

OUTSIDE PLANT FIBER WAN EXTENSION

Technology Request for Bid



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LIST OF DRAWINGS

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WO573-004	Staking Sheets and Plant Records (13 Pages)

END OF SECTION

SECTION 00 11 16
INVITATION TO BID

PART 1 - GENERAL

1.01 WORK INCLUDED:

A. Grand Ledge Public Schools (Owner) is seeking bids for the extension of their Outside Plant (OSP) private fiber Wide Area Network (WAN), associated equipment and installation. Proposed systems shall be configured and installed to service Owner's Delta Mills Early Childhood Center facility with connectivity to the existing Delta Center Elementary School OSP WAN node, and as described herein.

B. Project: OUTSIDE PLANT FIBER WAN EXTENSION

Owner: Grand Ledge Public Schools
220 Lamson St.
Grand Ledge, MI 48837

C. Designer: Communications by Design, Inc.

D. Sites of Work:

1. Delta Mills Early Childhood Center
6816 Delta River Drive
Lansing, MI 48906

2. Delta Center Elementary School
305 South Canal Road
Lansing, MI 48917

1.02 GENERAL DESCRIPTION OF PROJECT SEQUENCE

A. Sequences and dates specified herein are for information only and indicate the plan and intent of the Owner. Actual dates shall be established based on final award of project.

B. Sequence of operations shall be established by the Contractor within the guidelines established by the Owner as required to meet schedules.

C. Schedule:

1. Request for Bid Distributed: January 18, 2021

2. Pre Bid Meeting: January 21, 2021 at 3:30pm

3. Question and Clarification Deadline: January 28, 2021 by Noon

4. Intent to Bids Due: February 1, 2021 by 5:00pm
5. Public Bids Due: March 1, 2021 at 1:00pm

1.03 TYPES OF BIDS

- A. Bids shall be submitted in total and with required detail for each item bid and as is required herein, and include all portions of the work identified for the individual bid package as specified herein. Bids shall be made on unaltered bid forms as included herein. Bidder shall fill in all blank spaces and the bid shall be signed by a legal officer or agent authorized to bind the bidder to a contract.

1.04 PRE-BID CONFERENCE

- A. A pre-bid conference will be held. A discussion of the project and review of bid documents will be followed by a site review and an opportunity to ask questions. Attendance is highly encouraged for all contractors interested in bidding on any components or portions of this project. Attendance at the pre-bid conference will be a factor considered during evaluation of bids.
- B. Time: 3:30pm on January 21, 2021
- C. Location: Delta Center Elementary School
305 South Canal Road
Lansing, MI 48917
- D. Web: meet.google.com/hhq-fzkj-ccb
- E. Phone: 617-675-4444, PIN: 482 144 066 3041#
- F. Drawings identified in the table of contents herein will be reviewed at this conference.
- G. Physical building inspections of sites of work will be provided for at this time.

1.05 TIME AND PLACE OF BID RECEPTION

- A. Physically sealed bids for the base bid work will be received at the district office and read aloud at a public opening. Bids arriving after the appointed time as determined by the Owner's representative conducting the public opening, shall be returned unopened. Bids will be accepted beginning forty-eight (48) hours prior to the appointed opening time provided they are in sealed packages and addressed as specified herein.
- B. Bid Receipt Deadline: March 1, 2021 at 1:00pm
- C. Bid Opening Location: Sawdon Administration Building

220 Lamson Street
Grand Ledge, MI 48837

D. Faxed or electronically delivered bids will not be accepted.

1.06 EXAMINATION AND PROCUREMENT OF DOCUMENTS

A. Specifications and any relevant Drawings may be obtained from the Technology Designer. Contractors may obtain copies by documented request to Communications by Design, Attn: Rebecca Szilagy. Requests may be made by:

1. Email – rszilagy@cbdconsulting.com

1.07 BID SECURITY

- A. Bid security equal to five percent (5%) of the total bid amount, must accompany each base bid in accordance with the Instruction to Bidders.
- B. Bid security shall be either a Bid Bond issued by a company licensed in the State of Michigan to furnish bid security or Certified Check made payable to the Owner.

1.08 PERFORMANCE BOND COVERAGE

- A. Selected Contractor(s) will be required to provide a performance bond and payment bond in an amount equal to one hundred percent (100%) of the bid amount including any accepted alternates at the Owner's discretion. Such bonds shall be issued by surety licensed by the State of Michigan and acceptable to the Owner.

