Cedar Creek School

BEN: 81675

Funding Year 2027
(July 1, 2027 – June 30, 2028)
FCC Form 470: 270000603

SERVICE SPECIFICATIONS – INTERNET ACCESS

Timeline

Task	Due Date
FCC Form 470 certified and posted in EPC	September 8, 2026
Deadline for vendors to submit questions	September 22, 2026, by 2 PM Central Time
Answers to questions posted in EPC	September 23, 2026
Deadline for vendors to submit proposals	October 16, 2026, by 2 PM Central Time

Service Request

Cedar Creek School is requesting proposals for Category One internet access service to be delivered to the following eligible location(s):

Entity Name	Cedar Creek School
BEN / Entity Number	81675
Entity Type	School
Service Address	2400 Cedar Creek Dr., Ruston, LA 71270
Current Bandwidth	1Gbps dedicated internet access
Requested Bandwidth Options	500 Mbps, 1 Gbps, 2 Gbps, 5 Gbps - dedicated symmetrical internet access

The applicant presently has contracted internet service through June 30, 2027, and seeks to have the new service beginning July 1, 2027. The applicant reserves the right to reject any or all proposals and to waive minor informalities, irregularities, or clerical errors that do not affect the material substance of a proposal, provided all bidders are treated fairly and consistently.
Campus configuration: Cedar Creek School is a single eligible school location at 2400 Cedar Creek Dr., Ruston, LA 71270. The school currently receives dedicated internet access at this location and is seeking a cost-effective service that can scale during the new contract term.

The applicant is seeking a cost-effective solution that can scale with enrollment and building utilization. Pricing at multiple bandwidth tiers is requested so the applicant can select the most appropriate service level based on need and available budget.

The selected service provider must have a valid FCC Registration Number and Service Provider Identification Number (SPIN) and must maintain all registrations and certifications required to participate in the E-Rate program. The selected service provider must have a current Service Provider Annual Certification Form (FCC Form 473/SPAC) on file with USAC before submitting E-Rate invoices.

Service Requirements

The applicant requests pricing for a dedicated, symmetrical internet connection. Bidders shall provide pricing for the bandwidth levels identified below and shall clearly state whether each proposed solution is dedicated or shared, the underlying transport technology, and whether the bidder resells or relies upon another carrier for the last-mile connection. The applicant reserves the right to determine whether a proposed solution is functionally equivalent to leased lit fiber.

Pricing is requested for 500Mbps, 1Gbps, 2Gbps, and 5Gbps. Bidders may provide pricing both with and without any provider-supplied basic firewall functionality that is included as a component of the internet access service. Any separately priced content filtering, cybersecurity, managed security, or other ineligible functionality must be clearly identified and cost allocated. The bidder must identify whether any firewall-related equipment is provider-owned or applicant-owned and whether it is included in the internet service charge or separately priced.

Bidders must separately identify all monthly recurring charges, nonrecurring charges, special construction charges, installation charges, provider-owned equipment or CPE charges, taxes, surcharges, and ineligible components. Each proposal must clearly distinguish E-Rate-eligible costs from ineligible costs. If an ineligible feature is included in the provider's standard internet service without a separate charge, the bidder must affirmatively state that no separate cost is attributable to that feature. All bidders must comply with the Lowest Corresponding Price (LCP) requirements. Any future bandwidth increase must be permitted by the original procurement and contract and must be documented in accordance with applicable E-Rate rules.

Bidders must identify the number of static IPv4 addresses included, if any, and provide optional pricing for additional consecutive static IPv4 addresses. Bidders must also identify available IPv6 support. Any separately priced IP-address charges must be clearly shown.

Contract Term

The anticipated initial contract term is three (3) years, beginning on July 1, 2027, and ending on June 30, 2030. The applicant may include up to two (2) one-year voluntary extension options, exercising solely at the applicant's discretion. The maximum potential contract term, including all extensions, shall not exceed five (5) years.

The contract should permit bandwidth increases up to 5 Gbps during the contract term at stated pricing or under a clearly defined pricing methodology. All offers must include all costs necessary to deliver the proposed service, including installation, ordinary nonrecurring charges, special construction charges if applicable, provider-owned CPE or managed router charges if required, taxes, fees, and surcharges.

Questions

Questions that may arise because of this solicitation must be submitted using the following link: Cedar Creek C1 Form #270000603 Questions

Inquiries must be received no later than September 22, 2026, by 2:00PM CST. Contact initiated by a Bidder concerning this solicitation with any other applicant representative, not expressly authorized elsewhere in this document, is prohibited. Any unauthorized contact will result in the bidder's disqualification from this open competitive bidding process.

Site visits are currently not being offered.

