**Silver Falls School District**

**Cabling Infrastructure Solutions**

**SUBMIT PROPOSAL TO:**

Silver Falls School District

ATTN: Brett Milliken

1456 Pine Street

Silverton, OR 97381

(503) 873-6331

[erate@silverfalls.k12.or.us](mailto:erate@silverfalls.k12.or.us)

**BID SUBMISSION DEADLINE:**

March 1st, 2024, at 4 p.m. Pacific Standard Time

Vendor (Company) Address City State Zip Code

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

Signature of member authorized to sign for firm (Title).   
(I certify that I have proposed according to the specifications and conditions of this proposal).

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Doing business under the Company Name of:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Telephone Number with area code

Proposal must be submitted with subject line:

**Proposal - Cabling Infrastructure Solutions**

Include Vendor contact name and address.

**SUPPORTING DOCUMENTATION**

**Cabling Infrastructure**

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# PART I - GENERAL INFORMATION

**I-1. Purpose.** This request for proposals provides interested parties with enough information to enable them to prepare and submit proposals for consideration by Silver Falls School District to satisfy the District’s need for cabling infrastructure.

**I-2. Issuing Office.** This supporting documentation is issued by Silver Falls School District, ATTN: Brett Milliken,1456 Pine Street, Silverton, OR 97381, (503) 873-6331, [erate@silverfalls.k12.or.us](mailto:erate@silverfalls.k12.or.us). Email is the preferred method of communication.

**I-3. Scope.** This supporting documentation contains instructions governing the proposals to be submitted and the materials to be included therein; a description of the service to be provided; requirements which must be met to be eligible for consideration.

# PART II - REQUIRED INFORMATION

**II-1 SCOPE AND DESCRIPTION**

Silver Falls School District seeks an estimated **36 Category 6 network drops** at **7** locations. The approximate **Category 6** footage total is **5,940 feet**. Drop counts and footage listed in the following table and are approximate; they will likely be revised during the walkthrough and quoting process. This is an equipment and installation proposal. Proposals should include equipment and all necessary taxes, fees, and permits must be priced out on their own line items within the bid. Associated maps can be found at the end of this document.

**II-2 SUMMARY OF CABLING**

|  |  |  |
| --- | --- | --- |
| **School** | **Address** | **Approximate Cat 6 Drop Quantity & (Length in feet)** |
| **\*** Pratum Elementary | Pratum Elementary School, 8995 Sunnyview Rd NE, Salem, OR 97305 | **2 drops**  **(330 ft)** |
| Central Howell Elementary | 8832 Silverton Road NE  Silverton, OR 97381 | **2 drops**  **(330 ft)** |
| Bethany Elementary | 11824 Hazelgreen Rd NE, Silverton, OR 97381 | **16 drops**  **(2,640 ft)** |
| Robert Frost Elementary | 201 Westfield St, Silverton, OR 97381 | **1 drop**  **(165 ft)** |
| Butte Creek Elementary | 37569 OR-213, Mt Angel, OR 97362 | **9 drops**  **(1,485 ft)** |
| Scotts Mills Elementary School | 805 1st St  Scotts Mills, OR 97375 | **4 drops**  **(660 ft)** |
| Silver Crest Elementary School | 365 Loar Rd SE  Silverton, OR 97381 | **2 drops**  **(330 ft)** |

***\* Meeting location for walkthrough. Walkthrough is on February 15th, 2024, starting at 3pm and in the order listed above (top down). Walkthrough attendance confirmation by February 14 is required. District contact for the walkthrough is Brett Milliken, (503) 873-6331,*** [***erate@silverfalls.k12.or.us***](mailto:erate@silverfalls.k12.or.us)

