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REQUEST FOR PROPOSAL (RFP)
FOR
E-RATE DISCOUNTED LEASED LIT FIBER WITH INTERNET ACCESS
Montrose County School District
930 Colorado Avenue
Montrose, CO 81401

PROPOSAL DUE DATE - 12:30 P.M. MST, MARCH 23, 2021



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I. EXECUTIVE SUMMARY

The Technology Department, Montrose County School District (MCSD), RE-1J, Montrose, Colorado, will receive sealed bids for **E-Rate Discounted Lease Lit Fiber with Internet Access**.

Proposals are due **no later than March 23, 2021 at 12:30 p.m. MST**.

Proposals must have the subject line of **“Proposal for Leased Lit Fiber with Internet Access”**.

Cost must be provided in a separate electronic document attachment included with the proposal. **Please structure cost information to follow the enclosed electronic forms. Complete all information requested on these forms. You may add additional documents to provide clarity and support the information in the forms.**

Deliver one Electronic copy by email to the Technology Department Office, 930 Colorado Avenue, Montrose, CO 81401. **Email proposal narrative and separate cost estimate (two attachments in one email is acceptable, size permitting), to James.Pavlich@MCSD.org by the deadline shown above.**

Mandatory specifications are enclosed. It is imperative that the additional documentation requested in this solicitation be included so that your bid may be equitably evaluated. All pricing offered on this solicitation should include delivery charges and should be quoted F.O.B. delivered to the addresses indicated on the Appendix A. Please respond according to the quantities or bandwidth requested.

Please be sure to indicate any items that do not meet the written specifications and attach literature and specification sheets for the equipment or services that your firm is offering. Quote all options called for in this bid quote as minimum requirements.

The term of this contractual agreement will be one year.

If there are any questions concerning the specifications on this request for proposal, please send them via email to **info@chestercg.com no later than 5:00 P.M. MST, 3/9/2021**, with the subject line of: **“Questions for Leased Lit Fiber RFP”**.

Montrose County School District RE-1J reserves the right to reject any and all bids without recourse from the vendor.

II. PROJECT SCHEDULE

The proposal schedule is listed below.

| | |
|--|-----------|
| RFP Available | 2/23/2021 |
| RFP Clarification Deadline 5:00 PM MST | 3/9/2021 |
| RFP Clarification Responses | 3/16/2021 |
| RFP Responses due by 12:30 PM MST | 3/23/2021 |
| Proposal Awarded | 3/24/2021 |
| Service Start Date | 7/1/2021 |



III. OVERVIEW OF MCS D SCHOOL ENVIRONMENT

Listed below is a brief profile of MCS D School District.

- Approximate number of students — 5,800
- Approximate number of staff – 750
- Google Office 365 accounts for staff and students
- Number of End-Point Locations — 16
- Approximate number of Windows PC's – 2,100
- Approximate number of Apple MAC's – 1,270
- Approximate number of Apple iPad's – 6,000
- Type of cabling to each building – Cat 5, Cat 5E, Cat 6 inside wiring

IV. PROJECT SCOPE AND DESCRIPTION

Montrose County School District (MCS D), currently has E-rate discounted leased lit fiber with internet access connections from the District Office location to all school buildings. A list of these locations and their current fiber bandwidth is shown in appendix A.

This RFP is requesting vendors to provide a turn-key fiber optic network that connects to all buildings listed in Appendix A to MCS D's District office. All services must be end-to-end from the network termination device I.E. Ciena at the remote location to the Ciena at the District office.

Proposers must be prepared to install fiber from the service entrance at each location to the MDF room of the each building. In the MDF the proposer must be prepared to install the Ciena, the optics in the Ciena, the fiber patch cords, the fiber patch panels and rack for their equipment.

The bandwidth requirements of some schools have been increasing as more students are using the internet and other educational applications have been growing in usage. Therefore, as part of this request for proposal we are also looking to add bandwidth at some locations. Appendix A shows the requested changes to the bandwidth for the 2021-2021 school year.

V. SERVICE PROVIDER AND NETWORK REQUIREMENTS

MCS D desires to have these services provided have the following attributes.

