



**Downey Unified**  
SCHOOL DISTRICT

**Downey Unified School District**

**RFP# 23/24-13**

**Data Transmission Services and Internet  
Access**

**ISSUE DATE: November 21, 2023**

**PROPOSAL DEADLINE: January 18, 2024, 11:00 AM**

All dates subject to change at the sole discretion of Downey USD. Please continue to check our website throughout the proposal and selection periods for updates.

[https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13)

NOTICE OF REQUEST FOR PROPOSALS

**DISTRICT: DOWNEY UNIFIED SCHOOL DISTRICT**

Proposal Submission Deadline: January 18, 2024, 11:00 AM

Place of Proposal Receipt:

Downey Unified School District Purchasing Office, Room 169  
11627 Brookshire Ave  
Downey, CA 90241

NOTICE IS HEREBY GIVEN that the Downey Unified School District of Los Angeles County, California, acting by and through its Governing Board, hereinafter referred to as "District" will receive up to, but no later than, the above stated Proposal Submission Deadline, sealed Proposals at the place identified above for its **Request for Proposals (RFP) #23/24-13 Data Transmission Services and Internet Access.**

Go to [https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13) to download the full Request for Proposals.

The District reserves the right to reject any and all submissions, to negotiate with any or all responsible submitters, and to waive any deficiencies, irregularities or informalities in any proposal or during the evaluation process.

Once this RFP has been issued, the individuals identified below are the sole contact points for any inquiries or information relating to this RFP and will coordinate answers with the District Project Management Contact, if needed. Failure to adhere to this policy may result in disqualification of the Proposer. All questions related to this RFP process or the RFP documents **must be** submitted in writing, via e-mail **no later than 11:00 am on December 18, 2023** to:

**Points of Contact:**

TECHNICAL RELATED  
QUESTIONS

Mr. Chris Nezzar  
CTO, Tech. & Information Systems  
Email: [cnezzar@dusd.net](mailto:cnezzar@dusd.net)

BID RELATED ISSUES  
EXCEPT TECHNICAL QUESTIONS

Portia Mina, CPSM, CPPO, CPPB  
Director, Purchasing and Warehouse  
Email: [pmina@dusd.net](mailto:pmina@dusd.net)

The subject of the email must be "Question regarding RFP #23/24-13." The District shall not be required to answer any questions after the specified deadline or any questions not submitted in a manner other than instructed herein.

Downey USD will respond to all questions via an addenda which will be posted on our webpage at: [https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13) no later than 5:00 p.m. on December 20, 2023. It is the proposer's responsibility to login, review, and download all addenda from our website.

Published: Downey Patriot – November 23 and 30, 2023

# 1 Background and Overview

## 1.1 Overview

Downey Unified School District is Located in the center of Los Angeles County in California and serves approximately 23,000 students from Downey and surrounding communities. Our vision is for all students to graduate with a 21<sup>st</sup> Century education that ensures they are college and career ready, globally competitive, and citizens of strong character. Downey Unified serves students in K-12, as well as provides services to special needs students from infants to pre-school through our early intervention programs, and adults at our Downey Adult School. We have thirteen (13) elementary schools, four (4) middle schools, two (2) comprehensive high schools, one (1) continuation school, one (1) adult school and one (1) District Training Site.

## 1.2 Requested Services

Downey Unified School District plans to provide high speed connections between the District Office Data Center and various school sites via Lit Fiber OR Ethernet OR Equivalent services. The endpoints of each circuit are identified in section 3 Part 5 Cost.

\*Each connection between sites must initially support the indicated speed and be capable of supporting the optional contract options.

The Internet Access connection must support a minimum of 20 Gbps CIR. If available, vendor should provide pricing for up to 40 Gbps CIR in 5 Gbps increments.

In the bid response to each line item in section 3 Part 5 Cost, the vendor shall enter the necessary information including the one-time non-recurring charges, the monthly recurring charges, and the anticipated circuit ready date. All charges should be all-inclusive. All-inclusive in this case means, including all non-recurring costs (NRC) required by the vendor to commence service, and all monthly recurring costs (MRC) should be included in the requisite columns of each line item in section 3 Part 5 Cost. Vendor shall provide pricing for ALL the CIR indicated in each line item in section 3 Part 5 Cost.

