

PSTN SERVICE

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*McKinney ISD exists to provide an excellent education for all.*

**ATTENTION**

Vendors [MUST RESPOND](#) To This  
Bid/Proposal For  
[PSTN SERVICE](#)

To Allow McKinney ISD To Purchase  
These Goods/Services From Your Company  
To Remain In Compliance With  
State Bid Law Requirements

**DEADLINE**

Bids/proposals are due [before 2:30 p.m. on  
February 21, 2014.](#)

Late bids/proposals will not be accepted.

[FOR QUESTIONS PLEASE CALL 281-494-0187.](#)

# MCKINNEY

INDEPENDENT SCHOOL DISTRICT

*McKinney ISD exists to provide an excellent education for all.*

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## INVITATION TO BID/PROPOSE

**BID/PROPOSAL NAME:** PSTN SERVICE  
**BID/PROPOSAL #:** MCKINNEY-001206386  
**BID/PROPOSAL DUE DATE:** February 21, 2014  
**BID/PROPOSAL DUE TIME:** 2:30 P.M.  
**CONTRACT TERM:** July 1, 2014 through June 30, 2017  
(option to extend five (5) additional year-mutual agreement)

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\*\*\*\*\* LATE BIDS/PROPOSALS WILL NOT BE ACCEPTED \*\*\*\*\*  
\*\*\*\*\* MISD WILL ACCEPT ELECTRONIC BIDS/PROPOSALS \*\*\*\*\*

McKinney Independent School District reserves the right to accept or reject any and/or all bids/proposals for any or all products and/or services covered in this bid/proposal request and to waive informalities or defects in bids/proposals or to accept such bids/proposals as it shall deem to be in the best interest of McKinney Independent School District.

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## **McKinney PSTN Service**

### **1.0 GENERAL**

MISD will follow the purchasing policies of the MISD Board and requirements and procedures of the Schools and Libraries Universal Service to be eligible for all available funding.

The implementation of any associated contracts resulting from this competitive bid process will be dependent on the districts' issuance of a written Notice to Proceed. Erate funding notification alone will not signify Notice to Proceed. The district will have the right to allow the contract to expire without implementation if appropriate funding does not come available.

MISD will evaluate proposals for the following PSTN Service:

PSTN Services within the facilities located in MISD to support the existing phone system with direct phone lines used for security, fax, elevators, fire alarm, building alarm, and Voice over IP (VOIP) PBX. Vendor is asked to propose:

1. To continue existing infrastructure service
2. A SIP solution

This Request For Proposal (RFP) provides interested suppliers with sufficient information to prepare and submit Proposals for consideration with the intent of contracting with one or more companies to provide the requested service for MISD.

#### **1.1 Questions**

Based upon an E-Rate Letter of Agency between EPS and the district, all questions regarding the content of this RFP will be submitted in writing or electronic mail to:

**Education Partners Solution, Inc.**

16107 Kensington Drive; Suite 254

Sugar Land, TX 77479

Voice: (281) 494-0187

FAX: (832) 201-8162

Email: [gifford@eps4.com](mailto:gifford@eps4.com)

## **2.0 TERMS AND CONDITIONS OF REQUEST FOR PROPOSAL ("RFP")**

### **2.1 Response Submission**

Responses to this RFP must be submitted on or before February 21, 2014 at 2:30 P.M.

### **2.2 Costs Associated with Preparation of The Vendor's Response**

MISD will not be liable for any cost incurred by the respondents in preparing responses to this RFP or negotiations associated with award of a contract.

### **2.3 Questions**

Questions to EPS regarding this RFP can be submitted in writing up to one (1) week prior to the opening date. Responses to all questions received in proper time frames will be made in writing and distributed to all Vendors in attendance.

### **2.4 Proposal Binding Period**

Prices quoted in The Vendor's response for all labor and materials will remain in effect for a period of at least ninety (90) business days from the issuance date of The Vendor's response.

### **2.5 Vendor Qualifications**

The vendor will provide information demonstrating their capability in delivering the services requested in this RFP. Experience, qualifications, and certifications will help determine the vendor's ability to deliver the specified services and help assure MISD of a successful project.

### **2.6 Award Criteria**

MISD shall accept the proposal it deems to be in the best interest of MISD based on the evaluation of the responses per the selection criterion set forth in Section 44.031 in the Texas Education Code with price being the highest weighted criteria.

