

Subscribed and sworn to before me this 6 day of May, 2003.

Cynthia Small

Notary Public

My Commission Expires:

2-17-07

My Commission Number:

03002168



900 NORTH KLEIN / OKLAHOMA CITY, OK 73106
INFORMATION TECHNOLOGY DEPARTMENT

Phone : (405) 297-6618
(405) 297-6773

Fax:

TO: Dr. William Weitzel, CEO

FROM: Mr. Steve Finch
Interim Technology Officer

DATE: December 13, 2001

SUBJECT: **REQUEST FOR APPROVAL OF IBM AS THE DISTRICTS STRATEGIC
TECHNOLOGY SOLUTION PROVIDER.**

Request approval from the Board of Education to contract with IBM Corporation as the Districts Technology Solution Provider for support of all aspects of the E-Rate application process.



OKLAHOMA CITY PUBLIC SCHOOLS



900 NORTH KLEIN / OKLAHOMA CITY, OK 73106
INFORMATION TECHNOLOGY DEPARTMENT

Phone : (405) 297-6618
(405) 297-6773

Fax:

TO: Dr. William Weitzel, CEO
FROM: Steve Finch, CTO
DATE: December 13, 2001
SUBJECT: Strategic Technology Solution Provider

The strategic technology solutions provider will provide competencies, expertise and resources necessary to assist the Oklahoma City Public School District (OKCPS) in effectively infusing technology throughout the district. The technology infusion should result in significantly improved student achievement, and improved administrative practices in support of teaching and learning.

The Strategic Technology Partnership agreement will include, but not limited to, E-rate funded projects. IBM will assist the district with all aspects of the E-rate process and will provide knowledge and experience in dealing with E-rate funded projects. All E-rate applications will be submitted using IBM's single SPIN number.

The term of this partnership will be for a period of four (4) years, which will include a contract for the first year. There will be three (3) renewal option years with each option year to be awarded annually as a separate follow-on contract based on the previous year's performance. The decision to award an option year shall be based on the availability of funding for the fiscal year under consideration, school system needs, and vendor performance. The decision will be at the sole discretion of OKCPS. The performance of the technology provider on the previous year's scope of work will be measured against the Methodology for Measuring Results described in IBM's proposal to the RFP.

AGENDA
REGULAR MEETING
OF
THE BOARD OF EDUCATION

OF
INDEPENDENT SCHOOL DISTRICT NO. 89

Administration Building
900 North Klein
Oklahoma City, Oklahoma

6:00 p.m., Monday

December 17, 2001

PURCHASING AND GENERAL BUSINESS (Continued)

20. Recommend approval of agreements to purchase frozen non-meat foods, frozen fruits and vegetables, spices, canned fruits and vegetables, miscellaneous staple items, frozen meats, cleaning and paper supplies for use in school and adult cafeterias for spring semester 2001-2002. Expenditures for these unit price items will be limited to line item budget amounts and will be charged to the appropriate general ledger accounts and cost centers based on the quotation prices received.
(Terry Wolfe)
21. Recommend approval of an addendum to the contract with Carlson & Cottrell, C.P.A.s, for consulting services, not to exceed \$70,000.00.
(Dr. William Weitzel)
22. Recommend approval of an agreement with Dunjee Academy that provides counseling services for students during the second semester of the 2001-2002 school year. This expenditure in the amount of \$25,665.00 is to be charged to Alternative Education grant budget 211-381-2122-320-430-6513-000-734. (Vicki Land)
23. Recommend approval of an agreement with Dunjee Academy that provides educational services for students during the second semester of the 2001-2002 school year. This expenditure in the amount of \$82,500.00 is to be charged to Alternative Education grant budget 211-388-1000-320-430-6513-000-734. (Vicki Land)
24. Recommend approval of IBM as the District's strategic technology solution provider. (Steve Finch)
24. Recommend approval of the Oklahoma City Public School District calendar for the 2002-2003 school year, as shown on the following pages.
(Dr. Warren Gardner, Dr. George Kimball)

PURCHASING AND GENERAL BUSINESS (continued)

ROLL	Mr. Bogle	Aye	Mrs. Puckett	Aye
CALL	Mrs. Silver	Aye	Mrs. Parks	Aye
	Mr. Clytus	No	Mr. Wilson	No
	Mr. Nance	Aye	Mr. Hudson	Aye

MOTION CARRIED: 6-2.

