

LA CAÑADA UNIFIED SCHOOL DISTRICT

REQUEST FOR PROPOSALS

RFP # ERATE-FY2019-LCUSD

**Refresh of the Network Electronics and Cabling System Retrofit at
the District Office and La Cañada High School**

NOTICE OF REQUEST FOR PROPOSAL (RFP)

NOTICE IS HEREBY GIVEN that the La Cañada Unified School District (District), acting by and through its Governing Board, will receive up to, but not later than **1pm o'clock p.m. of the 22nd day of March 2019**, sealed written proposals for the award of contract for:

**Retrofit of the Structured Communications Cabling System at the District Office
and La Cañada High School
RFP # ERATE-FY2019-LCUSD**

Proposals will be received in the office of the District's Chief Technology Officer, 4490 Cornishon Ave., La Cañada, CA.

Each proposal must conform and be responsive to the requirements of this RFP, a copy of which is now on the District website, on the Technology Department webpage. Request proposal documents from the District's Chief Technology Officer at jl@lcsd.net or (818) 949 - 4758.

Interested proposers should direct questions in writing to the District's Chief Technology Officer, Jamie Lewsadder, at jl@lcsd.net before February 21st at 5:00 p.m. Answers to questions and any addenda, as needed, will be posted on the District website on the date specified in the Schedule, provided herein.

This is an E-rate RFP and a Service Provider Identification Number(s) (SPIN) will be required. Vendors must also be registered participants in the California Teleconnect Fund (CTF) program.

The District reserves the right to waive any informalities or irregularities in received submittals. Also, District reserves the right to reject any or all submittals and to negotiate contract terms with one or more proposers for one or more work items. The District retains the sole discretion to determine issues of compliance and to determine whether a proposer is responsive, responsible, and qualified.

INFORMATION FOR PROPOSERS

A. BACKGROUND

La Cañada Unified School District ("District") wishes to contract with a supplier/contractor ("Contractor") to provide, install, test and warranty a complete turn-key Network which shall include Network Switch Electronics and Structured Communications Cabling System for District Administration Office located at 4490 Cornishon Ave. La Cañada, CA and La Cañada High School, located at 4463 Oak Grove Drive, La Cañada, CA, per the scope of work and specifications stated herein. This inquiry implies no obligation on the part of the District. Bidding Company shall bear all costs and expenses incurred in preparing a response to this Request for Proposal ("RFP"), it being understood and agreed that District accepts no responsibility for any costs and/or expenses incurred by Bidding Company in preparing and submitting such response.

B. PRIMARY NETWORK UPGRADE NEEDS

District currently has an HP/Aruba based network a fiber-based wide area network connecting all schools to the network operations center at the DO. Our current network does not meet future bandwidth needs as we are planning to add substantially more "Smart eSchool" systems and rich media, voice and video to our data network in support of our instructional goals. The design of the proposed new network shall focus on new station cabling and network switches at District Office (DO) and La Canada High School (LCHS). Additional Fiber cabling is to be introduced between buildings and telecom rooms to allow for eventual migration to 40Gbps and 100Gbps connections.

The resulting network will be used for internet access, email, web-based applications, client-server based applications, video/audio streaming, video conferencing, planned rich media voice/video services, and security camera, alarm, and environmental control system monitoring.

C. SCOPE OF SERVICES

The desired scope of services is set forth in the Project Specifications attached to this RFP. The final scope of services will be appended as Exhibit "A" to the District's form of Independent Contractor Agreement for Services, which is distributed with this RFP as **Attachment "A."**

D. CONTRACT

Depending on RFP submittals, project time lines, and available funding, the resulting contract is subject to E-Rate and California Teleconnect Fund (CTF) eligibility and timelines, and will cover a period from approximately June 2019 through August 2019. The installation and implementation of the Retrofit of the Structured Communications Cabling System at the District Office and La Cañada High School is to be completed on or before August 1st.

E. E-RATE AND CALIFORNIA TELECONNECT FUND (CTF) PROJECT:

The District has posted an E-Rate Form 470 application for this project. The application form 470 19-La Canada-C2 - Form #190024074 is associated with this RFP.

The District is dependent upon E-rate, CTF, and District funding to acquire the services identified in this RFP. Failure to obtain the requisite E-rate funding, in any contractual year, will make any contract, resultant from this RFP, voidable at the option of the District. All proposers to this RFP must be participants in the E-rate program and must provide their E-rate Service Provider Identification Number(s) (SPIN) as part of the response. Instructions on how to obtain a SPIN can be found at the Universal Services Administration Company (USAC) web site at: <http://www.USAC.org>. Proposers must acquire a SPIN, and provide it to the District with the proposal or the proposal will be null and void. Vendors must also be registered participants in the California Teleconnect Fund (CTF) program.

F. SUBMITTAL REQUIREMENTS

Requirements for contents of submittals are:

- 1.** The proposer shall submit one (1) paper bound original, one (1) unbound original, and one (1) electronic copy on permanent media in write protected PDF format of their response. (The District may reproduce additional copies as required.)
- 2.** District will not accept any proposals or proposal modifications submitted by facsimile or electronic mail transmission.
- 3.** Proposals shall be enclosed in a sealed envelope bearing the description of the RFP name, RFP number and the name of the proposer and submitted on or before the deadline indicated in the schedule to:

La Cañada Unified School District
4490 Cornishon Ave.
La Cañada, CA 91011
ATTN: Chief Technology Officer

- 4.** Proposals submitted in response to this RFP shall become the property of the District and be considered public documents under applicable state law.
- 5.** Any proposer failing to submit information in accordance with the procedures set forth herein may be considered non-responsive.
- 6.** Proposers must comply with the following format requirements.
 - a.** Material must be in 8-1/2 x 11 inch format. Bound submittals shall be provided in a white 3-ring, loose-leaf binder with the Vendor name and RFP # on both cover and spine, with divider tabs labeled with boldface headers of the Section Contents (e.g., first tab would be labeled "Transmittal/Cover Letter").

- b. The unbound copy shall be marked "Copy for Reproduction" and shall be formatted with: (1) No divider sheets or tabs; (2) pages with proprietary information removed; and (3) a cover sheet listing the firm's name, the total number of pages, and identifying those pages that were removed due to proprietary information.
- c. The electronic copy will only be accepted via flash drive or CD in either Microsoft Office Suite or PDF.

G. CONTENT REQUIREMENTS

The following table describes the required format and content for the vendor proposal. Proposals must contain all sections described below, in the order shown. Failure to adhere to this outline may eliminate the proposal from further consideration.

1. TRANSMITTAL/COVER LETTER (maximum of 2 pages)

- Provide a letter of introduction signed by an authorized officer of the proposer. If the proposer is a joint venture, duplicate the signature block and have a principal or officer also sign on behalf of each party to the joint venture.
- Include a brief description of why your firm is well suited for, and can meet, the District's needs.
- Clearly identify the individual(s) who are authorized to speak for the firm during the evaluation process.
- Proposer **must** include one (1) of the follow statements:

"[INSERT PROPOSER'S NAME] received a copy of the District's form of Independent Contractor Agreement for Services ("Agreement") attached as Attachment "A" to this RFP. [INSERT PROPOSER'S NAME] has reviewed the indemnity provisions and professional liability insurance provisions contained in the Agreement. If given the opportunity to contract with the District, [INSERT PROPOSER'S NAME] has no objections to the use of the Agreement."

OR

"[INSERT PROPOSER'S NAME] received a copy of the District's form of Independent Contractor Agreement for Services ("Agreement") attached as Attachment "A" to this RFP. [INSERT PROPOSER'S NAME] has reviewed the indemnity provisions and professional liability insurance provisions contained in the Agreement. If given the opportunity to contract with the District, [INSERT PROPOSER'S NAME] has objections to the use of the Agreement, listed as follows: [IDENTIFY ALL OBJECTIONS]."

- Proposer shall certify that no official or employee of the District, nor any business entity in which an official of the District has an interest, has been employed or retained to solicit or assist in the procuring of the resulting contract(s), nor that any such person will be employed in the performance of any/all contract(s) without immediate divulgence of this fact to the District.

- Proposer shall certify that no official or employee of the firm has ever been convicted of an ethics violation.
- Proposer shall sign and add the following language: *“By virtue of submission of this Proposal, [INSERT PROPOSER’S NAME] declares that all information provided is true and correct.”*

2. BUSINESS INFORMATION

- Company name.
- Address.
- Telephone.
- Fax.
- Website.
- Name and email of main contact.
- Federal Tax I.D. Number.
- License or Registration Number.
- Type of organization (i.e. corporation, partnership, etc.). If a joint venture, describe the division of responsibilities between participating companies, offices (location) that would be the primary participants, and percentage interest of each firm.
- A brief description and history of the firm, including number of years the firm has been in business and date firm was established under its given name.
- Number of employees (licensed professionals, technical support).
- Location of office where the bulk of services solicited will be performed.

3. RELEVANT PROJECT EXPERIENCE

- Provide information about prior services furnished by your firm in the last ten (10) years on a minimum of five (5) K-12 educational projects, and list the following for each project:
 - District name and name of contact person, title, telephone number, and email address to be contacted for a reference.
 - Project name and location.
 - Beginning and end dates of project.
 - Was the project E-rate funded?
 - How long have you been participating in the California Teleconnect Fund (CTF) program?
 - Square footage.
 - Main program elements.
 - Original budget, proposal amount & final amount at close-out.
 - Briefly state relevance of projects included for consideration in this RFP.

