



# Anchorage School District

*Educating All Students for Success in Life*

Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3137

## REQUEST FOR PROPOSAL

**THIS IS NOT AN ORDER**

Show the following on the outside of the sealed proposal package/envelope:  
**RFP 2024-604 Communication Services (E-Rate)**

DATE ISSUED:  
November 10, 2023

DUE: **Prior to 2:00 p.m., Local Time**  
DATE: **December 14, 2023**

The Anchorage School District (referred to as the “District”) invites sealed proposals from qualified persons/firms to Provide Communication Services, including Wide Area Network and Internet, for both Universal Service Fund eligible & ineligible components to the District, in accordance with the following documents that are a part of this RFP 2024-604:

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<b>Attachment A</b>	Proposal Transmittal Form	Consisting of 1 page
<b>Attachment B</b>	Fee Proposal Form	Consisting of 1 page
<b>Attachment C</b>	Mandatory Requirements for Wide Area Network Services (MS Excel Format)	Consisting of 1 page
<b>Attachment D</b>	Mandatory Requirements for Internet Services (MS Excel Format)	Consisting of 1 page
<b>Attachment E</b>	Mandatory Requirements for All Services (MS Excel Format)	Consisting of 2 pages
<b>Attachment F</b>	Firm’s Experience Questionnaire (MS Excel Format)	Consisting of 4 pages
<b>Attachment G</b>	Wide Area Network Services Unit Cost Worksheet (MS Excel Format)	Consisting of 1 page
<b>Attachment H</b>	Wide Area Network Services Fee Schedule (MS Excel Format)	Consisting of 2 pages
<b>Attachment I</b>	Internet Services Unit Cost Worksheet (MS Excel Format)	Consisting of 1 page
<b>Attachment J</b>	Internet Fee Schedule (MS Excel Format)	Consisting of 1 page
<b>Attachment K</b>	Proposer’s Checklist	Consisting of 1 page
<b>Exhibit 1</b>	State of Alaska Sex Offender/Child Kidnapper Registry Contractor Certification	Consisting of 1 page
<b>Exhibit 2</b>	List of District Locations	Consisting of 3 pages
<b>Exhibit 3</b>	Service Level Agreement Minimum Requirements	Consisting of 1 page
<b>Exhibit 4</b>	Example Electronic Invoice Format	Consisting of 1 page
<b>Exhibit 5</b>	Network Overview 2023	Consisting of 1 page

**AVAILABILITY OF RFP:** This Request for Proposals (.pdf) is available electronically at the District’s Purchasing website: [www.asdk12.org/purchasing/](http://www.asdk12.org/purchasing/).

**SUBMISSION OF PROPOSALS:** Proposals must be submitted to the Anchorage School District Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3137 prior to the date and time specified above. Proposals received after that time will not be considered and will be returned. FAXED or ELECTRONIC proposals are not acceptable. Proposals must be submitted in a SEALED package/envelope with the outside of the package clearly marked with the offeror’s name, address, and phone number, and as follows:

REQUEST FOR PROPOSAL – RFP 2024-604  
Communication Services  
Due: Prior to 2:00 p.m., Local Time  
Date: December 14, 2023

**PRE-PROPOSAL CONFERENCE:**

A pre-proposal conference will be held at 10:00 a.m., Local Time, November 21, 2023 at the Purchasing Department's Conference Room located at 4919 Van Buren Street, Anchorage, Alaska to discuss any matter concerned with this RFP. Prospective offerors who wish to participate by teleconference may participate by calling (907) 742-6750. The line will be available approximately five (5) minutes prior to the conference start time.

**PLAN HOLDER'S LIST:**

A copy of the current plan holder's list can be viewed at:

[http://apps.asdk12.org/depts/purchasing/meeting/Plan\\_Holders/2024/604.xlsx](http://apps.asdk12.org/depts/purchasing/meeting/Plan_Holders/2024/604.xlsx)

**SECTION I**  
**INSTRUCTIONS TO OFFERORS**

**A. GENERAL REQUIREMENTS**

This solicitation is a REQUEST FOR PROPOSAL (referred to as “RFP”) governed by applicable Anchorage School Board Policies, including Section 3311 of said Policies. School Board Policies are available at [www.boarddocs.com/ak/asdk12/Board.nsf](http://www.boarddocs.com/ak/asdk12/Board.nsf). Offerors should read this RFP carefully and review all instructions contained herein. Incomplete or incorrect proposals may be rejected as not conforming to the essential requirements of this RFP. Proposals submitted on other than the prescribed forms contained in this RFP will be rejected. Offerors may copy the forms contained in the RFP for use in their proposals; however, substitute forms or formats are unacceptable. Electronic copies of the forms which offerors must submit as part of any proposal, if any - if not provided with this RFP - may be obtained by contacting the District’s Purchasing Department. Forms shall not be altered except to supply requested offeror information.

**B. INTENT OF SPECIFICATIONS**

The District desires to enter into a contract with an offeror whose primary business is to **Provide Communication Services, including Wide Area Network and Internet, for both Universal Service Fund eligible & ineligible components** and to complete the contract in accordance with all of its terms and conditions and in compliance with all applicable laws. The scope of work is considered performance oriented and it is the intent of the District to rely on the experience and expertise of the offeror to fully appraise itself of the work required to fulfil the terms of the contract resulting from the RFP.

**C. EXAMINATION OF DOCUMENTS**

Offerors should read this RFP carefully and review all instructions contained herein. The submission of a proposal shall constitute acknowledgement that the offeror has thoroughly examined and is familiar with the solicitation documents.

**D. DEBARMENT AND SUSPENSION**

Offerors must fully comply with the requirements regarding debarment and suspension in Subpart C of 2 CFR Part 180, as adopted by the Department of Education at 2 CFR §3485.12. Offerors are responsible for ensuring lower tier covered transactions include a term or condition requiring compliance with Subpart C of 2 CFR Part 180 and 2 CFR Part 3485, entitled Responsibilities of Participants Regarding Transactions. Contractors, subcontractors, or suppliers that appear on the Excluded Parties List System are not eligible for award of contracts that are a covered transaction under Subpart B of 2 CFR Part 180 and 2 CFR Part 3485. Offerors may access the Excluded Parties List System at [www.sam.gov](http://www.sam.gov).

**E. CONDITIONS OF THE WORK**

Each offeror must acquaint itself thoroughly as to the character and nature of the services to be provided to fulfill the requirements of the resulting contract. Each offeror must complete a careful examination of the existing systems, infrastructure, geographical features, and prevailing weather conditions, as applicable, and must inform itself fully as to the difficulties to be encountered in the performance of the work, the availability of a qualified work force and other conditions related to providing the required services. No claim of ignorance of conditions that exist or hereafter may exist, or difficulties that may be encountered in the execution of the work, as a result of failures to make necessary investigations and examinations, will be accepted as an excuse for any failure or omission on the part of a successful offeror(s) to fulfill all of the requirements of the contract documents and to complete the work for the consideration set forth therein, or as the basis for any claim whatsoever.

**F. ALASKA BUSINESS LICENSE**

The selected offeror must provide the District with the offeror’s Alaska business license number prior to award. Offerors should contact the State of Alaska; Department of Commerce, Community and Economic Development; Division of Corporations, Business & Professional Licensing, for information regarding business licensing. Contact information, information regarding business licensing, and business licenses, is available at [www.commerce.alaska.gov/web/cbpl/BusinessLicensing.aspx](http://www.commerce.alaska.gov/web/cbpl/BusinessLicensing.aspx).

**G. CONFLICT OF INTEREST**

1. The Offeror agrees to certify that District employees, School Board members, or a member of their household are not in conflict of interest with the contract and Board Policy 3311, Administrative Regulation 3311.1(e).1.
2. Board Members, District employees, and their household and/or immediate family members are required to comply with Board Policy 3311, Administrative Regulation 3311.1(e).1 and the Municipal Ethics Code by disclosing conflicts of interest. The responsibility for complete and timely filing rests solely with the Board Member or District employee.

Note: *Notice of Intent to Respond to Public Solicitation* shall be filed with the Municipal Clerk’s office in advance to allow a minimum of seven (7) calendar days to elapse between electronic publication by the clerk and the final date for submitting a response to the solicitation. The form may be obtained from the Municipality of Anchorage website, [www.muni.org/](http://www.muni.org/).

District *Disclosure* and *Request for Waiver* forms and instructions may be obtained from the District’s Purchasing Department webpages, [www.asdk12.org/purchasing/conflictinterest/](http://www.asdk12.org/purchasing/conflictinterest/).

**H. FIRM OFFER**

Offers made in response to this RFP must be good and firm for a period of one hundred twenty (120) calendar days from the date specified for submittal of proposals.

**I. WITHDRAWAL OF PROPOSALS**

Proposals may be withdrawn on written request delivered to the District’s Senior Purchasing Director only prior to the time specified for submittal. Proposals not withdrawn prior to the specified time may not be withdrawn for a period of one hundred twenty (120) calendar days after the time for receipt of proposals.

**J. AVAILABILITY OF FUNDS**

1. The District reserves the right, at its sole discretion, to cancel this RFP or any part thereof, at any time, prior to the award of contract under this solicitation.
2. Awards are contingent upon the availability of funds.

**K. FEDERAL EXCISE TAXES**

The District is exempt from Federal Excise Taxes. An Exemption Certificate will be furnished when required.

**L. QUESTIONS; METHOD FOR CLARIFICATION**

Any offeror in doubt as to the true meaning of any part of this RFP may submit to the District a written request for an interpretation thereof. Questions must be received by the District’s Purchasing Department no later than twenty-one (21) calendar days prior to the date set for the submission of proposals. If such date falls on a weekend or holiday, the deadline shall be the last business day before the weekend or holiday. Oral questions cannot be answered and are not binding for this RFP. Questions can be submitted as follows:

Reference: RFP 2024-604 Communication Services  
Email: [purchasing@asdk12.org](mailto:purchasing@asdk12.org)  
[OR fax: Anchorage School District Purchasing Department @ 907-243-6293]  
Attn: Dane Sutterfield, Purchasing Supervisor  
Mail: Anchorage School District Purchasing Department, 4919 Van Buren Street,  
Anchorage, AK 99517-3137

Two types of questions generally arise. One may be answered by directing the offeror to a specific section of the RFP. These questions may be answered by direct communication to the offeror submitting the question. Questions which in

the opinion of the Purchasing Director require a more detailed or complex reply, or require an answer that may affect responses to this RFP or may be prejudicial to other prospective offerors, will be answered by issuing an addendum to all RFP plan holders prior to the submittal opening.

**M. CONTACT WITH DISTRICT PERSONNEL**

Offerors shall not contact any District Employee or elected official, except at the request or authorization of the District’s Senior Purchasing Director. Please see the preceding paragraph for information regarding questions and methods for clarification.

**N. ERRORS AND AMBIGUITIES**

Offeror comments concerning discrepancies, defects, ambiguities or other errors in the RFP must be made in writing and received by the District’s Purchasing Department at least twenty-one (21) days prior to the date set for the submission of proposals. If such date falls on a weekend or holiday, the deadline shall be the last business day before the weekend or holiday. Comments can be delivered as set forth in Section L, above. Any clarifications, changes or corrections to the RFP will be made only by written notice or addendum issued by the District.

