



## **WOODFORD COUNTY PUBLIC SCHOOLS**

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330 Pisgah Pike • Versailles, Kentucky 40383-9214 • (859) 879-4600  
D. Scott Hawkins, Superintendent

### **Request for Proposal**

Project Name: Woodford WAN Upgrade

### **RFP Information and Specifications**

Woodford County Public Schools (WCPS) is taking Request for Proposals from qualified vendors to provide a solution for upgrading our district-wide WAN infrastructure. This upgrade will be replacing the current 1 gig fiber installations located at Safe Harbor Academy and the Bus/Maintenance facility to a 3 gig connection while maintaining the current 10 gig connections for our elementary schools, middle school, and high school to Central Office. All proposals must be submitted with the understanding that implementation may be dependent on budgetary requirements and WCPS reserves the right to reject any or all proposals without explanation.

WCPS may seek USF funding for this service so all proposals for managed service must have a Service Provider Identification Number (SPIN) on file with the Universal Service Administration Company.

The proposed start date is July 1, 2019.

### **District Requirements for Proposals**

- 10 GB of dedicated bandwidth from Central Office to all locations except two which will be increased to 3 GB
- 5 year term of contract
- 4 hour or less response time for repairs

### **District Requirements for Total Costs Analysis**

- Distance
- Fiber Layout Map
- Materials and costs for connections between all locations listed below.
- Initial install costs
- Pricing breakdown service and infrastructure
- Costs for right-of-ways
- Easements
- Permits
- Pole attachments (include the name of utility companies which own the poles)
- On-going support and maintenance costs
- Recurring and non-recurring charges
- Monthly payment schedules over the life of the contract
- Prevailing wage applies

Proposals must provide adequate references for past projects of this size. Woodford County Public Schools reserves the right to reject any or all proposals without explanation. All questions must be submitted in writing to [bob.gibson@woodford.kyschools.us](mailto:bob.gibson@woodford.kyschools.us) with the subject line of Woodford WAN Upgrade. All proposals must be

### **BOARD MEMBERS**

Ambrose Wilson IV, Chair – Debby Edelen, Vice Chair  
Margie Cleveland – Karen Brock – Sheri Springate

***Equal Education and Employment Opportunities***

submitted in writing via email and/or hard copy to the attention of: Bob Gibson, Chief Information Officer, Woodford County Public Schools, 330 Pisgah Road, Versailles, KY 40383 by Dec. 14, 2018 at 2:00 PM EDT with the words “Woodford WAN Upgrade” clearly marked on the subject line and/or envelope.

The Board of Education reserves the right to determine the ability of any contractor to perform the work. All requirements of the proposals will be reviewed in determining the ability of contractors to perform the work and evaluation of each proposal. In determining the qualifications and responsibilities of the vendor, WCPS shall take into consideration the contractor’s skill, experience, facility, previous work standing, financial standing, capacity and ability to handle work in addition to that in progress, and quality and efficiency of construction plant and equipment to be utilized on the project.

