

**The Archdiocese of Los Angeles:
ADLA E-RATE CATEGORY ONE
CONNECTIVITY CONSORTIUM, 2024
Request for Proposals**

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ADLA E-RATE CATEGORY ONE CONNECTIVITY CONSORTIUM 2024
REQUEST FOR PROPOSALS

Leased Lit Fiber (with Internet), Internet Access and Transport Bundled (Non-Fiber), with
Associated Network Access Equipment

Issue Date: **October 27, 2023**

Response Deadline: **November 27, 2023, at 5:00 pm PDT**

1. INTRODUCTION

1.1 Description of the ADLA E-Rate Category One Connectivity Consortium, 2024 Project

Roman Catholic Archbishop of Los Angeles, a California corporation sole, (“Archdiocese of LA”) on behalf of the schools that are participants in the ADLA E-Rate Category One Connectivity Consortium, 2024 (“Consortium”) has formed a consortium of elementary and high schools that are seeking bids for Internet access and transport, either via fiber or non-fiber technologies, with associated equipment that meets defined technical requirements.

The Consortium is seeking bids on:

- Leased Lit Fiber (with Internet)
- Internet Access and Transport Bundled (Non-Fiber)
- Associated Network Access Equipment

As the lead member of the Consortium, the Archdiocese of LA (ADLA) issuing this Request for Proposals (“RFP”) in conjunction with the submission of E-Rate Form 470 by the Consortium to request bids on Category One E-Rate eligible service. This entire RFP is available online and can be found at <https://c3.la-archdiocese.org/e-rate-2024>.

1.2 Demographics

The Archdiocese of LA currently operates in approximately 600 parishes, schools, and administrative locations. This RFP only includes E-Rate eligible elementary and high schools that are members of this Consortium.

1.3 General Background

1.3.1 Intent

The Consortium is soliciting proposals from qualified service providers to provide high-speed Internet services to E-Rate eligible elementary and high schools that are members of this Consortium.

1.3.2 Scope of Bids

The Consortium will consider qualified bids that incorporate all schools in the Consortium, listed in Appendix A, or a subset of such schools. The Consortium may select multiple bidders for different services if such bidders specify that their bids may be accepted in part.

1.3.3 Description of Services

This document is issued as a request for proposals for services at schools participating in this Consortium. See Section 2 for scope of work.

1.4 Clarifications

Inquiries related to clarification of the RFP and RFP process must be submitted by email to phernandez@la-archdiocese.org. When a potential bidder and bidders ask questions that have been answered in the RFP, they may be redirected to the RFP. Answers to questions that have not been answered in the RFP will be posted

and made available publicly at <https://c3.la-archdiocese.org/e-rate-2024> and posted to the Universal Service Administrative Corporation (“USAC”) E-Rate Productivity Center (“EPC”) at least weekly.

1.5 Terms and Conditions

This is an invitation to submit a proposal based on the requirements described in this RFP. All proposals must be submitted in accordance with the specifications and requirements contained herein, as well as any addenda to this RFP if issued. This RFP is not a binding contract on the Archdiocese of LA, the Consortium, or Consortium participating member schools. The selection of one or more winning bidders is subject to the execution of a mutually agreeable contract between such bidder(s) and a Consortium participating member school.

1.5.1 Rights of the Archdiocese of LA and the Consortium Participating Member Schools

Without limiting anything else herein, the rights of the Archdiocese of LA and the Consortium participating member schools include:

- a. Subject to all applicable rules and regulations of the Federal Communications Commission (“FCC”), including E-Rate rules, and applicable policies of the Universal Service Administrative Company (collectively, “E-Rate Rules”), the Consortium reserves the right to reject any and/or all proposals for whatever reason. Subject to E-Rate Rules, nothing in this RFP shall obligate the Archdiocese of LA, the Consortium or Consortium participating member schools to select one or more winning bidders or execute a contract with the winning bidder(s). The Archdiocese of LA may withdraw this RFP at any time and for any reason.
- b. Receipt of a proposal does not obligate the Archdiocese of LA, the Consortium or Consortium participating member schools to pay any expenses incurred by the bidder in preparation of the proposal or obligate these entities in any other respect.