If an offeror fails to notify the District of a discrepancy, defect, ambiguity or other error in the RFP, the offeror’s proposal shall be submitted at the offeror’s own risk and if a contract is awarded as a result of such proposal, the offeror shall not be entitled to additional compensation or other consideration by reason of the discrepancy, defect, ambiguity or other error, or its later correction or clarification. Protests based on any error or omission, or on the content of the solicitation, will be disallowed if the fault has not been brought to the attention of the District, in writing, at least twenty-one (21) days prior to the date set for submission of proposals. If such date falls on a weekend or holiday, the deadline shall be the last business day before the weekend or holiday.

**O. ADDENDA**

Addenda may be issued when changes, clarifications, or amendments to this RFP are deemed necessary by the District for any reason. If an addendum is issued, the District will make reasonable efforts to ensure that each prospective offeror receives the addendum in a timely fashion; however, the risk of non-receipt of any addendum lies solely with prospective offerors. Offerors should contact the District at the addresses set forth in Section L, above, to ascertain if any addenda have been issued. Offerors must acknowledge receipt of each addendum issued in the space provided on the appropriate addendum form and submit such signed addendum with the proposal. No oral change or interpretation of this RFP shall be relied upon by prospective offerors or shall be binding on the District whether issued at a pre-proposal conference or otherwise.

**P. SUBMISSION OF PROPOSALS**

1. Proposals must be submitted to the Anchorage School District Purchasing Department, 4919 Van Buren Street, Anchorage, AK 99517-3137 prior to the date and time specified on the Notice/Cover Page of this RFP. Proposals received after that time will not be considered and will be returned.
2. Proposals must be submitted in the format specified in Section III of this RFP.
3. All proposals, addenda, and forms must be manually signed.
4. Proposals must be submitted in a SEALED package with the outside of the package clearly marked with the offeror’s name, address, and phone number, and as follows:

REQUEST FOR PROPOSALS  
RFP 2024-604 Communication Services  
DUE: Prior to 2:00 p.m., Local Time  
DATE: December 14, 2023

5. **One (1) original and five (5) copies of the proposal, for a total of six (6) must be submitted.** Include with your proposal packet a flash/thumb drive containing an electronic copy of the proposal.

6. The Fee Proposal Form, fee schedule attachments, and worksheets must be submitted in a **separate sealed envelope** (clearly marked as Fee Proposal) and included within the proposal package.
7. Proposals delivered by telefax, facsimile or by electronic means are not acceptable and will not be considered.
8. Offerors are solely responsible for ensuring that the offeror's proposal package is received by the District's Purchasing Department prior to the deadline.
9. Late proposals will not be considered and will be returned to the offeror unopened.
10. Offerors may submit only one (1) proposal for evaluation.
11. No responsibility will attach to any officer or agent of the District for the premature opening of, or the failure to open, a proposal not properly addressed and identified.
12. Any proposal and associated bid package not clearly identified or submitted incomplete, not conforming to the instructions herein, which cannot be verified or otherwise confirmed for purposes of determining responsiveness to the solicitation, may be considered non-responsive and may not be considered for evaluation (see Paragraph R – Right of Rejection of Proposals).

**Q. FEE PROPOSAL**

1. Each proposal shall specify prices on the Fee Proposal Form (Attachment B) & completed unit cost and fee schedule worksheets (Attachments G, H I & J) typed or written in ink for each item called for. In the case of discrepancies between the unit prices and the sum total specified, unit prices shall govern. In the event that there is a discrepancy between the Fee Proposal Form and the Pricing Worksheet, the Pricing Worksheet will be the governing document.
2. The fee shall be fixed unit prices that will included all costs for providing Communication Services, including Wide Area Network and/or Internet Services required by this RFP, including research/data gathering, preparation of reports, facilitating public meetings, and presentations, but not be limited to all labor, material, equipment, travel, shipping, and administrative costs to complete the contract in accordance with all of its terms and conditions and in compliance with all applicable laws and Universal Service Fund rules.

**R. RIGHT OF REJECTION OF PROPOSALS**

1. Offerors must comply with all of the terms of this RFP, and all applicable local, state, and federal laws, codes and regulations. The District may reject and proposal that does not comply with all of the material and substantial terms, conditions, and performance requirements of this RFP and any proposal which contains information or material which cannot be verified or otherwise confirmed for purposes of determining responsiveness to the solicitation.
2. The District reserves the right to waive informalities and minor irregularities, and/or reject any and all proposals, and to not award the proposed contract, if in its best interest. "Informalities and minor irregularities" means matters of form rather than substance which are evident from the submittal, or are insignificant matters that have a negligible effect on price, quantity, quality, delivery, or contractual conditions and that can be waived or corrected without prejudice to other offerors. These include items that:
  - a. Do not affect responsiveness;
  - b. Are merely a matter of form or format;
  - c. Do not change the relative standing or otherwise prejudice other offers;
  - d. Do not change the meaning or scope of the RFP;
  - e. Are trivial, negligible, or immaterial in nature;

- f. Do not reflect a material change in the work; or
- g. Do not constitute a substantial reservation against a requirement or provision of the RFP.

**S. RESPONSIBLE OFFERORS**

1. A contract will be awarded only to prospective offerors who are determined to be responsible.
2. In order to determine responsibility of a prospective offeror, the District may require offerors to supply additional information or documentation and may perform on-site pre-award surveys. Failure of an offeror to promptly cooperate or supply information in connection with a District inquiry with respect to responsibility may result in a determination of non-responsibility with respect to the offeror.
3. To be determined responsible, a prospective offeror must:
  - a. Have adequate financial resources to perform the contract or the ability to obtain them;
  - b. Be able to comply with the contract performance schedule taking into consideration all existing other business commitments;
  - c. Have a satisfactory performance record;
  - d. Have a satisfactory record of integrity, and business ethics;
  - e. Have the necessary organization personnel, experience, accounting and operational controls, and technical skills, or the ability to obtain them;
  - f. Have the necessary equipment and facilities or the ability to obtain them; and
  - g. Be otherwise qualified and eligible to receive an award under applicable laws and regulations.

**T. SELECTION FOR AWARD**

1. Selection for award will be accomplished in accordance with Anchorage School Board Policy 3311, Administrative Regulation 3311.1(a).1. and the terms and conditions of this solicitation. A recommendation for award(s), based upon the evaluation criteria specified in this RFP, will be made to the School Board for approval, unless approval is not required under Board Policy 3311, Administrative Regulation 3311.1(e).1.
2. The District may award multiple contracts or a single contract on the basis of initial proposals received, without discussions. Therefore, each proposal should contain the offeror's best efforts from a technical standpoint.
3. For those awards requiring Board approval, the District's Purchasing Department will make public in the Purchasing Department each 'Notice of Intent to Award' ten (10) calendar days prior to the scheduled date for award by the Board. Offerors may, upon request to the Purchasing Department, review the proposal scoring summary prior to the scheduled Board award date.
4. Any contract awarded as a result of this solicitation will incorporate the contents of this RFP and the successful offeror's proposal, subject to the reservations set forth herein for provisions of a proposal that do not comply with material and substantial terms, conditions, and requirements of this RFP or that impermissibly restrict the rights of the District. The successful offeror(s) will be required to execute a written contract in the form included as part of this RFP and comply with its terms.

**U. NEGOTIATIONS**

After final evaluation, the District may negotiate with the offeror of the highest-ranking proposal. Negotiations, if held, shall be within the scope of the RFP and limited to those items which would not have an effect on the ranking of proposals. The District reserves the right to change terms and conditions during contract negotiations. The District also reserves the

right to negotiate unit prices which are identified in the unit price worksheets with offeror(s) for items that appear to be unbalanced or where the District considers unit price(s) not to be cost reasonable for similar industry services. If the highest-ranked offeror fails to provide necessary information for negotiations in a timely manner or fails to negotiate in good faith, or if the offeror and the District, after a good faith effort, cannot come to terms, the District may terminate negotiations and commence negotiations with the offeror of the next highest-ranking proposal.

**V. DISTRICT NOT RESPONSIBLE FOR PREPARATION COSTS**

The District will not pay any cost associated with the preparation, submittal, presentation, or evaluation of any offer. The District shall not be liable for any cost incurred by an offeror in responding to this solicitation or incurred for any work done, even in good faith, prior to execution of a contract and issuance of a notice to proceed, including but not limited to: offer preparation costs and costs, including attorney fees associated with any challenge (administrative, judicial or otherwise) to the determination of the lowest responsive, responsible offeror and/or award of contract and/or rejection of offers. By submitting an offer, each offeror agrees to be bound in this respect and waives all claims to such costs and fees.

**W. AWARD AND EXECUTION OF CONTRACT(S)**

**It is the District's intent to award multiple contracts, one (1) for each individual service group or a single contract for both service groups, which will be determined solely by the District, in the best interest of the District.**

1. Award of Contract(s)

Selection of the successful offeror(s) will be by a notice in writing signed by a duly authorized representative of the District and no other act of the District or its representative will constitute an acceptance of a proposal.

2. Execution of Contract(s)

- a. The offeror(s) whose proposal is accepted by the District shall execute multiple contracts or a single contract and furnish the required insurance within five (5) days after presentation of the contract for signature. Failure or neglect to provide the required insurance or to execute the contract within the time specified, or within such additional time as the District, in its sole discretion, may allow, shall constitute a breach of the agreement affecting the award. The damages to the District for such breach shall include loss due to delay and interference with the District's general operations improvements program, and increased administrative expense, and other items whose accurate amount would be difficult or impossible to compute.
- b. Upon receipt of the above referenced contract executed by the offeror, and all required insurance certificates, the properly authorized District representatives will execute the contract. The contract shall not be effective until it is executed by a properly authorized representative of the District.

**X. STANDARD CONTRACT TERMS**

In addition to reading all of the information in the RFP, bidders must read and review the standard contract terms and conditions. The successful bidder shall be required to enter into an agreement with the District which will be substantially similar to the sample.

A sample copy of the form of contract can be viewed at:

[http://apps.asdk12.org/depts/purchasing/meeting/Sample\\_Contract/FORM\\_OF\\_CONTRACT.dotx](http://apps.asdk12.org/depts/purchasing/meeting/Sample_Contract/FORM_OF_CONTRACT.dotx)

**Y. CONTRACT INDUCEMENTS**

No payment, gratuity of offer of employment shall be made in connection with any contract, by or on behalf of the subcontractor to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.

**Z. PROTEST AND APPEAL PROCESS FOR AGGRIEVED OFFERORS/PROPOSERS**



1. Protest

- a. An interested party may protest a solicitation or a proposed award of a contract.
  - i) A protest as to the specifications and/or terms and conditions of a solicitation must be received by the Purchasing Senior Director at least five (5) calendar days prior to the due date of the bid or proposal; failure to protest as provided herein constitutes a waiver of any objection to the solicitation.
  - ii) For construction projects and architectural/engineering design services, the protest of a proposed award of a contract must be received by the Purchasing Senior Director within ten (10) calendar days after issuance of the notice of intent to award, except that for purchases under one hundred thousand dollars (\$100,000), the protest must be received within three (3) business days.
  - iii) For goods or services, the protest of a proposed award of a contract must be received by the Purchasing Senior Director within seven (7) calendar days after issuance of the notice of intent to award, except that for purchases under one hundred thousand dollars (\$100,000), the protest must be received within three (3) business days.
  - iv) The protest must include the name of the person submitting the protest, the name of the bidder/proposer represented by that person, the specific action or bid/request for proposal contract award which is being protested, a detailed explanation of the reasons for the protest, and the relief requested.
  - v) The aggrieved person must serve all other interested parties with its protest.
- b. The Purchasing Senior Director shall stay the intended award of a contract unless the Purchasing Senior Director determines the award of the contract without further delay is necessary to protect the District's best interest. The Purchasing Senior Director may, in his/her sole discretion, hold a hearing.
- c. The rights and remedies granted by this section are not available for informal small purchases with an actual or potential value of less than twenty-five thousand dollars (\$25,000). Failure to protest as provided herein constitutes a waiver of any objection to the solicitation and contract award.