#### **A. Proposer Qualifications; 30%**

- a. the vendor must meet the Schools and Libraries Program requirements to provide services.
- b. the reputation of the vendor and of the vendor's goods or services;
- c. the vendor's past relationship with the district;
- d. vendor's knowledge and experience with the solution;

#### **B. Good and Services 30%**

- a. the extent to which the services meet the district's needs as defined in Services Specifications;
- b. the quality of the vendor's services;
- c. service offerings;

#### **C. the purchase price; 40%**

- a. the total long-term cost to the district to acquire the vendor's goods or services over three years;

- b. the nonrecurring cost to the district;
  - c. the recurring cost over three years.
- D. the impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses. 0%

## **2.7 Multi-Year Options**

MISD will evaluate Month to Month, single year and multi-year contract proposals. A multi-year contract means a contract that covers more than one year. For example, a three-year contract would expire at the end of the third year. A contract including voluntary extensions means that the contract expires at the end of its original term and may be voluntarily extended for one or more years pursuant to the provisions in the contract.

## **2.8 State of Texas Cooperative Purchasing Agreement**

All vendors must comply with Texas Education Agency Guidelines. The web site for the State of Texas Purchasing rules is: <http://www.tea.state.tx.us/index4.aspx?id=1222> Module 3: Purchasing. All bids must be on a State of Texas Cooperative Purchasing Contract, such as DIR, TASB BuyBoard, TCPN, TIPS/TAPS, HCDE, etc.

## **2.9 E-Rate Background**

The information in this Request For Proposals [RFP] is provided in conjunction with the Schools and Libraries Division [SLD] Forms 470 and 471, in partial fulfillment of the requirements for the FCC Universal Service Fund (*a.k.a.*, "E-Rate") discounts. These programs provide discounts for: certain telecommunications products and services, including voice and data communications; Internet access; and, in some cases, internal connections. For more information about these Federal programs, and before responding to this RFP, please refer to the SLD web site, [www.universalservice.org/sl/](http://www.universalservice.org/sl/), or call the SLD Help Line at 888-203-8100. Please do not contact applicant personnel either with general questions about E-Rate, or to offer ineligible services or services not requested on this RFP. Bidders must have a valid Service Provider Identification Number [SPIN]. Telecommunications providers must also be registered ("common carrier") providers as defined by the SLD. Service providers must be prepared to discount invoices to the school and submit the balance to the E-Rate program via Service Provider Invoice [SPI] forms, as specified by the SLD. ("SPI mode" rather than "BEAR mode" invoicing is expected.)

### 3.0 PROJECT SPECIFICATIONS

#### 3.1 Proposer Qualifications

##### 3.1.1 Schools and Libraries Program Requirements

The Schools and Libraries Program reimburses telecommunications, Internet access, and internal connections providers for discounts on eligible services provided to schools and libraries. While schools and libraries apply for these discounts, USAC works in conjunction with service providers to make sure these discounts are passed on to program participants.

- a. The vendor must be eligible to participate in the Schools and Libraries Program and obtained a Service Provider Identification Number (SPIN) from USAC.

The Federal Communications Commission (FCC) has determined that in order to provide telecommunications services (voice, video or data transport), the service provider must provide such services on a common carrier basis.

- b. The vendor must be an eligible service provider for telephone, telecommunication services, and Internet services as defined by the Federal Communication Commission (FCC) for reimbursement from the Schools and Libraries Program.

Eligible ERate Services:

Telecom Services	<i>Telephone Service</i>	<p><b>Description:</b></p> <p>"Telephone Service" refers to communication that takes place using the public switched telephone network. Costs to subscribe to a telephone service are generally eligible for discount. Examples of telephone services include:</p> <ul style="list-style-type: none"> <li>• 800 service</li> <li>• Centrex</li> <li>• Local phone service</li> <li>• Long distance telephone service</li> <li>• POTS ("Plain Old Telephone Service")</li> <li>• Radio loop</li> <li>• Wireless telephone services, e.g., cellular service and Personal Communications Services (PCS)</li> <li>• Satellite</li> <li>• Wireless telephone services, e.g., cellular service and Personal Communications Services (PCS) o See the Internet Access category for the eligibility of Wireless Internet access/e-mail plans for portable electronics</li> </ul> <p>Shared telephone service (only that portion of the shared service relating to the eligible use and location may receive discounts) Various payment options may be used with these eligible services, and phone bills may include billing terms, such as, flat rate, local measured service, and message rate service. Phone calling cards may also be eligible, if they are used for an educational purpose. Service to an eligible location for educational or library purposes can provide voice communication, fax connections, modem connections, 911 or alarm connections.</p>
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Telecom Services	<i>Digital Transmission Services</i>	<p><b>Description:</b> A telecommunications service that provides transmission from an eligible school or library facility to other locations beyond the school or library is eligible for discount. Digital transmission services refer to data links that connect multiple points using any available technology. An eligible digital transmission service may be used to connect an eligible location to the Internet or Internet2. Digital transmission services used to link local networks are commonly called "wide area networks" (WANs).</p> <p>Eligible digital transmission technologies include, but are not limited to:</p> <ul style="list-style-type: none"><li>• Asynchronous Transfer Mode (ATM)</li><li>• Digital Subscriber Line (DSL)</li><li>• DS-1, DS-2, DS-3</li><li>• Fiber optics</li><li>• Frame Relay</li><li>• Integrated Services Digital Network (ISDN, BRI, PRI)</li><li>• OC-1, OC-3, OC-12, OC-n</li><li>• Satellite service</li><li>• Switched Multimegabit Data Service (SMDS)</li><li>• T-1, T-2, T-3, Fractional T-1</li><li>• Wireless</li></ul> <p>Components required as an integral part of a digital transmission service are eligible for discount, such as:</p> <ul style="list-style-type: none"><li>• costs of a permanent virtual circuit (PVC)</li><li>• costs of trunk lines</li><li>• reasonable installation costs</li></ul> <p>The telecommunications component of:</p> <ul style="list-style-type: none"><li>• a distance learning capability,</li><li>• video service, or</li><li>• interactive television is eligible for discount.</li></ul>
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### 3.1.2 The Reputation of the Vendor and of the Vendor's Goods or Services

- The proposal will include three references from comparable educational customers.
- The proposal will include three references from comparable product installation.

### 3.1.3 The Vendor's Past Relationship with the District

- The proposal list any past project or contracts that the service provider has had with McKinney Independent School District.

### 3.1.4 The Vendor's Knowledge and experience with the Solution.

- The proposal will list the personnel and qualifications of the personnel that will be assigned on the project.

## 3.2 Services Requirements

### 3.2.1 Services Specifications



### **3.2.1.1 POTS Services**

McKinney ISD currently has telecommunication services that are being provided to the district for single line trunks (POTS). These lines provide PSTN service for the Fire Alarm Systems, the Intrusion Entry Systems, the Paging system, the Power Management System and the VOIP IP Gateways at each campus.

It is the intent of this RFP to evaluate providers to deliver the existing services and to evaluate options for new delivery methods for the VOIP gateway lines per campus. Proposals may include month to month, yearly and/or three year contract terms for evaluation. MISD request the following proposals be provided for evaluation:

- a. MISD will evaluate proposals to provide the POTS lines for the district facilities. Proposals will be accepted for all POTS, or Campus POTS. Proposals may include month to month, yearly and/or three year contract terms.
- b. MISD will consider alternative proposals to provide dedicated Session Initiation Protocol (SIP) trunks replacing POTS lines to the VOIP gateway (four per campus) at each campus.

### **3.2.1.2 Current PRI and TI Services**

McKinney ISD currently has 4 Primary Rate Interface (PRI) circuits that are being provided to the district to support the district's Telephone System, the Fax Server, and Long Distance. Four (4) PRI which consist of two (2) PRIs that terminate at 1 Duvall Street, McKinney, TX and two (2) that terminate at Dowell Middle School at 301 South Ridge Road.

Proposals may include month to month, yearly and/or three year contract terms for evaluation.

### **3.2.1.3 Current Direct Inward Dial (DID) numbers for PRI Services**

MISD currently has the entire 302 exchange equating to approximately 10,000 Direct Inward Dial (DID) block of numbers for the Phone system. .

- a. The vendor will provide the cost to provide this same DID block of number to MISD.

### **3.2.2 The Quality of the Vendor's Service**

- a. The vendor will include within the response the Service Level Agreements (SLA) that are provided with the proposed service offerings.

### **3.2.3 Service Offerings**

MISD will evaluate the overall proposals for services provided to the district. It is MISD's intent to contract for the most cost effective and technically superior and efficient solution for the district.

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### 3.2.4 Existing Service Offerings

The table below lists current services to be proposed..