#236
APPROVAL OF IBM
AS THE DISTRICT
STRATEGIC TECH-
NOLOGY SOLUTION
PROVIDER

VOTE ON ITEM 24:

MOTION: Mr. Clytus
 SECOND: Mr. Nance

Move approval of IBM as the District's strategic technology solution provided.

24. Recommend approval of IBM as the District's strategic technology solution provider. (Steve Finch)

ROLL	Mr. Bogle	Aye	Mrs. Puckett	Aye
CALL	Mrs. Silver	Aye	Mrs. Parks	Aye
	Mr. Clytus	Aye	Mr. Wilson	Aye
	Mr. Nance	Aye	Mr. Hudson	Aye

MOTION CARRIED: 8-0.

R.#237
MOTION TO
APPROVE 2002-
2003 SCHOOL
CALENDAR
LOST

VOTE ON ITEM 25: (shown as item #24)

MOTION: Mr. Bogle
 SECOND: Mrs. Parks

Move approval of the Oklahoma City Public School District calendar for the 2002-2003 school year.

25. Recommend approval of the Oklahoma City Public School District calendar for the 2002-2003 school year, as shown on the following pages. (Dr. Warren Gardner, Sr. George Kimball)

ROLL	Mr. Bogle	Aye	Mrs. Puckett	No
CALL	Mrs. Silver	Aye	Mrs. Parks	Aye
	Mr. Clytus	No	Mr. Wilson	No
	Mr. Nance	Aye	Mr. Hudson	No

MOTION LOST: 4-4.



OKLAHOMA CITY PUBLIC SCHOOLS
900 NORTH KLEIN, OKLAHOMA CITY, OK 73106

"Establishing Excellence"

POLICY: D-12

ADOPTED: 12-17-79 REVISED: 4-8-96

PURCHASING AUTHORITY

The Board shall authorize the purchasing department to purchase and supervise the purchasing of goods and services for the district, including food service purchases, in accordance with state laws and good purchasing practices.

It shall be the policy of the district to purchase locally, provided goods of equal quality and at competitive prices are available from local suppliers. The district purchasing agent should not be obligated to purchase any item locally that can be secured at a savings from outside sources, nor bound to purchase locally unless adequate service and delivery can be given by the local supplier.

Quality, service, and long-term value of the product purchased are important. For these reasons, the Board will place an emphasis on quality supplies and products by:

- A. Revising and upgrading specifications on all items purchased;
- B. Standardizing district purchasing;
- C. Using quality conscious vendors and suppliers;
- D. Designing employee feedback systems for product quality assessment;

- E. Restructuring the purchasing cycle for more appropriate delivery of items;
- F. Restructuring the inventory system; and
- G. Recognizing outstanding vendors and suppliers.

It is recognized that because of emergencies and various market conditions it is impossible to make hard and fast rules in terms of dollars governing the way in which all purchases are to be made. However, the purchasing department shall use the following guidelines:

1. When purchasing goods or services with a value of \$7,500.00 or less, telephone or written quotations from at least three reliable vendors should be invited (prior to committing purchase order) unless the vendor is a sole provider of goods or services, or has particular expertise within the scope of goods or services to be provided.
2. When purchasing goods or contractual yearly services costing more than \$7,500.00, a formal sealed bid with written specifications shall be issued to interested vendors. Board of Education approval will be required prior to committing funds for \$7,500.00 or more expenditures.