- Specify role of firm or individual if work was not exclusively by the firm (i.e., joint venture, association).
- Key individuals of the firm involved and their roles in the project.
- Any sub-consultants that worked with the firm.

4. PROJECT TEAM SUMMARY

- Identify key team members, including sub-consultants, and state their qualifications relevant to the scope of services for the Project(s).
- Each Proposal must include evidence that the proposer is legally permitted and properly licensed to conduct business in the State of California.
- The District expects that the team shall remain intact through the duration of the Project(s). If a team member must leave, the District reserves the right to approve that team member’s replacement.

5. LITIGATION HISTORY

Provide a comprehensive five (5)-year summary of the firm’s litigation, arbitration and negotiated/settled history with previous clients. State the issues in the litigation, the status of the litigation, names of parties, and outcome. A Proposal failing to provide the requested information on lawsuits or litigation, and responses which assert attorney-client privilege and fail to provide the information requested, will be considered non-responsive, disqualified from the selection process, and will not be evaluated.

6. FEE PROPOSAL

Fee proposal shall include hourly billing rates by position (proposed); staffing plan (proposed); and reimbursable schedule (proposed). Proposal shall provide a Schedule of Rates (“SOR”) by position, by company entity, for each position proposed by your firm, whether you are submitting as a prime with subconsultant(s), or as joint venture or partnership. The SOR should identify proposed reimbursables by category. Travel and related expenses shall be reimbursed in accordance with the federal government Joint Travel Regulation.

For final project pricing, including the information above, the bidder shall provide the following;

- All bidders must submit a spreadsheet with a complete equipment list that specifies product manufacturer, model/type, and price
- All costs must include shipping and tax
- Reoccurring costs must cover 5 years for the initial purchase.

A form of the Agreement has been distributed with this RFP as **Attachment “A.”** The final form of the Agreement will incorporate the final scope of work and not-to-exceed fee negotiated between the District and the selected firm, which shall be negotiated with the successful proposer. *Any objections to the form of Agreement must be identified in your Cover Letter, up to one page, and will not be counted towards page limitation.*

H. SELECTION PROCESS

Proposals will be subjected to an evaluation and selection process. The first stage will begin with a review of the response to the RFP. A proposal must meet all mandatory modules/functions to be considered. The District retains the sole discretion to determine issues of compliance and to determine whether a proposer is responsive, responsible, and qualified. Based upon the information presented in the submissions, the District may elect to conduct interviews with some or all of the proposers. After the interviews, if any, the District will identify the firms/teams that can provide the greatest overall benefit to the District.

- 1.** Proposals not meeting mandatory requirements or found to be incomplete will not be considered. The District may disqualify any proposer for any reason without explanation.
- 2.** The District may choose to ask clarification questions in writing and include the additional information gathered in this process.
- 3.** Evaluation and rating of the responses will be based on:
 - a. Information provided by the proposer in their response;
 - b. Information provided by the proposer in response to District clarification questions;
 - c. Information from reference checks;
 - d. Experience and performance history of the firm with similar services;
 - e. Experience and results of proposed personnel;
 - f. Technical capabilities and track record;
 - g. Value of services under proposed fees; and
 - h. Overall responsiveness of the proposal.
- 4.** The quality of the response(s) will be evaluated using the following criteria:
 - a. Completeness
 - b. Thoroughness
 - c. Accuracy
 - d. Compliance with proposal instructions
 - e. Organization and conciseness of descriptive text material
- 5.** RFP proposals will be rated on the following:
 - a. Pricing (40%)
 - b. Service, Experience, and Knowledge (20%)
 - c. Plan (20%)
 - d. References (10%)
 - e. Prior E-Rate Experience (10%)

Additional Scoring: The District reserves the right to select, up to, the top three (3) finalist for oral interviews based on the District's analysis and rating of the proposal package. These interviews will have an additional point rating of up to 15 points. These interviews will be conducted in order to evaluate company expertise, qualifications, operations and services deemed by the District to be in its best interests. The key proposed Project staff will be expected to attend the interview. The interview will be an opportunity for the District's evaluation committee to review the firm's proposal and other matters the committee deems relevant to its evaluation. *Any comments or proposed changes to the form of Agreement attached hereto as Attachment "A" shall be provided in writing before the interview and may be the subject of inquiry at the interview.* Upon announcement of recommendation for contractor award, terms and conditions for service submitted by proposers may be subject to negotiation, as well as any specific terms in the proposals submitted.

6. The District may perform investigations of responding parties that extend beyond contacting the references identified in the submittals. The District may request a proposer to submit additional information pertinent to the review process. The District also reserves the right to investigate and rely upon information from other available sources in addition to any documents or information submitted. At the evaluation committee's discretion, firms may be asked to arrange a tour of a representative facilities.
7. District reserves the right to reject any or all submittals and to negotiate contract terms with one or more proposers for one or more work items. The District reserves the right to award all, part, or none of the work described in this RFP. Each submittal will be scored by an RFP evaluation committee. The District reserves the right to contract with any entity responding to this RFP for all or any portion of the work described herein, to reject any proposal as non-responsive, and/or not to contract with any proposer for the services described herein. The District makes no representation that participation in the RFP process will lead to an award of contract or any consideration whatsoever. The District reserves the right to contract with any firm not participating in this process. The District shall in no event be responsible for the cost of preparing any proposal in response to this RFP, including any supporting materials.

I. LIMITATIONS

The award of a contract, if at all, is at the sole discretion of the District. The District reserves the right to contract with any entity responding to this RFP. The District makes no representation that participation in the RFP process will lead to an award of contract or any consideration whatsoever. The District shall in no event be responsible for the cost of preparing a response to this RFP. The awarding of the contract(s), if at all, is at the sole discretion of the District.

The proposals, and any other supporting materials submitted to the District in response to this RFP, will not be returned and will become the property of the District unless portions of the material are designated as proprietary at the time of submittal and are specifically requested to be returned. Vague designations and/or blanket statements regarding entire pages or documents are insufficient and will not bind the District to protect the designated matter from disclosure. Pursuant to *Michaelis, Montanari, & Johnson v. Superior Court* (2006) 38 Cal.4th 1065, proposals shall be held confidential by the District and shall not be subject to disclosure under the California Public Records Act until after either: (1) the District and the successful proposer have completed negotiations and entered into an agreement, or (2)

the District has rejected all proposals. Furthermore, the District will have no liability to the proposer or other party as a result of any public disclosure of any proposal.

J. FULL OPPORTUNITY

The District hereby affirmatively ensures that Disadvantaged Business Enterprises ("DBE"), Small Local Business Enterprises ("SLBE"), Small Emerging Local Business Enterprises ("SELBE"), and Disabled Veterans Business Enterprises ("DVBE") shall be afforded full opportunity to submit proposals in response to this RFP and no proposer will be discriminated against on the basis of race, color, gender, sexual orientation, political affiliation, age, ancestry, religion, marital status, national origin, medical condition or disability in any consideration leading to the award of the contract. No qualified disabled person shall, on the basis of disability, be excluded from participating in, be denied the benefits of, or otherwise be subjected to discrimination in any consideration leading to the award of contract.

K. RESTRICTIONS ON LOBBYING AND CONTACTS

From the period beginning on the date of the issuance of this RFP and ending on the date of the award of the contract, no person or entity submitting in response to this RFP, nor any officer, employee, representative, agent, or consultant representing such a person or entity, shall contact through any means or engage in any discussion regarding this RFP, the evaluation/selection process, or the award of the contract with any member of the District, Board of Education, selection members, or any member of the Citizens' Oversight Committee. Any such contact shall be grounds for the disqualification of the proposer.

L. MODIFICATIONS

Changes in or additions to the proposal, recapitulations of the work proposed upon, alternative proposals, or any other modification of the proposal which is not specifically called for in the contract documents may result in the District's rejection of the proposal as not being responsive to the invitation to propose. No oral or telephonic modification of any proposal submitted will be considered and a telegraphic modification may be considered only if the postmark evidences that a confirmation of the telegram duly signed by the proposer was placed in the mail prior to the opening of proposals.

M. EXAMINATION OF SITE AND RFP DOCUMENTS

Each proposer shall fully acquaint himself with the conditions so that he may fully understand the facilities, difficulties, and restrictions attending the execution of the work under the contract. Proposers shall thoroughly examine and be familiar with the specifications. The failure or omission of any proposer to receive or examine any contract documents, form, instrument, addendum, or other document or to visit the site and acquaint himself with conditions there existing shall in no way relieve any proposer from obligations with respect to his proposal or to the contract.

- Each proposer, by making his proposal represents that he has read and understands the Contract and Proposal Documents and any and all related reports and information. After executing the Agreement, no consideration will be given to any claim of misunderstanding of the documents.

- Each proposer, by making his proposal, represents that he has familiarized himself with the area of the work and local conditions under which the work is to be performed, including subsurface conditions. Such inspection shall specifically consider requirements for accessing the site and determining the work can be completed as required by, and as shown in, the RFP Documents.