<b>Mckinney Isd</b>		<b><u>1 Duvall St. McKinney TX 75069-3210</u></b>	
SERVICE	FEATURE	DESCRIPTION	QTY
Trunk Group	Additional Listing (AL)	Additional Directory Listing	19
Business Line	Basic Service	Direct Trunk Overflow Charge	2
Business Line	Call Forwarding	Remote Call Forwarding Charge	1
Trunk Group	FSLC	FSLC Charge	5
Trunk Group	Local 20 Number Block	DID Station Number(s) Charge	100
Trunk Group	Local 20 Number Block	DID Station Number(s) Charge	100
T-1 Facility	Local Loop	Intrastate Local Loop Monthly Charge	1
Trunk Group	Local PRI T1	PRI T1	1
Minimum Usage Guarantee	Minimum Monthly Fee	Minimum Monthly Fee	1

**Actual Mug:**

<b>Mckinney Isd - Secondary Demarc</b>		<b><u>301 Ridge Rd. McKinney, TX 75070-5101</u></b>	
SERVICE	FEATURE	DESCRIPTION	QTY
Trunk Group	Additional Listing (AL)	Additional Directory Listing	13
Business Line	Basic Service	Direct Trunk Overflow Charge	2
Business Line	Call Forwarding	Remote Call Forwarding Charge	1
Business Line	Call Forwarding	Remote Call Forwarding Charge	1
Business Line	Call Forwarding	Remote Call Forwarding Charge	2
Trunk Group	FSLC	FSLC Charge	5
Trunk Group	FSLC	FSLC Charge	5
Trunk Group	Local 20 Number Block	DID Station Number(s) Charge	50
Trunk Group	Local 20 Number Block	DID Station Number(s) Charge	49
T-1 Facility	Local Loop	Intrastate Local Loop Monthly Charge	2
Trunk Group	Local PRI T1	PRI T1	1
Trunk Group	Local PRI T1	PRI T1	1

### **3.3 COST**

#### **3.3.1 Total Long Term Cost to the District**

MISD will evaluate the total long-term cost to the district to acquire the requested services. The evaluation will be based on a three year service solution. The vendor should provide the most cost effective proposal to the district for contracting either month to month, yearly or three year contract term. If the vendor provides a response to the RFP for a term less than three years, the evaluation team will extrapolate a three year equivalent for evaluation.

*For example, the most cost effective proposal from the vendor is a one year contract with options to renew yearly. The evaluation team will take the one year cost and multiple by three years to get a long-term cost to the district.*

- a. The vendor will provide a cost for each requested service per location for proposed term of the service. Terms can be month to month, yearly or three year. All cost should be identified as Erate eligible with the percent eligible if less than 100% or Non Erate Eligible.

#### **3.3.2 Nonrecurring Cost to the District.**

MISD will evaluate the one time, nonrecurring cost to the district. These costs should include all fees including installation, configuration, and hardware cost – all onetime cost that the district will incur to implement the service.

- a. The vendor will provide the nonrecurring cost per service per location.

#### **3.3.3 Recurring Cost to the District.**

MISD will evaluate the recurring cost to the district on a monthly basis.

- a. The vendor will provide the monthly recurring cost to the District per service per location.

**4.0 Proposal Form**

**4.1 Proposer Qualifications –**

4.1.1. SPIN NUMBER: \_\_\_\_\_

4.1.2. Evidence of FCC Telecommunication Carrier (Yes) / (No)

4.1.3. Three References of Comparable Educational Customers

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4.1.4. Three References of Comparable Product Installations

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

4.1.5. Previous Contracts with MISD

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

“If more, please list on separate sheet.

4.1.6. List the personnel and qualifications of the personnel that will be assigned on the project:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

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**Cost Summary**

The vendor will provide a cost summary on the form below. The information requested below is the minimum that will be accepted. Vendor will submit one (1) original and three (3) complete copies of the proposal. Use additional pages as needed.

Additional information and pricing shall be documented, titled with the "Additional Service Cost" line item on this Cost Summary Form that it is detailing, and the total additional cost entered into that line item's price.

- Cost of complete service: (detail each).

Budget detailing all elements of this RFP including but not limited to those detailed in the RFP requirements section. Provide vendor generated supported service cost sheets.

**Summary Legacy / Replacement Proposal**

Term: \_\_\_\_\_

Line Item:	Service Description:	Contract Length:	NRC	Mo RC	Mo Other Charges	Total Mo Charges
Existing Access Lines		MTM				
Existing Access Lines		12 mo				
Existing Access Lines		36 mo				

<i>Description</i>	<i>Monthly Rate</i>	<i>Qty Rate</i>	<i>Qty</i>	<i>Monthly Total</i>
Long Distance			1	

**Summary SIP Proposal**

Term: \_\_\_\_\_

Line Item:	Service Description:	Contract Length:	NRC	Mo RC	Mo Other Charges	Total Mo Charges
Existing Access Lines		MTM				
Existing Access Lines		12 mo				
Existing Access Lines		36 mo				

<i>Description</i>	<i>Monthly Rate</i>	<i>Qty Rate</i>	<i>Qty</i>	<i>Monthly Total</i>
Long Distance			1	

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Additional "Added Value" Service Cost Option:

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
  
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_.