3. Sealed bids, when applicable, originating from the Capital Improvements office will adhere to all bid requirements set forth in the State Competitive Bidding Act of 1974. All dissemination, processing, and final coordination of such sealed bids will be conducted by the purchasing department in accordance with applicable Board policy and state statutes.
4. The superintendent, or designee, shall be delegated the authority to declare an emergency situation (an emergency shall be defined as conditions resulting from a sudden unexpected happening or unforeseen occurrence or condition and situation wherein the public health or safety is endangered), in which event the provisions of the Public Competitive Bidding Act, with reference to notice and bids, shall not apply, but such authority shall not extend to any contract exceeding \$25,000.00 in amount.

Authorized purchases are those purchases made pursuant to a purchase order or are confirmation emergency purchases authorized by the director of budget and financial management or designee. All purchases will be approved by the Board of Education as directed by statute.

Employees of the district who make unauthorized purchases in the name of the district are subject to personal liability and disciplinary action for such unauthorized purchases.

Legal Reference: Oklahoma Statutes 70 §5-135; 61 §130

470

**Schools and Libraries Universal Service
Description of Services Requested
and Certification Form**

Estimated Average Burden Hours Per Response: 5.0 hours

This form is designed to help you describe the eligible telecommunications-related services you seek so that this data can be posted on the Fund Administrator website and interested service providers can identify you as a potential customer and compete to serve you.

Please read instructions before completing.

(To be completed by entity that will negotiate with providers.)

Block 1: Applicant Address and Identifications
(School, library, or consortium desiring Universal Service funding.)

Form 470 Application Number: 304190000405654
Applicant's Form Identifier: OCPS-PY5-470-2
Application Status: CERTIFIED
Posting Date: 12/19/2001
Allowable Contract Date: 01/16/2002
Certification Received Date: 12/19/2001

1. Name of Applicant: OKLAHOMA CITY SCHOOL DIST I-89			
2. Funding Year: 07/01/2002 - 06/30/2003		3. Your Entity Number 139831	
4. Applicant's Street Address, P.O.Box, or Route Number			
a. Street 900 N KLEIN AVE			
City OKLAHOMA CITY	State OK	Zip Code 5Digit 73106	Zip Code 4Digit 7036
b. Telephone number (405) 297- 6712		ext. c. Fax number (405) 297- 6548	
d. E-mail Address SDFINCH@OKCPS.ORG			
5. Type Of Applicant (Check only one box)			
<input type="radio"/> Library (including library system, library branch, or library consortium applying as a library)			
<input type="radio"/> Individual School (individual public or non-public school)			
<input checked="" type="radio"/> School District (LEA;public or non-public[e.g., diocesan] local district representing multiple schools)			
<input type="radio"/> Consortium (intermediate service agencies, states, state networks, special consortia)			
6a. Contact Person's Name: Steve Finch			
6b. Street Address, P.O.Box, or Route Number (if different from Item 4)			

900 N. Klein Ave.			
City Oklahoma City	State OK	Zip Code 5Digit 73106	Zip Code 4Digit 7036
6c. Telephone Number (10 digits + ext.) (405) 297- 6618			
6d. Fax Number (10 digits) (405) 297- 6773			
6e. E-mail Address (50 characters max.) sdfinch@okcps.org			

Block 2: Summary Description of Needs or Services Requested

7 This Form 470 describes (check all that apply):

a. Tariffed services - telecommunications services, purchased at regulated prices, for which the applicant has no signed, written contract. A new Form 470 must be filed for tariffed services for each funding year.

b. Month-to-month services for which the applicant has no signed, written contract. A new Form 470 must be filed for these services for each funding year.

c. Services for which a new written contract is sought for the funding year in Item 2.

d. A multi-year contract signed on or before 7/10/97 but for which no Form 470 has been filed in a previous program year.

NOTE: Services that are covered by a qualified contract for all or part of the funding year in Item 2 do NOT require filing of Form 470. A qualified contract is a signed, written contract executed pursuant to posting a Form 470 in a previous program year OR a contract signed on/before 7/10/97 and reported on a Form 470 in a previous year as an existing contract.

