

## FY 2021 WAN Circuit Worksheet

School: University of Chicago Charter Corporation  
470#: 210002377

BEN: 16034746

The UChicago Charter School (UCCS) seeks a lit fiber service to provide WAN connections between its eligible sites and the District's network head-end, located at located at the UCCS Woodlawn Campus, (BEN 16034748, 6300 S University, Chicago, IL) beginning April 1, 2022. Bidders are advised that this project may be contingent upon the successful obtaining of E-Rate funding and a UCCS issued Notice to Proceed, and the contract agreement between the District and the selected vendor must recognize that contingency. Sites to be connected to the head-end are listed below.

Building	BEN	Address	Minimum Connection	Maximum Connection
Donaghue Campus	16034747	707 E 37 <sup>th</sup> Street, Chicago, IL	1 Gbps	5 Gbps
North Kenwood/Oakland Campus	197232	1119 E 46 <sup>th</sup> Street, Chicago, IL	1 Gbps	5 Gbps

In each building, the selected vendor will demarc the service in an existing network closet to be designated by the UCCS. Refer to building maps for locations of current service entrance points and desired demarcation points. Building maps may be requested via e-mail to [erate@uchicagocharter.org](mailto:erate@uchicagocharter.org). For security purposes, this is the only way to obtain these maps.

Your proposal should include pricing options in 1 Gbps tiers for each connection between each endpoint site and the head-end site, and should allow for service level changes to be made to any location during the term of the contract.

The UCCS wishes to work with the selected vendor to establish an appropriate initial service tier for each building to maximize the cost effectiveness of these services to the district. Sites to be connected should be priced separately (individually); the UCCS reserves the right to remove locations from this list prior to the commencement of the project at its discretion.

The UCCS seeks bids for 3 and 5 year contract terms with or without voluntary extensions; other terms will be considered. All cost proposals 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. Bid prices 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. The UCCS requests that the selected vendor be willing to utilize the E-Rate SPI form of invoicing (discounted invoices).

The term for this contract shall begin on or before April 1, 2022. If the service acceptance date is after April 1, 2022, the contract term may be reduced to expire with the end of the E-Rate funding year at the discretion of the UCCS.

Your response should describe the network topology being proposed, whether the circuits are dedicated end-to-end for the District's use, and whether there are any mid-path electronics necessary to provision

the circuits. You should describe all proposed handoffs, including whether you are handing off multiple connections at the head-end or a single, aggregated connection. (The UCCS requests copper RJ-45 or Fiber LC connectors for handoffs.) Please indicate and specify all service provider owned onsite equipment necessary to hand off service to the District's LAN equipment. Service provider should provide this information in the form of a network WAN diagram.

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 UCCS.

The UCCS seeks unrestricted bandwidth over these connections, meaning that the provider should not limit or throttle the capacity of circuits at any time for any reason (ie: multicast).

If there are any separate installation or special construction costs necessary to provision service, the cost proposal must clearly describe those costs separately 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.*

The UCCS seeks both Internet Access and WAN circuits in this Form 470. Service providers may bid on one or both of these services. The UCCS requests that interested service providers include separate pricing for Internet Access, WAN circuits, and bundled Internet Access with WAN circuits. The UCCS reserves the right to select a single or multiple vendors for these services to maximize the cost effectiveness for the District.

## **Questions**

No informational meetings or building visits will be scheduled. Any questions related to the technical aspects of this document should be directed to Damon Warren, Technology Director at [erate@uchicagocharter.org](mailto:erate@uchicagocharter.org), no later than 2 pm local time on December 4, 2020. Answers to any written questions or any additional information, revisions, or clarifications to the RFP will be posted to <https://www.uchicagocharter.org/erate-fy2021>. It is the sole responsibility of the Service Provider to check for any addenda that may be issued.

## **Compliance with Specifications**

By submitting a proposal, the Service Provider certifies that it has read and agrees to the following terms and conditions. Failure to meet any requirement outlined herein is adequate cause to reject your proposal.

- The Service Provider has clearly listed any exceptions to any requirements or conditions set forth in this RFP with which it is unable or unwilling to comply, and has included all relevant standard or additional contract terms and conditions with its proposal. Such exceptions, terms, and conditions must be set forth with specificity and may not be incorporated by reference.
- The Service Provider agrees that the final contract shall incorporate and not override any terms or conditions set forth in this RFP, minus any agreed-upon exceptions, and that the RFP will be incorporated into the final contract.
- The Service Provider agrees to follow and abide by the rules of the E-Rate program as promulgated by USAC and the FCC and certifies that it has not been suspended, debarred, or placed on Red Light Status within the prior three years. Service Provider further agrees that any costs not funded by the E-rate Program due to Service Provider violations of Program rules will be the sole responsibility of the Service Provider.

## **Response Format**

All bids must include the following information:

1. 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 on or before March 1, 2022.
2. Complete pricing for the services described herein. Your proposal must clearly indicate non-recurring costs, recurring costs, and fees for the service being proposed, for each service tier for each site requested.
3. Proposed Service Level Agreement.
4. Three (3) reference sites where your company has performed a similar service, including business name, contact name and contact information. It is preferable that at least one reference should be for a school district of similar size within 100 miles of the UCCS.
5. Your E-Rate SPIN Number. (You must have a current SPAC form on file with USAC.)
6. A ready-to-execute contract which includes the proposal requirements and the E-Rate contingencies outlined herein. (Failure to provide a contract in a timely fashion may be considered grounds for disqualification.)

The UCCS's review of information will be primarily focused on the substance of the details provided in response to the requirements herein including but not limited to pricing and terms, technical details, SLA, experience and references, and compliance with the requirements laid out in this document.

## **Proposal Delivery**

The UCCS reserves the right to reject each and every bid, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids. In the event that a responsible bid is not received or if it is determined that the low bid received is too high, the bid received will be rejected and the project will be cancelled or re-bid.

Bids should be e-mailed to the office of Damon Warren, Technology Director at [erate@uchicagocharter.org](mailto:erate@uchicagocharter.org) by 2 pm local time on January 8, 2021.