2027 Pequot Lakes C1 Specifications

E-Rate Applicant:	**Pequot Lakes School Dist 186 ("Pequot Lakes")**
E-Rate BEN:	**133956**
FCC Form 470 #:	**270000675**
Procurement Contacts:	**Heidi Hagen - 186erate@isd186.org**
	Melissa Zaruba - mzaruba@e-ratecentral.com

Procurement Timeline

Milestone	Due Date
Issue Date	See Form 470 Certification Date
Deadline to Submit Questions	By December 3, 2026, 10:00 AM CT
Posting of Questions/Clarifications	December 4, 2026
Proposal Submission Deadline	By January 7, 2027, 2:00 PM CT

Communications and Questions

All questions 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 "Procurement Contacts" listed above, with the Form 470 Number included in the subject line. Failure to include all "Procurement 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.

Contact initiated by an Offeror concerning this solicitation with any other Pequot Lakes representative other than those listed as Procurement 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.

Pequot Lakes reserves the right to ask vendors clarifying questions during the proposal review process.

Proposal Instructions

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

Offerors are solely responsible for reviewing the solicitation and complying with all proposal submission requirements, including the designated submission method, deadline, and required documentation.

Pequot Lakes has no obligation to respond to requests for alternative submission instructions, provide individualized guidance, or invite resubmission when the solicitation already establishes the required submission procedures.

Statements in a proposal indicating that the Offeror is willing to resubmit through another method, upon request, do not constitute compliance with the solicitation's submission requirements and do not obligate Pequot Lakes to contact the Offeror or provide an opportunity to resubmit.

Proposals submitted through a method other than that specified in the solicitation will be deemed nonresponsive, consistent with the solicitation and applicable procurement requirements.

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

- Applicant name (Pequot Lakes)
- Form 470 number (270000675)
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions
- Completed 2027 Pequot Lakes C1 Pricing Attachment in xlsx format - REQUIRED

Proposals **must** include **all** costs associated with providing service, including but not limited to:

- Monthly recurring charges (MRC) include any recurring charge related to delivering the services, such as monthly charges for Internet access, transport service, IP addresses, basic terminating equipment, etc.
- Non-Recurring Charges (NRC) include any one-time fee other than special construction charges. This includes but is not limited to installation charges, connection charges, and/or basic terminating equipment charges.
- Special Construction Charges (SPC) include one-time costs for deploying new fiber or upgrading network facilities for eligible entities. These charges are non-recurring and include the following components: construction of network facilities, design and engineering, and project management. Offerors should provide special construction details sufficient to support E-Rate review, including route feet, cost per foot, and plant mix where applicable.
- Failure to identify the monthly recurring, non-recurring, and special construction charges will result in the disqualification of the proposal. Respondents are encouraged to provide the estimated taxes and surcharges associated with the service. Submissions indicating that there may be additional MRC, NRC, or SPC related to delivering the services **WILL** be disqualified.

Submission of the completed Pricing Attachment provided with this solicitation is **REQUIRED**. When submitting the Pricing Attachment, offerors shall provide it as a Microsoft Excel-compatible file (.xlsx). Offerors may use any spreadsheet application capable of saving in .xlsx format (e.g., Microsoft Excel, Google Sheets, LibreOffice Calc).

- To ensure all offers are evaluated on an equal basis, Offerors must not alter the Pricing Attachment's structure (rows, columns, line-item descriptions, order, headings, or formulas) and must enter pricing only in the designated cells.
- Offerors may also submit a PDF copy for reference. The .xlsx file will be used for evaluation and will control if there is a discrepancy.

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 Requirements

Pequot Lakes is seeking proposals for Dedicated Internet Access (DIA), Wide Area Network (WAN) Data Transport services, and asymmetrical standalone Bundled Internet/Transport Services. Offerors must submit proposals for all five requested connections. Failure to offer all needed services will result in the proposal being disqualified. All services will be evaluated together, and one vendor will be selected to provide the awarded services. Partial offerings WILL NOT be considered.

Pequot Lakes reserves the right to award fewer than all five connections without affecting the pricing offered for any individual connection. Offerors may not condition their pricing on the award of all requested connections.

If vendor router/modem lease fees apply and will be billed separately from the bandwidth service fee, the associated costs must be provided in the proposal.

