St Lawrence Catholic School

Request for Proposals – MIBS
Form 470 # 270001258

October 23, 2026

St Lawrence Catholic School (the "Applicant") seeks services provided by a third party for the operation, management, and monitoring of eligible broadband LAN/WLAN components (managed Wi-Fi). We seek a 3- or 5-year contract with or without the option of voluntary extensions for eligible MIBS services under this agreement. The Applicant understands that eligible Basic Maintenance of Internal Connections items are also sometimes necessary to provision a Managed Internal Broadband service, and expects bidders to propose those as necessary.

> *Managed Internal Broadband Services* are those that include the operation, management, and monitoring of eligible broadband internal connections. Service Providers should include those expenses that directly support and are necessary for the broadband connectivity within schools. Those expenses include the management and operation of the LAN/WLAN, including installation, activation and initial configuration of eligible components, and on-site training on the use of eligible equipment. The applicant will own the equipment and the service provider will manage it for them.
>
> *Basic maintenance and technical support services* are those appropriate to maintain reliable operation when provided for eligible broadband internal connections. Repair and upkeep of E-rate eligible hardware, wire and cable maintenance, configuration changes, basic technical support including online and telephone based technical support, software upgrades and patches including bug fi +/-es and security patches.

Bidders are advised that this project will be contingent upon the successful obtaining of Category 2 E-Rate funding, and the contract agreement between the district and the successful bidder must recognize that contingency.

Project Scope

The list below represents equipment (with any associated licensing) that is projected to be managed under the requested service agreement. The Applicant reserves the right to adjust this list prior to finalizing the agreement with the awarded service provider to meet the needs of the organization.

Bidders should clearly indicate any ineligible costs by line item for all services associated with this RFP.

Quantity	Manufacturer	Device	Model
29 +/-	Engenius	AP	ECW230v3
4 +/-	Engenius	AP	ECW260
4 +/-	Startech	Racks	
1 +/-	Ubiquiti	Firewall	Dream Machine
1 +/-	Allied Telesis	Switch	AT-FS716L
1 +/-	Brocade	Switch	IC +/- 7250-24P
4 +/-	Engenius	Switch	ECS1112FP
3 +/-	Engenius	Switch	ECS1528P

3 +/-	Engenius	Switch	ECS2552FP
2 +/-	Trendnet	Switch	24-port
1 +/-	Ultra Plus	Switch	12-port hub
1 +/-	APC	UPS	Backup 650
1 +/-	APC	UPS	Backup UPS
1 +/-	CyberPower	UPS	PR Series 2000W
1 +/-	CyberPower	UPS	PR 500W

The Applicant owns this equipment and is not considering proposals for the purchase of new equipment at this time. In your proposal, please also provide per-unit pricing for the management of growth/future additions of equipment similar to the equipment requested above in the contract. For clarity, this is to say that if the Applicant asked in this RFP for a bid to manage 30 access points, your proposal would include pricing to manage those 30 access points for the term requested, and also include the incremental additional (per-unit) price that would be charged to add that unit to management under this contract should the Applicant add a 31st (or 32nd, etc.) access point during the term of the agreement. This is merely an example; please refer to the equipment list above for the actual equipment for which management services are requested.

Questions/Site Visits

No informational meetings or building visits will be scheduled. Any questions related to the technical aspects of this document should be directed to Chris Battocletti, at erate@saintlawrence.net with a copy to karenr@adtecerate.com, no later than 12:00 pm (EST) on November 6, 2026. Answers to any written questions or any additional information, revisions, or clarifications to the RFP will be provided in the form of an addendum to be posted with the FCC Form 470 on the Universal Service (E-Rate) website. It is the sole responsibility of the Service Provider to check for any addenda that may be issued.

Response Format

All bids must include the following information:

1. A description of products and services to be provided.
2. Complete pricing for the products and services described herein. Your proposal must clearly separate eligible and ineligible costs, and should outline any non-recurring costs, recurring costs, and fees for the service being proposed.
3. Your Service Level Commitment for the proposed service, including information regarding trouble-reporting and tracking.
4. Two (2) reference sites where your company has performed a similar service to the service being bid, including business name, contact name and contact information. It is preferable that at least one reference should be for a school corporation or library system within 90 miles of the Applicant.
5. Your E-Rate SPIN Number. (You must have a current SPAC form on file with USAC.)
6. A ready-to-execute or sample contract which includes the proposal requirements and the E-Rate contingencies outlined herein.

The Applicant's review of information will be primarily focused on the substance of the details provided in response to the requirements herein including but not limited to technical details, pricing and terms, experience, references, and adherence to the response format provided. Per E-rate rules, the cost of eligible goods and services will be the most heavily weighted evaluation factor.

Proposals must be prepared with specificity with regard to the equipment and/or services listed herein. Bids merely listing a general menu of equipment and/or services available from a vendor, bids appearing to be automatically generated without specificity in relation to the requirements of this RFP, and bids missing substantial information but inviting the applicant to contact the bidder to refine the bid and/or discuss specifics will not be considered valid bid responses and will be disqualified from consideration. This includes any SPAM and/or robotic responses. For more information, please review the USAC E-Rate News Brief of February 15, 2024.

Proposal Delivery

The Applicant reserves the right to reject each and every bid, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids. In the event that a responsible bid is not received or if it is determined that the low bid received is too high, the bid received will be rejected and the project will be cancelled or re-bid.

Bid should be emailed to the office of Chris Battocletti, erate@saintlawrence.net with a copy to karenr@adtecerate.com, by December 4, 2026, at Noon (EST).