



**TELECOMMUNICATION SYSTEM
REQUEST FOR PROPOSAL**

Thursday, June 16, 2005
Issued by: The Thames Valley District School Board
RFP#369-05HA
Return Date: prior to **12:00:00 PM** local time, **Friday, July 22, 2005**

TELECOMMUNICATION SYSTEM

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1.0 INTRODUCTION

The Thames Valley District School Board (hereafter referred to as the TVDSB) invites interested parties to submit sealed submissions in response to this Request for Proposal. The Thames Valley District School Board is one of the largest public school boards in the province of Ontario. The TVDSB is the employer of approximately 8,000 staff and operates 185 schools with an estimated enrollment of 87,000 students. The TVDSB is comprised of all public schools within the counties of Elgin, Middlesex, and Oxford.

SECTION 1.1 BACKGROUND

- 1.1.1 In October 2004 the TVDSB established a committee of stakeholders to look at the current telecommunication platform and develop a strategic plan on how the TVDSB's telecommunication platform will evolve. The committee's objective was to balance cost effective solutions with emerging telecommunication technologies.
- 1.1.2 The committee reviewed the existing telecommunications platform, the associated features, functionality, and what the organization's future telecommunications requirements will be.
- 1.1.3 The committee looked at the current data network and asked 'how could the TVDSB leverage the current data network investment and migrate to the next generation of telecommunication applications and services?' .
- 1.1.4 The TVDSB has opted to investigate the cost of migrating from the current telecommunication platform over a two year time period. The TVDSB's approach to this migration will be evolutionary rather than revolutionary, leveraging our existing investments in infrastructure and equipment where possible, to enable cost savings and increased functionality with an IP based solution.
- 1.1.5 The project to move to an IP based solution consists of two stages:
 - 1.1.5.1 Stage one: requires the successful bidder(s) to provide Centrex lines in the initial stage of this project.
 - 1.1.5.2 Stage two: will look at leveraging the TVDSB WAN and converging voice with our data network and **reducing the number of Centrex lines.**
- 1.1.6 The tentative time line for this Telecommunications project is estimated to be twenty one months, however, this project is dependent on realizing sufficient savings from the current operating budget. Given this budget constraint, the first decision that must be made is whether or not to proceed with the project; the second decision will be to determine if the time-lines are achievable or if the TVDSB needs to roll out the Telecommunication System over a longer time period.

SECTION 1.2 PROJECT OBJECTIVES

- 1.2.1 The objectives which the TVDSB wishes to achieve with respect to this project will be :
 - 1.2.1.1 To lower operating costs.
 - 1.2.1.2 Provide for management of all moves, adds, changes, and deletions.
 - 1.2.1.3 Increase productivity of the end users.
 - 1.2.1.4 Increase productivity of voice and data staff.
 - 1.2.1.5 Attain more efficient and effective use of call centres.
 - 1.2.1.6 Provide increased customer satisfaction to both internal and external TVDSB customers.
 - 1.2.1.7 Provide scalability of proposed solutions as required.

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SECTION 1.3 PURPOSE

1.3.1 The TVDSB is interested in proposals/solutions from qualified firms/individuals to submit proposals to:

a) Provide Centrex lines or Centrex functionally equivalent lines (Stage One).

and/or

b) Provide a Telecommunication System (Stage Two).

1.3.2 The TVDSB shall review the submitted proposals to determine which submission(s) best meets the needs of the Board. It is the preference of the TVDSB to award a contract for both Stage One and Stage Two to one bidder.

1.3.3 For Stage One, the TVDSB is interested in receiving proposals/solutions from qualified firms/individuals to provide for Centrex lines or Centrex functionally equivalent lines.

1.3.4 For Stage Two, the TVDSB is interested in receiving proposals/solutions from **pre-qualified** firms/individuals (**Pre-qualification Procedures are set out in Section 2.1 of this RFP**):

1.3.4.1 To provide a telecommunication architecture solution. The proposed solution should address telecommunication architecture, features each system provides (voice mail, call centres, conferencing and web based management), management reporting capabilities, cost of maintenance, the ability to self manage upgrades and add-ons, individual moves, adds, deletions, removals, relocations, and the total cost of ownership/investment of the proposed system.

1.3.4.2 To provide proposals/solutions that describe how their system would allow the TVDSB to move to a unified converged network using existing key systems and integrate the network with new IP based technology. The TVDSB requires that any proposed solution provide the same level of service or better than the existing technology at the TVDSB, and offers a means of achieving cost savings.

1.3.4.3 To provide proposals/solutions of a System that is capable of integrating with the existing WAN infrastructure and hardware with minimal disruption to day to day telecommunication services.

SECTION 1.4 CURRENT ENVIRONMENT

1.4.1 The TVDSB current telecommunication's operational cost is \$ 1.2 million annually.

1.4.2 Most of the TVDSB data cabling infrastructure is CAT5 or CAT5e. Moving forward all schools will be converted to the CAT5 and CAT5e as opportunities present themselves. The telecommunication cabling infrastructure is a mixture of CAT3 and later standard cabling.

1.4.3 TVDSB WAN utilizes an IP based Wide Area Network running on LAN extension, services provided by Bell Canada. Each location has two IP subnets consisting of an Academic subnet for student use and an Administrative subnet. WAN bandwidths range from a low of T1 to a high of Gigabit. All speeds are scalable and can be increased as required. The WAN is end to end IP QoS enabled. Edge equipment is Cisco based. Network gear downstream from the edge equipment may be provided by a variety of manufacturers.

1.4.4 The TVDSB LAN infrastructure in our school locations may not be QoS enabled.

1.4.5 TVDSB currently uses Centrex to provide dial tone to TVDSB. The intent of this system was to provide 24/7 reliability with the same functionality as a PBX system in a cost effective manner.

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- 1.4.6 Centrex lines were originally installed in 1995 at Administrative sites and schools. In 2000 a Wide Area Centrex was introduced to the newly amalgamated Oxford, Elgin, Middlesex and London. Currently TVDSB has 2012 Centrex lines spread across three counties and uses a four and five digit dial plan to contact other TVDSB sites.
- The breakdown is as follows:
- 1.4.6.1 Administrative sites all have Centrex sets
 - 1.4.6.2 Ed Centre (400 lines and sets and 4 independent call centres)
 - 1.4.6.3 Facility Services (100 lines and sets) in London
 - 1.4.6.4 CEC East (24 lines and sets)
 - 1.4.6.5 Facility Services in Woodstock (6 lines and sets)
 - 1.4.6.6 CEC South in St. Thomas (32 lines and sets)
- 1.4.7 In total the TVDSB has over 2000 Centrex lines, of which, 1450 Centrex lines are spread over three counties to the public schools. All schools have their own Norstar system. See **Appendix H TVDSB Inventory** .
- 1.4.8 The current Octel Aria 350 Voice Mail system was installed at the Education Centre in 1995 and consists of 1200 mailboxes and 48 ports. This current application has a limited lifespan.
- 1.4.9 Some secondary schools have a Nortel voice mail system. The current Octel system is not capable of communicating with the Nortel system. Elementary schools do not currently have voice mail systems.
- 1.4.10 Elementary and Secondary telephone systems are backed up by a UPS. In the event the UPS depletes the battery backup, each school has a power fail jack and single line set to be used as a secondary backup.
- 1.4.11 **Appendix G TVDSB WAN** provides details as to the school locations and the associated network speeds.

SECTION 1.5 GENERAL SCOPE OF WORK

- 1.5.1 The proposals/solution **must** be a converged voice and data System which includes conferencing, voice mail, call centre applications, web based management and should be capable of integrating with the existing WAN infrastructure and hardware with minimal disruption to day to day telecommunication services.
- 1.5.2 The IP proposals/solutions **must** be configured/designed so that TVDSB has a central Telecommunication System located at the Administration location and has systems that reside at the school locations which are capable of operating as a standalone telecommunication system at the school location.
- 1.5.3 The IP based solution/proposals **must** have the ability to maintain the existing telephone numbers within the TVDSB and support the current four and five digit dial plan.
- 1.5.4 The IP based solution/proposals operating at the school locations **must** have the ability to communicate/network to a centralized voice mail system.
- 1.5.5 This RFP **does not** include long distance.
- 1.5.6 The proposed System **must** be capable of maintaining existing programming and configurations of schools systems.
- 1.5.7 The TVDSB would like to leverage their investment in the existing infrastructure by utilizing existing telephone sets and the existing telephone cable infrastructure within the TVDSB schools until the hardware and/or cabling must be replaced.
- 1.5.8 Recognizing that the LAN infrastructure in our locations may not be QoS enabled , Soft Client IP telephones should be a future consideration, however, bidder(s) are requested to provide pricing in the **Appendix J Pricing**.

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- 1.5.9 The successful bidder(s) will be responsible for the continuity of services throughout the transition period to the completion of the project, including hardware and software acceptance testing.

2.0 TERMS & CONDITIONS OF THIS RFP**SECTION 2.1 PRE-QUALIFICATION OF BIDDERS WHO WISH TO SUBMIT A PROPOSAL FOR THE TELECOMMUNICATION SYSTEM (STAGE TWO OF THIS PROJECT)**

- 2.1.1 To be eligible to bid on the Telecommunication System(Stage Two of this Project) as stated in Section 1.3.4 bidder(s) must first be pre-qualified . Bidder(s) interested in pre-qualifying to bid on the Telecommunication System must submit four (4) copies of Appendix K Pre-qualification Bidders Worksheet. The pre-qualification process only applies to bidder(s) interested in submitting proposals for the Telecommunication System (Stage Two of the Project).
- 2.1.2 Bidders must complete and return Appendix K Bidders Pre-qualification Worksheet by June 24 2005.
- 2.1.3 Bidders will be notified June 29, 2005 if they are eligible to bid on the Telecommunication System portion of the Project.
- 2.1.4 Bidders will be pre-qualified based on references and relevant experience in installing and commissioning a telecommunication system of the same scope and size. Interested bidders must :
- 2.1.4.1 Complete Appendix K Pre-qualification Bidders Worksheet .
- 2.1.4.2 Provide two client references from operational sites comparable in size and scope to the Telecommunication System being proposed by the bidder(s) . The bidders must provide the client site location, name and telephone number. The client reference site must:
- (a) be in operation for a minimum of one year.
- (b) consist of a centralized multi-site design that is connected to a minimum of 25 locations spread over a geographical area similar to the TVDSB's geographical area.
- 2.1.4.3 State the number of PSTN or Centrex lines the client reference site had prior to the conversion.
- 2.1.4.4 Have a service and a spare parts warehouse facility within four hours of the TVDSB's Education Centre located at 1250 Dundas Street London Ontario.
- 2.1.4.5 State the number of local certified IP telecommunication technical resources that are available to service a System installed within the TVDSB's geographical area.
- 2.1.4.6 State any/all partnerships and/or alliances formed to facilitate a project of this scope and size.
- 2.1.4.7 Provide a sample implementation plan from a previous project of a similar size and scope as specified in this RFP .
- 2.1.5 An invited proposal submission list of four to six bidder(s) will be chosen from the most qualified bidders. The Thames Valley District School Board reserves the right, at its sole discretion, to determine which telecommunication bidder(s) meet the pre-qualification requirements. These bidder(s) will be at liberty to submit proposals for the Telecommunication Stage (Stage Two of this Project) or for both the Centrex Lines (Stage One of this Project) and the Telecommunication Stage (Stage Two of this Project).
- 2.1.6 Four (4) copies of Appendix K Pre-qualification Bidders Worksheet must be returned in sealed envelopes, be clearly marked 2005 Telecommunication System Pre-qualification and be delivered to the Tenders Clerk Box prior to 12.00.00- local time June 24, 2005.
- 2.1.7 Facsimile submissions will not be accepted.
- 2.1.8 No other material may be submitted.

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- 2.1.9 **Submit Appendix K Pre-qualification Bidders Worksheet to:**
 "Tenders Clerk,"
 Tenders Clerk's box, Main Floor Reception, Education Centre
 Thames Valley District School Board,
 P. O. Box 5888,
 1250 Dundas Street
 London, Ontario,
 N6A 5L1

SECTION 2.2 RETURN LOCATION FOR STAGE ONE AND STAGE TWO PROPOSAL SUBMISSIONS:

- 2.2.1 Sealed Proposals **must** be returned to:
 "Tenders Clerk,"
 Tenders Clerk's box, Main Floor Reception, Education Centre
 Thames Valley District School Board,
 P. O. Box 5888,
 1250 Dundas Street
 London, Ontario,
 N6A 5L1
- 2.2.2 The RFP envelope **must** show the proposal name, number, return date and time (as set out in Section 8.3 Labelling Instructions).
- 2.2.3 The proposal submission **must** be returned to the "Tender Clerk" for your Proposal submission to be accepted.
- 2.2.4 Delivery to the Tenders Clerk is the responsibility of the bidder.

SECTION 2.3 IMPORTANT DATES

- | | | |
|--------|-----------------------------------|--|
| 2.3.1 | ISSUE DATE: | Thursday, June 16, 2005 |
| 2.3.2 | PRE-QUALIFICATION RETURN: | Friday, June 24, 2005 |
| 2.3.3 | NOTIFICATION OF PRE-QUALIFICATION | Wednesday, June 29, 2005 |
| 2.3.4 | INTENT TO BID | Thursday, June 30, 2005. |
| 2.3.5 | MANDATORY BIDDER'S MEETING: | Monday, July 4, 2005 |
| 2.3.6 | QUESTIONS: | Friday, July 8, 2005 |
| 2.3.7 | ANSWERS TO QUESTIONS: | Wednesday, July 13, 2005 |
| 2.3.8 | RETURN DATE and TIME: | prior to 12:00:00 local time Friday, July 22 2005 |
| 2.3.9 | PRESENTATION (if required) | TBD |
| 2.3.10 | DEMONSTRATION if required) | TBD |

SECTION 2.4 QUESTIONS/REGISTRATION/ADDENDA

- 2.4.1 An intent to submit a bid should be registered with Purchasing Services, by fax, by **Thursday, June 30, 2005**. Only registered bidders will receive questions and answers by **Wednesday, July 13, 2005**. An intent to submit a bid form is attached as **Appendix A**.
- 2.4.2 All questions pertaining to this Proposal **must** be addressed to: Helga Alcorn, Buyer, by Fax (519) 452-2399 no later than **Friday, July 8, 2005**. Questions submitted orally will not be responded to. After this date no further inquiries, concerns or questions may be submitted. The TVDSB reserves the right to distribute in writing by facsimile to all other registered bidders a notice of content of any inquiry and the TVDSB's response. Only Registered Bidders (see Appendix A) will receive answers to questions. All questions pertaining to this Request for Proposal must be submitted in writing.
- 2.4.3 Questions concerning the terms and conditions of the Request for Proposal whether made orally or in writing, to any individual other than indicated in **Section 2.4.2** may, at the sole discretion of the TVDSB, render your submission **non-compliant**. The TVDSB will only be bound by written answers to questions.

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- 2.4.4 Should questions raised by a bidder necessitate an addendum to this Request for Proposal, each registered bidder will receive the addendum by facsimile.

SECTION 2.5 REGISTERED BIDDER'S MEETING

- 2.5.1 A mandatory bidder's meeting will be held for pre-qualified and registered bidders to discuss the TVDSB WAN environment and to allow questions regarding the WAN. Notice of the meeting will only be given to registered and qualified bidders. Bidder's **must** attend the bidder's meeting on 2005, July 4 at the TVDSB Education Centre located at 1250 Dundas Street London Ontario.

SECTION 2.6 DEFINITIONS

- 2.6.1 The following words are used throughout this RFP and bidders should note these conditions when completing their proposal submission.
- 2.6.1.1 The word "**MUST**" - Bidders "**must**" include the required information in proposal submission. Failure to include the required information will deem submission **noncompliant**.
- 2.6.1.2 The word "**SHOULD**" - Bidders "**should**" include the required information in proposal submission.
- 2.6.1.3 The word "**NONCOMPLIANT**" - Bids will be eliminated from further evaluation if the submission does not include the required information.
- 2.6.1.4 The word "**SUBCONTRACTOR**" shall mean a person, firm or company hired by the bidder(s) or the successful bidder(s) to perform all or any portion of this Request for Proposal or Tender.
- 2.6.1.5 The word "**QUALIFIED**" shall mean a Bidder who is compliant and has included the required information in their proposal submission.

SECTION 2.7 GENERAL CONDITIONS

- 2.7.1 Any response submitted to the Proposal is IRREVOCABLE for 120 days.
- 2.7.2 A bidder who has already submitted a bid may submit an addendum in writing and signed by the bidder at any time up to the official closing time. (No facsimiles shall be accepted). The last submission shall supercede and invalidate all previous submissions by that bidder as it applies to this proposal. Addenda **must** be submitted to the Tenders Clerk Box in the same manner and within the same time constraints as the proposal submission.
- 2.7.3 A bidder may withdraw the bid at any time up to the official closing time by letter bearing his/her signature and seal as it is in the submission. Withdrawal requests received after the closing date shall not be permitted. Submission withdrawals **must** be submitted to the Tenders Clerk box in the same manner and within the same time constraints as the proposal submission.
- 2.7.4 The issuance of this call for proposal shall not constitute any obligation on the part of the TVDSB to any firm or individual who submits a proposal.
- 2.7.5 The bidder shall have satisfactorily fulfilled all relevant obligations as required under the terms and conditions of any previous award in order to be considered as an acceptable bidder.
- 2.7.6 The laws of the Province of Ontario shall govern in any dispute occasioned through the performance or nonperformance and/or workmanship of this proposal.
- 2.7.7 The TVDSB reserves the right to withdraw the award of the contract to a successful bidder(s) within 30 days of the award if in the opinion of the TVDSB the successful bidder(s) is unable or unwilling to enter into a form of contract satisfactory to the TVDSB. The TVDSB shall be entitled to do so without any liability being incurred by the TVDSB to the bidder. The TVDSB shall be at liberty to award the contract to the bidder who scored the next highest score in the evaluation process.

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- 2.7.8 The lowest or any Proposal submission may not necessarily be accepted. The TVDSB reserves the right to decline any or all Proposal submissions, or to cancel the Proposal call in whole or in part at any time prior to making an award, for any reason, or no reason, without liability being incurred by the TVDSB to any bidder for any expense, cost, loss or damage incurred or suffered by the bidder as a result of such withdrawal. The TVDSB reserves the right to award Stage 1(Centrex Lines) prior to awarding Stage 2 (Telecommunication System).
- 2.7.9 All costs associated with the preparation of the Proposal will be solely the responsibility of the bidder.
- 2.7.10 The TVDSB's preference is to acquire dial tone and a telecommunication system from one bidder(s), however, the TVDSB reserves the right to acquire one or all of the items in this Request for Proposal from one supplier or from multiple suppliers.
- 2.7.11 The successful bidder(s) agree(s), that if the bidder(s) proposal(s) is/are accepted, **that all the terms and conditions of this Request for Proposal combined with the bidder(s) submission(s) will form the contract between the TVDSB and the bidder(s)**. Any conflict in the wording of the bidder's sale agreement and the wording of the terms and conditions of this proposal, shall be resolved in favour of the TVDSB and shall be deemed to be incorporated into the bidder's sale agreement. Time is of the essence and the successful bidder(s) **must** be able to complete all negotiations prior to the start up of this project.
- 2.7.12 The successful bidder(s) shall not at any time subcontract any portion of its contract with the TVDSB nor shall it assign the contract without the written permission of the TVDSB. The successful bidder(s) shall not, at any time, change subcontractors approved by the TVDSB without written permission of the TVDSB.
- 2.7.13 While the TVDSB has used considerable efforts to ensure an accurate representation of information in this proposal, the information contained herein is contained solely as a guideline for bidders. The information is not guaranteed or warranted to be accurate by the TVDSB, nor is it necessarily comprehensive or exhaustive. Nothing in this proposal is intended to relieve bidders from forming their own opinions and conclusions in respect to the matters addressed in this proposal.
- 2.7.14 Any proposal submissions which do not strictly comply with the provisions, procedures and requirements of this proposal, or are incomplete, ambiguous, or which contain errors, alterations, misleading information, omissions, or irregularities of any kind, may be rejected and disqualified at the discretion of the TVDSB. All bidders agree to provide all such additional information as, and when requested, at their own expense, provided no bidder in supplying any such information shall be allowed, in any way to change the pricing or other cost quotations originally given in its proposal submission or in any way materially alter or add to the solution originally proposed.
- 2.7.15 All TVDSB policies, procedures and regulations **must** be adhered to by the successful bidder(s).
- 2.7.15.1 Smoking is prohibited in all TVDSB buildings and on all TVDSB property.
- 2.7.15.2 Some TVDSB sites are equipped with video surveillance cameras.
- 2.7.15.3 The successful bidder(s) is obliged to cooperate with all recycling and environmental procedures and initiatives established by government, the TVDSB and each school.
- 2.7.16 The successful bidder(s) will reimburse the TVDSB for any damages through negligence or willful acts of any of the successful bidder(s) employees or contracted staff.
- 2.7.17 The successful bidder(s) and their employees shall not be considered TVDSB employees and shall not represent themselves as an agent of the TVDSB nor be eligible for any of the benefits provided to TVDSB employees.
- 2.7.18 The TVDSB reserves the right to demand the removal of any successful bidder(s) employee(s) engaged in this contract if, in the TVDSB's opinion, their conduct has been of an unacceptable nature.
- 2.7.19 This proposal is being issued pursuant to the TVDSB's Purchasing Services Policies and Procedures.

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2.7.20 The acceptance of the proposal by the successful bidder and the award of the contract contemplated by this Request for Proposal is subject to the prior approval of the Board of Trustees.

SECTION 2.8 QUALITY

- 2.8.1 Unless otherwise specified supplies and services shall be new items, in good condition, fit for the purpose for which they are being acquired and free from defects. The decision of the TVDSB pertaining to items being rejected is final.
- 2.8.2 Any material, equipment, service or work ordered, which in the opinion of the TVDSB, does not completely fulfill the specifications, **must** be removed and/or completed at the expense of the successful bidder(s) and be replaced immediately with the material, equipment, services or work that fulfills the specifications or sample quality.
- 2.8.3 The successful bidder(s) will carry out all work to the satisfaction of the TVDSB. All trade work to be performed by appropriately certified staff.

