

FY2013 Selective Review Information Request (SRIR)

10/18/13

Contact Name: Dr. Nan Williams
Applicant Name: Alhambra ESD
FCC Form 471 Application Number(s): 899427 900314
Response Due Date: 11/9/13 – extension granted

PLEASE CALL TO CONFIRM THAT THIS DOCUMENT HAS BEEN RECEIVED IN ITS ENTIRETY.

Dear Applicant:

This document requests the following information:

(Part I) Competitive bidding and vendor selection processes, technology plan and budget

It is important that we receive all of the information requested within **15** calendar days from the date of this document so that USAC may complete the review of your funding request(s). USAC urges you to carefully review your response before returning it to ensure that you have provided complete responses to all questions. Finally, note that USAC is unable to grant multiple or lengthy extensions to respond to this request for information.

Who can respond to this request for information?

This document requests information that must be provided by the applicant or by the applicant's authorized representative.

A checklist of the items requested in this document is included on page 2. If you have any questions regarding this or these worksheets, please contact the reviewer at the phone number or email address listed below.

Sean McNamara
Associate Manager, Selective Review
30 Lanidex Plaza West | Parsippany, NJ 07054
T: 973.581.5024 | F: 973.599.6515
E: smcnama@sl.universalservice.org

**Selective Review Information Request Checklist - Please complete and return with your responses.
On the first page of each document you provide please write the corresponding FRN(s) the document
pertains to. This SRIR is for 471 App#900314**

Item #	Items to be returned to the Selective Reviewer	Document(s) Title & Corresponding FRN	Status
1	Signed & dated contracts and/or other agreements with service providers related to the FCC Form(s) 471	Attachment: Item 1 - Contracts-471 App#900314.zip (516 kb)	<input type="checkbox"/> X Enclosed <input type="checkbox"/> N/A
2	Request For Proposal (RFP) Please specify: Release date: mo. ___/day ___/year ___ Bid due date: mo. ___/day ___/year ___	No RFPs for 471 Application #900314	<input type="checkbox"/> Enclosed <input type="checkbox"/> N/A
3	All bid responses received for all Priority One & Priority Two funding requests. If no bids were received for any FRN, please indicate so in writing. It may be helpful to include a chart as indicated below:	Attachment: Item 3 - BIDS - 471 App#900314.zip (11.5 mb)	<input type="checkbox"/> X Enclosed <input type="checkbox"/> N/A
4	Vendor selection process description (created during the bidding process)	See Below	<input type="checkbox"/> X - Enclosed <input type="checkbox"/> N/A
5	Was a consultant used relating to the planning, implementation and support of your E-rate funding requests? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> X - No If yes, provide a signed and dated Consultant Agreement(s) or Letter of Agency.	No Consultant was used to submit 471 application # 900314	<input type="checkbox"/> Enclosed <input type="checkbox"/> N/A
6	Correspondence between the consultant/service provider and the school/library regarding the competitive bidding process and the application process	Attachment - Item 6-Corr-471_App#900314.zip (13.9 mb)	<input type="checkbox"/> X Enclosed <input type="checkbox"/> N/A
7	Organizational Structure, such as organizational flow chart, reporting structure, etc.	See below	<input type="checkbox"/> X-Enclosed <input type="checkbox"/> N/A
8	Technology Plan Support Request for FY 2013 (page 5) Indicate Technology Plan creation date: mo. ___/day ___/year ___ Indicate time period your technology plan covers: mo. ___/day ___/year ___ through mo. ___/day ___/year ___	All FRNs in 471 Application #900314 are Priority 1 services – No technology plan needed- Alhambra Elem Sch District does have an approved technology plan on file.	<input type="checkbox"/> Enclosed <input type="checkbox"/> N/A
9	Budget Information (page 5) (Approved operating budget or alternative budget documentation for FY 2013) Please check which you have provided: <input type="checkbox"/> Final and Approved budget for 2013-2014 <input type="checkbox"/> Letter and Budget Alternatives	See Below – Attachment: FY14_Alhambra_Adopted_Budget.xlsx	<input type="checkbox"/> X-Enclosed
10	Selective Review Certification (page 6) (Include signature, title, date and please complete all sections.)		<input type="checkbox"/> Enclosed

Note: In reviewing the 471 APPLICATION 900314, it has come to our attention that FRN 2516906 was incorrectly identified as a telecommunication service when it should be Internet. We request that this be corrected in the 471 app# 900314, FRN 2516906.

