

RFP – Data Transmission Services

RFP Issued: August 4, 2026

Last day for Questions: August 19, 2026

RFP Responses Due Date: September 2,
2026

Entity # 17006461

470 Application # 270000076

A. Overview

Commonwealth Charter Academy (CCA) is requesting proposals for high-speed connectivity that will allow for reliable and secure transmissions of data between its hub sites/data centers and its multiple satellite site locations.

- Prospective vendors should provide options for either, or both, Switched Layer 2 Ethernet (MPLS/EVPN Cloud) and Managed Optical Wave Mesh (Layer 1)
- The addresses of the four Hub sites:
 - The Commonwealth Charter Academy Headquarters, 1 Innovation Way, Harrisburg, PA 17110
 - Commonwealth Charter Academy, Moosic, 53 Glenmaura National Blvd, Moosic, PA 18507
 - Commonwealth Charter Academy H2, 555 S. 25th Street, Harrisburg, PA 17110
 - Commonwealth Charter Academy Malvern, 70 Valley Stream Parkway, Malvern, PA 19355
- Prospective vendors are required to submit a bid that incorporates all sites in their proposal to meet CCA's technical requirements.

B. Technical Specifications for Service Architecture Options

Bidders may propose one of the following two architecture types. In both cases, the handoff to the Client must be a seamless, transparent, Layer 2 Ethernet interface.

Option A: Switched Ethernet (MPLS/EVPN Cloud)

- Description: A Multipoint-to-Multipoint (E-LAN) service delivered over the Provider's packet-switched network.
- Requirement: The Provider uses MPLS, VPLS, EVPN, or equivalent technologies to bridge traffic.
- Capacity: Initial minimum of 10 Gbps Committed Information Rate (CIR) per site-to-site path, with the option to adjust upwards to 100 Gbps.
- Delivery: In order to achieve the per site-to-site CIR, the provider should deliver multiple 100GbE interfaces to the Client. These should be aggregated to provide handoff resilience, with a minimum of two handoffs per location.

Option B: Managed Optical Wave Mesh (Layer 1)

- Description: A solution utilizing dedicated Optical Wavelengths (DWDM) to create a full mesh between sites.

- Requirement: This equipment will terminate the incoming optical waves from the other 3 sites and present 100GbE interfaces to the Client.
- Capacity: Initial minimum of 10 Gbps Committed Information Rate (CIR) per site-to-site path, with the option to adjust upwards to 100 Gbps.
- Delivery: As a leased lit service, the requirements for Client optics should be minimal, enough to reach between the CPE and the Client's equipment. The era of interface should be current, targeting 100GBASE-FR1/LR1 as appropriate, but not exceeding 100GbE at the Ethernet handoff. As a result, these should be aggregated to provide handoff resilience, with a minimum of two handoffs per location.

Physical Handoff

- Interface: 100GBASE-FR1/LR1.
- Framing: Ethernet II / 802.3.
- Transparency:
 - Layer 2: BPDU, LACP, LLDP, CDP transparency required.
 - VLANs: 802.1Q and 802.1ad (QinQ) tunneling required.
 - MTU: 9,000 Bytes (Jumbo Frames) permitted.

Resiliency and Protection

- Core Protection: The long-haul backbone must utilize ROADM (Reconfigurable Optical Add-Drop Multiplexer) technology, MPLS Fast Reroute, or an equivalent solution, to automatically redirect traffic in the event of a fiber cut.
- Protection Speed: < 50ms switchover time for core network failures.

Providers are required to submit responses to the following questions:

- **Pop-to-Pop Routing:** Please provide a diagram showing how a frame travels from 1 Innovation Way to 53 Glenmaura National Blvd or 70 Valley Stream Pkwy. Does this traffic pass through a switching center in Philadelphia, Pittsburgh, or Ashburn, VA? If so, why?
- **Technology Specifics:** Does your proposed E-LAN solution utilize EVPN-MPLS, VPLS, or PBB-TE? If utilizing VPLS, is the switching instance centralized or distributed?
- **Optical Handoff:** If proposing Option B (Optical Mesh), confirm that your CPE handles the conversion of the optical transport signals to 100GbE FR1/LR1 interfaces for the client.