SECTION 2.9 CANCELLATION OF CONTRACT / LOSS OF SERVICE

- 2.9.1 The TVDSB reserves the right to terminate this contract with 30 days written notice if, in its opinion, the successful bidder(s) fails to meet the terms and conditions of the contract. Notwithstanding the termination of the contract, the successful bidder(s) shall remain responsible for its obligations under this contract up to the date of termination. The TVDSB reserves the right to commence an action in a court of competent jurisdiction against the successful bidder(s) for damages that result from the breach of the terms and conditions of the contract, by the successful bidder(s).
- 2.9.2 Deficiencies identified by the Voice Telecommunications Specialist or their designate will be handled as follows:
- 2.9.2.1 The deficiency will be verbally communicated to the successful bidder(s) indicating the location, the device that is deficient, the timing to correct this deficiency and the corrective actions required so that the defective device performs as warranted or as stated in the published specifications.
- 2.9.2.2 If the successful bidder(s) fails to fulfill the requirements of **Section 2.9.2.1**, the Voice Telecommunications Specialist or the Buyer will provide written notice to the successful bidder(s) of the deficiency, requiring that the deficiency be corrected by a specified date.
- 2.9.2.3 If the deficiency has not been corrected by the specified date, TVDSB shall have the option at its sole discretion to :
- (a) correct the deficiency with its own force or forces retained by it and back charge the successful bidder(s) for all costs incurred; or
 - (b) terminate the contract with the successful bidder(s).
- 2.9.3 The TVDSB shall have the right to retain and set off from any monies payable to the successful bidder(s) under the contract the total outstanding amount from time to time and for all damage claims by the TVDSB or any third parties arising out of this contract which have not been resolved by the successful bidder(s) or its insurer.
- 2.9.4 The TVDSB reserves the right to withhold monies owing under a contract to the value of the obligation to a maximum of the monies owing to the successful bidder(s) for any indebtedness of the supplier that may impact on the TVDSB.
- 2.9.5 The successful bidder(s) shall be responsible for ensuring continuous delivery of the goods and services in the event of a labour disruption by either, the successful bidder(s), the TVDSB's staff or third party interruptions.
- 2.9.6 In the event that the successful bidder(s) becomes insolvent, and/or the successful bidder(s) is unable or unwilling to provide the contracted service for a period of more than 30 consecutive days during the period of the contract, the TVDSB shall have the right to replace the successful bidder(s) with another service provider suitable to the TVDSB in addition to all of its other rights pursuant to the term of this Proposal.

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SECTION 2.10 FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

- 2.10.1 Bidders agree that all documentation and information contained in any Proposal submissions and any addendum that becomes the property of the TVDSB shall be subject to disclosure pursuant to an application pursuant to a Municipal Freedom of Information and Protection of Privacy Act request for disclosure. Notwithstanding that a proposal submission or an addendum may contain a trade secret of the bidder, intellectual property right of the bidder, or scientific, technical, commercial, pricing or other financial or labour relations information or any other similar secret. A bidder specifically consents to the disclosure of any and all information contained in their proposal or any addendum pursuant to a request for disclosure pursuant to a Municipal Freedom of Information and Protection of Privacy Act and such consent shall be considered a consent given pursuant to Subsection 10(2) of the said Act. Notwithstanding the aforesaid, the bidder assigns all right, title and interest that is has in the Proposal, and any addendum to the TVDSB, including the right to copy and/or publish the same as the TVDSB sees fit, notwithstanding that no request for disclosure is made pursuant to the Municipal Freedom of Information and Protection of Privacy Act.
- 2.10.2 All bidders agree not to disclose any information provided by the TVDSB in this Request for Proposal to any third party without the written consent of the TVDSB.

SECTION 2.11 HUMAN RIGHTS AND CHILD LABOUR LAWS

- 2.11.1 Any infringement on human rights, but namely those of children, is of considerable concern to the TVDSB. Bidders wishing to do business with the TVDSB are asked to promote the purchase of goods from companies that operate in full compliance with the laws of their respective countries and with all applicable child labour laws, rules and regulations related to hiring, wages, hours worked, overtime and working conditions.
- 2.11.2 Bidders should attach a statement to this competitive bid indicating your firm's policy and present practices and procedures in place to encourage promotion of this objective.
- 2.11.3 For Bidders information the web site address of the International Labour Organization and its objectives toward the abolition of child labour is:
<http://www.ilo.org>
<http://www.ilo.org/public/english/comp/child/policy/towards.htm>

SECTION 2.12 HEALTH, SAFETY REGULATIONS

- 2.12.1 All equipment requiring approval (Hydro One, C.S.A., ULC, etc.) shall be completely assembled and shall bear label showing approval of assembly prior to delivery. The TVDSB shall not accept any equipment that has not been inspected and approved. If not so approved, the TVDSB reserves the right to invoice the successful bidder(s) for the cost of certification/replacement.
- 2.12.2 Every person who supplies any machine, device, tool, equipment or service to the TVDSB shall ensure that the machine, device, tool, equipment or service complies with the Occupational Health and Safety Act and Regulations of Industrial Establishments. The "Burden of Proof" rests with the supplier.
- 2.12.3 The Ministry of Education and Training and the Ministry of Health provides regulations specifying which substances/ products are not acceptable. If applicable, the successful bidder(s) must supply MATERIAL SAFETY DATA SHEETS providing us with the breakdown of components for any products used in our facilities.
- 2.12.4 The Occupational Health and Safety Act describes the responsibilities of an employer. The TVDSB requires contractors maintain procedures, training and enforcement so that the responsibilities are carried out at our workplace. The contract shall abide by and strictly adhere to the regulations and conditions set out and laid down by the most current versions of the Occupational Health and Safety Act, 1990, Chapter 0-1. Their workers must be trained in WHIMS in accordance with Occupational Health and Safety Act Regulations. They must adhere to all of the TVDSB's Health and Safety Policy, Procedures and Guidelines and Municipal Bylaws.

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SECTION 2.13 WORKPLACE SAFETY AND INSURANCE BOARD

- 2.13.1 The successful bidder(s) **must** ensure that all work performed to meet the obligations of this proposal is covered by the Workplace Safety & Insurance Board.
- 2.13.2 The successful bidder(s) shall furnish a Certificate of Clearance from the Workplace Safety & Insurance Board as evidence that he has made all returns and paid all necessary assessments as required or levied by the Workplace Safety & Insurance Board. The Certification is to be furnished prior to commencement of work. The successful bidder(s) further agrees to maintain that good standing throughout the contract period. It is therefore the responsibility of the Contractor to ensure that the Workplace Safety & Insurance Board Certificate is updated every sixty (60) days.

SECTION 2.14 COMMERCIAL LIABILITY INSURANCE

- 2.14.1 Each bidder shall show proof with the submission of this bid, and annually thereafter for the term of the contract, that upon the award of this contract that it will be covered by Commercial Liability Insurance with coverage limits of \$5,000,000.00 per occurrence for liability arising at law for damages caused by reason of bodily injury (including death) or damage to property by employees or subcontractors. If the bidder does not presently have \$5,000,000.00 per occurrence of Commercial Liability Insurance coverage, the bidder should provide a written assurance from his insurer or agent on the insurer or agent's letterhead that liability insurance limits will be increased to \$5,000,000.00 per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. This liability policy will contain coverage for:

- Personal Injury & Property Damage
- Non-Owned Automobile Liability
- Owners and Contractors Protective Coverage
- Contractual Liability

- 2.14.2 Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract.
- 2.14.3 The successful bidder(s) agrees to indemnify, hold harmless and defend the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason or injury (including death) or damage to any property arising out of negligent or wilful acts on the part of the successful bidder(s) or any of its representatives or employees or subcontractors in the execution of the work performed or from defects in the equipment supplied.

SECTION 2.15 MOTOR VEHICLE LIABILITY INSURANCE

- 2.15.1 Each bidder shall show proof with the submission of this bid, and annually thereafter for the term of the contract, that upon the award of this contract that it will be covered by Automotive Liability Insurance with coverage limits of \$2,000,000.00 per occurrence for liability arising at law for damages caused by reason of bodily injury (including death) or damage to property by employees or subcontractors. If the bidder does not presently have \$2,000,000.00 per occurrence of Automobile Liability Insurance Coverage, the bidder should provide a written assurance from his insurer or agent on the insurer or agent's letterhead that liability insurance limits will be increased to \$2,000,000.00 per occurrence from the commencement of the contract and annually thereafter for the term of the contract, should the contract be awarded to the bidder. This liability policy will contain the following coverage:

Third Party Liability coverage in the form of policy known as OAP-1.

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- 2.15.2 Upon an award to the successful bidder(s) by the TVDSB, the successful bidder(s) shall be required to submit certification in a form satisfactory to the TVDSB of the above-mentioned coverage to protect the TVDSB against claims for property damage and personal injuries, including accidental death, caused by the successful bidder(s) or its employees or subcontractors during the performance of its obligations under the contract by way of the ownership or operation of a motor vehicle.
- 2.15.3 The successful bidder(s) agrees to indemnify, hold harmless, and defend, the TVDSB from and against any and all liability for loss, damage and expense, which the TVDSB may suffer or for which the TVDSB may be held liable by reason of injury (including death) or damage to any property arising out of negligence on the part of the successful bidder(s) or any of its representatives or employees by way of the ownership or operation of a motor vehicle.

SECTION 2.16 ACCEPTANCE CRITERIA

- 2.16.1 The acceptance criteria will be developed in conjunction with the TVDSB's Voice and Data Specialists and the successful bidder(s).
- 2.16.2 No software and/or hardware will be accepted without the TVDSB conducting acceptance testing and the title to the supplied product shall remain with the successful bidder(s) until testing has been completed. The equipment will be deemed accepted once the equipment has been set up and has performed as warranted or as stated in the published specifications. If the equipment does not function as warranted or as stated in the published specifications, the Voice Specialist or the Buyer will notify the successful bidder(s) in writing of the deficiencies which shall be corrected in the same manner as set out in **Section 2.9.2**.

3.0 RFP AWARD

SECTION 3.1 EVALUATION PROCESS

- 3.1.1 An evaluation committee has been established to evaluate responses to this Request for Proposal.
- 3.1.2 All proposals will first be evaluated on their compliance with the requirements of this Request for Proposal.
- 3.1.3 All compliant proposals for a Centrex (Stage One) solution will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:
 - 3.1.3.1 Ability to provide services for Centrex lines or equivalent Centrex functionality
 - 3.1.3.2 Pricing
 - 3.1.3.3 References
 - 3.1.3.4 Financial standing and stability
 - 3.1.3.5 Knowledge of product and industry
 - 3.1.3.6 Ongoing service and maintenance support
 - 3.1.3.7 Migration plan
 - 3.1.3.8 Implementation plan
 - 3.1.3.9 Bidders' relevant experience of similar projects
 - 3.1.3.10 Ability of bidder(s) to complete negotiations prior to the project start
 - 3.1.3.11 Freedom from potential legal liabilities which would have an impact on the ability of the bidder to complete the agreement.
 - 3.1.3.12 Ability to supply a Telecommunication System and Centrex Lines
- 3.1.4 All pre-qualified and compliant proposals for the Telecommunications System (Stage Two) solution will be evaluated by a TVDSB evaluation committee based on the following evaluation criteria:
 - 3.1.4.1 Features/functionality per TVDSB specifications and functional requirements
 - 3.1.4.2 Compatibility of architecture/technology with existing TVDSB System
 - 3.1.4.3 Total Cost of Ownership: Capital, Operating, Maintenance, Life Cycle costs
 - 3.1.4.4 Growth capabilities of System
 - 3.1.4.5 System administration
 - 3.1.4.6 Ease of Use

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- 3.1.4.7 Warranty of the solutions and its various components
- 3.1.4.8 Migration path
- 3.1.4.9 Ability to use existing telephone sets
- 3.1.4.10 Portability of the existing telephone numbers and the 4 and 5 digit dial plan
- 3.1.4.11 Financial standing and stability
- 3.1.4.12 Knowledge of product and industry
- 3.1.4.13 Technical training and project management support
- 3.1.4.14 Ongoing service, training, and maintenance support
- 3.1.4.15 Detailed implementation plan
- 3.1.4.16 Bidders' relevant experience of similar projects
- 3.1.4.17 Customer References
- 3.1.4.18 Ability to supply a Telecommunication System and Centrex Lines.
- 3.1.4.19 Freedom from potential legal liabilities which would have an impact on the ability of the bidder to complete the agreement

3.1.5 Where bidder(s) have submitted compliant proposals for both a Centrex Solution (Stage One) and a Telecommunication Solution (Stage 2), the proposal(s) for the Centrex Solution (Stage One) will be evaluated by the evaluation criteria in Section 3.1.3 and the proposal for the Telecommunication Solution (Stage Two) will be evaluated by the evaluation criteria in Section 3.1.4.

3.1.6 Preference for a Combined Bid for Both a Stage One and a Stage Two Solution

The Board in its absolute discretion shall be at liberty to select a proposal submission of a bidder(s) which offers the provision of a Stage One solution and a Stage Two solution if in the opinion of the Board, the combined proposals submission of the bidder offers a better total value to the Board, whether or not the evaluation scores of the bidder for either the Stage One solution or the Stage Two solution, or both the Stage One and the Stage Two solutions is/are lower than the evaluation scores of bidders who submitted a proposal submission for only a Stage One solution or a Stage Two solution.

3.1.7 Centrex Solution (Stage One) and Telecommunication solution (Stage Two) bidders may be required ,for clarification purposes only, to make a presentation of their proposal and/or attend an interview with respect to their proposal and/or arrange a site visit to an existing installed location that meets the requirements of the Request for Proposal. No alternation of your submission will be permitted. Notification will be given to qualified bidders as to the time and place. The presentation shall be at the expense of the bidder.

SECTION 3.2 AWARD AND NOTIFICATION OF CONTRACT

3.2.1 The results of this proposal will be available from Helga Alcorn, Buyer, 90 days after proposal closing.

3.2.2 The results of this proposal will be posted to the TVDSB Web Site as soon as decision has been made and will identify the successful bidder(s). See www.tvdsb.on.ca → Purchasing Bids → Electronic Bidding Instructions, Bid Download and Bid Results → Inquiry/Download Page → Bid #369 - click on the “Results” checkbox.

3.2.3 The successful bidder(s) will be notified by telephone and will receive a letter of confirmation of their award.

3.2.4 The unsuccessful bidder(s) will be notified in writing.

3.2.5 A debriefing will be available upon request (within a one month time frame) after awards have been posted to our website. Requests **must** be submitted in writing to: Helga Alcorn, Buyer (519) 452 - 2263 within 30 days of receiving written notification of their unsuccessful bid.

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4.0 PRICING/TAXES/DELIVERY/PAYMENT**SECTION 4.1 PRICING**

- 4.1.1 Bidders **must** complete **Appendix J Pricing**.
- 4.1.2 Bidders should include details on 'price protection' for the life of the contract to ensure that the TVDSB continually receives competitive rates as the market conditions and technologies improve.
- 4.1.3 All charges must be included in the cost of the item and includes all cables, connectors, interfaces, software licensing fees and documentation .
- 4.1.4 Prices quoted **must** be for goods and services exactly as specified and in Canadian Funds, unless otherwise indicated. Prices should remain firm for 90 days from your submission date.
- 4.1.5 Pricing in the proposal submissions must extend to any new school the TVDSB builds or to any locations acquired during the life of this contract.
- 4.1.6 Bidders **must** complete the pricing section which is installed using the Setup.exe file (See **Section 8.2 - Installation Instructions**).
- 4.1.7 Prices **must** include delivery. F.O.B. destination. **NO AWARDS WILL BE MADE TO FIRMS QUOTING FREIGHT EXTRA.**

SECTION 4.2 TAXES

- 4.2.1 GST and PST: Where applicable, Goods & Services Tax, and Provincial Sales Tax should be shown separately as extras on all invoices in accordance with Canadian and Provincial Government regulations.

SECTION 4.3 DELIVERY & ORDERING

- 4.3.1 Delivery for all items will be directly to our Schools, Distribution Centre, Facility Services Office or Community Education Centres.
- 4.3.2 Delivery dates will be specified on all of our purchase orders. Immediate delivery will be accepted unless otherwise designated on our purchase orders. Due to construction of new schools and major school renovations, the TVDSB shall not accept delivery until the date specified on those purchase order(s).
- 4.3.3 Not all goods will be ordered at one time. Orders will be placed as requests are received by the Telecommunications department.
- 4.3.4 The successful bidder(s) bears the risk of loss with respect to equipment until delivery and installation is complete and the System has been accepted pursuant to **Section 2.16**.
- 4.3.5 The successful bidder(s) bears the cost of repairs to the site and to hardware with respect to damage caused from shipping or installation.
- 4.3.6 The successful bidder(s) will remove all packaging and shipping debris at no cost to the TVDSB.

SECTION 4.4 INVOICING/PAYMENT TERMS

- 4.4.1 All invoices **must** be sent to the Thames Valley District School Board, 1250 Dundas Street, P.O. 5888, London, Ontario N6A 5L1. **Attention: Accounts Payable.**
- 4.4.2 Applicable taxes **must** be shown as separate line items on all invoices.

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- 4.4.3 Bidders should indicate any specific payment terms. It is generally expected that payment will be 45 days from receipt of invoice.
- 4.4.3.1 Bidders should state percentage discount for early payment and net payment terms.
- 4.4.4 Accessories that are essential to the operation of the equipment should be included in the price quoted. If equipment arrives without essential accessories, those accessories will be purchased and deducted from the invoice payment.
- 4.4.5 Monthly billing for individual sites will commence upon completion of customer acceptance testing and an authorized customer sign off. A formal testing and sign off procedure shall be developed between the TVDSB and the successful bidder(s).

5.0 Specifications / Functional Requirements

SECTION 5.1 FUNCTIONAL REQUIREMENTS

- 5.1.1 The proposals functional requirements are detailed in the **Appendix I Specifications**.
- 5.1.2 For each requirement as described in **Appendix I Specifications** bidders **must** place a response in the appropriate column.
- 5.1.3 The basic Telecommunications System proposed should include the following features: voicemail, call centre, conferencing and web based management. The Telecommunication System **must** be scalable and allow for the addition of other features through the acquisition of application modules.
- 5.1.4 The TVDSB has a significant investment in telephones sets and wishes to protect this investment . Bidder(s) should describe how their solution protects the TVDSB's investment or provide a cost justification for new telephone sets. Current telephone set inventory is listed in **Appendix H TVDSB Inventory**.

SECTION 5.2 TERMS

- 5.2.1 Our current agreement for Centrex lines expires on September 30, 2005. The Telecommunication System and Centrex Lines contract shall be for a five year period starting October 1, 2005 and ending September 30, 2010. Pricing **must** be firm for the five year period.
- 5.2.2 The TVDSB would like to have the ability to extend the contract for an additional a two year period. Bidder(s) should state if they are receptive to an extension and under what terms.
- 5.2.3 The contract is subject to prior approval by the TVDSB Trustees.

SECTION 5.3 IMPLEMENTATION PLAN

- 5.3.1 The TVDSB will identify to the successful bidder(s) who their primary contact will be for the duration of the project. The bidder(s) **must** identify the Project Manager who will be assigned to the project. The successful bidder(s) shall include a brief summary of the Project Manager's education and experience in the installation and commissioning of a converged Telecommunication System.
- 5.3.2 The TVDSB project will consist of two stages; the first stage will be the conversion of all Centrex lines and is anticipated to be completed in three months; the second stage will be the migration of the existing telecommunication platform and infrastructure to the successful bidder(s) proposed solution and is anticipated to evolve over a period of 21 months (or sooner).

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- 5.3.3 The second stage of the TVDSB telecommunications project will evolve as follows: a pilot conversion shall be carried out at a TVDSB location. After a successful pilot period, the London Administration buildings will be converted to the new platform first. The project will then rollout to the Administration offices outside of the London area. Finally the public schools will be converted starting in London and the remaining schools will be converted by TVDSB geographical zones. **Appendix D TVDSB Locations** is attached and identifies the locations of all TVDSB schools and administrative locations.
- 5.3.4 Based upon sections 5.3.2 and 5.3.3, bidder(s) **must** include a detailed implementation plan and what they see as a realistic and preliminary installation schedule complete with scope of work, roles, responsibilities, time-lines, milestones and constraints based on the information available. The implementation plan should be in a Microsoft Project or equivalent format.
- 5.3.5 Bidder(s) should identify the change management process used to communicate changes to the existing project plan or if equipment requirements change from the proposed Telecommunication System as identified in their responses to this RFP.
- 5.3.6 The final implementation plan will be developed with the successful bidder(s) and the TVDSB Voice and Data Specialist.
- 5.3.7 Once a time-line has been agreed upon, these dates **must** be met.
- 5.3.8 The successful bidder(s) will be responsible for seeing that regular supervision is maintained over all working personnel. It is the bidder's responsibility to see that all their activities are properly coordinated with the TVDSB's operation and modify assignments as required.
- 5.3.9 Bidder(s) should indicate if site floor plans are required from the TVDSB Voice and Data Specialists. Describe what these plans should contain.

SECTION 5.4 RFP REQUIREMENTS

- 5.4.1 For each requirement as described in this RFP and Appendices, bidders **must** place a response in the appropriate column in the **Appendix E Terms and Conditions Response**. The following definitions are used in the RFP and Appendices:
- 5.4.1.1 Complies: The system fully meets the requirement.
- 5.4.1.2 Deviates: The system partially meets the requirements. For each response, describe what specifically is and is not available. Also indicate how the system would achieve the requested functionality. Accessories that are essential to the operation of the equipment should be included in the price quoted. If equipment arrives without essential accessories, those accessories will be purchased and deducted from the invoice payment.
- 5.4.1.3 Non-compliant: no intent or unable to comply with requirement.

SECTION 5.5 ILLUSTRATIVE LITERATURE

- 5.5.1 Bidders should submit, ILLUSTRATIVE and SPECIFICATION INFORMATION for all equipment proposed in the RFP.
- 5.5.1.1 Bidders should state if this literature can be obtained directly from the manufacturer via the Internet,
- 5.5.1.2 Bidders should state web site addresses for EACH manufacturer.