Selective Review Overview

We are requesting and will be examining information for ALL FCC Form(s) 471 listed on the cover page of this document that were filed by the billed entity for the 2013-2014 funding year (Funding Year 2013). Please notify us if you have any additional FCC Form(s) 471 for your Billed Entity number that we have not listed. Also, please include any applications that may have been filed under a different entity number, if that entity belongs to the Billed Entity (e.g. elementary schools within a School District that file their own applications in addition to the applications filed on their behalf by the School District or a Consortium. This review will include all of those applications as well).

It is important that you identify these additional applications at this time. Failure to do so may delay or jeopardize funding commitments and/or post-commitment disbursements. In addition, it may also result in future adjustments to any funding commitments that you may receive from us, or other action. We will continue the PIA review of applications for the Billed Entity, but be advised that no new funding commitments or payments for existing funding commitments for 2013-2014 funding year applications for this Billed Entity will be processed until this review is complete.

This document is a quick tool to guide you with your Selective Review responses. For complete instructions and further information regarding the Selective Review process, USAC recommends you refer to <http://www.usac.org/sl/applicants/step05/selective-review.aspx>.

Part I: Information Regarding your Competitive Bidding and Vendor Selection Process

For each of the following items we have outlined the requested documentation you will need to supply.

- Please provide the information by funding request number (FRN) unless otherwise indicated.
- In the event that a document (e.g. contract, RFP, bid response, etc.) applies to multiple FRNs, simply indicate on the first page of the document which FRN(s) is supported by the document.
- If, for any reason, you do not have any of the documentation requested below, you MUST provide a complete explanation for why it is missing.
- For FRN's that reference a prior year FCC Form 470, please provide the competitive bidding and vendor selection documentation for the year that established bidding for those FRN's as well.

1) CONTRACTS AND/OR OTHER AGREEMENTS

Contracts attachment - Item 1 - **Contracts-471 App#900314.zip (516 kb)**

FRN2484752_Contracts_2011-12.pdf – Contract awarded as part of yr 14 bidding process.

FRN2516906_Contracts.pdf – Contract awarded as part of the yr 16 bidding process.

FRN2517082_Email_Contract.pdf – Contract awarded as part of the yr 16 bidding process.

2) REQUESTS FOR PROPOSAL (RFP)

No RFP for services requested on 471 App# 900314

3) BID RESPONSES

- Indicate the number of bids/proposals received for all funding requests
- Provide complete copies of any and all proposals, bid responses, etc., received in response to the FCC Form 470, and/or any RFP, or other solicitation in any way associated with the applicant's funding request and/or with the selection of the service provider that appears on the applicant's funding requests.

Bids for application 900314 are compressed in attachment labeled: BIDS - 471 App#900314.zip (11.5 mb)

- This information should be provided for all funding requests including tariff, month-to-month and contracted services.

App #	FRN #	#of bids received	Vendor selected	Service
900314	2484752	3	Qwest	100 mb IA
900314	2516906	4	Qwest	400 mb IA
900314	2517082	2	Gaggle	Student Email

FRN 2484752 – Bidding From Yr 14 470 App#188800000888372

Qwest, Cox and TW Telecom

FRN 2516906 Yr 16 - 470

Centurylink, Cox, Integra, and Cogent

FRN 2517082 Yr 16 470

Gaggle and Sharp Schools



Schools and Libraries Division

4) VENDOR SELECTION PROCESS

Application: 900314

FRN: 2484752

Bidding From Yr 14 470 App#188800000888372

Vendor Scoring (use additional worksheets if necessary)

Service Category	Internet Access	Cox points per criteria	Qwest points per criteria	Tw Telecom points per criteria
<u>criteria</u>	<u>points scale</u>			
1 price	1 to 11	11	8	5
2 qualifications	1 to 10	9	10	8
3 financial stability	1 to 10	9	10	8
4 compliance with terms	1 to 10	9	10	8
5 capability to perform	1 to 10	7	10	8
6 conforms to specifications	1 to 10	9	10	8
7 compability with existing equipment	1 to 9	8	9	9
	70 point total	62	67	54

