E-Rate FY27 (2027-28)

REQUEST FOR PROPOSAL

470 # 270001792

North Monterey County Unified School District

13994 Castroville Boulevard Castroville, CA 95012

Network Electronics

PROCUREMENT TIMELINE	
RFP ISSUED:	10/22/2026
REQUESTS FOR INFORMATION DEADLINE	11/20/2026
PROPOSALS DEADLINE	12/11/2026 10:00 AM PST
PROJECT START DATE	**7/1/2027**

Service Provider Criteria and Contract Requirements

E-Rate SUPPLEMENTAL TERMS AND CONDITIONS

The Applicant seeks to utilize the E-Rate program for items outlined in this RFP.

For the purposes of this Request for Proposal (RFP), bidders are referred to as Service Provider, Offeror, Bidder or Vendor. The Applicant is referred to as Applicant.

E-Rate CONTINGENCY

The project herein may be contingent upon the approval of funding from the Universal Service Fund's Schools and Library Program, otherwise known as E-Rate. Even after award of contract(s) and/or E-Rate funding approval is obtained, the Applicant may or may not proceed with the project, in whole or in part. Execution of the project, in whole or in part, is solely at the discretion of the Applicant.

SERVICE PROVIDER ACKNOWLEDGEMENTS AND REQUIREMENTS

The Applicant expects Service Providers to make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program.

a. The Service Provider acknowledges that no change in the products and/or services specified in this document will be allowed without prior written approval from the Applicant and a USAC service substitution approval with the exception of a Global Service Substitutions.
b. The Service Provider acknowledges that all pricing and technology infrastructure information in its bid shall be considered as public and non-confidential pursuant to §54.504 (2)(i)(ii).
c. This offer is in full compliance with USAC's Free Services Advisory. There are no free services offered that would predicate an artificial discount and preclude the applicant from paying its proportionate non-discounted share of costs. The Service Provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it.
d. Firms submitting proposals shall be responsible for any and all expenses that they may incur in preparing proposals.

e. Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP. Service Providers are responsible for providing a valid SPIN (Service Provider Identification Number). More information about obtaining a SPIN may be found at this website: https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/
f. Service Providers are responsible for providing a valid Federal Communications Commission (FCC) Registration Number (FRN) at the time the bid is submitted. More information about obtaining an FRN may be found at this website: https://fjallfoss.fcc.gov.coresWeb/publicHome.do
g. Products and services must be delivered before billing can commence. At no time may the Service Provider invoice before **July 1, 2027**.
h. Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contract and USAC approved extensions).
i. Goods and services provided shall be clearly designated as "E-Rate Eligible." Ineligible goods and services shall be clearly called out as 100% ineligible or shall be "cost allocated" to show the percentage of eligible costs per SLD guidelines.
j. Within one (1) week of award, the awarded Service Provider must provide the Applicant a bill of materials using a completed USAC "Item 21 Template" in Excel format. Subsequent schedules of values and invoices for each site must match Item 21 Attachment or subsequent service substitutions.
k. In the event of questions during an E-Rate pre-commitment review, post-commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within 3 days to questions associated with its proposal.
l. Service Providers must comply with the FCC rules for Lowest Corresponding Price (LCP). Further details on LCP may be obtained at USAC's website: https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/ Should it not be the LCP; the Service Provider must disclose the conditions leading to the applicant being charged in excess of LCP.
m. Proposals shall be completed in all respects as required by the instructions herein. A proposal may be rejected if it is conditional or incomplete, or if it contains alterations of form or other irregularities of any kind. A proposal will be rejected if, in the opinion of the Applicant, the information contained therein was intended to mislead the Applicant in the evaluation of the proposal.
n. The proposal submitted must not contain erasure, interlineations, or other corrections unless each correction is clearly and conspicuously authenticated by signing in the margin immediately opposite the correction the name of the person signing the proposal. An Offeror will be bound by the terms and conditions of the proposal, notwithstanding the fact that errors may be or are contained therein. However, if material errors are actually discovered in a proposal, the Applicant will notify the Offeror that the proposal, as submitted, appears to contain errors, and require the Offeror to correct the errors.
o. The Applicant may request a meeting with the Offeror's representative to request answers and clarifications or it may request that the Offeror answer specific questions in writing, or to make a presentation to the Applicant or its Governing Board prior to any Agreement award.
p. All proposals and materials submitted in response to this RFP shall become the property of the Applicant and shall be considered a part of the Public Record.
q. The Applicant reserves the right to award the agreement as a result of the initial proposals received, or it may elect to conduct negotiations with those Offerors as determined by the Applicant, to be within an acceptable competitive range, or to negotiate separately with any

Offeror when it is determined to be in the best interest of the Applicant. In addition, the Applicant may request that Offerors provide a best and final offer.