Regional Presence

- A locally owned provider is preferred but not required.
- Wholly owned and operated, direct connect middle mile and distribution fiber network is desired but not required, please identify the portions of the network that does not meet this feature.

Composition of Fiber Systems and Support Staff

- Type 1 services to all MCS D campuses with operator owned fiber preferred but not mandatory. Please identify by location what portions of your service are not provided as Type 1.
- Tier II and tier III network engineering support and network engineering technical support required 24/7/365.
- Provide documentation of the following qualifications:
 - Personnel trained and certified in the design and installation of the approved manufacturer's products.
 - Personnel trained and certified in fiber optic cabling, fusion splicing, termination, and testing techniques. Personnel must have successfully attended an appropriate training program, which includes testing with an OLTS and OTDR, and have obtained a certificate as proof thereof.



- Service provider must provide networking credentials of key staff such to meet Industry standard certification for networking, including, but not limited to CCNP and CCNA certification programs.
- The service must include all components to provide a hand-off to MCSD’s router or firewall in each location at the desired speeds and bandwidth, such as a Ciena device.

Service Reliability and Service Level Agreement

- Service Level Agreement, based on 99.99% uptime is required and must include invoice credit remedies if 99.99% uptime is not met.
- 10 Gb managed interface required, using Carrier Grade Ethernet switching equipment (e.g., redundant CPU’s, redundant power supplies, redundant Application Specific Integrated Circuit (ASIC), etc.).
- Service Provider must be able to provide a minimum of 2 Gbps Dedicated Internet Access (DIA), scalable to 10 Gbps upon MCSD request.

Connectivity Management

- The network must be monitored 24 hours per day, 7 days per week.
- Network performance monitoring tools should be available to the technical staff.

Documentation and Reporting

- Service Provider must provide network circuit analytics for each campus on demand to MCSD IT staff 24/7/365 (e.g., Ciena Performance Monitor System or similar reports).
- Network and Fiber Path Documentation required after contract signing and completion of installation.
- Provide a dedicated service escalation list to all MCSD campuses prior to service turn-up.
- Provide, at a minimum, weekly utilization and performance reporting, daily reports must be available upon request.
- Must have the ability to create custom reports for MCSD when requested.

Maintenance and Support

- Customer help desk support must be available 24 hours per day, 7 days per week.
- Complete onsite maintenance and support, 4-hour response time, 8 am – 5 pm, Monday – Friday.

References

Please provide a list of references and credentials that demonstrate your proven background and expertise in this area. Financials must be submitted in order to ascertain financial ability to adequately manage a project of this nature.

VI. E-RATE REQUIREMENTS

Award of this proposal is contingent upon the approval of funding from the Schools and Libraries Universal Service Program. The successful bidder agrees to receive a portion of the payment for the provisions of goods and services described herein directly from the Universal Service Fund (“USF”), and/or its agents, the National Exchange Carrier Associations (“NECA”), and/or the Schools and Libraries Corporation (“SLC”). Montrose County School District and successful bidder will act in a reasonable manner and comply with any Schools and Libraries Universal Service Fund Program requirements as described under Section 254 of the Communications Act of 1934, as amended, 47 C.F.R. #254, and any competitive bidding requirements contained in 47 C.F.R. #54.504.

The purpose of this RFP is to provide broadband wide area networking at the school and administration buildings noted in the appendix.

Services that will also be required such as: staging, installation, monitoring, performance monitoring, and



dispatch services should also be included.

Not all equipment and/or services are E-Rate eligible. Vendors should indicate which products and/or services are E-Rate eligible.

VII. CONTRACT DATES

This contract must begin July 1, 2021 and end on June 30, 2022.