The vendor shall provide the following supporting documentation for Lit Fiber OR Ethernet OR Equivalent services and Internet Access:

1. An itemized copy of the quotation indicating each non-recurring cost required by the vendor to commence service, monthly recurring charges, and terms of agreement. The itemized copy of the quotation shall clearly indicate all non-recurring charges (especially, the E-Rate eligible special construction charges related to construction of network facilities, design and engineering, and project management).
2. Any additional technical specifications to utilize the quoted service outside the stated "Technical Requirements" and "Service Description." Include "best practices" if available.
3. A copy of the vendor Service Level Agreement. The SLA shall state the following –
  - a. provide 99.99% guaranteed uptime
  - b. provide response time for outages
  - c. mean Time-To-Repair for outages
4. A list of references utilizing quoted services (Lit Fiber OR Ethernet OR Equivalent services) – preferably from other K-12 Education agencies.
5. An estimated timeline that reflects from the time of order to the time of customer hand-

off/turn-up.

6. Vendor's billing terms and conditions as they pertain to E-Rate and CTF discounts.
7. Vendors shall indicate their eligibility as a CTF vendor, where requested. If there is no indication, the vendor will be presumed as ineligible in administering CTF discounts.

### **1.3 Service Requirements**

Vendors must be an eligible telecommunications services provider (common carriers) with a telecommunication services SPIN. Proposals from vendors not meeting this criterion may be automatically considered as non-responsive. Vendors shall assume responsibility for "stacking" of discounts. The proposal should include an option to continue with the service(s) on a month-to-month basis at the end of the service contract.

PLEASE NOTE that the Project is funded in part by the Schools and Libraries Division (SLD) of the Federal Communications Commission (FCC) as part of "E-Rate" Universal Service Fund (USF) (the "E-Rate Program"). Therefore, all Proposers must be knowledgeable of, and comply with, all E-Rate requirements including those applicable to Technology Equipment and work provided by service providers including any and all reporting requirements and compliance with all applicable federal laws. Proposers must provide a permanent SLD Service Provider Identification Number (SPIN) and FCC Registration Number with their proposal. Proposers shall be solely liable for any failure to meet the requirements of the E-Rate Program, as updated throughout the Project, and shall not rely on any statement made herein or otherwise provided by the District regarding the specific requirements of the E-Rate Program.

#### **Following specific requirements shall apply for Lit Fiber OR Ethernet OR Equivalent services:**

1. Fully managed.
2. Guaranteed Transport Bandwidth throughput (upload and download) of CIR with Service Level Agreement (SLA) guarantees.
3. Circuit shall be handed off to the customer using the appropriate connection type based on the connection speeds at each endpoint.
  - a. Circuits up to 1 Gbps may be either copper or fiber
  - b. Circuits over 1 Gbps must be fiber
  - c. Connection type for circuits over 10 Gb will be determined by mutual agreement of vendor and District
4. All circuits must support Quality of Service (QoS) and have the ability to apply rate limiting guarantees to specific packet types to ensure Quality of Service at each WAN link. The network must have the ability to support multiple QoS policies and prioritization queues across each link in the WAN to reduce latency and packet loss and guarantee throughput to support student learning.
5. There is no right to rate limit or throttle the capacity of the circuit at any time
6. Symmetrical upstream and downstream bandwidth to the required levels
7. Network Latency Commitment <30 milliseconds roundtrip
8. Network Jitter Commitment <5 milliseconds
9. Bit-Error Rate commitment <0.25% between circuit endpoints
10. Mean Time-To-Repair for outages <=4 hours

#### **Following specific requirements shall apply for dedicated Internet Access Service:**

1. Service must be Dedicated Internet Access Service
2. Provide 16 contiguous, publicly routable, static IP Addresses
3. Circuits over 1 Gbps must be fiber

4. Connection type for circuits over 10 Gb will be determined by mutual agreement of vendor and District
5. There is no right to rate limit or throttle the capacity of the circuit at any time
6. Symmetrical upstream and downstream bandwidth to the required levels
7. Mean Time-To-Repair for outages  $\leq 4$  hours