Proposal Instructions

Proposals must be submitted no later than October 16, 2026, at 2:00 PM Central Time. Proposals received after the deadline will be considered non-responsive and will not be evaluated.

Proposals should be uploaded to the following ShareFile link:
Cedar Creek C1 Bid Upload Link

All proposals must be uploaded as a single, complete PDF and named using the following format: Vendor Name – Applicant Name – Form 470 Number. The complete proposal, including all pricing and terms, must be contained in the submitted PDF; links to externally hosted pricing will not satisfy this requirement. The bidder is responsible for confirming successful upload before the deadline. The applicant is not responsible for upload delays, corrupted files, access problems, or incomplete transmissions.

Proposals must include **all** the costs related to providing service, including but not limited to:

- monthly service fees
- managed router/modem lease fees (if required for service to function)
- one-time construction, installation, and/or connection charges
- estimated taxes, fees, and/or surcharges

Proposals that do not provide definitive, complete pricing for the requested services, including recurring and nonrecurring charges, will be considered nonresponsive. Pricing that requires additional contact to determine the actual cost may also be considered nonresponsive.

Generic or encyclopedic price lists that do not clearly identify the specific proposed solution and applicable costs will be considered nonresponsive.

Proposals requiring applicant-owned hardware to function must identify the required hardware, provide specifications, state whether the hardware is E-Rate eligible, and provide estimated pricing when available. Any applicant-owned equipment not included in the Category One service request must be clearly identified as outside the scope of this solicitation.

Proposals should include the service provider's terms and conditions.

Proposals shall include the service provider's identification number (SPIN).

Proposals should include references, preferably from schools/libraries similar in size.

Proposals must include a realistic implementation timeline and identify any construction, permitting, right-of-way, equipment lead-time, carrier coordination, or other dependencies. The applicant's desired service start date is July 1, 2027. Final implementation will be subject to contract execution, issuance of a written Notice to Proceed, transition requirements, and applicable E-Rate rules.

General Terms

Description of Proposal

The bidder must provide a complete description of the proposed services and solution, including the proposed architecture, bandwidth, transport type, service demarcation, provider-owned equipment, assumptions, exceptions, dependencies, and any deviation from the requirements of this RFP.

Service Level Agreement (SLA)

The proposal should address the following service-level and support elements:

- Network operations center: Solution will provide customer support functions including problem tracking, resolution, and escalation support management on a 24x7x365 basis. The school has the right and is encouraged to call concerning any problems that may arise relative to its connection with vendor-provided services.
- Trouble reporting and response: Upon interruption, degradation or loss of service, the school may contact Vendor by defined method with a response based on trouble level. Upon contact from the School, the Vendor support team will initiate an immediate response to resolve any School issue. The school will receive rapid feedback on trouble resolution, including potential resolution time.
- Escalation: If service has not been restored in a timely manner, or the school does not feel that adequate attention has been allocated, the school can escalate the trouble resolution by request. A list of escalation contacts will be provided when the implementation schedule is completed.
- Resolution: The school shall be notified immediately once the problem is resolved and will be asked for verbal closure of the incident.
- Trouble reporting, escalation, and resolution: A detailed trouble reporting, escalation and resolution plan will be provided to the school.
- Measurement: Vendor stated commitment is to respond to any outage within two (2) hours and a four (4) hour restoration of service. Time starts from the time the school contacts vendor and identifies the problem. Credits for outages or shortages will be identified.
- Reports: Upon request, an incident report will be made available to the school within five (5) working days of resolution of the trouble.

Timeline

All bidders must include an implementation schedule and explain how the proposed service will be delivered by the desired service start date. Bidders must identify existing infrastructure, required construction, permitting, third-party carrier dependencies, and any applicant responsibilities.

Demarcation

The proposed internet service must terminate at the demarcation point at 2400 Cedar Creek Dr., Ruston, LA 71270, unless the bidder clearly identifies and prices an alternative handoff accepted by the applicant. The bidder must describe the handoff type and connector, whether the handoff is copper or fiber, the exact demarcation location, provider-owned CPE, rack and power requirements, cross-connect requirements, and all components included in the base fees. Proposals bringing service only to the property line and not to the required demarcation point are not acceptable.

Special Construction Charges

For a proposed leased lit fiber service requiring construction of new or upgraded network facilities, the bidder must separately identify all special construction charges, ordinary installation charges, monthly recurring charges, and other nonrecurring charges. Special construction generally includes the upfront costs of constructing network facilities and associated design, engineering, and project management directly related to the eligible fiber build.

1. Construction of network facilities
2. design and engineering
3. Project management

Special construction does not include applicant-owned network equipment, content filtering, cybersecurity services, or other ineligible functions. Any such costs must be separately identified and cost-allocated.

