



# Mobile County PUBLIC SCHOOLS

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1 Magnum Pass, Mobile, Alabama 36618 | [www.mcpss.com](http://www.mcpss.com)

Superintendent Chresal D. Threadgill

Purchasing Department  
Phone (251)221-4473  
Fax (251)221-4472  
[mcpss.com](http://mcpss.com)

RFP No. 24-07  
BUYER: JULIE MORGAN

February 2, 2024

**INVITATION TO BID**  
**SCHOOL BUS WI-FI EQUIPMENT & INSTALLATION SERVICES – E-RATE**  
**IT DEPARTMENT**

Sealed proposals will be received by the Board of School Commissioners of Mobile County, Alabama at its Purchasing Department, 1 Magnum Pass, Mobile, Alabama 36618, until **Monday, March 4, 2024 @ 10:00 AM** at which time they will be publicly opened and read aloud.

1. The submission of the bid by the vendor, acceptance and award of the bid by the School Board of Mobile County, Alabama, and subsequent purchase orders issued against said award shall constitute a binding, enforceable contract. Unless stipulated in the bid documents, no other contract documents shall be issued.
2. The undersigned, as bidder, hereby declares that I have examined the Instructions, General Terms, Conditions and Specifications, and affirm that I have not been in any agreement or collusion among bidders, employees of the Mobile County Public School System, or prospective bidders in restraint of freedom of competition. Furthermore, I understand that fraudulent and collusive bidding is a crime and can result in fines and prison sentences.
3. Bidder has become fully familiar with the general terms, conditions and specifications of this bid request and agrees to abide by all conditions stated herein:
4. **Bidder agrees to VISA® Virtual Credit Card Program through AOC/Regions Bank for invoice payments in place of a check to pay for purchases from this solicitation. See payment terms for more information.**

**PLEASE PRINT OR TYPE BELOW**

Legal Name of Vendor: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

(List Toll Free Number if Applicable)

Telephone Number: \_\_\_\_\_ Fax \_\_\_\_\_

\_\_\_\_\_  
Authorized Signature of Bidder

\_\_\_\_\_  
Authorized Name(Typed or Printed)

\_\_\_\_\_  
Director of Purchasing  
Mobile County Public Schools

\_\_\_\_\_  
Name(Typed or Printed)

**THIS COMPLETED FORM MUST APPEAR AS THE TOP SHEET FOR ALL BIDS SUBMITTED**

# NEW BUILDING ENTRANCE FOR “PURCHASING DEPARTMENT”

Please note the entrance to Building “E” (1 Magnum Pass) has changed. You will need to enter Building “E” as shown on the following diagram where you will be checked in by a security officer and then directed to the Purchasing Department.

Please allow sufficient time for this change if you are dropping off a bid on the same day as the bid closes. MCPSS will NOT be responsible for any late bids.



Mobile County  
PUBLIC SCHOOLS

SCHILLINGERS ROAD

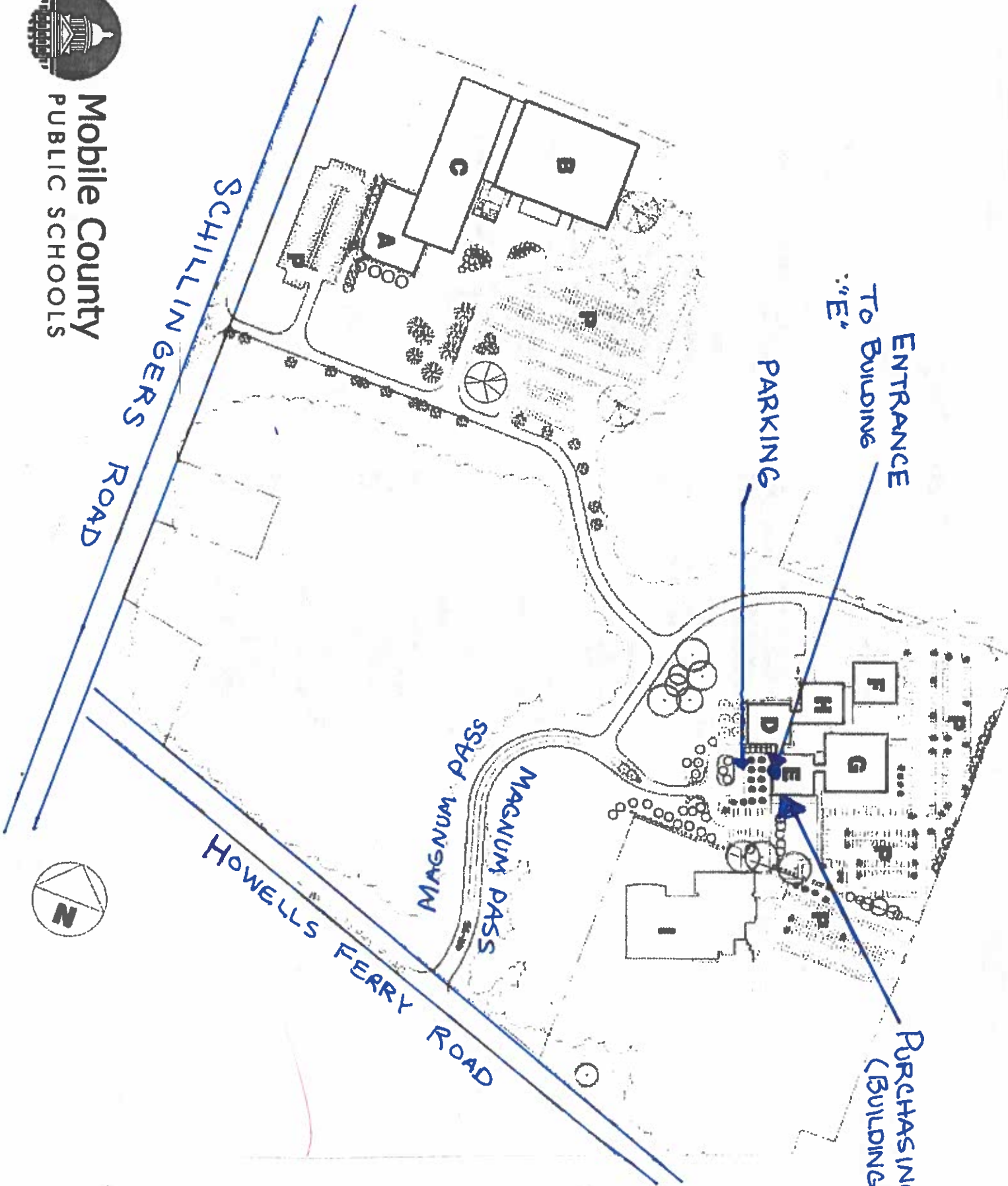
HOWELLS FERRY ROAD

MAGNUM PASS  
SSD WINGWAY

ENTRANCE  
TO BUILDING  
"E"

PARKING

PURCHASING DEPT.  
(BUILDING "E")



# Directory

## A Building A

### Student Services Building

Student Services 4245  
Health Services 4252  
Microcomputer Services 5142  
STI Office/Classroom Software Support 6201  
Hardware Support 6223  
Network Support 6222

## B Building B

Professional Development 5200  
General Receiving/Distribution 5115  
Textbooks 5108  
JRCOTC 5100  
Print Shop 6273  
Archives 4658  
Make & Take 5223  
Mail Services 3400

## C Building C

Environmental Services 4703

## D Building D

### Executive Building

Office of the Superintendent 4304  
Chief Financial Officer 4424  
Comptroller 4494  
Budget Office 4506  
Child Nutrition Program 4374

## E Building E

### Business Building

Security Office 4108  
Purchasing 4473  
Accounting 4445  
Accounts Payable 4428  
Local School Accounting 4427

## F Building F

### Facilities Office

4822

## G Building G

Human Resources Office 4543  
Payroll Office 4449  
TV Studio 3119

## H Building H

### Technology Building

Information Technology Services 4535  
Instructional Technology 4210  
Office of Communications 8622

## I Building I

### Academic Affairs Building

Board Offices & Board Meeting Room 4387  
Academic Affairs 4159  
Curriculum & Instruction 4141  
Federal Programs 5220  
Special Education 4220  
Career/Technical Education 4019  
Public Board Meetings

## P Building P

### Parling - Public and Employees

# LET'S LOAD THE BASES!

## Miracle League of West Mobile: Schmidt Family Park



Our community is coming together to build baseball fields and a playground for children with special needs. The Miracle League of West Mobile: Schmidt Family Park will be constructed on Johnson Road, about two miles southwest of the intersection of Airport Boulevard and Snow Road.