Service Type	Service Location	Service Address	Minimum Bandwidth
Dedicated Internet	Pequot Lakes HS	30805 Olson St Pequot Lakes, MN 56472	1000/1000 Mbps
Pt to Pt WAN	Eagle View ES (to HS Dedicated Internet)	6539 County Road 11 Breezy Point, MN 56472	1000/1000 Mbps
Bundled Internet	Bus Garage	4555 Engen Road Pequot Lakes, MN 56472	500/100 Mbps
Bundled Internet	Pequot Lakes MS	30805 Olson St Pequot Lakes, MN 56472	250/50 Mbps + 1Static IP
Bundled Internet	Maintenance	4276 W. Lake St Pequot Lakes, MN 56472	25/3 Mbps

All proposed solutions **must** meet or exceed the minimum bandwidth requirement and be within the associated Form 470 bandwidth range to be eligible for consideration. In addition to the specified minimum and maximum bandwidths, Service Providers are encouraged to offer a variety of bandwidth options. Refer to the Pricing Attachment for the requested service levels. If the exact bandwidths listed are not available, vendors should include their closest comparable service level for consideration.

Submissions meeting either of the following two (2) criteria **WILL** be disqualified.

1. Solution does **NOT** offer at least the minimum bandwidth specified for the applicable service location.
2. Solution does **NOT** offer a service tier meeting the specified minimum download and upload speeds, or includes data usage caps, throttling, or other usage-based restrictions that reduce the available bandwidth.

All solutions must terminate service or infrastructure at the demarcation point within the building, generally, the MDF. Solutions that only bring service to the property line but not to the demarcation point will be disqualified. The agreement must terminate service at an MDF designated by Pequot Lakes. The Offeror should specify the exact demarcation setup included in the base fees, such as wall-mounted CPE and CAT6a handoff, rack mount patch panel, etc.

Offerors must accept responsibility for site delivery, construction, permitting, pathway, and right-of-way costs required to deliver service.

Contract Term and Modifications

Services are needed effective July 1, 2027. If the service cannot be guaranteed by this date, this should be indicated in the proposal, along with an estimated timeline for when the service will be available.

Offers of month-to-month or contracted services will be considered. Service providers submitting proposals for contracted service are requested to provide 36-month pricing. Unless otherwise stated, the customer can voluntarily extend the agreement for two (2) additional twelve (12) month terms. Offers requiring an initial term of more than 36 months will not be considered.

All contracts should permit bandwidth increases during the term. Any such increases, including those during optional renewal periods, will be treated as modifications to the existing agreement rather than new agreements and, therefore, will **NOT** extend the contract's term.

All contracts should include a provision allowing for early termination of circuits without penalty if a location is closed by Pequot Lakes.

All contracts should include a clause allowing additional services, including but not limited to Voice services, to be included in the resulting contract.

No unit price increases will be permitted during the term of the agreement.

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/Information

Offerors must hold a valid, active nine-digit SPIN (498 ID) issued by USAC as of the proposal submission deadline. The SPIN must belong to the legal entity that will contract with and invoice Pequot Lakes. A pending registration, a SPIN assigned to an unrelated entity, or a commitment to obtain one after the deadline will not satisfy this requirement.

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, the vendor certifies that the proposed products and services comply with 47 C.F.R. §§ 54.9 and 54.10, which prohibit the use of Universal Service Fund support to purchase, obtain, maintain, improve, modify, or otherwise support any equipment or services produced or provided by a company on the FCC's Covered List (including Huawei and ZTE) as 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.

Pursuant to 47 C.F.R. §§ 54.500 and 54.511(b), service providers may not charge applicants a price above the Lowest Corresponding Price (LCP) for supported services. LCP is the lowest price a service provider charges to nonresidential customers similarly situated to a particular 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

Pequot Lakes is subject to Minnesota State Procurement Code restrictions.

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that Pequot Lakes 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.

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

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

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

Pequot Lakes 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, Pequot Lakes will evaluate that Offeror based on its originally submitted proposal. If BAFOs are requested, Pequot Lakes 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.

Pequot Lakes 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 Pequot Lakes that would interfere with a fair and open competition or is a conflict of interest.

Evaluation Criteria

These criteria are to be utilized in the evaluation of offers to be considered. Individual criteria have been assigned a weight to reflect relative importance. Vendors are encouraged to provide details in their proposals that address the following criteria.

Criteria	Description	Weight
E-Rate Eligible Costs	E-Rate eligible recurring and non-recurring costs for the closest offered bandwidth tier meeting the minimum requirements at each location. Will include recurring service charges over a 36-month period.	**40%**
Technical Merit / Capability	Ability of the proposed solution to meet the scope, specifications, and requirements of this solicitation, including but not limited to the ability to provide service July 1, 2027, and potential service upgrades	**30%**
Prior Experience	Pequot Lakes's previous experience with the vendor, including performance history and quality of past service	**20%**
Proposal Responsiveness	Completeness and clarity of the proposal submission, including all requested information and attachments	**10%**