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SECTION 5.6 TRAINING/SUPPORT

- 5.6.1 Installation, training and support services are a consideration in awarding this proposal. Include any and all support and implementation services your company will provide and identify certification relevant to the support role envisioned.
- 5.6.2 Bidder(s) should describe what types of service, inventory and statistical reports are available to the TVDSB and in what database format they are available in.

SECTION 5.7 MANUALS

- 5.7.1 ORIGINAL copies of SERVICE MANUALS, SCHEMATICS, OPERATING MANUALS and PARTS LISTS should be furnished for all items purchased as a result of this Proposal. This will be specified on our purchase order and the order will not be considered complete and ready for PAYMENT until these are received.
- 5.7.1.1 Bidders **must** state if this information can be obtained direct from the manufacturer via the Internet.
- 5.7.1.2 Bidders **must** state web site addresses for each manufacturer.

SECTION 5.8 WARRANTY AND MAINTENANCE

- 5.8.1 Service is an important consideration in the award of this bid.
- 5.8.2 Bidders **must** include a statement outlining your company's quality assurance philosophy and program. This statement should detail how your company will respond to:
- 5.8.2.1 Service related problems
- 5.8.2.2 Quality problems
- 5.8.2.3 Escalation process available to TVDSB
- 5.8.3 All equipment **must** be guaranteed for the entire period of the contract you are bidding. The successful bidder(s) **must** be prepared to exchange all equipment that proves defective during this contract without rewriting the agreement.
- 5.8.4 The successful bidder(s) **must** track all warranty service transactions and meet with the TVDSB Voice Telecommunications Specialist semi annually to review the warranty service transactions.
- 5.8.5 The TVDSB reserves the right to request to request a copy of a bidder's Health & Safety Policy, Procedures and Guidelines.

6.0 BIDDER RESPONSE GUIDELINES

SECTION 6.1 STRUCTURE

- 6.1.1 Each Proposal **must** be structured using only the criteria identified in this proposal. When submitting proposals, bidders **must** use the same numbering format, as on this proposal.
- 6.1.2 Bidders **must** use the SETUP.EXE file downloaded it from the Internet www.tvdsb.on.ca → Purchasing Bids → Electronic Bidding Instructions, Bid Download and Bid Results → Inquiry/Download Page → RFP #369.

The setup.exe file contains the following files and Appendices:

Appendix D:	Locations - no response required.
Appendix E:	Terms and Conditions Response in Excel format - Electronic Response is Required
Appendix F:	TVDSB Cable - no response required
Appendix G:	TVDSB WAN - no response required
Appendix H:	TVDSB Inventory - no response required

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Appendix I:	Specifications in Excel format - <u>Electronic Response is Required.</u>
Appendix J:	Pricing in Excel format - <u>Electronic Response is Required.</u>
Appendix K:	Pre-qualification Bidders Worksheet - <u>Electronic Response is Required</u>

SECTION 6.2 BIDDERS' RESPONSE

- 6.2.1 A signed copy of the Terms & Conditions Signature Page - **Section 8.1 must** be returned for your bid to be accepted. Bidders **must** provide four (4) copies of the proposal
- 6.2.2 Bidders **must** provide one Diskette or CD with the following files:
- 6.2.2.1 Appendix E: Terms and Conditions Response in Excel format - **Electronic Response is Required**
 - 6.2.2.2 Appendix I: Specifications in Excel format - **Electronic Response is Required.**
 - 6.2.2.3 Appendix J: Pricing in Excel format - **Electronic Response is Required.**
 - 6.2.2.4 Appendix K: Pre-qualification Bidders Worksheet - **Electronic Response is Required**
- 6.2.3 Check to ensure that the “files” are on the diskette or CD.
- 6.2.4 If the diskette or CD is not returned or does not have the files shown in the Section 6.2.2, your bid will be rejected. The TVDSB will only accept bids received on properly completed and functional disks.
- 6.2.5 Failure to respond in electronic format will deem the bid **noncompliant**.
- 6.2.6 All bid documents **must** be submitted in an envelope marked with the proposal name and number (as set out in **Section 8.3** - Labeling Instructions).
- 6.2.7 Bidders **must** preface their proposal with a five page executive summary outlining their proposal. Bidder(s) should state their vision of the future of Internet technologies and the convergence of voice, video and data in business communication systems. Bidder(s) should describe how the proposed Telecommunications System will benefit the TVDSB and describe the key differentiating features or advantages the proposed solution.
- 6.2.8 Bidders submissions **must** include page numbers for ease of reference by Committee Members. Alternative and additional information can be indexed at the end of the proposal. Please minimize extraneous materials supporting your proposal.
- 6.2.9 The specifications and pricing section of the proposal **must** not make reference to supplemental materials.
- 6.2.10 Supplemental materials **will not qualify** as substitutes for direct responses to the proposal's requirements.
- 6.2.11 The proposal may make reference to supplemental materials if submitted. However, the response must be stated in such a way within the proposal that it is not necessary to refer to the supplemental material to evaluate the response (except specifically requested material, such as the detailed specification sheets, colour charts etc.)
- 6.2.12 Submissions received late or by electronic transmission (i.e., fax/e-mail) will not be accepted.
- 6.2.13 Late bids will be returned unopened to a bidder, if you have a return address on the submission.

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7.0 BIDDER PROFILE**SECTION 7.1 REFERENCES**

- 7.1.1 The TVDSB past work experience with the Bidder(s) (if applicable) will be used in evaluating this RFP.
- 7.1.2 Bidders **must** provide a minimum of three references where they have successfully installed and commissioned a Telecommunication System of a comparable scope and size as the System they are proposing similar to this RFP. The reference must contain the following information: (i) agency name, (ii) address, (iii) contact person and telephone number.
- 7.1.3 If the Bidders is using a subcontractor to fulfill the terms and conditions of this RFP, the Bidders **must** provide a minimum of three (3) references where the Subcontractor has successfully provided goods and or services similar to this RFP. The reference must contain the following information: (i) agency name (ii) address, (iii) contact person and telephone number.

SECTION 7.2 ADMINISTRATION & ORGANIZATION - Outline details concerning your company.

- 7.2.1 Bidders should include an organizational chart.
- 7.2.2 Bidders **must** provide the correct legal name under which the bidder carries on business, telephone number, fax number, as well as the name(s) of appropriate contact persons, with whom the TVDSB may consult regarding this Proposal.
- 7.2.3 If a bidder is a sole proprietor, the full personal name and address, together with the name and address of the proprietorship, (i.e., John Doe, carrying on business under the firm name and style of "John's Copier Service").
- 7.2.4 If a bidder is a partnership, the full name of all individual partners together with the correct legal business name of the partnership.
- 7.2.5 If a bidder is a corporation, the bidder **must** provide the full legal name of the corporation, together with the jurisdiction in which the corporation was originally incorporated.
- 7.2.6 Bidders **must** provide the correct legal name of any sub-contractor that the contractor has contracted to fulfill any or part of the requirements of the RFP. They must provide business name and address, telephone number, facsimile number, as well as the name(s) of appropriate contact persons, with whom the TVDSB may consult regarding this RFP.
- 7.2.7 The TVDSB reserves the right at any time after the closing date, to request from any bidder evidence of its financial standing and stability, including that of each of its officers, directors and principals. All bidders agree to provide at their own expense all such above-related information as may be requested by the TVDSB.
- 7.2.8 Bidders are required to list any and all pending or ongoing legal claims or disputes where the bidder could individually or in combination with other claims, suffer a potential economic loss greater than \$100,000.00.
- 7.2.8 Bidders should state if their employees service sites wearing uniforms.
- 7.2.9 Bidders should state if their employees carry photo identification.

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8.0 BIDDER RESPONSE FORMS AND ELECTRONIC INSTRUCTIONS

SECTION 8.1 SIGNATURE PAGE

I hereby acknowledge that I have read, understand and agree to the forgoing Contract Terms and Conditions as listed.

All the terms and conditions of this Request for Proposal are assumed to be accepted by the Bidder and incorporated in its Proposals. I hereby acknowledge that I have read, understand, and agree to the forgoing pages of Contract Terms and Conditions. **This page must be signed below and returned with your submission for your bid to be accepted.**

NAME:

(Please print)

SIGNATURE:

FIRM NAME:

E-MAIL ADDRESS:

ADDRESS:

INTERNET ADDRESS:

TELEPHONE NO.:

FAX NO.:

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SECTION 8.2 ELECTRONIC BID INSTRUCTIONS

- 8.2.1 All documents are available from the TVDSB Web Site at www.tvdsb.on.ca (click on "**Purchasing**" icon, click "**Electronic Tendering Instructions Tender Download**," scroll to the end of the document, click "**Proceed to inquiry/download page**"). Click on the "Telecommunication System" to view documents in PDF format. Click on the "**NEW**" logo to download the executable files for preparing and submitting your bid. All bid files are available for downloading at no charge from the TVDSB web site.
- 8.2.2 **To use the electronic system, bidders must have the following equipment:**
- Microsoft Windows, **version 95 or greater**
 - 2.5 MB available hard drive space
 - 3.5" 1.44 MB diskette drive or CD R/RN Drive
- 8.2.3 **INSTALLATION ONTO YOUR PC:**
- 8.2.3.1 The TVDSB has made every effort to ensure the files are free of any virus and is functional. *However, in safe computing practice, you are responsible for checking this files on your own virus checker to ensure it is free of any virus.*
- 8.2.4 **WINDOWS 95/98/ME/2000/XP USERS:**
- 8.2.4.1 Start Windows Explorer.
- 8.2.4.2 Download the executables from our Web Site as shown above. Double click on "**setup.exe**" file. Follow the instructions.
- 8.2.4.3 The files are installed into a directory called **C:\LBTENDER**. The installation process also creates a submenu in the Programs group called LBTender. When the installation process is complete, a box will appear with a "**Remove Thames Valley District School Board Tender icon**"; please close this box. When the setup is complete, click close.
- 8.2.4.4 **Open Windows Explorer** and click on C:\drive, look for the folder "**lbtender**"
- 8.2.4.5 The installation process will show the following files in the C:\lbtender directory:
Appendixes E, I, J, K.xls
- 8.2.4.6 To start the process open the Appendix files and complete as instructed.
- 8.2.5 **THE RETURN DISK:**
- 8.2.5.1 Once you have completed the information in the Appendices **save** the files onto a 3.5" diskette or CD. Pleased check to ensure that the "**files**" are on the disk. **Without these files your bid will be unable to be downloaded.** Please label the disk as shown in Section 8.3.

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

SECTION 8.3 LABELLING OF ENVELOPE AND DISKETTE

8.3.1 PLEASE ADDRESS Request For Proposal ENVELOPE AS SHOWN BELOW:

From: _____
Firm Name

Address

Address

OFFICE OF THE CLERK
Thames Valley District School Board
EDUCATION CENTRE,
1250 Dundas Street,
LONDON, Ontario

TELECOMMUNICATION SYSTEM
RFP #369-05HA
Return Date: Friday, July 22, 2005
12:00 Noon Local Time

8.4.2 PLEASE AFFIXED LABEL ON DISKETTE AS SHOWN BELOW:

THAMES VALLEY DISTRICT SCHOOL BOARD
TELECOMMUNICATION SYSTEM
RFP #/369-05HA
Return Date: Friday, July 22, 2005
12:00:00 Noon Local Time

Signature: _____
Firm Name: _____

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS
APPENDIX A

INTENT TO SUBMIT A BID

Attention: Helga Alcorn, Buyer, Purchasing Services - Fax: (519) 452-2399

We _____ Will/Will not _____ submit a bid for Request for Proposal # 369 Centres Lines Solution.

We _____ Will/Will not _____ submit a bid for Request for Proposal # 369 Telecommunications Systems .

NAME:

(Please print)

SIGNATURE:

FIRM NAME:

E-MAIL ADDRESS:

ADDRESS:

INTERNET ADDRESS:

TELEPHONE NO.:

FAX NO.:

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

**APPENDIX B
BIDDERS CHECKLIST**

Have you included the following with your return submission:

- Appendix E Terms and Conditions Response
- Printed and signed Appendix J Pricing
- Certificate of Clearance from Workplace Safety
- Insurance Automobile and Liability Certificates
- List of 3 References
- Organizational Chart
- Printed and Signed Section 8.1 Signature Page
- Printed and signed copy of Appendix I Specifications
- Soft Copy of Return Diskette
- 4 Hard Copies of completed proposal

APPENDIX C
Certificate of Insurance

This is to certify that the insured, named below is insured as described below.

*****This form must be completed and signed by your insurer or insurance broker.*****

Note: 1. **Proof of liability insurance will be accepted on this form only (with no amendments).**
 2. **If a facsimile has been transmitted, the original certificate must follow.**
 3. **Insurance company must be licensed to operate in Canada.**

Name of Insured	Telephone No. (including area code)	Fax No.
-----------------	-------------------------------------	---------

Insured's Address (Street Name, City, Province and Postal Code)

Type of Insurance	Insurance Company (full legal name)	Policy Number	Effective Date Year Month Day	Expiry Date Year Month Day	Limits of Liability (Bodily injury & Property Damage - inclusive)
Commercial General Liability					\$
Umbrella Excess					\$
Other (Explain)					\$

Commercial General Liability: Occurrence Basis, Including Personal Injury, Property Damage, Broad Form Property Damage, Contractual Liability, Non-Owned Automobile Liability, Owner's and Contractor's Protective Coverage, Products - Completed Operations, Contingent Employers Liability, Cross Liability Clause and Severability of Interest Clause.

Tenant's Legal Liability: No or Yes . . . (Limit) \$ _____

Motor Vehicle Liability					\$
Umbrella Excess					\$
Other (Explain)					\$

Motor Vehicle Liability - must cover all vehicle owned, or operated by, or behalf of the insured.

This is to certify that the Policies of Insurance as described above have been issued by the undersigned to the Insured named above and are in force at this time.

If cancelled or changed in any manner, that would affect the Thames Valley District School Board as outlined in coverage specified herein for any reason, so as to affect this certificate, thirty (30) days prior written notice by registered mail or facsimile transmission will be given by the insurer(s) to:

Thames Valley District School Board
Attention: Purchasing Department
1250 Dundas Street
London, Ontario
N5W 5P2
Fax: (519) 452-2399

This certificate is executed and issued to the aforesaid Thames Valley District School Board, the day and date herein written below.

Name of Insurance Company or Broker (completing form)	Telephone Number with area code	
Address	Fax Number with area code	
Name of Authorized Representative (Please print)	Signature of Authorized Representative	Date (Year, Month, day)

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

APPENDIX D

Elementary Schools

A.E. Duffield P. S.
6820 Duffield Street
Lambeth, Ontario N6P 1A4

A.J. Baker P. S.
528 Allen Street
Kintore, Ontario N0M 2C0

Aberdeen P. S.
580 Grey Street
London, Ontario N6B 1H8

Adelaide-W.G. MacDonald P. S.
29059 School Road, RR#5
Strathroy, Ontario N7G 3H6

Aldborough P. S.
11443 Furnival Road, RR#3
Rodney, Ontario N0L 2C0

Algonquin P. S.
59 Algonquin Road
Woodstock, Ontario N4T 1R8

Arthur Ford P. S.
617 Viscount Road
London, Ontario N6J 2Y4

Arthur Stringer P. S.
43 Shaftesbury Avenue
London, Ontario N6C 2Y5

Ashley Oaks P. S.
121 Ashley Crescent
London, Ontario N6E 3P8

Balaclava Street P. S.
20 Balaclava Street
St. Thomas, Ontario N5P 3C2

Beachville P. S.
23 Zorra Street
Beachville, Ontario N0J 1A0

Biddulph P. S.
34297 Saintebury Line, RR#1
Lucan, Ontario N0M 2J0

Bishop Townshend P. S.
814 Quebec Street
London, Ontario N5Y 1X4

Bonaventure Meadows P. S.
141 Bonaventure Drive
London, Ontario N5V 4S6

Brick Street P. S.
393 Commissioners Road, West
London, Ontario N6J 1Y4

Byron Northview P. S.
1370 Commissioners Road W.
London, Ontario N6K 1E1

Byron Somerset P. S.
175 Whisperwood Avenue
London, Ontario N6K 4C6

Byron Southwood P. S.
1379 Lola Street
London, Ontario N6K 3R6

C.C. Carrothers P. S.
360 Chippendale Crescent
London, Ontario N5Z 3G2

Caradoc Central P. S.
714 Bowan Street E., Box 244,
Mount Brydges, Ontario N0L 1W0

Caradoc North P. S.
8041 Scotchmere Drive, RR#1
Strathroy, Ontario N7G 3H3

Caradoc South P. S.
611 Peter Street
Melbourne, Ontario N0L 1T0

Centennial Central P. S.
14774 Medway Road, RR#1
Arva, Ontario N0M 1C0

Central Senior P. S.
410 Hunter Street
Woodstock, Ontario N4S 4G4

Chippewa P. S.
1035 Chippewa Drive
London, Ontario N5V 2T6

Clara Brenton P. S.
1025 St. Croix Avenue
London, Ontario N6H 3X8

Cleardale P. S.
780 Dulaney Drive
London, Ontario N6C 3W4

Colborne Street P. S.
25 Colborne Street
Strathroy, Ontario N7G 2M1

D.M. Sutherland Sr. P. S.
110 Winchester Street
Woodstock, Ontario N4S 7K6

Davenport P. S.
80 Rutherford Avenue
Aylmer, Ontario N5H 2N8

Delaware Central P. S.
14 James Street Box 36
Delaware, Ontario N0L 1E0

Drumbo Central P. S.
32 Wilmot Street S., Box 129
Drumbo, Ontario N0J 1G0

Dunwich- Dutton P. S.
239 Main Street, Box 40
Dutton, Ontario N0L 1J0

Ealing P. S.
840 Hamilton Road
London, Ontario N5Z 1V5

East Oxford Central P. S.
Old Stage Road, RR#4
Woodstock, Ontario N4S 7V8

East Williams Memorial P. S.
4441 Queen Street, RR#1
Ailsa Craig, Ontario N0M 1A0

Eastdale P. S.
65 Aileen Drive
Woodstock, Ontario N4S 4A2

Edward Street P. S. (Locke's P. S.)
84 Edward Street
St. Thomas, Ontario N5P 1Y7

Ekcoe Central P. S.
3719 Parkhouse Drive, RR#3
Glencoe, Ontario N0L 1M0

Elgin Court P. S.
254 First Avenue
St. Thomas, Ontario N5R 4P5

Elliott Fairbairn P. S. (Maple Lane)
31 Earle Street
Tillsonburg, Ontario N4G 2M3

Elmdale P. S. (Southwold)
25 Elm Street
St. Thomas, Ontario N5R 1H5

Emily Carr P. S.
44 Hawthorne Road
London, Ontario N6G 2H5

Empress P. S.
215 Wharncliffe Rd N.
London, Ontario N6H 2B6

Evelyn Harrison P. S.
50 Tewksbury Crescent
London, Ontario N5V 2M8

F.D. Roosevelt P. S.
560 Second Street
London, Ontario N5V 2B7

Fairmont P. S.
1040 Hamilton Road
London, Ontario N5W 1A6

Forest Park/Mary Bucke P. S.
295 Forest Avenue
St. Thomas, Ontario N5R 2K5

Glen Cairn P. S.
53 Frontenac Road
London, Ontario N5Z 3Y5

Harris Heights P. S.
2 Caffyn Street
Ingersoll, Ontario N5C 3M8

Hickson Central P. S.
161 Loveys Street
Hickson, Ontario N0J 1L0

THAMES VALLEY DISTRICT SCHOOL BOARD

#369-05HA

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

Hillcrest P. S.

1231 Fuller Street
London, Ontario N5Y 4P7

Hillcrest P. S.

840 Sloane Street
Woodstock, Ontario N4S 7V3

Homedale P. S.

112 Churchill Crescent
St. Thomas, N5R 1R1

Huron Heights P. S. (French Immersion)

1245 Michael Street
London, Ontario N5V 2H4

Innerkip Central P. S.

180 Coleman Street, Box 40
Innerkip, Ontario N0J 1M0

Jack Chambers P. S.

1650 Hastings Drive
London, Ontario N5X 3E3

Jeanne Sauvé P. S. (French Immersion)

127 Sherwood Forest Sq.
London, Ontario N6G 2C3

John Dearness P. S.

555 Sanatorium Road
London, Ontario N6H 3W6

John P. Robarts P. S.

84 Bow Street
London, Ontario N5V 1B1

Kensal Park P. S. (French Immersion)

328 Springbank Drive
London, Ontario N6J 1G5

Knollwood Park P. S.

70 Gammage Street
London, Ontario N5Y 2B1

Leesboro Central P. S.

17406 Evelyn Drive, RR#2
Thorndale, Ontario N0M 2P0

Lester B. Pearson School for the Arts

795 Trafalgar Street
London, Ontario N5Z 1E6

Locke's P. S. (Edward Street P. S.)

22 South Edgeware Road
St. Thomas, Ontario N5P 2H2

Lord Elgin P. S.

1100 Victoria Drive
London, Ontario N5Y 4E2

Lord Nelson P. S.

1990 Royal Crescent
London, Ontario N5V 1N8

Lord Roberts P. S. (French Immersion)

440 Princess Avenue
London, Ontario N6B 2B3

Lorne Avenue P. S.

723 Lorne Avenue
London, Ontario N5W 3K7

Lucan P. S.

270 Main Street
Lucan, Ontario N0M 2J0

M. B. McEachren P. S.

4402 Colonel Talbot Road
London, Ontario N6P 1P9

Madeline Hardy (CPRI) P. S.

600 Sanatorium Road
London, Ontario N6H 3W7

Manor & Highland Park P. S.

77 Tecumseh Avenue
London, Ontario N6J 1K8

Maple Lane P. S.

25 Maple Lane
Tillsonburg, Ontario N4G 2Y8

Masonville P. S.

25 Hillview Boulevard
London, Ontario N6G 3A7

Mc Gregor P. S.

204 John Street S.
Aylmer, Ontario N5H 2C8

McGillivray Central P. S.

