

CATEGORY 2 MIBS SERVICE SPECIFICATIONS

Applicant: Shaker Heights School District

BEN: 129488

Form 470 #: 270000413

Form 470 Contacts: John Rizzo – rizzo_j@shaker.org / Casey Ailiff – ailiff_c@shaker.org / Ivan Rushfield – irushfield@e-ratecentral.com

Procurement Timeline

Task	Due By
Issue Date	See Certification Date
Deadline to Submit Questions	10/7/2026
Posting of Questions/Clarifications	10/12/2026
Proposal Submission Deadline	11/10/2026 before 5 PM ET

Communications and Questions

All communication with the Applicant regarding this solicitation **must** be emailed and received by the “Deadline to Submit Questions” noted in the “Procurement Timeline.” Questions should be directed to all “Form 470 Contacts” listed above, with the Form 470 Number included in the subject line. Failure to include all “Form 470 Contacts” could result in questions going unanswered. Verbal inquiries are not allowed. Clarifications, when applicable, will be posted as an attachment/addendum to the Form 470. Each Offeror is responsible for downloading the current version of the Form 470 and attachments, including any addenda. Applicant reserves the right to ask vendors clarifying questions during the proposal review process.

Contact initiated by an Offeror concerning this solicitation with any other Applicant representative other than those listed as Form 470 contacts is prohibited. Unauthorized contact may result in the offeror's disqualification from this solicitation.

Product demonstration meetings will not be granted during the competitive bidding period – requests for such will be ignored.

Proposal Instructions

Proposals **must** be submitted by the Proposal Submission Deadline in the Procurement Timeline.

Proposals should be emailed to ALL Form 470 Contacts listed above and include the following:

- Applicant name
- Form 470 number
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions

- Completed Pricing Attachment

Proposals **must** include all costs associated with providing the requested products and/or services to the applicant.

Proposal pricing should be included in the provided Pricing Attachment and be submitted in xls or xlsx format. Any E-Rate ineligible costs should be clearly identified.

Proposed service fees for each piece of equipment should:

- be categorized as Managed Internal Broadband Services (MIBS), and
- include E-Rate eligible and ineligible costs.

Proposals **must** be in response to the specific requirements of this solicitation. Offers including a generic listing of services beyond the scope of this solicitation and/or encyclopedic price lists will be disqualified. SPAM and/or robotic responses will not be considered valid responses and will be disqualified from consideration.

Service Request

Managed Services

The applicant requests proposals for E-Rate eligible Managed Internal Broadband Service (MIBS) for existing applicant-owned hardware. The complete list of equipment to be managed by the provider is available in the Pricing Attachment.

Location Information for On-site Services

Location Name	Street	City	State	Zip
Boulevard Elementary School	14900 Drexmore Road	Cleveland	OH	44120
Fernway Elementary School	17420 Fernway Road	Shaker Heights	OH	44120
Lomond Elementary School	17917 Lomond Blvd	Shaker Heights	OH	44122
Mercer Elementary School	23325 Wimbledon Road	Shaker Heights	OH	44122
Onaway Elementary School	3115 Woodbury Road	Shaker Heights	OH	44120

Shaker Heights Administration Building	15600 Parkland Drive	Shaker Heights	OH	44120
Shaker Heights Transportation	3680 Lee Road	Shaker Heights	OH	44120
Service Center	3654 Lee Road	Shaker Heights	OH	44120
District Library Media Office	3617 Lee Road	Shaker Heights	OH	44120
Woodbury Middle School	15400 S Woodland Rd	Shaker Heights	OH	44120-1850
Shaker Heights Middle School	20600 Shaker Blvd	Shaker Heights	OH	44122
Shaker Heights High School	15911 Aldersyde Dr	Shaker Heights	OH	44120
Ludlow Early Learning Center*	14201 Southington Road	Shaker Heights	OH	44120

*Please note that the Ludlow Early Learning Center is an ineligible Pre-K, and the applicant will cost allocate services managed to this location during the application process.

Contract Requirements

For Managed Services, the applicant prefers a **12-month agreement with two (2) optional annual renewals**.