Special Construction Information for Form 471 and PIA Review

Service providers proposing special construction must be prepared to promptly provide detailed route maps, construction quantities, unit costs, labor and material breakdowns, engineering and project-management costs, cost-allocation information, and other documentation reasonably requested by the applicant or USAC. The selected service provider must timely furnish all documentation needed to support the FCC Form 471 application and any USAC review. All communications with USAC concerning the applicant's funding request must be coordinated through and authorized by the applicant or its designated E-Rate representative.

Required Notice to Proceed and Funding Availability

The applicant will follow applicable state and local procurement requirements and the FCC's E-Rate program rules. Any agreement resulting from this solicitation will be contingent upon the availability of local funds, E-Rate eligibility, and the applicant's issuance of a written Notice to Proceed. E-Rate funding is not guaranteed. The applicant may terminate the contract without implementation if appropriate funding is unavailable or if the applicant does not issue a Notice to Proceed.

Other

The price of E-Rate-eligible services will be the most heavily weighted factor in the evaluation. Other criteria may be considered, but no other individual criterion will be weighted more heavily than the price of eligible services.

Subject to the contract and applicable procurement and E-Rate requirements, the applicant may review services for continued cost-effectiveness during the term of the agreement.

By submitting a proposal, the bidder certifies that the proposed equipment and services comply with applicable FCC supply-chain and national-security requirements, including restrictions concerning covered communications equipment and services.

All proposals must comply with the E-Rate Lowest Corresponding Price (LCP) requirement and current USAC guidance applicable to service providers. https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/

A proposal may be deemed nonresponsive for late submission, missing or conditional pricing, failure to identify the bidder's SPIN, failure to provide the requested service or bandwidth, material exceptions to the RFP, incomplete cost allocation, or any omission that prevents a fair comparison of proposals.

The selected service provider must retain and provide records supporting the bid, contract, services delivered, invoices, payments, and E-Rate compliance for the period required by applicable FCC rules.

Bandwidth levels and optional services identified in this RFP are requested for evaluation purposes and do not guarantee that any particular option or quantity will be purchased.

The applicant reserves the right to request clarification, correct arithmetic errors, conduct negotiations, request a best and final offer, reject any or all proposals, and waive minor informalities, provided all bidders are treated fairly and consistently. Alternative proposals must be clearly labeled and must include a fully compliant base proposal.

Addenda and Written Interpretations

If it becomes necessary to clarify, revise, or modify any portion of this RFP, the applicant will issue a written addendum and upload it to the associated FCC Form 470 in EPC.

Proposal Validity, Modification, and Withdrawal

All proposals must remain valid and available for acceptance for at least one hundred twenty (120) calendar days after the proposal deadline unless the bidder clearly offers a longer validity period. A bidder may withdraw, replace, or modify its proposal by written notice received before the proposal deadline. No proposal may be withdrawn or materially modified after the deadline except at the applicant's written request or as part of an authorized clarification or best-and-final-offer process.

Closure, Consolidation, Relocation, and Site Removal

The resulting contract should permit the applicant to discontinue service to an individual location without early termination charges if the location closes, consolidates, relocates, loses eligibility, or is no longer operated by the applicant. Unless otherwise agreed, the applicant will provide at least thirty (30) days' written notice. The bidder must identify any proposed charges, notice requirements, or limitations associated with adding, removing, relocating, or consolidating service locations.

Assignment and Change of Control

The service provider may not assign, transfer, delegate, or otherwise dispose of the contract or any material obligation under it without the applicant's prior written consent. The provider must promptly notify the applicant of any merger, acquisition, corporate reorganization, change of control, change in SPIN, or transfer of network or service responsibilities that could affect performance, invoicing, or E-Rate compliance. Any approved assignment remains subject to applicable E-Rate requirements.

Public Records and Confidential Information

Proposals may be subject to disclosure under applicable public records or freedom of information laws. A bidder claiming that specific information is confidential, proprietary, or exempt from disclosure must clearly identify each portion and provide the legal basis for the claim. Marking an entire proposal "confidential" will not be accepted. Pricing and other information subject to mandatory disclosure may be released notwithstanding a bidder's designation. The applicant will determine disclosure obligations in accordance with applicable law.

Optional Network Diagram and Technical Specifications

For multi-site, WAN, aggregated, or technically complex solutions, the proposal must include a clear network diagram showing each service location, circuit, aggregation point, internet handoff, demarcation, provider-owned equipment, and proposed bandwidth. The proposal should also identify committed information rate, handoff media and connector type, routing protocol or traffic-separation method if applicable, rack and power requirements, public and static IP addressing, IPv6 support, planned-maintenance procedures, critical-outage notification, estimated-time-of-restoration updates, uptime commitment, latency, jitter, packet-loss standards, and available service credits.

