



EXCELSIOR SPRINGS
S C H O O L D I S T R I C T
— *Together, Achieving Excellence* —

**Request for Proposal
2021-T001e-WAN**

Wide-Area Network (WAN) Services

Excelsior Springs School District 40
Technology Department
300 W Broadway
Excelsior Springs, MO 64024

Bid Due: 8:00 a.m CST. January 8, 2021

Request for Proposal

Excelsior Springs School District #40 Wide-Area Network (WAN) Services

The Excelsior Springs School District #40 is comprised of: 1- Early Childhood Center, 3- Elementary Schools, 1- Middle School, 1- High School, 1- Technical Center, and 1-new elementary (under construction, scheduled to open August 2021) including a total district enrollment of approximately 2,900 students

Sealed bids are requested from qualified contractors for connectivity by leased service between sites listed in Appendix B (complete copy available at essd40.com > District Information tab).

Due to Covid sealed bids should be emailed to the following address:

lshelton@ga.essd40.com

Subject line must read **Sealed Bid 2021-T001e-WAN**

Sealed bids are due no later than 8:00 a.m., 01/8/21. Late bids due to no fault of ESSD40 will not be accepted. All submitted bids must be labeled “**2021-T001e-WAN**”. Bids will be opened at 8:01 a.m. on 01/8/21.

Please see timeline on Page 3 (complete copy available at essd40.com > District Information tab) for optional pre-bid meeting date and question dates. All questions outside of the pre-bid meeting should be sent to Lynnette Procopio at lprocopio@ga.essd40.com.

All bidders must adhere to the SLD invoicing requirements for E-rate funding and be an approved service provider with a SLD Spin number in order to be considered for the RFP.

All bidders must comply with the Missouri Division of Labor Standards, Annual Prevailing Wage.

The Excelsior Springs School District #40 reserves the right to reject any and all bids and award the contract that would be in the best interest of the Excelsior Springs School District #40.

The services must be operational by 7/1/2021 for all sites listed.

Introduction and Intent:

This document constitutes a Request for Proposal (RFP) from ESSD40. This RFP seeks qualified Contractors to provide a point to point connection between the following locations according to the topology and connectivity speeds indicated in Appendix B.

Elkhorn Elementary School
34684 Highway 10
Excelsior Springs, MO 64024

Excelsior Springs High School
612 Tiger Drive
Excelsior Springs, MO 64024

District Administration Office
300 W Broadway
Excelsior Springs, MO 64024

Lewis Elementary School
501 Leavenworth St
Excelsior Springs, MO 64024

Tiger Path
110 Murray
Excelsior Springs, MO 64024

Westview Early Childhood Center
500 North Jesse James Rd
Excelsior Springs, MO 64024

Excelsior Springs Middle School
701 Crown Hill Road
Excelsior Springs, MO 64024

Support Services
113 W Line St
Excelsior Springs, MO 64024

Transportation Facility
1004 S Marietta
Excelsior Springs, MO 64024

Cornerstone Elementary**
1901 Wornall Rd
Excelsior Springs, MO 64024

Connectivity is sought by either a leased service. All options for a 10 Gbps connection scalable to 20 Gbps will be considered. The intent of this RFP is to provide the potential Contractors with sufficient information to enable them to prepare an acceptable response to this RFP.

**** Please note the new construction facility, Cornerstone Elementary, that currently has no fiber going to it as a part of this list.**

Timeline:

Activity	Date
RFP issued	12/11/20
Optional Pre-bid meeting	12/18/20
Pre-bid meeting Questions and Answers Posted	12/19/20
Last day for questions	12/28/20
Bids due and opened	01/08/21
Contractor Selection	1/11/21
Contractor Notification	1/12/21
Work Scope	1/13/21 – 6/30/21
Test and Acceptance	7/1/21

Pre-Bid Meeting:

The meeting will be held at the, Cornerstone Elementary, 1901 Wornall Rd, Excelsior Springs MO 64024, on December 18th at 10:00 am.

Due to the COVID-19 virus, all on-site attendees MUST comply with health guidelines required by the Missouri Department of Health and the DISTRICT (e.g., masks, a temperature check).

Due Date:

Sealed bids via email will be received until 8:00 a.m., 01/8/21. Late responses will NOT be considered.