Subject to E-Rate Rules, the Archdiocese of LA reserves the right to modify this RFP anytime during the bidding period. Any modifications will be posted at <https://c3.la-archdiocese.org/e-rate-2024>. Modifications will not trigger a new 28-day waiting period pursuant to 47 C.F.R. Section 54.622(g) unless required under the E-Rate Rules. The Archdiocese of LA will indicate whether a modification triggers a new 28-day waiting period.

- c. Any changes to this RFP must be in writing. No verbal discussions shall affect the requirements of the RFP.
- d. The award of any bids and resulting contracts with the bidder(s) are contingent upon E-Rate funding approval. Services will not be approved or provided under said contracts until E-Rate funds are approved and committed.

1.5.2 Non-discrimination

The successful bidder(s) must comply with all applicable federal, state, and local statutes, rules, and regulations regarding non-discrimination in hiring and employment.

1.5.3 Other

- a. Archdiocese of LA approval is required for all personnel provided by the winning bidder(s) that work at Consortium participating member schools before services are installed and commence. Proof of background check, and fingerprinting will be required and on file with the bidder(s) in accordance with Archdiocese of LA policies and local and state government requirements.
- b. All work at a Consortium participating member school shall be performed outside of school hours unless approved by the school principal and the Project Manager for the Consortium.
- c. Any planned service outages must be coordinated with the school principal, and the Project Manager for the Consortium.
- d. Any costs or charges of the winning bidder(s) which are not specifically itemized in the bidder’s proposal shall not be billed to or otherwise collected from the Consortium, a Consortium participating member school, or the Archdiocese of LA, without prior written notification to and approval from the Archdiocese of LA, which the Archdiocese of LA may withhold in its sole discretion.

- e. No additional compensation will be allowed for extra work incurred on the part of the winning bidder due to the bidder's failure to notice any existing conditions which may cause the additional labor.

1.6 Schedule of Events

The schedule below indicates the critical dates that must be satisfied for proposal consideration.

- Final date for questions – November 15, 2023, 5:00 PM PDT
- Proposal due date – November 27, 2023, 5:00 PM PDT
- Expected contract negotiations complete – January 31, 2024
- Expected announcement of selected eligible bidder(s) – February 1, 2024
- Internet service contract start date – 7/1/2024 (Contingent on E-Rate funding commitment approval. Earliest turnover start and/or actual start date will be contingent on a Consortium participating member schools' current contract expirations.)

1.7 Bidder References and Qualifications

1.7.1 References and Other Qualifications

As a reference, Bidders must submit information regarding three comparable projects that the bidder has completed as the prime bidder within the last three years, preferably in K-12 school districts and/or with individual schools. The projects shall indicate the start and completion dates, services and equipment provided, project costs, contract terms, warranty, and benefits to the client schools. Bidders should provide the client's name, address, telephone number, and a contact person for each reference. Bidders must include in their proposal a complete disclosure of any alleged or actual material prior or ongoing contract failures and any past or current civil or criminal proceedings or investigations which involve the bidder or for which the bidder has been judged guilty or liable. Failure to comply with the terms of this provision will disqualify any proposal. The Consortium reserves the right to reject any proposal based upon the bidder's prior history with the Archdiocese of LA, the Consortium, Consortium members schools, or with any other party which demonstrates, without limitation, unsatisfactory performance, adversarial or contentious demeanor, significant failure(s) to meet contract milestones, filing of liens or other proceedings, failure to pay bidders or subcontractors, and/or other contractual failures.

Bidders must meet the following qualifications:

- a. Bidders must have the required State Vendor/contractor's License.
- b. The bidder must have a USAC Service Provider Identification Number (SPIN).
- c. Bidder must hold the required manufacturer certifications for the equipment/products/systems proposed in their bid.
- d. Bidder must warrant the equipment necessary to deliver the Internet service to the Consortium participating member school's headend for the entire term of the service contract.

Bidders that do not meet all the qualifications in Section 1.7.1 will be disqualified and their bids will not be evaluated or included in the evaluation process.