34714 Creamery Road, RR#3
Ailsa Craig, Ontario N0M 1A0

Metcalfe Central P. S.

6100 Calvert Drive, RR#3
Strathroy, Ontario N7G 3H5

Mosa Central P. S.

22741 Pratt Siding Road, RR#1
Glencoe, Ontario N0L 1M0

Mountsfield P. S.

8 Mountsfield Drive
London, Ontario N6C 2S4

Myrtle Street P. S.

43 Myrtle Street
St. Thomas, Ontario N5R 2E6

New Sarum P. S.

9473 Belmont Road, RR# 3
St. Thomas, Ontario N5P 3S7

Nicholas Wilson P. S.

927 Osgoode Drive
London, Ontario N6E 1C9

North Meadows P. S.

82 Middlesex Drive
Strathroy, Ontario

North Norwich P. S.

40 Main Street S., Box 40
Burgessville, Ontario N0J 1C0

Northbrae P. S.

335 Belfield Street
London, Ontario N5Y 2K3

Northdale P. S.

655 Tennent Avenue
London, Ontario N5X 1L7

Northdale Central P. S.

3860 Catherine Street
Dorchester, Ontario N0L 1G0

Northdale P. S.

290 Victoria Street N.
Woodstock, Ontario N4S 6W5

Northridge P. S.

25 McLean Drive
London, Ontario N5X 1Y2

Norwich P. S.

8 Elgin Street, Box 327
Norwich, Ontario N0J 1P0

Oliver Stephens Sr. P. S.

164 Fyfe Avenue
Woodstock, Ontario N4S 3S6

Orchard Park P. S.

50 Wychwood Park
London, Ontario N6G 1R6

Otterville P. S.

118 Main Street W.
Otterville, Ontario N0J 1R0

Oxbow P. S.

13624 Ilderton Road, RR#3
Ilderton, Ontario N0M 2A0

Oxford Park P. S.

284 Oxford Street W.
London, Ontario N6H 1S9

Parkhill-West Williams P. S.

204 McLeod Street, Box 488
Parkhill, Ontario N0M 2K0

Parkview P. S.

10008 Oxbow Drive
Komoka, Ontario N0L 1R0

Plattsville & District P. S.

112 Mill Street E.
Plattsville, Ontario N0J 1S0

Plover Mills P. S.

17231 Plover Mills Road, RR#3
Thorndale, Ontario N0M 2P0

Port Burwell P. S.

30 Strachan, Box 209
Port Burwell, Ontario N0J 1T0

Port Stanley P. S.

350 Carlow Road, Box 490
Port Stanley, Ontario N5L 1B6

Prince Andrew P. S.

15237 Thirteen Mile Road, RR#4
Denfield, Ontario N0M 1P0

Prince Charles P. S.

1601 Wavell Street
London, Ontario N5W 2C9

Princess Anne P. S.

210 King Street E.
Ingersoll, Ontario N5C 1L8

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

Princess Anne P. S. *(French Immersion)*
191 Dawn Drive
London, Ontario N5W 4W9

Princess Elizabeth P. S.
37 William Street
Ingersoll, Ontario N5C 1M2

Princess Elizabeth P. S.
247 Thompson Road
London, Ontario N5Z 2Z3

Princeton Central P. S.
40 Elgin Street E., Box 427
Princeton, Ontario N0J 1V0

Rick Hansen P. S.
70 Ponderosa Crescent
London, Ontario N6E 2L7

River Heights P. S.
4269 Hamilton Road
Dorchester, Ontario N0L 1G3

Riverside P. S.
550 Pinetree Drive
London, Ontario N6H 3N1

Rolph Street P. S.
83 Rolph Street
Tillsonburg, Ontario N4G 3Y2

Ryerson P. S.
940 Waterloo Street
London, Ontario N6A 3X3

Scott Street P. S.
50 Scott Street
St. Thomas, Ontario N5P 1K6

Sherwood Forest P. S.
7 Annadale Drive
London, Ontario N6G 2B5

Sir Georges Etienne Cartier P. S.
695 Chiddington Avenue
London, Ontario N6C 2W9

Sir Isaac Brock P. S.
80 St. Lawrence Blvd.
London, Ontario N6J 2X1

Sir John A. Macdonald P. S.
1150 Landor Street
London, Ontario N5Y 3W3

Sir Winston Churchill P. S.
1837 Churchill Avenue
London, Ontario N5W 2L3

South Dorchester P. S.
48614 Crossley Hunter Line, RR#1
Belmont, Ontario N0L 1B0

South Ridge P. S.
391 Quarter Line Road, RR#7
Tillsonburg, Ontario N4G 4H1

Southdale P. S.
248 Keefer Street
Strathroy, Ontario N7G 1E2

Southside P. S.
360 Albert Street
Woodstock, Ontario N4S 2L4

Southwold (Elmdale)
39261 Fingal Line, RR#1
St. Thomas, Ontario N5P 3S5

Sparta P. S.
45885 Sparta Line, Box 60
Sparta, Ontario N0L 2H0

Springbank P. S.
1060 Sprucedale Road
Woodstock, Ontario N4S 4Z9

Springfield P. S.
133 Main Street
Springfield, Ontario N0L 2J0

St. George's P. S.
782 Waterloo Street
London, Ontario N6A 3W4

Stoneybrook P. S.
1460 Stoneybrook Crescent
London, Ontario N5X 1C4

Straffordville/Eden P. S.
9188 Plank Rd., Box 94
Straffordville, Ontario N0J 1Y0

Summers' Corners P. S.
50576 Talbot Line, RR#1
Alymer, N5H 2R1

Sweaburg P. S.
Dodge Line, RR#1
Woodstock, Ontario N4S 7V6

Tavistock P. S.
79 Maria Street, Box 370
Tavistock, Ontario N0B 2R0

Tecumseh P. S.
401 Tecumseh Avenue
London, Ontario N6C 1T4

Thamesford P. S.
130 McCarty Street, Box 250
Thamesford, Ontario N0M 2M0

Tollgate Central P. S.
744993 Oxford Road 17/Hwy 59
Woodstock, Ontario N4S 7W1

Trafalgar P. S.
919 Trafalgar Street
London, Ontario N5Z 1G3

Tweedsmuir P. S.
349 Tweedsmuir Avenue
London, Ontario N5W 1L5

University Heights P. S.
27 Ford Crescent
London, Ontario N6G 1H8

Valleyview P. S.
10339 Ilderton Road, RR#2
Ilderton, Ontario N0M 2A0

Victoria P. S.
130 Wharncliffe Road S.
London, Ontario N6J 2K5

Victory Memorial P. S.
210 Thames Street S.
Ingersoll, Ontario N5C 2T5

W. Sherwood Fox P. S.
660 Steeplechase Drive
London, Ontario N6J 3P4

Wellington Street P. S.
50 Wellington Street
St. Thomas, Ontario N5R 2P8

West Elgin Sr. Elementary School
139 Graham Street, Box 280
West Lorne, Ontario N0L 2P0

Westdale P. S.
1050 Plantation Road
London, Ontario N6H 2Y5

Westfield P. S.
38 Glenn Avenue
Ingersoll, Ontario N5C 2C8

Westminster Central P. S.
2835 Westminster Drive
London, Ontario N6N 1L7

Westmount P. S.
1011 Viscount Road
London, Ontario N6K 1H5

White Oaks P. S.
1400 Ernest Avenue
London, Ontario N6E 2H8

Wilfrid Jury P. S.
950 Lawson Road
London, Ontario N6G 3M2

Wilton Grove P. S.
626 Osgoode Drive
London, Ontario N6E 1C1

Woodland Heights P. S.
474 Springbank Drive
London, Ontario N6J 1G8

Wortley Road P. S.
301 Wortley Road
London, Ontario N6C 3R6

Zorra Highland Park P. S.
Cty Road 6, RR#1
Embro, Ontario N0J 1J0

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

APPENDIX D
Secondary Schools

A. B. Lucas Secondary School
656 Tennent Avenue
London, Ontario N5X 1L8

Adult Learning Centre
10 Ontario Road
St Thomas, Ontario N5P 3N4

Annandale School
60 Tillson Avenue
Tillsonburg, Ontario, N4G 3A1

Arthur Voaden Secondary School
41 Flora Street
St. Thomas, Ontario N5P 2X5

Blossom Park Education Centre
391 Blossom Park Road
Woodstock, Ontario N4S 7J3

Central Secondary School
509 Waterloo Street
London, Ontario N6B 2P8

Central Elgin Collegiate Institute
201 Chestnut Street
St. Thomas, Ontario N5R 2B5

Clarke Road Secondary School
300 Clarke Road
London, Ontario N5W 5N4

College Avenue Secondary School
700 College Avenue
Woodstock, Ontario N4S 2C8

East Elgin Secondary School
362 Talbot Street W.
Aylmer, Ontario N5H 1K6

G. A. Wheable Adult Learning Centre
70 Jacqueline Street
London, Ontario N5Z 3P7

Glencoe Dist. Secondary School
3581 Concession Drive, Box 370
Glencoe, Ontario N0L 1M0

Glendale High School
37 Glendale Drive
Tillsonburg, Ontario, N4G 1J6

H. B. Beal Secondary School
525 Dundas Street
London, Ontario N6B 1W5

Huron Park Secondary School
900 Cromwell Street
Woodstock, Ontario N4S 5B5

Ingersoll District Collegiate Institute
37 Alma Street
Ingersoll, Ontario N5C 1N1

Lord Dorchester Secondary School
61 Queen Street
Dorchester, Ontario N0L 1G0

Medway High School
14405 Medway Road
Arva, Ontario N0M 1C0

Montcalm Secondary School
1350 Highbury Avenue
London, Ontario N5Y 1B5

North Middlesex District Secondary School
100 Main Street, Box 610
Parkhill, Ontario N0M 2K0

Norwich District Secondary School
Stover St. & Hwy 59, RR #1
Norwich, Ontario N0J 1P0

Oakridge Secondary School
1040 Oxford Street W.
London, Ontario N6H 1V4

Parkside Collegiate Institute
241 Sunset Drive
St. Thomas, Ontario N5R 3C2

Saunders Secondary School
941 Viscount Road
London, Ontario N6K 1H5

Sir Frederick Banting Secondary School
125 Sherwood Forest Square
London, Ontario N6G 2C3

Sir George Ross Secondary School
365 Belfield Street
London, Ontario N5Y 2K3

Sir Wilfrid Laurier Secondary School
450 Millbank Drive
London, Ontario N6C 4W7

South Secondary School
371 Tecumseh Avenue E.
London, Ontario N6C 1T4

Strathroy Adult Learning Centre
51 Front Street E.
Strathroy, N7G 1Y5

Strathroy District Secondary School
361 Second Street
Strathroy, Ontario N7G 4J8

Tillson Avenue Education Centre
(The Livingston Centre)
90 Tillson Avenue
Tillsonburg, Ontario,

Thames Secondary School
785 Trafalgar Street
London, Ontario N5Z 1E6

W. D. Sutton
1250 Dundas Street
London, Ontario N5W 5P2

West Elgin Secondary School
139 Graham Street
West Lorne, Ontario N0L 2P0

Westminster Secondary School
230 Base Line Road W.
London, Ontario N6J 1W1

Woodstock Collegiate Institute
35 Riddell Street
Woodstock, Ontario N4S 6L9

THAMES VALLEY DISTRICT SCHOOL BOARD

#369-05HA

TELECOMMUNICATION SYSTEM

TERMS AND CONDITIONS

APPENDIX D

Administrative Departments

Beachville Education Centre

12 Vine Street
Beachville, Ontario NOJ 1A0

Distribution Centre

951 Leathorne Street
London, Ontario N5Z 3M7

Facility Services

951 Leathorne Street
London, Ontario N5Z 3M7

Field Studies Centre

R. R. 5 - 775275 Blandford Road
Woodstock, Ontario N4S 7V9

Information Services Leathorne

951 Leathorne Street
London, Ontario N5Z 3M7

Thames Valley District School Board

East Community Education Centre

35 Riddell Street
Woodstock, Ontario N4S 6L9

Thames Valley District School Board

Central Community Education Centre

1250 Dundas Street
P. O. Box 5888
London, Ontario N6A 5L1

Learning Resource Centre

23 Riddell Street
Woodstock, Ontario N4S 6L9

Maintenance Depot (Oxford)

745 Hounsfeld Street
Woodstock, Ontario N4S 1P6

Outdoor Education Centre

48436 John Wise Line, RR #5
Aylmer, Ontario N5H 2R4

Westminster Ponds

c/o Distribution Centre
951 Leathorne Street
London, Ontario N5Z 3M7

Thames Valley District School Board

South Community Education Centre

400 Sunset Drive
St. Thomas, Ontario N5R 3C8

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
1.1.1		
1.1.2		
1.1.3		
1.1.4		
1.1.5		
1.1.5.1		
1.1.5.2		
1.1.6		
1.2.1		
1.2.1.1		
1.2.1.2		
1.2.1.3		
1.2.1.4		
1.2.1.5		
1.2.1.6		
1.2.17		
1.3.1		
1.3.2		
1.3.3		
1.3.4		
1.3.4.1		
1.3.4.2		
1.3.4.3		
1.4.1		
1.4.2		
1.4.3		
1.4.4		
1.4.5		
1.4.6		
1.4.6.1		
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FIRM NAME: _____

SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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FIRM NAME: _____ SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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FIRM NAME: _____ SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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FIRM NAME: _____ SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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FIRM NAME: _____ SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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FIRM NAME: _____

SIGNATURE: _____

APPENDIX E		
VENDOR RESPONSE WORKSHEET		
TENDER	TERMS & CONDITIONS RESPONSE	COMMENT
TERM	(YES OR NO)	
NO.	(AGREE OR DISAGREE)	
	(UNDERSTAND / COMPLY)	
	OR STATE REQUIRED INFORMATION	
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SIGNATURE: _____

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Appendix F ITS Cable Standards

SECTION 1.0 CABLING STANDARDS

- 1.1 The cabling system described in this specification is derived in part from the recommendations made in industry standard documents. The list of documents below are incorporated by reference:
 - 1.1.1 This Technical Specification and Associated Drawings
 - 1.1.2 ANSI/TIA/EIA SP-4195 Addendum No. 5 to TIA/EIA-568-A Additional Transmission Performance Specifications for 4-Pair 100 Ohm Enhanced Category 5 Cabling (latest revision)
 - 1.1.3 ANSI/TIA/EIA-568-A Commercial Building Telecommunications Cabling Standard - October, 1995
 - 1.1.4 ANSI/EIA/TIA-569 Commercial Building Standard for Telecommunications Pathways and Spaces - October, 1990
 - 1.1.5 ANSI/EIA/TIA-606 Administration Standard for the Telecommunications Infrastructure of Commercial Building - February, 1993
 - 1.1.6 ANSI/TIA/EIA-607 Commercial Building Grounding and Bonding Requirements for Telecommunications - August, 1994
 - 1.1.7 Building Industries Consulting Services, International (BICSI) Telecommunications Distribution Methods Manual (TDMM) - 1996
- 1.2 If a conflict exists between applicable documents, the order in the list above shall dictate the order of precedence in resolving conflicts.
- 1.3 If this document and any of the documents listed above are in conflict, then the more stringent requirement shall apply. All documents listed are believed to be the most current release of the documents. The bidder is responsible to determine and adhere to the most recent release when developing the proposal for installation.

SECTION 2.0 PRODUCTS SPECIFICATIONS

- 2.1 Enhanced Category 5 Cabling - plenum (FT6)
Horizontal Enhanced Category 5 plenum cabling shall be 24 AWG, 4-pair UTP, UL/NEC CMP rated, with a plenum rated PVC jacket. Individual conductors shall be FEP insulated. Cable shall meet TIA Cat 5 requirements for impedance and attenuation and shall exceed Cat 5 worst pair NEXT by 6dB. Cable shall be UL listed and CSA certified.
- 2.2 Modular Jacks:
All modular jacks shall be wired to the T568A wiring pattern. Modular jacks shall be constructed with a housing of polyphenylene oxide, 94V-0 rated. Modular jacks shall be terminated using an IDC style connector, colour-coded for both T568A and T568B wiring. The IDC connector shall terminate 22-26 AWG solid conductors with a maximum insulation diameter of .050 inches. The modular jack contacts shall be plated with a minimum of 50 microinches of gold in the contact area and a minimum of 150 microinches of tin-lead in the solder area over a 50 microinch minimum nickel underplate. Modular jacks shall be UL Listed and CSA Certified.



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Enhanced Category 5 modular jacks shall be non-keyed, 4-pair and shall meet all standard Category 5e performance requirements. Additionally, Enhanced Category 5 modular jacks shall meet the proposed requirements of TIA/EIA-SP-4195, "Additional Transmission Performance Specifications for 4-Pair 100 Ohm Enhanced Category 5 Cabling", or, if published, Addendum No 5 of TIA/EIA-568-A.

2.3 Patch Panels:

Patch panels shall be installed in a specified location in a wall mounted rack or a wall bracket where required. Patch panels shall be 3.5" high and provide 24 or 48 ports, according to application and wired to T568A. Patch panels shall be augmented with horizontal management panels (front) and cable support bars (rear), to properly dress, terminate and manage the installed cables and provided patch cords. All cabling is to be terminated in numerical order according to the School's room number system. (Example : 100, 101, 101A, 101B, 102-1, 102- 2, 103....) The front of each module shall be capable of accepting 9mm to 12mm labels. In addition to all other standard Category 5 e performance characteristics patch panels shall meet the proposed requirements of TIA/EIA-SP-4195, "Additional Transmission Performance Specifications for 4-Pair 100 Ohm Enhanced Category 5Cabling", or, if published, addendum No. 5 of TIA/EIA- 568-A. Patch panels must be UL Listed and CSA certified.

2.4 Patch Cable Assemblies:

Patch cords used at the telecommunication rack and at the workstation shall be prefabricated stranded Enhanced Category 5, 24 AWG, 4-pair assemblies.

At the patch panel, 4 foot patch cords shall be provided to cross-connect between the data patch panels and network equipment. One patch cord per terminated outlet is to be provided. Patch cords are to be labeled with Brady style numbers on both ends corresponding to the patch panel number for which the cable is intended.

Each outlet shall require one 10-foot Enhanced Category 5 patch cord.

All Patch cords are to be left in wiring closet locations in clearly marked boxes.

SECTION 3.0 CABLE INSTALLATION

3.1 All outlets shall be installed in the following manner:

3.1.1 Cables shall be coiled in in-wall or surface-mount boxes if adequate space is present to house the cable coil without exceeding the manufacturer's bend radius. Surface mount boxes will be attached to the wall using screws as opposed to adhesive strips. In hollow wall installations where box-eliminators are used, excess wire can be stored in the wall. No more than 12" of slack shall be stored in an in-wall box, modular furniture raceway, or insulated wall. Approximately 10 feet of cable shall be neatly coiled and stored in accessible ceilings above each drop to accommodate moves and repairs.

3.1.2 Where it is not possible to place cable in wall cavities, "Wiremold" brand metal raceway is required. Wiremold shall be ivory surface mount #500 or if required #700 Wiremold. The Wiremold must be attached securely to the wall and installed in line, level and parallel to the building lines. Where bends are required, the raceway shall be bent neatly with a Wiremold bending tool and be kept as close to the wall as possible.

3.1.3 Routing of horizontal cables shall be in ceiling space where it is possible. If the ceiling space is inaccessible then the horizontal cable will be placed in conduit which would be installed below the ceiling line but as close to the ceiling as possible. Please see (Appendix D) for detailed conduit specifications.



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3.2 Wallmount Racks

3.2.1 Racks shall be installed in the specified location and fastened securely to the wall with sleeve anchor bolts. The rack will accept standard 19" equipment. The rack shall be a minimum of 24" in height to handle the required patch panels and network equipment. Racks and brackets shall be grounded to the nearest ground point connected to the building ground system with a #6 AWG green insulated copper grounding conductor. Grounding shall conform to ANSI/TIA/EIA 607 - Commercial Building Grounding and Bonding Requirements for Telecommunications and manufacturer's grounding requirements as minimum.

3.2.2 Cables shall be routed neatly in wire molding from the patch panel location into the ceiling space.

3.3 Cable Terminations

Each cable shall be terminated as indicated below:

3.3.1 Cables shall be dressed and terminated in accordance with the recommendations made in the TIA/EIA-568-A document, manufacturer's recommendations and/or best industry practices.

3.3.2 Pair untwist at the termination shall not exceed one-half an inch for Enhanced Category 5 connecting hardware.

3.3.3 Bend radius of the cable in the termination area shall not be less than 4 times the outside diameter of the cable.

3.3.4 The cable jacket shall be maintained as close as possible to the termination point.

3.4 Labeling and Documentation

3.4.1 Labeling shall conform to ANSI/TIA/EIA-606 standards. In addition, provide the following labeling:

3.4.1.1 Brady type labeling within 6" of each of the cable to be used to indicate room number behind the patch panel and patch port number inside the receptacle box.

3.4.1.2 Labeling on the front cover plate of the outlet shall be as follows: the word "DATA" in capital letters, patch panel port number and closet number if more than one closet exists in the building.

3.4.1.3 Labeling on the label area of the patch panel using Manufacturer supplied labeling material shall indicate the room number and number of the drop within that room, if there is more than one.