N. OTHER DISTRICT REQUIREMENTS

- 1. Fingerprinting.** By law it is the District's responsibility to determine whether a contractor must provide fingerprint certification. Pursuant to Education Code section 45125.1, a fingerprinting compliance certificate is included as part of the contract documents.
- 2. Tobacco-Free Policy.** The Governing Board of the District, in order to create a clean healthy environment for students and employees, has prohibited the use of tobacco products on District Property or in District Vehicles. All District consultants, contractors and vendors shall inform their employees and agents that are performing services for the District, of the District's objectives of a smoke free environment (Board Policy 1331, Ed Code 48901).
- 3. Drug-Free Workplace.** Proposer warrants that Proposer is knowledgeable of the Drug-Free Workplace Act of 1990 (Government Code Section 8350 et seq.), regarding a drug-free workplace and shall abide by and implement its statutory requirements.

O. OMMISIONS

Omissions in the proposal of any provision herein described shall not be construed as to relieve the Contractor of any responsibility or obligation requisite to the complete and satisfactory delivery, installation, operation and support of any and all systems, equipment or services. Correction of any omission on the part of the Contractor, either due to misinterpretation of this RFP or any other conditions of the project, shall be the responsibility of the Contractor and shall not result in any contract modification or additional costs to Owner.

P. SCHEDULE

The District reserves the right to change the dates on the schedule without prior notice.

EVENT	DATE
District Publishes RFP	February 13 th , 2019
Deadline for Questions from Proposers	February 21st by 5:00 p.m.
District Publishes Addenda and Responses to Proposers on District website	February 22 nd by 5:00 p.m.
Deadline to Submit Proposals	March 22 nd by 2:00 p.m.
Announcement of Recommendation	March 27 th by C.O.B.
District Board Meeting – Award of Contract	March 26th

WE THANK YOU FOR YOUR INTEREST IN THIS PROJECT!

PROJECT SPECIFICATIONS

SECTION 1 – STRUCTURED COMMUNICATIONS CABLING SYSTEM

PlanNet Consulting is the design consultant for the project representing LCUSD. This RFP represents both the Network and SCCS design intent for the project. The designs in this RFP do not represent fully engineered technical solutions. Bidders are required to review the designs presented in the RFP closely, submit any questions and clarifications regarding the design intent through the RFI process and develop their own engineered solutions representing a fully functional turn-key solution in their bid responses.

A. PROJECT SCOPE

1. The scope of this project includes the procurement, installation, testing and warranty of a Structured Communications Cabling System (SCCS), including, but not necessarily limited to:
 - a. Copper and fiber riser/backbone cabling and termination as specified
 - b. Copper and fiber distribution cabling and termination as specified
 - c. MPOE/MDF and IDF telecom room provisioning as specified
2. The scope of work will include certain cabling and related materials to support following technologies:
 - a. Network and edge devices that require 10/100/1000BaseT
 - b. Wireless Access points that require Multi-Gig (1/2.5/5Gig) Ethernet and POE.
 - c. Network electronics that will use 10Gig Ethernet over fiber.
 - d. Network electronics that will use 40 and 100Gig Ethernet in the near future.
3. Install new horizontal Category 6 for designated locations and Multimode OM4 cable to locations as detailed in the approved drawings.
4. Provide patch cables for both the Telecommunications Rooms (TRs) and work areas. Patch cable installation will be part of this scope of work. District has a specific color scheme for patch cables and it will be provided.
5. Install multimode optical fiber backbone cabling and a multi-pair UTP backbone cable between the MPOE and the Server Room, Server Room and IDF.
6. Installation of Copper UTP Category 6 cabling as indicated on drawings
It is the responsibility of the Contractor awarded this project to ensure that all quantities, materials, labor, licenses, permits, sales taxes and any and all other costs to provide a turnkey project are included in their bid.
7. Floor plans and drawings received by the Contractor as part of the bid process are hereby incorporated into this document by reference. It is the responsibility of the Contractor to ensure that amounts and lengths of cabling and pathways are correct, and that all materials and labor are included to install the system per the drawings and these specifications.
8. Permits, licenses, applicable sales taxes, insurance requirements, payment/performance bond costs, and other miscellaneous costs are the responsibility of the Contractor and must be included in the contract price and this scope of work. Such items are to be listed separately on pricing sheets. Copies of all required permits,

licenses, insurance requirements and bond(s) are to be delivered to Owner prior to commencement of any work.

9. Installation Schedule and Coordination: Bidder must take the fast-track nature of this project and potential requirement for installation/work schedule adjustments and quick turnarounds into consideration in bidding this project as Owner will NOT entertain or agree to added-cost change orders associated with scheduling changes.
10. The bidder will remove all associated patch panels and in some rare cases, cabling. Some cabling may be abandoned however if it is prohibitively difficult to remove. Any cabling that will be abandoned must be approved in writing by LCUSD. The existing Fiber cabling is expected to be left as is, the new fiber will augment existing plant and be used for higher speed connections.
11. THIS WILL BE A TURNKEY PROJECT. ANY ITEM OF EQUIPMENT OR MATERIAL NOT SPECIFICALLY ADDRESSED ON THE DRAWINGS, SPECIFICATIONS OR ELSEWHERE IN THIS DOCUMENT, BUT REQUIRED TO PROVIDE COMPLETE AND FUNCTIONAL SYSTEMS AS CONTEMPLATED AND/OR SPECIFIED HEREIN, SHALL BE PROVIDED AT NO ADDITIONAL CHARGE TO OWNER IN A QUANTITY AND QUALITY CONSISTENT WITH OTHER SPECIFIED ITEMS.

B. MANPOWER STAFFING BREAKDOWN

1. Once a firm installation schedule is developed by Owner and the General Contractor, the successful Project Bidder shall supply, within one (1) week of Owner request for such, a table showing the manpower assigned to this project that will include the following information: number of installers, number of supervisors, number of project managers and hours worked for each of the above categories. Such table shall show the expected manpower, by week, for the duration of the project. The manpower staffing plan shall be sufficient to support the construction schedule without causing any delays to the project or interfering with other trades, as reasonably determined by Owner.

C. TECHNICAL SPECIFICATIONS

1. Technical Specifications for this project are contained in CSI Division 27 Specification sections included herein as Exhibits. Those Sections include:
 - i. Section 27 00 00 (Low Voltage System Requirements)
 - ii. Section 27 11 00 (Communications Equipment Room Fittings)
 - iii. Section 27 13 00 (Communications Backbone Cabling)
 - iv. Section 27 15 00 (Communications Horizontal Cabling)
 - v. Section 27 05 00 (Common Work Results for Communications)
2. All specifications must be adhered to. Where conflicts and/or irregularities occur between specifications, the more stringent requirement shall apply as reasonable deemed by Owner or the government agency inspector.

D. WARRANTY

1. Contractor shall warrant the SCCS system, including all equipment, parts, materials and labor provided, to be free from faults and defects in design and workmanship for a period of one (1) calendar year from a mutually agreed upon system turn-over date that reflects substantial completion of Contractor's overall scope of work.
2. The SCCS System implemented shall also be warranted under at least a 20-year extended warranty provided by the bid cable manufacturer. The 20-year warranty shall extend to all fiber optic and UTP related portions of the installation to the fullest extent of inclusion allowed by the manufacturer(s).
 - i. The 20-Year Extended Product Warranty shall ensure against product defects. All approved cabling components shall exceed the specifications of TIA 568A and ISO/IEC IS 11801 and meet or exceed the attenuation and NEXT requirements of TIA TSB 67 and ISO/IEC IS 11801 for data cabling links/channels. The cable installation shall meet or exceed the loss and bandwidth requirements of TIA TSB 67 and ISO/IEC IS 11801 for fiber links/channels, for a minimum twenty-year period. The warranty shall apply to all passive data SCCS components.
 - ii. The 20-Year Extended Product Warranty shall cover the replacement or repair of defective product(s) and labor for the replacement or repair of such defective product(s) for a twenty-year period.
 - iii. The minimum 20-Year Application Assurance and Channel Performance warranty shall cover the failure of the data wiring system under normal and proper use. All components of the data SCCS solution shall meet or exceed the specifications of the Telecommunications Systems Bulletin TIA568-A and IOS/IEC 11801 for component and link/channel specifications in support of applications currently standardized which include, but are not limited to, the following: 40/100 gigabit, 10 gigabit, 1 gigabit, 100 Mbps Fast Ethernet.
 - iv. Upon successful completion of the installation and subsequent inspection, Owner shall be provided with a numbered certificate, from the manufacturing company(s), registering the installation.

3. Bidder shall be certified to provide and furnish a completely installed system that meets all Manufacturer Certification system warranty program requirements for an extended warranty of twenty (20) years minimum duration. This certification shall have been in-place for a period of at least twelve (12) consecutive months prior to the issue date of this RFP. Contractor shall have valid Manufacturer Certification for the entire project duration of the installation agreement. In addition, the SCCS Contractor shall have no known pending action or intent by Manufacturer and/or SCCS Contractor to terminate or limit the SCCS contractor status as a Manufacturer Certified installer. Contractor MUST attach to RFP response as Exhibit G (Manufacturer Certification(s)) a copy of their current Manufacturer Certification certificate(s) demonstrating valid certification in the Southern California region. The attached certificate is to specifically cite the name of proposing SCCS contractor.