1.7.2 Current Liability Insurance Certificate

Bidder will be required to provide proof of insurance with no less than the following limits, with the Archdiocese of LA and the participating schools listed as automatically qualified as additional insureds for General and Automobile Liability:

- General Liability - \$2,000,000.00
- Automobile Liability - \$1,000,000.00 per occurrence
- Workers Compensation - \$1,000,000.00 per occurrence

1.8 Evaluation Criteria

The Consortium will select the most cost-effective service offering(s) of one or more bidders (to the extent bidders permit partial acceptance of proposals) and will use an E-Rate compliant "bid evaluation matrix" to

evaluate proposals as described below. As set forth below, the matrix will include relevant factors other than the pre-discount prices submitted by bidders, but the price of E-Rate eligible products and services will be the primary factor considered.

1.9. Bid Preparation and Submission

Any services provided by this RFP are contingent upon E-Rate funding approval. Bidders must be eligible and qualified to participate as a service provider in the E-Rate program and must meet all requirements of the E-Rate Rules.

a. **Notice to Bidders:** Contracts will be awarded by individual Consortium participating member schools in the Consortium. This RFP is a service to aid the Consortium participating member schools in securing Internet service. While the Consortium, with the Archdiocese of LA as the lead Consortium member, has filed an FCC Form 470, each Consortium participating member school will file a Form 471 and will serve as a **billed entity**.

b. Issuing Officer and Technical Contact

The Issuing Officer for this procurement is:

Paul Hernandez

3424 Wilshire Blvd, 3rd Floor Los Angeles, CA, 90010

phernandez@la-archdiocese.org

The Technical Contact for Questions and Information is:

David Schmitt

3242 Wilshire Blvd, 3rd Floor Los Angeles, CA 90010

dschmitt@la-archdiocese.org

Prospective bidders must direct and confine all inquiries and communications concerning this procurement to the Technical Contact via e-mail. **The last date to submit questions concerning this RFP is NOVEMBER 15, 2023, AT 5:00PM PDT.** The Consortium encourages prospective bidders to submit any questions they may have as soon as possible. Questions should include “2024 E-Rate Internet RFP” in the e-mail subject line to ensure that the Technical Contact identifies the email as relating to this procurement.

Answers to questions that have not been answered in the RFP will be posted and made available publicly at <https://c3.la-archdiocese.org/e-rate-2024> and posted to the USAC EPC at least weekly.

c. Bids, including all documents comprising a proposal, must be submitted electronically by email to **Paul Hernandez:** phernandez@la-archdiocese.org Paper copies will not be accepted.

The deadline to submit a bid is NOVEMBER 27, 2023, AT 5:00PM PDT

d. The Consortium will evaluate proposals for compliance with the requirements set forth in this RFP and may disqualify any proposal that fails to comply with said requirements. The Consortium reserves the right, in its discretion, to waive defects in any proposal. The evaluation team will evaluate proposals according to the process set forth in Section 6.

e. **Reasons for Disqualification of Proposals:** In addition to Section 1.7.1, if any of the following conditions occur, the bidder’s proposal is disqualified from being evaluated.

I. Bidder’s proposal is submitted after RFP response deadline.

II. The bidder is on Red Light Status with the FCC or is delinquent on a debt to a state or federal governmental agency or entity.

III. Bidder is not authorized to do business in California.

IV. The bidder has not been in business for at least 5 years, performing services or furnishing network equipment required in the bid.

- V. Bidder failed to perform in accordance with the terms of one or more contracts with the Archdiocese of LA or any Consortium participating member school within three (3) years of the issuance date of this RFP.
 - VI. Bidder does not have an E-Rate SPIN number.
 - VII. The bidder is unable to provide all associated network equipment and services required, unless otherwise it is noted in this RFP that separate contracts may be awarded for subsets of equipment and/or services.
 - VIII. Bidder does not provide the certification in Section 5(h).
- f. All bidders will receive notification of their bid status upon completion of the formal evaluation process, stating that the Evaluation Committee (as described below) recommends their bid to Consortium member schools, that their bid was disqualified, or that their bid was not recommended. Recommendations shall have no legal binding effect on the Consortium, Consortium participating member schools, or Archdiocese of LA.
 - g. Bidders must ensure that their cost proposals specifically include all applicable taxes, fees and surcharges which will be imposed or assessed by the bidder for their products and services.