Due to Covid sealed bids should be emailed to the following address:

lshelton@ga.essd40.com

Subject line must read **Sealed Bid 2021-T001e-WAN**

Scope of Work**Introduction:**

The Excelsior Springs School District 40 (ESSD40) is a public K-12 school located in Excelsior Springs, MO. The ESSD40 would like to connect ten (10) sites with a solution capable of 10 Gb with upgrade potential to 20Gb. All services at the 10 sites must be operational by 7/1/2021.

Requirements:

The ESSD40 is seeking bids for connectivity by a leased service, sites indicated in Appendix B with the following requirements.

1. Minimum of 10 Gbps leased scalable to 20 Gbps in 5Gbps increments or minimum of 10Gbps.
2. Full duplex
3. Installation services
4. Maintenance
5. Service level agreement with a 4 hour response time and 2 day repair window
6. The vendor must provide a diagram and narrative of the proposed network topology.
7. ESSD40 desires the ability to vary bandwidth in the future to meet demand. Proposals may include rates for higher bandwidth connections and should describe the vendor's ability to scale the proposed solution to meet greater bandwidth demands.
8. Contract term options to include 3, and 5 year options with 2 1-year extensions on each
9. Pricing sheet listing non-recurring cost and monthly recurring cost by speed available at [Pricing Sheet](#)
10. Connection is to include all components necessary to create a working point to point connection between the buildings. Include all equipment and services necessary for a full operational connectivity solution.
11. The service handoff at each site will be delivered to each site's Main Distribution Facility

- (“MDF”). The handoff must use standards-compliant single mode fiber.
12. The service hand-off at all sites shall terminate on a fiber patch panel with LC-style connectors.
 13. All sites need to terminate at the High School and the Support Services site.
 14. The vendor shall specify that this network is a managed solution, with dedicated bandwidth to the District. As part of the proposal, the vendor will make known the space requirements for installed equipment at all sites.
 15. Network outage resolution should be coordinated with ESSD40 technical staff.
 16. The vendor must provide easy access to help desk and repair services. A clear, documented procedure must be defined for severe problem escalation with appropriate response times delineated in proposal. The vendor will provide critical alerts to ESSD40 Technical Contacts via email, and notification of service outages via telephone to ESSD40 Technical Contacts along with status and estimated time of restoral (ETR). This alert service will be maintained for the duration of the contract. The District expects 99.9% uptime of the network.
 17. The circuits shall be capable of carrying multiple protocols such as IP Data, Voice over IP (VoIP) telephony, streaming digital video, teleconferencing, etc. Jitter and latency shall be within industry accepted limits for typical services of these types. The WAN must support the transmission of QoS (“Quality of Service”) tags implemented by ESSD40 between endpoints.
 18. All equipment including but not limited to cabling, connectors, etc. necessary to provide this connectivity shall be provided by the vendor.
 19. The network must be fully operational by July 1ST 2021. The term “fully operational” is defined as error free network connectivity at the specified CIRs, delivered to all sites without failures for at least 72 hours. Vendor must provide certification reports of CIR, jitter, latency, and interface error metrics for each endpoint.
 20. The vendor must provide a timeline of implementation.
 21. The vendor must include a clearly labeled detail Map and Network Diagram of the fiber route being constructed.
 22. Contract must provide cancellation of services without financial penalties if a school is closed. District may cancel services to a school without penalties after a 30-day notice to the vendor.

Vendor Profile

Vendor is to provide the following information. Information may be typed below or attached to this document.

Corporate Name and Address – The vendor shall list their full corporate name and address. The Vendor shall also state their status, i.e. manufacturer, distributor agent, contractor, etc.

Sales, Installation and Support Office – the vendor shall list their office that will support the connection.

Warranty Information – Provide information about the warranty coverage that your company offers on this connection.

Terms – Provide information about payment terms.

Certification – List the name and certification of each technician that will be working on this project. Also list certificates or status your company holds from manufacturers (i.e. Cisco CCNA). Attach copies of those certificates to his proposal.

Availability of phone support – List the phone number(s) and daily hours available for technical support.

Service Level Agreement – list response times that can be guaranteed for technical support (i.e., 2 hour phone response time, 2 day repair window, etc.)

SPIN Number – USAC vendor id for E-rate eligibility

District Information to Vendors

District contact:

Bidders during the RFP process and the winning contractor will direct any questions in writing to

Lynnette Procopio, Director of Technology
300 W Broadway
Excelsior Springs, MO 64024
lprocopio@ga.essd40.com

Funding:

E-rate funding will be requested for this project. If the project or any part thereof is not funded by E-rate, the district reserves the right to change or cancel any or all projects or parts thereof.