VIII. PROPOSAL EVALUATIONS

The evaluations committee will conduct a comprehensive, fair, and impartial evaluation of all proposals received in response to this RFP. Each proposal received will be analyzed to determine overall responsiveness and completeness as defined in the scope section and in the instruction on submitting a proposal. Failure to comply with the instructions or to submit an incomplete proposal may deem a proposal non-responsive and may, at the discretion of the evaluation committee, be eliminated from further evaluation. If the evaluation committee has reasonable grounds to believe that the proposer with the highest-ranking score is unable to perform the required services to the satisfaction of the DISTRICT, the DISTRICT reserves the right to make an award to another proposer who, in the opinion of the evaluation committee, would offer the DISTRICT best value. Some indicators (but not a complete list) of probable proposer performance concerns are past supplier performance; the proposer's financial resources and ability to perform; the proposer's experience or demonstrated capability and responsibility; and the supplier's ability to provide a reliable ongoing business relationship and the maintenance of ongoing agreements and support.

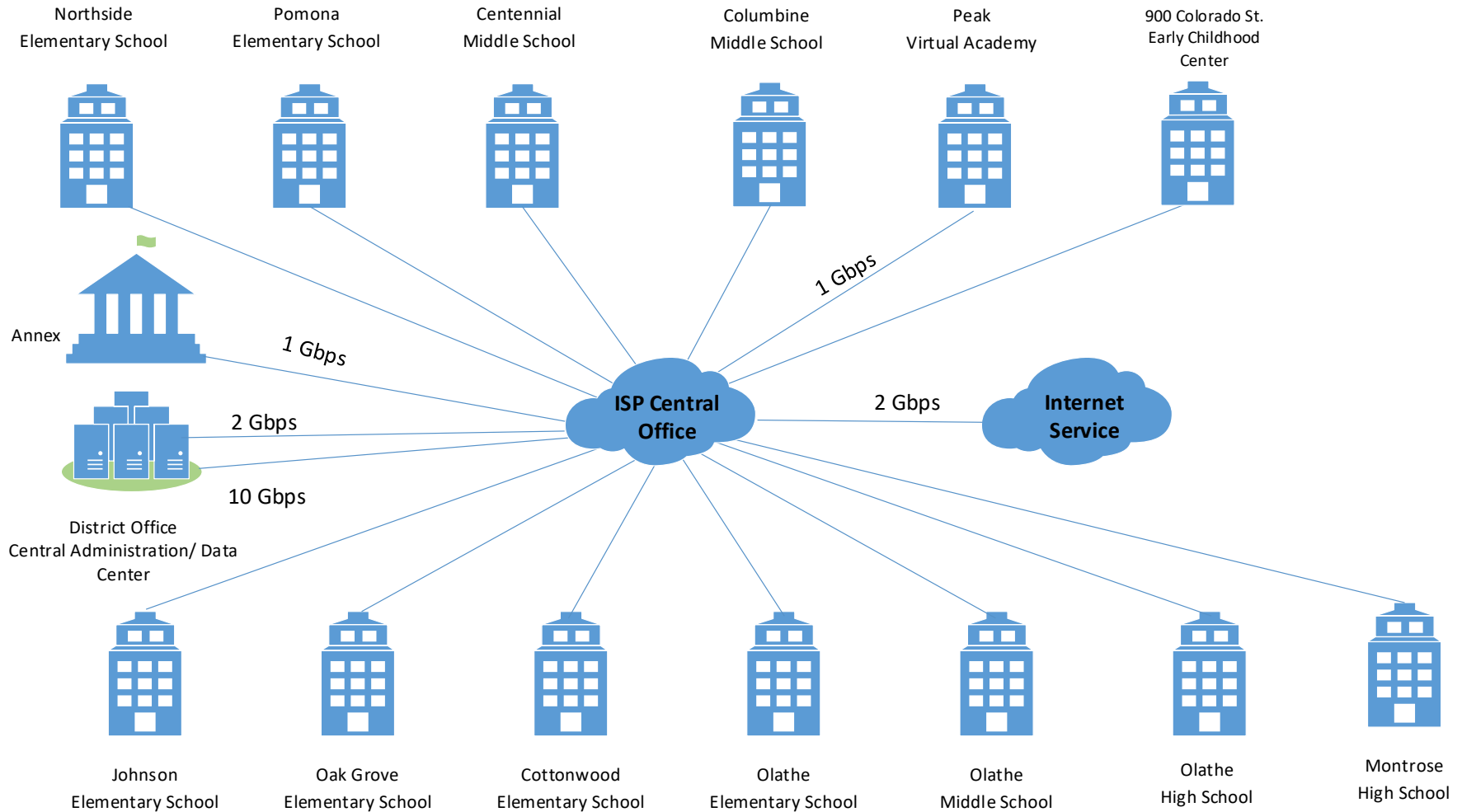
The DISTRICT will utilize the following scoring matrix to assess long-term proposal submission value. Proposers should take note of the following component parts that comprise the whole of the Districts evaluation of proposals submitted:

| CRITERIA | WEIGHT |
|---|--------|
| Eligible Price/Charges | 30% |
| Ineligible Price/Charges | 15% |
| District Experience | 10% |
| Qualifications | 10% |
| Customer Service and support service level metrics including satisfaction of previous clients | 10% |
| Long-Term Value and Integration with District Needs, Goals, and Infrastructure | 15% |
| Proposal includes comprehensive solution(s) to outlined District needs. | 10% |

APPENDIX A – MCSD CURRENT LOCATIONS AND BANDWIDTH

The map below depicts the current configuration of the network. All circuits converge on the ISP’s office and where the traffic is combined to flow over a 10Gbps link to the District Office. The District Office has a 2Gbps link to the Internet that all locations share.

MCSD WAN Fiber Current Connections
 All Links Except the Annex and Peak Virtual Academy Operate at
 2 Gbps with Maximum Burstable Speeds to 10 Gbps





Current Network Locations and Bandwidth Requirements.

| Location Number | MCS D Location | Address | Current Fiber Maximum Bandwidth | Current Fiber Guaranteed Bandwidth | Requested Fiber Guaranteed Bandwidth |
|-----------------|------------------------------------|--|---------------------------------|------------------------------------|--------------------------------------|
| 1 | Centennial Middle School (CTMS) | 1100 South 5 th , Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 2 | Columbine Middle School (CMS) | 610 York Street Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 3 | Cottonwood Elementary School (CES) | 3500 Woodgate Road, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 4 | District Office Internet | 930 Colorado Avenue, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 5 Gbps |
| 5 | District Office WAN | 930 Colorado Avenue, Montrose, CO 81401 | 10 Gbps | 10 Gbps | 10 Gbps |
| 6 | Early Childhood Center (ECC) | 900 Colorado Avenue, Montrose CO, 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 7 | Johnson Elementary School (JES) | 13820 6700 Road, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 8 | Student Services Annex | 703 South 9 th Montrose, CO 81401 | 1 Gbps | 1 Gbps | 1 Gbps |
| 9 | Montrose High School | 600 South Selig Avenue Montrose, CO 81401 | 10 Gbps | 2 Gbps | 3 Gbps |
| 10 | Northside Elementary School (NES) | 528 North Uncompahgre, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 11 | Oak Grove Elementary School (OGES) | 62100 Oak Grove Road, Montrose, CO 81403 | 10 Gbps | 2 Gbps | 2 Gbps |
| 12 | Olathe Elementary School (OES) | 326 North 3 rd Street, Olathe, CO 81425 | 10 Gbps | 2 Gbps | 2 Gbps |
| 13 | Olathe High School | 410 Highway 50 Olathe, CO 81425 | 10 Gbps | 2 Gbps | 2 Gbps |
| 14 | Olathe Midde School | 410 Highway 50 Olathe, CO 81425 | 10 Gbps | 2 Gbps | 2 Gbps |
| 15 | Pomona Elementary School (PES) | 1045 South Cascade Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps |
| 16 | Peak Virtual Academy | 526 North 6 th Montrose, CO 81401 | 10 Gbps | 1 Gbps | 1 Gbps |
| Totals | | | | | |

The “**Requested Fiber Guaranteed Bandwidth**” is the updated speed that service providers are required to support for each location, the “**Current Fiber Maximum Bandwidth**” is the speed the circuit must be capable of bursting to for short durations.