The quoted pricing must not assume the applicant will purchase the full quantities listed in the proposal.

The applicant reserves the right to place orders as needed and is not obligated to order all products or services.

Substitutions for alternative equipment must be agreed upon in writing by both parties before finalization of any changes/deviations from the original agreed-upon equipment list.

Subject to contract restrictions, services may be reevaluated for cost-effectiveness at any time during the life of the agreement including renewal periods.

E-Rate Specific Considerations

FCC rules require vendors to offer discounted SPI billing. The applicant **prefers** SPI discount method for these services.

Per USAC E-Rate rules, “cost of eligible services” will be the highest valued criterion in the evaluation process; however, other criteria with a lesser value may also be considered.

Service providers proposing a temporary equipment loan for product demonstration and/or evaluation purposes are **required** to clearly state that such loans are of limited duration. Product demos extending beyond thirty (30) days must be explicitly authorized by both parties and provided at a fair market rate.

By submitting a proposal on the requested services herein, the vendor certifies its proposed services and/or products comply with Parts 47 Section 54.9 and 54.10 of the FCC rules which prohibits the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE, or any other covered company posing a national security threat to the integrity of communications networks or the communications supply chain. See <https://www.usac.org/about/reports-orders/supply-chain/> for more details.

As required by Section 54.500(f) of Part 47 of the Code of Federal Regulations all offers in response to this solicitation **must** offer the lowest corresponding price (LCP), which is defined as the lowest price that a service provider charges to nonresidential customers who are similarly situated to a particular E-Rate applicant (school, library, or consortium) for similar services. See <https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/> for more details.

Additional Considerations/Information

Applicant is subject to Shaker Heights, Ohio local and state policy restrictions.

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that the Applicant expects in the proposed solution. Proposals failing to meet these will be disqualified. "Should" and "may" indicate desirable specifications. A mandatory requirement may be waived if all respondents fail to meet a mandatory requirement.

The Applicant reserves the right to request Best and Final Offers (BAFOs) from one or more Offerors. BAFOs must be received by the date and time specified during discussions or negotiations. If an Offeror does not submit a BAFO by the stated deadline, the Applicant will evaluate that Offeror based on its originally submitted proposal. If BAFOs are requested, the Applicant reserves the right to conduct a subsequent evaluation and scoring of proposals, including any revised pricing and other information submitted in response to the BAFO request, in accordance with the evaluation criteria set forth in this solicitation.

Applicant reserves the right to waive any irregularities or informalities in the proposals received.

Applicant reserves the right to award all, part, or none of the services set forth in this procurement. This procurement does not obligate Applicant until a valid agreement and/or valid Purchase Order is executed.

Offerors must accept that Applicant obligations are contingent on appropriation and availability of funds and may be reduced or terminated without penalty if funds are unavailable.

Applicant reserves the right, subject to applicable procurement requirements and E-Rate rules, to make non-material modifications to the awarded contract and to add or remove eligible locations, quantities, equipment, or services when such changes remain within the general scope of the original procurement.

Applicant may, at its sole discretion, extend the due date for the submission of proposals and any extensions shall be done via an addendum posted in the E-Rate Productivity Center (EPC).

The vendor submission is subject to open records requests and, as such, the records will be released in accordance with those policies. Vendors are encouraged to mark pages as “Proprietary” or “Confidential” as appropriate, but the entire submission may not be marked as such. Identifying information as “Proprietary” or “Confidential” does not guarantee that the information will not be released but will be considered in determining whether the information is required to be released in accordance with the open records policies. Generally, pricing is not exempt from being publicly released.

By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and Applicant that would interfere with fair and open competition or create a conflict of interest.

Evaluation Criteria

The cost of E-Rate eligible services will carry the greatest weight in the evaluation. Other factors that may be considered include but are not limited to E-Rate ineligible costs, the technical merit or the ability of the staff and/or solution to support the requirements of the solicitation, the Applicant’s prior experience with the vendor, and/or completeness of the vendor’s proposal response. The Applicant reserves the right to weigh these criteria as it deems appropriate, or not at all, and may consider additional factors not listed above.