



State of Rhode Island and Providence Plantations
DEPARTMENT OF EDUCATION
Shepard Building
255 Westminister Street
Providence, Rhode Island 02903-3400

Deborah A. Gist
Commissioner

Wireless Classroom Initiative (WCI)

RIDE Wireless Classroom Initiative (WCI) Vendor Instructions

PLEASE TAKE NOTE:

IN ACCORDANCE WITH RHODE ISLAND GENERAL LAWS, CHAPTER 5-70, ALL APPROPRIATE RHODE ISLAND LICENSING MUST BE IN PLACE BEFORE AN OFFER FOR SERVICES CAN BE MADE TO A SCHOOL DISTRICT OR STATE AGENCY. FAILURE TO OBTAIN APPROPRIATE LICENSURE MAY RESULT IN CRIMINAL SANCTIONS IN ACCORDANCE WITH R.I.G.L. 5-70-6.

VENDOR MUST PROVIDE COPIES OF ALL RHODE ISLAND LICENSES TO THE SCHOOL DISTRICT OR STATE AGENCY AT THE TIME OF OFFER.

FOR ANY QUESTIONS RELATED TO RHODE ISLAND LICENSING, PLEASE CONTACT THE RHODE ISLAND DEPT. OF LABOR AND TRAINING, PROFESSIONAL REGULATION, AT (401) 462-8580 OR PROFREGS@DLT.RI.GOV.

Instructions for Vendors Placed on WCI MPA #482:

- 1) School Districts and Schools will make initial contact with vendors regarding the scheduling of all site visits.
- 2) As outlined in the Request for Qualifications, vendors contacted for a site survey and subsequent plan/cost proposal are required to do so free of charge. The State of Rhode Island, RIDE, and the individual LEAs will not be responsible for any costs associated with the site survey.
- 3) The scope of work must be approved by RIDE, in collaboration with LEAs, prior to the beginning of work. The scope of work may be modified by RIDE, in collaboration with LEAs prior to beginning work on a given task. Any deficiencies in performance of services and/or failure to supply deliverables in a timely manner will be documented by the LEA and reported to RIDE. Should a pattern of substantial dissatisfaction become apparent at any stage of the project, LEAs reserve the right to terminate any contracts awarded. RIDE reserves the right to recommend that the vendor be removed from the MPA.
- 4) A site survey template will be provided by RIDE for vendors to complete and submit the design and cost information¹. The completed template will be submitted to RIDE by the Vendor. It will be reviewed by RIDE and the District Technology Administrator. Selection will be based on:
 - a) The compatibility of their plan with existing infrastructure and systems
 - b) The viability of the solution relative to WCI objectives
 - c) The vendor's timeline for completion of the work

¹ Template will be posted to the WCI website

(<http://www.ride.ri.gov/FundingFinance/SchoolDistrictFinancialData/WirelessClassroomInitiative>).

- d) Certification by the vendor that the proposed implementation meets all federal, state and local regulations, including but not limited to compliance with labor laws (e.g. prevailing wages), OSHA standards, and procurement of required construction permits (e.g. electrical).
- 5) Cost, will represent no less than 80% of the selection criteria. RIDE along with district personnel will evaluate the vendors' submission.
- 6) All site surveys must be completed and final quotes received by RIDE no later than 60 days after first being engaged by the LEA or August 1, 2013, whichever is earliest. Send the completed site survey packet to the following address:

Craig Hockenbrough
RIDE – WCI Site Surveys
For [School District Name]
Office of Statewide Efficiencies
255 Westminster Street, 6th Floor
Providence, RI 02903

Each submission must include a minimum of two (2) hardcopies of all materials plus electronic copies of all documents organized on a CD or flash drive. Files must be submitted in Microsoft Office – compatible format.

- 7) All work must comply with the School Construction Regulations (SCR), the Northeast Collaborative for High Performance Schools (NECHPS) protocol, and all applicable state and local laws and regulations. The School District / LEA is responsible for the identification and remediation of any hazardous materials. Please address any questions about the SCR and NECHPS protocol to Joseph da Silva at joseph.dasilva@ride.ri.gov or (401) 222-4294.