



Request for Proposal (RFP)

Internet Access &
Leased Lit or Dark Fiber Services

October 1, 2026

Table of Contents

1.0. District Overview & General Requirements.....	3
2.0. Scope of Services	3
2.1. Bundled Internet Access.....	3
2.2. Wide Area Network (WAN) – Leased Lit or Dark Fiber Services	3
2.2.1. Dark Fiber Proposals	3
2.2.2. Leased Lit Fiber Proposals	4
2.2.3. Special Construction.....	4
3.0. Technical & Administrative Requirements	5
4.0. State and Local Procurement Restrictions	5

1.0. District Overview & General Requirements

Ballard Community School District is seeking proposals for Category 1 broadband services to support our educational mission. This request includes two distinct components: (1) Bundled Internet Access for the district hub, and (2) Leased Lit or Dark Fiber Services to connect four remote sites to the district hub.

2.0. Scope of Services

As approved by the Federal Communications Commission in E-rate modernization order 2 (WC Docket No. 13-184) (<https://www.fcc.gov/document/fcc-releases-order-modernizing-e-rate-21st-century-connectivity>)

2.1. Bundled Internet Access

The District seeks bids for a bundled Internet Access service (IA and associated transport) delivered to the District Hub: 509 N Main Ave, Huxley, IA 50124.

- Capacities: Minimum 1 Gbps to a maximum of 10 Gbps.
- Contract Terms: Please provide options for 1-year, 3-year, and 5-year terms.

2.2. Wide Area Network (WAN) – Leased Lit or Dark Fiber Services

The District seeks bids for Leased Lit or Dark Fiber services to connect the District Hub at the Middle School (509 N. Main Ave., Huxley, IA 50124) to the following four locations:

- Ballard West Elementary, 105 E. Main St., Slater, IA 50244
- Ballard East Elementary, 505 W. 4th St., Cambridge, IA 50046
- Ballard High School, 701 Ballard Dr., Huxley, IA 50124
- Ballard Bus Garage, 105 W. 3rd St., Huxley, IA 50124

2.2.1. Dark Fiber Proposals

For Dark Fiber Proposals, bidders must provide separate pricing for:

- Lease Fees: Recurring monthly costs for the fiber strands.
- Maintenance & Operations (M&O): Costs for the ongoing upkeep of the fiber.
- Special Construction: One-time charges for fiber build-out, if applicable. (Bidders must provide a detailed breakdown of these costs).

Ballard Community School District already has the equipment necessary to light dark fiber and will be responsible for the maintenance of that equipment. Pricing of dark fiber circuits is requested over 12, 36, 60, 120 months.

2.2.1.1. Maintenance Practices

The vendor shall provide for on-going maintenance of dark fiber for the term of the contract. Maintenance should include the following:

- Routine maintenance and inspection,
- Scheduled maintenance windows and scheduling practices for planned outages,
- Fiber monitoring,
- Handling of unscheduled outages and customer problem reports,
- Repair of fiber breaks,
- Replacement of damaged fiber,
- Policies for customer notification regarding maintenance,
- Process for changing procedures, including customer notification practices

2.2.2. Leased Lit Fiber Proposals

For leased lit fiber proposals, bids should include solutions to connect our four remote sites to the District Hub. These bids should provide a fully managed, end-to-end transport circuit.

The proposed service must support a minimum symmetrical throughput of 1 Gbps (both upload and download) and be upgradeable with Service Level Agreement (SLA).

Pricing for these transport circuits is requested for the 1 Gbps tier over contract terms of 12, 36, 60, and 120 months.

For all leased lit fiber bids, the vendor shall be fully responsible for providing and managing the modulating electronics to light the fiber, as well as all ongoing maintenance and operations of the network.

2.2.3. Special Construction

If special construction is required to fulfill the needs of the district, then the vendor shall provide a bid for such costs. For the purposes of the E-Rate program, special construction charges are the upfront, non-recurring costs of deploying new or upgraded network facilities to E-Rate eligible entities, either for dark fiber or leased lit fiber options. Special construction must be completed and the fiber operational no later than May 30, 2027.

Special construction consists of three components and bidders should itemize the following in their bids:

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

3.0. Technical & Administrative Requirements

Interested vendors must include the following in their bids:

- a) Connectivity Type: Clearly indicate the medium (Fiber, Coaxial, etc.).
- b) Firewall: Indicate if E-Rate C1 eligible bundled firewall is included.
- c) Ineligible Charges: Explicitly identify any E-Rate ineligible charges (e.g., DDoS protection).
- d) IP Addresses: Indicate if a minimum of 32 (/27 netblock) IPv4 Public IP addresses can be provided and list any associated fees separately.
- e) Testing: Bidders must provide turn-up testing and initial connection no less than ten (10) business days prior to the start of service.
- f) Taxes/Fees: Provide specific dollar amounts for all applicable taxes and fees.
- g) Billing: Bidders must agree to provide E-Rate discounted billing (SPI method) and include a statement confirming this in the proposal.
- h) Disqualification: "Robo-bids" or bids sent without regard to the specific requirements of this Form 470/RFP will be disqualified.

4.0. State and Local Procurement Restrictions

By submitting a bid, the vendor certifies that:

- (a) Proposed prices are consistent with the FCC's Lowest Corresponding Price (LCP) requirements.
- (b) Equipment and services are compliant with FCC Order 19-121 (and subsequent updates) prohibiting the use of covered companies deemed a national security threat.

Proposal Deadline: 9:00 AM Central Time, 29 days after the date this Form 470 is posted. Late-submitted proposals will be rejected. Proposals must be emailed to the Form 470 contact person listed. The Ballard Community School District reserves the right to cancel this request or reject any and all proposals.