Request for information

All questions by vendors must be submitted by 12/28/20.

Requests for information must be submitted in writing to the attention of: Lynnette Procopio, Director of Technology via email at lprocopio@ga.essd40.com within the time frame indicated in the response timeline.

Questions received after the deadline will not be responded to. Questions and responses will be posted on the district's website and EPC portal site. In the event that there is a discrepancy between in documentation posted in multiple locations, the controlling (master) document will always be located at [Technology Department Request For Proposals](#)

Required Information:

Each bidder shall furnish a detailed proposal. The bidder shall sign the proposal page (Appendix A), E-Rate Supplemental Terms and Conditions, all addenda, and their Cost Proposal Sheet. The person signing the BID must initial erasures or other changes. Proposals signed by an agent must be accompanied by evidence of the agent's authority.

Proposals must be firm. If the bidder believes it necessary to include potential price adjustments, such a proposal may be considered, but only as an alternate. The ESSD40 is not required to pay Federal Excise Taxes and Missouri and local retail sales and use taxes. Tax exemption certificates will be provided upon request.

The ESSD40 expects that all proposals will remain valid until sixty (60) days after the bid opening or until contracts are signed and operational, whichever comes first.

Submission of Proposals:

Due to Covid sealed bids should be emailed to the following address:

lshelton@ga.essd40.com

Subject line must read **Sealed Bid 2021-T001e-WAN**

Sealed bids are due no later than 8:00 a.m., 01/8/21. Late bids due to no fault of ESSD40 will not be accepted. All submitted bids must be labeled "2021-T001e-WAN". Bids will be opened at 8:01 a.m. on 01/8/21.

Responses presented after the time and date of the opening process will NOT be accepted.

This RFP does not commit the District to award a contract, to pay any costs incurred in the preparation of the proposal, or to procure or contract for the articles of goods or services.

Modification or Withdrawal of Bids:

Bid proposals may be modified or withdrawn prior to the deadline. Vendors will submit such changes in writing to lshelton@ga.essd40.com. The vendor will be asked to sign a receipt stating their bid was withdrawn.

Evaluation Factors:

The ESSD40 will award contracts to the bidders based upon such factors as: cost of eligible products and/or services, cost of ineligible products and/or services, design and technical bid submittal, implementation cost, vendor references, experience with the district, ability to deliver service at start of funding year, ability to deliver service throughout the district geographic region, and financial stability of the bidder. The ESSD40 reserves the right to request a best and final proposal from all bidders after the opening of the bids.

Responses will be evaluated according to the following weighting:

No.	Factor	Total Points Available
1	Cost of eligible products and/or services	30
2	Cost of ineligible products and/or services	10
3	Design and Technical Bid Submittal	15
4	Implementation Cost	20
5	Vendor References	5
6	Experience with district	5
7	Ability to deliver service at start of funding year	5
8	Ability to deliver service throughout district geographic region	5
9	Financial stability	5
Total Points		100

The ESSD40 reserves the right to:

- Reject any and all bids

- Award the entire bid to one bidder
- Award the bid (or portions) to more than one bidder
- Award the bid under the most beneficial terms for the ESSD40
- Extend the opening time and date
- Re-bid proposal

Applicable Law:

This bid shall be governed by the laws, rules and regulations of the state of Missouri General Assembly which are effective and in force on the date of this bid together with any and all laws of the United States, Ordinances of the County of Clay, Missouri and the Excelsior Springs, Missouri and the policies and procedures of the ESSD40.

Hold Harmless:

Bidder shall fully indemnify, save and hold harmless the ESSD40, its officers, employees, and agents (hereafter “the indemnitied”) against any and all liability, damage, loss, claims, demands and actions of any nature whatsoever on account of personal injuries (including, without limitation on the foregoing, worker’s compensation and death claims), property loss or damage of any kind whatsoever, which arise out of or in any manner are related to or connected with, or are claimed to arise out of or be in any manner connected with, the performance of the BID and its awarded products/services. Bidder shall, at its own expense, investigate all such claims and demands, attend to their settlement or other disposition, defend all actions based thereon and pay all charges of attorneys and all other costs and expenses of any kind arising from any such liability, damage, loss, claims, demand and/or actions.

Prevailing Wage:

The contractor must pay all workers not less than the prevailing wage as determined for Clay County, MO. The contractor will forfeit a penalty to the ESSD40 in the amount of \$10.00 per day if a worker is paid less than the prevailing wage for any work done under the contract by the contractor (or subcontractor).