You have the opportunity to help us create a miracle in Mobile County! If you hit a Single, Double, Triple, Home Run, or Grand Slam, you, your family, your business or your organization will be recognized at the park.

Several community organizations have already stepped up to the plate, donating land, providing funds to pave the road, and more. The key players thus far are: the Alabama Pecan Development Company, Inc., Schmidt-Barton Family Fund, South Alabama Utilities, Mobile County Public Schools and the Mobile County Commission. The Alabama Pecan Development Company, Inc., has donated more than 24 acres to the project and South Alabama Utilities has donated more than 4 acres. The Schmidt-Barton Family Fund is donating up to \$1 million in matching funds toward the estimated \$5 million in total construction costs.

Donations are now being accepted at [mcpss.com/miracleleague](http://mcpss.com/miracleleague) to cover the remaining costs associated with the park.

Why should you donate?

Currently, many Mobile County youths with mental and physical disabilities are unable to play baseball in existing parks due to the lack of facilities that meet their needs. The Miracle League of West Mobile: Schmidt Family Park will be open to children from the entire county and surrounding areas. Approximately 8,300 children with disabilities would be able to play here.

*Single*

\$1,000-\$9,999

*Double*

\$10,000-\$49,000

*Triple*

\$50,000-\$99,999

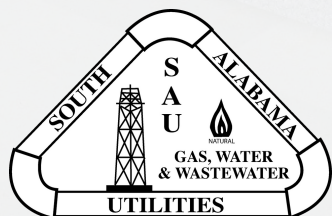
*Home Run*

\$100,000-\$249,999

*Grand Slam*

\$250,000 +

**ALABAMA PECAN  
DEVELOPMENT  
CO. INC**



**Mobile County  
PUBLIC SCHOOLS**

# MIRACLE LEAGUE OF WEST MOBILE: SCHMIDT FAMILY PARK

## MCPSS.COM/MIRACLELEAGUE

We are working directly with The Miracle League, which is based in Georgia and has 240 fields across the United States and in Puerto Rico and Canada, on this project. Why? So our children with mental and physical disabilities can experience the joy of America's favorite pastime. It's more than just a game. The Miracle League is about making new friends, building self-esteem and being treated just like other athletes.

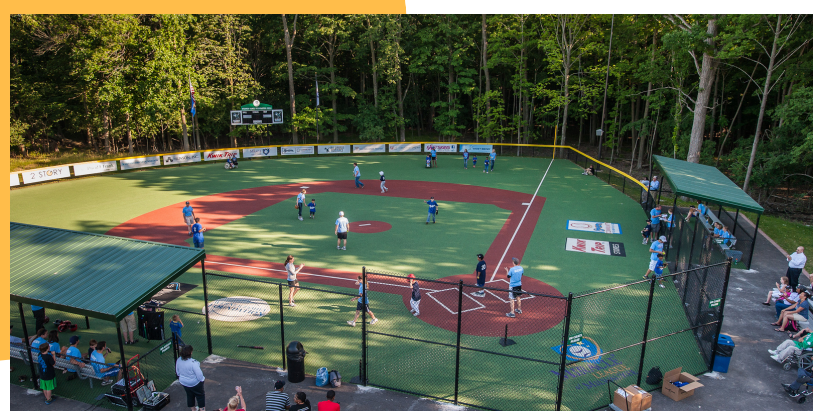
The Miracle League baseball field will feature a synthetic rubberized turf that accommodates wheelchairs and other assistive devices while helping to prevent injuries. The field will have double-wide lanes, allowing the players more space as they round the bases. The park will also include a regular baseball field for children who are middle-school-aged. The hope is to one day build a school on the site to serve special-needs and autistic students.

This will be the first Miracle League field in Mobile County. The project will progress in phases as funding becomes available, with the Miracle Field and Playground as the major components of the first phase.

The first phase of the plan will cost approximately \$2.3 million. We still need to raise \$1 million to fund all facets of Phase 1, which we hope to complete in the fall of 2022.

Mobile County Public Schools is overseeing the financing of the project. We are applying for various grants and accepting donations at: [mcpss.com/miracleleague](http://mcpss.com/miracleleague).

We appreciate your support as we make a miracle happen in west Mobile!



# **GENERAL TERMS AND CONDITIONS**

## **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

### **1. ALABAMA IMMIGRATION LAW COMPLIANCE:**

**As a Contractor/Vendor as defined in the Act, to the Local Board of Education (Board), it is crucial to your relationship (future or continuing) with the Board that you comply with the Immigration Reform Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly please provide your Affidavit of Immigration Compliance. These documents can be found in the following bid package along with a compliance check list.**

**2.ADDITIONAL ORDERS:** Unless it is specifically stated to the contrary in the bid response, the School District reserves the option to place additional orders against a contract awarded as a result of this solicitation at the same terms and conditions; to extend the renewal date until a new bid is in place, if it is mutually agreeable.

**3. ADDENDA:** If it becomes necessary to revise any part of this bid, a written addendum will be provided to all bidders that are **registered** with the Purchasing Department. The Board is not bound by any oral representations, clarifications, or changes made in the written specifications by the school's employees, unless such clarification or change is provided to bidders in written addendum form from Purchasing Department.

**4. APPLICABLE LAW:** This contract shall be construed and interpreted according to Alabama Law.

**5. ASSURANCE OF NON-CONVICTION OF BRIBERY:** The bidder hereby declares and affirms that, to its best knowledge, none of its officers, directors, or partners and none of its employees directly involved in obtaining contracts has been convicted of bribery, attempted bribery or conspiracy to bribe under the laws of any state or Federal government.

**6. AWARD CONSIDERATION:** The following factors will be considered in determining the lowest **responsible** bidder:

Overall quality, Conformity with specifications both general and specific, Purposes for which materials or services are required, Delivery dates and time required for delivery, Unit acquisition cost, financial ability to meet the contract, previous performance, facilities and equipment, availability of repair parts, experience, delivery promise, terms of payments, compatibility as required, other costs, and other objective and accountable factors which are reasonable.

**7. BID AND PERFORMANCE SECURITY:** If bid security is required, a bid bond or cashier's check in the amount indicated on the bid cover must accompany the

bid and be made payable to Board of School Commissioners of Mobile County. Corporate or certified checks are not acceptable. Bonds must be in a form satisfactory to the School District and underwritten by a company licensed to issue bonds in the State of Alabama. If bid security fails to accompany the bid, it shall be deemed unresponsive, unless the Purchasing Manager deems the failure to be nonsubstantial. All checks will be returned to the bidders within five (5) days after the contract has been Board approved. If a performance bond is required, the successful bidder will be notified after the awarding of the contract.