#### 1.4 Locations

1. District Office (Data Center) – 11627 Brookshire Ave, Downey, CA 90241
2. Alameda Elementary School - 8613 Alameda Street, Downey, CA 90242
3. Carpenter Elementary School - 9439 Foster Road, Downey, CA 90242
4. E.W. Ward Elementary School - 8851 Adoree Street, Downey, CA 90242
5. Edith Unsworth Elementary School - 9001 Lindsey Avenue, Downey, CA 90240
6. Gallatin Elementary School - 9513 Brookshire Avenue, Downey CA 90240
7. Gauldin Elementary School - 9724 Spry Street Downey, CA 90242
8. Imperial Elementary School - 8133 East Imperial Highway, Downey, CA 90242
9. Lewis Elementary School - 13220 Bellflower Blvd., Downey, CA 90242
10. Maude Price Elementary School - 9525 Tweedy Lane, Downey, CA 90240
11. Old River Elementary School - 11995 Old River School Road, Downey, CA 90242
12. Rio Hondo Elementary School - 7731 Muller Street, Downey, CA 90241
13. Rio San Gabriel Elementary School - 9338 Gotham Street, Downey, CA 90241
14. Williams Elementary School - 7530 Arnett Street, Downey, CA 90241
15. Griffiths Middle School - 9633 Tweedy Lane, Downey, CA 90240
16. Mary R. Stauffer Middle School - 11985 Old River School Road, Downey, CA 90242
17. Sussman Middle School - 12500 Birchdale Avenue, Downey, CA 90242
18. Wendy LoPour Doty Middle School - 10301 Woodruff Avenue, Downey, CA 90241
19. Columbus High School - 12330 Woodruff Avenue, Downey, CA 90241
20. Downey High School - 11040 Brookshire Avenue, Downey, CA 90241
21. Warren High School - 8141 De Palma Street, Downey, CA 90241
22. Pace Elementary School (District Training Center) - 9625 Van Ruiten Street, Bellflower CA 90706

#### 1.5 Period of Performance

The initial contract shall cover all setup costs including, but not limited to, project management, installation, system testing, user training, and system integration. **All Services shall begin 7/1/2024.** Pricing shall be provided for a 5-year contract. Excel Spreadsheet provided on download page contains one sheet for each option.

### Instructions to Providers

#### 1.6 Proposal Deadline and Submission

Proposals must be received no later than **11:00 AM PST on January 18, 2024.**

Provider to submit:

- (1) Master Bound Hardcopy Proposal
- (1) Additional Bound Hardcopy Proposals
- (1) Electronic Proposal on CD or Flash Drive

Proposal shall be submitted to:

Downey Unified School District Purchasing Office  
Room 169  
11627 Brookshire Ave  
Downey, CA 90241

### **1.7 Delivery to District**

The District will only accept and consider bids received by the Bid Deadline. Bidders are solely responsible for ensuring the bid arrives before the Bid Deadline. The District is not responsible for any issues related to the delivery of bids through mail or other delivery service. All bidders must take whatever steps are necessary to ensure delivery and receipt of the bid by the Bid Deadline. No special considerations shall be granted for bids that were timely mailed but not received by the Bid Deadline.

For the purposes of this proposal, the time specified will be as defined by the official time clock located at the address listed above. Late or incomplete proposals will not be accepted.

The outside of the sealed envelope must be clearly marked with the vendor's name. It is the sole responsibility of the respondents to ensure that their responses arrive in a timely manner. Downey Unified School District reserves the right to reject late proposals.

Only complete, written proposals will be considered. Content modifications to proposals shall not be allowed. The completed proposal shall be without erasures or alterations. Downey Unified School District will not be liable for any cost incurred by the respondents in preparing responses to this RFP or for negotiations associated with award of contract.

All proposals shall be firm offers subject to acceptance by Downey Unified School District and may not be withdrawn for a period of 180 calendar days following the last day to submit proposals. Proposals may not be amended once submitted to Downey Unified School District, except as permitted by Downey Unified School District.

Downey Unified School District reserves the right to accept or reject any and all bids, to waive any irregularities in the bids or bidding, to be sole judge as to the merit, quality and acceptability of labor and materials proposed and their compliance to the plans and specifications, if it be in the best interest of the District. We will select the winning proposal based on the quality of the proposal, the vendor's reputation, prior experience, and the price. The district will award the contracts where in the judgment of the district, such award is in the best interest of the district.

If discrepancies between two or more copies of the Proposal are found, the Proposal may be rejected. If, however, the Proposal is not rejected, the master copy will provide the basis for resolving such discrepancies.

### **1.8 Withdrawal, Resubmission or Modification**

A Provider may withdraw the Proposal at any time prior to the Proposal Submission Deadline specified in the Calendar of Events, by submitting a written request for its withdrawal to the Purchasing Department, signed by the Provider or authorized agent. The Provider may, thereafter, submit a new or modified Proposal prior to the Proposal Submission Deadline. Modification offered in any other manner, oral or written, will not be considered. A Proposal cannot be changed, corrected, or withdrawn after the Proposal Submission Deadline except as permitted by Downey Unified School District.