2. Scope and Specifications of Equipment/Services Requested

- a. The Consortium is seeking bids for Internet service and transport delivered to the Consortium participating member schools listed in Appendix A. Bids must include a per-service location breakdown of the following items (“MRC” is defined as “monthly recurring charge;” “NRC” is defined as “non-recurring or one-time charge”):
 - I. The speed and transport technology offered to the service location. The speed must meet or exceed the speed requested for the location as listed in Appendix A.
 - II. MRC for the transport component of the offered service.
 - III. MRC for the Internet access component of the offered service.
 - IV. MRC for any leased customer premises network equipment required to operate the offered service.
 - V. NRC for any required customer premises network equipment required to operate the offered service.
 - VI. NRC for all costs required to construct, install, and deliver the offered service.
 - VII. Estimated MRC for taxes, fees and other non-service charges levied.
- b. The proposed service must meet the following technical requirements:
 - I. Equipment- Any network equipment required to deliver service to a location must meet these requirements:
 - Operate on a single 120V/20A AC circuit and use a NEMA 5-15P plug set for power.
 - Operate in non-temperature-controlled indoor spaces.
 - Require no more than 4 cubic feet of space (approximately an 8RUx24” deep EIA rack volume).
 - For services providing 1Gbps or less, provide a single 802.3ab (1000Base-T, auto-negotiate enabled) electrical interface with an RJ-45 connector for service handoff to customer equipment.
 - For services providing more than 1Gbps, provide a single 802.3ae-2002 (10GBASE-SR) optical interface with an LC connector for service handoff to customer equipment.
 - Network equipment that routes traffic must support IPv4 and IPv6 address and routing standards.
 - II. Internet Access – The Internet access component of the offered service must meet these requirements:
 - Provide a static routable IPv4 address block of at least /29 size for use by customer equipment. We will provide ARIN address justification information upon request.
 - Provide, upon request, static routable IPv6 addresses and routing.
 - Provide Internet access at the contracted speed without data transfer limits, rate throttling, content filtering or DNS query interception.
 - Specify and maintain service level agreements (“SLA”) for uptime, packet loss, jitter, and latency consistent with the transport technology specified for each location. A global SLA that covers all bid locations is acceptable.

- c. Bids that offer more than one speed or transport technology for a location are acceptable. List speed and transport for a location as listed in Appendix A. The Consortium will consider each combination for a location in the evaluation process.
- d. Multi-year contracts will be considered. Bidder may provide bids for all or part of the Consortium participating schools listed in Appendix A.

3. E-Rate Requirements

Without limiting anything else herein, or the requirements of the E-Rate Rules, bidders submitting proposals under this RFP must agree to meet the following conditions relating to the E-Rate program and be willing to include such requirements in the bidder's contract:

- a. Bidder must agree to submit to the USAC Schools and Libraries Division ("SLD"), a complete and timely Form 473 for each E-Rate funding year as required by USAC. This form is available on the SLD's website at <https://www.usac.org/e-rate/resources/forms/> in the Service Provider Forms section.
- b. Discounted Bills: Bidder must agree to provide discounted bills to Consortium participating member school locations which reflect only the net charges due to be paid by the member school location after E-rate discounts have been reflected (also known as the "non-discount" amount). The bidder will then invoice USAC using the Form 474 SPI form for the E-Rate discount amount. The bidder shall be solely responsible for timely filing and prosecuting invoices with USAC. Bidder understands and agrees that the Archdiocese of LA, Consortium, and the Consortium participating member schools will NOT be liable to bidder and bidder shall have no recourse against the Archdiocese of LA, Consortium, or Consortium participating member schools for any discounted amount that bidder submits late to USAC for payment, if USAC refuses to pay in whole or part any invoice due to late filing. Further, bidder understands and agrees that (i) the Archdiocese of LA, Consortium, and Consortium participating member schools shall not be liable to bidder for any payment that USAC does not make to bidder for any reason and (ii) the Consortium participating member school which received the subject services will not be liable to bidder for any payment that USAC does not make to bidder, except if such payment was timely requested by bidder and USAC states that it refuses payment solely due to the Consortium participating member school's action or failure to act, in which case, the Consortium participating member school shall not be liable to bidder and bidder shall have no recourse against the Consortium participating member school for the amount at issue until the Consortium participating member school and the bidder have collectively exhausted their administrative remedies of appeal to USAC and/or the FCC.
- c. Reimbursement Option: Notwithstanding the foregoing, should a Consortium participating member school choose to pay for any equipment or services in full (i.e., pays the E-Rate discount amount), bidder must agree to promptly cooperate and provide any information required for Consortium participating member school's E-Rate reimbursement forms submitted to USAC be processed successfully. This includes, but is not limited to, responding timely to questions that USAC may ask and/or submitting required documentation that USAC may request of the bidder.
- d. The bidder must separately itemize the cost of E-Rate eligible and ineligible products and/or services on all invoices. Bidder is responsible for determining eligibility and is responsible for any errors it makes in such determinations. To determine what items are eligible, bidders may need to contact equipment manufacturers or USAC to determine E-Rate eligibility for products and/or services.
- e. If bidder learns of any federal, state, or local investigation conducted by any regulatory authority or law enforcement authority that could have an adverse impact on the Consortium or Consortium participating member schools' ability to continue to receive the benefit of E-Rate funding, bidder must notify the Archdiocese of LA, the Consortium Project Manager, and Consortium participating member schools within 30 calendar days of learning of such investigation. Subject to E-Rate Rules, the Archdiocese of LA, the Consortium, and Consortium participating member schools reserve the right to cancel any agreements with such bidder or substitute an alternative service provider for bidder without penalty if an investigation impedes the