Price = \$ \_\_\_\_\_

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
  
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_.

Price = \$ \_\_\_\_\_

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
  
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_.

Price = \$ \_\_\_\_\_

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.
  
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_.

Price = \$ \_\_\_\_\_

**Appendix B: McKinney Campus Addresses**<http://www.mckinneyisd.net/information/docs/districtmap.pdf>

School name	Street	City	State	Zip_code	Phone
ALBERT & IOLA LEE DAVIS MALVERN ELEMENTARY	1100 ELDORADO PKWY	MCKINNEY	TX	75069	4693025300
ARTHUR H MCNEIL ELEMENTARY SCHOOL	3650 HARDIN BLVD	MCKINNEY	TX	75070	4693025200
BURKS EL	1801 HILL ST	MCKINNEY	TX	75069	4693026200
C T EDDINS EL	311 PEREGRINE DR	MCKINNEY	TX	75070	4693026600
CALDWELL EL	601 W LOUISIANA ST	MCKINNEY	TX	75069	4693025500
COUNTY RESIDENTIAL CENTER	4700 COMMUNITY DR	MCKINNEY	TX	75071	9725475400
DEAN AND MILDRED BENNETT ELEMENTARY	7760 CORONADO DR	MCKINNEY	TX	75070	4693025400
DOWELL MIDDLE	301 S E RDG RD	MCKINNEY	TX	75070	4693026700
DR JACK COCKRILL MIDDLE SCHOOL	1351 N HARDIN RD	MCKINNEY	TX	75071	4693027900
EARL & LOTTIE WOLFORD ELEMENTARY	6951 BERKSHIRE RD	MCKINNEY	TX	75070	4693024700
EL #22	1 DUVALL ST	MCKINNEY	TX	75069	4693024000
FAUBION MIDDLE	2000 ROLLINS ST	MCKINNEY	TX	75069	4693026900
FINCH EL	1205 S TENNESSEE ST	MCKINNEY	TX	75069	4693025600
GARY AND BOBBYE JACK MINSHEW ELEMENTARY	300 JOPLIN DR	MCKINNEY	TX	75071	4693027300
GLEN OAKS EL	6100 GLEN OAKS DR	MCKINNEY	TX	75070	4693026400
HERMAN LAWSON EARLY CHILDHOOD CENTER	1 DUVALL	MCKINNEY	TX	75069	4693024070
J B WILMETH EL	901 LACIMA DR	MCKINNEY	TX	75071	4693027400
J J A E P	1 DUVALL ST	MCKINNEY	TX	75069	4693024000
JESSE MCGOWEN EL SCHOOL	4300 COLUMBUS DR	MCKINNEY	TX	75070	4693027500
JOSE DE JESUS AND MARIA LUISA VEGA ELEMENTARY	2511 CATTLEMAN DR	MCKINNEY	TX	75070	4693025100
LEONARD EVANS JR MIDDLE SCHOOL	6998 W ELDORADO PKWY	MCKINNEY	TX	75070	4693027100
LIZZIE NELL CUNDIFF MCCLURE ELEMENTARY	1 DUVALL ST	MCKINNEY	TX	75069	4693024070
MCKINNEY BOYD HIGH SCHOOL	600 LK FOREST DR	MCKINNEY	TX	75070	4694245400
MCKINNEY HIGH SCHOOL	1400 W WILSON CREEK PKWY	MCKINNEY	TX	75069	4693025700
MCKINNEY NORTH HIGH SCHOOL	2550 WILMETH RD	MCKINNEY	TX	75070	4693024300
NAOMI PRESS EL SCHOOL	4101 SHAWNEE DR	MCKINNEY	TX	75070	4693027600
REUBEN JOHNSON EL	3400 ASH LN	MCKINNEY	TX	75070	4693026500
ROY LEE WALKER ELEMENTARY	4000 COCKRILL DR	MCKINNEY	TX	75070	4693024600
SCOTT MORGAN JOHNSON MIDDLE SCHOOL	3400 COMMUNITY DR	MCKINNEY	TX	75070	4693024900
SERENITY HIGH	2100 WHITE AVE	MCKINNEY	TX	75069	4693027830
SLAUGHTER EL	2706 WOLFORD ST	MCKINNEY	TX	75070	4693026100
THE L I N C CTR	2100 WHITE AVE	MCKINNEY	TX	75069	4693027800
VALLEY CREEK EL	2800 VLY CREEK TRL	MCKINNEY	TX	75070	4693024800
WEBB EL	810 E LOUISIANA ST	MCKINNEY	TX	75069	4693026000