## 1.9 Calendar of Events

Event	Details	Date
RFP Released – Posted	<a href="https://web.dusd.net/RFP23_24_13">https://web.dusd.net/RFP23_24_13</a>	November 21, 2023
Advertisements	Downey Patriot	November 23, 2023 November 30, 2023
Last Day to Submit Questions	<a href="mailto:cnezzer@dusd.net">cnezzer@dusd.net</a> <a href="mailto:pmina@dusd.net">pmina@dusd.net</a>	December 18, 2023 11:00 AM
Response to Questions Posted	Ongoing, with final questions answered by date listed. <a href="https://web.dusd.net/RFP23_24_13">https://web.dusd.net/RFP23_24_13</a>	December 20, 2023 5:00 PM
<b>Proposals Due</b>	<b>Downey Unified School District Purchasing Office, Room 169 11627 Brookshire Ave Downey, CA 90241</b>	<b>January 18, 2024 11:00 AM</b>
Evaluation and Selection		January 22, 2024
Intent to Award	<a href="https://web.dusd.net/RFP23_24_13">https://web.dusd.net/RFP23_24_13</a>	January 25, 2024
Protest Deadline		February 1, 2024
Anticipated Board of Education Action		February 13, 2024

All dates subject to change. Amendments to these dates, and other aspects of the RFP, will be posted at [https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13).

### 1.10 Proposal Submission Checklist

Part 1: Company Experience and Qualifications

Part 2: References

Part 3: Implementation and Support

Part 4: Core Functionality

Part 5: Desired, Additional and Future Functionality, and Services

Part 6: Cost (Including completed provided Excel template)

Part 7: Exceptions

Part 9: Required Forms

- RFP Form B Certification
- RFP Form C Non-Collusion Affidavit
- BID Form D Certificate of Workers' Compensation
- BID Form E Subcontractors List



**1.11 Preparation**

A proposal should be prepared in such a way as to provide a straightforward description of Provider capabilities to satisfy the requirements of this RFP. Emphasis should be concentrated on conformance to the RFP instructions, responsiveness to the RFP requirements, and on completeness and clarity of content.

The completed document(s) should be without interlineations, alterations, or erasures. The Proposal should present all information in a concise manner, neatly arranged, legible, and in terms understandable for evaluation. All information requested is to be addressed directly and completely. It is more desirable to give additional information than less when the answer could be misinterpreted. There should be no attachments, enclosures, or exhibits other than those considered by the Provider to be essential to a complete understanding of the Proposal submitted.

**1.12 False and Misleading Statements**

A proposal which contains false or misleading statements, or which provides references which do not support an attribute or condition contended by the Provider, may be rejected. If, in the opinion of the District, such information was intended to mislead the District in its evaluation of the Proposal and the attribute, which is a condition or capability of a requirement of this RFP, the proposal shall be rejected.

**1.13 Request for Information (RFI)**

Contractors are encouraged to ask questions during the open RFP period. Questions related to this RFP process or the RFP documents must be submitted in writing, via E-mail to the contacts listed as Points of contact on page 2 **by no later than 11:00 am on December 18, 2023**. The District shall not be required to answer any questions after the specified deadline or any questions not submitted in a manner other than instructed herein.

Downey USD will respond in writing to all questions and will post the answers on our webpage at:

[https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13)

Answers will be provided as a numbered addendum. Ex: RFP #23/24-13-Addendum #1.

**1.14 Amendments to the RFP**

If it becomes necessary for Downey USD to revise any part of this RFP, or provide clarification or additional information after the documents are released, a cover page will be faxed to each recipient of record of the original RFP. Recipients of record are those parties who obtained a copy of the RFP directly from Downey USD or obtained a copy via the website and notified the Purchasing Department of intent to participate.

All addendums issued shall become part of the RFP. It shall be the responsibility of the potential contractors to inquire of Downey USD as to any addenda issued. This may be done by contacting the Purchasing Department prior to the RFP-submittal deadline or checking the Downey USD website.

**1.15 Award or Rejection of Response to Request for Proposal**

The contract will be awarded at District's sole discretion. District reserves the right to reject any or all Response(s) to Request for Proposal and/or waive any RFP informality. It is the intent of the District to award the Contract as a whole. Award is contingent upon timely compliance with all RFP conditions, specifications, and negotiations. Pursuant to Section 20118.2 of the Public Contract Code, the District reserves the right to award a Contract to the qualified responder(s) whose proposal meets the evaluation standards and will be most advantageous to the school district with price and all other factors considered, or to reject all response(s) to Request for Proposals, whichever is in the best interest of the District.

**2 Evaluation and Award**

**2.1 General Information**

Award will be made to the Provider offering the most advantageous proposal. Downey Unified School District shall not be obligated to accept the lowest priced proposal but will make an award in the best interest of the District after all factors have been evaluated. All proposals received in response to this RFP will receive a fair and impartial evaluation by the District. In conducting this evaluation, the District may obtain and use information, in addition to that contained in the proposals, from any source desired. Customers on each Provider's reference will be contacted, as may other customers selected by the District and listed by the Provider as a reference.