3.4.2 All Labeling is to be done using mechanically printed labels.

3.4.3 All outlets are to be labeled with a permanent, self-adhesive, white label with minimum 3/16 in. high characters.

3.4.4 Documentation to include "as built floor plan" indicating drop location and label value.

3.4.5 Documentation shall include the test results from section 8.3 by cable label value.



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SECTION 4.0 TESTING

- 4.1 Testing shall conform to TIA/EIA TSB-67 Transmission Performance Specifications for Field Testing of Unshielded Twisted Cabling Systems and ANS/TIA/EIA-568-A-1, Propagation Delay and Delay Skew Specification for 100 ohm 4-pair cable. Test shall be accomplished using level II field testers.
- 4.2 The verification of each cable shall be performed by the contractor and shall be documented on a cable test sheet which shall form part of a hard copy documentation supplied at the end of the installation.
- 4.3 Testing shall include, but not be limited to the following.
 - 4.3.1 Cable length
 - 4.3.2 Attenuation
 - 4.3.3 Crosstalk
 - 4.3.4 Impedance
 - 4.3.5 Resistance
 - 4.3.6 Wire Map
 - 4.3.7 Propagation Delay

APPENDIX G
TVDSB WAN

Site Location	Address	City	Telephone	WAN Termination Location	Bandwidth	Edge Equip.
Administration						
TVDSB Board Office	1250 Dundas Str.	London	452-2000	Computer Room	1000 Mbps	BPS-2000
Oxford County						
A.J. Baker P.S.	528 Allen Str.	Kintore	283-6461	Supply Room	1.5 Mbps	C 2611
Algonquin P.S.	59 Algonquin Rd.	Woodstock	421-2219	Bell Room - second floor	10 Mbps	Cat2950T-24
Annandale P.S.	60 Tillson Ave.	Tillsonburg	688-2171	Football Storage Room behind gym	10 Mbps	Cat2950T-24
Beachville P.S.	23 Zorra Str.	Beachville	423-6222	Storage Room, Basement	1.5 Mbps	C 2611
Blossom Park Ed. Centre	391 Blossom Park Rd.	Woodstock	539-4828	LAN Room, lower level	10 Mbps	Cat2950T-24
Central P.S.	410 Hunter Str.	Woodstock	537-5362	Rm. 103	10 Mbps	Cat2950T-24
College Avenue S.S.	700 College Ave.	Woodstock	539-9873	Business Office	100 Mbps	Cat3550-24
D.M. Sutherland P.S.	110 Winchester Str.	Woodstock	537-3543	Staff Room	10 Mbps	Cat2950T-24
Drumbo Central P.S.	32 Wilmot Str. S.	Drumbo	463-5638	Rm. C	1.5 Mbps	C 2611
East Oxford Central P.S.	505767 Old Stage Rd.	Woodstock	467-5243	Library Storage Room	1.5 Mbps	C 2611
Eastdale P.S.	65Aileen Dr.	Woodstock	537-2652	AV Room	10 Mbps	Cat2950T-24
Glendale H.S.	37 Glendale Dr.	Tillsonburg	842-4207	Rm. 15A	100 Mbps	Cat3550-24
Harris Heights P.S.	2 Caffyn Str.	Ingersoll	485-1600	Rm. 113	10 Mbps	Cat2950T-24
Hickson Central P.S.	161 Loveys Str.	Hickson	462-2415	Library Office	1.5 Mbps	C 2611
Hillcrest P.S.	840 Sloane Str.	Woodstock	537-2642	Library	10 Mbps	Cat2950T-24
Huron Park S.S.	900 Cromwell Str.	Woodstock	537-2347	Server Room	100 Mbps	Cat3550-24
Ingersoll District Collegiate	37 Alma Str.	Ingersoll	485-1200	Rm. 115	100 Mbps	Cat3550-24
Innerkip Central P.S.	180 Coleman Str.	Innerkip	469-3698	Storage Room	1.5 Mbps	C 2611
Maintenance Depot	745 Hounsfeld Str.	Woodstock	539-4828		1.5 Mbps	Cisco 1605R
Maple Lane P.S.	25 Maple Lane	Tillsonburg	688-0810	Storage Room	10 Mbps	Cat2950G-24
North Norwich P.S.	40 Main Str. S.	Burgessville	424-9815	Server Room beside office	10 Mbps	Cat2950T-24
Northdale P.S.	290 Victoria Str. N	Woodstock	537-5761	Rm 111a	10 Mbps	Cat2950T-24
Norwich District S.S.	1 Jerdon Str.	Norwich	468-2014	Server Room beside library	100 Mbps	Cat3550-24
Norwich P.S.	8 Elgin Str.	Norwich	863-2741	Library	10 Mbps	Cat2950T-24
Oliver Stephens Senior P.S.	164 Fyfe Ave	Woodstock	539-2068	Rm. 210	10 Mbps	Cat2950T-24
Otterville P.S.	118 Main Str. W	Otterville	879-6546	Rm. 3	1.5 Mbps	C 2611
Plattsville & District P.S.	112 Mill Str. E.	Plattsville	694-7436	LAN Room	1.5 Mbps	C 2611
Princess Anne P.S.	210 King Str	Ingersoll	485-2640	Rm J	10 Mbps	Cat2950T-24
Princess Elizabeth P.S.	37 William Str.	Ingersoll	485-2560	Teacher Work Room	10 Mbps	Cat2950T-24
Princeton Central P.S.	40 Elgin Str. E.	Princeton	458-4315	Library	1.5 Mbps	C 2611
Rolph Street P.S.	83 Rolph Str.	Tillsonburg	842-2077	Boiler Room	10 Mbps	Cat2950T-24
South Ridge P.S.	391 Quarter Town Line	Tillsonburg	842-7319	Library	10 Mbps	Cat2950T-24
Southside P.S.	360 Albert Str.	Woodstock	539-1131	Storage Room	10 Mbps	Cat2950T-24
Springbank P.S.	1060 Sprucedale Rd.	Woodstock	539-9732	Electrical Room	10 Mbps	Cat2950T-24
Sweaburg P.S.	474465 Sweaburg Rd	Sweaburg	456-3024	Office	1.5 Mbps	C 2611
Tavistock P.S.	79 Maria Str.	Tavistock	655-2350	Science Prep Room	1.5 Mbps	C 2611
Thamesford P.S.	130 McCarty Str.	Thamesford	285-2043	Library Office	1.5 Mbps	C 2611
Tollgate Central P.S.	44993 Oxford Cty Rd 1	Woodstock	537-7321	Staff Room	10 Mbps	Cat2950T-24
Victory Memorial P.S.	210 Thames Str. S	Ingersoll	485-2340	Library Office	10 Mbps	Cat2950T-24
Westfield P.S.	38 Glenn Ave.	Ingersoll	485-1360	Storage Room	10 Mbps	Cat2950T-24
Woodstock Collegiate Institut	35 Riddell Str.	Woodstock	537-6241	Rm. 302	100 Mbps	Cat3550-24
Zorra Highland Park P.S.	376368 Oxford Rd 6	Embro	475-4121	Library Office	1.5 Mbps	C 2611
Middlesex County						
Adelaide-WG MacDonald P.S.	29059 School Rd.	Strathroy	247-3369	Server Room	1.5 Mbps	C 2611
Biddulph Central P.S.	34297 Saintsbury Line	Lucan	227-4891	Library	1.5 Mbps	C 2611
Caradoc Central P.S.	714 Bowen Str. E	Mt. Brydges	264-1630	Staff Room	1.5 Mbps	C 2611
Caradoc North P.S.	8041 Scotchmere Dr.	Strathroy	245-2085	Storage Room	10 Mbps	Cat2950T-24
Caradoc South P.S.	611 Peter Str.	Melbourne	289-2091	Rm. 1	1.5 Mbps	C 2611
Centennial Central P.S.	14774 Medway Rd.	Arva	660-8193	Storage Room	10 Mbps	Cat2950T-24
Colborne Street P.S.	25 Colborne Str.	Strathroy	245-2044	Nurse's office	10 Mbps	Cat2950T-24
Delaware Central P.S.	14 James Str.	Delaware	652-5371	Computer Lab storage room	1.5 Mbps	C 2611
East Williams Memorial P.S.	4441 Queen Str.	Ailsa Craig	232-4505	Nurse's office	1.5 Mbps	C 2611

APPENDIX G
TVDSB WAN

Site Location	Address	City	Telephone	WAN Termination Location	Bandwidth	Edge Equip.
Ekcoe Central P.S.	3719 Parkhouse Dr.	Glencoe	287-3330	Server Room	10 Mbps	Cat2950T-24
Glencoe District H.S.	3581 Concession Str.	Glencoe	287-3310	Library Server Room	100 Mbps	Cat3550-24
Leesboro Central P.S.	17400 Evelyn Dr.	Thorndale	461-0510	Storage Room	1.5 Mbps	C 2611
Lord Dorchester S.S.	61 Queen Str.	Dorchester	268-7351	Custodial Room	100 Mbps	Cat3550-24
Lucan P.S.	270 Main Str.	Lucan	227-4763	Rm. 7	1.5 Mbps	C 2611
McGillivray Central P.S.	34714 Creamery Rd.	Ailsa Craig	293-3342	Library	1.5 Mbps	C 2611
Medway H.S.	14405 Medway Rd.	Arva	660-8418	Rm. 27	100 Mbps	Cat3550-24
Metcalfe Central P.S.	6100 Calvert Dr.	Strathroy	245-1650	Library Office	1.5 Mbps	C 2611
Mosa Central P.S.	22741 Pratt Siding Rd.	Glencoe	693-4691	Library	1.5 Mbps	C 2611
North Meadows P.S.	82 Middlesex Dr.	Strathroy	245-7373	LAN Room	10 Mbps	Cat2950T-24
North Middlesex District S.S.	100 Main Str.	Parkhill	294-6236	AV Storage Room	100 Mbps	Cat3550-24
Northdale Central P.S.	3860 Catherine Str.	Dorchester	268-7862	Library Storage Room	10 Mbps	Cat2950T-24
Oxbow P.S.	13624 Ilderton Rd.	Ilderton	666-0310	LAN Room	1.5 Mbps	C 2611
Parkhill-West Williams P.S.	204 McLeod Str.	Parkhill	294-6274	Library	10 Mbps	Cat2950T-24
Parkview P.S.	10008 Oxbow Dr.	Komoka	657-3868	Library	1.5 Mbps	C 2611
Plover Mills P.S.	17231 Plover Mills Rd.	Thorndale	461-0986	Health Room	1.5 Mbps	C 2611
Prince Andrew P.S.	15237 Thirteen Mile Rd.	Denfield	225-2410	Library	1.5 Mbps	C 2611
River Heights P.S.	4269 Hamilton Rd.	Dorchester	268-7884	Storage Room behind stage	10 Mbps	Cat2950T-24
Southdale P.S.	248 Keffer Str.	Strathroy	245-0473	Rm. 8	10 Mbps	Cat2950T-24
Strathroy District Collegiate	361 Second St.	Strathroy	245-2680	Server Room	100 Mbps	Cat3550-24
Valleyview P.S.	10339 Ilderton Rd	Ilderton	666-1417	Storage Room beside Staff room	1.5 Mbps	C 2611
Elgin County						
Aldborough P.S.	11443 Furnival Rd.	Rodney	785-0811	Storage Room	1.5 Mbps	C 2611
Davenport P.S.	80 Rutherford Ave.	Aylmer	773-9216	Library Office	10 Mbps	Cat2950T-24
Dunwich-Dutton P.S.	239 Main Str	Dutton	762-2419	Library	1.5 Mbps	C 2611
East Elgin S.S.	362 Talbot Str. W	Aylmer	773-3174	Library Storage Room	100 Mbps	Cat3550-24
McGregor P.S.	204 John Str. S	Aylmer	773-3362	Library Office	10 Mbps	Cat2950T-24
New Sarum P.S.	9473 Belmont Rd.	St. Thomas	773-5185	Staff Room	10 Mbps	Cat2950T-24
Port Burwell P.S.	30 Strachan	Port Burwell	874-4558	Library Office	10 Mbps	Cat2950T-24
Port Stanley P.S.	350 Carlow Rd.	Port Stanley	782-3983	Library Office	1.5 Mbps	C 2611
South Dorchester P.S.	48614 Crossley Hunter Line	Belmont	765-4090	Library	10 Mbps	Cat2950T-24
Sparta P.S.	45885 Sparta Line	Sparta	775-2541	Storage Room across from office	1.5 Mbps	C 2611
Springfield P.S.	133 Main Str.	Springfield	765-4225	Library Office	10 Mbps	Cat2950T-24
Staffordville/Eden P.S.	9188 Plan Rd.	Staffordville	866-3021	Library	10 Mbps	Cat2950T-24
Summers Corners P.S.	50576 Talbot Line	Aylmer	773-8110	Storage room off office	10 Mbps	Cat2950T-24
West Elgin S.S.	139 Graham Str.	West Lorne	768-1350	Rm 66	100 Mbps	Cat3550-24
West Elgin Sr. Elementary	139 Graham Str.	West Lorne	768-1260	Rm. 116	10 Mbps	Cat2950T-24
St. Thomas						
Arthur Voaden S.S.	41 Flora Str.	St. Thomas	631-3770	Rm. 127B	100 Mbps	Cat3550-24
Balaclava Street P.S.	20 Balaclava St.	St. Thomas	631-4930	Library	10 Mbps	Cat2950T-24
Central Elgin Collegiate	201 Chestnut Str.	St. Thomas	631-4460	Storage Room beside office	100 Mbps	Cat3550-24
Edward Street P.S.	84 Edward Str.	St. Thomas	631-5010	LAN Room	10 Mbps	Cat2950T-24
Elgin Court P.S.	254 First Ave.	St. Thomas	631-1360	Equipment Storage Room	10 Mbps	Cat2950T-24
Elmdale P.S.	25 Elm Str.	St. Thomas	631-5070	Library	10 Mbps	Cat2950T-24
Forest Park P.S.	295 Forest Ave	St. Thomas	631-9750	Boiler Room	10 Mbps	Cat2950T-24
Homedale P.S.	112 Churchill Cres	St. Thomas	631-7820	Library Office	10 Mbps	Cat2950T-24
Locke's P.S.	22 South Edgeware Rd.	St. Thomas	631-8890	Library Storage Rm.	10 Mbps	Cat2950T-24
Myrtle Street P.S.	43 Myrtle Str.	St. Thomas	631-4940	Art Room in Basement	10 Mbps	Cat2950T-24
Parkside Collegiate	241 Sunset Dr.	St. Thomas	633-0090	Fan Room	100 Mbps	Cat3550-24
Scott Street P.S.	50 Scott Str.	St. Thomas	631-5020	Boiler Room	10 Mbps	Cat2950T-24
South Community Ed Centre	400 Sunset Dr.	St. Thomas	633-2700	LAN Room	1.5 Mbps	Cisco 1605R
Southwold P.S.	39261 Fingal Line	St. Thomas	631-5997	Boiler Room	10 Mbps	Cat2950T-24
Wellington Street P.S.	50 Wellington Str.	St. Thomas	631-4950	Basement Computer Room	10 Mbps	Cat2950T-24
London						
A.B. Lucas S.S.	656 Tennent Ave.	London	452-2600	202G	100 Mbps	Cat3550-24

APPENDIX G
TVDSB WAN

Site Location	Address	City	Telephone	WAN Termination Location	Bandwidth	Edge Equip.
A.E. Duffield P.S.	6820 Duffield Str.	Lambeth	652-2050	Boiler Room	10 Mbps	Cat2950T-24
Aberdeen P.S.	580 Grey Str.	London	452-8010	Custodial Room	10 Mbps	Cat2950T-24
Arthur Ford P.S.	617 Viscount Rd.	London	452-8020	Teacher Work Room	10 Mbps	Cat2950T-24
Arthur Stringer P.S.	43 Shaftesbury Ave.	London	452-8030	Room 126B	10 Mbps	Cat2950T-24
Ashley Oaks P.S.	121 Ashley Cres.	London	452-8040	Rm 187	10 Mbps	Cat2950T-24
Bishop Townsend P.S.	814 Quebec Str.	London	452-8050	Boiler Room	10 Mbps	Cat2950T-24
Bonaventure Meadows P.S.	141 Bonaventure Dr.	London	452-8060	Main Office Closet	10 Mbps	Cat2950T-24
Brick Street P.S.	393 Commissioners Rd. W.	London	452-8070	Rm. 116	10 Mbps	Cat2950T-24
Byron Northview P.S.	1370 Commissioners Rd. W	London	452-8080	Rm 104	10 Mbps	Cat2950T-24
Byron Somerset P.S.	175 Whisperwoods Ave.	London	452-8090	Rm. 157	10 Mbps	Cat2950T-24
Byron Southwood P.S.	1379 Lola Str.	London	452-8100	Rm 113 - Boiler Room	10 Mbps	Cat2950T-24
C.C. Carrothers P.S.	360 Chippendale Cres.	London	452-8110	Boiler Room	10 Mbps	Cat2950T-24
Central S.S.	509 Waterloo Str.	London	452-2620	Boiler Room	100 Mbps	Cat3550-24
Chippewa P.S.	1035 Chippewa Dr.	London	452-8120	Rm. 127F	10 Mbps	Cat2950T-24
Clara Brenton P.S.	1025 St. Croix Ave.	London	452-8130	Rm. 105	10 Mbps	Cat2950T-24
Clarke Road S.S.	300 Clarke Rd.	London	452-2640	Rm. 126	100 Mbps	Cat3550-24
Cleardale P.S.	780Dulaney Dr.	London	452-8140	Rm. 111c	10 Mbps	Cat2950T-24
Ealing P.S.	840 Hamilton Rd.	London	452-8150	Basement	10 Mbps	Cat2950T-24
Emily Carr P.S.	44 Hawthorne Rd.	London	452-8160	Rm. 132	10 Mbps	Cat2950T-24
Jeanne Sauve PS	215 Wharncliffe Rd. N.	London	452-8170	Boiler Room	10 Mbps	Cat2950T-24
Evelyn Harrison P.S.	50 Tewksbury Cres.	London	452-8180	Rm. 103G	10 Mbps	Cat2950T-24
Facilities Services - TVDSB	951 Leathorne Str.	London	452-2444	Electrical Room	100 Mbps	Cat3550-24
F.D. Roosevelt P.S.	560 Second Str.	London	452-8190	Fan Room	10 Mbps	Cat2950T-24
Fairmont P.S.	1040 Hamilton Rd.	London	452-8200	Rm. B01	10 Mbps	Cat2950T-24
G.A. Wheable Adult Centre	70 Jacqueline Str.	London	452-2660	Rm. 258A	100 Mbps	Cat3550-24
Glen Cairn P.S.	53 Frontenac Rd.	London	452-8210	Rm. 136	10 Mbps	Cat2950T-24
H.B. Beal S.S.	525 Dundas Str.	London	452-2700	Electrical Room B37	100 Mbps	Cat3550-24
Hillicrest P.S.	1231 Fuller Str.	London	452-8220	Rm. 102A	10 Mbps	Cat2950T-24
Huron Heights P.S.	1245 Micheal Str.	London	452-8230	Rm. 106	10 Mbps	Cat2950T-24
Jack Chambers P.S.	1650 Hastings Dr.	London	452-8240	Rm. 201	10 Mbps	Cat2950T-24
John Dearness P.S.	555 Sanitorium Rd.	London	452-8260	Rm. 117B	10 Mbps	Cat2950T-24
John P. Robarts P.S.	84 Bow Str.	London	452-8270	Boiler Room	10 Mbps	Cat2950T-24
Kensal Park P.S.	328 Springbank Dr.	London	452-8280	Rm. 104A	10 Mbps	Cat2950T-24
Knollwood Park P.S.	70 Gammage Str.	London	452-8290	Rm. B03	10 Mbps	Cat2950T-24
Lester B. Pearson P.S.	795 Trafalgar Str.	London	452-8300	Rm. 118A	10 Mbps	Cat2950T-24
Lord Elgin P.S.	1100 Victoria Dr.	London	452-8310	Stage corner	10 Mbps	Cat2950T-24
Lord Nelson P.S.	1990 Royal Cres.	London	452-8320	Boiler Room - Rm. 17	10 Mbps	Cat2950T-24
Lord Roberts P.S.	440 Princess Ave.	London	452-8330	Rm. B07D	10 Mbps	Cat2950T-24
Lorne Avenue P.S.	723 Lorne Ave	London	452-8340	Rm. 110	10 Mbps	Cat2950T-24
M.B. McEachern	4401 Colonel Talbot Rd.	Lambeth	652-3121	LAN Room	10 Mbps	Cat2950T-24
Manor & Highland Park P.S.	77 Tecumseh Ave. W	London	452-8370	Rm. 104	10 Mbps	Cat2950T-24
Masonville P.S.	25 Hillview Blvd.	London	452-8390	Boiler Room	10 Mbps	Cat2950T-24
Montcalm S.S.	1350 Highbury Ave.	London	452-2730	Rm. 151A	100 Mbps	Cat3550-24
Mountsfield P.S.	8 Mountsfield Dr.	London	452-8400	Boiler Room	10 Mbps	Cat2950T-24
Nicholas Wilson P.S.	927 Osgoode Dr.	London	452-8410	Rm. 125B	10 Mbps	Cat2950T-24
Northbrae P.S.	335 Belfield Str.	London	452-8420	Rm. 117	10 Mbps	Cat2950T-24
Northdale P.S.	655 Tennent Ave.	London	452-8430	Boiler Room	10 Mbps	Cat2950T-24
Northridge P.S.	25 McLean Dr.	London	452-8440	Rm. 104	10 Mbps	Cat2950T-24
Oakridge S.S.	1040 Oxford Str.	London	452-2750	Boiler Room	100 Mbps	Cat3550-24
Orchard Park P.S.	50 Wychwood Park	London	452-8450	Rm 114	10 Mbps	Cat2950T-24
Eagle Heights	284 Oxford Str. W.	London	452-8460	Boiler Room	10 Mbps	Cat2950T-24
Prince Charles P.S.	1601 Wavell Str.	London	452-8470	Office Storage Rom	10 Mbps	Cat2950T-24
Princess Anne P.S.	191 Dawn Dr.	London	452-8480	Rm. 132A	10 Mbps	Cat2950T-24
Princess Elizabeth P.S.	247 Thompson Rd.	London	452-8490	Rm. 103B	10 Mbps	Cat2950T-24
Rick Hansen P.S.	70 Ponderosa Cres.	London	452-8500	Rm. 104	10 Mbps	Cat2950T-24