Consortium's or Consortium participating member schools' ability in any way to receive the benefit of E-Rate funding.

4. Conditions, Contract and Billing

- a. The Consortium and its Consortium participating member schools reserve the right to:
 - I. Amend, modify, or cancel this RFP, or not make an award and reissue this RFP as a new procurement, subject to applicable E-Rate Rules.
 - II. Modify or add to the requirements contained in this RFP at any time after the issuance of this RFP for compliance by all providers, subject to applicable E-Rate Rules.
 - III. Negotiate terms and conditions to meet requirements consistent with this RFP.
 - IV. Request providers to clarify their RFP proposals.
 - V. Waive minor defects or any requirement of this RFP that has not been met by any of the bidders that submitted proposals.
- b. Timeline for Work: The purchase of services is contingent upon E-Rate approval and will not occur unless and until a "Notice to Proceed" or "Service Order" is executed by each Consortium participating member school. Consortium participating member schools have the option to proceed without E-Rate funding.
- c. Lowest Corresponding Price ("LCP"): Per E-Rate Rules, bidders must offer the LCP when submitting proposals. LCP is defined as the lowest price that a service provider charges to nonresidential customers who are similarly situated to a particular E-Rate applicant (library or school location) for similar services. See 47 C.F.R. Section 54.500(f). Service providers may request higher rates from the FCC if they can show the LCP is not compensatory. See 47 C.F.R. Section 54.511(b). There is a rebuttable presumption that rates offered within the previous 3 years are still compensatory. Promotional rates offered by a service provider for a period of more than 90 days must be included among the comparable rates upon which the LCP is determined. If a bidder is not offering LCP, it must expressly state so and the reason therefore, including whether it has received FCC approval for higher rates.
- d. The Consortium and Consortium participating member schools reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the contract term coincide with an E-Rate "program year" or an extended service end date for an E-Rate program year pursuant to a "service delivery deadline extension," as those terms are defined by the FCC and/or USAC. The Bidder shall provide new service agreements that begin no earlier than July 1st to coincide with the new E-rate program year to all Consortium participating member schools with a current relationship as previously mentioned.
- e. The bidder shall itemize, price, and invoice separately any materials or services that are ineligible for E-Rate funding. The bidder must include the following information on all invoices to the Consortium participating member schools for E-Rate eligible equipment and/or services:
 - I. Date of invoice
 - II. Date(s) of service
 - III. Detailed description of performed services and materials supplied that matches Consortium participating member school location's contract specifications and Form 471 descriptions of same.
 - IV. Clear, concise breakdown of amount(s) to be billed to USAC (discounted portion of eligible charges) and amount(s) to be billed to the Consortium participating member school location (non-discounted number of eligible charges)
 - V. Invoice on bidder's letterhead or on a bidder-generated form
 - VI. The E-Rate discount credit listed on the statement shall be the proper E-Rate discount percentage as set forth by the applicable FRN and USAC funding commitment letter ("FCDL").

