



Prairie Seeds Academy
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REQUEST FOR PROPOSAL Priority 2

www.designlearn.net/erate09/470PrairieSeed.pdf

E-Rate Funding Year 2009-2010

RFP Submitted: July 10, 2009

Deadline for Proposals: August 7, 2009

E-Rate Form 471 Submission: TBD; shortly after August 7

I. School Background

Prairie Seeds Academy (PSA)'s mission is to provide quality, relevant and multicultural education for all children. Therefore, the school will continuously promote the collaborative efforts and opportunities between children, parents, teachers, and the community. PSA has historically enrolled mostly students with a Hmong ethnic background.

PA is committed to the appropriate use of technology to reinforce and support its overall mission. This is reflected in the design of the new facility project, which is in progress this year.

- PSA, MN Charter School District #**4126**, was established in 2004 and serves grades K-10.
- PSA currently serves approximately **600** students.
- PSA is a 501(c)(3) nonprofit corporation (Federal Tax ID #**65-1216244**) and is registered with the state of Minnesota pursuant to Minnesota Statutes Chapter 309, the Charitable Solicitations Act (MN Tax ID #**6962576**).
- PSA's E-Rate Entity Number is **202382**.
- PSA's FCC Registration Number is **0013562806**, and was obtained on 06/02/2005.
- No Form 470 number has been assigned as of this publication date. This document will be updated when it is available.

Currently the school is going through a major expansion to its current building. This expansion is planned to be finished in phases during the Fall 2009 school year. The facility is being expanded from about 29,400SF to about 70,350SF. Total number of classrooms will increase from 12 to about 35, which includes a new auditorium/lecture hall, gymnasium (outfitted for digital technology), media center, two computer labs, digitally prepared science classrooms. All office spaces and student break-out/hands-on-learning spaces will also be equipped for network access and phones (approximately 27 spaces). PSA is also preparing to purchase SmartBoards and Calypso display technologies for educational use (not referenced in this Form 470). This facility will serve about 650 students K-12 when fully occupied (about 2 years after construction).

Two Bid Packets are being distributed by the architect, DLR Group (Minneapolis) for two separate parts of the construction project with separate timelines. Bid Packet 1 does not include E-Rate qualifiedly plans and components and will shortly receive bids and award contracts. Bid Packet 2 contains the systems and components requested in this document. There is some time for bidders interested in the E-Rate targeted Bid Packet 2 to also bid for Bid Packet 1. For purposes of practicality in the construction work, PSA and DLR Group prefer that winners of Bid Packet 1 and Bid Packet 2 be the same group. However, this is not necessary. Anyone who does not win Bid Packet 1 is fully able to bid for Bid Packet 2. Criteria for winning the bid starts with total price and other important factors, such as proven capacity to deliver the work in a timely manner, quality workmanship, quality of products (meeting specifications), and so on.

Service and components sought for PSA are described generally in this document. Specifics are found in the Bid Packet documents. Bidders can submit sealed bids as represented in the Bid Packet documents and generally listed here. All proposals should conform to the rules of the E-rate program, as found at: <http://www.sl.universalservice.org>. Also, all proposals should conform to specific requirements dictated by PSA and the architect firm, DLR Group, in compliance with local bidding rules for this construction project. Please contact Tony Zaudtke at DLR Group for further clarification of these things (contact information follows). Proposal files for Bid Packets 1 and 2 are available at www.designlearn.net/erate09/PSA/. Other sources of these files exist. The file that describes the bidding process and requirements is "00 1113 PSA Advertisement for Bids.pdf" and is located in the ...erate/PSA/ folder.

Bids will be received according to rules set by local jurisdictions and common construction industry standards. Performance bonds are required for certain sized projects, but may not apply to this project. Bidding response times are set in a schedule (see accompanying bidding documents in this website). Certification of insurance is required by the bidders. Other specific requirements apply for conducting business in Minnesota.

PSA desires that vendors have prior experience with the E-Rate program and with small school environments. It is essential that winners of Bid Packet 2 must have or acquire a SPIN number and fulfill certain requirements and roles with USAC as a qualified vendor. PSA will submit for refunds directly from USAC (BEAR Form 472) for the project costs referenced in this Form 470.

II. Current Technology

PSA currently has standard analog phone lines provided by local phone service. This provides phone service and voicemail to administrative staff and teachers. PA also utilizes cellular phones that belong to the school. This enables staff to remain in communication with each other anywhere in the building or when out on field trips.

PSA is currently utilizing a T-1 line for Internet access for students and staff. This provides business-class service internet service, DNS hosting and static IPs.

PSA currently has a limited wired 100BaseTX Ethernet network throughout the current building space using older style Category network cabling. PSA has an insufficient number of desktop computers for the number of students and a sufficient number of computers for staff to do their work. Computers use primarily Windows XP Professional.

PSA has a number of dedicated servers other software to provide for the schools computer network needs. A firewall and a fully compliant internet protection filter protect students and the computer system from intrusions and blocks access to forbidden materials online.

Many student and staff computers are over three years old and are in need of updating. Updating will enable the school to better deliver and support effective learning. The number of computers will be increased significantly as budget and enrollment allow.

III. Desired Services and Products

The expansion of the facility will enable the school to better fulfill its commitment to provide K-12 education to students in one facility. This necessitates a corresponding expansion of communications services and connections. Based on E-rate guidelines, we are seeking new products in the following area for the 2009-2010 funding year, to be implemented no earlier than August 7th, 2009:

Internal Connections

PSA desires to secure a range of improvements in the school's internal connections. This corresponds to increasing total facility area and number of rooms, as well as appropriately updating existing parts of the school's internal connections. The school seeks the following improvements, generally described here.

PSA intends to purchase for installation the following for school wide use:

- Expand the CAT3 analog phone line backbone from the demarc to a new main equipment room and data/telecommunications rooms. This installation includes qualified CAT3 cable, phone line blocks installed in the data closets and all connection features required in the bid packet.
- A full new fiber optic cable backbone sub-system for network and internet connections. This sub-system will provide many years of capacity for many kinds of data transmission needs in the school. The system has many specific components which are also detailed in the bid documents. This backbone will significantly reduce data loss and maintain speed needed for intense computer usage by many students in many parts of the facility.
- Updated CAT6 computer network data distribution sub-system. This will be integrated with the fiber optic backbone and the school's servers and other devices. This sub-system includes about 690 jacks with plates in all rooms designed for network functionality. Installation must comply with specifications.
- Fully equipped main equipment room and data rooms with specified cabinets, racks, wire management systems, cooling features, straps, runways and etc. Components and installation enable the proper connection of all system components. When the school's servers are installed this system will be able to deliver the full range of data intended.

There will be some ineligible components included in some of these sub-systems. These will be itemized and properly accounted for in Form 471 and communicated with the selected vendor prior to and during the project.

IV. Proposals

Sealed bids for Bid Pack 2 will be accepted until 1:00 PM on August 7, 2009 at DLR Group, 520 Nicollet Mall, Suite 200, Minneapolis, MN 55402. Bids received after this time will not be accepted. Bids will be opened and publicly read aloud immediately after the specified closing time. Interested parties are invited to attend. Any questions please contact:

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tonyzaudtke@dlrgroup.com

Phone: 612.977.3500

FAX: 612.977.3600

Questions regarding this RFP and E-Rate matters for this project should be directed to Stephen Bosacker at sbosacker@designlearn.net (651-255-8832 office phone, 651-645-0240 fax).

Thank you for your interest in our school.