**8.BRAND NAMES:** The name of a certain brand, make, model number, manufacturer, or definite specification is to denote the quality standard of the article desired, but does not restrict the bidder to the particular brand, make, model number, manufacturer, or specification named. It is set forth to convey the general style, character, and quality of the item desired to the prospective bidder. Whenever the words "or approved equal" appear in the specifications, they shall be interpreted to mean an item of material or equipment similar to that named, which is approved by the Purchasing Department or their designated representatives. The burden of proof that alternate brands are in fact equal or better falls on the bidder, and proof must be to the Board's satisfaction.

**9. CONFLICT OF INTEREST:** Section 36-25-9 of the Code of Alabama states: "No member of any county or municipal agency, board, or commission shall vote or participate in any matter in which the member or family member of the member has any financial gain or interest" Employees may not use their offices or positions for personal gain and must adhere to applicable provisions of the Alabama Ethics Law and the MCPSS Board policy 6.10 concerning Ethics. Further information can be found on both the Alabama Ethics Commission's and MCPSS Website.

**10.DELIVERY OF BIDS:** Bids must be received in the Purchasing Office by the the date and time specified on the bid cover. All bids will be accepted until the time and date stated on the bid cover. No bids will be accepted that extend past the time and date on the bid cover. The time of receipt shall be determined by the time clock stamp in the Purchasing Department. Bids submitted by U.S. Mail must be addressed to the Board of School Commissioners, Purchasing Office, P.O. Box 180069, Mobile, AL 36618; when using other couriers, send to the Board of School Commissioners, Purchasing Office, 1 Magnum Pass, Mobile, AL 36618. The School District accepts no responsibility for premature opening

## **GENERAL TERMS AND CONDITIONS**

### **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

of bid response not properly identified or late arrival of a bid response for whatever reason. No fax or emails will be accepted. The Board will not be responsible in the event the U.S. Postal Service or any other courier system fails to deliver the proposal to the Board of School Commissioners, Purchasing Department by the time stated in the bid request. All bids shall remain firm for acceptance by the Board for a period of 60 days from the date of bid opening.

If the School System is closed for any reason, including but not limited to: Acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters (the "Force Majeure Events") which closure prevents the opening of bids at the advertised date and time, all bids received shall either be publicly opened and read aloud on the next business day that the department opens at the advertised time or the bid opening will be extended by sending out an addendum that states the new date and time to all registered bidders.

**11.ERRORS IN BIDS:** Bidders are assumed to be informed regarding conditions, requirements, and specifications prior to submitting bids. Failure to do so will be at the bidder's risk. Bids already submitted may be withdrawn without penalty prior to bid opening. Errors discovered after the bid opening may not be corrected.

#### **12. FEDERAL MONIES**

**Expenditure of federal monies require the bidder to comply with all applicable standards, orders, or regulations issued pursuant to the following:**

Clean Air Act (42 U.S.C. 7401-7671q); Federal Water Pollution Control Act as amended (22 U.S.C. 1251-1387) Buy American provision (7 CFR §210.21); Equal Employment Opportunity (41 CFR §60); Davis-Bacon Act (40 U.S.C. 3141-3148) ;Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708); Rights to Inventions Made Under a Contract or Agreement (37 CFR §401.2); Debarment and Suspension (Executive Orders 12549 and 12689), Copeland "Anti-Kickback" act (18 U.S.C. 874 and 40 U.S.C. 276c) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) Procurement of Recovered Materials (See §200.322) National Defense Authorization Act (NDAA) Section 889

#### **13.HAZARDOUS AND TOXIC SUBSTANCES:**

Bidder must comply with all applicable Federal, State, County and City laws, ordinances and regulations relating to hazardous and toxic substances, including such laws, ordinances and regulations pertaining to

information hazardous and toxic substances, and as amended from time to time. Bidder shall provide the School District with a "Material Safety Data Sheet" if required.

#### **14. INVOICING, DELIVERY, PACKAGING:**

Invoices shall be prepared only after ordered materials have been delivered. Payment will be made in accordance with Terms of Payment in the Minimum Specifications. **District personnel may choose to use a VISA® Purchasing Card and E-Payables process for invoice payments in place of a check to pay for purchases from this solicitation. Unless exception is noted in the bid response, the bidder by submitting a bid, agrees to accept the VISA® purchasing card and E-Payables process, as an acceptable form of payment and may not add additional service fees/handling charges to purchases made with the VISA® purchasing card. Refusal to accept this condition may cause your bid to be declared non-responsive.**

All invoices must show the purchase order number. Vendors shall not ship any material without an authorized purchase order from the Board of School Commissioners of Mobile County or local school. All packages delivered must show the purchase order number. The successful bidder will be required to furnish all materials, equipment, and/or service called for at the bid price quoted. In the event the bidder fails to deliver within a reasonable period of time, as determined by the Board, the right is reserved to cancel the award and subsequent purchase order and purchase from the next lowest responsible bidder the items needed. The original bidder will be back charged the difference between the original contract price and the price the Board has to pay as a result of the failure to perform by the original contractor. All bids will remain firm for acceptance for 60 days from the date of bid opening. Prices shall be net F.O.B.; School Site, Mobile County, AL. The title and risk of loss of the goods will not pass to the Board, Departments, Schools until receipt and acceptance takes place at the F.O.B. point.

**15. INSPECTION OF PREMISES:** At reasonable times, the Board may inspect those areas of the contractor's place of business that are related to the performance of a contract. If the Board makes such an inspection, the contractor must provide reasonable assistance. The Board reserves the right on demand and without notice all the vendor's files associated with a subsequent contract where payments are based on contractor's record of time, salaries, materials, or actual

## **GENERAL TERMS AND CONDITIONS**

### **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

expenses. This same clause will apply to any subcontractors assigned to the contract.

**16. INSURANCE:** The School Board of Mobile County, AL shall be added as an additional insured on all Contractors' liability policies. Copy of policy to be given to the Purchasing Dept where it will remain on file.

#### **COMPREHENSIVE PUBLIC GENERAL LIABILITY INSURANCE**

Contractor shall purchase and maintain during the life of this contract, public liability insurance against bodily injury, personal injury, property damage which shall include comprehensive general liability, contractual liability, products and completed operations liability in limits of not less than \$2,000,000 per occurrence and \$3,000,000 Aggregate. The contract shall protect him and any subcontractor performing the work covered by this contract, from claims for damages which may arise from operations under this contract, whether such operations are by himself or by any subcontractor, or by anyone directly or indirectly employed by either of them.

The Contractor shall indemnify and hold harmless the Owner against any and all claims for personal injuries and/or property damage as a result of Contractor's **and its Subcontractor** acts, operations, or omissions and shall carry contractual liability and property damage insurance to cover such indemnification. The limits of contractual coverage shall agree with the limits stated above for Contractor's regular public comprehensive general liability coverage and property damage.

**A. LIMITATION TO DAMAGE:** In no event shall the BOARD or any of its Commissioners, officers, employees, agents, or servants be liable to the Contractor or Vendor for any direct or indirect, special, consequential, or incidental damages or lost profits or punitive damages, arising out of or related to this bid document, or to the performance of or breach of any provision hereof.

**17. INVITATION TO BID:** Any provisions made in the Invitation for Bid supersedes any provisions outlined here in the General Terms and Conditions.

**18. IMMIGRATION:** By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or

continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom. If Contractor employs one or more employees within the State of Alabama, Contractor shall provide documentation establishing that Contractor is enrolled in the E-Verify program.

**19. NON-DISCRIMINATION:** The Board provides equal opportunities for all businesses and does not discriminate against any vendor regardless of race, color, creed, sex, national origin, or disability in consideration for an award.