E. SITE SPECIFIC CABLING COUNTS

1. There will be CAT6 horizontal station cables, OM4 Multimode fiber pairs and Single mode fiber pairs. The multimode fiber backbone must support 40/100 gigabit.
 - i. NOTE-1: In the lists below "average" cable lengths are provided as place holders. The vendor is expected to verify cable lengths based on drawings that will be provided to them when they visit LCUSD in person.
 - ii. NOTE-2: Quantities of station cabling are based on a 1 for 1 replacement of existing.
 - iii. NOTE-3: New fiber will augment the existing fiber. Existing fiber may be removed in some cases if needed for new installation.
2. District Office
 - i. MDF

Room	Item/Type	Length	Description	Quantity
MDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	221
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	54
	MM (OM4)	3M	Multimode Jumpers	108

*Note: Provide appropriate Patch Panels based on cable count.

ii. D-117:

Room	Item/Type	Length	Description	Quantity
D-117	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	164
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

iii. R203:

Room	Item/Type	Length	Description	Quantity
R203	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	6
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	12 (6 patch through to R314)
	MM (OM4)	3M	Multimode Jumpers	24

iv. R314:

Room	Item/Type	Length	Description	Quantity
R314	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	60
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

v. R211:

Room	Item/Type	Length	Description	Quantity
R211	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	10
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

vi. A-110:

Room	Item/Type	Length	Description	Quantity
A-110	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	336
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

vii. MAINT:

Room	Item/Type	Length	Description	Quantity
MAINT	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	80M	Copper Horizontal	12
	CAT6 Jumpers	3M	Copper Jumpers	24
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

viii. AUD-1 (Booth):

Room	Item/Type	Length	Description	Quantity
AUD-1	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	80M	Copper Horizontal	12
	CAT6 Jumpers	3M	Copper Jumpers	24
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	18 (6 patch through to Pit, 6 patch through to Attic)
	MM (OM4)	3M	Multimode Jumpers	36

ix. AUD-2 (Pit):

Room	Item/Type	Length	Description	Quantity
AUD-2	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	80M	Copper Horizontal	12
	CAT6 Jumpers	3M	Copper Jumpers	24
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

x. AUD-3 (Attic):

Room	Item/Type	Length	Description	Quantity
AUD-3	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	80M	Copper Horizontal	50
	CAT6 Jumpers	3M	Copper Jumpers	100
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

3. La Cañada High School
i. MDF

Room	Item/Type	Length	Description	Quantity
MDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	168
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	84
	MM (OM4)	3M	Multimode Jumpers	168
	SM (OS1)	150M	Single Mode	6
	SM (OS1)	3M	Single Mode Jumpers	12

*Note: Provide appropriate Patch Panels based on cable count.

ii. A-2nd Mechanical

Room	Item/Type	Length	Description	Quantity
A-2 nd Mech	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	662
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	12
	MM (OM4)	3M	Multimode Jumpers	24

iii. B-207

Room	Item/Type	Length	Description	Quantity
B-207	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	348
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

iv. B-306

Room	Item/Type	Length	Description	Quantity
B-306	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	211
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

v. C-732

Room	Item/Type	Length	Description	Quantity
C-732	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	60
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

vi. C-722

Room	Item/Type	Length	Description	Quantity
C-722	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	96
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

vii. C-IDF

Room	Item/Type	Length	Description	Quantity
C-IDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	100
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	18 (6 patch through to C-722, 6 patch through to C-732)
	MM (OM4)	3M	Multimode Jumpers	36

viii. IRC

Room	Item/Type	Length	Description	Quantity
IRC	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	216
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	12 (6 patch through to IRC-2)
	MM (OM4)	3M	Multimode Jumpers	24

ix. IRC-2

Room	Item/Type	Length	Description	Quantity
IRC-2	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	134
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

x. HelpLab

Room	Item/Type	Length	Description	Quantity
HelpLab	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	32
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

xi. E-IDF (600)

Room	Item/Type	Length	Description	Quantity
E-IDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	144
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	12 (6 patch through to HelpLab)
	MM (OM4)	3M	Multimode Jumpers	24

xii. G-IDF (North Gym)

Room	Item/Type	Length	Description	Quantity
G-IDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	30
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

xiii. IDF-608

Room	Item/Type	Length	Description	Quantity
IDF-608	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	50
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

xiv. IDF-607

Room	Item/Type	Length	Description	Quantity
IDF-607	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	50
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

xv. H-IDF (South Gym)

Room	Item/Type	Length	Description	Quantity
H-IDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	24
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

xvi. F-IDF (801)

Room	Item/Type	Length	Description	Quantity
F-IDF	Fiber Panel(s)	N/A	Support Fiber Quantity	1*
	Copper Panel(s)	N/A	Support Copper Qty	1*
	CAT6	10M	Copper Horizontal	1
	CAT6 Jumpers	3M	Copper Jumpers	36
	MM (OM4)	150M	Multimode Fiber that supports 40G/100G	6
	MM (OM4)	3M	Multimode Jumpers	12

SECTION 2 – DATA NETWORK SYSTEM

PlanNet Consulting is the design consultant for the project representing LCUSD. This RFP represents both the Network and SCCS design intent for the project. The designs in this RFP do not represent fully engineered technical solutions. Bidders are required to review the designs presented in the RFP closely, submit any questions and clarifications regarding the design intent through the RFI process and develop their own engineered solutions representing a fully functional turn-key solution in their bid responses.

A. PROJECT SCOPE

1. The scope of the network solution will include a complete campus network for both the District Office and La Cañada High School. A complete network will include but not be limited to the following:
 - i. Core Switches
 - ii. Distribution Switches
 - iii. Access Switches
 - iv. Network Modules and Fiber Optic Transceivers
 - v. Manufacturer Network Management Software and Platform
2. The vendor will physically install the equipment this will include:
 - i. Installing all modular components into the device chassis.
 - ii. Racking the equipment
 - iii. Connecting the power supplies to power distribution.
 - iv. Connecting the copper and fiber jumper cables for connectivity.
3. The vendor will install the initial configuration based upon LCUSD standard. This will include:
 - i. Using the standard template configuration developed with LCUSD.
 - ii. Adding any unique information to the device such as IP Addresses and Hostnames.
 - iii. Testing and ensuring the device is logically connected and properly communicating with other network devices.
4. Permits, licenses, applicable sales taxes, insurance requirements, payment/performance bond costs, and other miscellaneous costs are the responsibility of the Contractor and must be included in the contract price and this scope of work. Such items are to be listed separately on pricing sheets. Copies of all required permits, licenses, insurance requirements and bond(s) are to be delivered to Owner prior to commencement of any work.
5. Installation Schedule and Coordination: Bidder must take the fast-track nature of this project and potential requirement for installation/work schedule adjustments and quick turnarounds into consideration in bidding this project as Owner will NOT entertain or agree to added-cost change orders associated with scheduling changes.
6. THIS WILL BE A TURNKEY PROJECT. ANY ITEM OF EQUIPMENT OR MATERIAL NOT SPECIFICALLY ADDRESSED ON THE DRAWINGS, SPECIFICATIONS OR ELSEWHERE IN THIS DOCUMENT, BUT REQUIRED TO PROVIDE COMPLETE AND FUNCTIONAL SYSTEMS AS CONTEMPLATED AND/OR SPECIFIED

HEREIN, SHALL BE PROVIDED AT NO ADDITIONAL CHARGE TO OWNER IN A QUANTITY AND QUALITY CONSISTENT WITH OTHER SPECIFIED ITEMS.

B. MANPOWER STAFFING BREAKDOWN

1. Once a firm installation schedule is developed by Owner and the General Contractor, the successful Project Bidder shall supply, within one (1) week of Owner request for such, a table showing the manpower assigned to this project that will include the following information: number of installers, number of supervisors, number of project managers and hours worked for each of the above categories. Such table shall show the expected manpower, by week, for the duration of the project. The manpower staffing plan shall be sufficient to support the construction schedule without causing any delays to the project or interfering with other trades, as reasonably determined by Owner.

C. TECHNICAL SPECIFICATIONS

1. Technical Specifications for general product selection and sizing are as follows:
 - i. Core and Distribution Switch(s):
 1. Modular chassis
 2. High Performance (Non-Blocking)
 3. Fault-tolerance features such as redundant power supplies, fans and management cards.
 4. Provide 10 and 40gig Aggregation for downstream switches.
 - ii. Access Switches
 1. Provide 1Gig wired access for end-stations
 2. Provide Multi-Gig access for Highspeed Wireless AP's
 3. Provide POE for Phones, and Wireless AP's.
 4. Stackable
 5. Support 10 and 40Gig uplinks to Core/Distribution Switches.
 - iii. Management Platform
 1. Capable of Managing and Configuring devices
 2. Configuration Backup
 3. Event/SNMP polling
 4. Reporting and Historical trends
 5. Notification of network degradation and errors.
2. All specifications must be adhered to. Where conflicts and/or irregularities occur between specifications, the more stringent requirement shall apply as reasonable deemed by Owner or the government agency inspector.