**II-3 CABLING DETAIL (REQUIRED SPECIFICATIONS)**

1. General infrastructure notes for proposals to address
   1. **Consult with District contact prior to beginning installation of all new infrastructure as well as when any questions or concerns arise**
   2. **AP & IC Simplex drop notes**
      1. Drops are for future use and will have a minimum of 4 feet spooled up on remote (non-network closet) end to allow flexible final installation location (further details to be provided during site walkthrough)
      2. Remote (non-network closet) end shall be terminated with an 8p8c Cat 6 mod plug for direct connection to equipment
   3. **Cabling support**
      1. Cable support devices shall be independently suspended from, or attached to, building structure or walls
         1. Do not use ceiling support wires or other ceiling components to support communications infrastructure
         2. Cabling shall not be laid on ceiling grid structure, ceiling tiles, or supported on any structure not specifically designed for supporting cables
      2. If a cable tray is not present, provide cable supports at intervals of every 3 to 5 feet
         1. Cable sag between supports shall not exceed 12 inches
      3. Cable supports shall be “J” hooks or other supporting devices with a minimum 1‐inch cable resting surface
      4. All cables shall be neatly bundled and secured with appropriately rated fasteners – hook and loop ties are preferred, and zip ties are not allowed due to the potential to crush cables
   4. **Cable molding, conduit, and penetrations**
      1. For new conduit, a maximum conduit fill ratio of 40% is recommended by TIA-569 standards to accommodate cable bundle bend radius requirements and allow for future expansion
      2. Use “outdoor-rated” and/or “direct burial” rated cable in any location exposed to the outdoor environment as necessary
         1. Exterior building cable runs must be contained within outdoor rated, and weather sealed conduit unless agreed upon by the District representative
      3. All penetrations must be properly sealed with fire rated material in accordance with the authority-having jurisdiction (AHJ)
      4. Exterior building penetration locations must be agreed upon prior to installation and meet District specifications
         1. Use appropriate weather sealing and fire blocking materials where applicable
      5. Conceal exposed interior wiring in conduit or wire molding and surface mounted boxes based on direction from District contact
         1. Confirm color and location of molding, conduit, and boxes with District contact prior to installation – typically, white molding is used
         2. Molding, conduit, and boxes must be securely fastened to surfaces
            1. Adhesive backed molding and boxes must be additionally secured with screws or other appropriate fasteners to ensure long term attachment
         3. Existing low voltage molding and conduit may be used with consent of District contact
   5. **Labeling Standards**
      1. Jack and Patch Panel labels shall be indelible ink machine labels
         1. No hand-written labels are permitted
      2. Cables outer jacket will be clearly labeled on either end with an indelible ink fixed label or pen and labels will be located within 12 inches of termination
      3. New patch panels will have clear labelling indicating Closet # and patch panel # in the format **NetworkCloset.PatchPanelNumber**
         1. Example: **05.10** represents IDF **05**, Patch Panel **10**
      4. Individual patch panel ports do not require labelling unless industry standard numbered labels are absent or an alternative labelling standard has been requested by the District contact
      5. Remote end network jacks shall be labelled in the format **NetworkCloset.PatchPanelNumber.PortNumber**
         1. Example: **01.02.34** represents Closet **01**, Patch Panel **02**, Port **34**
      6. **Verify drop labelling standards with District contact prior to labelling as there may be historical exceptions to the above standards at some sites**
   6. **Cabling Best Practices**
      1. Install following cabling best practices, latest standards (listed below) for the type of cabling installing (**Category 6** unless otherwise specified), and manufacturer’s instructions (i.e., cabling lengths, proper support, bend radius, keeping wire twist, cable outer jacket not stripped back more than 0.5 inches, avoid EMI interference, tightness of cable ties, “hook and loop” ties, and not zip ties, etc.). Vendors must adhere to the following network cabling standards:
         1. **ANSI/TIA:**
            1. ANSI/TIA-568.0-D; ANSI/TIA-568.C.2
            2. ANSI/TIA-569-D
            3. ANSI/TIA-606-B
            4. ANSI/TIA-607-B
         2. **BICSI** - Telecommunications Distribution Methods Manual (most recent version)
            1. BICSI – Installation Transport Systems Information Manual
            2. BICSI – Network Design Reference Design Manual
            3. BICSI – Outside Plant Design Reference Manual
            4. BICSI – Electronic Safety and Security Design Reference Manual
         3. **NFPA‐70** - National Electric Code (or most recent revision)
            1. Use “plenum” and/or “riser” rated cable when required by national, state, and/or local building code
            2. Follow applicable national code (e.g., NEC or CEC) or superseding authority-having jurisdiction (AHJ) codes for firestopping requirements
      2. Vendor is responsible for inspecting all existing structures, cableways, MDF/IDFs, wiring closets, racks, patch panels, etc., to determine if they are adequate for the new infrastructure
         1. Existing cableways should be utilized where available and when appropriate (e.g., don’t exceed manufacturer recommended cable fill ratio)
      3. Cables shall not be installed within 4‐feet of transformers/motors
      4. When running cable parallel to power conduits or fluorescent light fixtures maintain a 1-foot separation and cross power conduits at a right angle
      5. All parts installed must be from a reputable manufacturer, approved by the District representative, and be standardized across the project
         1. A parts list must be included with the bid, including general specifications as well as warranty information
      6. Each node must be properly terminated, tested and verified with appropriate documentation provided to the District
   7. **Service Loop specifications:**