**20. OPEN TRADE PROVISION:** In compliance with Alabama Act 2016-312, the contractor hereby certifies that it is not currently engaged in, and will not engage in, the boycott of a person or an entity based in or doing business with a jurisdiction with which this state can enjoy open trade.

**21. PRODUCT TESTING:** Vendor shall incur all cost involved in obtaining an Independent Laboratory Test if the Board deems necessary during the term of the contract or before the contract is awarded. The Board reserves the right to request a demonstration of any product or service before making the award at no additional cost to the school district. The time frame of the testing will be mutually agreed upon by both parties.

**22. PATENTS:** Bidders guarantees that the sale and/or use of goods will not infringe upon any U.S. or foreign patent. Bidder will at his/her own expense, indemnify, protect and save harmless the School District, employees on any claims arising out of the purchase of goods or services.

**23. PROTESTS:** Any protest to the Board's consideration of any bid must be submitted in writing and received by the Purchasing Director no later than five (5) calendar days after awarding date of the bid. If needed, The Chief Financial Officer will send a written reply to the protesting bidder. The Board of Education is the final authority on issues relating to this contract. The Purchasing Director is the Board's representative in the award and administration of this contract, and will issue and receive all documents, notices and correspondence. The decision of the Board of Education is final, conclusive, and binding on all parties concerned.

**24. PREPARATION OF BID:** All bids shall be typewritten or in ink on the form(s) prepared by the Board. Bids prepared in pencil will not be accepted. All proposals must be signed by officials of the corporation or company duly authorized to sign bids. Any bid submitted without being signed will automatically be

## **GENERAL TERMS AND CONDITIONS**

### **MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

rejected. All corrections or erasures shall be initialed and dated by the person authorized to sign bids. If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.

**25. PRICING:** Prices quoted shall be delivered prices and shall include any and all costs, charges, taxes, and fees i.e. the Board shall only pay the price and amount quoted and nothing more.

**26. PURCHASES:** Once the bid is board approved, a letter will be issued to the awarded vendor(s). This letter does not authorize to make purchases. Purchase orders will be issued as authorization for all purchases.

**27. QUESTIONS/CONTACT:** All questions must be directed to the buyer listed on the particular bid. Clarification will be made only by written addenda sent to all registered bidders. The Board will not be responsible for verbal answers regarding the intent or meaning of the specifications or for any verbal instructions given prior to the bid opening. Bidders shall not contact any member of the Mobile County School Board, Superintendent, or Staff regarding this bid prior to such bid has been Board approved. Any such contact shall be cause for rejection of your proposal.

**28. REJECTION OF BIDS:** Mobile County School District reserves the right to accept or reject any or all bids in whole or in part for any reason, to waive technicalities or informalities, or to advertise for new proposals, if, in the judgment of the awarding authority, the best interest of the School District will be promoted thereby. Bidders may be disqualified and rejection of proposals may be recommended to for any of (but not limited to) the following causes: Failure to use the bid forms furnished by the Board of School Commissioners, Lack of signature by an authorized representative on the bid form, Failure to properly complete the bid form and vendor compliance, Default on previous contracts, Evidence of collusion among bidders, Unauthorized alteration of the bid form. On the final board approved bid tabulation, a written justification of all bidders that were rejected will be presented and made public.

**29. SAMPLES:** Bidders will not be required to furnish samples at the time of bid opening, unless specifically called for. The Board reserves the right to request samples after bid opening to assist in the evaluation of proposals submitted.

**30. TABULATION:** Bid results are posted on Purchasing's web site, and will remain for sixty (60) days after the posting date. The awarding bidders will be sent a written notification via mail.

#### **31. TERMINATION BASED ON LACK OF**

**FUNDING:** Any contract awarded as a result of this solicitation will be subject to funding and continued appropriation of sufficient funds for the contract. For purposes of this solicitation, the appropriating authority is deemed to be the Board of School Commissioners of Mobile County. Insufficient funds shall be the grounds for immediate termination of this solicitation.

#### **32. TERMINATION FOR THE CONVENIENCE**

**OF THE BOARD:** The performance of the work or services under a contract as a result of this solicitation may be terminated in whole or part, whenever the Purchasing Manager shall deem that termination is in the best interest of the School District. Such determination shall be in the sole discretion of the Purchasing Manager. In such event, the School District shall be liable only for payment in accordance with the payment provisions of the contract for work or services performed or furnished prior to the effective date of termination. Termination hereunder shall become effective by delivery to contractor of written notice of termination upon which date the termination shall become effective.

**33. TERMINATION FOR DEFAULT:** If an award results from this bid, and the contractor has not performed or has unsatisfactorily performed the contract, payment shall be withheld at the discretion of the School District. Failure on the part of the contractor to fulfill contractual obligations shall be considered just cause for the termination of the contract, and the contractor is not entitled to recover any costs incurred by the contractor up to the date of termination.

**A. FORCE MAJEURE:** **The parties' under this agreement are subject to, and neither party shall be liable for delays, or failure to perform caused by or due to fire, flood, water, weather events, labor disputes, power outages, civil disturbances, or any other cause beyond the party's reasonable control**

**34. WARRANTY:** The bidder expressly warrants that all articles, material and work offered shall conform to each and every specification, drawing, sample, or other description which is furnished to or adopted by the School District, and that it will be fit and sufficient for the purpose intended, merchantable, of good material and workmanship, and free from defect. The bidder further warrants all items for a period of one year, unless otherwise stated, from the date of acceptance of the items delivered and installed or work completed. All repairs, replacements, or adjustments during the warranty period shall be at the bidder's sole expense.

**GENERAL TERMS AND CONDITIONS**  
**MOBILE COUNTY PUBLIC SCHOOL'S PURCHASING DEPT.**

**35. VENDOR LIST:** A bidder may be removed from the Qualified Vendor List if a vendor fails to respond to three (3) consecutive ITB's. A properly submitted "No Bid" is considered as a response and the vendor will receive credit for the response.

**THE BOARD MAY REJECT ANY BID FOR FAILURE BY THE BIDDER TO COMPLY WITH ANY REQUIREMENTS STATED ABOVE IN THE BID PROPOSAL OR IN ATTACHMENTS THERETO WHICH BECOME PART OF THE BID.**

**THE SCHOOL BOARD OF MOBILE COUNTY,  
ALABAMA**

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**RUSSELL HUDSON  
DIRECTOR OF PURCHASING**

## VENDOR BID REGISTRATION

Vendors:

Our records indicate you are registered to receive “Invitation to Bids” from Mobile County Public School System. The Mobile County School System is changing the way vendors are notified for Invitation to Bids. Currently, we are sending post card notifications by US Mail to all vendors who are registered.

The NEW NOTIFICATION PROCESS will begin and consist of the vendor receiving an email notification of Invitation to Bids. A web site has been established for vendors to register and select the bid categories from which they want to receive bid invitations. These are the steps you need to take:

1. Go to <https://bidreg.mcpss.com/ezregistration.html>
2. Select “New Applicant” and you will create a user name and password, and then follow the prompts.
3. Please note the email bid notifications will be sent from [bidnotify@mcpss.com](mailto:bidnotify@mcpss.com) save this in your address directory to prevent email being sent to SPAM.

Even though vendors are currently registered to receive bids, all vendors **MUST** register in the new database in order to receive an ITB “Invitation to Bid” . If you do not register, you will not receive an ITB. Also, all vendors are responsible for maintaining their vendor profile in the database for such things as address, contact info, email, bid categories, etc..... This information needs to stay current to assure you receive ITB’s. I would strongly encourage vendors to visit MCPSS.com once a week to be knowledgeable of all bid activity.

