

# MEMORANDUM



Spokane Public Schools  
*excellence for everyone*

March 23, 2016

To: Dr. Mark Anderson  
Associate Superintendent, School Support Services

Dr. Linda McDermott  
Chief Financial Officer

From: Cindy Coleman  
Director, Purchasing Services

Subject: RFP No. 17-1516, Telecommunications Carrier Services

☐ Information Only  
☐ Action Required By \_\_\_\_\_  
☐ Due Back By \_\_\_\_\_

## RECOMMENDATION

It is recommended that a contract be awarded to Level3, Spokane, WA for in the estimated amount of \$189,801.95 for Dial Tone Telecommunications Services and XO Communications, Spokane, WA, in the estimated amount of \$222,498.25 for Analog Services district wide.

## TABULATION

Vendor	Qty	Section A ISDN PRI Lines	Section B Analog Lines
CenturyLink, Spokane, WA	65 months	\$5,755.42/Mo	\$5,057.06/Mo
Level3 Communications, Spokane, WA	65 months	<b><u>\$2,920.03/Mo</u></b>	No Bid
XO Communications, Spokane, WA	65 months	\$3,166.92/Mo	<b><u>\$3,423.05/Mo</u></b>

## BACKGROUND

This recommendation is for 6 ISDN PRI T1 lines to deliver dial-tone service district wide through the Administration Building hub over fiber. This recommendation also includes 5,880 DID numbers mapped to the ISDN-PRI circuits and approximately 127 standard analog lines.

The district conducted an RFP to select vendors to provide telecommunication/phone services for the District. The evaluation of the responding vendors includes comparing costs as well as the capability and capacity of the vendor to provide and support the services they proposed as well as meeting the technical requirements and needs specified in the RFP. Section A in the RFP was for primary phone service for District telephones and Section B was for Analog services to support fax machines and elevator phones. For Section A, the district received responses from CenturyLink, Level3 Communications and XO Communications which is the current vendor. Through evaluation of cost and responsiveness of the vendor to provide services and support, the recommendation is to award Dial Tone carrier services to Level3 Communications. CenturyLink and XO Communications responded to Section B and XO Communications was determined to be the responsive vendor for the Analog Services. Therefore, Level3 Communications will be awarded Dial Tone and XO Communications will be awarded the Analog lines. The cost of this service will be submitted for reimbursement of eRate eligible costs.

This contract will be a general fund expenditure. The term of this award shall from date of award through August 31, 2019 with two one year automatic renewal options. In the event that the district requirements may change, the recommended amounts are estimates only and are subject to change. The recommended award is to the responsible and responsive respondents. Pricing is considered fair and reasonable.