Before final payment can be made, the general contractor and all subcontractors must file an “Affidavit of Compliance”, and all certified payrolls.

Substantial Completion and Liquidated Damages:

The contractor shall achieve completion of the entire work no later than 6/29/21. Failure to complete the project on time will result in a \$100 per day assessment of liquidated damages.

Insurance:

The contractor must provide a certificate of insurance to the ESSD40 in the amount of not less than one million dollars (\$1,000,000) of general liability, including Workers Compensation statutory limits. This must be received prior to starting the project.

Substitutions:

All bidders must provide requested components specified in this RFP. Bidders can offer equivalent components. Any bid that does not have requested components listed will not be considered.

Contract Document:

A signed contract between the ESSD40 and the Contractor will be issued after the completion of the evaluation. The contractor acknowledges the signed contract does not necessitate an actual order or purchase. A Purchase Order detailing products, services and quantities to be ordered will be issued to the Contractor separately. ESSD40 may opt to cancel the contract in part or entirely at its sole discretion.

Implementation Schedule:

Building hours during summer will be 7:30 a.m. to 4:30 p.m. The ESSD40 will work with the contractor for access to the building after 4:30 p.m. **Such schedule ensures that the service will be operational on July 1, 2021** and that billing can commence on June 30, 2022.

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Appendix A: Proposal page

To be signed by contractor:

2021-T001e-WAN Wide-Area Network (WAN) Services

By signing below I certify that:

- No federal or state suspension or debarment is in place.
- No criminal history of the firm/contractor or its employees exists.
- There is no collusion involved in presenting the BID or its components.
- The minimum insurance requirements are in place.

Signature: My signature certifies that, as agent for:

Company/Firm Name

I have read and will abide by each portion of the BID component “Instructions to Contractors.”

Signature

Date

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Appendix B: Site Locations and CIR

This is a graphical representation of the 2021 network layout. **Cornerstone Elementary and new fiber is depicted in red on the far right side. [Network Diagram](#)

Please see attached document to the Form 470 labeled Appendix B Site Locations Network Diagram.

E-rate Supplemental Terms and Conditions

The Telecommunications Act of 1996 established a fund by which Schools and Libraries across the Country could access discounts on eligible telecommunications products and services. The program is commonly known as the E-Rate Program. The eligibility for discounts on internet access, telecommunications products and services, internal connection products, services and maintenance is determined by the Federal Communications Commission (FCC). Funding is made available upon application approval by the Schools and Libraries Division (SLD) of the Universal Service Administrative Company (USAC), which was established by the Act. The amount of discount is based on the numbers of students receiving free and reduced price meals.

1) E-RATE CONTINGENCY

The project herein [is/may be] contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-rate. Even after award of contract(s) and/or E-Rate funding approval is obtained, the District may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the District.

2) SERVICE PROVIDER REQUIREMENTS

The District expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program.

A. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.

B. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: <https://www.usac.org/E-Rate/service-providers/step-1-obtain-a-spin/>

C. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>

D. Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status must provide an explanation of the steps it is undertaking to be removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-Rate discounts in a timely manner which would cause harm to the Applicant. More information about FCC Red and Green Light Status may be found at this website: http://www.fcc.gov/debt_collection/welcome.html

E. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before July 1, 2021.

F. Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).

G. Goods and services provided shall be clearly designated as "E-Rate Eligible". Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.

H. Within one (1) week of award, the awarded Service Provider must provide the District a bill of materials using a completed USAC "Item 21 Template". Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions.

I. In the event of questions during an E-Rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.

J. The awarded Service Provider is required to send copies of all forms and invoices to the District prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the District placing the vendor on an "Invoice Check" with USAC:
<https://www.usac.org/E-Rate/applicant-process/invoicing/invoice-check/>

K. Services providers must comply with the FCC rules for Lowest Corresponding Price ("LCP"). Further details on LCP may be obtained at USAC's website:
<https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>

3) SERVICE PROVIDER ACKNOWLEDGEMENTS

a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitutions.

b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).

c. The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to § 54.511(b). Further details on LCP may be obtained at USAC's website: <https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>. Should it not be the lowest corresponding price, the service provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding

price.