D. DRAWINGS AND DOCUMENTATION

1. Contractor shall compile and provide a complete product reference set of information in electronic format to LCUSD.
 - i. Product Installation Guides
 - ii. Technical Specifications
 - iii. Configuration and Administration Guides
 - iv. Operating System references based on version implemented.

2. Drawing packages to be referenced for this project include, but may not necessarily be limited to:
 - i. Site Topology Diagrams: A site specific diagram for both the DO and LCHS. Each diagram must show:
 1. Network device interconnectivity
 2. Device Names (Hostname)
 3. Interface/Port Name/Number for each uplink
 4. Management IP addresses
 - ii. DO To LCHS Interconnection Diagram: If the Site-specific diagrams do not show DO to LCHS connectivity provide a separate diagram that does. Must include device and interface information in the same fashion as the site diagrams.
3. Management & Operations Documentation.
 - i. An operational document which contains a "Run Book" narrative that describes how to access, check basic functions, and perform normal routine device management actions. Examples:
 1. Initial Admin Access credentials
 2. List of Devices and IP Addresses.
 3. Method for management (CLI and Web/GUI)
 4. Health Check
 5. Configure an Ethernet Port for a specific VLAN.

E. WARRANTY

1. Contractor shall warrant the Network system, including all equipment, parts, materials and labor provided, to be free from faults and defects in design and workmanship for a period of one (1) calendar year from a mutually agreed upon system turn-over date that reflects substantial completion of Contractor's overall scope of work.
2. Standard Manufacturer Warranty:
 - i. The Standard Manufacturer Warranty for the network solution shall include:
 1. 5 Years of coverage
 2. Next Business Day Hardware Replacement
 3. 7x24x365 Remote and Phone support.
 4. Software Major and Minor updates.
 5. Software and Security bug and hot fixes.

F. SITE SPECIFIC DEVICE COUNTS

1. LCUSD standard is HP/Aruba for switches but will allow bids with different equipment models and from other vendors that meet or exceed the capabilities of the equipment that is listed. This list of materials is intended to assist the bidder in understanding the design requirements and function of the new network. Vendors are ultimately responsible for the solution’s functionality and are encouraged to provide a validated design. The vendor is instructed to provide pricing for the following:
 - i. TWO (2) Hardware options based on the “Site Specific Counts” section:
 1. 10Gig Backbone (Uplinks between network devices) Option.
 2. 40Gig Backbone Option (Vendor will modify 10Gig design option as needed)
 - ii. Standard Warranty as per the “Warranty” section for all devices.
 - iii. Manufacturer’s Network Management Solution (Software, Licensing and Hardware) to support all devices in this bid.
 - iv. Labor to complete all items in this bid as per “Scope” section A and “Documentation” section D.

2. Site Specific Counts:
 Note: The materials list below is based upon a 10Gig backbone design.

District Office

RACK - MDF	Part Number	Description	Quantity	Design Comments
	J9822A	Aruba 5412R z12 Switch	1	
	J9830B	Aruba 5400R 2750W PoE+ z12 PSU	2	Redundant Power Supplies
	J9830B ABA	INCLUDED: Power Cord - U.S. localization	2	
	J9827A	Aruba 5400R z12 Management Module	1	Redundant Management Module
	J9986A	Aruba 24p 1000BASE-T PoE+ v3 z12 Mod	3	(72) ports of 1000BASE-T POE+
	J9993A	Aruba 8p 1G/10GbE SFP+ v3 z12 Mod	2	(16) SFP+ ports
	J9995A	Aruba 8p 1/2.5/5/XGT PoE+ v3 z12 Mod	1	(8) Multi-gig POE ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	16	MMF XCVRs to connect (8) IDFs with dual fiber runs
		STANDARD WARRANTY		

RACK A-110

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(2) Multi-gig POE
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(48) 1000BASE-T POE+
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
J8177D	Aruba 1G SFP RJ45 T 100m Cat5e Transceiver	2	Turns (2) combo ports to RJ45 capable
	STANDARD WARRANTY		

RACK D-117

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(2) Multi-gig POE
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(48) 1000BASE-T POE+
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
J8177D	Aruba 1G SFP RJ45 T 100m Cat5e Transceiver	2	Turns (2) combo ports to RJ45 capable
	STANDARD WARRANTY		

RACK - MAINT

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
	STANDARD WARRANTY		

RACK Aud-1	Part Number	Description	Quantity	Design Comments
	JL320A	Aruba 2930M 24G PoE+ 1-slot Switch	1	(24) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(4) SFP+ ports
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY		

RACK – Aud-2 (Pit)	Part Number	Description	Quantity	Design Comments
	JL320A	Aruba 2930M 24G PoE+ 1-slot Switch	1	(24) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs if fiber can be run, otherwise copper link to RACK Aud-1
		STANDARD WARRANTY		

Aud-3	Part Number	Description	Quantity	Design Comments
	R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY		

R203	Part Number	Description	Quantity	Design Comments
	R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs

SPECIFICATIONS

	STANDARD WARRANTY		
R314	Part Number	Description	Quantity Design Comments
	R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1 (40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2 (8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1 (4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2 Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY	

	STANDARD WARRANTY		
R211	Part Number	Description	Quantity Design Comments
	R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1 (40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2 (8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1 (4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2 Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY	

La Cañada High School

RACK -
MDF

	Part Number	Description	Quantity Design Comments
	J9822A	Aruba 5412R zl2 Switch	1
	J9830B	Aruba 5400R 2750W PoE+ zl2 PSU	3 Redundant Power Supplies
	J9830B ABA	INCLUDED: Power Cord - U.S. localization	3
	J9827A	Aruba 5400R zl2 Management Module	1 Redundant Management Module
	J9986A	Aruba 24p 1000BASE-T PoE+ v3 zl2 Mod	7 (168) 1000BASE-T POE+
	J9993A	Aruba 8p 1G/10GbE SFP+ v3 zl2 Mod	3 (24) SFP+ ports
	J9995A	Aruba 8p 1/2.5/5/XGT PoE+ v3 zl2 Mod	1 (8) Multi-gig POE
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	24 Dual Fiber upLinks to (12) IDFs via MMF XCVRs
		STANDARD WARRANTY	

RACK – B-
207

Part Number	Description	Quantity	Design Comments
J9821A	Aruba 5406R z12 Switch	1	Possibly change to 5412 - room to scale? Maxed out right now
J9830B	Aruba 5400R 2750W PoE+ z12 PSU	2	Redundant Power Supplies
J9827A	Aruba 5400R z12 Management Module	1	Redundant Management Module
J9986A	Aruba 24p 1000BASE-T PoE+ v3 z12 Mod	2	(88) 1000BASE-T POE+
J9990A	Aruba 20p PoE+ / 4p SFP+ v3 z12 Mod	1	(20) Multi-gig POE
J9991A	Aruba 20p PoE+ 4p 1/2.5/5/XGT v3 z12 Mod	1	(4) SFP+ ports
J9995A	Aruba 8p 1/2.5/5/XGT PoE+ v3 z12 Mod	2	
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
	STANDARD WARRANTY		

RACK –B-
306

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	2	(16) Multi-gig POE
JL087A	Aruba X372 54VDC 1050W Power Supply	4	(4) SFP+ ports
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(80) 1000BASE-T POE+
JL325A	Aruba 2930 2-port Stacking Module	2	Stacked via back plane modular stacking
J9734A	Aruba 2920/2930M 0.5m Stacking Cable	2	
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
	STANDARD WARRANTY		

RACK – E-IDF (600)

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(64) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
JL325A	Aruba 2930 2-port Stacking Module	2	Stacked via back plane modular stacking
J9734A	Aruba 2920/2930M 0.5m Stacking Cable	2	(8) SFP+ ports
JL320A	Aruba 2930M 24G PoE+ 1-slot Switch	1	Dual Fiber upLink to MDF via MMF XCVRs
JL087A	Aruba X372 54VDC 1050W Power Supply	2	MMF link to RACK 607 and RACK 608
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	6	
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	2	
	STANDARD WARRANTY		

RACK- E-602

Part Number	Description	Quantity	Design Comments
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	1	(48) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(4) SFP+
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	Dual Fiber upLink to MDF via MMF XCVRs
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
	STANDARD WARRANTY		

RACK IDF-607

Part Number	Description	Quantity	Design Comments
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	1	(48) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(4) SFP+
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	Dual Fiber upLink to RACK 600 via MMF XCVRs
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
	STANDARD WARRANTY		

RACK IDF-608	Part Number	Description	Quantity	Design Comments
	JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	1	(48) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(4) SFP+
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	Dual Fiber upLink to RACK 600 via MMF XCVRs
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
		STANDARD WARRANTY		

RACK HELPLAB	Part Number	Description	Quantity	Design Comments
	JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	1	(48) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(4) SFP+
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs if fiber can be run, otherwise copper link to RACK E-IDF
		STANDARD WARRANTY		

RACK C-IDF	Part Number	Description	Quantity	Design Comments
	J9821A	Aruba 5406R z12 Switch	1	
	J9830B	Aruba 5400R 2750W PoE+ z12 PSU	2	(44) 1000BASE-T POE+
	J9986A	Aruba 24p 1000BASE-T PoE+ v3 z12 Mod	1	(16) Multi-gig POE
	J9995A	Aruba 8p 1/2.5/5/XGT PoE+ v3 z12 Mod	2	(4) SFP+ ports
	J9990A	Aruba 20p PoE+ / 4p SFP+ v3 z12 Mod	1	Dual Fiber upLink to MDF via MMF XCVRs
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
		STANDARD WARRANTY		