8 Telecommunications Services
Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

a **YES**, I have an RFP. Choose one of the following: It is available on the Web at _____ or via the Contact Person in Item 6 or the contact listed in Item 11.

b **NO**, I do not have an RFP for these services.

If you answered NO, you must list below the Telecommunications Services you seek. Specify each **service or function (e.g., local voice service) and quantity and/or capacity (e.g., 20 existing lines plus 10 new ones). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Telecommunications Services, and remember that only common carrier telecommunications companies can provide these services under the universal service support mechanism. Add additional lines if needed.**

Service or Function:	Quantity and/or Capacity:
basic telephone service (POTS, Centrex, trunk)	103 sites
long distance, calling cards	103 sites
highbandwidth service (56kb/s, isdn, dsl, frame relay, fractional T-1, SD-1, DS-3, OC-3, ATM, satellite, MAN, WAN, LAN interconnect, wireless service (Cellular, PCS, paging, LAN, WAN)	103 sites
Video service, Interactive TV, Distance LEarning	103 sites
Maintenance/installation (inside wiring maintenance)	103 sites
internet 2	103 sites

Homework hot line service	103 sites
dark fiber, professional services	103 sites

9 Internet Access

Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

a YES, I have an RFP. Choose one of the following: It is available on the Web at _____ or via the Contact Person in Item 6 or the contact listed in Item 11.

b NO, I do not have an RFP for these services.

If you answered NO, you must list below the Internet Access Services you seek. Specify each **service or function** (e.g., monthly Internet service) and quantity and/or capacity (e.g., for 500 users). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Internet Access Services. Add additional lines if needed.

Service or Function:	Quantity and/or Capacity:
internet access (bundled, unbundled)	103 sites
WAN dark Fiber	103 sites
high bandwidth service (56kss, ISDN, DSL, Frame Relay, fractional T-1, DS-1, DS-3, OC-3, ATM, satellite, MAN, WAN, LAN, interconnec)	103 sites
maintenance/ installation	103 sites
e-mail	103 sites
construction costs, contingency fees, leasing fees, professional services, per diem, travel time	103 sites

10 Internal Connections

Do you have a Request for Proposal (RFP) that specifies the services you are seeking ?

a YES, I have an RFP. Choose one of the following: It is available on the Web at _____ or via the Contact Person in Item 6 or the contact listed in Item 11.

b NO, I do not have an RFP for these services.

If you answered NO, you must list below the Internal Connections Services you seek. Specify each **service or function** (e.g., local area network) and quantity and/or capacity (e.g., connecting 10 rooms and 300 computers at 56Kbps or better). See the Eligible Services List at www.sl.universalservice.org for examples of eligible Internal Connections Services. Add additional lines if needed.

Service or Function:	Quantity and/or Capacity:
wiring (cat3, cat5, coax, fiber, conduit, wiring accessories)	103 sites
routers, servers, switches, hubs and upgrades	103 sites
PBX, KSU, ARS, console, components and upgrades, voice compression module, VIC, VoIP	103 sites
video CODEC, MCU, MPEG encoder, PVBX, video group and desktopequipment, EMMI	103 sites
maintenance/ installation, technical support, documentation, extended warranty	103 sites
wireless service, LAN	103 sites
video equipment, (broadband amplifier, cable box and modem	103 sites
ATM equipment (edge device, EMMI)	103 sites

hardware and upgrades for internal connections (CSU/DSU, antenna, tape backup, line sharing devise, media converter, modem, monitor, multiplexing, satellite dish, TA, terminal server, UPS, zip drive, DIMM, transceiver)	103 sites
Internal connections components (backup power supply and batteries, cabinets, and power strips, circuit card, ethernet card, graphics card, hard disk array controller, RAID, MAU, NIC, SNMP Module, multiport serial card)	103 sites
operational software and upgrades, e-mail software, clients access licenses, programming and configuration charges	103 sites
construction costs, contingency fees, leasing fees, professional services, per diem, travel time	103 sites

11 (Optional) Please name the person on your staff or project who can provide additional technical details or answer specific questions from service providers about the services you are seeking. This need not be the contact person listed in Item 6 nor the signer of this form.