2. Appeal

- a. A decision by the Purchasing Senior Director may be appealed to the Anchorage School Board. Any appeal shall be filed with the Superintendent within five (5) days after the decision is received by the protester and must include the name of the person submitting the appeal, the name of the bidder/proposer represented by that person, and a detailed explanation of the basis for the appeal. The aggrieved bidder/proposer must serve all other interested parties with its appeal. Emergency Contract Awards are not appealable.
- b. The Superintendent may obtain an independent review of the appeal issues if the Superintendent determines such review will assist consideration of the appeal. The independent review shall be conducted by a not directly involved District employee or an experienced but disinterested third party from outside the District.
- c. Failure to appeal to the Anchorage School Board as provided herein constitutes a waiver of any objections to the solicitation and the contract award.

3. Consideration of Appeal

- a. The decision being appealed and the findings from the independent review, if any, will be reported to the Board. Upon consideration of the appeal and allowing interested parties an opportunity to address the issues on appeal, the Board may:
  - i) Award the contract as recommended, if applicable, indicating its reasons for rejecting the appeal;

- ii) Grant the appeal, indicating its reasons for granting the appeal, and determine an appropriate remedy consistent with Board policy. The Board may award the contract at that meeting to some other bidder/proposer if it finds that a delay in making the award would adversely affect the District;
  - iii) Stay any award of the contract to permit further consideration of the appeal, with action to be scheduled as soon as practicable, but in no event more than twenty (20) days after the stay as initiated;
  - iv) Reject all bids/proposals in accordance with Board Policy 3311, Administrative Regulation 3311.1(a).13;
  - v) Take such other action as appears appropriate and in the best interest of the District under the circumstances, in accordance with Board policy.
4. Frivolous Protests
- a. The signature of an attorney or party on a request for review, protest, motion, or other document constitutes a certificate by the signer that the signer has read the document, to the best of his/her knowledge, information, and belief formed after reasonable inquiry it is well grounded in fact and is warranted by existing law or a good faith argument for the extension, modification, or reversal of existing law, and that it is not interposed for an improper purpose, such as to harass, limit competition, or to cause unnecessary delay or needless increase in the cost of the procurement or of the litigation.
  - b. If a request for review, protest, pleading, motion, or other document filed with the Purchasing Senior Director is signed in violation of the paragraph above, the Board, may impose upon the person who signed it, a represented party, or both, an appropriate sanction, that may include an order to pay to the other party or parties the amount of the reasonable expenses incurred because of the filing of the protest, pleading, motion, or other paper, including a reasonable attorney's fee.

**AA. PROTECTION OF PROPERTY**

The contractor assumes full responsibility for and shall indemnify the District for any loss or damage to any District property, resulting in whole or in part from the negligent acts or omissions of the contractor, or any employee, agent or representative of the contractor.

**BB. PUBLIC RECORDS CLAUSE/CONFIDENTIALITY**

- 1. This RFP and the resulting proposals received, together with copies of all documents pertaining to the award of a contract, will be kept by the District's Purchasing Department and made part of the record which will be open to public inspection after contract award. Proposers, upon request to the Purchasing Director, may review the proposal scoring summary after issuance of the 'Notice of Intent to Award' has been issued, except to the extent permissibly restricted by the offeror.
- 2. Offerors are advised to consult School Board Policy 1340 and the Alaska Public Records Act, A.S. 40.25.100-40.25.295 to verify if any of their proposal information may qualify for exemption from public disclosure. Exemptions to public disclosure requirements are narrowly construed. As such, the District cannot exempt materials that are not of a truly proprietary nature under applicable law and policy, and cannot be held liable for the disclosure of such information, even if marked for restriction by an offeror.
- 3. If a proposal contains any information that an offeror reasonably believes is proprietary or confidential, and is subject to protection under applicable law, each such page of the proposal must be marked "Confidential" by the offeror and the offeror must explain the basis for its determination that the information is not subject to disclosure under applicable public records laws. Cost or price information may not be restricted and will be open to public inspection. Marking an entire proposal "Confidential" is not acceptable and may result in disclosure of the entire proposal.
- 4. By submitting a proposal, the offeror agrees to release the District from any liability resulting from the District's disclosure of information not clearly marked "Confidential." The offeror also agrees to defend any action seeking release of information marked "Confidential" and to indemnify and hold the District, its Board, employees and agents, harmless from any judgments, damages and costs awarded against the District, its Board, employees or agents, in

favor of a party requesting information submitted by an offeror. Additionally, the offeror understands and agrees that if a request is made under applicable public records laws, the District will notify the offeror of such request but under no circumstance shall the District be required to commence or defend any action to prevent the disclosure of any information submitted by an offeror, including information the offeror believes to be confidential or proprietary.

### CC. CONFLICT OF INTEREST

1. The Contractor agrees to certify that Anchorage School District employees, School Board members, or a member of their household are not in conflict of interest with the contract and Board Policy as follows (AR3311.1(e).1 Disclosure and Waiver of Conflict of Interest):
  - a. No Board member, employee, or a member of their household, shall acquire, directly or indirectly, an economic interest in a District or Municipal contract, or engage in business with the District or the municipality, unless the contract is competitively solicited and other requirements of Section 3311 of Board Policy and section 1.15 of the Anchorage Municipal Code are met.
  - b. The following acts and circumstances shall not be deemed to be in conflict with the performance of official duties if, at the earliest opportunity after having acquired such knowledge, the Board member or employee files a disclosure pursuant to AR3311.1(e).1 or requests and obtains a waiver pursuant to Board Policy AR3311.1(e).2:
    1. Such person owns a sole proprietorship, or is a partner in a partnership, or is an officer, director, major shareholder (five percent (5%) or more of the outstanding shares) or has management control in a corporation that submits a bid, proposal or quotation to the District or attempts to enter or enters into a contract with the District;
    2. Such person has any significant (five percent (5%) or more) financial interest in any sale, lease or rental to the District of any service or property and such person has knowledge that the District intends to purchase, lease or rent the property or service;
    3. Such person wishes to sell or receive royalties on books or materials sold to the District for use in the school system for which the employee is the author;
    4. Such person is an employee who has been providing private services to a child who transfers to a new school or class or advances to a higher grade and the child becomes a student in the class being taught/aided by his/her provider.
2. Board Members, District employees, and their household and/or immediate family members are required to comply with Board Policies and the Municipal Ethics Code by disclosing conflicts of interest.
  - a. When a board member, employee, or their household and/or immediate family member intends to do business with the District, the appropriate District and Municipal forms must be filed by the Board Member or District employee with the Municipal Clerk's Office and the Purchasing Department.

Note: *Notice of Intent to Respond To Public Solicitation* shall be filed with the Municipal Clerk's office in advance to allow a minimum of **7 calendar days to elapse between electronic publication by the clerk and the final date** for submitting a response to the solicitation. The form may be obtained from the Municipality of Anchorage website, [www.muni.org](http://www.muni.org).

District *Disclosure* and *Request for Waiver* forms and instructions may be obtained from the Conflict of Interest link on the Procurement Department page of the ASD website, [www.asdk12.org](http://www.asdk12.org).

- b. The responsibility for complete and timely filing rests solely with the Board Member or District employee.

### DD. SEX OFFENDER/CHILD KIDNAPPER REGISTRY

Alaska School Board Policy 3515.5 prohibits a contractor whose employees or agents may have direct or incidental contact with Anchorage School District (the District) students from sending any employee or agent to district property who has been convicted of a sex offense under federal law or the law of any state and who is required to register as a sex offender under Alaska law or by court order, or who has been convicted of child kidnapping under federal law or the law of any state and who is required under Alaska law or court order to register on the Alaska Department of Public Safety Sex Offender/Child Kidnapper Central Registry. Board Policy 3515.5 requires contractors to certify in writing the contractor’s knowledge of and compliance with Board Policy 3515.5. ***Prior to executing a contract*** for this project, the selected Contractor shall verify that no employee or agent who will be on district property is registered as a sex offender or child kidnapper in Alaska [Alaska Department of Public Safety “Sex Offender/Child Kidnapper Registry”] or in any other state. In addition, the contractor shall certify that, to its knowledge, no employee or agent is a convicted sex offender or child kidnapper. Certification(s) will be required at time of award.

**EE. TENTATIVE SCHEDULE FOR SOLICITATION**

The District reserves the right to deviate from this solicitation schedule.

Requirement	Anticipated Dates
Public Notice of RFP	November 10, 2023
Pre-Proposal Conference	November 21, 2023
Deadline for Receipt of Written Questions	November 22, 2023
Response to Written Questions	Approximately December 1, 2023
Deadline for Receipt of Written Proposals	December 14, 2023
Issuance of Notice of Intent to Award	Approximately: January 2024
School Board Approval	Approximately: February 2024
Contract Award(s)	Approximately: March 2024
Contract(s) Begins	July 1, 2024

**END OF SECTION I**

**SECTION II**  
**EVALUATION OF PROPOSALS**

**A. EVALUATION OF PROPOSALS**

1. All proposals will be reviewed by the District's Purchasing Department to evaluate administrative responsiveness of proposals to determine if offerors have complied with the administrative proposal requirements and to determine if proposals meet the minimum mandatory criteria set forth in this RFP.
2. Proposals meeting minimum mandatory requirements will then be evaluated by an evaluation committee comprised of District employees or other persons deemed appropriate by the District using the Evaluation Criteria specified in this RFP. Evaluation of proposals in accordance with the evaluation criteria will result in a numerical score for each proposal. Each criterion has an assigned weight for this RFP which demonstrates its relative importance. Evaluation of proposals will be accomplished as follows:

- a. Each evaluator will individually review and score each offeror's proposal on a scale of 0 to 1 for each of the Technical Evaluation Criteria.

A rating of "0" indicates a proposal which is non-responsive and/or provides no quality or value to the District and a rating of "1" indicates a proposal which is completely responsive and/or provides significant quality and value to the District. Ratings within the range indicate the level at which the proposal is responsive and/or provides quality and value to the District.

- b. After completion of ratings by each evaluator, the evaluation committee may discuss the proposal. Evaluators may then alter their ratings; however, any changes shall be based only on the proposal and the evaluation criteria.
- c. The chairperson will obtain the ratings for the evaluation criteria and ratings will then be multiplied against the points available for each criterion. The sum of the weighted scores for each proposal will result in a total weighted score from each member of the evaluation committee. The total weighted scores of all evaluators will be summed to determine the total weighted score for each proposal. The maximum score obtainable for any proposal is equal to the product of the maximum points for the evaluation criteria multiplied by the number of evaluators.
- d. Based upon the results of the proposal scoring, the District may, in its discretion, conduct discussions with offerors whose proposals are determined to be reasonably susceptible to award. Such discussions, visits and presentations are for the purposes of ensuring full understanding of the requirements of the RFP and offeror proposals and may not result in any material or substantive change to proposals. Offerors selected by the evaluation committee for interviews may be required to submit final written, graphic and verbal presentation information for consideration by the evaluation committee in response to the aforementioned purposes. Only those members of the offeror's staff who will be in responsible charge and/or will carry out the actual tasks should participate in the interviews.
- e. Subsequent to the interviews, the evaluation committee will make a final rating based upon the evaluation criteria. The evaluation committee shall use the same procedure as specified for the initial proposal rankings. The final ranking may or may not be the same as the order of ranking after completion of the initial ranking.
- f. The District reserves the right to request the highest ranking proposers whose proposals are determined to be reasonably susceptible to award to review their previous proposals with consideration of any additions, clarifications or modifications, submit revised fee schedules for Best and Final Offers (fee proposals). If Best and Final Offers are requested, selected offerors must submit revised fee proposals on the forms provided by the District to be considered for evaluation and award. Offerors who do not submit a Best and Final Offer (revised fee proposals) will not be considered for evaluation and award and their proposals will be rejected and considered non-responsive.
- g. For purposes of this RFP, proposals that are "reasonably susceptible to award" means the three (3) highest scoring proposals, unless, in the sole discretion of the District's Purchasing Director, one or more of the three (3) highest scoring proposals did not achieve a score high enough to be within the competitive range and to remain under consideration for award when ranked with other proposals or the District received one or more additional proposals that are within the competitive range of the three (3) highest scoring proposals such that the

additional proposal(s) may remain under consideration when ranked with the other proposals. This is not a strict mathematical formula and may not be challenged on that basis except in the case of obvious arithmetic errors.