The District shall make its evaluation in its sole discretion and its decision shall be final. Public Contracts Code section 20118.2 shall govern the evaluation of proposals, selection of provider, and contract negotiations associated with this Request for Proposals.

**2.2 Requirements**

Providers must meet all of the minimum requirements defined in this RFP, including meeting mandatory system requirements, performance expectations, and general terms. Providers that do not meet the minimum requirements may be disqualified.

**2.3 Scoring**

Qualifying Providers will be evaluated on their complete proposal, based on the following considerations:

<b>Factor</b>	<b>Weight</b>
Price	40%
Experience, Past Performance & Qualifications	15%
Transition Plan	15%
Technology Requirements	10%
Non E-Rate Eligible Costs	10%
Service Level Agreement Terms	10%

**Interviews/Provider Presentations:**

The District reserves the right to conduct an in-person interview and/or require a formal presentation for all or a portion of the responding Providers.

**Site Visit:**

The District reserves the right to visit one or more of the Provider's current customer sites.

**Discussions:**

Discussions may, at the District's sole option, be conducted with responsible representatives who submit proposals determined to be reasonably susceptible of being selected for an award. Discussions may be for the purpose of clarification to assure full understanding of, and responsiveness to, the solicitation requirements. Firms shall be given fair and equal treatment with respect to any opportunity for discussion and written revision of proposals. Revisions may be permitted after submissions and before award for obtaining best and final proposals. In conducting discussions, the District will not disclose information derived from proposals submitted by competing firms.

**2.4 Award**

The District will provide all responding providers with a Notice of Intent to Award to Provider. Any Provider protesting the award of a contract to another Provider must do so, in writing, by the deadline indicated in the Calendar of Events. The Award of the RFP will be voted on by the Board of Education at a public meeting.

**2.5 Contract and Warranties**

Following the Award of the RFP, the District will prepare and negotiate its own Agreement with the Selected Provider to deliver the proposed products and services. The resulting Agreement shall conform to the terms and conditions set forth in this RFP. Any exceptions or proposed alterations to the conditions and requirements defined in this document must be included in the Provider's Proposal.

The Selected Provider will guarantee that the proposed products and services shall conform in all material respects to the District's specifications in this RFP and the Selected Provider's Documentation accompanying or referred to in this RFP.

If a contract is awarded as a result of this procurement process all warranties made by the Selected Provider, including the Provider's response to the RFP, shall be incorporated into the Agreement and shall be binding upon the Selected Provider. This RFP and the Selected Provider's Proposal will become a part of the Agreement. Any Proposal attachments, documents, letters, and materials submitted by the Provider shall be binding and may be included as part of the Agreement. Submission of a successful Proposal is not the end of the contractual process; further negotiation over the Agreement terms and conditions will be necessary, which, in and of itself, could change the Selected Provider.

### 3 Proposal Format

#### 3.1 General

These instructions prescribe the mandatory Proposal format and the approach for the development and presentation of Proposal data. Proposal format instructions must be adhered to, all questions must be answered, and all requested data must be supplied. Provider response to each of the minimum requirements in this RFP is required. Failure to respond or non-adherence to any minimum requirement in this section may be cause for the Proposal to be rejected.

In addition to responding to the defined minimum requirements, Downey USD encourages providers to submit information about additional functionality not specifically requested in the RFP. Providers' Proposals should be constructed to provide a complete picture of the features of the proposed solution, the firm's ability to perform, and functionality or services that may distinguish the proposed solution from other competitive offerings. Proposals will be evaluated both on the satisfaction of the District's minimum requirements, as well as the additional information submitted by providers to depict their complete solutions.

Each Provider shall submit a Proposal with all information requested. The Proposal should be as clear, complete, and consistent as possible.

#### 3.2 Proposal Content and Sequence

The completed Proposal must include the following items, with format and content as described.

##### **Part 1: Vendor Support and Ability to Perform**

Provide a brief description of your firm(s), as well as any other firms joining with your firm to provide services. This description should include a history of the firm(s), number of employees, and organizational structure of the firm(s). This section should provide background information that supports your firm's ability to provide the requested services effectively and reliably.

Preference will be given to telecommunications service providers that offer the California Teleconnect Fund (CTF) 50% discount on the non-E-Rate portion of CTF-eligible services and assume responsibility for "stacking" of discounts.

Vendors shall indicate their eligibility as a CTF vendor in this section and their willingness to assume responsibility for "stacking" of discounts. If there is no indication, the vendor will be presumed as ineligible in administering CTF discounts.