APPENDIX G
TVDSB WAN

Site Location	Address	City	Telephone	WAN Termination Location	Bandwidth	Edge Equip.
Riverside P.S.	550 Pinetree Dr.	London	452-8510	Rm. 121	10 Mbps	Cat2950T-24
Ryerson P.S.	940 Waterloo Str	London	452-8520	Rm. 141A	10 Mbps	Cat2950T-24
Saunders S.S.	941 Viscount Rd.	London	452-2770	Rm. B116	100 Mbps	Cat3550-24
Sherwood Forest P.S.	7 Annadale Dr.	London	452-8540	Rm. 110A	10 Mbps	Cat2950T-24
Sir Frederick Banting S.S.	125 Sherwood Forest Sq.	London	452-2800	Rm 145A	100 Mbps	Cat3550-24
Sir George Ross S.S.	365 Belfield Str.	London	452-2820	Rm. 232	100 Mbps	Cat3550-24
Sir Georges Etienne Cartier	695 Chiddington Ave.	London	452-8550	Rm. 121	10 Mbps	Cat2950T-24
Sir Issac Brock P.S.	80 St. Lawrence Blvd.	London	452-8560	Rm. 125A	10 Mbps	Cat2950T-24
Sir John A. MacDonald P.S.	1150 Landor Str.	London	452-8570	Boiler Room	10 Mbps	Cat2950T-24
Sir Wilfred Laurier S.S.	450 Millbank Dr.	London	452-2840	Rm. 218B	100 Mbps	Cat3550-24
Sir Winston Churchill P.S.	1837 Churchill Ave.	London	452-8580	Rm. 116	10 Mbps	Cat2950T-24
South S.S.	371 Tecumseh Ave.	London	452-2860	Rm. 220C	100 Mbps	Cat3550-24
St. George's P.S.	782 Waterloo Str.	London	452-8530	Rm. 106 - Boiler Room	10 Mbps	Cat2950T-24
Stoneybrook P.S.	1460 Stoneybrook Cres.	London	452-8590	Rm. 125A	10 Mbps	Cat2950T-24
Tecumseh P.S.	401 Tecumseh Ave.	London	452-8600	Boiler Room	10 Mbps	Cat2950T-24
Thames S.S.	785 Trafalgar Str	London	452-2880	Rm. 143 - Staff Room	100 Mbps	Cat3550-24
Trafalgar P.S.	919 Trafalgar Str.	London	452-8610	Rm. B05	10 Mbps	Cat2950T-24
Tweedsmuir P.S.	349 Tweedsmuir Ave.	London	452-8620	Rm. 104	10 Mbps	Cat2950T-24
University Heights P.S.	27 Ford Cres.	London	452-8630	Rm. 103B	10 Mbps	Cat2950T-24
Victoria P.S.	130 Wharncliffe Rd. S.	London	452-8640	Basement Storage Room	10 Mbps	Cat2950T-24
W. Sherwood Fox	660 Steeplechase Dr.	London	452-8730	Rm. 109	10 Mbps	Cat2950T-24
Westdale P.S.	1050 Plantation Rd.	London	452-8650	Rm. 122	10 Mbps	Cat2950T-24
Westminster Central P.S.	2835 Westminster Dr.	London	452-8660	Boiler Room	10 Mbps	Cat2950T-24
Westminster S.S.	230 Base Line Rd. West	London	452-2900	R. 117	100 Mbps	Cat3550-24
Westmount P.S.	1011 Viscount Rd.	London	452-8670	Boiler Room	10 Mbps	Cat2950T-24
White Oaks P.S.	1400 Ernest Ave.	London	452-8680	Rm. 113	10 Mbps	Cat2950T-24
Wilfrid Jury P.S.	950 Lawson Rd.	London	452-8690	Rm. 104	10 Mbps	Cat2950T-24
Wilton Grove P.S.	626 Osgoode Dr.	London	452-8700	Rm. 114	10 Mbps	Cat2950T-24
Woodland Heights P.S.	474 Springbank Dr.	London	452-8710	Rm. 120A	10 Mbps	Cat2950T-24
Wortley Rd. P.S.	301 Wortley Rd.	London	452-8720	Boiler Room	10 Mbps	Cat2950T-24

APPENDIX H
TVDSB INVENTORY

Elementary Schools	Address	City	Main Telephone	Total Lines	System	Voice Mail	Voice Mail Port	VMI	Synvoice	Cap Module	9009	M7324	M7310	M7208	M7100	ATA 1	ATA 2	Stick	Elevator
A.E. Duffield	6820 Duffield Street	London	652-2050	7	Norstar MICS							1	1	4					
A.J. Baker	528 Allen Street	Kintore	283-1098	5	Norstar MICS							1	1	5					
Aberdeen	580 Grey Street	London	452-8010	7	Norstar MICS							1	2	4				Yes Hydro	
Adelaide -W.G. Macdonald	29059 School Road, RR#5	Strathroy	247-3369	7	Norstar MICS							1	1	3					
Aldbrough	11443 Furnival Road, R.R.# 3	Rodney	785-0811	7	Norstar MICS							1	1	3				Yes Hydro	
Algonquin	59 Algonquin Road	Woodstock	421-2219	6	Norstar MICS							1	2	6					
Arthur Ford	617 Viscount Road	London	452-8020	7	Norstar MICS							1	2	4				Yes Hydro	
Arthur Stringer	43 Shaftsbury Ave	London	452-8030	6	Norstar MICS							1	1	4				Yes Hydro	
Ashley Oaks	121 Ashley Crescent	London	452-8040	8	Norstar MICS							1	4	13		1		Yes Hydro	452-8048
Balaclava	20 Balaclava St.	St. Thomas	631-4930	7	Norstar MICS							1	1	5					
Beachville	23 Zorra St.	Beachville	423-1939	5	Norstar MICS							1	1	4					
Biddulph	34297 Saintsby Line, R.R. #	Lucan	227-4891	6	Norstar MICS							1	1	4					
Bishop Townsend	814 Quebec Street	London	452-8050	6	Norstar MICS							1	1	4				Yes Hydro	
Bonaventure Meadows	141 Bonaventure Drive	London	452-8060	7	Norstar MICS							1	8	4				Yes Hydro	
Broadway		Woodstock	537-5920	1	Norstar MICS														
Brick Street	393 Commissioners Rd W	London	452-8070	6	Norstar MICS							1	1	6				Yes Hydro	
Byron Northview	1370 Commissioners Rd W	London	452-8080	7	Norstar MICS							1	1	5				Yes Hydro	
Byron Somerset	175 Whisperwood Ave	London	452-8090	6	Norstar MICS							1	1	6				Yes Hydro	
Byron Southwood	1379 Lola Street	London	452-8100	6	Norstar MICS							1	2	5				Yes Hydro	
CC Carrothers	360 Chippendale Crescent	London	452-8110	7	Norstar MICS							1	2	6				Yes Hydro	
Caradoc Central	714 Bowan St. E	Mt. Brydges	264-1630	6	Norstar MICS							1	1	5					
Caradoc North	8041 Scotchmere Dr., R.R.#1	Strathroy	245-2085	6	Norstar MICS							1	1	4					
Caradoc South	611 Peter St.	Melbourne	289-2091	5	Norstar MICS							1	1	5					
Centennial Central	14774 Medway Rd., R.R.#1	Arva	660-8193	6	Norstar MICS							1	1	4					
Central Sr	410 Hunter St.	Woodstock	537-5362	6	Norstar MICS							1	1	6					
Chapel		Woodstock	537-3867	1	Norstar MICS														
Chippewa	1035 Chippewa Drive	London	452-8120	8	Norstar MICS							1	2	6				Yes Hydro	452-2638
Clara Brenton	1025 St. Croix Ave	London	452-8130	7	Norstar MICS							1	2	7				Yes Hydro	
Cleardale	780 Dulaney Drive	London	452-8140	7	Norstar MICS							1	2	5				Yes Hydro	
Colborne Street	25 Colborne St	Strathroy	245-2044	7	Norstar MICS							1	2	5					
D.M. Sutherland	110 Winchester St.	Woodstock	537-3543	6	Norstar MICS							1	1	6					
Davenport	80 Rutherford Ave	Aylmer	773-9216	8	Norstar MICS							1	2	5					
Delaware Central	14 Osborne Street	Deleware	652-5371	6	Norstar MICS							1	1	4					
Drumbo	32 Wilmot St.	Drumbo	463-5638	5	Norstar MICS							1	1	4					
Dunwich-Dutton	239 Main St.	Dutton	762-2419	7	Norstar MICS							1	1	4					
Eagle Heights	284 Oxford Street, West	London	452-8460	7	Norstar MICS							1	2	8				Yes Hydro	
Ealing	840 Hamilton Road	London	452-8150	6	Norstar MICS							1	1	5				Yes Hydro	
East Oxford	Old Stage Rd & Cty Rd 14, R	Woodstock	467-5243	6	Norstar MICS							1	2	5					
East Williams Memorial	4441 Queens Ave (Naim)	Ailsa Craig	232-4505	6	Norstar MICS							1	1	4					
Eastdale	65 Aileen Dr.	Woodstock	537-2652	6	Norstar MICS							1	1	4					
Eckoe Central	3719 Parkhouse Drive, R.R.#	Glencoe	287-3330	7	Norstar MICS							1	2	4					
Edward Street	84 Edward St.	St. Thomas	631-5010	6	Norstar MICS							1	1	5					
Elgin Court	254 First Ave	St. Thomas	631-7118	8	Norstar MICS							1	1	7					
Elmdale	25 Elm St.	St. Thomas	631-5070	6	Norstar MICS							1	1	4					
Emily Carr	44 Hawthorne Road	London	452-8160	7	Norstar MICS							1	2	4				Yes Hydro	
Evelyn Harrison	50 Tewksbury Crescent	London	452-8180	7	Norstar MICS							1	2	4				Yes Hydro	
F.D. Roosevelt	560 Second Street	London	452-8190	7	Norstar MICS							1	2	6				Yes Hydro	
Fairmont	1040 Hamilton Road	London	452-8200	7	Norstar MICS							1	2	6				Yes Hydro	
Forest Park	295 Forest Ave	St. Thomas	631-3563	8	Norstar MICS							1	3	8					
Glen Cairn	53 Frontenac Road	London	452-8210	7	Norstar MICS							1	4	12				Yes Hydro	452-8218
Harris Heights	2 Caffyn St.	Ingersoll	485-1600	6	Norstar MICS							1	2	5					
Hickson Central	161 Loveys St.	Hickson	462-2415	5	Norstar MICS							1	1	5					
Hillcrest London	1231 Fuller Street	London	452-8220	7	Norstar MICS							1	2	5				Yes Hydro	
Hillcrest	840 Sloane St.	Woodstock	537-2642	6	Norstar MICS							1	1	4					
Homedale	112 Churchill Cres.	St. Thomas	631-7820	8	Norstar MICS							1	2	5					
Huron Heights	1245 Michael Street	London	452-8230	6	Norstar MICS							1	1	4					
Innerkip Central	180 Coleman St.	St. Thomas	469-3435	6	Norstar MICS							1	1	4					
Jack Chambers	1650 Hastings Drive	London	452-8240	7	Norstar MICS							1	12	3				Yes Hydro	
Jeanne Sauve	215 Wharmcliffe Road North	London	452-8250	6	Norstar MICS							1	1	6				Yes Hydro	
John Dearness	555 Sanatorium Road	London	452-8260	5	Norstar MICS							1	1	5				Yes Hydro	
JP Robarts	84 Bow Street	London	452-8270	7	Norstar MICS							1	2	5				Yes Hydro	
Kensal Park	328 Springbank Drive	London	452-8280	7	Norstar MICS							1	2	5				Yes Hydro	
Knollwood Park	70 Gammage Street	London	452-8290	7	Norstar MICS							1	2	6				Yes Hydro	
Leesboro Central	17406 Evelyn Drive, R.R.#2	Thorndale	461-0510	5	Norstar MICS							1	1	5					
Lester B. Pearson	795 Trafalgar Street	London	452-8300	6	Norstar MICS							1	1	5				Yes Hydro	
Lockes	22 South Edgeware Rd.	St. Thomas	631-8890	7	Norstar MICS							1	2	6					
Lord Elgin	1100 Victoria Drive	London	452-8310	7	Norstar MICS							1	2	5				Yes Hydro	
Lord Nelson	1990 Royal Crescent	London	452-8320	7	Norstar MICS							1	2	7				Yes Hydro	

APPENDIX H
TVDSB INVENTORY

W Sherwood Fox	660 Steeplechase Drive	London	452-8730	7	Norstar MICS							1	2	5				Yes Hydro	
Wellington Street	50 Wellington St.	St. Thomas	631-4950	6	Norstar MICS							1	1	4					
Westdale	1050 Plantation Road	London	452-8650	5	Norstar MICS							1	1	4				Yes Hydro	
West Elgin Sr. Elementary	139 Graham Rd.	West Lorne	768-1260	5	Norstar MICS							1	1	4					
Westfield	38 Glenn Ave	Ingersoll	485-1360	5	Norstar MICS							1	1	3					
Wesminster Central	2835 Wesminster Drive	London	452-8660	6	Norstar MICS							1	1	4				Yes Hydro	
Westmount	1011 Viscount Road	London	452-8670	8	Norstar MICS							1	10	1			P132x241	Yes Hydro	
Whiteoaks	565 Bradley Ave	London	452-8680	9	Norstar MICS							2	4	19				Yes Hydro	
Wilfrid Jury	950 Lawson Road	London	452-8690	10	Norstar MICS							1	17	9				Yes Hydro	452-8694
Wilton Grove	626 Osgoode Drive	London	452-8700	8	Norstar MICS							1	2	5				Yes Hydro	
Woodland Heights	474 Springbank Drive	London	452-8710	7	Norstar MICS							1	2	5				Yes Hydro	
Wortley	301 Wortley Road	London	452-8720	6	Norstar MICS							1	1	4				Yes Hydro	
Zorra Highland	County Road 6, R.R.# 1	Embro	475-4121	6	Norstar MICS							1	1	4					

APPENDIX H
TVDSB INVENTORY

Secondary Schools	Address	City	Main Telephone	Total Lines	System	Voice Mail	Voice Mail Port	VMI	Synvoice	Cap Module	9009	M7324	M7310	M7208	M7100	ATA 1	ATA 2	Stick	Elevator
AB Lucas S.S.	656 Tennent Ave	London	452-2600	11	Norstar MICS					1		1	7	28				Yes Hydro	
Annandale	60 Tillson Ave	Tillsonburg	688-3498	9	Norstar MICS	NAM 4 Port 8 channel	Port 131,132	251,252				2	4	18					
Arthur Voaden S.S.	41 Flora St.	St. Thomas	631-3770	8	Norstar 8/24					1		1	25	20				Yes	
Central Elgin Collegiate	201 Chestnut St.	St. Thomas	631-4460	9	Norstar MICS							1	4	26					
Central Secondary	509 Waterloo Street	London	452-2620	11	Norstar MICS	NAM 4 Port 8 channel	Port 500, 501		Yes	1		1	9	39			2	Yes Hydro	452-2638
Clarke Road	300 Clarke Road	London	452-2640	12	Norstar MICS					1		2	11	44			4	Yes Hydro	452-2649
College Avenue S.S.	700 College Ave	Woodstock	539-0020	9	Norstar MICS							2	3	20	5				
East Elgin S.S.	362 Talbot St.	Aylmer	773-3174	13	Norstar MICS	Synvoice		244,245,246,247		1		3	6	33					
Glencoe District H.S.	3581 Concession St	Glencoe	287-3310	8	Norstar MICS		Port 132, 252		Yes				6	11			Port 132, 252		
Glendale High School	37 Glendale Dr.	Tillsonburg	842-4207	8	Norstar MICS							1							
H.B. Beal	525 Dundas Street	London	452-2700	27	Norstar MICS	NAM 4 Port 8 channel	Port701,400, 702,307			2		1	14	62			8	Yes Hydro	452-2714
Huron Park S.S.	900 Cromwell St.	Woodstock	537-2347	11	Norstar MICS	Synvoice			Yes			2	5	16		1			
Ingersoll District Collegiate	37 Alma St.	Ingersoll	485-1200	10	Norstar 8/24 DS	Synvoice	Port 301,302,303,304,314,315	269-272,282,283	Yes			1	6	24			3	Yes	
Lord Dorchester S.S.	61 Queen Street	Dorchester	268-7351	8	Norstar MICS	Synvoice	Port 131,132	251,252	Yes				4	13			2		
Medway High School	14405 Medway Road	Arva	660-8418	9	Norstar MICS	NAM 4 Port 8 channel	Port 306,307	300,301		1		1	8	3	23		1		660-6025
Montcalm S.S.	1350 Highbury Ave	London	452-2730	15	Norstar MICS					1		1	7	33		1	2	Yes Hydro	
North Middlesex District	100 Main Street	Parkhill	294-1128	8	Norstar MICS		Port 244					1	4	14			1	Yes	
Norwich District Collegiate	R.R.# 1	Norwich	468-2014	9	Norstar MICS							2	3	12			1		
Oakridge S.S.	1040 Oxford Street West	London	452-2750	13	Norstar MICS					1		1	7	33			2	Yes Hydro	452-2759
Parkside Collegiate	241 Sunset Dr.	St. Thomas	633-0090	10	Norstar 8/24 DS		Port 313, 257		Yes			2	5	36					
Saunders Secondary	941 Viscount Road	London	452-2770	22	Norstar MICS	NAM 4 Port 8 channel	Port 514, 515	500,501		2		2	15	53				Yes Hydro	452-2784
Sir Frederick Banting S.S.	125 Sherwood Forest Square	London	452-2800	16	Norstar MICS	No			452-8996	1		1	8	39				452-2819 Hydro	452-2809
Sir George Ross S.S.	365 Bellfield Street	London	452-2820	15	Norstar MICS					1		1	8	20				Yes Hydro	452-2829
Sir Wilfrid Laurier S.S.	450 Millbank Drive	London	452-2840	14	Norstar MICS		310,251,311,252			1		3	3	39		1 (401,258)	2 (310,251,311,252)	452-2859 Hydro	452-2986
South S.S.	371 Tecumseh Ave	London	452-2860	13	Norstar MICS			246,247	Yes	1		1	7	26			2	Yes Hydro	452-2869
Strathroy DCI	361 Second Street	Strathroy	245-2680	11	Norstar MICS	NAM 4 Port 8 channel	3	249,250,251	245-3669/8347	1		10			23		4	Yes Hydro	
Thames S.S.	785 Trafalgar Street	London	452-2880	17	Norstar MICS					1		1	5	33			2	Yes Hydro	452-2899
West Elgin Secondary	139 Graham St.	West Lorne	768-1350	7	Norstar CICS		117	37				1	5	17			1		
Westminster S.S.	230 Base Line Road West	London	452-2900	15	Norstar MICS					1		1	9	30				Yes Hydro	
Woodstock Collegiate	35 Riddell St.	Woodstock	537-1050	7	Norstar MICS	Synvoice		2	Yes			2	2	14					

APPENDIX H
TVDSB INVENTORY

Con Ed & Adult Education	Address	City	Main	Total Lines	System	Voice Mail	Voice Mail Port	VMI	Synrevoice	Cap Module	9009	M7324	M7310	M7208	M7100	ATA 1	ATA 2	Stick	Elevator	
Blossom Park	391 Blossom Park	Woodstock	537-0109	3	Norstar MICS							1	1	5						
GA Wheable	70 Jacqueline	London	452-2660	34	Norstar MICS	NAM 4 Port 8 channel	4 (ext281-284)					2	9	42			ext288 rm 151 A	Yes Hydro	452-2682	
Livingstone Ed Centre	90 Tillson Ave	Tillsonburg	842-9000	2	Shared System															
St. Thomas Adult Learning C	10 Ontario Road	St. Thomas	633-3242	3	Norstar CICS								2	2			1			
Strathroy Adult Learning Cen	51 Front Street East	Strathroy	245-3900	2	Shared System															
Outdoor Facilities	Address	City	Main	Total Lines	System	Voice Mail	Voice Mail Port	VMI	Synrevoice	Cap Module	9009	M7324	M7310	M7208	M7100	ATA 1	ATA 2	Stick	Elevator	
Jaffa Environmental Centre	48346 John Wise Rd, R.R.#5	Aylmer	773-5196	1																
Pond Mills Environmental Ed Centre	Pond View Road	London	452-2922	1							4									
Vansittart Woods Environmental Center	R.R.#5	Woodstock	467-5468	1																
Westminster Ponds Environment Centre	Western Counties Road	London	452-8880	5	Norstar MICS							1		9			1			
GA Wheable Media Services	70 Jacqueline	London	452-2117	4	Nortel MICS								1	5						
Wish to utilize last four digits of telephone numbers as extension numbers																				

