejecting bids.

---

## ***Bid Evaluation***

Although the cost of the product/service is of primary concern, the ability to accommodate growth and change and the total cost of operation (TCO) within the district are, in many ways, more important. **Do not assume the lowest bid will be awarded the project.**

To achieve this goal, bids will be evaluated on several factors.

- Prices/charges
- Prior experience
- Understanding of needs
- Financial stability
- Personnel qualifications
- Comply with the spirit of the district's long range technology plan
- Compatibility with district hardware/software standards as set forth within district's long range technology plan
- Provide lower long-term cost of ownership
- Ability to upgrade and adapt to technological advances
- Completeness of response and adherence to bid specifications
- Summary of project implementation plan
- Capability of the bidder to successfully complete the installation within the required timeframe

---

## ***Category 1 Services***

**NOTE:** Any additional services not covered by USF eligibility must be itemized and quoted separately.

### **Leased P2P Wide Area Network School Buildings connecting back to the Mecosta-Osceola Intermediate School District (MOISD)**

- Dedicated Internet Service delivered to 15760 190th Ave, Big Rapids, MI 449307; including all equipment needed with ports for future growth to 10GB.
- Router handoff should be at the MOISD's choice at the time of installation.
- The circuit must be able to pass MOISD VLAN by the MOISD without the vendor needing to make any changes.
  - The current circuit is done with a Spectrum Charter EPL circuit. We are looking for EPL or equivalent circuits from the provider.
- **Multipoint to a single endpoint type circuit does not meet the minimum specifications in this RFP.**
- The circuit must be a Point-to-Point leased fiber connection from 15760 190<sup>th</sup> Ave, Big Rapids, MI 49307 in the MOISD Data Center Room to the following LEA addresses (DEMARC:

- Big Rapids Public High/Middle Schools - 21175 15 Mile Rd, Big Rapids, MI 49307
- Chippewa Hills Mecosta Elementary - 555 W Main St, Mecosta, MI 49332  
AND/OR Chippewa Hills High School/Middle School-3226 Arthur Rd, Remus, MI 49360
- Crossroads Academy Elementary School - 215 N State St, Big Rapids, MI 49307
- Evart Public High School - 6221 95th Ave, Evart, MI 49631
- Morley Stanwood High/Middle Schools - 4700 Northland Dr, Morley, MI 49336
- Stanwood Learning Center – 156 N Front St, Stanwood, MI 49346
  - OR Stanwood Learning Center – 156 N Front St, Stanwood, MI 49346 to Morley Stanwood High/Middle Schools - 4700 Northland Dr, Morley, MI 49336
- Reed City Area Public School Norman Elementary - 338 W Lincoln Ave, Reed City, MI 49677
- List of Alternative addresses (to move the DEMARC to these districts) if there are added costs, please add this to the bid sheet:
  - Crossroads Academy High/Middle School - 3226 Arthur Rd, Remus, MI 49340
  - Chippewa Hills High/Intermediate School - 215 W Spruce St, Big Rapids, MI 49307
  - Reed City Area Public High/Middle Schools - 225 W Church Ave, Reed City, MI 49677
- This should be a one vendor solution. You may not use multiple vendors for transport services.
- The MOISD Data Center currently has these vendors with fiber in the Data Center at 15760 190<sup>th</sup> Ave, Big Rapids, MI 49307:
  - Spectrum Charter
  - MISEN-State Education Network- MERIT
- Base service WAN connection of 1GB with options up to 5GB symmetrical bandwidth required.
  - Option for upgrade to 2GB, 5GB, 10GB
- Provide a minimum of 99.97% uptime guarantee (please identify your SLA for service of the circuit).
- Maximum of four-hour service response time, 24/7.
- Preference will be given to organizations that have a 24-hour, 7 day a week staffed Network Operation Center that monitors network service and can be contacted 24/7 for support. Help desk hours must be listed in the proposal.
- Include itemization of ISP owned equipment necessary for connectivity that will be placed within the district.
- Three educational K-12 references preferred. If not available, you can use higher education references.
- NOTE: The vendor can't limit the bandwidth on the transport of data for any reason. This would be a violation of an intended contract and be grounds for breaking said contract.
- Vendors who offer burstable bandwidth options should list the bursting rate. Vendors offering burstable bandwidth will be given preference to vendors who cap bandwidth.
- Provide proof of liability insurance umbrella.
- The winning vendor will provide the end-to-end maintenance of the equipment supplied, including the fiber used for the delivery of service.
- Primary bid: PTP WAN Service as described above with a 1-year contract

- Alternate 1: PTP WAN Service as described above with a 2-year contract
- Alternate 2: PTP WAN Service as described above with a 3-year contract
- Alternate 3: Dark fiber, 12 strands with options of 1, 2, 3-year contracts.

Required Bid Form - failure to use these sheets, we reserve the right to disqualify the bid.

## BID PROPOSAL SHEET

Mecosta-Osceola ISD  
Erate - Request For Proposal

**Bid opening: Tuesday, February 13, 2024, at 2:00 p.m.**

NAME OF BIDDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

FAX: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

Itemized information and cost:  
(Additional pages may be attached if more space is needed).

**I agree to abide by all the terms of this request for a proposal unless otherwise stated in my bid proposal. Any omission of cost in the RFP will be the vendor's responsibility, or the School District may reject the bid. Price is to include delivery to 15760 190th Ave, Big Rapids, MI 49307.**

\_\_\_\_\_  
**Authorized Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Print Name, Title**

I certify that none of the equipment used will have any components that are made by Huawei/ZTE

\_\_\_\_\_  
Signature and Written Name and date

**Note: All documents submitted must be in a sealed envelope and be on paper. No FAX or EMAIL bids allowed.**

Send Bid to:

Fred Sharpsteen

Attn: Consortium RFP Bid

Assistant Superintendent of Technology Services

15760 190th Ave, Big Rapids, MI 49307