APPENDIX B – PRICING FORM

Please provide all cost associated with each of the locations. Provide any one-time installation fees, professional services (please provide details) in a separate document. Also provide any special construction fees. Also show all monthly recurring fees.

All fees must be included in your proposal.

| Location Number | MCS D Location | Address | Current Fiber Maximum Bandwidth | Current Fiber Guaranteed Bandwidth | Requested Fiber Guaranteed Bandwidth | One Time Installation Cost Per Location | Monthly Recurring Cost Per Location | Special Construction Cost Per Location | Professional Services for Configuration or Installation Support Per Location |
|-----------------|------------------------------------|--|---------------------------------|------------------------------------|--------------------------------------|---|-------------------------------------|--|--|
| 1 | Centennial Middle School (CTMS) | 1100 South 5 th , Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 2 | Columbine Middle School (CMS) | 610 York Street Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 3 | Cottonwood Elementary School (CES) | 3500 Woodgate Road, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 4 | District Office Internet | 930 Colorado Avenue, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 5 Gbps | | | | |
| 5 | District Office WAN | 930 Colorado Avenue, Montrose, CO 81401 | 10 Gbps | 10 Gbps | 10 Gbps | | | | |
| 6 | Early Childhood Center (ECC) | 900 Colorado Avenue, Montrose CO, 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 7 | Johnson Elementary School (JES) | 13820 6700 Road, Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 8 | Student Services Annex | 703 South 9 th Montrose, CO 81401 | 1 Gbps | 1 Gbps | 1 Gbps | | | | |
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| 15 | Pomona Elementary School (PES) | 1045 South Cascade Montrose, CO 81401 | 10 Gbps | 2 Gbps | 2 Gbps | | | | |
| 16 | Peak Virtual Academy | 526 North 6 th Montrose, CO 81401 | 10 Gbps | 1 Gbps | 1 Gbps | | | | |
| Totals | | | | | | | | | |



APPENDIX C – TERMS AND CONDITIONS

ACCURACY OF BID:

Each bid is officially opened and is made part of the public record of MCSD. Therefore, it is necessary that any and all information presented is accurate and/or will be that by which the bidder will complete the contract. If there is a discrepancy between the unit price and extended total, the unit price will prevail.

SUBMISSION OF BID:

Bids are to be sealed and submitted to the MCSD Technology Office, 930 Colorado Avenue, Montrose, CO 81401, prior to the date and time indicated on the cover sheet. Bids may not be e-mailed no exceptions.

ADDENDA:

All changes in connection with this bid will be issued by the Technology Office in the form of a written addendum. Signed acknowledgement of receipt of each addendum must be submitted with the bid.

LATE BIDS AND MODIFICATION OR WITHDRAWALS:

Bids received after the deadline designated in this bid document shall not be considered and shall be returned unopened.

BIDS BINDING:

All bids submitted shall be binding upon the bidder if accepted by MCSD within sixty (60) calendar days after the bid opening.

EQUIVALENT BIDS:

When brand or trade names are used in the bid invitation, it is for the purpose of item identification and to establish standards for quality, style, and features. Bids on equivalent items of substantially the same quality, style and features are invited unless items are marked "No Substitute." Equivalent bids must be accompanied by descriptive literature and/ or samples may be required and shall be supplied at no charge to the school district.

NEW MATERIALS, SUPPLIES AND EQUIPMENT:

Unless otherwise specified, all materials, supplies or equipment offered by a bidder shall be new, unused, of recent manufacture, first class in every respect, and suitable for their intended purpose. All equipment shall be assembled and fully serviced, ready for operation when delivered.

WARRANTY:

Supplies or services furnished as a result of this bid shall be covered by the most favorable commercial warranties, expressed or implied, that the bidder and/or manufacturer gives to any customer. The rights and remedies provided herein are in addition to and do not limit any rights afforded to MCSD by any other clause of this bid reserves the right to request from bidders a separate manufacturer certification of all statements made in the proposal.

COMMERCIAL WARRANTY/MANUFACTURER'S RECOMMENDATIONS

The comprehensive parts and labor warranty on this equipment shall commence on the date of completed installation and initial start-up of said.