APPENDIX I
TVDSB SPECIFICATIONS

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
	Bidders should respond yes or no to the following specifications. If an explanation is requested , Bidder(s) are to use the comments field or make reference in the comments field where in the proposal the requested information is found. Bidders must sign and date the last page of Appendix I TVDSB Specs.			
SECTION 1	STAGE ONE CENTREX SPECIFICATIONS			
1.1	The successful bidder(s) must be able to provide Centrex or Centrex functionally equivalent lines			
1.2	Centrex solution must be capable of using existing 4 and 5 digit dial plan			
1.3	Centrex solution must be capable of using the TVDSB's existing telephone numbers			
1.4	Bidder(s) shall provide a detailed migration plan			
1.5	Bidder(s) shall provide a detailed implementation plan complete with timelines, scope of work, roles, responsibilities, time-lines, milestones, and constraints. The implementation plan should be in Microsoft Project or equivalent format.			
SECTION 2	STAGE TWO TELECOMMUNICATION SYSTEM			
	The Proposed Telecommunications System will hereafter be referred to as "The System".			
2.1	PROPOSED SYSTEM STATUS			
2.1.1	State the market release date of the proposed System.			
2.1.2	If the proposed System is not fully released, state the System's full market release date.			
2.1.3	Describe details on upcoming software and hardware releases on core systems and applications within the next 12-18 months and indicate any benefits that may be realized by TVDSB as a result.			
2.2	PILOT REQUIREMENTS			
2.2.1	Bidder shall be prepared to install proposed solution at a Board selected site for the purposes of the Board confirming that the proposed solution does meet the Board's requirements			
2.2.2	Bidder agrees to conduct the Pilot at no cost to the Board			
2.2.3	Bidder agrees that, if Pilot proves to the Board that its requirements are not met, the Bidder will remove its proposed solution, at no cost to the Board.			
2.2.4	If the Pilot is successful, the Board will pay for any appropriate cost related to the installation of the proposed solution at the Board's site.			
2.3	SITE VISITS			
2.3.1	State a site that the TVDSB evaluation committee can view the System in operation			
2.3.2	The System shall be of the same size and scope of the proposed System.			
2.3.3	State the length of time this System has been successfully installed and operational.			
2.4	INTEGRATION WITH TVDSB EXISTING TELEPHONE SYSTEMS AND CENTREX LINES			
2.4.1	State if proposed System is interoperable/compatible with existing Norstar systems			
2.4.2	State if proposed System is interoperable/compatible with existing Nortel voice mail systems			
2.4.3	State if proposed System is interoperable/compatible with existing Octel voice mail system			
2.4.4	State if the proposed System is interoperable/compatible with the existing Centrex lines			
2.4.5	Bidder(s) shall outline how their proposed solution's would support the existing Centrex lines			
2.5	SCOPE OF WORK			
2.5.1	The successful bidder(s) shall provide a summary description of the general features, configuration, architecture and topology of your solution, including diagrams, for both the System as a whole and at a typical in-school, including information on components at a device-specific level and an explanation of the integration of all components.			
2.5.2	The successful bidder(s) shall provide Centrex or Centrex functionally equivalent lines for Stage One.			
2.5.3	The successful bidder(s) shall supply and install a System which supports voice mail, conferencing, call centres and web based management applications for Stage Two.			
2.5.4	The System shall be a converged voice and data solution that is capable of maintaining existing telephone functionality as the TVDSB transitions to the converged VoIP and data network.			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
2.5.5	The successful bidder(s) shall supply and install all System wiring where required.			
2.5.6	The successful bidder(s) shall refer to TVDSB cabling specifications for all cabling and termination particulars in Appendix F TVDSB Wan.			
2.5.7	The successful bidder(s) shall be responsible for all conduit and/or electrical requirements resulting from the installation of the telephone system.			
2.5.8	The successful bidder(s) may be responsible for co-coordinating the interfacing and ordering of PSTN lines with the PSTN company.			
2.5.9	The successful bidder(s) shall comply with all building and electrical code, laws, and regulations of the Towns and Municipalities within the TVDSB geographical area or as required by the Province of Ontario.			
SECTION 3	GENERAL PROJECT REQUIREMENTS			
3.1	SYSTEMS START UP, TESTING, INSPECTION, AND COMMISSIONING			
3.1.1	When each System installation is complete and ready for acceptance the Bidder shall:			
3.1.1.1	Check all component connections and overall installation			
3.1.1.2	Provide start up procedures for the System			
3.1.1.3	Test and adjust the System and ascertain that the components are as specified			
3.1.1.4	Commission System and ensure that devices operate as specified and as designed			
3.1.2	Bidders shall describe the testing and support procedures for the acceptance testing.			
3.2	TRAINING AND SUPPORT			
3.2.1	Bidder(s) shall provide the TVDSB a 7 X 24 Toll Free technical support hotline for the life of the warranty			
3.2.2	Bidder(s) shall provide, at no cost to the TVDSB, on site consulting to the Voice Telecommunication and Data Specialists for technical issues related to (but not limited to) compatibility, connectivity and interfacing.			
3.2.3	Bidder(s) shall outline how they will implement technical support.			
3.2.4	Bidder(s) shall outline the formal escalation process to resolve technical issues that are not resolved to the satisfaction of the TVDSB..			
3.2.5	Bidder(s) shall describe the management training program offered by the Bidder including the number of training hours and sessions being offered. Bidders to list pricing for training if not included in the base System being quoted Input pricing in Appendix J Pricing.			
3.2.6	Bidder(s) shall describe the user training program being offered including the number of training hours and sessions being offered. Bidders to list pricing for training if not included in the base System being proposed. Input pricing in Appendix J Pricing.			
3.2.7	Bidder(s) will be required to supply a full set of detailed product documentation.			
3.2.8	Bidder(s) to indicate if the documentation is available from the manufacturer(s) or bidder(s) web site.			
3.3	WARRANTIES			
3.3.1	Bidder(s) shall state if Warranty includes parts, labor and if the warranty is on-site. If not, bidders must indicate the terms of the warranty.			
3.3.2	Bidder(s) shall state location of service facilities.			
3.3.3	Bidder(s) shall state number of certified service technicians at each location.			
3.3.4	Bidder(s) shall state time to respond to service calls for Centrex related service calls			
3.3.5	Bidder(s) shall state time to respond to service calls for Telecommunications System related service calls.			
3.3.6	Bidder(s) shall state mean time to repair commitments in the event of service disruption and associated penalties in the event of extended outages.			
3.3.7	Describe the base warranties provided for the solution proposed (If different components have different warranty coverage and/or time frames, bidder shall list these separately).			
3.3.8	Describe the TVDSB's options for maintenance and support.			
3.3.9	Bidder(s) shall warrant that the proposed solution will integrate with the TVDSB existing telecommunication systems, WAN infrastructure/hardware and that all components (hardware and software) are compatible.			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
SECTION 4	STAGE TWO SYSTEM FUNCTIONAL REQUIREMENTS			
4.1	PROPOSED SYSTEM'S FEATURES/FUNCTIONALITY			
4.1.1	The proposed System's basic features shall include voicemail, conferencing, call center applications and web based management			
4.1.2	The System shall be scalable to allow for the acquisition of other application modules			
4.1.3	The System shall be capable of reducing bandwidths:			
4.1.3.1	compression (bidders to specify)			
4.1.3.2	silence suppression (bidders to specify)			
4.1.3.3	Other (bidders to specify)			
4.1.4	The proposed System is capable of enabling current M and T series Nortel digital telephone sets currently used within the TVDSB telecommunications infrastructure			
4.1.5	Does the proposed System support music on hold ?			
4.2	TELECOMMUNICATIONS FUNCTIONALITY REQUIREMENTS			
4.2.1	Does the proposed System support the current four and / or five digit dial plan between all TVDSB sites.			
4.2.2	Does the proposed System allow the TVDSB to maintain the existing telephone numbers.			
4.2.3	Does the proposed System allow the integration of additional voice mail users.			
4.2.4	Does the System supports the ability to transfer voicemail messages from one system to another			
4.2.5	Does the System has the ability to transfer calls from one system to another			
4.3	CABLING INFRASTRUCTURE STANDARDS AND REQUIREMENTS			
4.3.1	Bidder(s) to refer to Appendix F TVDSB cabling specifications for all cabling and termination particulars.			
4.4	DATA NETWORK REQUIREMENTS			
4.4.1	Does the System supports data network Quality of Service (QoS)			
4.4.2	Does the System provides for network connectivity to the TVDSB school based telephony systems			
4.4.3	Does the System provides TVDSB the ability to activate remote message waiting indicators at networked locations			
4.5	QUALITY ASSURANCE REQUIREMENTS			
4.5.1	State if the system supports Quality of Service			
4.5.2	All System components must be CSA and/or ULC approved, listed and labeled			
4.5.3	The System allows for access to real time information.			
4.5.4	State what diagnostic tools are available.			
SECTION 5	BIDDER(S) INFORMATION			
5.1	BIDDER(S) INFORMATION			
5.1.1	Bidder(s) must be the Manufacturer(s) authorized Dealer with staff duly certified as installers and maintenance technicians for the proposed System's in their submission.			
5.1.2	Bidder(s) shall obtain, and deliver, as part of the RFP response, a support letter from the manufacturer designating the bidder as an authorized dealer/distributor of the proposed System, that the manufacturer will provided spare parts to support the System for five years, and in the event that the TVDSB determines that the bidder is no longer acceptable as a service company, that the manufacturer will assume the responsibility for finding an acceptable service company or service the installed System on a direct basis.			
5.1.3	Bidder(s) shall provide a detailed summary of partnerships or alliances they have formed to facilitate the supply and installation of the proposed Telecommunication System			
5.1.4	Bidder(s) shall state their relevant experience with building and supporting intelligent network structures.			
5.1.5	Bidder(s) shall state if they support open industry standards. Provide examples of how they have actively promoted open standards.			
5.1.6	Bidder(s) shall state if they are active participants on standards bodies. List standard bodies to which bidder(s) belong.			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
BIDDER(S) MIGRATION STRATEGY:				
5.2				
5.2.1	Bidder(s) shall state if they are able to support a phased migration from legacy TDM equipment to an IP based telecommunication environment			
5.2.2	Bidder(s) shall provide a clear and comprehensive migration strategy plan			
5.2.3	Bidder(s) shall state if they anticipate any interoperability/compatibility issues and how they propose to solve these problems			
SECTION 6 STAGE TWO SYSTEM FUNCTIONALITY				
6.1 SYSTEM MODULE				
6.1.1	The System shall be a converged voice and data solution allowing the TVDSB controlled transition to IP telephony by providing legacy KTS/PBX functionality integrated with IP-enabled and/or pure-IP telephone functionality including analog devices, soft-phone and wireless Sets support, QoS, VoIP gateways, data routing capabilities, voice-mail, music, paging and external alarm systems service in a single integratable System.			
6.1.2	External communication is provided via a connection with the PSTN (public switched telephone network) and / or TVDSB 's Wide Area Network, which will enable 2-way communication between any 2 points in the school and from any point in the school to another school or to the PSTN without operator assistance			
6.1.3	Does the proposed System support industry standards.			
6.1.4	Is the proposed System be based on an open architecture and minimizes the use of proprietary hardware or software.			
6.1.5	The proposed System shall integrate and be compatible with the existing Wan and Telecommunication environment			
6.1.6	The proposed System shall be a distributed architecture that is flexible and scalable to allow for changes and growth			
6.1.7	The proposed System's administration shall be centralized			
6.1.8	The proposed System shall allow for a seamless transition from the current environment and shall allow for additional application modules as required.			
6.1.9	The proposed System shall enable any internal handSet and access voice processing technology features without operator assistance.			
6.1.10	The proposed System shall provide for programmability on a handSet by handSet basis with the exception the of any 802.11b wireless Sets			
6.1.11	The proposed System shall Interface as a Digital Key Telephone System (DKTS) or Digital Hybrid System. All Systems shall be IP enabled and provide advanced networking capabilities including networking over an IP data network with the current Norstar, Norstar Cics and Mics systems.			
6.1.12	All programmable functions shall be stored in a non-volatile memory and shall not be lost in the event of power failure			
6.1.13	The proposed System shall continue to operate with PSTN access in the event of a WAN facility failure			
6.1.14	All components shall be remotely manageable			
6.1.15	System to be capable of accommodating at minimum, the following voice procession functionality provision and options:			
6.1.15.1	Secondary Answering - forwarding calls to alternate extension or personal voice mail box on busy or no answer			
6.1.15.2	Auto Attendant - answering calls with the option to dial called party directly.			
6.1.15.3	The proposed System shall be able to record telephone calls live during the conversation with the start, stop, resume, pause and address on the fly functions			
6.1.15.4	The proposed System shall be able to provide direct transfer of an outside caller to other devices such as wireless and other remote land lines			
6.1.15.5	Caller Identification Information shall be capable of being captured by the System, to be retrieved locally or remotely by individual mailbox users and have the ability to connect automatically with the outside or inside callers			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
6.2	MESSAGE CENTRE MODULE			
6.2.1	The message centre module shall:			
6.2.1.1	Provide around the clock telephone reception and voice messaging services			
6.2.1.2	Provide for the answering of all incoming calls, for handling switchboard overload and providing after-hour telephone reception			
6.2.1.3	Provide for the answering, screening and transferring of a multitude of calls simultaneously to desired extensions quickly and efficiently			
6.2.1.4	Provide for relaying appropriate recorded messages by the person being called if the extension called is busy or if a call, once transferred, is not answered			
6.2.1.5	Provide the caller with the options of leaving a message, transferring to an alternate extension designated by the called person or trying another extension			
6.2.1.6	Provide caller with the choice to leave a message as detailed as the caller needs			
6.2.1.7	Provide complete privacy with access to the personal mailboxes protected by passwords			
6.3	SYSTEM REDUNDANCY			
6.3.1	In the event of a WAN failure, the System shall be capable of maintaining internal telephone capabilities such as but not limited to:			
6.3.2	inter-extension connectivity			
6.3.3	lifeline access to conventional PSTN			
6.3.4	Gateway devices shall have multiple route selection capabilities (i.e. if any Gateway or network connection to a gateway goes down, the System will seamlessly and automatically route to another Gateway without user intervention)			
6.3.5	Gateway devices shall be redundant and hot swappable.			
6.3.6	Describe what "redundancy" components and/or modules the Bidder(s) has and provide pricing for same			
6.4	RELIABILITY			
6.4.1	Voice communications is critical for our business and the TVDSB strives for 99.999% availability. What are the mechanisms within the proposed System that maximize system uptime?			
6.4.2	What can be instituted in order to maintain maximum uptime for all network connected system components?			
6.4.3	Does the IP based Telecommunication System use server clustering technology like Cisco Systems?			
6.4.4	If an IP phone loses its server or gateway, will it automatically reconnect to an alternate?			
6.4.5	If the network between the Call Processor and Gateway goes down, or the Call Processor is unavailable, how is service within the gateway maintained?			
6.4.6	How would IP phones continue to operate and register if the terminal proxy server became unavailable?			
6.4.7	What functions or features are lost in survivable mode?			
6.4.8	Does your operating systems support clustering for redundancy?			
6.4.9	Do your server platforms support automated server fail-over?			
6.4.10	Describe the fail-over strategies/options that your servers support (is it hardware, software or a combination).			
6.4.11	How are databases synchronized?			
6.4.12	How are the servers resynchronized in the event of a fail-over?			
6.4.13	Explain in detail how a switchover occurs in a redundant system.			
6.4.14	Identify each component that is duplicated in your proposed solution.			
6.4.15	How does the System provide fault tolerance? Identify the components that can be duplicated in your System. Fully describe the System's redundancy capability. Is it "hot standby redundancy", "shared redundancy", etc?			
6.4.16	Describe any UPS or "battery" back-up capabilities for the proposed System. Can these capabilities benefit a redundant System? Please explain.			
6.4.17	Are the telephones capable of selecting an alternate default router?			
6.4.18	What type of power redundancy is provided with the System?			
6.4.19	Provide the MTBF statistics for the various hardware components constituting the Bidder(s) proposed System			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
6.5	QUALITY of SERVICE (QoS)			
6.5.1	Does the proposed System contain proprietary technology/software.			
6.5.2	Does the proposed System support multi-vendor interoperability across any QoS infrastructure?			
6.5.3	If call quality on the IP network degrades, what options are available to put calls through on the traditional telephone network?			
6.5.4	Voice quality is important for our customer facing applications. How is QoS functionality achieved across the public network and in mixed vendor environments?			
6.5.5	How are you handling QoS in your System?			
6.5.6	Describe the QoS mechanism bidder(s) use to guarantee there will be no degradation of service for voice, video, or data on the network.			
6.5.7	List and detail the QoS standards supported by the handsets, Call Processor, gateways, network switches, other network equipment and other end nodes where applicable, that ensure end-to-end voice service priority. Explain how the components implement QoS standards such as 802.1p, DiffServ, ToS, RSVP.			
6.5.8	How does the network infrastructure recognize voice traffic at the WAN edge and guarantee QoS across WAN links?			
6.5.9	How do you provide bandwidth management to assure that the network is not oversubscribed?			
6.5.10	How do you provide for Call Admission Control to guarantee that LAN/WAN links are not oversubscribed?			
6.5.11	Does the proposed System allow for the setup of bandwidth management zones and the selection of different codes for each user?			
6.5.12	Explain when to adjust the size of the jitter buffer?			
6.6	CONNECTIVITY			
6.6.1	The System must be capable of terminating ground, wink, or loop start trunks and PRI ISDN trunks.			
6.6.2	What types of analog devices are supported by the System?			
6.6.3	How are the supported analog devices connected to the System?			
6.6.4	How are the analog interfaces connected to the IP voice System?			
6.7	SCALABILITY			
6.7.1	We want to be able to expand our system with minimum disruption and cost. Describe the scalability and limits of your solution in terms of adding users, trunks, analog and IP terminals, sites and applications.			
6.7.2	State the maximum number of phones (soft-phones and desktop units) that can be supported by each call management server?			
6.7.3	Will the proposed System extend features to remote locations?			
6.8	NETWORK EVOLUTION			
6.8.1	TVDSB has a large investment in Key/Digital Hybrid equipment. Is the proposed System compatible with legacy switches, terminals and applications? Identify any restrictions or constraints in compatibility.			
6.8.2	How are remote offices integrated into this solution?			
6.8.3	Will your IP Telephony products work over the LAN with other equipment than your own? Will you support it?			
6.8.4	Does your proposed solution intend to use the correct Octel Aria 350?			
6.8.5	How will you integrate the current Octel Aria 350 into the proposed solution?			
6.9	SECURITY			
6.9.1	Does the proposed System's architecture make the Operating System vulnerable to computer viruses?			
6.9.2	How can the proposed System be protected from Denial Of Service (DOS) attacks?			
6.9.3	Can the IP address of the phones be used as part of the authorization for their access to services and gateways?			
6.9.4	Discuss Firewall and Security options for IP phones.			
6.9.5	Do the IP Phone sets require onsite service calls for anything other than a hardware failure?			
6.9.6	What are the options available to provide call trace for intersystem calls?			
6.9.7	How does the proposed System enable secure remote management access?			
6.9.8	State the total number of passwords available in the proposed System.			
6.9.9	What is the total number of digits allowed in each password's field?			
6.9.10	Is the proposed System equipped with the ability to track log-in attempts? Describe.			
6.9.11	Describe theft deterrent features and their functional capabilities.			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
6.10	SYSTEM SECURITY FEATURES			
6.10.1	The proposed System shall be supported by a layered security platform (bidders to describe)			
6.10.2	Does the proposed System support encryption			
6.10.3	State the type of encryption used			
6.10.4	Does the proposed System support multi layered levels of users with respect to resource access and user privilege restrictions.			
6.10.5	Does the proposed System support caller PIN, Caller ID and identification, Calling Line ID, and extension numbers			
6.10.6	Does the proposed System provide for Logins to be password protected?			
SECTION 7	SYSTEM SOFTWARE COMPATIBILITY AND STANDARDS SUPPORTED			
7.1	Does the proposed System provide:			
7.1.1	Support for QoS, 802.1p and DiffServ as defined in RFC2474 & 2475			
7.1.2	Support for 802.11b for Wireless Sets			
7.1.3	Support for 802.11g for Wireless Sets			
7.1.4	Support with ITU-T H.323			
7.1.5	Support for OSPF & RIP/RIP2			
7.1.6	Support for SIP			
7.1.7	Support for XML			
7.1.8	Support for Microsoft's Active Directory			
7.1.9	Support for NEBS			
7.1.10	Supports for Plug and Play			
7.1.11	Support for DHCP			
7.1.12	Support for NAT (Network Translation Protocol)			
7.1.13	Support for PAT (Port Translation Protocol)			
7.1.14	Support for DNS (Domain name Service)			
7.1.15	Support for Ipsec			
7.1.16	Support for PPTP (Point to Point Tunneling Protocol)			
7.1.17	Support for VPIM (Voice Profile for Internet Mail)			
7.1.18	Support for AMIS (Analog Networking)			
7.1.19	Support for API			
7.1.20	Support for TAPI Application Interface (API)			
7.1.21	Support for LDAP Application Interface (API)			
7.1.22	Support for RPC Application Interface (API)			
7.1.23	Does System provide support for other (3rd party) API's?			
7.2	TYPE OF INTERFACES SUPPORTED			
7.2.1	Bidders shall state the maximum number of interfaces supported in each category:			
7.2.1.1	System supports Ethernet - 10/100/1000			
7.2.1.2	System supports T1			
7.2.1.3	System supports Modem			
7.2.1.4	System supports Analog POTS			
7.2.1.5	System supports PRI			
7.2.1.6	System supports ISDN			
7.2.1.7	System supports SS7			
7.3	SYSTEM MANAGEMENT AND REPORTING			
7.3.1	Does the proposed System allow for access to real-time information			
7.3.2	Does the System provide for call centre reporting			
7.3.3	Does the System provide and/or generate Call Detail Records			
7.3.4	Does the System provide auto attendant reporting			
7.3.5	State if reports detailing the service levels provided to callers are available?			
7.3.6	State what other reports the System will provide			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
7.4	CALL DETAIL REPORTING FUNCTIONALITY			
7.4.1	The proposed System shall support the following Call Detail Recording (CDR) functionality:			
7.4.1.1	Date and time of the call and digits dialed			
7.4.1.2	The originating and terminating line or station set			
7.4.1.3	Whether an incoming call was answered			
7.4.1.4	Elapsed time between origin of a call and when it was answered			
7.4.1.5	Whether a call was transferred or put on hold			
7.4.1.6	Call duration			
7.4.1.7	Calls associated with account codes			
7.4.1.8	Incoming call Calling Line Identification (CLID) information			
7.4.1.9	Bearer capability of the line in the call			
7.4.1.10	Condition Code (categorizes information represented in the call record)			
7.4.1.11	Trunk Access Codes			
7.4.1.12	Calling Number			
7.4.1.13	Account Code			
7.4.1.14	Authorization Code			
7.4.1.15	Facility Restriction Level for Private Network Calls			
7.4.1.16	Transit Network Selection Code (ISDN access code to route calls to a specific inter-exchange carrier)			
7.4.1.17	Call Bandwidth			
7.4.1.18	Operator System Access (ISDN access code to route calls to a specific network operator)			
7.4.1.19	Time in Queue (F, R and Q records)			
7.4.1.20	Incoming Trunk ID			
7.4.1.21	Outgoing Trunk ID			
7.4.1.22	Incoming Ring Interval Duration			
7.4.2	Real-time records for ringing, DNIS, answered, unanswered, transferred and released events for incoming calls with CLID information and hospitality room occupancy status			
7.4.3	Identify all available CDR reports that can be generated for any or all of the call record field data listed above.			
7.5	ADMINISTRATION MANAGEMENT SYSTEM			
7.5.1	Provide a brief description of the proposed management system, including its major hardware and software components.			
7.5.2	Identify the maximum number of configurable and active PC client terminals that can be configured as part of the management server system.			
7.5.3	Does the System provide a method for call accounting that can be viewed by the end user on line?			
7.5.4	The proposed System's Customer Administration Console shall provide the system administrator traffic information for the system for:			
7.5.4.1	Number of attempts, seizures and busies by trunk group and system internal (if applicable, system internal will be indicated for each internal network) with a minimum of 20 distinct trunk groups.			
7.5.5	The proposed System's shall be equipped with a Station Message Detail Recorder output.			
7.5.6	Describe the proposed System's ability to capture call records on outgoing, incoming, trunk-to-trunk/tie lines or internal calls including optional identification/ authorization codes or Caller ID/ANI. The type of record captured (i.e., local, long distance, internal, incoming, outgoing) shall be software programmable by trunk route or, in the case of internal calls, by station line.			
7.5.7	What methods are employed to provide a secure backup to the system database?			
7.5.8	Briefly describe how your management system defines a Major, Minor, and Warning alarm.			
7.5.9	Identify any and all available maintenance alarm reports provided by your management system.			
7.5.10	Provide a list of call records that your proposed System generates.			
7.5.11	What methods are available for system database backups?			
7.5.12	What methods are available to access the System for administrative functions?			
7.5.13	How many simultaneous administrative logins are supported by the System?			
7.5.14	What Operating Systems are required by your platforms?			
7.5.15	Briefly describe the available monitoring information records and reports of the proposed System.			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
7.5.16	Specify if VoIP QoS parameters such as jitter, call delay/latency, and packet loss are tracked and reported. Can a system administrator monitor VoIP calls in real-time for QoS observing?			
7.5.17	Does the proposed System's GUI interface support remote administration of user sets, configuration, resource provisioning, and trunk grouping?			
7.5.18	Does the System support On Line System Management , remotely using the WAN for the monitoring of the operational status:			
7.5.18.1	Of each node			
7.5.18.2	Of each client device			
7.5.18.3	Overall network status			
7.5.18.4	Call loads at the Gateway level			
7.5.19	Does the System allow for Real Time reporting and monitoring?			
7.5.20	Is the Logon to the Administration System password protected?			
7.6	SYSTEM NETWORK MANAGEMENT AND MONITORING			
7.6.1	Is the proposed System SNMP manageable?			
7.6.2	Does the proposed System interface with a standard SNMP agent manager ?			
7.6.3	Does the proposed System support remote On line System management using the WAN for monitoring of operational status of each node, of each client device, overall network status, and call loads at the Gateway level ?			
SECTION 8	DEVICE FUNCTIONALITY			
8.1.1	The proposed System provides for integrated use of the following Sets (For each category Bidder shall specify maximum number of Sets supported and whether all Set features are supported):			
8.1.2	Analog Sets			
8.1.3	Digital Sets			
8.1.4	Mobile-Cordless Sets			
8.1.5	Wireless Sets based on non-802.11b standard			
8.1.6	IP Sets (hard Sets)			
8.1.7	IP Sets (soft Sets)			
8.1.8	Wireless Sets based on 802.11b standard			
8.1.9	Provides carrier quality audio at all times			
8.1.10	Support all functions required for standard telephony-based voice System. Including fax machines, voice mail, inter-extension paging, P.A., I.V.R., call forwarding to an off-System number (e.g. a cell phone)			
8.2	CALL CENTRES			
8.2.1	The proposed System supports:			
8.2.2	Multiple call centres			
8.2.3	The ability to monitor agents for quality assurance purposes			
8.3	MULTIFUNCTIONAL DEVICES			
8.3.1	The proposed System supports:			
8.3.2	PDA's to communicate over the network			
8.3.3	Cell phones to communicate over the network			
8.3.4	State what is required to enable PDA's and cell phones to access the System			
8.4	AUTO ATTENDANT			
8.4.1	The proposed System supports:			
8.4.2	The ability to ring a telephone before going to voice mail			
8.4.3	Use of automated directory to route calls from an online directory			
8.4.4	Automated directories set up by locations			
8.4.5	Allows school sites the ability to set a threshold of number rings before going to voice mail			
8.5	FAXING			
8.5.1	Each location has at least one fax line which is used for alarm signaling and utility metering			