- The District reserves the right, at any time, to determine that a proposal is non-responsive and to request additional information to determine responsiveness.

**B. EVALUATION CRITERIA**

Proposals will be scored using the criteria listed below to determine which proposal best meets the needs of the District for each service group. The criteria to be considered during the evaluation and their associated weights are as follows:

<u>Item</u>	<u>Criteria</u>	<u>Points</u>
1.	Proposal Vision	8
2.	Proposal Value Proposition	15
3.	Service Level Agreement	8
4.	Service Level Agreement Reporting	2
5.	Meetings and Reports	2
6.	Personnel and Experience	5
7.	References	5
Sub Total:		45
<u>Fees</u>		
8.	Fee Proposal for E-Rate Eligible Components, Years 1-5	39
9.	Fee Proposal for E-Rate Ineligible Components, Years 1-5	16
Sub Total:		55
<b>Total Points Possible:</b>		<b>100</b>

**C. FEE PROPOSAL**

Please submit one (1) copy of each completed Fee Proposal Form (Attachment B) & completed unit cost and fee schedule worksheets in a separate sealed envelope, clearly marked as Fee Proposal, as follows:

- Group 1 – Wide Area Network: Attachments B, G & H; and/or**
- Group 2 – Internet: Attachments B, I & J.**

The proposed fee will be scored based on the total proposed price, weighting eligible and ineligible components, with the maximum possible points awarded to the lowest total fee proposal. Fee Proposal Form, fee schedule attachments, and worksheets will be examined to determine if they are consistent with the rest of the proposal and that their calculations are accurate. The offeror is entirely responsible for the accuracy, completeness, and consistency of its Fee Proposal Form and associated Fee Schedules.

Proposed fee will be scored using the following formula:

$$\frac{PL}{PE} \times PP = PA$$

- Lowest Proposal Fee = PL
- Proposal Fee of proposal being evaluated = PE
- Points Possible = PP
- Points Assigned = PA

**END OF SECTION II**

**SECTION III**  
**PROPOSAL FORMAT**

Each response must be identified and keyed to the applicable criterion and assembled in the order in which the criterion are listed in Section II, Part B, so the criterion to which information applies shall be plainly evident. Material not so identified or assembled may be discarded without evaluation. Each proposal shall be submitted on standard 8 1/2" x 11" bond paper bound on one side. Proposals should be prepared simply and economically, providing a straightforward, concise delineation of the capabilities proposed to satisfy the requirements of this RFP. In addition, small print or typeface that is difficult to read may affect scoring.

To achieve a uniform review process and obtain the maximum degree of comparability, it is required that the proposals be organized in the manner specified below. Proposals shall not exceed twenty-five (25) pages in length (excluding letter of transmittal, resumes (resumes shall not exceed two (2) pages in length), table of contents, attachments, or dividers. Information in excess of those allowed will not be evaluated or scored. One page shall be interpreted as one side of single lined, typed, 8 1/2" X 11", piece of paper.

To ensure that proposals are evaluated fairly and that comparisons between proposals are accurate, offerors must submit proposals in the format outlined below. Failure to comply with these requirements may cause a proposal to be rejected as non-responsive and eliminated from further consideration.

**A. PROPOSAL TRANSMITTAL FORM**

Submit the completed Proposal Transmittal Form (Attachment A) as the first page of the proposal. The Proposal Transmittal Form must be signed by an authorized representative of the offeror.

**B. PROPOSAL NARRATIVE**

1. **Mandatory Requirements** **Pass/Fail**

**Group 1: Wide Area Network Services – Attachments C, E & F**

**Group 2: Internet Services – Attachments D, E & F**

2. **Proposal Vision** **Weight: 8**

Proposal must outline the approach and methods for accomplishing the proposed contract, including perceived objectives and scope. Considerations as to what, when, where, how, and in what sequence the work will be done should be addressed to demonstrate a complete understanding of the technical and substantive issues associated with the project over the duration of the contract. Define any assumptions made in formulating the response. Provide a preliminary overall schedule with sufficient detail to indicate a thorough understanding of the process. Demonstrated reliability of service is a critical factor.

3. **Proposal Value Proposition** **Weight: 15**

Proposal must describe the innovations, services, and features that make this proposal a desirable course of action over the duration of the contract. Describe the aspects of the solution that make it technically superior, provide evidence of a higher level of customer satisfaction, and highlight areas where the solution exceeds expectations. Denote reasons the proposal provides better odds of successful future performance.

4. **Service Level Agreement** **Weight: 8**

Proposal must describe the administrative and operational structures that will be used to meet and maintain the Service Level Agreement reference values identified in *Exhibit 3*.

5. **Service Level Agreement Reporting** **Weight: 2**

Proposal must describe the systems and processes for continuous or periodic reporting of Service Level Agreement statistics to the District.

6. **Meetings and Reports** **Weight: 2**

Proposal must describe the proposed solution for keeping the District informed of implementation progress, service delivery status updates, issue tracking, and periodic reporting of the same.

7. **Personnel and Experience** **Weight: 5**

Proposal must describe the administrative and operational structures that will be used for performing the proposed contract. Discuss the offeror's and proposed subcontractor's background and qualifications to establish experience and performance as a team. Describe previous experience implementing similar systems with similar functions, size, number of sites, and complexity. Describe the national presence for the proposed solution.

8. **References** **Weight: 5**

Proposal must describe previous successes with other customers and how it relates to this project. Include experience with school districts of similar size and with any organizations of similar size, especially organizations within the state of Alaska.

9. **Fee Proposal** **Weight: 55**

Proposers must submit pricing for each item on the Fee Proposal Form, fee schedule attachments, and worksheets. Fee Proposal. The proposed fee will be scored based on the total proposed price, weighting eligible and ineligible components, with the maximum possible points awarded to the lowest total fee proposal. Fee Proposal Form, fee schedule attachments, and worksheets will be examined to determine if they are consistent with the rest of the proposal and that their calculations are accurate. The offeror is entirely responsible for the accuracy, completeness, and consistency of its Fee Proposal Form and Fee Detail. In the event that there is a discrepancy between the Fee Proposal Form and the Pricing Worksheet, the Pricing Worksheet will be the governing document.

**END OF SECTION III**



**SECTION IV**  
**SPECIFICATIONS/ SCOPE OF SERVICES**

**A. SCOPE**

This solicitation is conducted in accordance with the requirements of the Universal Service Fund ("USF") program operated by the Universal Service Administrative Company and the Schools and Libraries Division. It is the Offeror's responsibility to understand and comply with all rules and procedures governing participation in the program. Information about the Universal Service Fund, the Universal Service Administrative Company and the Schools and Libraries Division is available at <https://www.usac.org/e-rate/>.

In compliance with E-Rate regulations, we are seeking bids for Telecommunication Services for our District sites. VENDORS MUST PROVIDE LOWEST CORRESPONDING PRICE AS DEFINED BY TITLE CFR § 54.500(f).

**1. Identification Number**

All vendors must have a USF Service Provider Identification Number (SPIN) and be on green light status with USAC, and vendors must have a current Service Provider Annual Certification (SPAC) on file with USAC. The service provider's SPIN must be included in the provider's proposal.

**2. Universal Service Discounts**

USF eligible products and/or services must be identified separately in offeror's proposals from any and all ineligible products and/or services.

**3. Universal Service Discount Implementation**

The Anchorage School District (District) currently utilizes the Billed Entity Applicant Reimbursement (BEAR) method to file for reimbursement of eligible services but offerors must implement Service Provider Invoice (SPI). All provider filing and documentation will be made in accordance with the rules and guidelines of the Universal Service Administrative Company and the Schools and Libraries Division. The District reserves the right to reduce or adjust the contract amount by reducing the amount of services and/or products in order to meet budget requirements in the event the level of reimbursement is less than anticipated by the District.

**B. BACKGROUND**

1. The District is comprised of one hundred and eight (108) facility locations with network connectivity, as identified in *Exhibit 2: List of District Locations* spread throughout an area of 1,922 square miles. With over eight (8) million square feet of facilities. The District utilizes a variety of workstations, local area networks (LANs) and wireless local area networks (WLANs) in place at the schools and administrative departments. The District has its own Autonomous System (AS46932) and associated /21 IPv4 address space.
2. Workstations are predominantly Chrome OS for students, macOS for faculty, and Windows for business functions.
3. The District currently uses Ethernet Virtual Private Line (EVP-Line) to facilitate WAN service. Elementary, charter and high school WAN capacities average approximately 256 Kbps per student enrolled, middle and alternative schools average approximately 500 Kbps per student enrolled, and residential facilities average approximately 1 Mbps per student enrolled.
4. Internet connectivity for the entire district is currently provided at 3 Gbps total with burst speeds to 6 Gbps utilizing two (2) deterministic, diverse-path Dedicated Internet Access (DIA) circuits. The District provisions two circuits to two different service provider wire centers. Access is distributed by deterministic routes, with approximately half of the District routed via each DIA.
5. Current Internet and WAN service is symmetric. The WAN is in a mostly hub and spoke topology as shown in *Exhibit 5: Network Overview*, with Kennedy Data Center as the hub. WAN circuits connect back to the hub via two (2) aggregate connections, sized to accommodate peak WAN traffic during the state online assessment.

6. Alaska Statute AS 14.03.127 discusses the State's intent to ensure every school has at least 25 Mbps of Internet service.
7. Data communications throughout the District is based on Ethernet standards. Most cabling is Category 5e certified to 1 Gbps standard with new or remodeled sites receiving Category 6 or Category 6e. Equipment has been installed to provide 100 Mbps connectivity to the desktop, 1000 Mbps connectivity to computer lab computers and 10 Gbps across the local area network (LAN) backbone. WLANs have been installed at every site listed in *Exhibit 2: List of District Locations* with average access point placement/coverage of one wireless access point (WAP) per classroom.
8. The District has a pair of Cisco Firepower 9300 appliances in cluster configuration, each with one SM-24 module, managed by an HA pair of Firepower 4500 Management Centers. The district will be moving to a pair of active/standby HA Fortigate 2601F.

