

Vendors must be registered as a service provider with the Schools and Libraries Division (SLD) of the Federal Communications Commission, have a Service Provider Identification Number (SPIN), and comply with all SLD service provider requirements. The vendor shall give its ERATE SPIN number in its proposal. Vendors on Louisiana State Contract should provide the State Contract Number on the proposal. All vendors submitting proposals must carefully read and abide by the Eligible Services List on the Schools & Libraries Web site:  
<http://www.sl.universalservice.org/reference/eligible.asp>

All questions or requests for information must be sent via email to [bowenc@unionpsd.org](mailto:bowenc@unionpsd.org) with "ERATE Vendor Question" in the subject line. We will attempt to post all questions with responses to the district website within 48 hours of receiving email. No questions will be answered in person or by phone. Questions may also be faxed to 318-368-9818.

Any vendor interested in a site visit should meet at the Union Parish School Board located at 1206 Marion Highway, Farmerville, LA on January 29, 2010 at 10:00 p.m.

Submitted proposals must comply with the competitive bidding requirement of the SLD for Universal Service Fund services and support, state and local bid laws. To facilitate the district's decision making process, proposals should be clearly broken down between ERATE eligible and ineligible components with a subtotal for each category. The district's anticipated discount rate of 86% should be applied to the ERATE eligible components subtotal so that the total cost to the district can be determined.

Request and/or submittal of a proposal do not constitute an obligation to award a contract. Union Parish School District may accept or reject any and/or all proposals based on any technical complications that may arise. Awarded contracts will be made in keeping with the best interest of Union Parish School District.

Each proposal should be placed in an individual envelope and clearly marked as to what item or service is being proposed. Do not place more than one proposal in an envelope, although several envelopes may be packaged together for shipment.

All contracts will have a clause voiding any items or services not approved by USAC. Union Parish School District is not obligated to fulfill any contract not approved by USAC. Union Parish School District is only responsible for the discounted portion of any contracted amount. The vendor will be responsible for filing for its reimbursement of the discounted portion with the SLD.

To be considered, all proposals for should be received at Union Parish School Board by 9:00 a.m. on February 10, 2010. All proposals should be submitted to

Union Parish School District  
Attn: ERATE Proposals  
P.O. Box 308  
1206 Marion Highway  
Farmerville, LA 71241

Proposals will be opened at 10:00 a.m. on February 10, 2010 in an open meeting. Union Parish School District reserves the right to reject any and all proposals.

## Telecommunications funded under ERATE

1. P.O.T.S. – Plain Old Telephone Services for approximately 100 lines
2. Long Distance Service for 9 district sites
3. WAN Circuits - Upgrade current WAN to minimum bandwidth of 100 Mbits or greater for 9 Union Parish School District sites, including routers. The district is seriously looking to increase current bandwidth due state mandated End of Course Testing future requirements.

District will consider multi-year contract with voluntary extensions.

Vendor should have a minimum of 5 years experience providing service to school districts. The vendor must provide a history of the company, strengths and stability, including years in business, existing customer satisfaction, and number of customers in Louisiana. The vendor must provide at least 3 references from customers with environments similar to Union Parish School District. The ISP must provide near- immediate telephone support and have qualified network engineers and technicians within a 100 mile radius that can diagnose problems quickly and recommend solutions. Any hardware or other changes required for Vendor's implementation will be provided by Vendor as ERATE rules allow. Any other costs beyond ERATE scope should be clearly identified in Vendor's proposal.

Proposals will be evaluated based on the following criteria:

Prices / Charges (Including Conversion Costs)	30%
Vendor's Overall Performance Record (based on past experience, available references, and perceived reliability)	20%
Vendor's ability to meet the District's current and future needs	20%
Proximity of Service Provider to School / District Location	15%
Contract Options and Flexibility Proposed	15%

## Internet Access funded under ERATE

Internet access for 9 district sites.

District will consider multi-year contract with voluntary extensions.

Vendor should have a minimum of 5 years experience providing service to school districts. The vendor must provide a history of the company, strengths and stability, including years in business, existing customer satisfaction, and number of customers in Louisiana. The vendor must provide at least 3 references from customers with environments similar to Union Parish School District. The ISP must provide near- immediate telephone support and have qualified network engineers and technicians within a 100 mile radius that can diagnose problems quickly and recommend solutions. Any hardware or other changes required for Vendor's implementation will be provided by Vendor as ERATE rules allow. Any other costs beyond ERATE scope should be clearly identified in Vendor's proposal.

Proposals will be evaluated based on the following criteria:

Prices / Charges (Including Conversion Costs)	30%
Vendor's Overall Performance Record (based on past experience, available references, and perceived reliability)	20%
Vendor's ability to meet the District's current and future needs	20%
Proximity of Service Provider to School / District Location	15%
Contract Options and Flexibility Proposed	15%