

**SCHOOL BOARD
CONTRACT SUMMARY FORM
2020-2021**

Contract Name: PPSD-OSHEAN, Inc. E-Rate 2021-2022 Internet Access

Action Sought by School Board: Approval of a Contract Approval of an RFP to Solicit Services

Amount: \$ 224,775.00

Source of Funds: E-Rate and Local funds (Contingent Upon Funding) District-Based School-Based

Length of Contract (list start date and end date): 07/01/2021 – 06/30/2024

PPSD Contact: Peter Santos

Contract Type: New Renewal Extension Amendment

Board of Contract & Supply and City Council (if applicable) Approval Date(s): n/a

Staff Recommendation & Analysis

Provide 1-2 sentences for staff recommendation.

Provide 3-5 bullet points for staff analysis that supports the recommendation.

Staff Recommendation:

It is recommended that the School Board approve the award and contract to OSHEAN, Inc. for Internet Access services, related to the RFP for E-Rate Products and Services Program Year 24 (7/1/21-6/30/24) for a total amount not to exceed \$224,775.00

Staff Analysis:

- The most qualified bid received was from OSHEAN, Inc.
- OSHEAN, Inc.'s bid response is the lowest bid received.
- PPSD has selected to partner with OSHEAN, Inc. due to their reputation of being well qualified and adept with handling E-Rate activities in the education sector. OSHEAN, Inc. has been an excellent partner with PPSD in all previous instances. OSHEAN, Inc. has proven to understand the needs of PPSD and E-Rate's program rules.
- OSHEAN, Inc. submitted a bid response that is complete and meets all of the terms and conditions of the RFP. OSHEAN, Inc.'s bid response pricing is consistent with expected market pricing.

Alternatives

Provide a numbered list for what the alternatives are to this recommendation.

1. There are not any alternatives – District wide internet access is necessary and critical for regular, day to day operations at each and every PPSD site. Internet Access is necessary to facilitate and support student learning and achievement.
2. 2 bids received for this E-Rate eligible service, OSHEAN Inc.'s bid was lowest cost and meets all terms and conditions of the RFP.

In one numbered list, describe the deliverables of the contract and the projected impact upon or relationship to student achievement.

Provide a numbered list of every deliverable identified in the contract and summarize the contract's overall relationship to student achievement.

1. Internet Access provides the avenue to conduct day to day operations at each PPSD site.
2. This contract provides Internet Access at sufficient speed to allow for use of the internet for educational/student achievement applications such as Google Classroom.

In no more than three paragraphs, describe the accountability measures that will ensure that the vendor meets all requirements set forth in the contract and that the district is able to maintain a record of the quality of the services. These need to be performance-based in nature.

Every contract should include explicit language requiring vendor accountability, i.e. required program evaluation or the submission of a final report summarizing progress against each itemized deliverable.

OSHEAN, Inc. will submit invoices to USAC/E-Rate and PPSD on a monthly basis, in accordance with E-Rate rules. OSHEAN, Inc. will provide detailed documentation of the work completed. OSHEAN, Inc. will provide project plans and timelines, where applicable.

In a short numbered list, describe spending breakdown by type of service.

If the contract includes multiple components, detail the total proposed contract amount by type of service, i.e. licensing fees, purchased services, professional development, technical assistance, supplies and materials, etc.

1. Internet Access - \$224,775.00 for 07/01/2021 to 06/30/2024

Proposed Budget	Dollar Amount
Internet Access Services	\$224,775.00
Total	\$224,775.00

OSHEAN, Inc. will invoice and provide detailed documentation of the work completed, and provide invoices to PPSD and USAC on a monthly basis, in accordance with E-Rate rules

Payment & Invoice Details	Timeline	Payment Amount
	Total	