### C. DISTRICT OBJECTIVES & GENERAL REQUIREMENTS

1. It is the expectation that evaluation of cost of services in conjunction with E-Rate reimbursement be examined to determine the most cost-effective solution for delivery of the requirements specified. The District is willing to entertain any proposal for delivery of service as long as it can be evaluated and proven to be a valid economic and stable solution. If a change to existing service is proposed, an implementation timeline and project plan will be submitted as part of the proposal and require approval by the District. All costs need to be accounted for, including but not limited to: transitional costs from existing services, costs to remediate environment for additional impacts (e.g. power, cooling, additional connectivity), or additional support. It is the overall intent of this proposal to provide an equivalent or superior level of Data Communication Services to those currently being provided to all District locations as indicated on the Appendixes, which are then billed monthly from the Data Communication Services provider.
2. The Offeror shall be responsible for the installation and removal of all Offeror equipment, excluding the District equipment being retained by the District. All costs related to such removal, at the end of the contract, shall be the responsibility of the Offeror.
3. New services must begin on July 1, 2024, which represents the expiration of the current services.
4. The District understands that some solutions proposed for this Request for Proposals may not be eligible for E-Rate subsidization from the Universal Service Fund. It is the District's intention to purchase Data Communication Services as part of this Request for Proposals process whether eligible or not for E-Rate reimbursement. Proposers shall separate out all cost for determination of eligible or ineligible services and furnish supporting cost and eligibility information for all components of the services.
5. The Offeror shall provide a Service Level Agreement (SLA) for all services rendered. Circuit and outage response SLA requirements are outlined in *Exhibit 3: Service Level Agreement Minimum Requirements*.
6. The District expects the Offeror to anticipate downward competitive pressure ("price compression") over the duration of the resulting contract, with the potential to renegotiate pricing before the end of the contract term. Minimally, Offerors should be aware of the Federal Communication Commission's lowest corresponding price (LCP) rule for E-Rate services.
7. Initial Wide Area Network bandwidth requirements are outlined in *Attachment H Wide Area Network Fee Proposal Detail*. If circuit aggregation is proposed, aggregates support the simultaneous Committed Information Rate (CIR) of the aggregated circuits. Speeds and quantities shown are for RFP scoring purposes only; actual speeds and quantities will be determined based on operational need and periodic review.
8. The District has an initial requirement of at least 5 Gbps base sustained CIR for each individual DIA circuit and requires growth capacity of up Internet Service, increasable to at least 10 Gbps base CIR per DIA circuit sustained bandwidth and 20 Gbps burstable bandwidth during the duration of the contract, as forecast in *Attachment J: Internet Fee Proposal Detail – Years 1 through 5*. Speeds and quantities shown are for RFP scoring purposes only; actual speeds and quantities will be determined based on operational need and periodic review.

9. All circuits proposed for either Wide Area Network Services or Internet Services provide burstable speeds up to double the committed information rate (CIR) to allow for periodic, temporary increases in need such as student online assessments.
10. The District expects bandwidth requirements to increase over the duration of the resulting contract. Proposals must include incremental pricing to allow for future District needs and budgets. Wide Area Network Service proposals must include incremental pricing as detailed in *Attachment G: Wide Area Network Services Unit Cost Worksheet*, and likewise Internet Service proposals as detailed in *Attachment I: Internet Services Unit Cost Worksheet*.
11. Offerors may propose solutions for Wide Area Network Services, Internet Services, or both. Offerors are not required to bid on both. The offeror is free to partner with other entities to cover the complete scope of services, following the requirements set forth elsewhere in this RFP.
12. Failure to include any costs or information listed as required may be considered non-responsive.
13. The District has, in accordance with E-rate guidelines, rated cost of service as the highest weighted factor in its decision criteria.
14. The offeror accepts fiscal responsibility for any error by the offeror in E-Rate reimbursement eligibility.

#### **D. SERVICE GROUPING**

1. The District will consider proposals within the following groupings:  
  
GROUP 1 - WIDE AREA NETWORK SERVICES  
GROUP 2 - INTERNET SERVICES
2. Each group will be separately evaluated based on the criteria in Section II – Evaluation of Proposals, Paragraph B – Evaluation Criteria.
3. Offerors can respond with any of the following FCC Form 470 “Functions” as appropriate for services being proposed:
  - a. Internet Access and Data Transmission Service
  - b. Standalone Data Transmission Service
  - c. Services Provided Over Third-Party Networks
  - d. Leased Lit Fiber

#### **GROUP 1 - WIDE AREA NETWORK SERVICES**

- e. The District seeks a data services provider to furnish wide area network services at all District locations.
  - 1) All sites and associated speeds specified in *Attachment H* are included in the proposal. The network configuration is currently hub and spoke but the District will consider alternative topologies as required by E-Rate guidelines. Speeds and quantities shown are for RFP scoring purposes only; actual speeds and quantities will be determined based on operational need and periodic review.
  - 2) WAN circuits are point-to-point transport circuits in any configuration the service provider proposes, over a transport medium and configuration of the service provider’s choice.
  - 3) Proposal includes pricing for individual circuits in a range with a minimum speed of 2 Mbps symmetrical committed information rate (CIR), to a maximum of 10 Gbps CIR, with increments outlined in *Attachment G: Wide Area Network Services Unit Cost Worksheet*.
  - 4) All proposed circuits provide burstable speeds up to double the committed information rate (CIR) at no additional charge.

- 5) Proposal terminates service utilizing a single connection to the District network in the demarcation point at each address specified in *Exhibit 2: List of District Locations*, with Jesse Lee and Kennedy Data Center allowed as exceptions. Solutions bringing service to the property line but not to the demarcation point are not acceptable.
- 6) Proposal provides service to Kennedy Data Center, with address specified in *Exhibit 2: List of District Locations*.
- 7) Types of circuits proposed and circuit requirements are clearly identified and articulated in the proposal.
- 8) Offerors must include a network diagram displaying the paths to be used to serve each location.
- 9) Offerors must include incremental pricing as identified in *Attachment G: Wide Area Network Services Unit Cost Worksheet*.
- 10) If circuit aggregation is proposed, aggregates support the simultaneous Committed Information Rate (CIR) of the aggregated circuits.
- 11) The proposed solution clearly articulates and calculates transitional costs and E-Rate discount eligibility.
- 12) The Offeror accepts fiscal responsibility for any error by Offeror in E-Rate discount eligibility.
- 13) The proposal includes a plan for transition to allow service to continue without disruption or to facilitate the orderly transfer of service upon contract termination.
- 14) All proposed E-Rate eligible services must fall in Category 1 as defined by the Universal Service Administrative Company (USAC).

## **GROUP 2 - INTERNET SERVICES**

- a. The District seeks a data communications link between the District Information Technology Center and a major Internet Service Provider Point of Presence.
  - 1) Proposal provides for at least 5 Gbps total symmetrical committed information rate (CIR) in years 1 through 3.
  - 2) Proposal provides for at least 7 Gbps total symmetrical committed information rate (CIR) in years 4 through 5.
  - 3) Proposal includes pricing for individual circuits in a range with a minimum speed of 1 Gbps symmetrical committed information rate (CIR), increasing in 0.5 Gbps increments, to a maximum of 10 Gbps CIR.
  - 4) All proposed circuits provide burstable speeds up to double the committed information rate (CIR) at no additional charge.
  - 5) Speeds and quantities shown are for RFP scoring purposes only; actual speeds and quantities will be determined based on operational need and periodic review.
  - 6) Proposal provides service to Kennedy Data Center, with address specified in *Exhibit 2: List of District Locations*.
  - 7) Service to Kennedy Data Center is provided via deterministic, diverse path Dedicated Internet Access (DIA). The District leaves the Point of Presence and route up to the offeror.
  - 8) The proposed solution clearly articulates and calculates transitional costs and E-Rate discount eligibility.
  - 9) The offeror accepts fiscal responsibility for any error by offeror in E-Rate reimbursement eligibility.

- 10) The proposal includes incremental pricing as specified in *Attachment I: Internet Services Unit Cost Worksheet*.
- 11) The proposal includes a plan for transition to allow service to continue without disruption or to facilitate the orderly transfer of service upon contract termination.
- 12) All proposed E-Rate eligible services must fall in Category 1 as defined by the Universal Service Administrative Company (USAC).

**E. SERVICE LEVEL AGREEMENT**

The Offeror shall provide a Service Level Agreement (SLA) for all services rendered. Circuit and outage response SLA requirements are outlined in *Exhibit 3: Service Level Agreement Minimum Requirements*.

- 1. The offeror will provide customer support functions including problem tracking, resolution and escalation support management on a 24x7x365 basis. Support must be provided using resources and personnel within the Municipality of Anchorage on at least a 12x5x260 basis, with service beginning at 6 AM Monday and ending 6 PM Friday, Alaska Time. The District has the right and is encouraged to call concerning any problems that may arise relative to its connection with offeror provided services.
- 2. Upon interruption, degradation or loss of service, the District may contact offeror by defined method with a response based on trouble level. Upon contact from the District, the offeror support team will initiate an immediate response to resolve any District issue. District will receive feedback on trouble resolution no less than every two (2) hours, including potential resolution time, unless mutually agreed upon per incident.
- 3. In the event that service has not been restored in a timely manner, or the District does not feel that adequate attention has been allocated, the District can escalate the trouble resolution by request. A list of escalation contacts will be provided when the implementation schedule is completed.
- 4. The District will be notified immediately once a problem is resolved and will receive written closure of the incident.
- 5. A detailed trouble reporting, escalation and resolution plan will be provided to the District as part of the proposal.
- 6. The District will be provided Service Outage Credits based on the duration of the outage and the monthly recurring cost of the impacted circuit. Time starts when the District contacts the offeror and identifies service degradation or outage.

Duration	Credit
Less than two (2) hours	No credit
Greater than two (2) hours and less than four (4) hours	5%
Greater than four (4) hours and less than eight (8) hours	10%
Greater than eight (8) hours and less than twelve (12) hours	15%
Greater than twelve (12) hours and less than sixteen (16) hours	20%
Greater than sixteen (16) hours and less than twenty-four (24) hours	35%
Greater than twenty-four (24) hours	50%

- 7. Upon request, an incident report or after-action review will be made available to the District within two (2) working days of resolution of any trouble.
- 8. SLA statistics based on *Exhibit 3* for the proposed solution will be provided to the District on a monthly basis. Offerors are encouraged to provide a historical sample as part of the proposal.

#### F. INVOICING

The District requires timely and accurate electronic invoicing in either Comma-Separated Values (CSV) or Microsoft Excel (XLS or XLSX) format using at minimum the data elements provided in *Exhibit 4: Example Electronic Invoice Format*, in addition to Portable Document Format (PDF) versions of any paper invoices. The District will coordinate with the successful Offeror in regards to this process, and invoice PDFs may be sent to the District Accounting office at [accounting@asdk12.org](mailto:accounting@asdk12.org).

#### G. SERVICE LEVEL AGREEMENT REPORTING

The District requires timely and accurate electronic reporting of SLAs in either Comma-Separated Values (CSV) or Microsoft Excel (XLS or XLSX) format, in addition to Portable Document Format (PDF) versions of any paper reports. The District will coordinate with the successful Offeror in regards to this process.

#### H. TRAINING

The Offeror shall provide training on use of the proposed system if necessary, as part of the pricing of the proposed service. Any required technical support training will be provided on site for up to ten (10) District staff members.

#### I. CONTRACT TERM

**The term of any contract resulting from this solicitation shall be from July 1, 2024 through June 30, 2027. At the conclusion of the contract, the District shall have the option to extend the contract for two (2) additional one-year terms, under the same terms and conditions.** The District may exercise the allowable contract extension(s) by giving written notice to the offeror, prior to the expiration of the then-existing term, if it is found to be in the District's best interest. Extension of the contract is by mutual consent. If the services or any part thereof is no longer eligible by E-Rate, the District reserves the right to modify or cancel the existing contract with no penalty.