Name: Steve Finch	Title: Chief Technology Officer
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Telephone number (10 digits + ext.)
(405) 297 - 6618

Fax number
(405) 297 - 6773

E-mail Address (50 characters max.)
sdfinch@okcps.org

12. Check here if there are any restrictions imposed by state or local laws or regulations on how or when providers may contact you or on other bidding procedures. Please describe below any such restrictions or procedures, and/or give Web address where they are posted.

13. (Optional) Purchases in future years: If you have plans to purchase additional services in future years, or expect to seek new contracts for existing services, summarize below (including the likely time-frames).

Block 3: Technology Assessment

14. **Basic telephone service only:** If your application is for basic local and long distance voice telephone service only, check this box and skip to Item 16.

15. Although the following services and facilities are ineligible for support, they are usually necessary to make effective use of the eligible services requested in this application. Unless you indicated in Item 14 that your application is ONLY for basic telephone service, you must check at least one box in (a) through (e). You may provide details for purchases being sought.

a. Desktop communications software: Software required has been purchased; and/or is being sought.

b. Electrical systems: adequate electrical capacity is in place or has already been arranged; and/or upgrading for additional electrical capacity is being sought.

c. Computers: a sufficient quantity of computers has been purchased; and/or is being sought.

d. Computer hardware maintenance: adequate arrangements have been made; and/or are being sought.

e. Staff development: all staff have had an appropriate level of training or additional training has already been scheduled; and/or training is being sought.

f. Additional details: Use this space to provide additional details to help providers to identify the services you desire.

Block 4: Recipients of Service

16. Eligible Entities That Will Receive Service:

Check the ONE choice that best describes this application and the eligible entities that will receive the services described in this application.

You must select a state if (b) or (c) is selected: **OK**

a. Individual school or single-site library: Check here, and enter the billed entity in Item 17.

b. Statewide application (check all that apply):

- All public schools/districts in the state:
 All non-public schools in the state:
 All libraries in the state:

If your statewide application includes INELIGIBLE entities, check here. If checked, complete Item 18.

c. School district, library system, or consortium application to serve multiple eligible sites:

Number of eligible sites	103
<i>For these eligible sites, please provide the following</i>	
Area Codes (list each unique area code)	Prefixes associated with each area code (first 3 digits of phone number) separate with commas, leave no spaces
405	231, 232, 235, 264, 278, 297, 424, 427, 478, 521, <input type="text"/>
If your application includes INELIGIBLE entities, check here. <input type="checkbox"/> If checked, complete Item 18.	

17. Billed Entities

Entity Name	Entity Number
OKLAHOMA CITY SCHOOL DIST I-89	139831

18. Ineligible Entities

Ineligible Participating Entity	Entity Number	Area Code	Prefix
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Block 5: Certification**19. The applicant includes:(Check one or both)**

- a. schools under the statutory definitions of elementary and secondary schools found in the Elementary and Secondary Education Act of 1965, 20 U.S.C. Secs. 8801(14) and (25), that do not operate as for-profit businesses, and do not have endowments exceeding \$50 million; and/or
- b. libraries or library consortia eligible for assistance from a State library administrative agency under the Library Services and Technology Act of 1996 that do not operate as for-profit businesses and whose budgets are completely separate from any school (including, but not limited to) elementary and secondary schools, colleges and universities.

20. All of the individual schools, libraries, and library consortia receiving services under this application are covered by:

- a. individual technology plans for using the services requested in the application
- b. higher-level technology plans for using the services requested in the application
- c. no technology plan needed; application requests basic local and long distance telephone service only.