RACK C-722

Part Number	Description	Quantity	Design Comments
JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	1	
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(72) 1000BASE-T POE+
JL320A	Aruba 2930M 24G PoE+ 1-slot Switch	1	Redundant backplane stacking
JL087A	Aruba X372 54VDC 1050W Power Supply	2	
JL325A	Aruba 2930 2-port Stacking Module	2	
J9734A	Aruba 2920/2930M 0.5m Stacking Cable	2	
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs if fiber can be run, otherwise copper link to RACK C-IDF
	STANDARD WARRANTY		

RACK C-732

Part Number	Description	Quantity	Design Comments
JL320A	Aruba 2930M 24G PoE+ 1-slot Switch	1	(24) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs if fiber can be run, otherwise copper link to RACK C-IDF
	STANDARD WARRANTY		

RACK F-IDF (801)

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	Dual Fiber upLink to MDF via MMF XCVRs
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
	STANDARD WARRANTY		

RACK A-
2nd Mech

Part Number	Description	Quantity	Design Comments
J9822A	Aruba 5412R z12 Switch	1	
J9830B	Aruba 5400R 2750W PoE+ z12 PSU	3	
J9830B ABA	INCLUDED: Power Cord - U.S. localization	3	Redundant Power Supplies
J9827A	Aruba 5400R z12 Management Module	1	Redundant Management Module
J9986A	Aruba 24p 1000BASE-T PoE+ v3 z12 Mod	5	(120) 1000BASE-T POE+
J9995A	Aruba 8p 1/2.5/5/XGT PoE+ v3 z12 Mod	4	(32) Multi-gig POE
J9993A	Aruba 8p 1G/10GbE SFP+ v3 z12 Mod	1	(8) SFP+ ports
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
	STANDARD WARRANTY		

RACK D-
IRC

Part Number	Description	Quantity	Design Comments
R0M67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	2	
JL087A	Aruba X372 54VDC 1050W Power Supply	4	(4) Multi-gig POE
JL325A	Aruba 2930 2-port Stacking Module	2	(100) 1000BASE-T POE+
J9734A	Aruba 2920/2930M 0.5m Stacking Cable	2	(4) SFP+
JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	Dual Fiber upLink to MDF via MMF XCVRs
J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	
J8177D	Aruba 1G SFP RJ45 T 100m Cat5e Transceiver	8	
	STANDARD WARRANTY		

RACK D- IRC2	Part Number	Description	Quantity	Design Comments
	JL322A	Aruba 2930M 48G PoE+ 1-slot Switch	2	
	JL087A	Aruba X372 54VDC 1050W Power Supply	4	(96) 1000BASE-T POE+
	JL325A	Aruba 2930 2-port Stacking Module	2	Redundant backplane stacking
	J9734A	Aruba 2920/2930M 0.5m Stacking Cable	2	Dual copper links to RACK ICR
	J8177D	Aruba 1G SFP RJ45 T 100m Cat5e Transceiver	2	
		STANDARD WARRANTY		

RACK G- IDF	Part Number	Description	Quantity	Design Comments
	ROM67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY		

RACK H- IDF	Part Number	Description	Quantity	Design Comments
	ROM67A	Aruba 2930M 40G 8SR PoE Class 6 1s Switch	1	(40) 1000BASE-T POE+
	JL087A	Aruba X372 54VDC 1050W Power Supply	2	(8) Multi-gig POE
	JL083A	Aruba 3810M/2930M 4SFP+ MACsec Module	1	(4) SFP+ ports
	J9150D	Aruba 10G SFP+ LC SR 300m MMF Transceiver	2	Dual Fiber upLink to MDF via MMF XCVRs
		STANDARD WARRANTY		

G. **Network System Acceptance will require:**

- a.** Vendor will provide network test reports which certify the required connectivity between each switch. A sample of the report format must be provided to LCUSD and approved prior to the first official submittal.
- b.** Site Drawings and Documentation has been provided to LCUSD.
- c.** Each site will operate for thirty (30) days without a single equipment, software, configuration, or dependent equipment failure.

[END OF SPECIFICATIONS]

ATTACHMENT "A"
(See attached form of Agreement)

INDEPENDENT CONTRACTOR AGREEMENT FOR TECHNOLOGY SERVICES
(RPF #Erate-2-19-LCUSD: Cabling and Network Project)

This Independent Contractor Agreement for Services ("Agreement") is made and entered into as of the _____ day of _____, 2018, by and between the LA CAÑADA UNIFIED SCHOOL DISTRICT, ("District") and [INSERT NAME OF CONTRACTOR] ("Contractor"), (together, "Parties").

NOW, THEREFORE, the Parties agree as follows:

- 1. Services.** Contractor shall provide the services as further described in **EXHIBIT A**, attached hereto and incorporated herein by this reference ("Services").
- 2. Term.** Contractor shall commence providing services under this Agreement on _____, 2019, and will diligently perform as required and complete performance by _____, 20____, unless this Agreement is terminated and/or otherwise cancelled prior to that time.
- 3. Submittal of Documents.** Contractor shall not commence the Services under this Agreement until Contractor has submitted and the District has approved the following certificate(s) and affidavit(s), and the endorsement(s) of insurance:
 - Signed Agreement
 - Workers' Compensation Certification
 - Fingerprinting/Criminal Background Investigation Certification
 - Insurance Certificates and Endorsements
 - W-9 Form
 - Drug-Free Workplace Certification
- 4. Compensation.** District agrees to pay Contractor for services satisfactorily rendered pursuant to this Agreement a total fee not to exceed _____ Dollars (\$_____). District shall pay Contractor according to the following terms and conditions:
 - 4.1.** Payment for the Services shall be made for all undisputed amounts based upon the delivery of the work product as determined by the District. Payment shall be made within thirty (30) days after Contractor submits an invoice to the District for Services actually completed and after the District's written approval of the Services, or the portion of the Services for which payment is to be made. The schedule of deliverable Services to be produced is as follows:

4.1.1.	_____	_____
4.1.2.	_____	_____
4.1.3.	_____	_____
4.1.4.	_____	_____
4.1.5.	_____	_____
 - 4.2.** The Services shall be performed at the hourly billing rates and/or unit prices included in **EXHIBIT B**. If hourly billing applies, the itemized invoice shall reflect

the hours spent by Contractor in performing its Services pursuant to this Agreement.

5. Expenses. District shall not be liable to Contractor for any costs or expenses paid or incurred by Contractor in performing services for District, except as follows:

5.1. _____.

6. Independent Contractor. Contractor, in the performance of this Agreement, shall be and act as an independent contractor. Contractor understands and agrees that it and all of its employees shall not be considered officers, employees, coagents, partner, or joint venture of the District, and are not entitled to benefits of any kind or nature normally provided employees of the District and/or to which District's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Workers' Compensation. Contractor shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to Contractor's employees. In the performance of the work herein contemplated, Contractor is an independent contractor or business entity, with the sole authority for controlling and directing the performance of the details of the work, District being interested only in the results obtained.

7. Materials. Contractor shall furnish, at its own expense, all labor, materials, equipment, supplies and other items necessary to complete the services to be provided pursuant to this Agreement, except as follows:

8. Performance of Services.

8.1. Standard of Care. Contractor represents that Contractor has the qualifications and ability to perform the Services in a professional manner, without the advice, control or supervision of District. Contractor's services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of its profession for services to California school districts.

Contractor shall carefully study and compare all documents, findings, and other instructions and shall at once report to District, in writing, any error, inconsistency, or omission that Contractor or its employees may discover. Contractor shall have responsibility for discovery of errors, inconsistencies, or omissions.

8.2. Meetings. Contractor and District agree to participate in regular meetings on at least a monthly basis to discuss strategies, timetables, implementations of services, and any other issues deemed relevant to the operation of Contractor's performance of Services.

8.3. District Approval. The work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection and supervision to secure the satisfactory completion thereof.

8.4. New Project Approval. Contractor and District recognize that Contractor's Services may include working on various projects for District. Contractor shall obtain the approval of District prior to the commencement of a new project.

9. Originality of Services. Except as to standard generic details, Contractor agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the District and/or used in connection with this Agreement, shall be wholly original to Contractor and shall not be copied in whole or in part from any other source, except that submitted to Contractor by District as a basis for such services.

10. Ownership of Data. Pursuant to Education Code section 17316, this Agreement creates a non-exclusive and perpetual license for the District to use, at its discretion, all plans including, but not limited to, record drawings, specifications, estimates and other documents that Contractor prepared or caused to be prepared pursuant to this Agreement. Contractor retains all rights to all copyrights over designs and other intellectual property embodied in the plans, record drawings, specifications, estimates, and other documents that Contractor prepares or causes to be prepared pursuant to this Agreement.