1.09 UNIVERSAL SERVICE FUND (USF) CONDITIONS

- A. IDENTIFICATION NUMBER – The service provider's USF Service Provider Identification Number (SPIN) *must* be included in the Bid. Direct all questions regarding the USF requirements in this RFP to the Universal Service Administrative Company (USAC), Schools and Library Division (SLD) at (888) 203-8100.
- B. FUNDING REQUESTS (FY2021) - The specified products and/or services are to be provided for FY2021 (July 1, 2020-June 30, 2021) and must qualify for universal service discounts under the FY2021 universal service support mechanism, E-Rate. The *E-rate Modernization Order* permits applicants to seek support for Category 2 eligible non-recurring services purchased on or after April 1, three months prior to the start of the funding year on July 1. No invoices to USAC/SLD will be DATED or PAID before July 1, 2021.

- C. **UNIVERSAL SERVICE DISCOUNTS** – The service provider contract may be conditional upon the Owner receiving universal service discounts under the FY2021 universal service support mechanism, E-Rate. The Owner reserves the unrestricted right to reduce the contract amount by reducing the amount of services and/or products in order to meet budget requirements in the event the level of the universal service discounts is reduced. Any such reductions to the contract amount will be taken prior to the start of the specific work being reduced or eliminated on a given building and/or project.
- D. **UNIVERSAL SERVICE DISCOUNT IMPLEMENTATION** – The Owner reserves the unrestricted right to specify the filing option for the universal service discounts for each product and/or service offered within a Bid: Billed Entity Applicant Reimbursement (BEAR) *or* Service Provider Invoice (SPI).
- E. **ELIGIBLE PRODUCTS AND SERVICES** – The USF eligible products and/or services identified on the USAC FY2021 Eligible Services List, which is incorporated herein by reference, must be identified separately from any and all “ineligible” products and/or services in the Bid.
- F. **PROJECT FUNDING REQUIREMENTS** – This project may be conditional upon receiving written notification in the form of a Funding Commitment Decision Letter from the USAC/SLD that the Owner has been approved for E-Rate Funding. If the Owner receives less than the full E-Rate Funding for which it applies, the Owner has the unrestricted right to reduce the number of units and services in the accepted Bid. In the event that E-Rate Funding is not available for the accepted Bid, Owner, in its sole discretion, may cancel and/or modify the Scope of Work (SOW) and subsequent purchases requested under this document.
- G. **LOWEST CORRESPONDING PRICE - Lowest Corresponding Price (LCP)** is defined as the lowest price that a service provider charges to non-residential customers who are similarly situated to a particular E-rate applicant for similar services. Service Providers cannot charge E-rate applicants a price above the Lowest Corresponding Price (LCP) and must actually charge the rate that is the LCP, not just offer the LCP in the Bid. In addition, promotional rates offered by a Service Provider for a period of more than 90 days must be included among the comparable rates upon which the LCP is determined.
- H. **TECHNOLOGY-NEUTRAL COMPETITIVE BID REQUEST** – In accordance with USAC rules, this bid is a competitively technology-neutral request. Service providers interested in providing alternate telecommunication bids, such as lit fiber, dark fiber, or any other third-party network solutions, refer to the other RFP associated with this bid request for specific details. The Bidder may also combine other services with the self-provisioned fiber bid response. However, all bids must meet the 10Gbps connection speed requirement. The Owner reserves the right to perform a cost analysis of all bids received and decide which service type is the most cost-

effective type of service (i.e. Self-Provisioned Fiber, Lit Fiber, Dark Fiber, or other third-party network solutions). Once the most cost-effective service type is selected by the Owner, a bid evaluation will only be performed on that type of service to decide the bid award.

1.10 OWNER’S RIGHT TO REJECT BIDS

- A. The Owner reserves the right to reject any and/or all bids. The Owner reserves the right to accept a bid, or portion thereof by issuance of a valid purchase order within ninety (90) calendar days following the bid opening. No bids may be withdrawn during this time without the specific approval of the Owner.
- B. Withdrawal of any Bids after the opening time without specific approval by Owner may result in forfeiture of required bid security by Bidder.

1.11 DEFINITIONS

- A. “Owner” is intended to mean Grand Ledge Public Schools, a general powers school district.
- B. For purposes of this project, the terms “Architect”, “Engineer” and “Designer” are used synonymously to refer to Communications by Design, Inc., a Michigan Corporation.
- C. The term “Bidder” refers to any organization properly and accurately submitting a complete “Intent to Bid Form” prior to the required time specified herein and subsequently properly submitting completed set of bid documents as specified herein.
- D. The term “Contractor” herein is a reference to the firm(s) eventually selected by the Owner to provide the intended system(s), or any portion thereof, and fulfill the terms of the contract.
- E. The term Contract is a reference to the collective set of documents, drawings, diagrams, Owner’s Purchase Order, Addenda and all other materials as provided for herein defining arrangement between Owner and Contractor.
- F. The term Addenda (or Addendum) are that portion of the Contract consisting of modifications, amendments, deletions or substitutions to the contract documents issued prior to the execution of the Contract.

END OF SECTION