



**REQUEST FOR PROPOSALS**

**FOR**

**TELECOMMUNICATIONS SERVICE**

**Web Hosting Service**

**(RFP 2012-04)**

**Request for Proposals Issued: January 26, 2012**

**Deadline for Submittal of Proposals: February 24, 2012**

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## **I. OBJECTIVE**

The Sacramento City Unified School District, is seeking proposals from qualified firms to provide **Telecommunications Service, Web Hosting Service** for both single and multi-year contracts. All services must be provided solely by a single vendor.

### **Equipment and Services:**

All plans proposed should include detailed billing. All expenses must be included in the unit/extended costs. Installation costs should take into account after hours work. The Sacramento City Unified School District will make no additional compensation to the selected vendor for these after-



District reserves the right to accept all or part of any proposal or to cancel in part or in its entirety this Request for Proposals. The District further reserves the right to accept the proposal that it considers to be in the best interest of the District.

All requirements must be addressed in your proposal. Non-responsive proposals will not be considered. All proposals, whether selected or rejected, shall become the property of the District. Firms are responsible for checking the website periodically for any updates or revisions to the RFP.

### **Requests for Information**

Questions related to this RFP should be submitted in writing via electronic mail to [erate15@scusd.edu](mailto:erate15@scusd.edu) no later than Monday, February 6, 2012. Web Hosting Service

Responses to all questions received will be posted on the Districts website.

### **III. SPECIAL CONDITIONS**

1. Prices to remain firm through approval, execution, and duration of the proposed contract. In the event of a price decrease for se

The Sacramento City Unified School District reserves the right to eliminate from further consideration any response, which is deemed to be substantially or materially unresponsive to the Request for Proposal, contained in this section.

1. Vendors must include a reference for a project of equal size and scope that has been completed within the past three (3) years. References from school districts or county offices of education in California are preferred. The following information should be included:

- Job Location

**VIII. ADDITIONAL INSTRUCTIONS & INFORMATION TO BIDDERS**

1. PROPOSALS: Each proposal shall be submitted on forms supplied by Distric

10. EVIDENCE OF RESPONSIBILITY: Upon the request of the District

District may, at its option, annul and set aside the contract, either in whole or in part, and may enter into a new contract in accordance with law for furnishing such item. Any additional cost or expense incurred by the District in the making of such contract or any additional cost of supplying an item by reason of the failure of the Bidder, as described in this paragraph, shall be paid by the Bidder or his surety.

19. INSPECTION OF ITEMS FURNISHED:



- a. The protest must contain a complete statement of any and all bases for the protest.
- b. The protest must refer to the specific portions of all documents that form the bases for the protest.
- c. The party filing the protest must have actually submitted a bid. A bidder may not rely on the bid protest submitted by another bidder, but must timely pursue his or her own protest.
- d. The protest must include the name, address and telephone number of the person representing the protesting party.
- e. The party filing the protest must concurrently transmit a copy of the protest and any attached documentation to all other parties with a direct financial interest that may be adversely affected by the outcome of the protest. Such parties shall include all other bidders or proposers who appear to h

## APPENDIX A

### Sacramento City Unified School District Schools

<b>School</b>	<b>Address</b>	<b>Zip</b>
<b>District Office</b>	<b>5735 47th Ave</b>	<b>95824</b>
A. M. Winn Elementary	3351 Explorer Drive	95827
A. Warren McClaskey Adult	5241 J Street	95810
Abraham Lincoln Elementary	3324 Glenmoor Drive	95827

Hollywood Park Elementary	4915 Harte Way	95822
Hubert H. Bancroft Elementary	2929 Belmar Street	95826
Isador Cohen Elementary	9025 Salmon Falls Drive	

The Met High	810 V Street	95818
Theodore Judah Elementary	3919 McKinley Boulevard	95819
Washington Elementary	520 - 18th Street	95811
West Campus High	5022 - 58th Street	95820
Will C. Wood Middle	6201 Lemon Hill Avenue	95824
William Land Elementary	2120 - 12th Street	95818
Woodbine Elementary	2500 - 52nd Avenue	95822
Capital Asset Mgmt Svcs - 1	425 1st Avenue	95818
Capital Asset Mgmt Svcs - 2	2535 5 <sup>th</sup> Street	95818
Purchasing/Warehouse/Nutrition Svcs	3051 Redding Avenue	95820
Transportation	3101 Redding Avenue	95820
Enrollment Center (Serna)	5601 47 <sup>th</sup> Avenue	95824
Capital City Child Development Ctr	7220 24 <sup>th</sup> Street	95822
<b>Independent Charter Schools</b>		
California Montessori Project, Capitol Campus (formerly <i>Thomas Jefferson Elementary</i> )	2635 Chestnut Hill Dr.	95826
Capitol Collegiate Academy (located on <i>Fruit Ridge campus</i> )	4500 Roosevelt Avenue	95820

Language Academy  
(formerly *Marian Anderson Elementary*)

**APPENDIX B**

**BID FORM (RFP 2012-04)  
WEB HOSTING SERVICE**

Pursuant to the terms of Sacramento City Unified School District RFP 2012-04 for Web Hosting Service, (Name of Company) \_\_\_\_\_ will provide the equipment and services per their proposal effective the date of issuance of Sacramento City Unified School District Purchase Order(s).

(Name of Company) \_\_\_\_\_ and Sacramento City Unified School District acknowledge that this agreement is for E-Rate eligible products and services, which are contingent on funding by the School and Libraries Division of USAC/FCC and the Sacramento City Unified for E-Rate Year 2012-13, and Sacramento City Unified School District Board of Education approval.

The Sacramento City Unified School District reserves the right to terminate the referenced Request for Proposal (RFP 2012-04) and all documents associated with the Request for Proposal, including but not limited to this Letter of Agreement, in its sole discretion at any time, with or without cause, upon written notice to the other party.

## **WORKERS' COMPENSATION**

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**NONCOLLUSION AFFIDAVIT**  
**Request for Proposal (2012-01)**  
**Sacramento City Unified School District**  
**Telecommunications Service (Web Hosting)**

State of California            )  
  )ss.  
County of                        )

\_\_\_\_\_ (Name), being first duly sworn, deposes and says that he is  
\_\_\_\_\_ (title) of the \_\_\_\_\_ (Name) party making the  
attached bid; that the bid is not made in the interest of, or on behalf of, any undisclosed person, partnership,  
company, association, organization, or corporation; that the bid is genuine and not collusive or sham; that the



**E-rate Service Provider Contact Information  
Fiscal Year 2012-13  
Telecommunications Service (Web Hosting)**

Vendor must provide the following information

Person authorized to negotiate and sign the terms and conditions of any agreement between vendor and Sacramento City Unified School District:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip code: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Include other important contact info