#### J. CONTRACT MANAGEMENT

At the commencement of the resulting contract, the District and the successful Offeror shall each designate a project manager. Such persons shall be the respective party's single point of contact for purposes of management of the contract. The Offeror's project manager shall assume responsibility for the coordination of all contract issues under the contract.

#### K. SUBCONTRACTORS

1. Subcontractors may be used to perform work under the contract resulting from the RFP. If an Offeror intends to use subcontractors, the Offeror must identify, in its proposal, the name of the subcontractor(s), the specific tasks and portions of the work the subcontractors(s) will perform, and the qualifications of the subcontractor. All proposed subcontractors will be bound by the terms and conditions of the RFP and any resulting contract. Copies of any agreements that have been entered into between an Offeror and proposed subcontractors must be included in the proposal.
2. The Offeror shall ensure that any prospective subcontractors are appropriately licensed, insured and bonded and of sufficient high quality to meet all requirements of the RFP. If a proposal with subcontractors is selected, the Offeror must provide the following information concerning each prospective subcontractor within five (5) working days of request notice by the District: complete name and address of the subcontractor; the type of work the subcontractor will perform; the percentage of work the subcontractor will perform; evidence, as required in the RFP, of the subcontractor(s) Alaska Business License; and a written statement, signed by each proposed subcontractor, that clearly verifies that the subcontractor is committed to render the services required by the contract.

#### L. OFFEROR PERSONNEL

The personnel identified or described in the Offeror's proposal shall perform the services provided for the District under any resulting contract. The Offeror agrees that any personnel substituted during the term of the contract must be able to conduct the required work to industry standards and be equally or better qualified than the personnel originally assigned. The District reserves the right to approve personnel assigned to work under the contract, and any changes or substitutions

to such personnel. The District's approval of a substitution will not be unreasonably withheld. Any such approval or disapproval shall not relieve the Offeror from its obligations under the contract. In the event that Offeror personnel become unavailable, it will be the Offeror's responsibility to provide an equally qualified replacement in time to avoid delays to the work.

#### **M. MEETINGS AND REPORTS**

1. **Technical or Contractual Problems.** The Offeror will be required to meet with the district's personnel, or designated representatives, to resolve technical or contractual problems that may occur during the term of the contract, at no additional cost to the district. Meetings will occur within District boundaries as problems arise and will be coordinated by the District. Failure to participate in problem resolution meetings or failure to make a good faith effort to resolve problems may result in termination of the contract.
2. **Status Meetings.** During the term of the contract, the Offeror will meet no less than monthly with the District to discuss service delivery. Individual meetings may be cancelled or rescheduled upon mutual agreement between the Offeror and the District. All meetings will take place physically within the Municipality of Anchorage.
3. **Progress Meetings.** During the term of the contract, the District's project manager will plan and schedule regular project status meetings with the successful Offeror to discuss the progress (schedule, accomplished and pending scope, cost, & quality) made by the Offeror and the District in the performance of their respective obligations under the contract. Project managers for all subcontractors and suppliers of Offeror who are then performing work on the project or whose work affects the status of the project shall participate in person or by telephone conferencing in the project status meeting. At each such meeting, the successful Offeror shall provide the District with a written status report that identifies project status including all work completed and milestones completed, issue tracking/resolution including projected schedule to resolve issues, change management, any problem or circumstance encountered by Offeror, or of which Offeror gained knowledge during the period since the last such status report, which may prevent Offeror from completing any of its obligations as required or that may generate charges in excess of those previously agreed to by the parties. The successful Offeror shall identify the amount of excess charges, if any, and the cause of any identified problem or circumstance and the steps taken to remedy the same. Either party may also request additional progress status meetings. Upon two (2) business days prior telephone, email, or written notice from a party, the other party shall use good faith efforts to make itself available for any meetings during business hours reasonably requested by the other party. The successful Offeror's subcontractors and suppliers shall make good faith efforts to attend such meetings if requested by the District.
4. **Failure to Notify.** In the event successful Offeror fails to specify, in writing, any problem or circumstance with respect to the period during the term covered by Offeror's status report, it shall be conclusively presumed for purposes of the resulting contract that no such problem or circumstance arose during such period, and the Offeror shall not be entitled to rely upon such problem or circumstance as a purported justification for either claiming it is entitled to receive any amount (including without limitation damages or additional charges arising out of a breach by the District of any District obligation) with respect to any of Offeror's obligations under the contract in excess of those previously agreed to; or failing to complete any of Offeror's obligations. Submission by the successful Offeror of the status reports shall not alter, amend or modify the Offeror's or the District's rights or obligations pursuant to any provision of the resulting contract.
5. **District's Failure or Delay.** For a problem or circumstance identified in the Offeror's status report, which the Offeror claims was the result of the district's failure or delay in discharging any district obligation, the district shall review the same and determine if such problem or circumstance was in fact the result of such alleged failure or delay. If the district agrees as to the cause of such problem or circumstance, then the parties shall extend any deadlines or due dates affected thereby. If the district does not agree as to the cause of such problem or circumstance, the parties shall each attempt to resolve the problem or circumstance in a manner satisfactory to both parties.

**END OF SECTION IV**

**ATTACHMENT A**  
**PROPOSAL TRANSMITTAL FORM**  
**This form must be returned with the offeror's proposal.**

Identify Each Service Proposed Below [ please check the appropriate box(es)]

- Group 1 – Wide Area Network (“WAN”) Services Only (Complete Attachments A, B, C, E, F, G, & H)
- Group 2 – Internet Services Only (Complete Attachments A, B, D, E, F, I, & J)

Note: In order to submit responsive proposal for either Group 1 or 2, offerors must submit a proposal, completed questionnaires, and the associated fee schedules for each service group proposed.

Addendum Number(s) \_\_\_\_\_ is/are hereby acknowledged.

FIRM'S NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHYSICAL BUSINESS ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

CONTACT PERSON FOR THIS SOLICITATION: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_ FAX NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

ALASKA BUSINESS LICENSE NO: \_\_\_\_\_ FEDERAL TAX ID NO: \_\_\_\_\_

**CERTIFICATION**

I certify that I am a duly authorized representative of the firm listed above and that the information and materials enclosed with this proposal accurately represent the capabilities of the firm to provide the services indicated in compliance with the requirements of the solicitation. I certify that no member of the School Board or District employee, or spouse or other member of his/her household, has or shall have any undisclosed interest in the firm or this proposal, as provided in the Instructions to Offerors (“Conflicts of Interest”). The District is hereby authorized to request from any individual any pertinent information deemed necessary to verify information regarding the capacity of the firm and for purposes of determining responsiveness of the proposal or responsibility of the firm as a prospective contractor.

In compliance with the solicitation, the offeror agrees, if this offer is accepted within ninety (90) calendar days from the date specified in the solicitation for receipt offers, to furnish any or all items on which prices are offered at the price set opposite each item, delivered at the designated places, within the times specified in the solicitation.

SIGNATURE: \_\_\_\_\_

PRINTED NAME AND TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_



**ATTACHMENT B  
FEE PROPOSAL FORM**

Item	Group 1	Wide Area Network Services	Estimated Total Cost
1.	Attachment H	E-Rate Eligible Combined Total	\$ _____
2.	Attachment H	E-Rate Ineligible Combined Total	\$ _____

**TOTAL (Attachments H, Items 1 & 2):** \$ \_\_\_\_\_

Item	Group 2	Internet Services	Estimated Total Cost
1.	Attachment J	E-Rate <b>Eligible</b> Combined Total	\$ _____
2.	Attachment J	E-Rate <b>Ineligible</b> Combined Total	\$ _____

**TOTAL (Attachment J, Items 1 & 2):** \$ \_\_\_\_\_

**Contract Volume:** The items and quantities listed in the attachments and exhibits are estimated annual quantities and may be increased or decreased to meet the requirements of the District. The District expects, but does not guarantee to purchase the quantities listed. The estimated annual quantities are based on historical data and are subject to change due to several factors, including availability of funding and program priorities. No warranty is given or implied as to the exact quantities that will be used during the term of this contract.

SIGNATURE: \_\_\_\_\_

PRINTED NAME AND TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

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

**ATTACHMENT K**  
**PROPOSER'S CHECKLIST**

**INSTRUCTIONS**

**A. GENERAL**

Proposers/Offerors are advised that, notwithstanding any instructions or implications elsewhere in this RFP, only the documents shown and detailed on this Check List need to be submitted with and made part of their proposal/offer. Other documents may be required to be submitted after offer time, but prior to award. Proposers/Offerors are hereby advised that failure to submit the documents shown and detailed on this Check List may be justification for rendering the proposal/offer non-responsive.

**B. REQUIRED DOCUMENTS FOR OFFER SUBMISSION**

1. Attachment A, Proposal Transmittal Form (Consisting of 1-Page), must be manually signed.
2. Attachment B, Fee Proposal Form (Consisting of 1-Page), must be manually signed.
3. Attachment E, Mandatory Requirements – All Services, must be completed.
4. Attachment F, Firm's Experience Questionnaire, must be completed.
5. Exhibit 1 – State of Alaska Sex Offender/Child Kidnapper Registry Contractor Certification, must be completed and manually signed.
6. Group 1 Proposals Only – Wide Area Network Services:
  - a. Attachment C – Mandatory Requirements – WAN Services, must be completed.
  - b. Attachment G – Unit Cost Work Sheet – WAN Services, must be completed.
  - c. Attachment H – WAN Fee Proposal Detail, must be completed.
  - d. Attachment I – Wide Area Network Fee Schedule, must be completed.
7. Group 2 Proposals Only – Internet Services:
  - a. Attachment D – Mandatory Requirements – Internet Services, must be completed.
  - b. Attachment H – Unit Cost Work Sheet – Internet Services, must be completed.
  - c. Attachment J – Internet Fee Proposal Detail, must be completed.
8. Erasures of other changes made to the Offer Form(s) must be initialed by the person signing the offer.
9. All addenda issued should be acknowledged by manually signing the Addenda sheet and submitting it prior to the offer opening, or by indicating acknowledgement in the space provided on the Signature Page - Attachment A.

**C. Any requested documents and/or other information deemed necessary, at the sole discretion of the District, are to be submitted within five (5) calendar days from notification by the Purchasing Department. Failure to do so may cause your proposal to be considered non-responsive.**

1. Any other documents or information deemed necessary by the Senior Purchasing Director or designee.

**EXHIBIT 1**  
**STATE OF ALASKA SEX OFFENDER/CHILD KIDNAPPER REGISTRY**  
**CONTRACTOR CERTIFICATION**

Pursuant to Board Policy 3515.5, Sex Offenders and Child Kidnappers, I  
\_\_\_\_\_ the undersigned Principal for  
\_\_\_\_\_ on Solicitation \_\_\_\_\_, certify:

1. That I, either personally or through a person designated by me, have researched the State of Alaska Sex Offender/Child Kidnapper Registry to confirm that no employee or agent who may enter Anchorage School District property in connection with the contract is listed in the Registry.
2. That I have required all subcontractors and any of their sub-subcontractors to certify, or they will require all subcontractors and any of their sub-subcontractors to certify, that they researched the State of Alaska Sex Offender/Child Kidnapper Registry to confirm that no employee or agent who may enter district property in connection with the contract is listed in the Registry. I will provide all such certification to the district upon request.
3. To my knowledge, no any employee or agent of bidder, or any sub-contractor or sub-sub-contractor of bidder, who may enter district property in connection with the contract is: (a) listed in the sex offender/child kidnapper registry of any other state; or, (b) is a convicted sex offender or child kidnapper.
4. I have read Board Policy 3515.5 and certify that the bidder will comply with Board Policy 3515.5. Bidder will not send any employee or agent who is a sex offender or child kidnapper to District property, as that term is defined in Board Policy 3515.5.