d. BIDDERS are required to comply with the FCC’s Lowest Corresponding Price (“LCP”) Requirement for all equipment and Services. BIDDER acknowledges that BIDDER is solely responsible to comply with LCP requirements. To the extent that USAC finds an LCP violation and reduces the E-Rate Funding, BIDDER agrees that it will not hold the DISTRICT liable for any shortfall in E-Rate funding and will be responsible for any ensuing appeals, COMADS and/or RIDFS.

e. The Service Provider attests that its offer does not violate the FCC’s REPORT AND ORDER, FURTHER NOTICE OF PROPOSED RULEMAKING, AND ORDER in the matter of “Protecting Against National Security Threats to the Communications Supply Chain Through FCC Programs” (FCC 19-121, adopted November 22, 2019, released November 26, 2019) and provisions contained in the Order and any subsequent Orders related to the FNPRM referenced in FCC 19-121. FCC 19-121 can be viewed at <https://docs.fcc.gov/public/attachments/FCC-19-121A1.pdf>

f. This offer is in full compliance with USAC’s Free Services Advisory. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The service provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.

L. <https://www.usac.org/E-Rate/applicant-process/competitive-bidding/free-services-advisory/>

4) STARTING SERVICES/ADVANCE INSTALLATION

The annual E-Rate Funding Year begins on July 1 and expires on June 30 of each calendar year. Regardless of the contract “effective date”, E-Rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2021 funding year (July 1, 2021 for Category 1 Services and April 1, 2021 for Category 2). If Category 1 services (Telecommunication Services and Internet access) will begin on or shortly after July 1 of a funding year, the service provider, in some cases, may need to undertake some construction and installation work prior to the beginning of that funding year. Within the limitations indicated below, the infrastructure costs of a service provider can be deemed to be delivered at the same time that the associated Category 1 services begin. That is, if services begin on July 1, then the delivery of service provider infrastructure necessary for those services can be considered as also delivered on July 1.

EARLY FUNDING CONDITIONS

Category 1

There are four conditions that must be met in order for USAC to provide support in a funding year for Category 1 infrastructure costs incurred prior to that funding year.

- Initiation of installation cannot take place before selection of the service provider pursuant to a

posted Form 470 and in any event no earlier than six months prior to July 1 of the funding year.

- The Category 1 service must depend on the installation of the infrastructure.
- The underlying Category 1 service cannot have a service start date prior to July 1 of the funding year.
- No invoices can be submitted to USAC for reimbursement prior to July 1 of the funding year.

For more information, please refer to the FCC Order involving the Nassau County Board of Cooperative Educational Services (DA 02-3365 , released December 6, 2002). This FCC decision only applies to Priority 1 services (telecommunications services and Internet access). http://www.usac.org/_res/documents/about/pdf/fcc-orders/2002-fcc-orders/DA-02-3365.pdf

The complete text can be found at the following URL:

<https://www.usac.org/E-Rate/applicant-process/starting-services/advance-installation/>

Category 2

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

- We also amend our rules for category two non-recurring services to permit applicants to seek support for category two eligible services purchased on or after April 1, three months prior to the start of funding year on July 1. This will provide schools with the flexibility to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.

- For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking (FCC 14-99, released July 23, 2014). This FCC decision only applies to Category 2 services (Internal Connections).

https://apps.fcc.gov/edocs_public/attachmatch/FCC-14-99A1.pdf

5) INVOICING

a. The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider Invoice (SPI). The District will only be responsible for paying its non-discounted share of costs and does not intend to use the BEAR process (Form 472). The maximum percentage the District will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Form 471 Block 5 and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision Letter from the SLD and submission and certification of Form 486, the District shall pay only the discounted amount beginning with the billing cycle immediately following said approval. Alternatively, should the District decide that it is in the best interest of the District to file a Form 472, the District will inform the Service Provider of its intent.

b. All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the District will only be responsible for paying its non-discounted share.

6) FCC/SLD AUDITABILITY

The E-Rate program requires that all records be retained for at least ten (10) years from the last date of service provided on a particular funding request. Respondent hereby agrees to retain all books, records, and other documents relative to any Agreement resulting from this RFP for ten (10) years after final payment. The District, its authorized agents, and/or auditors reserves the right to perform or have performed an audit of the records of the Respondent and therefore shall have full access to and the right to examine any of said materials within a reasonable period of time during said period.

7) PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any Agreement resulting from this RFP, the District may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by the District's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. The District shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

Signature: _____ Title: _____

Phone Number: _____ Email: _____

Service Provider Name: _____