C. General Service Requirements:

- A service level agreement must include monitoring and notification to the district in the event of an outage; live technical support 24 hours/day, seven days/week; onsite support within 24 hours; and account credit for interrupted service lasting more than one hour. CCA must be given access to a real-time service level monitoring & traffic portal to view live and historic uptime and data statistics.
- Service Provider shall include 24/7 network monitoring as part of the service contract. In the event of loss of communication to any site, repairs shall start within 4 hours of the service outage.
- Service Provider shall certify that they will meet and maintain the following service level objectives. If the service provider cannot meet the requirements below, please provide the best option that comes close to the network requirements listed:

- Network Availability, 99.99% (four-nines) (c 52m of downtime in a year)
- There is no right to limit or throttle the capacity of the circuit at any time.
- Network Latency no greater than 10% beyond the optical propagation delay of the path in question, Mean Time To Repair < 4hrs, BER and path characteristics must be carrier grade Ethernet in quality and verified per Y.1564 or equivalent, except as agreed in the final negotiated contract between CCA and the Service Provider, outages lasting longer than 24 hours or service levels failing to meet the above parameters shall be subject to liquidated damages as set forth in the final negotiated contract DIA circuit upload and download speeds are required to be symmetrical with a maximum of 5% variation between subscribed speed & actual speeds. Upload & Download speeds must be specified in bidder responses.
- This proposal must include all costs associated with bringing the circuit from outside the facility directly to the demarcation point located within the facilities' MDF, prorated over the life of the contract as a monthly cost. CCA will not pay for any costs associated with development and/or submission of the proposal.
- Fiber transport circuits should be owned end-to-end by the responding vendor/provider. Use of third-party fiber for the underlying transport is acceptable under the following conditions:
 - The third-party provider of the underlying transport is identified in the proposal;
 - The responding vendor shall be the sole point of contact for installation, service, support, and billing concerns;
 - The use of third-party transport shall not reduce the liability or obligations of the responding vendor to CCA in any service level agreements related to the circuit(s).
- The Service Provider must be able to offer E-Rate discounts for the proposed high-speed circuits. The Service Provider's offerings must comply with the Federal E-rate program so CCA can obtain E-Rate discounts for the proposed high-speed circuits. In compliance with E-Rate regulations, all equipment included in this request will be owned and maintained by the awarded Service Provider with no option for transfer of ownership to CCA.
- The Provider must also confirm they are willing to provide discounted billing and invoice the Program via the SPI method. The Service Provider must include in its proposal a complete description of its billing process, including (1) when billing will begin, and (2) the process the Service Provider will follow to put the E-Rate onto the district's monthly bills. This project is entirely contingent upon available funding from the federal E-Rate program (Schools and Libraries Division) and may or may not be undertaken at the sole discretion of CCA.
- CCA intends to use contract provided by the willing vendor to formalize any contractual relationship that results from this Request for Proposal. However, the resultant contract must include all the provisions mentioned in this RFP in order for the proposal to be considered responsive.

D. Proposal Submission Requirements

- For proposals to be considered the proposal must be submitted per the date and time on Page 1. All proposals MUST be submitted via E-Mail to: ccaerateresponse@ccaeducate.me
- Any proposal not submitted by the required date and time and to the required email address will be disqualified.
- Request for Information: All bidder questions should be made in writing via e-mail to ccaerateresponse@ccaeducate.me by the date indicated on Page 1. Any question submitted after the deadline will not be eligible for a response.
- In your email submission, the subject line must specifically reference CCA and the applicable Form

470#.

- Providers must clearly state both the Non-Recurring and Monthly-Recurring costs in its proposal submission.

E. Service Period Initial terms:

- The Applicant prefers a two-year or three-year term of service. Please provide pricing accordingly. Providers may increase the term if it allows for a more cost-effective solution.