## **Required Wide Area Network (WAN) Specifications**

- WAN service must provide a logical connection between every facility listed below.
- Proposals must include all necessary termination materials to connect to customer’s equipment.
- Required dedicated bandwidth of 10GB to all but indicated facilities (Bus Garage and Safe Harbor)
- If a service provider, you must have a presence in All service areas of the facilities listed in this RFP. Multiple provider agreements will not be accepted.
- The WAN must remain isolated from traffic on the other service provider networks or transmission medium.
- The WAN vendor shall be responsible for determining all make-ready charges, application and ongoing fees for right of way, pole rental agreements and permits throughout the life of the contract, or for the life of the infrastructure installed. Responsibility for these charges must be specified in the proposal.
- The provider must be responsible for all physical changes required by city, county, state, or federal infrastructure changes, and must adhere to all local, state, and federal codes.
- The service should connect to the WCPS network equipment via a fiber patch with an LC type connector.
- The provider should describe all proposed handoffs, including whether you are handing off multiple connections at the head-end or a single, aggregated connection. Please indicate and specify all service provider owned onsite equipment necessary to hand off service to the District’s LAN equipment. Service provider must provide this in the form of a network WAN diagram.
- Provide a warranty of 5-years on material and 1-year on workmanship.
- Provider or contractor must provide all traffic control where required.
- Upon award of contract, provider/contractor will have to provide design drawings detailing span lengths and heights to all poles.
- Must provide identification tags indicating the owner at every pole attachment.
- Proposal must include a description of services to be provided with detailed information regarding any required construction, including a timeline for completion of every phase of work necessary to demonstrate service delivery by July 1, 2019.
- If there are any separate installation or special construction costs necessary to provision service, the cost proposal must clearly delineate those costs from monthly recurring costs and the service provider must be prepared to assist with any USAC review questions concerning those costs. We may request that the undiscounted portion of any upfront, nonrecurring costs be paid in installments as allowed by Section II.A.2. of FCC 14-189 (AKA the Second E-Rate Modernization Order). However, please note that the District prefers a fixed monthly recurring charge with no separate up-front installation or construction costs.
- Proposal must reflect the LCP (Lowest Corresponding Price), GSA pricing, and any available governmental unit discounts including existing state purchasing agreements or contracts. Any proposal referencing an existing state purchasing agreement or contract must include that information in the proposal.
- Proposal must be complete for the services proposed and shall include all associated costs, even if the amounts are estimates based upon current applicable taxes, surcharges, or fees.

- Connectivity requirements at 10 GB for all locations below except 2 facilities indicated below (\*) with 3 GB.
  - Huntertown Elementary, 120 Woodburn Hall Road, Versailles, KY 40383
  - Northside Elementary, 500 Northside Drive, Midway, KY 40347
  - Simmons Elementary, 830 Tyrone Pike, Versailles, KY 40383
  - Southside Elementary, 1300 Troy Pike, Versailles, KY 40383
  - Woodford County Middle School, 100 School House Road, Versailles, KY 40383
  - Woodford County High School, 180 Frankfort Street, Versailles, KY 40383
  - \*Safe Harbor Academy, 134 Macey Ave, Versailles, KY 40383
  - \*Woodford County Bus Garage, 207 Simmons Street, Versailles, KY 40383
  - Woodford County Central Office, 330 Pisgah Road, Versailles, KY 40383
- Each respondent must provide a proposed Service Level Agreement (SLA) with their response. The proposed SLA must include a description of the services provided, and where applicable, describe how these services will be measured. At a minimum, the SLA should describe that the vendor will make all reasonable efforts to ensure 99.99% network availability of each circuit, and it should provide frame/packet loss, network latency, and network jitter commitments. Additionally, each SLA should describe 24x7x365 trouble-reporting procedures, offer commitments with regard to the time to repair outages, and describe provisions offered in the event of chronic trouble. The services described in the SLA shall be maintained to the specifications of these commitments throughout the term of the contract, and the selected vendor shall remediate any deficiencies at no cost to the District.

## Evaluation

The factors to be considered in the evaluation of the proposals are as follows:

- The proposal that is determined by district staff and the board of education to be the most advantageous to the district.
- Reliability of the proposed solution.
- Dedicated Bandwidth of 10 GB for all facilities except 2 which need 3 GB.
- Expandability of the system.
- Initial install costs.
- Pole attachment fees and make-ready costs
- On-going support and maintenance costs
- Costs to upgrade the system/service
- Potential to take advantage of future technologies

## Timeline

Questions regarding this project are due on November 15, 2018. All questions and answers will be posted to EPC once all questions have been received.

Proposals are due by December 14, 2018 at 2:00 PM EDT and should be clearly marked “Woodford WAN Upgrade” to the attention of Bob Gibson, Chief Information Officer, Woodford County Public Schools, 330 Pisgah Road, Versailles, KY 40383.

## Contact Information

Bob Gibson, Chief Information Officer, Director of Technology  
 Woodford County Public Schools  
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 Versailles, KY 40383  
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