Testing and Service Acceptance

Before the applicant accepts the service as operational, the provider must test each circuit and confirm delivery of the contracted bandwidth at the required demarcation point. Upon request, the provider must furnish test results showing committed information rate, throughput, latency, jitter, packet loss, and interface errors, as applicable to the proposed service. The applicant may require a reasonable stabilization period of a mutually agreed reasonable stabilization period before final acceptance. Billing may not begin before the service is delivered, operational, accepted by the applicant, and permitted under applicable E-Rate rules.

E-Rate Invoicing Method

The applicant anticipates using the invoicing method selected below. The selected service provider must cooperate with the method chosen by the applicant and provide complete, accurate, and timely invoices and supporting documentation. The applicant reserves the right to change the invoicing method in accordance with E-Rate procedures.

☒ Service Provider Invoicing — FCC Form 474/SPI

RFP Scoring Rubric

Internet Access/Leased Lit Fiber

Weight	Criteria	
40	Total E-Rate-eligible cost	Evaluation will be based on the total cost of E-Rate eligible products and services. The proposal offering the lowest cost for eligible products and services will receive the highest number of points for this criterion. Price Score = (Lowest Eligible Bid ÷ Bidder's Eligible Bid) × 40
20	Proposal meets the demand of the RFP	Evaluation will consider the bidder's compliance with the requirements and specifications outlined in this RFP, including the completion of the required Appendix A Cost Table, pricing for the requested services and bandwidth options, response to all applicable service specifications, and submission of all required proposal information.
20	References	Evaluation will consider the quality and relevance of references provided by the bidder, with preference given to experience providing comparable services to K-12 schools, libraries, or similarly situated organizations.
10	Previous Experience with the Applicant	Evaluation will consider the applicant's prior experience with the bidder, including quality of service, reliability, responsiveness, communication and overall performance. Bidders without prior experience with the Applicant will not be disqualified from consideration.
10	Project Implementation Timeline	Evaluation will consider the bidder's proposed implementation timeline and demonstrated ability to have all requested services installed, operational and available by the required service start date.
100		

Scoring Methodology: The lowest total E-Rate-eligible cost will receive all available price points. Other responsive proposals will receive proportionate price points based on the ratio of the lowest eligible cost to the bidder's eligible cost. Ineligible costs, if considered, will be evaluated separately and will not be included in the E-Rate price score.

Appendix A: MRC/NRC Cost Tables

Internet Access/Leased Lit Fiber

Bidders must complete the pricing tables for the initial contract term and each optional extension period. Pricing must clearly distinguish monthly recurring charges, nonrecurring charges, special construction, taxes and fees, and all eligible and ineligible components.

Eligible Monthly Recurring Cost: The monthly charge attributable to E-Rate-eligible internet access or leased lit fiber service, including eligible taxes and fees.

Ineligible Monthly Recurring Cost: Any monthly charge attributable to an ineligible product, service, feature, or function. The bidder must identify and explain the basis for each ineligible recurring charge.

Eligible Nonrecurring Cost: Any one-time charge attributable to an E-Rate-eligible service, such as eligible installation or special construction.

Ineligible Nonrecurring Cost: Any one-time charge attributable to an ineligible product, service, feature, or function. The bidder must identify and explain the basis for each ineligible nonrecurring charge.

Bidder Certification: The bidder certifies that all costs shown are complete, that eligible and ineligible charges are separately identified, and that no undisclosed fees are required to implement or maintain the proposed service.

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<tr><th colspan="2"></th><th colspan="2">Eligible Monthly Recurring Cost without Firewall</th><th colspan="2">Ineligible Monthly Recurring Cost without Firewall</th><th colspan="2">Eligible Non-recurring Cost</th><th colspan="2">Ineligible Non-recurring Cost</th><th colspan="2">Eligible Monthly Cost with Firewall</th><th colspan="2">Ineligible Monthly Cost with Firewall</th></tr>
<tr><th>Location</th><th>Band-width</th><th>36 Months</th><th>60 Months</th><th>36 Months</th><th>60 Months</th><th>36 Months</th><th>60 Months</th><th>36 Months</th><th>60 Months</th><th>36 Months</th><th>60 Months</th><th>36 Months</th><th>60 Months</th></tr>
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Appendix B: Optional Vendor Response Coversheet

Legal Vendor Name	
Service Provider Identification Number (SPIN)	
FCC Registration Number	
Business Address	
Authorized Representative	
Title	
Email Address	
Telephone Number	
Proposal Valid Through	
Addenda Acknowledged	
Authorized Signature	
Date	