



**Concordia Creative Learning Academy**  
**930 Geranium Ave East – St Paul – 55106**  
651-793-6624 (voice)  
651-793-6633 (Fax)  
[www.cclaonline.org](http://www.cclaonline.org)

## **REQUEST FOR PROPOSAL Priority 1**

[www.designlearn.net/erate10/CLA79246.pdf](http://www.designlearn.net/erate10/CLA79246.pdf)

*E-Rate Funding Year 2010-2011*

*RFP Submitted: January 12, 2010*

*Deadline for Proposals: February 8, 2010*

*E-Rate Form 471 Submission Deadline: February 11, 2009*

### **I. School Background**

Concordia Creative Learning Academy (CCLA)'s mission is to strive to create a richly stimulating environment in which all learners will thrive with a combined focus on "hands-on" experiential learning and principles of Brain-Based learning.

CCLA believes strongly in the use of technology to reinforce and support its overall mission.

- CCLA, Charter School District #4035, was established in 1998 and serves grades PreK-8.
- CCLA currently serves approximately **272** K-8 students.
- CCLA is a 501(c)(3) non-profit corporation (Federal Tax ID #41-190-0808) and is registered with the state of Minnesota pursuant to Minnesota Statutes Chapter 309, the Charitable Solicitations Act (MN Tax ID #3812469).
- CCLA's E-Rate Entity Number is **222858**.
- CCLA's FCC Registration Number is **0011972973**, and was obtained on 10/29/04.
- This RFP corresponds to FCC Form 470 # **198970000723718**.

### **II. Current Technology**

CCLA is currently has a dynamically balanced, bonded T1 line provided by TDS Metrocom for for phone and internet services for students and staff. This line provides **3.0 Mbps** internet service for Internet access and **6** standard analog phone lines. The TDS Metrocom service is under a 60 month contract, which expires 6/30/2014. CCLA also utilizes **10** cellular phones with email and data capabilities, which improves accessibility to staff anywhere in the local cellular coverage area. The current cellular phone contract extends 1 more year.

CCLA currently has a wired 100BaseTX Ethernet network throughout the building that we occupy, with approximately 85 desktop computers running a mix of Windows XP Professional and Windows 2000 Professional. We have a dedicated server running Microsoft Windows 2003 Server, which facilitates file sharing, network logins, group policies (via

Active Directory), and anti-virus software distribution and updating (via eTrust Anti-Virus) and a firewall to provide CIPA-level security and protection for users. This same server is also running the school's entire e-mail system with Microsoft Exchange Server 2003. Additionally, the same server facilitates remote access logins (i.e. via VPN and RAS) and is used as a testing server for the NWEA MAP testing software. The website is hosted on one of our servers and is supported by a foreign website hosting company.

### III. Desired Services and Products

Based on E-rate guidelines, we are seeking services and/or products in the following two areas for the 2007-2008 funding year, with services beginning no earlier than July 1, 2007:

1. Telecommunications Services (Cellular)
2. Cellular Phone internet connectivity (Internet)
3. Firewall Protection software and service to be run on MS Server 2008 or on a dedicated machine (Internet)
4. This Firewall protection must include CIPA Compliant Content Filtering and various other protections, (ex. Antivirus, Antispam, Antispyware, Policy management, etc).

Each of these areas is described in this document; vendors can submit proposals on any or all sections. All proposals should conform to the rules of the E-rate program, as found at:

<http://www.sl.universalservice.org>

CCLA prefers that vendors have prior experience with the E-rate program and with small school environments. Vendors providing monthly or recurring invoices should deduct the E-rate discounted portion from each invoice and bill SLD directly, rather than requiring the school to file a BEAR Form 472 at the end of the year. All proposals should include labor and installation and provide training and support options, including printed documentation.

#### *Telecommunications Services (i.e. Cellular Phone)*

CCLA would also like to continue and expand upon its utilization of **cellular phone service**. CCLA would like to have approximately **10** phone lines with unlimited minutes between CCLA phones, free national long-distance, a combined plan total of up to 5500 minutes, each phone 10MB of data per month for email and internet access, plus a texting plan with unlimited text on each line. Per E-rate program rules, the cost of cellular phone equipment is not eligible for discount. Therefore, CCLA seeks proposals that include affordable and/or free options for cellular phone equipment.

#### *Internet Connection & Eligible Services (i.e. Cellular Internet Connection, Firewall Service & software)*

CCLA requests internet accessibility for all cellular phones for email and internet capabilities to increase staff productivity. This is also mentioned in the Cellular Phone description above.

CCLA seeks a firewall and school network protection service that will provide CIPA Compliant Content Filtering and various other protections (ex. Antivirus, Anti-spam, Anti-spyware, Policy management, prevention of proxy site access by users, etc.) for all users on the network and to protect the network and computer-based technology assets from damage by intrusions, hacking, viruses, spyware and spam. Such a firewall system would include software and services that can be deployed and managed from within the school and/or over the internet. The system should allow some flexibility through policy

management features to enable authorized staff persons to access to some websites that would be forbidden for students but will enhance staff productivity.

#### **IV. Proposals**

Bids and proposals will be accepted until 4:00 PM on **February 8 2010**. Our preferred method of media is Adobe Acrobat (PDF), but Microsoft Word and Microsoft Excel documents are also acceptable formats. Please e-mail bids and proposals as attachments to our E-Rate Specialist, Steve Bosacker, at Designs for Learning, at the following e-mail address:

[jmorin@designlearn.net](mailto:jmorin@designlearn.net)

If you prefer to send paper proposals (or any additional supporting materials), please mail to Steve Bosacker, Designs for Learning, 2233 University Ave. W., Suite 450, St. Paul, MN 55114 or send via fax to 651-645-0240. Questions regarding this RFP should be directed to the e-mail address listed above.

Thank you for your interest in our school.