

ALDAR ACADEMY

Aldar Academy 4436 Engle Rd. Sacramento, CA 95821 Email: mailto:ed@aldaracademy.org	Tele: 916-485-9685 Fax: 408-354-5909
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Request for Proposals

Telecommunication services, Internet Service, Internal Connections and Network Maintenance

Updated: September 5, 2023

Funding Year: 7/1/2024 - 6/30/2025

Aldar Academy is seeking proposals for the following Telecommunication services, Internal Connections, Internet Access and Network Maintenance Contract:

- Aldar Academy is seeking wireless cell phone service with direct connect capabilities.
- Aldar Academy is seeking to upgrade and improve our computer network and equipment. Cloud backup for our Network Users.
- Aldar Academy is seeking to add a wireless capability (Wireless Access Points, wireless NIC's, PoE Switches). Complete installation and annual maintenance. Upgrade existing wireless system. Up to 8 Access Points, 1 Wireless Controller.
- Aldar Academy is seeking to upgrade or replace our VoIP system. Complete installation and annual maintenance. (Not for this funding year 2023-2024)
- Aldar Academy is seeking an Internet access through a DSL line, Cable Business class or a T1 connection. Minimum speed of 100Mbps
- Aldar Academy is seeking a one-year service agreement to maintain the existing network. Basic Network Maintenance, including cabling, data ports, phone system, servers, routers, firewall, and switches.
- Aldar Academy consists of two buildings of approximately 12,000 square feet of space. Eleven classrooms and seventeen offices.
- Seeking anti- virus, internet filters, and other data protection for our network to meet CIPA requirements.

Installation and Performance Testing:

Requirements:

It is the responsibility of the contractor to properly configure the system. Failure to configure the system properly is wholly the responsibility of the contractor. Aldar Academy will demand the proper configuration of the finished system without additional expenses whatsoever to the

school. This school is not to be considered an expert in the technical field of telephone systems or computer networks. Aldar Academy is supplying the contractors with maximum and minimum capacities in an effort to locate the most efficient and effective system solution. The contractor shall guarantee all equipment for a period of at least one year after date of acceptance of equipment by Aldar Academy and shall repair or replace any or all such equipment together with any other equipment which may be displaced in so doing, that may prove defective in workmanship and/or materials within one year from date of acceptance without expense whatsoever to Aldar Academy, ordinary wear and tear, unusual abuse or neglect excepted, appropriately.

Services:

Internet Service Provider:

Aldar Academy requires an ISP to provide non-content DSL based Internet access in accordance with the rules established by the FCC and the E-Rate program. This will serve approximately 70 computers and 70 students and up to 40 staff. 120 Mbps speeds

Wireless service and Internet Access for Netbooks:

A cloud based wireless network. 7 Aps and 1 wireless controller should be sufficient coverage.

Network Maintenance Contract:

Network maintenance of our wireless system. Upgraded or leased equipment to supplement or replace our existing wireless network.

Aldar Academy requires a one-year maintenance contract for its computer network. Aldar Academy is not a technical school and is seeking the services of a company that can maintain the integrity and functionality of the computer network of the school within the guidelines of the Erate Program.

Internal Connections and upgrades:

Aldar Academy is looking to upgrade our existing computer network (See Hardware List Below). Wireless access cards and access points need to be added to our network. Memory and network cards are also desired.

Aldar Academy is seeking to upgrade our existing phone system. We need to increase the number of existing phone ports on our system or upgrade to a newer system if additional ports are not available.

Aldar is looking to upgrade and /or replace our existing network server(s).

Web Site

We are seeking a service provider who can host our website. Our web address is www.aldaracademy.org.

Ordering of all or any of the equipment and software listed above is contingent upon successful application by and funding being available to Aldar Academy from the E-Rate discount program of the Telecommunications Act (SLC). Aldar Academy reserves the right to modify or limit the scope of this request at its discretion. Potential vendors must be able to comply with the provisions of the E-Rate program.

Instructions for Submitting Proposals

The following instructions are intended to help vendors submit their bids in response to the Request For Proposals (RFP). If you are submitting a quote for Basic Network Maintenance please see guidelines below (Section 7)

1) General Instructions:

- a) All proposals must be submitted in writing to Aldar Academy.
- b) Bids must be submitted in writing: Electronic or facsimile submissions will only be accepted if signed.
- c) Include the Universal Service Control Number (USCN), in the heading information of the proposal or bid.
- d) Bidders must include the original and a minimum of one (1) photocopy of their proposal.

2) Timeline:

In accordance with the terms of the E-Rate program, Aldar Academy posted **Form 470**, in the SLC website for a minimum of 28 days. This proposal was posted September 05,2023.

- a) Aldar Academy's **deadline** for proposals, bids or contracts is **3:00 P.M. January 30, 2024 unless otherwise specified on the website or by email directly from the President of Aldar Academy.**
- b) After bids are received, they will be reviewed by the school administration. At that time, the administration will decide whether to proceed with this project or cancel it, and if it elects to proceed, will choose the contractor for the project.

3) Selection Criteria:

- a) Aldar Academy reserves the right to select bids on criteria other than cost. Criteria which will be considered, may include reputation, location and prior history of vendors with Aldar Academy or other schools of similar size, availability of the contractor to schedule and complete the project at a time convenient to Aldar Academy, and cost effectiveness (most important). Where applicable, the ability of the vendor to interact with the handicapped population of Aldar Academy will also be taken into consideration.

4) Mandatory aspects of the bid process:

- a) Aldar Academy specifically reserves the right to modify the scope of projects proposed, including decreasing the size of, postponing, or eliminating the project altogether, at its sole discretion.

5) Responsibilities of Bidders:

- a) The contractor will be the prime contractor and shall be responsible, in total, for all work of subcontractors and for the quality of all materials supplied by the contractor or subcontractors. All subcontractors must be listed in the bidder's proposal, bid or contract.
- b) All costs for developing and delivering responses to this RFP and any subsequent presentations are entirely the responsibility of the bidder.
- c) All materials submitted in response to this RFP become the property of Aldar Academy upon delivery and will be incorporated in the contracts.
- d) The proposer shall keep themselves informed of, and shall comply with all applicable laws, ordinances, rules, regulations and orders of the County of Sacramento, State of California, and Federal or public bodies having jurisdiction affecting any work to be done to provide the services required. The proposer shall provide all necessary safeguards for safety and protection, as set forth by the United State Department of Labor, Occupational Safety and Health Administration (OSHA) as well as by any applicable state and local laws.
- e) The contractor shall pay for all applicable taxes, royalties and license fees. The contractor shall defend all suits or claims for infringement of any patent rights and hold Aldar Academy harmless from loss when a particular process, design, or the product of a particular manufacturer(s) is specified.
- f) The proposer certifies that the prices included in this proposal are no higher than the lowest price it charges to similarly situated non-residential customers for similar services (lowest corresponding price).

6) Contact Information

All bids, contracts and correspondence should be directed to the attention of Ed Noskowski at the following: **(Email preferred)**

Email: <mailto:ed@aldaracademy.org>

Mailing address:

Ed Noskowski
Aldar Academy