In the event the District changes or uses any fully or partially completed documents without Contractor's knowledge or participation or both, the District agrees to release Contractor of responsibility for such changes, and shall hold Contractor harmless from and against any and all claims on account of any damages or losses to property or persons, or economic losses, arising out of that change or use, unless Contractor is found to be liable in a forum of competent jurisdiction. In the event that the District uses any fully or partially completed documents without Contractor's full involvement, the District shall remove all title blocks and other information that might identify Contractor.

11. Audit. Contractor shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Contractor transacted under this Agreement. Contractor shall retain these books, records, and systems of account during the Term of this Agreement and for five (5) years thereafter. Contractor shall permit the District, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the District shall give reasonable prior notice to Contractor and shall conduct audit(s) during Contractor's normal business hours, unless Contractor otherwise consents.

12. Disputes. In the event of a dispute between the parties as to performance of the Services, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute in good faith. Pending resolution of the dispute, Contractor agrees it will neither rescind the Agreement nor stop the performance of the Services, but will allow determination by the court of the State of California, in the county in which the District's administration office is located, having competent jurisdiction of the dispute. Disputes may be determined by mediation if mutually agreeable, otherwise by litigation. Notice of the demand for mediation of a dispute shall be filed in writing with the other party to the Agreement. The demand for mediation shall be made within a reasonable time after written notice of the dispute has been provided to the other party, but in no case longer than ninety (90) days after initial written notice. If a claim, or any portion thereof, remains in dispute upon satisfaction of all applicable dispute resolution requirements, the Contractor shall comply with all claims presentation requirements as provided in Chapter 1 (commencing with section 900) and Chapter 2 (commencing with section 910) of Part 3 of Division 3.6 of Title 1 of Government Code as a condition precedent to the Contractor's right to bring a civil action against the District. For purposes of those provisions, the running of the time within which a claim

must be presented to the District shall be tolled from the time the Contractor submits its written claim until the time the claim is denied, including any time utilized by any applicable meet and confer process.

13. Termination.

13.1. For Convenience by District. District may, at any time, with or without reason, terminate this Agreement and compensate Contractor only for services satisfactorily rendered to the date of termination. Written notice by District shall be sufficient to stop further performance of services by Contractor. Notice shall be deemed given when received by Contractor or no later than three (3) calendar days after the day of mailing, whichever is sooner.

13.2. With Cause by District. District may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:

13.2.1. material violation of this Agreement by Contractor; or

13.2.2. any act by Contractor exposing the District to liability to others for personal injury or property damage.

Written notice by District shall contain the reasons for such intention to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the District may secure the required services from another Contractor. If the expense, fees, and/or costs to the District exceed the cost of providing the service pursuant to this Agreement, Contractor shall immediately pay the excess expense, fees, and/or costs to the District upon the receipt of the District's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to District.

14. Indemnification. To the furthest extent permitted by California law, Contractor shall indemnify and hold harmless the District, its Governing Board, agents, representatives, officers, consultants, employees, trustees, and volunteers (the "Indemnified Parties") from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Contractor. Contractor shall, to the furthest extent permitted by California law, defend the Indemnified Parties at Contractor's own expense, including attorneys' fees and costs, from any and all claims arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of Contractor. The District shall have the right to accept or reject any legal representation that Contractor proposes to defend the indemnified parties.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

15. Insurance.

15.1. Contractor shall procure and maintain at all times it performs any portion of the Services the following insurance with minimum limits equal to the amount indicated below.

TYPE OF COVERAGE	MINIMUM REQUIREMENT
Commercial General Liability Insurance , including Bodily Injury, Personal Injury, Property Damage, Advertising Injury, and Medical Payments Each Occurrence General Aggregate	 \$ 1,000,000 \$ 2,000,000
Automobile Liability Insurance - Any Auto Each Occurrence General Aggregate	 \$ 1,000,000 \$ 2,000,000
Workers' Compensation	Statutory Limits
Employers' Liability	\$ 1,000,000

15.1.1. Commercial General Liability and Automobile Liability Insurance.

Commercial General Liability Insurance and Any Auto Automobile Liability Insurance that shall protect Contractor, the District, and the State from all claims of bodily injury, property damage, personal injury, death, advertising injury, and medical payments arising performing any portion of the Services. (Form CG 0001 and CA 0001, or forms substantially similar, if approved by the District.)

15.1.2. Workers' Compensation and Employers' Liability Insurance.

Workers' Compensation Insurance and Employers' Liability Insurance for all of its employees performing any portion of the Services. In accordance with provisions of section 3700 of the California Labor Code, Contractor shall be required to secure workers' compensation coverage for its employees. If any class of employee or employees engaged in performing any portion of the Services under this Agreement are not protected under the Workers' Compensation Statute, adequate insurance coverage for the protection of any employee(s) not otherwise protected must be obtained before any of those employee(s) commence performing any portion of the Services.

15.2. Proof of Insurance. Contractor shall not commence performing any portion of the Services until all required insurance has been obtained and certificates indicating the required coverage have been delivered in duplicate to the District and approved by the District. Certificates and insurance policies shall include the following:

15.2.1. A clause stating: "This policy shall not be canceled or reduced in required limits of liability or amounts of insurance until notice has been mailed to the District, stating date of cancellation or reduction. Date of cancellation or reduction shall not be less than thirty (30) days after date of mailing notice."

15.2.2. Language stating in particular those insured, extent of insurance, location and operation to which insurance applies, expiration date, to whom cancellation and reduction notice will be sent, and length of notice period.

15.2.3.An endorsement stating that the District and its Governing Board, agents, representatives, employees, trustees, officers, consultants, and volunteers are named additional insured under all policies except Workers' Compensation Insurance, Professional Liability, and Employers' Liability Insurance. An endorsement shall also state that Contractor's insurance policies shall be primary to any insurance or self-insurance maintained by District. An endorsement shall also state that there shall be a waiver of any subrogation.

15.2.4.All policies except the Professional Liability, Workers' Compensation Insurance, and Employers' Liability Insurance Policies shall be written on an occurrence form.

15.3. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A: VII, unless otherwise acceptable to the District.

16. Assignment. The obligations of Contractor pursuant to this Agreement shall not be assigned by Contractor.

17. Compliance with Laws. Contractor shall observe and comply with all rules and regulations of the governing board of the District and all federal, state, and local laws, ordinances and regulations. Contractor shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Contractor observes that any of the Services required by this Agreement are at variance with any such laws, ordinance, rules or regulations, Contractor shall notify the District, in writing, and, at the sole option of the District, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Contractor's receipt of a written termination notice from the District.

18. Certificates/Permits/Licenses/Registration. If applicable, Contractor and all Contractor's employees or agents shall secure and maintain in force such certificates, permits, licenses and registration as are required by law in connection with the furnishing of Services pursuant to this Agreement.

19. Employment with Public Agency. Contractor, if an employee of another public agency, agrees that Contractor will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this Agreement.

20. Anti-Discrimination. It is the policy of the District that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, color, ancestry, national origin, religious creed, physical disability, medical condition, marital status, sexual orientation, gender, or age and therefore Contractor agrees to comply with applicable federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code section 1735 and District policy. In addition, Contractor agrees to require like compliance by all of its subcontractor(s).

21. Fingerprinting of Employees. The Fingerprinting/Criminal Background Investigation Certification must be completed and attached to this Agreement prior to Contractor's performing of any portion of the Services. Although District has determined that fingerprinting is not applicable to this Agreement, Contractor expressly acknowledges that

the following conditions shall apply to any work performed by Contractor and/or Contractor's employees on a school site:

- 21.1.** All site visits shall be arranged through the District;
- 21.2.** Contractor and Contractor's employees shall inform District of their proposed activities and location at the school site, allowing District time to arrange site visits without a disruption to the educational process;
- 21.3.** Contractor and/or Contractor's employees shall check in with the school office each day immediately upon arriving at the school site;
- 21.4.** Once at such location, Contractor and Contractor's employees shall not change locations without contacting the District;
- 21.5.** Contractor and Contractor's employees shall not use student restroom facilities; and
- 21.6.** If Contractor and Contractor's employees find themselves alone with a student, Contractor and Contractor's employees shall immediately contact the school office and request that a member of the school staff be assigned to the work location.

22.No Rights in Third Parties. This Agreement does not create any rights in, or inure to the benefit of, any third party except as expressly provided herein.

23.District's Evaluation of Contractor and Contractor's Employees and/or Subcontractors. The District may evaluate Contractor in any way the District is entitled pursuant to applicable law. The District's evaluation may include, without limitation:

- 23.1.** Requesting that District employee(s) evaluate Contractor and Contractor's employees and subcontractors and each of their performance.
- 23.2.** Announced and unannounced observance of Contractor, Contractor's employee(s), and/or subcontractor(s).

24.Limitation of District Liability. Other than as provided in this Agreement, District's financial obligations under this Agreement shall be limited to the payment of the compensation provided in this Agreement. Notwithstanding any other provision of this Agreement, in no event, shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement for the services performed in connection with this Agreement.

25.Confidentiality. Contractor and all Contractor's agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services. Contractor understands that student records are confidential and agrees to comply with all state and federal laws concerning the maintenance and disclosure of student records. This requirement to maintain confidentiality shall extend beyond the termination of this Agreement.