Telecommunications providers who are not eligible to offer the California Teleconnect Fund (CTF) 50% discounts can respond to this proposal but the overall cost of the project "after discounts" will be the deciding factor on which provider has supplied the lowest price.

##### **Minimum Requirements/Supporting Information:**

**P1.1** List of company contacts, with description of their roles and backgrounds, that will be assigned to Downey USD's anticipated implementation and ongoing support.

**P1.2** Demonstration of a strong background in providing Data Transmission Services and Internet Access for K-12 education customers. Proposal should provide evidence of the provider's awareness of and support for the unique needs of education clients.

**Part 2: References**

Provide customer references for at least three (3) organizations currently serviced by the provider.

**Minimum Requirements/Supporting Information:**

**P2.1** Organization Name

**P2.2** Name, Title, and Contact Information of a company contact who has ongoing involvement in operations of the system and is knowledgeable about the implementation.

**P2.3** List of products and services used by the organization and the length of time those products have been in productive use. (References must be from organizations using the same or similar products and services).

**Part 3: Technology Requirements**

Provide detailed information on the proposed scope of installation services, including resources dedicated for implementation/project management, system configuration, and timeline. In addition, providers should provide evidence to support the reliability of their system and the availability and expertise of support resources.

**Implementation:**

**P3.1** Identification of Provider resources/staff that will be assigned to the implementation, including estimated availability and anticipated time commitment, years of experience with the company, and recent projects similar in scope to Downey USD's implementation.

**P3.2** Draft transition plan showing a general outline of essential tasks/milestones and the overall timeline for implementation. Dates should align with "Circuit Ready Date" in Part 5 Cost.

**P3.3** Defined list of District and Provider responsibilities during the implementation process including project management and status reporting.

**Part 4: Desired, Additional, and Future Functionality and Services**

Please describe any functionality available as part of the core/proposed solution or as an optional solution that is available for purchase at an additional cost to the District.

**Part 5: Cost**

Detail all costs associated with the proposed solution, including the equipment, installation, software licensing and maintenance, ongoing support, recommended professional services, costs of optional services, and products. Describe any assumptions made affecting the cost proposal, and any limitations (e.g., professional service hours, number of initial distribution groups) that apply to the listed costs. Each site will have one or more lines listed as optional services. These items are for future growth and should be included as the optional services and will be weighted in final evaluation of price. Contract must include these options, as listed, for exercising at a future date.

All School sites not listed below as “District Office” will connect back to “District Office” site for Internet Services.

District Office pricing must include any and all costs associated with providing full duplex connectivity to all sites, at speeds listed for each site. Oversubscription of District Office link will result in lower scoring of proposal.

All new Fiber installations to MDF locations at school sites must use underground data paths unless agreed upon by District before installation begins.

Submit Service Costs and Options table for a 5-year contract. An Excel spreadsheet template has been provided for submitting your cost tables. Download the spreadsheet at [https://web.dusd.net/RFP23\\_24\\_13](https://web.dusd.net/RFP23_24_13). Excel Spreadsheet provided on download page contains one sheet for each option.

Site maps with MDF locations are available by request from [cnezzer@dusd.net](mailto:cnezzer@dusd.net).

See table on following pages for sites and options.

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
District Office (Data Center) – 11627 Brookshire Ave, Downey, CA 90241	Dedicated Internet Access 20 Gbps CIR							
District Office Optional Services	Dedicated Internet Access 25 Gbps CIR							
District Office Optional Services	Dedicated Internet Access 30 Gbps CIR							
District Office Optional Services	Dedicated Internet Access 35 Gbps CIR							
District Office Optional Services	Dedicated Internet Access 40 Gbps CIR							
District Office (Data Center) – 11627 Brookshire Avenue, Downey, CA 90241	Costs associated with terminating site links at District Office at speeds listed. Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
District Office Optional Services	Costs associated with terminating site links at District Office at speeds listed as Optional Services. Lit Fiber OR Ethernet OR Equivalent							
Alameda Elementary School - 8613 Alameda Street, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Alameda Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Alameda Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Carpenter Elementary School - 9439 Foster Road, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							



Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Carpenter Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Carpenter Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
E.W. Ward Elementary School - 8851 Adoree Street, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
E.W. Ward Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
E.W. Ward Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Edith Unsworth Elementary School - 9001 Lindsey Avenue, Downey, CA 90240	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