APPENDIX I
TVDSB SPECIFICATIONS

SECTION	DESCRIPTION	COMPLIANCE		COMMENTS
		Yes	No	
SECTION 9	SYSTEM TELEPHONE HARDWARE REQUIREMENTS			
9.1.1	The proposed System provides for:			
9.1.1.1	The ability to connect to a standard CO line which is using CA21, CA11, or equivalent connectors.			
9.1.1.2	A CA38A or equivalent jacks on (1) (2) CO lines to interface with security and fire alarm systems located and installed between the demarcation point and the common equipment			
9.1.1.3	Capability to interface with voice mail processing System			
9.1.1.4	Automatic restoration of the System operation in the event of a power failure			
9.1.1.5	Power failure transfer to System power fail telephone			
9.1.1.6	Power supply to be connected to standard 120 VAC, 3 wire			
9.1.1.7	Common equipment to be mounted in 19' rack or wall mounted.			
9.1.2	IP enabled telephone sets shall have the same features as the TDM sets with the exception of 802.11b wireless sets			
9.1.3	If 802.11b wireless sets do not have the same features as the basic TDM sets, bidder(s) shall list features not available			
9.2	TELEPHONE FUNCTIONALITY			
8.2.1	The proposed telephones shall be digital or IP hard clients have the following features and capabilities which are consistent with the current telephones :			
9.3	COURTESY TELEPHONES			
9.3.1	The current courtesy telephones features and capabilities include but are not limited to:			
9.3.1.1	Call Transfer from any set			
9.3.1.2	Caller Line ID			
9.3.1.3	Caller Name ID			
9.3.1.4	Day/Time Display			
9.3.1.5	Distinctive Ringing			
9.3.1.6	Hearing Aid Compatible			
9.3.1.7	Keypad Disable			
9.3.1.8	Last Number Redial			
9.3.1.9	On-hook Dialing			
9.3.1.10	Release Button			
9.3.1.11	Toll Restrictions			
9.3.1.12	Volume Control			
9.4	PROPOSED COURTESY PHONES			
9.4.1	Bidder(s) shall provide a brief description of the proposed Courtesy Phone and confirm that it satisfies each of the Phone Attributes Requirements in the Sectionas 9.3. Bidder(s) shall identify any required attributes that will not be satisfied by the proposed solution. Bidder(s) shall include information on additional design and feature capabilities and include a photograph of the instrument.			
9.5	BASIC ADMINISTRATION TELEPHONES			
9.5.1	The current basic administration telephone features and capabilities include but are not limited to:			
9.5.1.1	3-way or 6-way conference calling			
9.5.1.2	ability for TVDSB staff to reprogram from system site or remotely			
9.5.1.3	able to support separate headsets and handset jacks			
9.5.1.4	autodial			
9.5.1.5	bridged line appearance			
9.5.1.6	Call Forwarding (All Calls)			
9.5.1.7	Call Forwarding (Busy/Don't Answer)			
9.5.1.8	Call Forwarding (Follow Me On-Premise)			
9.5.1.9	Call Forwarding (Follow Me Off-Premise)			
9.5.1.10	Call Hold			
9.5.1.11	Call Park			
9.5.1.12	Call Pickup			
9.5.1.13	Call Ring			
9.5.1.14	Call Transfer from any set			

APPENDIX I
TVDSB SPECIFICATIONS

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
9.5.1.15	Call Waiting			
9.5.1.16	Caller Line ID			
9.5.1.17	Caller Name ID			
9.5.1.18	Day/Time Display			
9.5.1.19	Directed Call Pick-up			
9.5.1.20	Distinctive Ringing			
9.5.1.21	Headset Connection Capability			
9.5.1.22	Headset Interface			
9.5.1.23	Hearing Aid Compatible			
9.5.1.24	Keypad Disable			
9.5.1.25	Last Number Redial			
9.5.1.26	Link Feature			
9.5.1.27	Malicious Call Trace			
9.5.1.28	Message Waiting Indicator			
9.5.1.29	Multiple Line Appearance			
9.5.1.30	One Button Speed Dialing			
9.5.1.31	On-hook Dialing			
9.5.1.32	Provides Music on Hold			
9.5.1.33	Release Button			
9.5.1.34	Toll Restrictions			
9.5.1.35	Voice Messaging Retrieval Button			
9.5.1.36	Volume Control			
9.6	PROPOSED ADMINISTRATION TELEPHONE			
9.6.1	Bidder(s) shall provide a brief description of the proposed basic administration telephone and confirm that it satisfies each of the Phone Attributes Requirements in Section 9.5. Bidder(s) shall identify any required attributes that will not be satisfied by the proposed solution. Bidder(s) shall also include information on additional design and feature capabilities and include a photograph of the instrument.			
9.7	ENHANCED ADMINISTRATION TELEPHONE			
9.7.1	The enhanced administration telephone sets has all the features described in Section 9.5 and the following capabilities/software:			
9.7.1.1	two way handsfree operation			
9.8	PROPOSED ENHANCED ADMINISTRATION TELEPHONE			
9.8.1	Bidder(s) shall provide a brief description of the proposed enhanced administration telephone and confirm that it satisfies each of the Phone Attributes Requirements in Section 9.7. Bidder(s) shall identify any required attributes that will not be satisfied by the proposed solution. Bidder(s) shall also include information on additional design and feature capabilities and include a photograph of the instrument.			
9.9	EXECUTIVE ADMINISTRATION TELEPHONE			
9.9.1	The current executive administration telephone features and capabilities include (but are not limited to) all the features described in Section 9.7 and the following capabilities:			
9.9.2	The ability for designated administrative staff to easily reprogram System database for the System site or remotely.			
9.9.3	The proposed telephone sets shall include all the necessary hardware to fulfill the reprogramming functions.			
9.9.4	Abbreviated Dial			
9.9.5	Provide for multiple call pick up			
9.9.6	Provide Night Answering			
9.9.7	Provide for camp-on			
9.9.8	Provide multiple class of service codes - ability to assign to each extension			
9.9.9	Provide multiple conferencing both internally and externally			
9.9.10	Provides for distinctive ring for internal versus external calls			
9.9.11	Provides for distinctive ring for staff versus individual calls			
9.9.12	Supervisor/Assistant Calling			

APPENDIX I
TVDSB SPECIFICATIONS

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
9.9.13	Supervisor/Assistant Speed Dial			
9.9.14	Provides Group Hunt			
9.9.15	Provides for Exclusive Hold and System Hold			
9.9.16	Provides for ID/Authorization codes (up to 8 digits)			
9.9.17	Provides if intercom-voice announce and ring methods for signaling, provide for non-blocking intercom paths			
9.9.18	Provides for all sets to have message waiting capability to alert users			
9.9.19	Provides for pooled line access with individual line access			
9.9.20	Provides for privacy on all lines and sets			
9.9.21	Provides for multiple ringing assignments (at least 2 groups - flexible for all lines and sets)			
9.9.22	Provides for remote maintenance -critical System conditions that can generate an alarm, capability of System to self diagnose problems, capability of System to transmit alarms off site for remote maintenance functionality			
9.9.23	Provides for the ability to support single line sets			
9.9.24	Provides for multiple System speed dial. State number of numbers that can be stored			
9.9.25	Provides for non- blocking talk paths			
9.9.26	Provides for toll restriction - the ability to control to station level via class of service			
9.9.27	Provides for capability of being interfaced with a wireless RF communication			
9.9.28	System either 802.11b and/or proprietary spec			
9.9.29	Elapsed Call Timer			
9.9.30	Provides for record a call			
9.9.31	Provides for Do not Disturb			
9.9.32	Provides for multiple message waiting lamps			
9.9.33	Provides for line keys equal to the number of CO lines, including add-on modules (specify all sizes available)			
9.9.34	Provides for multiple speed dial feature via directory dialing buttons			
9.9.35	Provides for programmable feature buttons			
9.9.36	Telephone sets shall have at minimum three line L.C.D. display and shall be able to display name and number (calling line ID)			
9.9.37	Telephone sets shall be able to support separate headset and handset jacks without external amplification			
9.10	PROPOSED EXECUTIVE ADMINISTRATION TELEPHONE			
9.10.1	Bidder(s) shall provide a brief description of the proposed executive administration telephone and confirm that it satisfies each of the Phone Attributes Requirements in Section 9.9. Bidder(s) shall identify any required attributes that will not be satisfied by the proposed solution. Bidder(s) shall also include information on additional design and feature capabilities and include a photograph of the instrument.			
9.11	ATTENDANT TELEPHONES			
9.11.1	The current attendant telephone features and capabilities include but are not limited to:			
9.11.2	All the telephone features and capabilities described in Section 9.9 and the following capabilities:			
9.11.3	Provides access to all other System features and capabilities			
9.11.4	Provides the ability to hold incoming calls in Call Center queue , where callers in queue hear			
9.11.5	On Hold recording			
9.11.6	Provides for attendant recall			
9.11.7	Telephones shall have the ability to support separate headset and handset jacks without external amplification			
9.12	PROPOSED ATTENDANT TELEPHONES			
9.12.1	Bidder(s) shall provide a brief description of the proposed attendant telephone and confirm that it satisfies each of the Phone Attributes Requirements in section 9.11. Bidder(s) shall identify any required attributes that will not be satisfied by the proposed solution. Bidder(s) shall also include information on additional design and feature capabilities and include a photograph of the instrument.			
9.13	PROPOSED EMERGENCY TELEPHONE			
9.13.1	The proposed enhanced administration telephone sets shall have all the features described in Section 9.3 and the following :			
9.13.2	The emergency telephone shall be a different color that the administration telephone sets			
9.14	STATION INTERFACES—IP			

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
9.14.1	Explain how you can provide easy addressing of the IP phones without having to change the addressing scheme of the existing IP data network.			
9.14.2	Does the proposed IP Phones support XML?			
9.14.3	Does the proposed System allow employees to connect to the System from any available office?			
9.14.4	Describe the integration between desktop office productivity applications such as Word/Outlook and the System so that employees (who are not in a call center) can dial numbers from a contact manager index.			
9.14.5	Does the proposed IP Phone allow users to program the label on the feature key?			
9.14.6	Does the proposed System support other vendor's IP phones? If so, please explain.			
9.14.7	How many pairs of wires are needed to support the specified instruments, terminals and consoles?			
9.14.8	Identify and describe the distance limitations and wire gauge limitations to your station equipment, consoles, administrative terminals, etc.			
9.14.9	Does the proposed System enable reservation of voice gateway channels for resource critical IP Phones?			
9.14.10	Is any user intervention required if an IP phone is moved to a different subnet?			
9.14.11	Can the IP phones share the existing Cat 5 wiring and switched Ethernet port in the data wiring closet?			
9.15	ANALOG STATION INTERFACES			
9.15.1	Does the proposed System support the following analog station applications:			
9.15.1.1	2500 Premise type stations			
9.16	ANALOG TRUNK INTERFACES			
9.16.1	List the analog CO trunk types supported.			
9.16.2	Are the CO trunks supported by the same hardware using software to differentiate the trunk type?			
9.16.3	List the analog tie trunks supported.			
9.17	T1 SUPPORT			
9.17.1	Bidder(S) shall outline the maximum number of T1s the proposed solution can support and outline any limitations of the System when interfacing to T1s.			
9.18	ISDN PRI and BRI SUPPORT			
9.18.1	Bidder(s) shall outline their proposed solution's support for ISDN PRI and BRI.			
9.19	CLASS/CLID SUPPORT			
9.19.1	Bidder(s) shall outline their proposed solution's support for CLASS/CLID.			
9.20	VOICE MESSAGING SYSTEM			
9.20.1	Does the proposed System support integrated messaging?			
9.20.2	Does the proposed System support third-party voice mail?			
9.20.3	Does the proposed System interface with the existing Octel voicemail platform?			
9.20.4	What types of voice mail interfaces are supported by the System?			
9.20.5	How many distribution lists can each user have?			
9.20.6	Does the System interface with other vendor's voice mail systems?			
9.20.7	Does the voice mail system come with reports indicating the service levels provided to the callers?			
9.20.8	Can the System be administered from the same workstation as the one used for the PBX?			
9.20.9	What Internet standard protocol is used to exchange messages with other messaging systems?			
9.20.10	Are "trivial" passwords prevented?			
9.20.11	State if the System suppresses the display of mailbox passwords on display sets?			
9.21	E911 EMERGENCY SERVICES:			
9.21.1	Bidder(s) shall describe its technology solution for providing 911 and E911 emergency services. If the proposed System provides Enhanced 911 Services (E911) the bidder(s) shall describe in detail how this will be implemented.			
9.21.2	Can a user dial either 911 or 9+911 and still reach the Public Safety Answering Point (PSAP)?			
9.21.3	Describe how trunks can be prioritized and overflowed for emergency calls.			
9.21.4	Can the System deliver unique ANI/CLID numbers to the PSAP for 911 calls originating from non-DID stations?			
9.21.5	How are 911 calls from remote telephones routed to the correct PSAP for their location?			
9.21.6	What E911 support is planned?			

**APPENDIX I
TVDSB SPECIFICATIONS**

SECTION	DESCRIPTION GENERAL	COMPLIANCE		COMMENTS
		Yes	No	
9.21.7	If emergency-911 municipal services are mandated for commercial Systems, is your proposed System in compliance today? If not, what plans are in place to comply?			
9.21.8	Are E911 calls given a priority to PSTN gateway resources?			
9.21.9	Describe how 911 calls will be placed from any and all TVDSB sites			
9.22	PAGING MODULE AMPLIFICATION UNITS:			
9.22.1	Provides for interface requirements for paging port, Norstar CO (loop start), line port for the telephone System access arrangements			
9.23	STANDBY POWER SUPPLY(U.P.S):			
9.23.1	The System shall be provided with a on-line uninterruptible power supply systems (UPS)			
9.23.2	The UPS shall support all System telephones and shall have power capacity to operate the System for two hours at full capacity including the voice mail system.			
SECTION 10	ADDITIONAL BIDDER'S INFORMATION:			
10.1	Additional Required Bidder(s) Information:			
10.1.1.1	Describe what, if any, the key differentiating features or advantages are of the proposed System.			
10.1.1.2	Describe, if not already supported, what the Bidder's plans are for complying with SIP			
10.1.1.3	Describe how your solution proposed might accommodate migration to video phone Systems in the near future.			
10.1.1.4	Describe, if applicable, what other solutions the Bidder(s) has available and what the differences are between these and the System proposed			
10.1.1.5	Describe what other options the Bidder(s) might propose instead of what is included in the Bidder's proposed System which would not only meet the Board's requirements, but might be a more efficient and/or less costly solution to purchase and/or to operate			
10.1.1.6	Describe what optional components and/or modules the Bidder(s) has available and describe them			
10.1.1.7	Describe, if applicable, the Bidder(s) investment protection strategy and how this will protect the TVDSB.			
FIRM NAME: _____ SIGNATURE: _____				

APPENDIX J
PRICING WORKSHEET

DESCRIPTION	PRICING
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The TVDSB current operational costs are \$ 1.2 million annually. Bidders should be cognizant that they must identify all costs related to the change from Centrex (hardware, software, upgrades and licensing fees), all costs to install and maintain their solutions and clearly identify what support is required by the TVDSB Voice and Data Specialists to implement the proposed solution.

STAGE ONE CENTREX COSTS

	Quantity	Cost Per Line
State cost per Centrex line		
State minimum line requirements		
State migration costs		

STAGE TWO TELECOMMUNICATION SYSTEM COSTS
--

Bidders must complete this spreadsheet outlining the cost of the proposed System based on the requirements and functionality described in this RFP and all the Appendices. Bidders shall state any assumptions that have been made to arrive at the pricing . Pricing must include all materials, labor, engineering, coordination, training, supervision, testing and other tasks required to install and commission the proposed Telecommunication System and is required for the System to be fully functional .

TELEPHONE SETS COSTS

Bidders to outline all the costs associated with supplying and installing Telephone sets and includes all the necessary cables, connectors, interfaces and documentation.

	Quantity	Purchase Costs	Lease Costs
State the cost of a Basic Digital Administration Set			
State the cost of a Enhanced Digital Administration Sets			
State the cost of an Executive Digital Administration Sets			
State the cost of a Digital Courtesy Sets			
State the cost of a Digital Attendant Sets			
State the cost of an Analog Emergency Sets			
State the cost of a Soft IP Phones			
State the cost of a Basic IP Hard Administration Set			
State the cost of a Enhanced IP Hard Administration Sets			
State the cost of a Basic IP Hard Executive Administration Set			
State the cost of a IP Hard Courtesy Sets			
State the cost of a IP Hard Attendant Sets			
State the cost of a IP Hard Emergency Sets			
State the cost of IP telephone adapters			
Other Costs : to be identified by Bidders			

HARDWARE COSTS

APPENDIX J
PRICING WORKSHEET

Bidders to outline all the costs associated with a Basic VoIP Telecommunication System that is comprised of voicemail, conferencing, call centres, web based management and includes all the necessary cables, connectors, interfaces and documentation.

	Quantity	Costs	Costs	Cost Per Line
State cost of the proposed Basic Telecommunications VOIP System				
Other Costs : to be identified by Bidders				

APPLICATION COSTS

Bidders to outline all the application costs associated with a Basic VoIP Telecommunication System that is comprised of voicemail, conferencing, call centres, web based management and documentation.

	Quantity	Purchase Costs	Lease Costs	Cost Per Line
State the cost of voice messaging application module				
State the cost of fax messaging application module				
State the costs of the auto attendant application module				
State the costs of the call centre application module				
State the costs of the call centre application reporting module				
State the costs of the conferencing application module				
State cost for redundancy components and/or modules				
State the costs of the CTI application module				
Bidders to state other applicable application costs				

SOFTWARE LICENSE COSTS

Bidders must identify all software licensing costs associated with the proposed System application modules and any hardware licensing fees. All software licensing fees are to be identified that are required for the System to be fully functional.

	Quantity	Pricing Unit	Licensing Fees
State the licensing fees associated with Voice Messaging			
State the licensing fees associated with Auto Attendant			
State the licensing fees associated with Call Centre			
State the licensing fees associated with Fax Messaging			
State the licensing fees associated with Conferencing			
Other software licensing fees			

WEB BASED MANAGEMENT COSTS

Bidders to identify any costs associated with the web based management in their proposed System and is required for the System to be fully functional.

	Quantity	Purchase Costs	Lease Costs	Cost Per Line