F. Other Requirements:

- Service Provider equipment installed shall include repair and maintenance at no cost to CCA for the life of the contract agreement.
- The Service Provider shall provide three references consisting of similar work and scope, said references for work performed for school districts in Pennsylvania and covered by E-Rate funding.
- The selected Service Provider shall demonstrate, by way of its proposal and related work experience, that it is ready, willing, and able to install and warranty the components described herein at the prices quoted.
- The selected Service Provider shall devote whatever personnel are necessary to meet the schedule for the project.
- The selected Service Provider shall demonstrate that they have experience operating in and around school facilities and shall certify that all employees working either directly for the Service Provider or through a sub-Service Provider, when on or around a school facility, have passed any fingerprint or other mandated screenings required by law.
- The selected Service Provider understands and agrees that school session hours will vary and that normal school operation may not be disrupted during installation. While not required, district and Service Provider agree that it may be necessary to perform some work pertaining to the Contract after hours or when school is not in session. Service Provider shall perform such out-of-session work as is reasonably necessary and shall ensure that consideration of gaining access to facilities does not unreasonably inconvenience CCA employees.
- Right to Reject Any and All Quotes: The district reserves the right to reject any or all quotation submittals and to waive any informalities or regularities. The Service Provider's quotation submission is recognition of this right.
- TRANSITION PLAN – The projected cut-over date for any new carrier service is requested to be July 1, 2027. CCA therefore requires that Proposals from service providers who are not a current carrier for CCA to include a transition plan. The plan must include the resources dedicated to the transition, all costs associated with the transition, a timeline of actions with a completion target date for the provider and for the CCA transition team. The transition plan must also outline the expectations the provider's team will have of CCA, as well as the information/task required of the district and the date by which any information or task is required.
- Service Provider warrants that such facilities and services will maintain the performance criteria stated above at all times during the continuation of this Agreement. Service Provider warrants that it has good title to all elements of the facilities and services and has the legal right to contract with CCA for the installation and use of such facilities and services. Service Provider shall indemnify the district and its trustees and employees against any claims or threat of claims brought by any third-party alleging infringement of any proprietary rights.
- Submitted proposals to CCA are considered public documents per the "open records" laws and may be released to others.

G. Supplemental E-Rate Terms and Conditions

- The project herein is contingent upon the approval of funding from the Universal Service Fund's Schools and Libraries Program, otherwise known as E-Rate.
- CCA expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.
- Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.
- Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: [Step 1: Obtain a SPIN - Universal Service Administrative Company \(usac.org\)](#).
- Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: <https://fjallfoss.fcc.gov/coresWeb/publicHome.do>
- Service Providers are responsible for providing evidence of FCC Green Light Status at the time the bid is submitted. Any potential bidder found to be in Red Light Status will be disqualified from participation in the bidding process and will be considered non-responsive. More information about FCC Red and Green Light Status may be found at this website: http://www.fcc.gov/debt_collection/welcome.html.
- Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any USAC approved extensions).
- Even after receipt of bid responses, CCA may or may not proceed with the project, in whole or in part, even in the event E-rate funding is approved. Execution of the project, in part or in whole, is solely at the discretion of CCA. CCA reserves the right to award parts of the project, as needed, to supply school and library buildings with the necessary level of communication/internet service deemed appropriate by the district.
- In the event of questions during the E-rate audit process, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
- No change in the products and/or services specified in this document orders will be allowed without prior written approval from the district and a USAC service substitution approval with the exception of a Global Service Substitution.
- The Service Provider may not commence billing until after products and services are delivered. The awarded Service Provider is required to send copies of all forms and invoices to the district prior to invoicing the USAC for pre-approval. Failure to comply with this requirement may result in the district placing the vendor on an "Invoice Check" with the USAC
- By submitting a proposal, providers are certifying that their proposed prices are consistent with the FCC's rules regarding Lowest Corresponding Price ("LCP"), and that they are in compliance with FCC Order FCC 19-121, which bars the use of USF subsidies to fund equipment, components, and services from "covered" companies deemed to be a national security risk.
- Service providers must be compliant with all applicable federal E-Rate program requirements, including but not limited to filing of all required service provider forms, including Form 498, Form 499 (annual and quarterly filings to the extent they are applicable); Form 473 (Annual Service Provider Certification).
- Service providers must be in good standing with the E-Rate Administrator (i.e. not in "Red

Light” status). Each provider will have a continuing obligation to notify the Buyer of any change in Red Light status. Failure to maintain good standing with the FCC and/or classification as “on Red Light status” may constitute grounds for terminating the parties’ contract for cause.

- Service providers must comply with E-rate document retention requirements that require all related documents to be retained for 10 years from the last date of service under the contract.
- It is preferred that vendors have prior experience delivering the proposed solution in Pennsylvania. References must be provided upon request.
- Your proposal must include your standard contract terms and conditions. Failure to do so will result in your bid being incomplete for bid evaluation purposes.
- Proposals should include all one-time, non-recurring charges. Failure to include such charges in your submission will be deemed a waiver of the right to collect any such costs prior to or during the implementation process.