      1. Provide minimum 4 ft. service loop near the wiring closet terminations (TIA recommends 10 ft. loop)
      2. Provide minimum 12 in. service loop above ceiling (or other appropriate, concealed location) on the remote terminations
      3. Exceptions to these lengths will be when cable run (including patch cable) length would be greater than Ethernet cabling TIA/EIA-568-C standards allow (in these cases, services loops can be adjusted as needed to fit within distance limitations)
   8. **Cleanliness and Supplies**
      1. The vendor, including all subcontractors, must leave the premises clean and neat, including replacing all ceiling tiles, after the completion of the job or after individual work sessions if school will be in session soon after work has paused
         1. Vendor will be responsible for repairing damage incurred during new infrastructure installation including, but not limited to replacing broken ceiling tiles, patching errant holes, etc.
      2. Vendor must supply all supervision, tools, equipment, hardware, material, transportation, and construction, and all other related services unless specific provisioning by the District has been granted
         1. District lifts may be utilized by contractors with proof of lift operation certification and prior notification & scheduling
2. Preferred equipment specifications
   1. **Wall Drop Keystones (Duplex & Simplex):**
      1. Leviton eXtreme QuickPort Jack, Cat 6, **Black** (Part: **61110-RE6**) or equivalent
   2. **Wall Drop Faceplates:** 
      1. Leviton **grey** keystone wall plates or equivalent
         1. 3-port keystone wall plates are not allowed
            1. A 4-port wall plate plus a blank should be installed where a location calls for 3 jacks in the same outlet
         2. Provide and install keystone blanks where applicable
   3. **AP (Access Point) Drop Keystones:**
      1. Leviton eXtreme QuickPort Jack, Cat 6, **Yellow**, (part: **61110-RY6**) or equivalent
   4. **IC Drop Keystones (closet end):**
      1. Leviton eXtreme QuickPort Jack, Cat 6, **White** (part: **61110-RW6**) or equivalent
   5. **Patch Panels**
      1. If existing patch panels are full, provide and install new patch panels
         1. Leviton QuickPort Patch Panel (24-Port, 1RU) (part: **49255-H24**), or equivalent
         2. Leviton QuickPort Patch Panel (48-Port, 2RU) (part: **49255-H48**), or equivalent
      2. Verify patch panel layout in rack(s) with District contact prior to installation.
3. Asbestos Containing Materials in Silver Falls School District Buildings
   1. Many of the District buildings have asbestos containing building materials in numerous locations which could be impacted during the course of this project.
      1. Contractor shall ensure that all staff have received Asbestos Awareness Training required to meet OSHA Standard 29CFR 1910.1001 and provide documentation of said training to owner.
   2. Prior to the start of work, owner’s representative will hold a pre-construction meeting with Contractor to discuss types and locations of asbestos containing materials at that specific site, as well as procedures to follow in order to prevent the possibility of impact and fiber release episodes
   3. Asbestos Containing joint compound and plaster in some of the wall systems have been found to contain asbestos fibers.
      1. Wall and ceiling penetrations at these locations will have to be marked by the contractor in advance so that School District trained personnel with HEPA Filtered equipment can cut them.
      2. Contractor will need to mark all necessary penetration areas at one time in advance, so that trained School District personnel can perform the necessary work as quickly and efficiently as possible in one site visit.
      3. Contractor’s failure to do so may result in project delays due to lack of availability of District staff to make additional penetrations.
4. General information
   1. **Contingencies**
      1. **All work and items are contingent upon E-Rate funding approval and local funding availability**
   2. The school District reserves the right to award all, some, or no portions of the project to a single or multiple vendors.
      1. Preference for single vendor for all cabling projects
   3. **Work will need to be coordinated around school schedules and in accordance with current state, federal, and school district COVID restrictions**
      1. The most up to date school district calendar can be found by looking for the Parent Calendar at: <https://silverfallsschools.org/calendars>
   4. **On-site pre-bid walkthrough is required to bid on cabling projects**
      1. See above table for walkthrough details including **date** and **time**
      2. After the initial meeting and location walkthrough, and if agreed to by the District and all attending vendor(s), subsequent walkthroughs can be limited to just the locations that the vendor(s) are unfamiliar with and/or require further clarification about.
   5. Vendors must provide their **USAC 498 ID** (formerly known as Service Provider Information Number or SPIN)
   6. Bids must include applicable local, state, or federal permits, as required by law
   7. Bids must be **itemized**, separating out **equipment** provided, and **labor** to install
      1. Estimated cable run **lengths** must be included in the bids
   8. **Vendors must agree to abide by current Oregon Prevailing Wage Rate Laws when applicable**
      1. Reference: <https://www.oregon.gov/boli/employers/pages/prevailing-wage.aspx>
   9. Vendors are required to disclose all subcontracted companies to the District
   10. By submitting a bid on the requested services herein, the vendor certifies that its proposed prices are consistent with the FCC’s Lowest Corresponding Price (“**LCP**”) requirements and that its equipment and services are compliant with the FCC’s recent Order (**FCC 19-121**) prohibiting the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by **Huawei**, **ZTE**, or any other “covered company” deemed a national security threat.
       1. **LCP** Reference: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>
       2. **FCC 19-121** Reference: <https://docs.fcc.gov/public/attachments/FCC-19-121A1.pdf>
   11. **All work and associated parts must be warrantied for a minimum of 1 year after completion of installation.**
   12. **Vendors will be licensed, bonded, and insured to do business in the State of Oregon.**