26. Notice. Any notice required or permitted to be given under this Agreement shall be deemed to have been given, served, and received if given in writing and either personally delivered or deposited in the United States mail, registered or certified mail, postage prepaid, return receipt required, or sent by overnight delivery service, or facsimile transmission, addressed as follows:

If to District

LA CAÑADA UNIFIED SCHOOL
DISTRICT
ATTN: Chief Business & Operations
Officer
4490 Cornishon Ave.
La Cañada, CA 91011
FAX: _____
EMAIL: _____

If to Contractor

[NAME OF CONTRACTOR]

_____, California 9____
[FAX]
ATTN: _____
EMAIL: _____

Any notice personally given or sent by facsimile transmission shall be effective upon receipt. Any notice sent by overnight delivery service shall be effective the business day next following delivery thereof to the overnight delivery service. Any notice given by mail shall be effective three (3) calendar days after deposit in the United States mail.

27. Integration/Entire Agreement of Parties. This Agreement constitutes the entire agreement between the Parties and supersedes all prior discussions, negotiations, and agreements, whether oral or written. This Agreement may be amended or modified only by a written instrument executed by both Parties.

28. California Law. This Agreement shall be governed by and the rights, duties and obligations of the Parties shall be determined and enforced in accordance with the laws of the State of California. The Parties further agree that any action or proceeding brought to enforce the terms and conditions of this Agreement shall be maintained in the county in which the District's administrative offices are located.

29. Waiver. The waiver by either party of any breach of any term, covenant, or condition herein contained shall not be deemed to be a waiver of such term, covenant, condition, or any subsequent breach of the same or any other term, covenant, or condition herein contained.

30. Severability. If any term, condition or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will nevertheless continue in full force and effect, and shall not be affected, impaired or invalidated in any way.

31. Provisions Required By Law Deemed Inserted. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and this Agreement shall be read and enforced as though it were included therein.

32. Authority to Bind Parties. Neither party in the performance of any and all duties under this Agreement, except as otherwise provided in this Agreement, has any authority to bind the other to any agreements or undertakings.

33. Attorney's Fees/Costs. Should litigation be necessary to enforce any terms or provisions of this Agreement, then each party shall bear its own litigation and collection

expenses, witness fees, court costs and attorney's fees.

34. Tolling of District's Claims. Contractor agrees to toll all statutes of limitations for District's assertion of claims against Contractor that arise out of, pertain to, or relate to contractors' or subcontractors' claims against District involving Contractor's services under this Agreement, until the contractors' or subcontractors' claims are finally resolved.

35. Captions and Interpretations. Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. No provision of this Agreement shall be interpreted for or against a party because that party or its legal representative drafted such provision, and this Agreement shall be construed as if jointly prepared by the Parties.

36. Calculation of Time. For the purposes of this Agreement, "days" refers to calendar days unless otherwise specified.

37. Signature Authority. Each party has the full power and authority to enter into and perform this Agreement, and the person signing this Agreement on behalf of each Party has been properly authority and empowered to enter into this Agreement.

38. Counterparts. This Agreement and all amendments and supplements to it may be executed in counterparts, and all counterparts together shall be construed as one document.

39. Incorporation of Recitals and Exhibits. The Recitals and each exhibit attached hereto are hereby incorporated herein by reference.

[SIGNATURES AND CONTRACTOR INFORMATION ON FOLLOWING PAGE.]

IN WITNESS WHEREOF, the Parties have executed this Agreement on the dates indicated below.

Dated: _____, 2019

Dated: _____, 2019

La Cañada Unified School District

By: _____

By: _____

Print Name: _____

Print Name: _____

Print Title: _____

Print Title: _____

Information regarding Contractor:

Address: _____

Employer Identification and/or
Social Security Number

Telephone: _____

Facsimile: _____

E-Mail: _____

Type of Business Entity:

- ___ Individual
- ___ Sole Proprietorship
- ___ Partnership
- ___ Limited Partnership
- ___ Corporation, State: _____
- ___ Limited Liability Company
- ___ Other: _____

NOTE: Section 6041 of the Internal Revenue Code (26 U.S.C. 6041) and Section 1.6041-1 of Title 26 of the Code of Federal Regulations (26 C.F.R. 1.6041-1) requires the recipients of \$600.00 or more to furnish their taxpayer information to the payer. In order to comply with these requirements, the District requires Contractor to furnish the information requested in this section.

WORKERS' COMPENSATION CERTIFICATION

Labor Code Section 3700 in relevant part provides:

Every employer except the State shall secure the payment of compensation in one or more of the following ways:

- By being insured against liability to pay compensation by one or more insurers duly authorized to write compensation insurance in this State.
- By securing from the Director of Industrial Relations a certificate of consent to self-insure, which may be given upon furnishing satisfactory proof to the Director of Industrial Relations of ability to self-insure and to pay any compensation that may become due to its employees.

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the Services of this Agreement.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

(In accordance with Article 5 – commencing at Section 1860, Chapter 1, part 7, Division 2 of the Labor Code, the above certificate must be signed and filed with the District prior to performing any Services under this Agreement.)

FINGERPRINTING/CRIMINAL BACKGROUND INVESTIGATION CERTIFICATION

One of the boxes below **must** be checked, with the corresponding certification provided, and this form attached to the Independent Contractor Agreement for Services ("Agreement"):

- Contractor’s employees will have only limited contact, if any, with District pupils and the District will take appropriate steps to protect the safety of any pupils that may come in contact with Contractor’s employees so that the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 shall not apply to Contractor for the services under this Agreement. As an authorized District official, I am familiar with the facts herein certified, and am authorized to execute this certificate on behalf of the District. (Education Code § 45125.1 (c))

Date: _____

District Representative’s Name and Title: _____

District Representative’s Signature: _____

- The fingerprinting and criminal background investigation requirements of Education Code section 45125.1 apply to Contractor’s services under this Agreement and Contractor certifies its compliance with these provisions as follows: *“Contractor certifies that the Contractor has complied with the fingerprinting and criminal background investigation requirements of Education Code section 45125.1 with respect to all Contractor’s employees, subcontractors, agents, and subcontractors’ employees or agents (“Employees”) regardless of whether those Employees are paid or unpaid, concurrently employed by the District, or acting as independent contractors of the Contractor, who may have contact with District pupils in the course of providing services pursuant to the Agreement, and the California Department of Justice has determined that none of those Employees has been convicted of a felony, as that term is defined in Education Code section 45122.1. A complete and accurate list of all Employees who may come in contact with District pupils during the course and scope of the Agreement is attached hereto.”*

CERTIFICATION:

I am a representative of the Contractor entering into this Agreement with the District and I am familiar with the facts herein certified, and am authorized and qualified to execute this certificate on behalf of Contractor.

Date: _____

Name of Contractor: _____

Signature: _____

Print Name and Title: _____

DRUG-FREE WORKPLACE CERTIFICATION

PROJECT NO.: _____ (“Project”).

This Drug-Free Workplace Certification form is required from the successful Bidder pursuant to Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990. The Drug-Free Workplace Act of 1990 requires that every person or organization awarded a contract or grant for the procurement of any property or service from any state agency must certify that it will provide a drug-free workplace by doing certain specified acts. In addition, the Act provides that each contract or grant awarded by a state agency may be subject to suspension of payments or termination of the contract or grant, and the contractor or grantee may be subject to debarment from future contracting, if the contracting agency determines that specified acts have occurred.

The District is not a “state agency” as defined in the applicable section(s) of the Government Code, but the District is a local agency and public school district under California law and requires all contractors on District projects to comply with the provisions and requirements of Government Code section 8350 et seq., the Drug-Free Workplace Act of 1990.

Contractor shall certify that it will provide a drug-free workplace by doing all of the following:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person’s or organization’s workplace and specifying actions which will be taken against employees for violations of the prohibition.
- b. Establishing a drug-free awareness program to inform employees about all of the following:
 - (1) The dangers of drug abuse in the workplace.
 - (2) The person’s or organization’s policy of maintaining a drug-free workplace.
 - (3) The availability of drug counseling, rehabilitation, and employee-assistance programs.
 - (4) The penalties that may be imposed upon employees for drug abuse violations.
- c. Requiring that each employee engaged in the performance of the contract or grant be given a copy of the statement required above, and that, as a condition of employment on the contract or grant, the employee agrees to abide by the terms of the statement.

I, the undersigned, agree to fulfill the terms and requirements of Government Code section 8355 listed above and will publish a statement notifying employees concerning (a) the prohibition of controlled substance at the workplace, (b) establishing a drug-free awareness program, and (c) requiring that each employee engaged in the performance of the Agreement be given a copy of the statement required by section 8355(a), and requiring that the employee agree to abide by the terms of that statement.

I also understand that if the District determines that I have either (a) made a false certification herein, or (b) violated this certification by failing to carry out the requirements of section 8355, that the contract awarded herein is subject to termination, suspension of payments, or both. I further understand that, should I violate the terms of the Drug-Free Workplace Act of 1990, I may be subject to debarment in accordance with the requirements of the aforementioned Act.

I acknowledge that I am aware of the provisions of Government Code section 8350 et seq. and hereby certify that I will adhere to the requirements of the Drug-Free Workplace Act of 1990.

Date: _____
Proper Name of Contractor: _____
Signature: _____
Print Name: _____
Title: _____