Request for Service From 470	Cox	Qwest	TW Telecom
Internet Access			
Flat and Tiered 100 mb	\$31,680.00	\$ 33,540.00	\$ 60,842.64
Dedicated Internet Access 16 Campuses and district office mb		\$ 20,520.00	
Non Reoccurring Costs	6000		\$ 259.65
Total	\$31,680.00	\$54,060.00	\$60,842.64
	6000	0	259.65
Non Reoccurring Costs			
SLD 22-182284 - Can we increase bandwidth if not asked for - No	Can't verify Tier 1 Status		

Evaluation Team Names	
1	Nan Williams
2	Joe Cerracchio
3	Jeff Holder
4	
5	

Application: 900314

FRN: 2516906

Vendor Scoring (use additional worksheets if necessary)

Service Category	Internet - 40mb	\$ 4,070.00	\$ 4,180.00	\$ 5,407.00	\$ 4,600.00	
criteria	points scale	CenturyLink points per criteria	Cox points per criteria	Cogent points per criteria	Integra points per criteria	W pc
1 price	1 to 11	11	10	8	9	
2 qualifications	1 to 10	10	10	10	10	
3 financial stability	1 to 10	10	10	10	10	
4 compliance with terms	1 to 10	10	8	10	8	
5 capability to perform	1 to 10	10	10	10	10	
6 conforms to specifications	1 to 9	9	9	9	9	
	60 point total	60	57	57	56	

Existing - Centurylink - 100mb - \$4505.00
New Centurylink - 100mb - 2795+1710=4505, 200 mb - 1670+1070=2740, 300 mb - 2010+1440=3450, 400 mb - 2300+1770=4070, 500mb - 3600+1950=5550 - Tier 1
New Cox - 100mb - \$1,630.00, 200 mb - \$2,670.00, 300 mb - \$3,520.00, 400 mb - \$4,180.00, 500mb - \$4,645.00 - no mention of Tier level
New Cogent - 100mb - 1850 NCR - 1600, 200 mb - 3036 - NCR - 1200, 300 mb - 4221 - NCR - 1200, 400 mb - 5807 - NCR - 1200, 500mb - 6582 - NCR - 1200 Tier 1
New Integra - 100mb - 2,100.00, 200 mb - \$3000, 300 mb - \$3900, 400 mb - \$4800, 500mb - \$5700 - Activation Charge \$500, IP Number bundles of 8 \$15 each Activation Charge \$30 - no mention of Tier level

Evaluation Team Names	
	Nan Williams
	Jeff Holder

Application: 900314

FRN: 2517082

Vendor Scoring (use additional worksheets if necessary)					
Service Category	internet -Email	\$ 2,500.00	\$ 2,525.00		
criteria	points scale	Gaggle points per criteria	Sharp Schools points per criteria	W poi	
1 price	1 to 11	11	10		
2 qualifications	1 to 10	10	10		
3 financial stability	1 to 10	10	10		
4 compliance with terms	1 to 10	10	10		
5 capability to perform	1 to 10	10	10		
6 conforms to specifications	1 to 9	9	9		
	60 point total	60	59		

Gaggle (existing) Annual 100% Eligible \$25,000.00 - Student web Hosting Total \$12,500, eligible \$ 11875.00, Out of Pocket 10% + ineligible - 4186.50+635= \$4821.5 email only - \$2500
 Sharp Schools Annual \$21,400 Eligible \$20,972 - ineligible - \$428 no Student Web, Out of Pocket 10% + ineligible - 2097.20+428 = \$2525.20