Thank you for your cooperation as this will allow us to drastically reduce postage costs and work more efficiently. Please feel free to contact us if you have questions at 251-221-4473.

# **Mobile County School Board Accounts Payable Department**

## **What is a Virtual Credit Card?**

The District has adopted the use of a VISA Virtual Credit Card powered by AOC/Regions Bank. AOC receives invoice and purchase order details from Accounts Payable and assigns a one-time use credit card number.

The VISA Virtual Credit Card allows the District to pay vendors via a credit card and turn around a vendor payment in a shorter time frame than the current paper check you now receive.

## **How Does Virtual Credit Card Work?**

- After goods are delivered and/or services rendered, vendors submit invoices to the Account Payable Department according to the current process.
- When Accounts Payable has authorization of a match (purchase order and invoice) and the invoice(s) are due for payment according to your current payment terms with the District the payment process begins.
- The vendor then receives an email notification of the payment from the District
- The vendor then logs into a secure site from the email received and puts in the assigned PIN number. Each payment notification will include the card number, expiration date, security code, payment amount and invoice and/or PO numbers.
- Once the vendor receives the email, the credit card has been authorized to be charged for the amount listed in the email. When the vendor charges the card as authorized in the email, the virtual card will no longer be available for charges. When the next payment is provided the vendor will receive a new card number, security code and expiration date with invoice amount and/or PO number.

## **What are the Benefits to using the VISA Virtual Card?**

- Receive payments 7 -10 days sooner; resulting in a quicker cash flow for day to day operations or investments.
- Reduce the cost of paper processing and employee time spent on preparing and making bank deposits.
- Void the risk of lost or stolen checks
- Quickly reduce outstanding accounts receivable balances.

## **How do I Participate in the VISA Virtual Card Program?**

Simply contact the Mobile County School Board Accounts Payable Department at (251)221-4437 and request to be enrolled in the VISA Virtual Card Program through AOC/Regions Bank.

## AOC/Regions Bank

### VISA Virtual Card Vendor Enrollment Data Elements

1. Vendor Number (Internal Use Only- MCPSS)
2. Vendor Name
3. Vendor Address
4. Accounts Receivable Contact Name
5. Accounts Receivable Contact Email
6. Accounts Receivable Contact Phone Number

**Vendor please provide and complete below:**

Vendor Name

---

Vendor Address

---

Vendor A/R Contact Name

---

Vendor A/R Email Address

---

Vendor A/R Phone Number

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If you have any questions please contact Chuck Harben in Accounts Payable 251-221-4437 or email [charben@mcpss.com](mailto:charben@mcpss.com).

# IMMIGRATION LAW COMPLIANCE

## CONFIRMATION REQUEST: AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE

### Vendor Information

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

Address: \_\_\_\_\_  
*Street Address* *Suite/Unit #*

\_\_\_\_\_  
*City* *State* *ZIP Code*

Phone: (     ) \_\_\_\_\_ Alternate Phone: (     ) \_\_\_\_\_

**Please Read the attached Immigration Notice and Select one (1) of the Following:**

☐ The Alabama Immigration Law **DOES NOT** apply to the above named company. Please explain:

\_\_\_\_\_  
\_\_\_\_\_

☐ The Alabama Immigration Law **DOES** apply to the above named company and the documents are on file with Mobile County School System

☐ The Alabama Immigration Law **DOES** apply to the above named company and the **AFFIDAVIT OF ALABAMA IMMIGRATION COMPLIANCE** DOCUMENTS are ATTACHED with the Bid Response

The documents are available at [www.mcpss.com/immigrataion](http://www.mcpss.com/immigrataion) and [www.dhs.gov/e-verify](http://www.dhs.gov/e-verify)

\_\_\_\_\_  
*Employee Signature*

\_\_\_\_\_  
*Date*

## **CRIMINAL BACKGROUND CHECKS**

**Criminal Background Checks.** By submitting a bid, BIDDER agrees that the BIDDER and each officer, director, employee, servant, agent, and subcontractor of the BIDDER, and any other individual who will provide services involving access to and/or communication with students on the BIDDER's behalf, will fully cooperate with the BOARD in complying with all laws and regulations regarding criminal background checks. This cooperation will include, but will not be limited to, giving written consent to obtain criminal history background information checks and providing fingerprints for each individual who will have access to students to either agents of the BOARD or to another entity as directed by the BOARD and authorized by Alabama law. All individuals must pass the required criminal background check prior to having access to and/or communication with students. As of this date, criminal background checks are being handled through the BOARD's human resources department and processed by the State Board of Education. A copy of the fingerprinting process overview is attached hereto. **Once the background check has been completed successfully, the Board's human resources department will issue an identification badge. This badge is to be worn visibly at all times while on school board property. The cost of this badge is \$5.00, and the cost is the responsibility of the vendor.**

Prior to beginning work for the BOARD, the BIDDER, or a representative thereof with similar managerial authority, shall submit an Affidavit under oath to the BOARD, in a form satisfactory to the BOARD, stating that the BIDDER has satisfied the above requirements concerning fingerprint-based criminal background checks and will continue to do so. The BIDDER acknowledges that these requirements set forth a continuing obligation on the part of the BIDDER to assure that all persons having access to and/or communication with students will have passed the required background checks.

In the event any of the above referenced individuals are found to be unsuitable by the State Board of Education, all challenges allowed by law, administrative and through litigation, are expressly waived by the BIDDER on BIDDER's own behalf and on behalf of the individual, and such individual is precluded from providing any services to BOARD. If a replacement individual satisfactory to BOARD is not provided by the BIDDER within five (5) days, the BOARD may terminate the contract in accordance with its termination provisions.

Nothing contained herein shall be construed as establishing an agency relationship between the BIDDER and the BOARD nor shall anything contained herein be construed as an assertion of control, or reserved right of control over the activities of the BIDDER or the agents or employees of the BIDDER.

## ALABAMA STATE DEPARTMENT OF EDUCATION BACKGROUND AND FINGERPRINT INSTRUCTIONS

Fingerprints and background checks, follow the links below to create an account and register:

Below are the updated links for fingerprinting, as well as tutorials ALSDE made to help navigate the fingerprint process.

**Step 1:** Create an AIM

Account: <https://content.myconnectsuite.com/api/documents/71ce52e65b444567a742cc3425f2f972>

*Creating an AIM account Video Tutorial:* <https://youtu.be/OGliSwfnWrM>

**Step 2:** Registration and

Fingerprinting: <https://content.myconnectsuite.com/api/documents/f53013a630844fbb8178e1e8ce8365e8>

*Registering with Fieldprint Video Tutorial:* <https://youtu.be/XviAd6avZH0>

Any questions you may have regarding registering and fingerprinting please contact:

Claudia Baker @ [cbaker@mcpss.com](mailto:cbaker@mcpss.com) or  
Bryan Ashmore @ [bashmore@mcpss.com](mailto:bashmore@mcpss.com)  
(251) 221-4500

## Checklist

This checklist is provided to assist Bidders in the preparation of their bid response. Included in this checklist are important requirements that are the responsibility of each Bidder to submit with their response in order to make their bid response fully compliant. **This checklist is only a guideline; it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.**

\_\_ Mailing envelope has been addressed to the following:

MCPSS Board of School Commissioners  
Purchasing Office  
1 Magnum Pass  
P.O. Box 180069  
Mobile, AL 36618

\_\_ Mailing envelope must be sealed and marked with:

- Bid Number
- Bid Title
- Bid Opening Date and Time

**ALL COURIER DELIVERED BIDS MUST HAVE THE BID NUMBER AND TITLE ON THE OUTSIDE OF THE COURIER PACKET**

Check Each Of The Following As The Necessary Action Is Completed.