**Service Costs and Options**

<b>Service Location</b>	<b>Speed and Service Type</b>	<b>Service Type &amp; Speed (Bid)</b>	<b>One-time Non-Recurring Cost (NRC)</b>	<b>Monthly Recurring Cost (MRC)</b>	<b>Surcharge and Fees</b>	<b>Govt Taxes and Fees</b>	<b>Circuit Ready Date</b>	<b>E-Rate Eligible? Y/N</b>
Edith Unsworth Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Edith Unsworth Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Gallatin Elementary School - 9513 Brookshire Avenue, Downey CA 90240	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Gallatin Elementary School Optional Service	5 Gbps Lit Fiber OR Ethernet OR Equivalent CIR							
Gallatin Elementary School Optional Service	10 Gbps Lit Fiber OR Ethernet OR Equivalent CIR							
Gauldin Elementary School - 9724 Spry Street, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Gauldin Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Gauldin Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Imperial Elementary School - 8133 East Imperial Highway, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Imperial Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Imperial Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Lewis Elementary School - 13220 Bellflower Blvd., Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Lewis Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Lewis Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Maude Price Elementary School - 9525 Tweedy Lane, Downey, CA 90240	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Maude Price Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Maude Price Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Old River Elementary School - 11995 Old River School Road, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Old River Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Old River Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Rio Hondo Elementary School - 7731 Muller Street, Downey, CA 90241	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Rio Hondo Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Rio Hondo Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Rio San Gabriel Elementary School - 9338 Gotham Street, Downey, CA 90241	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

### Service Costs and Options

Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Rio San Gabriel Elementary Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Rio San Gabriel Elementary Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Williams Elementary School - 7530 Arnett Street, Downey, CA 90241	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Williams Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Williams Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Griffiths Middle School - 9633 Tweedy Lane, Downey, CA 90240	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Griffiths Middle School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Griffiths Middle School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Mary R. Stauffer Middle School - 11985 Old River School Road, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Mary R. Stauffer Middle School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Mary R. Stauffer Middle School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Sussman Middle School - 12500 Birchdale Avenue, Downey, CA 90242	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

Service Costs and Options								
Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Sussman Middle School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Sussman Middle School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Wendy LoPour Doty Middle School - 10301 Woodruff Avenue, Downey, CA 90241	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Wendy LoPour Doty Middle School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Wendy LoPour Doty Middle School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Columbus High School - 12330 Woodruff Avenue, Downey, CA 90241	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							



### Service Costs and Options

Service Location	Speed and Service Type	Service Type & Speed (Bid)	One-time Non-Recurring Cost (NRC)	Monthly Recurring Cost (MRC)	Surcharge and Fees	Govt Taxes and Fees	Circuit Ready Date	E-Rate Eligible? Y/N
Columbus High School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Columbus High School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Downey High School - 11040 Brookshire Avenue, Downey, CA 90241	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Downey High School – Optional Service	15 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Downey High School – Optional Service	20 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Warren High School - 8141 De Palma Street, Downey, CA 90241	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

**Service Costs and Options**

<b>Service Location</b>	<b>Speed and Service Type</b>	<b>Service Type &amp; Speed (Bid)</b>	<b>One-time Non-Recurring Cost (NRC)</b>	<b>Monthly Recurring Cost (MRC)</b>	<b>Surcharge and Fees</b>	<b>Govt Taxes and Fees</b>	<b>Circuit Ready Date</b>	<b>E-Rate Eligible? Y/N</b>
Warren High School – Optional Service	15 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Warren High School – Optional Service	20 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Pace Elementary School (District Training Center) - 9625 Van Ruiten Street, Bellflower CA 90706	1 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Pace Elementary School Optional Service	5 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							
Pace Elementary School Optional Service	10 Gbps CIR Lit Fiber OR Ethernet OR Equivalent							

**Part 6: Exceptions**

Describe any exceptions to the RFP content, general expectations, specific requirements, and/or the District's standard agreement. For each exception, propose acceptable alternative language and/or provide rationale to support the exception. Exceptions that are contrary to the District's best interests, do not meet the needs of our staff and students, or conflict with regulations related to public contracts, and procurement will not be accepted by the District and may be cause for rejection of the proposal.

**Part 7: Required Forms**

All required forms must be submitted as part of the Providers complete proposal on or before the Proposal Deadline specified in the calendar of events. Required Forms are included in Appendix A of this document and listed below.

- RFP Form B Certification
- RFP Form C Non-Collusion Affidavit
- BID Form D Certificate of Workers' Compensation
- BID Form E Subcontractors List

\*\*\*End of Proposal Content/Sequence Requirements \*\*\*

## Appendix A: Required Forms

Required forms are on the following pages.

Note: There is no Form A.

**RFP FORM B**

**This form is required to be submitted with your proposal.**

**CERTIFICATION**

I certify that I have read **Request for Proposal #23/24-13** and the instructions for submitting a proposal. I further certify that I must submit **one (1) original hardcopy proposal clearly marked "Original", (1) hardcopy clearly marked "Copy", and (1) one electronic copy on CD or Flash Drive** of the firm's proposal in response to this request, and that I am authorized to commit the firm to the proposal submitted.