The bidder agrees that supplies, equipment, or services furnished under the resultant purchase order and/or contract issued by Montrose County School District RE-1J, shall be covered by the most favorable commercial warranties the propose gives to any customer for such supplies or services. All warranty information and certificates shall be furnished and become the property of the District upon delivery of said items and all rights and remedies stated in the warranties must be honored by the contractor or his manufacturer.

METHOD OF AWARD AND NOTIFICATION:

Bids will be analyzed, and the award made to the lowest and best, responsive, and responsible bidder(s) whose bid conforms to the specifications and whose bid is considered to be the best value in the opinion of MCSD.



MCS D RIGHT TO REJECT:

Reserves the right to reject any or all bids and any part of a bid: to waive informalities, technical defects, and minor irregularities in bids received: and to award the bid on an item-by-item basis by specified groups of items or to consider bids submitted on an “all or nothing “basis if the bid is clearly designed as such or when it is determined to be in the best interest of MCS D.

The signed bid shall be considered an offer on the part of the bidder: such offer shall be deemed accepted upon the issuance by MCS D of a Purchase Order or other contractual document.

DELIVERY TERMS:

All deliveries shall be F.O.B. Destination and all freight charges shall be included in the bid price.

DAMAGED AND/OR LATE SHIPMENTS:

MCS D has no obligation to accept damaged shipments and reserves the right to return at the vendor’s expense damaged merchandise even though the damage was not apparent or discovered until after receipt of the items. The Vendor is responsible to notify MCS D Technology office of any late or delayed shipments. MCS D reserves the right to cancel all or any part of an order if the shipment is not made as promised.

CREDIT TERMS:

Bidder shall indicate all discounts for full and/or prompt payment. Discounts shall be considered as a cost factor in the determination of award, except discounts offered for payment within less than ten (10) calendar days. Discounts offered shall be computed from date of receipt of correct invoice or receipt and acceptance of products, whichever is later.

SELLER’S INVOICE:

Invoices shall be prepared and submitted in duplicate to address shown on the Purchase Order. Invoices shall contain the following information: Purchase Order number, contract number, item number, description of supplies or services, sizes, unit of measure, quantity, unit price and extended totals.

TAX EXEMPT:

MCS D is exempt from Federal, State, and local taxes. Sites of all transactions under the order(s) that shall be derived from this bid request shall be deemed to have been accomplished within the State of Colorado.

SAFETY:

All practices, materials, supplies, and equipment shall comply with the federal Occupational Safety and Health Act, as well as any pertinent Federal, State and/or local safety or environmental codes.

DISCLAIMER OR LIABILITY:

MCS D will not hold harmless or indemnify any bidder for any liability whatsoever.

HOLD HARMLESS:

The contractor agrees to protect, defend, indemnify and hold the Board of Education, its officers, employees and agents fee and harmless from and against any and all losses, penalties, damages, settlements, costs, charges, professional fees or other expenses or liabilities or every kind and character arising out of or relating to any and all claims, liens, demands, obligations, actions, proceedings or causes of action of every kind and character in connection with or arising directly or indirectly out of this agreement and/or the performance hereof. Without limiting the generality of the foregoing, any and all such claims, etc., relating to personal injury, infringement of any patent trademark, copyright (or application for any thereof) or of any other tangible or intangible personal or property right, or actual or alleged violation of any applicable statute, ordinance, administrative order, rule or regulation, or decree of any court, shall be included in the indemnity hereunder. The contractor further agrees to investigate, handle, respond to, provide defense for, and defend any such claims, etc., at his/her sole expense and agrees to bear all other costs and expenses related thereto, even if such claim is groundless, false, or fraudulent.



LAW GOVERNING:

All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Colorado.

ANTI-DISCRIMINATION CLAUSE:

No bidder on this request shall in any way, directly or indirectly, discriminate against any person because of age, race, color handicap, sex, national origin, or religious creed.