- ☐ The Invitation to Bid sheet has been signed
- ☐ The minority questionnaire
- ☐ Bid Response Form with Price Proposal Worksheets (all pages) with Specification Variance Worksheet
- ☐ PAVA Vendor Enrollment Data Sheet
- ☐ The debarment sheet
- ☐ Addendum (if any) has been included
- ☐ Read all bid requirements and specifications
- ☐ Alabama Immigration Law Compliance Documents
- ☐ Financial Statement (Submit in a sealed separate envelope)
- ☐ Proof of SPIN/s
- ☐ References
- ☐ Qualifications, Experience and Certifications
- ☐ Transition Plans & Implementation Plan and Timeline (Each Service)

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
FOR PROPOSAL (RFP)  
SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES (AS NEEDED BASIS)

BID OPENING DATE & TIME: MARCH 4, 2024 @ 10:00 AM (CST)

BID NUMBER: 24-07

**SCOPE OF SERVICES**

**Section 1: Introduction**

Mobile County Public Schools, hereafter referred to as Applicant, requests proposals to deliver Cellular Wireless Internet School Bus Monthly service and equipment to make the service functional to provide Wi-Fi for 724 School Buses. The new service is planned to begin on July 1, 2024, which represents the expiration of the current Cellular Wireless Internet Monthly service. All aspects of this solicitation and the products and services must comply with the FCC's competitive bidding requirements for Universal Service Fund (USF) support and services. The Vendor must participate in the E-rate program administered by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC).

The Applicant currently has Cellular Wireless Internet Service for 724 School Buses, enabling Wi-Fi Access for Students during school hours. Each bus has a Cradle point R1900 router with Wi-Fi, AT&T SIM card, and Panorama Antennas.

Proposals will be awarded in terms of the following factors:

- Ability to provide stable wireless access on each school bus.
- Ability to install and configure hardware on 724 school buses.
- Ability to provide multiple SSID connections to segment wireless traffic.
- Ability to integrate existing security cameras into the WIFI access.
- Ability to filter content based on federal CIPA Guidelines.
- Provide a Web-based platform for real-time reporting of device and data usage.

**Bus Make and Models**

Make	Model
INTERNATIONAL	CE
BLUE BIRD	VISION

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**1-1. Questions**

All questions concerning this solicitation are to be submitted in writing to the Customer's Purchasing Department personnel listed below (submit all questions to both). Questions received by any other means will not be accepted:

<b>Purchasing Coordinator</b>	<b>Buyer</b>
Name: Russell Hudson  Title: Purchasing Director  Address: 1 Magnum Pass, P.O. Box 180069, Mobile, AL 36618  Phone: (251) 221-4473  Fax: (251) 221-4472  Email: rhudson@mcpss.com	Name: Julie Morgan  Title: Junior Buyer  Address: 1 Magnum Pass, P.O. Box 180069, Mobile, AL 36618  Phone: (251) 221-4473  Fax: (251) 221-4472  Email: <a href="mailto:jdmorgan@mcpss.com">jdmorgan@mcpss.com</a>

**Questions must be submitted by February 19, 2024 @ 4:00 PM (Central Time).** The Questions submitted and their Answers (Q&A documents) will be posted on the MCPSS Purchasing Website under Invitation to Bid # **24-07** and will be updated as they come in (*Goto: [www.MCPSS.com](http://www.MCPSS.com) -- Click on the "Our System" pull-down menu at the top of the webpage, click on "Business", then scroll down the Business webpage and under the "Services" column, click on the "Invitation to Bid" link*). SLD's Form 470 tool to be viewed.

"Resources & Tools", "Tools", "View an FCC Form 470 (FY2022 and later)" section of SLD's website with the associated Form 470 submitted with this solicitation. However, Bidders should check both the [www.MCPSS.com](http://www.MCPSS.com) website location and SLD's "Tools", "View an FCC Form 470 (FY2022 and later)" location.

It is the responsibility of the Vendor to check both websites periodically and before submitting a bid.  
THIS IS FOR INFORMATION PURPOSES ONLY.

**1-2. State Requirement for Contract Language**

Act No. 2012-491 now requires school boards to include the following clause in all contracts or agreements: "By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting there from

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
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**1-3. Schedule of Events**

The following is the required schedule for this project. The schedule may change depending upon the responses to this RFP and a final schedule will be established prior to contracting with the successful Vendor.

Event	Date & Time
Release RFP to Bidders	February 2, 2024
Deadline for Submission of Questions	February 19, 2024 @ 4:00PM CST
Deadline for Proposal Submission	March 4, 2024 @ 10:00 AM CST
Evaluation of Responses	March 5, 2024
Contract Award (Board Meeting)	To be Announced
Installation Completed (fully tested & operational)	48 hours prior to July 1, 2024 or 48 hours prior to when services will start
Service Start Date	July 1, 2024

**1.4. Period of Performance**

A contract will be awarded for a period on one (1) year starting July 1, 2024, to June 30, 2025. The contract may be renewed for an additional four (4) years, renewed annually if both parties agree to the same terms and conditions. The renewal options, if permitted by bid law, shall be executed at the Customer's discretion and as mutually agreed upon, provided pricing remains the same as originally agreed upon, the Vendor continues to meet all requirements as specified herein, the Customer continues to be funded through the E-rate program, and when executing the renewal options does not violate State of Alabama Bid laws or E-rate rules or guidelines.

If the Vendor proposes state contract or government contract/schedule pricing, the awarded contract with the Customer MUST be a standalone contract for the requested period that is not dependent on the renewal of any other contract.

The Customer may elect to cancel the award of this contract as noted in the General Terms and Conditions, E-rate funds are not awarded to the school system or if district funds, approved on an annual basis, are not approved by the Board during the proposed length of the contract and any options resulting from this bid award.

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**Section 2: Service Requests**

1. The applicant is seeking bids for wireless school bus service and associated equipment to make the service functional and provide Wi-Fi. Respondents may bid one, all, or any combination of Service options. See Section 3 for the requirements of each solution.
  - a. The first service is a fully managed Cellular wireless internet access Monthly Data plan.
  - b. The second service is equipment and installation for additional buses.

**Section 3: Solution Specifications**

1. Monthly Cellular Internet Access Data Plan
  - a. Vendor must provide Cellular Internet Service 5G Sim Cards.
  - b. Must have the ability to provide stable wireless access on each school bus.
  - c. Must have the ability to install and configure hardware on 724 school buses.
  - d. Must have the ability to provide multiple SSID connections to segment wireless traffic.
  - e. Must have the ability to integrate existing security cameras into the WIFI access.
  - f. Must have the ability to filter content based on federal CIPA Guidelines.
  - g. Must provide a Web-based platform for real-time reporting of device and data usage.
2. Cellular Wireless Equipment and Installation
  - a. Applicant requires Cellular Wireless equipment with installation and configuration to install equipment on a school bus.
  - b. Network equipment should be a Cradle point R1900 or equivalent and must include all necessary licenses and/or software.
    - i. Any proposals for equivalent equipment must include an explanation outlining how the proposed equipment offers the same functionality as the example make and model.
  - c. Proposals should include an explanation of whether or not the proposed equipment supports higher bandwidths for future scalability and the ease of up-grading.
  - d. Each respondent is required to complete the attached pricing sheet with this RFP. If any part of the equipment cost is ineligible for Category 1 funding, this must be identified. Respondents must clarify equipment eligibility with USAC before submitting proposals.
  - e. Cellular Wireless equipment may be bid as a stand-alone service by anyone, even if they are not bidding on any service.
  - f. Must have the ability to provide stable wireless access on each school bus.
  - g. Must have the ability to install and configure hardware on 724 school buses.
  - h. Must have the ability to provide multiple SSID connections to segment wireless traffic.
  - i. Must have the ability to integrate existing security cameras into the WIFI access.
  - j. Must have the ability to filter content based on federal CIPA Guidelines.
  - k. Must provide a Web-based platform for real-time reporting of device and data usage.