# PART III - CRITERIA FOR SELECTION

The proposals will be reviewed by the **Silver Falls School District’s Technology Department.**

The following elements will be the primary consideration in evaluating proposals and in the selection of a Vendor

* + - **30%:** Price of eligible products and services
    - **25%:** Compatibility with existing infrastructure and technology
    - **20%:** References including prior experience with vendor
      * If the District hasn’t worked directly with the bidding company on a low voltage project within the prior 3 years, the bidding company will be required to provide 3 references that have contracted with their company, within the last 3 years, on projects of similar size and scope to this RFP
    - **15%:** Warranty and support accessibility
    - **10%:** Local or in-state vendor

**Questions must be submitted electronically via email to:** [**erate@silverfalls.k12.or.us**](mailto:erate@silverfalls.k12.or.us). Submitted questions and responses will be posted in the E-rate Productivity Center (**EPC**) and added to the RFP documentation.  
  
**Bids must be submitted electronically via email to:** [**erate@silverfalls.k12.or.us**](mailto:erate@silverfalls.k12.or.us)   
Bidding will close after the E-Rate 470 allowable contract window, minimum of 28 days after form 470 submission. If too few bids are received after the 28-day waiting window, applicant may extend the bid deadline with appropriate notice to vendor(s). The District reserves the right to reject late filed bids.

# PART IV - TIMELINE AND IMPLEMENTATION GUIDELINE

**All work must be completed by end of business on September 30th, 2025, unless an extension has been requested and granted (pending USAC approval of application).**