INSURANCE COVERAGE

The successful bidder, prior to commencing work on this project, shall provide the Clerk of the Board, copies of Certification that the Contractor is maintaining the following insurance coverages, which shall be with a financially responsible company, licensed in the state of Colorado and approved by the School District.

The bidder shall carry or require to be carried worker's compensation insurance for all of his/her employees and of the subcontractors engaged in work, in accordance with the Colorado Workmen Compensation laws.

The bidder shall carry and shall require any subcontractor to carry manufacturers and contractor's public liability insurance or comprehensive general liability insurance, with limits of not less than \$1,000,000.00 for single occurrence or accident, which shall protect the bidder, his/her subcontractors, and the School District from all claims for damages to property or injury or death to persons by reason or an accident or occurrence arising out of operation pursuant to this bid. Such insurance shall cover the use of all equipment and vehicles engaged in the project or used in moving equipment or materials to or from the site.

The bidder shall carry and shall require any subcontractor to carry motor vehicle liability insurance in the amount of \$1,000,000.00 per occurrence for personal injury and for property damage, for any and all motor vehicles utilized by the bidder to facilitate the performance of the bid.

The bidder shall carry and shall require any subcontractors to carry professional liability insurance of \$1,000,000.00 per occurrence and \$2,000,000.00 aggregate insurance coverage.

The insurance certificates required by the successful bidder shall provide that they cannot be cancelled or modified without thirty (30) days written advanced notice to the School District by the insurance company. Such insurance shall be endorsed, both on the policy and on the certificate, to indicate that it shall apply to work performed pursuant to this bid and shall name the School District as an additional insured party.

The successful vendor will be required to indemnify and hold the District harmless from suites or actions of any kind, including Worker's Compensation claims, brought against it for or on account of any damages or injuries received or sustained by any parties, by or from acts of the vendor or his/her agents. The successful vendor will furnish insurance for Worker's Compensation as required by law and shall likewise furnish certificates that it carries liability insurance with limits not less than \$1,000,000.00 bodily injury and \$1,000,000.00 property damage unless greater amounts are specified.

RFP DOCUMENT

This document will become part of the contract agreement between the service provider and the vendor.

CLEAR AND CONCISE PROPOSAL

Proposals shall provide a straightforward, concise delineation of the proposer's capability to satisfy the requirements of this Request for Proposals (RFP). Each proposal shall be submitted in the requested format and provide all pertinent information, including but not limited to information relating to capability, experience, financial resources, management structure and key personnel, and other information as specified in this document and otherwise required in this RFP. Each proposal shall be signed in ink by a duly authorized officer of the company.

BONDING

Proposer shall be required to provide a BID bond at a value of no less than 5% of total contract value. Proof of bonding and a certificate of surety shall be submitted as part of the proposal submission. Proposal without proof shall be considered incomplete and discarded.



Proposer shall also be required to provide proof of performance and labor and material bond for the project. Proof to be provided as part of the proposal submission and shall include the certificate of surety. Proposals submitted without proof shall be considered incomplete and discarded.

FINANCIAL STATEMENTS

The Owner may require the successful Proposer to submit a signed notarized statement, setting forth the financial conditions, present plant and equipment, working organizations, and prior experience and performance record of the Proposer and such other pertinent information as the Owner may deem reasonable or necessary to determine the qualification of the Proposer. Such a statement shall be for the sole use and information of the Owner and will be treated as confidential information and will be used only for project purposes unless written permission of the Proposer is obtained.



ACKNOWLEDGEMENT

WE HEREBY ACKNOWLEDGE RECEIPT AND UNDERSTANDING THE ADDENDUM AND INFORMATION CONTAINED HEREIN AND AGREE TO FURNISH THE ITEMS ON WHICH PRICES ARE QUOTED IN ACCORDANCE WITH ALL TERMS AND CONDITIONS PREVIOUSLY LISTED AND ANY ATTACHED SPECIFICATIONS.

BY: _____ DATE: _____ TITLE: _____

FIRM: _____ PHONE: _____

PLEASE RETURN A SIGNED AND NOTARIZED COPY OF THIS PAGE WITH YOUR PROPOSAL