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

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Signature

\_\_\_\_\_

Printed Name

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

**EXHIBIT 2**  
**LIST OF DISTRICT LOCATIONS**

USAC Entity Name	Entity Number	Entity Type	Physical Address 1	Physical Address 2	City	State	ZIP Code	State School ID	2024-2025 Simultaneous Student Count Estimate	2024-2025 Circuit Count Estimate	2024-2025 Circuit Type Estimate	2024-2025 Circuit Speed Estimate
Airport Heights Elementary	117168	School	1510 Alder Dr		Anchorage	AK	99508	50020	240	1	WAN	100
Alaska Middle College School	17013427	School	2650 E Northern Lights Blvd		Anchorage	AK	99508	337070	0	0	WAN	0
Alaska Native Cultural Charter School	16042698	School	8427 Lake Otis Pkwy		Anchorage	AK	99507	59100	300	1	WAN	200
Alpenglow Elementary	117262	School	19201 Driftwood Bay Dr		Eagle River	AK	99577	51000	290	1	WAN	200
Anchorage STrEaM Academy	17010559	School	7801 E 32 Ave		Anchorage	AK	99504	59120	175	1	WAN	100
Aquarian Charter	117149	School	1705 W 32nd Ave		Anchorage	AK	99517	59010	445	1	WAN	100
ASD Education Center	16023176	Non-Instructional Facility (NIF)	5530 E Northern Lights Blvd		Anchorage	AK	99504			1	WAN	650
ASD Facilities/Maintenance	16023178	Non-Instructional Facility (NIF)	1301 Labar St		Anchorage	AK	99515			1	WAN	200
ASD Purchasing/Warehouse	16023185	Non-Instructional Facility (NIF)	4919 Van Buren Dr		Anchorage	AK	99517			1	WAN	200
ASD Student Nutrition	16023182	Non-Instructional Facility (NIF)	1307 Labar St		Anchorage	AK	99515			0	WAN	0
ASD Transportation	16023187	Non-Instructional Facility (NIF)	3580 Tudor Road		Anchorage	AK	99507			1	WAN	80
Aurora Elementary	117145	School	5085 10th Street		JBER	AK	99506	50240	435	1	WAN	300
Bartlett High	117148	School	1101 Golden Bear Dr		Anchorage	AK	99504	50050	1505	1	WAN	500
Baxter Elementary	117140	School	2991 Baxter Rd		Anchorage	AK	99504	50060	245	1	WAN	100
Bayshore Elementary	117182	School	10500 Bayshore Dr		Anchorage	AK	99515	50800	360	1	WAN	200
Bear Valley Elementary	117194	School	15001 Mountain Air Dr		Anchorage	AK	99516	50820	315	1	WAN	100
Begich Middle School	16042697	School	7440 Creekside Center Dr		Anchorage	AK	99504	51150	885	1	WAN	300
Benny Benson Alternative High	117152	School	4515 Campbell Airstrip Rd		Anchorage	AK	99507	57100	110	1	WAN	125
Birchwood ABC	117254	School	17010 Birchtree St		Chugiak	AK	99567	50070	230	1	WAN	100
Bowman Elementary	117189	School	11700 Gregory Rd		Anchorage	AK	99516	50970	485	1	WAN	300
Campbell Elementary	117201	School	7206 Rovenna St		Anchorage	AK	99518	50080	320	1	WAN	100
Central Middle	117112	School	1405 E St		Anchorage	AK	99501	50100	545	1	WAN	300
Chester Valley Elementary	117134	School	1750 Patterson St		Anchorage	AK	99504	50110	235	1	WAN	100
Chinook Elementary	117118	School	3101 W 88th Ave		Anchorage	AK	99502	50120	390	1	WAN	200
Chugach Optional Elementary	117110	School	1205 E St		Anchorage	AK	99501	50130	240	1	WAN	100
Chugiak Elementary	117235	School	19932 Old Glenn Hwy		Chugiak	AK	99567	50130	450	1	WAN	300
Chugiak High	117255	School	16525 S Birchwood Loop Rd		Chugiak	AK	99567	50160	975	1	WAN	500
Clark Middle	117163	School	150 S Bragaw St		Anchorage	AK	99508	50560	745	1	WAN	400
College Gate Elementary	117181	School	3101 Sunflower St		Anchorage	AK	99508	50170	355	1	WAN	90
Covenant House		General-Use School	755 A St		Anchorage	AK	99501		30	1	WAN	25
Creekside Park Elementary	117132	School	7500 E 6th Ave		Anchorage	AK	99504	50180	365	1	WAN	200
Denali Elementary	117108	School	952 Cordova St		Anchorage	AK	99501	50190	345	1	WAN	200
Dimond High	117117	School	2909 W 88th Ave		Anchorage	AK	99502	50200	1475	1	WAN	500
Eagle Academy Charter	16030367	School	10901 Mausel St		Eagle River	AK	99577	59080	225	1	WAN	100
Eagle River Elementary	117258	School	10900 Old Eagle River Rd		Eagle River	AK	99577	50210	295	1	WAN	200
Eagle River High	16030363	School	8701 Wolf Den Dr		Eagle River	AK	99577	51130	860	1	WAN	300
Bettye Davis East Anchorage High	117174	School	4025 E Northern Lights Blvd		Anchorage	AK	99508	50220	1825	1	WAN	600
Dr. Etheldra Davis - Fairview Elementary	117111	School	1327 Nelchina St		Anchorage	AK	99501	50300	330	1	WAN	100
Family Partnership Correspondence School	212229	School	4400 Business Park Blvd	Ste B-22	Anchorage	AK	99503	56010	200	1	WAN	100
Fire Lake Elementary	117256	School	13801 Harry McDonald Rd		Eagle River	AK	99577	50880	215	1	WAN	100
Frontier Charter School	16023188	School	400 W Northern Lights Blvd	Ste 6	Anchorage	AK	99503	59050	80	1	WAN	50
Frontier Charter School - Eagle River	16023188	Annex	16707 Coronado St		Eagle River	AK	99577		35	1	WAN	25
Girdwood School	117275	School	680 Hightower Rd		Girdwood	AK	99587	50360	165	1	WAN	75
Gladys Wood Elementary	117119	School	7001 Cranberry St		Anchorage	AK	99502	50370	245	1	WAN	100
Goldenview Middle	194785	School	15800 Golden View Drive		Anchorage	AK	99516	51050	955	1	WAN	200
Government Hill Elementary	117105	School	525 E Bluff Dr		Anchorage	AK	99501	50380	435	1	WAN	300
Gruening Middle	117261	School	9601 Lee St		Eagle River	AK	99577	50140	765	1	WAN	300
Hanshaw Middle	117159	School	10121 Lake Otis Pkwy		Anchorage	AK	99507	50870	960	1	WAN	200
Highland Academy Charter	16023189	School	5530 E Northern Lights Blvd	Ste 1	Anchorage	AK	99504	59060	145	1	WAN	90
Homestead Elementary	117259	School	18001 Baronoff Ave		Eagle River	AK	99577	50400	255	1	WAN	200

**EXHIBIT 2**  
**LIST OF DISTRICT LOCATIONS**

USAC Entity Name	Entity Number	Entity Type	Physical Address 1	Physical Address 2	City	State	ZIP Code	State School ID	2024-2025 Simultaneous Student Count Estimate	2024-2025 Circuit Count Estimate	2024-2025 Circuit Type Estimate	2024-2025 Circuit Speed Estimate
Huffman Elementary	117191	School	12000 Lorraine St		Anchorage	AK	99516	50420	240	1	WAN	100
Inlet View Elementary	117109	School	1219 N St		Anchorage	AK	99501	50430	205	1	WAN	100
Kasuun Elementary	117156	School	4000 E 68th Ave		Anchorage	AK	99507	51010	330	1	WAN	100
Kennedy Data Center	117144	Non-Instructional Facility (NIF)	540 Dyea Ave		JBER	AK	99505			2	DIA	5000
Kincaid Elementary	117115	School	4900 Raspberry Rd		Anchorage	AK	99502	51020	365	1	WAN	200
Martin Luther King Jr. Technical High	117175	School	2650 E Northern Lights Blvd		Anchorage	AK	99508	57110	430	1	WAN	300
Klatt Elementary	117185	School	11900 Puma St		Anchorage	AK	99515	50030	280	1	WAN	100
Lake Hood Elementary	117198	School	3601 W 40th Ave		Anchorage	AK	99517	51030	175	1	WAN	100
Lake Otis Elementary	117178	School	3331 Lake Otis Pkwy		Anchorage	AK	99508	50450	305	1	WAN	200
McLaughlin Youth Center	117179	School	2600 Providence Dr		Anchorage	AK	99508	57020	40	1	WAN	50
Mears Middle	117184	School	2700 W 100th Ave		Anchorage	AK	99515	50940	1115	1	WAN	300
Mirror Lake Middle	117236	School	22901 Lake Hill Dr		Chugiak	AK	99567	51060	555	1	WAN	300
Mountain View Elementary	117164	School	4005 McPhee Ave		Anchorage	AK	99508	50480	260	1	WAN	80
Muldoon Elementary	117133	School	525 Cherry St		Anchorage	AK	99504	50490	370	1	WAN	200
North Star Elementary	117121	School	605 W Fireweed Ln		Anchorage	AK	99503	50500	325	1	WAN	100
Northern Lights ABC	117197	School	2424 E Dowling Rd		Anchorage	AK	99507	50510	585	1	WAN	200
Northwood Elementary	117199	School	4807 Northwood Dr		Anchorage	AK	99517	50520	225	1	WAN	100
Nunaka Valley Elementary	117135	School	1905 Twining Dr		Anchorage	AK	99504	50530	170	1	WAN	100
Ocean View Elementary	117186	School	11911 Johns Rd		Anchorage	AK	99515	50550	280	1	WAN	200
O'Malley Elementary	117188	School	11100 Rockridge Dr		Anchorage	AK	99516	50540	340	1	WAN	80
Orion Elementary	117146	School	5112 Arctic Warrior Dr		JBER	AK	99506	50250	410	1	WAN	200
AKChoice K-12 Learning	17009988	School	1405 E St		Anchorage	AK	99501	59110	215	1	WAN	100
Polaris	117155	School	6200 Ashwood St		Anchorage	AK	99507	50990	495	1	WAN	300
Ptarmigan Elementary	117130	School	888 Edward St		Anchorage	AK	99504	50580	360	1	WAN	200
Rabbit Creek Elementary	117193	School	13650 Lake Otis Pkwy		Anchorage	AK	99516	50590	325	1	WAN	200
Ravenwood Elementary	117263	School	9500 Wren Cir		Eagle River	AK	99577	50810	375	1	WAN	200
Rilke Schule Charter	16042699	School	1846 E 64th Ave		Anchorage	AK	99507	59090	520	1	WAN	300
Rogers Park Elementary	117176	School	1400 E Northern Lights Blvd		Anchorage	AK	99508	50600	310	1	WAN	200
Romig Middle	117122	School	2500 Minnesota Dr		Anchorage	AK	99503	50610	1005	1	WAN	600
Russian Jack Elementary	117173	School	4300 E 20th Ave		Anchorage	AK	99508	50620	280	1	WAN	90
Sand Lake Elementary	117116	School	7500 Jewel Lake Rd		Anchorage	AK	99502	50640	375	1	WAN	200
S.A.V.E	117200	School	410 E 56th Ave		Anchorage	AK	99518	57130	40	1	WAN	75
Scenic Park Elementary	117141	School	3933 Patterson St		Anchorage	AK	99504	50650	375	1	WAN	200
Service High School	117161	School	5577 Abbott Rd		Anchorage	AK	99507	50660	1695	1	WAN	400
South Anchorage High	16023163	School	13400 Elmore Rd		Anchorage	AK	99516	51120	1345	1	WAN	400
Spring Hill Elementary	117160	School	9911 Lake Otis Pkwy		Anchorage	AK	99507	50890	305	1	WAN	80
Steller Secondary	117124	School	2508 Blueberry Rd		Anchorage	AK	99503	50670	300	1	WAN	120
Susitna Elementary	117138	School	7500 Tyone Ct		Anchorage	AK	99504	50680	375	1	WAN	80
Taku Elementary	117202	School	701 E 72nd Ave		Anchorage	AK	99518	50690	270	1	WAN	80
Trailside Elementary	211755	School	5151 Abbott Rd		Anchorage	AK	99507	51110	375	1	WAN	80
Tudor Elementary	117153	School	1666 Cache Dr		Anchorage	AK	99507	50700	295	1	WAN	80
Turnagain Elementary	117195	School	3500 W Northern Lights Blvd		Anchorage	AK	99517	50710	250	1	WAN	80
William Tyson Elementary	117162	School	2801 Richmond Ave		Anchorage	AK	99508	51040	325	1	WAN	125
Ursa Major Elementary	117143	School	454 Dyea Ave		JBER	AK	99505	50340	0	0	WAN	0
Ursa Minor Elementary	194784	School	336 Hoonah Ave		JBER	AK	99505	50350	315	1	WAN	80
Wendler Middle	117177	School	2905 Lake Otis Pkwy		Anchorage	AK	99508	50720	670	1	WAN	150
West High	117196	School	1700 Hillcrest Dr		Anchorage	AK	99517	50730	1855	1	WAN	650
Whaley Center	117172	School	2220 Nichols St		Anchorage	AK	99508	57140	45	1	WAN	30
Bragaw Heights	117172	Annex	1500 DeBarr Cir		Anchorage	AK	99508		10	0	WAN	0
Cordova Heights	117172	Annex	2600 Cordova St	Ste 101	Anchorage	AK	99503		5	1	WAN	25