5. Information to be Included in Proposal

In addition to the other information required to be provided as stated herein, each bidder will include the following

with its proposal:

- a. A description of its firm’s previous and ongoing relationship, if any, with the Archdiocese of LA or Consortium participating member schools.
- b. Proof that the bidder and all subcontractors are authorized to do business in California.
- c. Federal Tax ID Number, E-Rate SPIN Number, and FCC Registration Number (FRN).
- d. Contact name and contact information for person authorized to negotiate terms and conditions.
- e. Contact name and contact information where questions related to the proposal can be directed with statement certifying that this person (or his/her authorized representative) will be available from time proposal is submitted through March 1, 2024, to assist with the completion of the Consortium’s and Consortium participating member schools’ E-Rate applications, as requested, to the extent permitted by E-Rate Rules.
- f. Copy of terms and conditions for proposed contracts, with a certification that the bidder understands the final contract is subject to negotiation and execution and the bidder’s proposed terms and conditions will not automatically apply.
- g. The bidder must indicate its willingness to be bound by the terms of this RFP.
- h. Bidder must certify that no court, tribunal, or government body has ruled or otherwise found that bidder violated the public bidding statutes or regulations of any U.S. state.

6. Evaluation Process

- a. The Consortium is soliciting bids on behalf of The ADLA E-Rate Category One Connectivity Consortium, 2024. Contracts will be awarded by the individual Consortium participating member school locations participating in the Consortium. The Archdiocese of LA will NOT award a contract on behalf of the Consortium, NOR incur any financial obligation to the bidders or the Consortium. This solicitation is a service to aid the Consortium participating member schools in securing Internet service.

All Consortium participating member school locations will be billed entities. While the Archdiocese of LA assists the Consortium with filing an FCC Form 470 as the Consortium lead, each Consortium participating member school will file the 471 and serve as the billed entity.

- b. Evaluation Criteria. As per E-Rate Rules, when the Consortium evaluates qualified bids and elects to select one or more bids, it will select the most cost-effective bids. This means that the price of E-Rate eligible products and services will be the primary factor in the evaluation, but it will not be the sole factor. Additional factors and the weight for each factor are shown in the table below. Bids that are disqualified per the terms of this RFP will not be evaluated. Proposals will be evaluated by an Evaluation Committee appointed at the Consortium’s discretion under the following rubric:

Evaluation Component	Points Available
Price of the Eligible Products and Services	40
Local or In-State Bidder	25
Customer Service and Past Performance (6c) with ADLA schools and other E-Rate projects	25
Other Stated Factors (6d)	10
Total Possible Points	100

- c. Customer Service and Past Performance. The award decision is made based on multiple factors, including the evaluated technical merit of the bidder’s proposal; the bidder’s past performance in other E-Rate projects; and the evaluated probability of performing the requirements stated in the solicitation, on time,

with high quality, and in a manner that accomplishes the stated business objectives and maintains industry standards compliance.

- d. Other Factors. While the evaluation criteria rank the price of eligible goods and services the highest (see table above), the Consortium has strong interest in bidders that can provide free or low-cost bundled services that address the specific needs of the Consortium participating member school locations, such as the following:
 - I. Flexible rates based on usage (e.g., 95th percentile billing)
 - II. Local Support
 - III. Security (e.g., DDoS) protections and consulting
- e. Unless otherwise specified by the bidder in its proposal, the Consortium reserves the right to accept any item or group of items on a multi-item proposal and to accept multiple bidders for different items. Upon selection of winning bidder(s) by the Consortium, the Archdiocese of LA Legal Department will contact said bidder(s) to negotiate a mutually acceptable written agreement on behalf of the Consortium and Consortium participating member schools.