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**Section 4: Service Level Agreement**

BID NUMBER: 24-07

1. Network operations center: The solution will provide customer support functions, including problem tracking, resolution, and escalation support management on a 24x7x365 basis. The customer has the right and is encouraged to call concerning any problems that may arise relative to its connection with vendor-provided services.
2. Trouble reporting and response: Upon interruption, degradation, or loss of service, the Customer may contact the Vendor by a defined method with a response based on trouble level. Upon contact from the Customer, the Vendor support team will initiate an immediate response to resolve any Customer issue. Customers will receive rapid feedback on trouble resolution, including potential resolution time.
3. Escalation: In the event that service has not been restored in a timely manner or the Customer does not feel that adequate attention has been allocated, the Customer can escalate the trouble resolution by request. A list of escalation contacts will be provided when the implementation schedule is completed.
4. Resolution: The Customer will be notified immediately once the problem is resolved and will be asked for verbal closure of the incident.
5. Trouble reporting, escalation, and resolution: A detailed trouble reporting, escalation, and resolution plan will be provided to the district.
6. Measurement: Time starts when the Customer contacts the vendor and identifies the problem. Credits for outages should be the following:

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**Section 6: Evaluation Criteria**

**1. Cellular Wireless Internet Service Monthly Data Plan**

<b>% Weight</b>	<b>Criteria</b>
<i>Must be highest weighted criteria</i>	<b>E-rate eligible recurring and one-time circuit costs<sup>1</sup></b>
35	<b>E-rate eligible costs<sup>1</sup></b>
15	Ability to support requirements of this RFP <sup>3</sup>
10	Proposed contract terms and conditions <sup>4</sup>
20	Complete bid submission <sup>2</sup>
15	E-rate ineligible recurring or one-time costs <sup>6</sup>
5	Provider references <sup>7</sup>

**2. Cellular Wireless Internet Equipment**

<b>% Weight</b>	<b>Criteria</b>
<i>Must be highest weighted criteria</i>	<b>E-rate eligible recurring and one-time circuit costs<sup>1</sup></b>
35	<b>E-rate eligible costs<sup>1</sup></b>
15	E-rate ineligible costs <sup>6</sup>
15	Ability to support requirements of this RFP <sup>3</sup>
20	Complete bid submission <sup>2</sup>
10	Proposed contract terms and conditions <sup>4</sup>
5	Provider references <sup>7</sup>

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**3. Criteria Explanation**

1. E-rate eligible costs: the total cost of ownership for the eligible components of the proposed service. Total cost of ownership takes into account all one-time and recurring costs. Note that E-rate eligible costs refer to the pre-discount cost of the solution, not the post-discount portion of costs that are the responsibility of the Applicant. This criterion must be the highest weighted per E-rate program rules.
2. Complete bid submission: Bids concisely address Applicant's requirements, as set forth in the RFP, and do not contain a significant amount of corporate boilerplate marketing information.
3. Ability to support requirements of this RFP: proposed solution clearly meets Applicant's requirements and needs.
4. Proposed contract terms and conditions: Proposed contract has flexibility and terms desired by Applicant.
5. Service reliability and dedicated infrastructure: Solution provides dedicated infrastructure for Applicant's service with no shared equipment or routing of traffic through aggregation hubs.
6. E-rate ineligible costs: Any costs of the proposed service that are not eligible for E-rate funding. This does not refer to the post-discount portion of eligible costs that are the responsibility of the Applicant.
7. Provider references: response included K12 references that were similar in size and scope.
8. Compatibility with existing network infrastructure: proposed equipment is easily compatible with the existing equipment used by the Applicant.

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BID NUMBER: 24-07  
BOARD OF SCHOOL COMMISSIONERS  
MOBILE COUNTY PUBLIC SCHOOLS

VENDOR MINORITY QUESTIONNAIRE

RFP NO#: 24-07

Please complete this form and return it with your bid proposal. Should you choose not to bid at this time, please complete this form and forward back to our office as soon as possible. It is necessary that you check all categories that apply to your company. Failure to comply could result in rejection of your proposal and/or removal of your name from our bidder's list, as we are now required to provide this information to the State Department.

VENDOR NAME: \_\_\_\_\_

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

PHONE #: \_\_\_\_\_

FAX #: \_\_\_\_\_

IS THE COMPANY MINORITY OWNED?:    ☐ YES    ☐ NO

IS THE COMPANY OWNED BY:    ☐ MALE    ☐ FEMALE    ☐ BOTH

IS THE COMPANY INCORPORATED    ☐ YES    ☐ NO

ETHNICITY OF OWNERSHIP:

☐ ASIAN AMERICAN

☐ AMERICAN INDIAN

☐ BLACK

☐ DISABLED

☐ HISPANIC

☐ OTHER (PLEASE SPECIFY): \_\_\_\_\_

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

PRINT NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

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

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**Certification Regarding Debarment, Suspension, and Other  
Responsibility Matters - Primary Covered Transactions**

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BID NUMBER: 24-07

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 7 CFR Part 3017, Section 3017.510, Participants' responsibilities. The regulations were published as Part IV of the January 30, 1989, Federal Register (pages 1722-1733). Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

**(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS ON REVERSE)**

- (1) The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
  - (a) are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  - (b) have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - (d) have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

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Organization Name

---

PR/Award Number of Project Name

---

Name(s) and Title(s) of Authorized Representative(s)

---

Signature(s)

---

Date

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
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**INSTRUCTIONS FOR CERTIFICATION** BID NUMBER: 24-07

1. By signing and submitting this form, the prospective primary participant is providing the certification set out on the reverse side in accordance with these instructions.
2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective participant shall submit an explanation of why it cannot provide the certification set out on this form. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.
4. The prospective primary participant shall provide immediate written notice to the department or agency to whom this proposal is submitted if at any time the prospective primary participant learns that its certification was erroneous when submitted or has become erroneous by reasons of changed circumstances.
5. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction", "participant," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary participant agrees by submitting this form that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary participant further agrees by submitting this form that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

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**VENDOR DISCLOSURE STATEMENT**

BID NUMBER: 2407

**Information and Instructions**

Act 2001-955 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000. The disclosure statement is not required for contracts for gas, water, and electric services where no competition exists, or where rates are fixed by law or ordinance. In circumstances where a contract is awarded by competitive bid, the disclosure statement shall be required only from the person receiving the contract and shall be submitted within ten (10) days of the award.

A copy of the disclosure statement shall be filed with the awarding entity and the Department of Examiners of Public Accounts and if it pertains to a state contract, a copy shall be submitted to the Contract Review Permanent Legislative Oversight Committee. The address for the Department of Examiners of Public Accounts is as follows: 50 N. Ripley Street, Room 3201, Montgomery, Alabama 36130-2101. If the disclosure statement is filed with a contract, the awarding entity should include a copy with the contract when it is presented to the Contract Review Permanent Legislative Oversight Committee.

The State of Alabama shall not enter into any contract or appropriate any public funds with any person who refuses to provide information required by Act 2001-955.

Pursuant to Act 2001-955, any person who knowingly provides misleading or incorrect information on the disclosure statement shall be subject to a civil penalty of ten percent (10%) of the amount of the transaction, not to exceed \$10,000.00. Also, the contract or grant shall be voidable by the awarding entity.