**EXHIBIT 2**  
**LIST OF DISTRICT LOCATIONS**

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DeBarr Heights	117172	Annex	2530 DeBarr Rd		Anchorage	AK	99508		20	0	WAN	0
Humphrey Heights	117172	Annex	3210 W 62nd Ave		Anchorage	AK	99502		10	1	WAN	25
Jesse Lee Home	117172	Annex	4600 Abbott Rd		Anchorage	AK	99507		10	2	WAN	25
Maplewood	117172	Annex	2311 Maplewood St		Anchorage	AK	99508		10	1	WAN	25
McKinley Heights	117172	Annex	8012 Stewart Mountain Dr		Eagle River	AK	99577		10	1	WAN	25
Piper Heights	117172	Annex	3760 Piper St		Anchorage	AK	99508		5	1	WAN	25
Providence Heights	117172	Annex	3700 Piper St		Anchorage	AK	99508		5	1	WAN	25
Puffin Heights	117172	Annex	4020 Folker St		Anchorage	AK	99508		5	1	WAN	25
Turning Point Heights	117172	Annex	1500 DeBarr Cir		Anchorage	AK	99508		20	1	WAN	40
ACT	117172	Annex	3745 Community Park Loop		Anchorage	AK	99508		40	1	WAN	25
Hope Community Resources	117172	Annex	650 W International Airport Rd		Anchorage	AK	99518		20	1	WAN	25
Williwaw Elementary	117167	School	1200 San Antonio St		Anchorage	AK	99508	50750	330	1	WAN	80
Willow Crest Elementary	117129	School	1004 W Tudor Rd		Anchorage	AK	99503	50760	265	1	WAN	100
Winterberry Charter	16030368	School	4802 Bryn Mawr Ct		Anchorage	AK	99508	59070	250	1	WAN	50
Wonder Park Elementary	117166	School	5100 E 4th Ave		Anchorage	AK	99508	50770	255	1	WAN	200

**EXHIBIT 3**  
**SERVICE LEVEL AGREEMENT**  
**MINIMUM REQUIREMENTS**

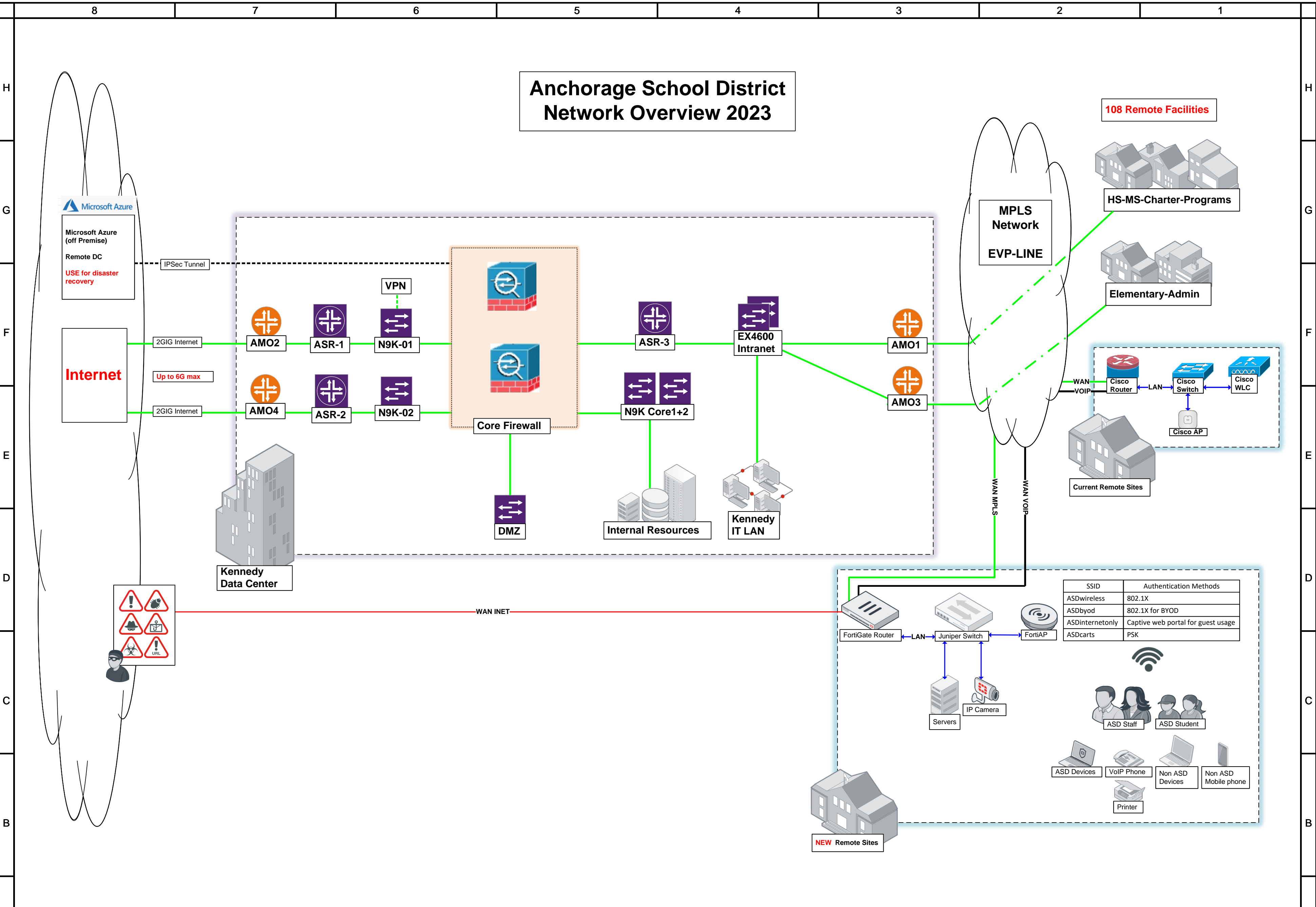
Guarantee Item	Details	Reference Value	Fee Return
Availability	If the service is completely unusable due to a reason beyond the District's control, failure recovery will be within the reference value following the time the District notifies the Offeror of the failure.	1 hr	Any business day between 6 AM and 6 PM that the reference value is not met, a Service Delivery Claim is created, and the provider may be subject to a fee return
Latency	The average monthly time required for packet round trip (Round Trip Time) will be no greater than the reference value.	40 ms	
Packet loss	The average monthly packet loss rate will be no greater than the reference value.	0.25%	
Average jitter	Average monthly jitter will be no greater than the reference value.	10 ms	
Maximum jitter	Ratio of maximum monthly measured jitter exceeding 10 ms will be no greater than the reference value.	0.10%	
Failure notification	If a failure is detected by the Offeror, notification of the failure will be sent to a specified email address within the reference value following the time the failure was detected.	15 min	
Service restoration notification	If a failure is resolved by the Offeror, notification of the service restoration will be sent to a specified email address within the reference value following the time the failure was detected.	Equipment outage: 30 min	
		Fiber cut or other circuit outage: 4 hours	

**EXHIBIT 4**  
**EXAMPLE ELECTRONIC INVOICE FORMAT**

<b>Invoice Date</b>	<b>Account Number</b>	<b>Account Name</b>	<b>Charge Type</b>	<b>Description</b>	<b>Billed Dollars</b>
7/30/2019	12340001	URSA MAJOR ELEM	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340002	URSA MINOR ELEMENTARY	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340003	WILLIWAW ELEMENTARY	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340004	BAXTER ELEMENTARY	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340005	WONDER PARK	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340006	COLLEGE GATE ELEMENTARY	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340007	RUSSIAN JACK ELEMENTARY	MRC	Ethernet Virt Priv LAN 80M	123.00
7/30/2019	12340008	BARTLETT HIGH	MRC	Ethernet Virt Priv LAN 400M	456.00



# Anchorage School District Network Overview 2023



SSID	Authentication Methods
ASDwireless	802.1X
ASDbyod	802.1X for BYOD
ASDinternetonly	Captive web portal for guest usage
ASDcarts	PSK

Device Function Legend		Label Legend		Media Legend			Data Center		Remote Sites		Drawing Properties	
NAT	10.1.1.1 ↔ 192.168.1.1	IP Address	1.2.3.4/24	Access Port	(vlan-id)	T1	Full	1000m	Ethernet Fiber (SM)	Core Router	ACS Router	Router
VCP/VSS	Virtual Chassis (2)	Hostname	Host-1	VRF Interface	(vrf CUST)	Ethernet Copper	10m	100m	1000m	Router	Load Balancer	Switch
HA Mode	Active/Passive	Open Trunk	(TRUNK)	MPLS Interface	(MPLS)	Ethernet Fiber (MM)	1g	10g	40g+	Core Switch	NID	Switch VC
Virtual System	VSYS: CUST	Limited Trunk	(MULTI)	Firewall Zone	(ZONE)	Satellite	<1m	<10m	50m+	Network Cloud	n/a	n/a
VPN Peer	IPSec: 1.2.3.4	Link Identifier	HC-12345	FHRP	(VRRP VIP)	Microwave	10m	100m	1g+			

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