Appendix A – List of Participating Schools

School Name	Full Address	BEN
American Martyrs School	1701 Laurel Ave. Manhattan Beach, CA 90266-4904	101305
Assumption of the Blessed Virgin Mary School	2660 E. Orange Grove Blvd. Pasadena, CA 91107-2632	102297
Bishop Conaty-Our Lady of Loretto High School	2900 W. Pico Blvd. Los Angeles, CA 90006-3802	100396
Cantwell-Sacred Heart of Mary High School	329 N. Garfield Ave. Montebello, CA 90640-3803	101700
Cathedral Chapel School	755 S. Cochran Ave. Los Angeles, CA 90036-3812	100731
Damien High School	2280 Damien Ave. La Verne, CA 91750-5210	103280
Dolores Mission School	170 S. Gless St. Los Angeles, CA 90033-3308	100683
Guardian Angel School	10919 Norris Ave. Pacoima, CA 91331-7100	102529
Holy Cross School	211 E. Main St. Ventura, CA 93001-2621	106096
Holy Trinity Parish School	3716 Boyce Ave. Los Angeles, CA 90039-1810	100758
Immaculate Heart of Mary School	1055 N Alexandria Ave. Los Angeles, CA 90029-2517	100632
La Reina High School & Middle School	106 W. Janss Rd. Thousand Oaks, CA 91360-3327	102702
Mary Star of the Sea Elementary School	717 S. Cabrillo Ave. San Pedro, CA 90731-3024	101935
Our Lady of Grace School	17720 Ventura Blvd. Encino, CA 91316-3716	102454
Our Lady of Loretto School	258 N. Union Ave. Los Angeles, CA 90026-5435	100598
Our Lady of Lourdes School	7324 Apperson St. Tujunga, CA 91042-1806	102239
Our Lady of Malibu School	3625 S. Winter Cyn. Rd. Malibu, CA 90265-4858	101294
Our Lady of Mount Carmel School	530 Hot Springs Rd. Santa Barbara, CA 93108-2014	106372
Our Lady of Peace School	9022 Langdon Avenue North Hills, CA 91343-3919	102602
Our Lady of Perpetual Help School	23225 W. Lyons Ave. Santa Clarita, CA 91321-2632	102475
Our Lady of Refuge School	5210 Los Coyotes Diagonal Long Beach, CA 90815-1925	102118
Our Lady of Talpa School	411 S Evergreen Ave, Los Angeles, CA 90033-4410	100693
Our Lady of the Valley School	22041 Gault St. Canoga Park, CA 91303-1804	102400
Pomona Catholic School	533 W. Holt Ave. Pomona, CA 91768-3606	103439
Resurrection School	3360 E. Opal St. Los Angeles, CA 90023-2917	100558
Sacred Heart School	625 W. Kettering Street Lancaster, CA 93534-2404	107140
San Gabriel Mission School	416 S Mission Dr San Gabriel, CA 91776	103490
Santa Clara High School	2121 Saviers Rd. Oxnard, CA 93033-3824	106253
Santa Isabel School	2424 Whittier Blvd. Los Angeles, CA 90023-1302	100545
St. Anastasia School	8631 S. Stanmoor Dr. Los Angeles, CA 90045-2331	100858
St. Andrew School	42 Chestnut St. Pasadena, CA 91103-3802	102259
St. Anne Mission School	2015 Colorado Ave. Santa Monica, CA 90404-3415	101470
St. Anthony School	855 E. 5th St. Long Beach, CA 90802-2602	102014
St. Bernard School	9626 Park St. Bellflower, CA 90706-5825	101851
St. Bridget of Sweden School	7120 Whitaker Ave. Van Nuys, CA 91406-3719	102800
St. Cyprian School	5133 Arbor Rd. Long Beach, CA 90808-1106	102073
St. Didacus School	14325 Astoria St. Sylmar, CA 91342-4124	102577
St. Dorothy School	215 S. Valley Center Glendora, CA 91741-3854	103196
St. Elizabeth of Hungary School	1840 N. Lake Ave. Altadena, CA 91001-3058	102141