In submitting this form, the undersigned acknowledges receipt of all Addendums issued by or on behalf of the District, as set forth below. The undersigned further confirms that this Request for Proposal incorporates and is inclusive of, all items or other matters contained in Addendums (if any) issued.

The **Addendum Nos.** \_\_\_\_\_ **received, acknowledged, and incorporated into this Request for Proposal are noted above.** The undersigned hereby proposes and agrees to furnish and deliver the goods or services as quoted in accordance with the terms, conditions, specifications, and prices herein quoted.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Typed or Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone

\_\_\_\_\_  
Fax

\_\_\_\_\_  
Date

\_\_\_\_\_  
E-Mail

If you are responding as a corporation, please place your corporate seal in the space below:

**BID FORM C**

**This form is required to be submitted with your proposal.**

**NON-COLLUSION AFFIDAVIT**

STATE OF CALIFORNIA

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_ being first duly sworn, deposes and

(Typed or Printed Name)

says that I am the \_\_\_\_\_ of \_\_\_\_\_, the party

(Title)

(Bidder Name)

submitting the foregoing Request for Proposal (the "Bidder"). In connection with the foregoing Request for Proposal, the undersigned declares, states and certifies that:

- 1.01 The Request for Proposal is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization or corporation.
- 1.02 The Request for Proposal is genuine and not collusive or sham.
- 1.03 The Bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid, and has not directly or indirectly colluded, conspired, connived, or agreed with any other bidder or anyone else to put in sham bid, or to refrain from bidding.
- 1.04 The Bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the proposal price, or that of any other bidder, or to fix any overhead, profit or cost element of the proposal price or that of any other bidder, or to secure any advantage against the public body awarding the contract or of anyone interested in the proposed contract.
- 1.05 All statements contained in the RFP and related documents are true.
- 1.06 The Bidder has not, directly or indirectly, submitted the proposal price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, or paid, and will not pay, any fee to any person, corporation, partnership, company, association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid.

Executed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ at \_\_\_\_\_

(City, County and State)

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
Name Printed or Typed

\_\_\_\_\_  
(City, County and State)

( )  
\_\_\_\_\_  
(Area Code and Telephone Number)

**BID FORM D**

**This form is required to be submitted with your proposal.**

**CERTIFICATE OF WORKERS' COMPENSATION**

I, \_\_\_\_\_, the \_\_\_\_\_ of  
(Individual Name) (Title)

---

(Vendor's Company Name)

declare, state and certify:

1. I am aware that California Labor Code #3700 (a) and (b) provides:

"Every employer except the state shall secure the payment of compensation in one or more of the following ways:

(a) By being insured against liability to pay compensation in one or more insurers duly authorized to write compensation insurance in this state.

(b) By securing from the Director of Industrial Relations a certificate of consent to self-insure either as an individual employer, or as one employer in a group of employers, which may be given upon furnishing proof satisfactory to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to his or her employees."

2. I am aware that the provisions of California Labor Code #3700 require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Contract. (In accordance with Article 5 [commencing at Section 1860], Chapter 1, Part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the awarding body prior to performing any work under this contract.)

---

(Vendor's Company Name)

---

(Typed or Printed Name)

By: \_\_\_\_\_  
(Authorized Signature)

**BID FORM E**

**This form is required to be submitted with your proposal, if none, leave subcontractors blank.**

**SUBCONTRACTORS LIST**

The following is a list of the subcontractors that will be used in the work if the Proposer is awarded the contract, and any subcontractor not listed below will be used without the written approval of the Downey Unified School District. Additional numbered pages outlining this portion of the Proposal may be attached to this page. NOTE: Subcontractor's address, telephone number, license number, and expiration date information may not be omitted from this form. Subcontractor's name, city of location, and type of work must be stated on the Proposal enclosed in the sealed envelope.

\_\_\_\_\_  
Proposer Name

**SUBCONTRACTORS LIST**

**All subcontractors in excess of ½ of 1% of total Proposal must be listed.**

SUBCONTRACTOR:		TYPE OF WORK:
Location/Address:		Portion of Work:
LICENSE NO.:	Expiration Date: / /	Phone: ( )
SUBCONTRACTOR:		TYPE OF WORK:
Location/Address:		Portion of Work:
LICENSE NO.:	Expiration Date: / /	Phone: ( )
SUBCONTRACTOR:		TYPE OF WORK:
Location/Address:		Portion of Work:
LICENSE NO.:	Expiration Date: / /	Phone: ( )

*Add additional pages as necessary.*