

**HOOSICK FALLS CENTRAL SCHOOL
P.O. Box 192
Hoosick Falls, NY 12090**

REQUEST FOR PROPOSAL/ BID ON FIBER INTERNET ACCESS SERVICE

PURPOSE OF THE RFP/BID

This request for proposal/bid is for the purpose of selecting an Internet Access Service Provider for the Hoosick Falls Central School District for the 2023-2024 school years. The district presently has Internet Access Service for the 2022-2023 school year on a fiber line and cable.

BRIEF DESCRIPTION OF THE DISTRICT

Hoosick Falls Central School is a public school district located near Albany, NY. It has an enrollment just under 1,100 students.

SCOPE OF SERVICE REQUIRED

Internet Access. One 500 mbit fiber circuit for data and voice services with 5 static IPs. Vendor will incur all change over costs associated with switching to new ISP service ie router and firewall configuration. Invoices are to be sent monthly after service has been provided. The district shall have 30 days to pay all invoices without penalty. As a public school district the Hoosick Falls Central School District is tax exempt and shall not be charged tax.

DURATION

This service is for the 2023-2024 through 2025-2026 school year. Duration shall be for **3 years** of service beginning July 1, 2023 and continuing through June 30, 2026.

QUALIFICATIONS AND EXPERIENCE

Internet access providers submitting proposals/bids should be of sufficient size and financial stability to ensure stability and responsiveness during the duration of this contract. Firms submitting proposals/bids should provide information about their size, a financial statement, and a description of their corporate, government and school district experience. A listing of references of schools, governments and corporations presently served is requested. In addition the firm submitting a proposal/bid must be a participant in the E-rate program and must provide their SPIN number in any bid.

INQUIRIES

All inquiries concerning this RFP/Bid should be directed to:

Mr. Dave Breese, Network Administrator
Hoosick Falls Central School District
P.O. Box 192
Hoosick Falls, NY 12090
(518) 686-7012 ext. 1044

REQUIREMENTS FOR PROPOSALS

All sealed proposals/bids must be received by Emily Sanders, School Business Administrator, Hoosick Falls Central School no later than February 28, 2023 at 2:00 pm at which time they will be publicly opened. Any proposals/bids received after this deadline will be returned to the bidder. Fax or e-mail bids will not be accepted. Each firm shall submit one original proposal and one copy to the following address:

Emily Sanders, School Business Administrator
District Office
Hoosick Falls Central School District
PO Box 192
Hoosick Falls, NY 12090

The envelope shall be labeled Fiber Internet Access Proposal/Bid. All proposals and accompanying documentation become the property of the Hoosick Falls Central School District. Hoosick Falls Central School District reserves the right to reject any or all proposals/bids.

HOOSICK FALLS CENTRAL SCHOOL

P.O. Box 192

Hoosick Falls, NY 12090

BID FORM

Pursuant to the bid specifications requesting proposals/bids for **Internet Access Service** by the Hoosick Falls Central School District, I hereby propose to furnish the Internet Access Service described in the attached specifications at the following price.

Fiber Internet Access Service (2023-2024 School Year) \$ _____/year.

Fiber Internet Access Service (2024-2025 School Year) \$ _____/year.

Fiber Internet Access Service (2025-2026 School Year) \$ _____/year.

Name of Bidder _____

Business Address _____

Phone Number _____

Fax Number _____

Authorized Signature _____

Title _____

Date _____

SPIN Number _____

The Board of Education reserves the right to reject any and all proposals/bids.

RESOLUTION For Corporate Bidders Only

RESOLVED THAT _____ be authorized
(Individual)

to sign and submit the bid or proposal of this corporation for the following project:

(Describe Project)

and to include in such a bid or proposal the certificate as to non-collusion required by Section one hundred three-d of the general Municipal Law as the act and deed of such corporation, and for any inaccuracies or misstatements in such certificate this corporate bidder shall be liable under the penalties of perjury.

The foregoing is a true and correct copy of the resolution adopted by _____

corporation at a meeting of its Board of Directors held on the _____ day of _____,
20____ and is still in full force and effect on the _____ day of _____, 20_____.

(SEAL OF THIS CORPORATION)

Secretary

Date: _____

Bidder: _____ (Legal Signature)

_____ Type/Print Name & Title

Firm: _____

Address: _____

Business Telephone #: _____ Business Fax #: _____

This bidder is a (n): _____
(Individual, Partnership, Corporation)

NONCOLLUSIVE BIDDING CERTIFICATION

Firm Name: _____

Business Address: _____

Telephone Number: _____ Date of Bid: _____

I. General Bid Certification

The bidder certifies that he/she will furnish, at the price herein quoted, the materials, equipment and/or services as proposed on this bid.

II. NonCollusive Bidding Certification

By submission of this bid proposal, the bidder certifies that he/she is complying with Section 103-d of the General Municipal Law as follows:

Statement of noncollusion in bids and proposals to political subdivision of the state. Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency, or official thereof where competitive bidding is required by statute, rule, regulation, or local law, for work or services performed or to be performed or goods sold or to be sold, shall contain the following statement subscribed by the bidder and affirmed by such bidder as true under the penalties of perjury: Noncollusive bidding certification.

“(a) By subdivision of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly, or indirectly, to any other bidder or to any competitor; and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.”

(b) A bid shall not be considered for award nor shall any award be made where (a) (1), (2) and (3) above have not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a), (1), (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his/her designee, determines that such disclosure was not made for the purpose of restring competition.

The fact that a bidder (a) has published price lists, rates, or tariffs, covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning subparagraph one(a).

2. Any bid hereafter made to any political subdivision of the state or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold where competitive bidding is required by statute, rule, regulation, or local law, and where such bid contains the certification referred to in subdivision one of the section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to noncollusion as the act and deed of the corporation.

Signature (Authorized)

Title