**Definitions as Provided in Act 2001-955**

**Family Member of a Public Employee** - The spouse or a dependent of the public employee.

**Family Member of a Public Official** - The spouse, a dependent, an adult child and his or her spouse, a parent, a spouse's parents, a sibling and his or her spouse, of the public official.

**Family Relationship** - A person has a family relationship with a public official or public employee if the person is a family member of the public official or public employee.

**Person** - An individual, firm, partnership, association, joint venture, cooperative, or corporation, or any other group or combination acting in concert.

**Public Official and Public Employee** - These terms shall have the same meanings ascribed to them in Sections 36-25-1(23) and 36-25-1(24), Code of Alabama 1975, (see below) except for the purposes of the disclosure requirements of this act, the terms shall only include persons in a position to influence the awarding of a grant or contract who are affiliated with the awarding entity. Notwithstanding the foregoing, these terms shall also include the Governor, Lieutenant Governor, members of the cabinet of the Governor, and members of the Legislature.

Section 36-25-1(23), Code of Alabama 1975, defines a public employee as any person employed at the state, county or municipal level of government or their instrumentalities, including governmental corporations and authorities, but excluding employees of hospitals or other health care corporations including contract employees of those hospitals or other health care corporations, who is paid in whole or in part from state, county, or municipal funds. For purposes of this chapter, a public employee does not include a person employed on a part-time basis whose employment is limited to providing professional services other than lobbying, the compensation for which constitutes less than 50 percent of the part-time employee's income.

Section 36-25-1(24), Code of Alabama 1975, defines a public official as any person elected to public office, whether or not that person has taken office, by the vote of the people at state, county, or municipal level of government or their instrumentalities, including governmental corporations, and any person appointed to a position at the state, county, or municipal level of government or their instrumentalities, including governmental corporations. For purposes of this chapter, a public official includes the chairs and vice-chairs or the equivalent offices of each state political party as defined in Section 17-16-2, Code of Alabama 1975.

**Instructions**

Complete all lines as indicated. If an item does not apply, denote N/A (not applicable). If you cannot include required information in the space provided, attach additional sheets as necessary.

The form must be signed, dated, and notarized prior to submission.

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
FOR PROPOSAL (RFP)  
SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES (AS NEEDED BASIS)  
BID OPENING DATE & TIME: MARCH 4, 2024 @ 10:00 AM (CST)  
BID NUMBER: 24-07

**BID RESPONSE FORM – PRICE PROPOSAL – School Bus Wireless Internet Services and Associated Services**

Vendors must separate pricing for E-rate eligible and ineligible products/services.

BID OPENING DATE: March 4, 2024 @ 10:00 AM

BID NUMBER: #24-07

**Item 1: Monthly Cellular Wireless Internet Services Data Plan**

Item Nbr	Product/Service	E-rate Eligible Monthly Price Per Site	E-rate Eligible Total District Monthly Price (All Sites)	E-rate Eligible Total District Yearly Price	E-rate Eligible One-time Nonrecurring Fee ( <i>Specify exactly what each includes</i> )	E-rate Ineligible District Monthly & One-Time (O/T)– <b>not included in previous pricing, if any</b> (specify what is ineligible)
1.1	Cellular Wireless Internet Services Data Plan (724 Buses)	\$	\$	\$	\$	\$ Mo. \$ O/T
1.2	Estimated Taxes & Fees (If not provided, Customer will assume all are included in the pricing specified above)	\$	\$	\$	\$	\$ Mo. \$ O/T
1.3	Other Charges, if any: (Specify the charge and which service charges apply to)	\$	\$	\$	\$	\$ Mo. \$ O/T
<b>Total Cellular Wireless Internet Services Data Plan – Items 1.1 – 1.3:</b>		\$	\$	\$	\$	\$

**Specify Category of Service:** Telecommunications

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
FOR PROPOSAL (RFP)  
SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES (AS NEEDED BASIS)

BID OPENING DATE & TIME: MARCH 4, 2024 @ 10:00 AM (CST)

BID NUMBER: 24-07  
**BID RESPONSE FORM – PRICE PROPOSAL - School Bus Wireless Internet Services and Associated Services**

Vendors must separate pricing for E-rate eligible and ineligible products/services.

BID OPENING DATE: March 4, 2024 @ 10:00 AM

<b>Item 2: Cellular Wireless Internet Equipment and Installation</b>								
<b>Current/ Example of Requested</b>	<b>Model</b>	<b>Description</b>	<b>Quantity</b>	<b>Disc % off of List Price</b>	<b>Unit Cost (after discount)</b>	<b>Total Cost (after discount)</b>	<b>Cost of Configuration, Installation &amp; Training, as appropriate</b>	<b>Specify % E-rate Eligible</b>
<b>Current/ Example of Requested</b>	<b>MBA3- 19005GB-GA or Equivalent</b>	CRADLEPOINT INC : 3-yr NetCloud Mobile Performance Essentials Plan, Advanced Plan, and R1900 router with WiFi (5G modem), no AC power supply or antennas, Global or Equivalent	<b>274</b>	%	\$	\$	\$	%
<b>New</b>				%	\$	\$	\$	%
<b>Current/ Example of Requested</b>	<b>170752-001or Equivalent</b>	CRADLEPOINT INC : SIM, ATT 2FF, 4FF Triple punch, ATT Retail, or ATT APEX (Partner Exchange) rate plans, not compatible with ATT IoT/Jasper or FirstNet platform based accounts or Equivalent	<b>274</b>	%	\$	\$	\$	%
<b>New</b>				%	\$	\$	\$	%
<b>Current/ Example of Requested</b>	<b>LG-IN2607 or Equivalent</b>	PANORAMA ANTENNAS, INC. : 8-IN-1 DOME ANT. KIT - FTD. 5m EXT. CABLES - BLACK or Equivalent	<b>274</b>	%	\$	\$	\$	%
<b>New</b>				%	\$	\$	\$	%
<b>Current/ Example of Requested</b>	<b>SAB-225 or Equivalent</b>	PANORAMA ANTENNAS, INC. : For use with the LPMM/LGMM range of MiMo antennas, the SAB-225 provides a magnetic mount solution for antenna trials and drive-testing. or Equivalent	<b>274</b>	%	\$	\$	\$	%

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
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SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES (AS NEEDED BASIS)

BID OPENING DATE & TIME: MARCH 4, 2024 @ 10:00 AM (CST)

BID NUMBER: 24-07

Current/ Example of Requested	Model	Description	Quantity	Disc % off of List Price	Unit Cost (after discount)	Total Cost (after discount)	Cost of Configuration, Installation & Training, as appropriate	Specify % E-rate Eligible
New				%	\$	\$	\$	%
Other Charges, if any: (Specify the charge and which service charges apply to)				%	\$	\$	\$	%
Total: Cellular Wireless Internet Equipment and Installation - Items					\$	\$	\$	
Specify Category of Service: <u>Telecommunications</u>								

MOBILE COUNTY PUBLIC SCHOOL SYSTEM (MCPSS) REQUEST  
FOR PROPOSAL (RFP)  
SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES (AS NEEDED BASIS)

BID OPENING DATE & TIME: MARCH 4, 2024 @ 10:00 AM (CST)

BID NUMBER: 24-07

NOTE: The Customer may choose to select Optional Services in place of the SCHOOL BUS WI-FI EQUIPMENT AND INSTALLATION SERVICES so price evaluation will be based on the actual options selected.

*Failure to provide any of the information requested in this solicitation, in the requested format, or to meet any of the criteria outlined herein is reason for disqualification without consideration.*