21. Status of technology plans (if representing multiple entities with mixed technology plan status, check both a and b):

- a. technology plan(s) has/have been approved by a state or other authorized body.
- b. technology plan(s) will be approved by a state or other authorized body.
- c. no technology plan needed; application requests basic local and long distance telephone service only.

22. I certify that the services the applicant purchases at discounts provided by 47 U.S.C. Sec. 254 will be used solely for educational purposes and will not be sold, resold, or transferred in consideration for money or any other thing of value.

23. I recognize that support under this support mechanism is conditional upon the school(s) or library(ies) I represent securing access to all of the resources, including computers, training, software, maintenance, and electrical connections necessary to use the services purchased effectively.

24. I certify that I am authorized to submit this request on behalf of the above-named entities, that I have examined this request, and to the best of my knowledge, information, and belief, all statements of fact contained herein are true.

25. Signature of authorized person:

26. Date (mm/dd/yyyy): 12/18/2001

27. Printed name of authorized person: Steve Finch

28. Title or position of authorized person: Chief Technology Officer

29. Telephone number of authorized person: (405) 297 - 6618 ext.

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FORM 470--Receipt Notification Letter
(Funding Year 5: 07/01/2002--06/30/2003)

December 24, 2001

OKLAHOMA CITY SCHOOL DIST I-89
Steve Finch
900 N KLEIN AVE
OKLAHOMA CITY, OK 73106-7036

Re: Applicant's Form Identifier: OCPS-PY5-470-2
Form 470 Application Number: 304190000405654
Entity Number: 139831
Date Form 470 Posted: 12/19/2001
Allowable Vendor Selection/Contract Date: 01/16/2002

Dear Applicant:

We are pleased to inform you that the Schools and Libraries Division (SLD) has received your FCC Form 470, "Description of Services Requested and Certification Form," complete with your signed certification. The posting date is noted above. This letter provides important information about the processing of your Form 470 application. Please read this letter carefully and retain it for your records and future reference.

The Form 470 Application Number listed above has been assigned by the SLD and will be used to track your Form 470. This number must be provided on each FCC Form 471, the "Services Ordered and Certification Form," that cites this Form 470. Any applicant who relies on this Form 470 will need to know this Form 470 Application Number. You may wish to share this number with those schools and/or libraries featured in this application to assist them in their preparation of Form 471.

FCC rules require that requests for tariff or month-to-month services and requests for new contractual services be posted on the SLD web site for a period of 28 days before selecting a vendor, to provide for a competitive bidding process. State or local laws may require a longer procurement cycle. This 28-day waiting period must occur before you may execute any contracts for contracted services, before you select your vendor for tariff or month-to-month services, and before you sign and submit your Form 471. In addition, if you are seeking support for the first time for services delivered under a multi-year contract signed on or before July 10, 1997, the SLD cannot process your Form 471 until the 28-day waiting period has elapsed.

The date that contracts can be executed for contracted services or that selection can be made for a vendor providing tariff or month-to-month services is listed above as the "Allowable Vendor Selection/Contract Date."

For information about the filing window for FCC Form 471 for discounts on services to be rendered on or between July 1, 2002, and June 30, 2003, check the Schools and Libraries web site at <<http://www.sl.universalservice.org>>. Information about the filing window will be posted when it becomes available.

It is important to remember that not all requested services will necessarily be approved for discounts. Your FCC Form 471, the "Services Ordered and Certification Form" will be subject to review by the SLD for a determination of funding eligibility before funds are committed. (This review will consider all program rules including eligibility of discount recipients and the eligibility of services for which discounts are requested.) In addition, availability of funds will be a factor in funding decisions. Therefore, you should consider the possibility of a denial of funding or a level of funding below your request, and include appropriate contingencies in contracts for any or all of the requested services.

Thank you for your interest in the Schools and Libraries program. If you have any questions, please call the SLD Client Service Bureau at 1-888-203-8100.

Schools and Libraries Division
Universal Service Administrative Company