

2014-2015 E-Rate Funding Year RFP

Northland Library Cooperative Consortium Application

CLOSE DATE: ~~January 24, 2014~~ Extended to January 31, 2014

Email Contact Required:
nlcweb@northland.lib.mi.us

Christine Johnson, Librarian
Northland Library Cooperative
220 W. Clinton
Charlevoix, MI 49720
Library phone: 231-855-2206
Contact phone: 989-255-2352

Request for proposals:

General Requirements

To warrant consideration for an award of contract resulting from this Request for Proposal, vendors must:

- Participate in the e-rate program by having a SPIN and having filed a current Service Provider Annual Certification Form.
- Acknowledge that any contractual relationship resulting from this RFP is contingent upon successful receipt of Universal Service Fund (E-rate) funding and existing budgetary requirements.
- Vendor will discount invoices and shall be solely responsible for timely filing of invoices with USAC. Vendor agrees that the Library will not be liable for any discounted amount that the Vendor submits late or submits improperly to USAC for payment.

Internet Access/Digital Transmission Services

Each library location *requires* the following:

- Internet connection at speeds at least equivalent to current connection. Current connection speed is listed beneath each library location's address (see pp. 2-4).
- Dedicated static ips used only by that location. The required number is listed below each location address.

Overall:

- Please provide quote for one-year and multi-year contracts with the option of voluntary extensions.
- Please provide pricing for the service-provider owned router/switch option (non-Customer Provided Equipment).
- RFP is for products and services for existing networks/systems
- Synchronous connection preferred. Bid *must* list up and down connection speeds.
- DNS with domain registration desired
- Ineligible equipment and/or services *must* be itemized on bid and invoices
- 24/7 technical support *required*. Please provide reliability/outage statistics and maximum response time. If an agent, bid *must* detail how each vendor provides technical support. Please provide references to three libraries (preferred) or other institutions currently receiving service.
- Billed entity pays only the non-discounted portion. Service provider responsible for billing USAC for the discounted portion.
- *Must* separate one-time installation fees from recurring service fees and list any additional fees
- *Must* indicate time required to install service at all locations.
- Preference given to bids that can serve all locations
- *Must* supply SPIN number with the bid
- *Must* supply contact person, phone, and email address with bid
- *Must* designate how many years vendor has participated in the e-rate program
- All quoted prices *must* be valid until close of the E-Rate Filing Window.
- All bids *must* be submitted via email to nlcweb@northland.lib.mi.us

Bids not meeting the requirements listed above are subject to disqualification.

The Library reserves the right to change vendors in the event of a Breach of Contract or if the Vendor is unable to perform required service.

Locations:

Bliss Branch—Mackinaw Area Public Library
265 Sturgeon Bay Trail
Levering, MI 49755
Phone: 231-537-2927
Current connection: DSL 1.5Mbps
Needs at least 1 dedicated static ip

Charlevoix Public Library
220 W. Clinton St.
Charlevoix, MI 49720
Phone: 231-547-2651
Current connection: 1Gb
Needs at least 1 dedicated static ip

Indian River Area Library
3546 S. Straits Hwy.
Indian River, MI 49749
Phone: 231-238-8581
Current connection: 1 Gb
Needs at least 10 dedicated static ips

Johannesburg Branch – Otsego County Library
10900 East M-32
Johannesburg, MI 49751
Phone: 989-732-3928
Current connection: 1 Gb
Needs at least 16 dedicated static ips

Jordan Valley District Library
One Library Lane
East Jordan, MI 49727
Phone: 231-536-7131
Current connection: 1 Gb
Needs at least 10 dedicated static ips

Mackinaw Area Public Library
528 W. Central Ave.
Mackinaw City, MI 49701
Phone: 231-436-5451
Current connection: 1 Gb
Needs at least 10 dedicated static ips

Ogemaw District Library
107 W. Main St.
Rose City, MI 48654-0427
Phone: 989-685-3300
Current connection: 1 Gb
Needs at least 10 dedicated static ips

Otsego County Library – Gaylord main library
700 S. Otsego Ave.
Gaylord, MI 49735
Phone: 989-732-5841
Current connection: 1 Gb
Needs at least 16 dedicated static ips

Pellston Branch—Mackinaw Area Public Library
125 N Milton
Pellston, MI 49769
Phone: 231-539-8858
Current connection: wireless; speed unknown. Seeking connection of 1.5Mbps or higher
Needs at least 1 dedicated static ip

Vanderbilt Branch Library – Otsego County Library
8170 Mill St.
Vanderbilt, MI 49795
Phone: 989-983-3600
Current connection: 1 Gb
Needs at least 12 dedicated static ips

Wolverine Community Library
5716 West Main Street
Wolverine, MI 49799
Phone: 231-525-8800
Current connection: 1.5 Mbps
Needs at least 8 dedicated static ips