St. Emydius School	10990 California Ave. Lynwood, CA 90262-2006	101267
St. Eugene School	9521 S. Haas Ave. Los Angeles, CA 90047-3739	100894
St. Francis de Sales School	13368 Valleyheart Dr. Sherman Oaks, CA 91423-3287	102827
St. Francis High School	200 Foothill Blvd. La Canada Flintridge, CA 91011-3700	102191
St. Gertrude the Great School	6824 Toler Ave. Bell Gardens, CA 90201-3210	101050
St. Ignatius of Loyola School	6025 Monte Vista St. Los Angeles, CA 90042-3435	100802
St. Jane Frances de Chantal School	12950 Hamlin St. No. Hollywood, CA 91606-1101	102897
St. Jerome School	5580 Thornburn St. Los Angeles, CA 90045-2141	16062180
St. John Fisher School	5446 Crest Rd. Rancho Palos Verdes, CA 90275-5027	101344
St. John of God School	13817 Pioneer Blvd. Norwalk, CA 90650-3919	17005852
St. Joseph School	6200 E. Willow St. Long Beach, CA 90815-2246	102122
St. Joseph School	15650 E. Temple Avenue La Puente, CA 91744-3924	103213
St. Joseph the Worker School	19812 Cantlay St. Winnetka, CA 91306-3005	102421
St. Lawrence Martyr School	1950 S. Prospect Ave. Redondo Beach, CA 90277-6003	101354
St. Linus School	13913 Shoemaker Ave. Norwalk, CA 90650-4535	101737
St. Lucy School	2320 Cota Ave. Long Beach, CA 90810-3230	102095
St. Luke School	5521 N. Cloverly Ave. Temple City, CA 91780-2542	103512
St. Malachy School	1200 E. 81st. St. Los Angeles, CA 90001-3308	100314
St. Margaret Mary Alacoque School	25515 Eshelman Ave. Lomita, CA 90717-2621	101897
St. Martha School	440 N. Azusa Ave. Valinda, CA 91744-4256	103218
St. Martin of Tours	11955 Sunset Blvd. Los Angeles, CA 90049-4220	100921
St. Mary of the Assumption School	424 East Cypress Santa Maria, CA 93454-5216	107049
St. Mary School	1600 E. Avenue R-4 Palmdale, CA 93550-6182	107223
St. Mary's Academy	701 Grace Ave. Inglewood, CA 90301-1359	101407
St. Odilia School	5300 S. Hooper Ave. Los Angeles, CA 90011-4809	100444
St. Pancratius School	3601 St. Pancratius Pl. Lakewood, CA 90712-1417	101867
St. Thomas Aquinas School	1501 S. Atlantic Blvd. Monterey Park, CA 91754-5202	103298
St. Thomas More School	2510 Fremont Ave. Alhambra, CA 91803-4321	103617
St. Timothy School	10479 W. Pico Blvd. Los Angeles, CA 90064-2307	100987
Visitation School	8740 S. Emerson Ave. Los Angeles, CA 90045-3723	100865

Appendix B – Signatures and Certifications

SIGNATURES AND CERTIFICATIONS

By my signature below, I certify that, should I be awarded this contract, I accept, and will abide by all the conditions and requirements listed in this document, and that all services provided by my firm, or my affiliates meet all the requirements of this document.

Signature of Authorized Agent: _____

Date: _____

Printed or Typed Name of Authorized Agent: _____

Title of Authorized Agent: _____

Company Name: _____

Address: _____

City, State Zip: _____

Voice Telephone Number: _____

FAX Telephone Number: _____

Business Web Address (URL): _____

Email Address of Contact Person: _____

Appendix C – Letter to the Archdiocese of Los Angeles

Please submit a signed and scanned copy of this document with your electronic bid response.

Archdiocese of Los Angeles
Paul Hernandez
3424 Wilshire Blvd, 3rd Floor Los Angeles, CA 90010
phernandez@la-archdiocese.org

To Whom It May Concern:

The undersigned has carefully read and understands the terms and conditions specified in this document and submits the following offer to perform the work specified herein, all in accordance with the true intent and meaning thereof.

The undersigned further understands and agrees that by submitting this offer, he/she certifies that the prices submitted were independently arrived at without collusion.

Further, the undersigned represents that this is a binding proposal good for 120 days and that he/she is fully authorized to submit this proposal.

Respondent Company Name: _____

Sole Proprietor, Partnership, Corporation, Joint Venture, Other (Please indicate) _____

Service Provider Identification Number (SPIN): _____

Federal Employer Identification Number (FEIN): _____

Payment Address (if other than street address below): _____

Exact Legal Name of Company: _____

City: _____

State: _____ Zip Code: _____

Authorized Representative Name and Title: _____

Telephone Number: _____

Fax Number: _____

E-mail Address: _____

Authorized (Original) Signature: _____

Date: _____

Appendix D – Consortium RFP Questions and Answers

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NOTIFICATIONS

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