Evaluation Team Names
Nan Williams
Jeff Holder

5) CONSULTING AGREEMENTS

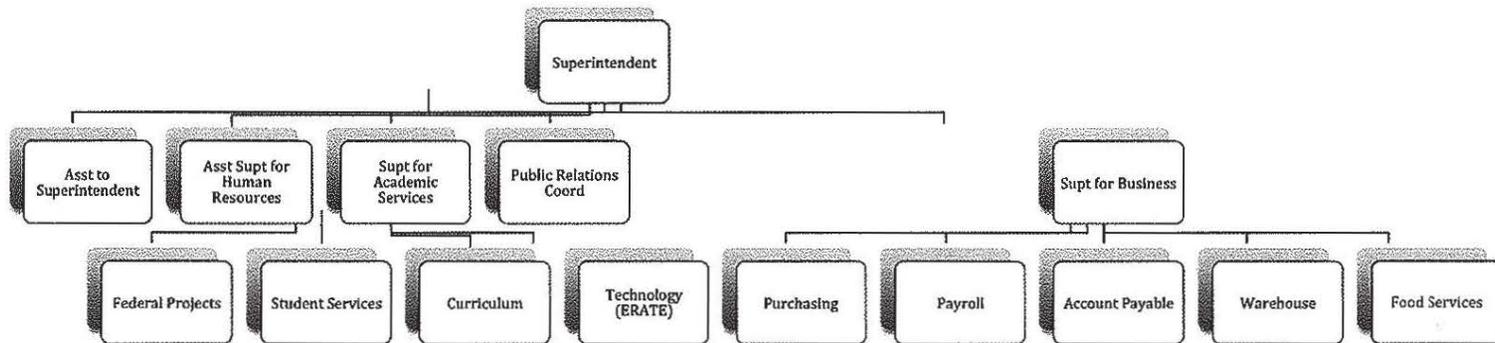
No Consultant was used with 471 App# 900314

6) CORRESPONDENCE

Provide a copy of all correspondence between your entity and any service providers or consultants regarding the competitive bidding process and the application process.

Correspondence for application 900314 are compressed in attachment labeled: **Correspondence_471_App#900314.zip (13.9 mb)**

7) ORGANIZATIONAL STRUCTURE



TECHNOLOGY PLAN

- Effective FY 2011, a technology plan is not required for Priority One services (telecommunications and internet access). You may skip the technology plan section if you are ONLY requesting Priority One services.
471 Application 900314 is requesting only priority 1 services. Technology plan is not included.

OPERATING BUDGET

Final Approved Operating Budget:

- Provide an approved 2013-2014 operating or facilities budget
2013-2012 operation is in attachment labeled: FY14_Alhambra_Adopted_Budget.xlsx

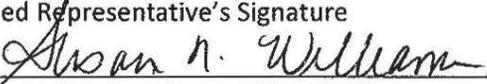
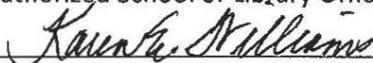
Alternatives to a Final Approved Operating Budget:

If a final approved budget is not available or is still in the approval process, we will accept certain alternative documentation, please go to: http://www.usac.org/_res/documents/sl/pdf/info-request/Item-25-Instructions.pdf for further details.

Selective Review Information Request Completion Certification

Complete and return the enclosed Certification to the Schools and Libraries Division (SLD). If the applicant's authorized representative completed the information in this document, please attach a copy of the letter of agency or other agreement between the applicant and consultant authorizing them to act on the school or library's behalf. For the purposes of this form, in the Employer's Name field, a consultant should enter the name of his or her consulting firm. Please note that if an authorized representative signs this form, an authorized school or library official is also required to sign in the space provided below.

Note: If a consultant was used, a school official MUST sign below. If no consultant was used, Section 1 must be completed with the applicant's information.

SECTION 1: AUTHORIZED REPRESENTATIVE INFORMATION		
Name of Authorized Representative Dr. Nan Williams	Title Director of Technology	
Email Address nanwilliams@alhambraesd.org	Telephone Office ☎(602) 336-295 Fax ☎(602) 336-0313	
Authorized Representative's Employer's Name Alhambra Elementary School District		
Employer's Street Address 4510 N 37 th Ave, Phoenix	State AZ	Zip Code 85019
SECTION 2: APPLICANT INFORMATION		
Billed Entity Name Alhambra ESD	Billed Entity Number 142906	
Funding Year 2013 FCC Forms 471 Application Numbers: 899427 900314		
SECTION 3: CERTIFICATION STATEMENTS		
<input type="checkbox"/> I certify that I prepared the responses in this document on behalf of the above named entity. <input type="checkbox"/> I certify that despite any budget deficits, fund-raising effort shortfalls, or other uncertainties we expect to be able to finance this budget.		
Authorized Representative's Signature 	Date 11/7/13	
Authorized School or Library Official's Signature and Title 	Date 11/07/13	
Print Name of Authorized School or Library Official Named Above Dr. Karen Williams, Superintendent		

The FCC's Fifth Report and Order (FCC 04-190) released on August 13, 2004, sets out document retention requirements for program participants. Failure to comply with these requirements will put your funding at risk.