REQUESTS FOR INFORMATION

All inquiries must be submitted via email to erate@adtechgroup.com by the deadline on Page 1. Please reference **North Monterey County Unified School District** 470# **270001792** in the subject line.

All addendum(s), questions and answers will be posted to the E-Rate EPC website at https://data.usac.org/publicreports/Forms/Form470Rfp/Index

Please "Follow" the Form 470 to receive all EPC updates pertaining to the Form 470.

SCOPE OF WORK

No refurbished equipment is acceptable

The Applicant has standardized on APC and Chatsworth; however, equivalent products are acceptable. If proposing an equivalent product, please submit data verifying equivalency with proposal, including what criteria was used to make determination (or equivalence).

The quotes provided must include all materials, equipment and accessories required to furnish a complete data electronics system as indicated on the parts list.

PROJECT SPECIFICATIONS

Applicant is seeking quotes for Network Electronics only, no installation. There is no other value-added services being requested as part of this Form 470 posting/RFP. Please reference "Attachment A" for additional site specifications, including but not limited to make, model/product and quantity.

Do not contact individual sites, contact the technical contact identified on the Form 470. This is a Network Electronics scope that is specifically specified by the Applicant – No site walk is required.

Please submit Quotations as shown in Attachment A, as well as a summary page. Specifically use the format shown in Attachment A in your price response.

PREPARATION OF PROPOSAL

1. Cover Letter stating:
    a. The validity of the firm and irrevocable proposal/offer being valid for up to a year after RFP closing date.
    b. Work will be completed on or before the Applicants required completion date (if work is to be completed prior to Applicants requirement, it must state so in the letter).
    c. Other appropriate items.
    d. The proposal must bear the signature of a person duly authorized to sign the proposal on behalf of the Offeror and reference this RFP and accept its terms and conditions or clearly and conspicuously indicate any exceptions.
    e. A brief statement that the firm understands the rules and regulations involving E-Rate and that award of the contract is contingent upon funding.

2. Description of Firm
    a. provide a brief description of the firm and statement of interest and qualifications for providing the requested equipment and services, include information regarding the size, location, nature of work performed, and years in business, and approach that will be used in meeting the needs of the Applicant.
    b. The firm should list and describe the firm's professional relationships involving the Applicant for the last three (3) years, together with a statement explaining why such relationships do not constitute a conflict of interest relative to perform the proposed services.
    c. The firm shall give the Applicant written notice of any professional relationships entered into during the period of this agreement.
3. Personnel
    a. Submit resume(s) or profiles of the individual(s) who will be assigned to provide the requested services, including their qualifications and recent related experience providing similar services.
    b. The Offeror should state the size of the firm and the number/nature of the staff to be employed in this engagement on a full-time and on a part-time basis.
    c. An affirmative statement should be included that the firm and all assigned key professional staff are currently and properly certified or licensed to perform these services.
4. Capacity & Methodology
    a. Use this section to address the ability of the firm to undertake and accomplish the required scope of work for which you are requesting consideration.
5. Past Performance
    a. Description of past performances of similar service and related experience.
    b. In addition, the firm shall provide information on the circumstances and status of any disciplinary action taken or pending against the firm during the past three (3) years with state regulatory bodies or professional organizations (and E-Rate customers, references of K-12 E-Rate customers is required to include in your proposal).
    c. The firm will list the most relevant and significant engagements performed in the last three (3) years that are similar to the size of engagement described in this request for proposal. These engagements should be ranked on the basis of project size. The firm will indicate the scope of work, date, engagement partners, total hours, and the name and telephone number of the principal client contact.
6. Customer Service Commitment
    a. Describe how the firm will provide service and fulfill the requirements and expectations of the Applicant. Provide a description of how services will be performed by Offeror.
    b. Offerors are encouraged to provide additional information or a description of resources the firm feels are pertinent to the RFP.
    c. Include letters of reference or testimonials. Ongoing commitment to providing outstanding customer service, professional development/education of staff and the number and type of employees must be indicated.
7. Vendor must be certified reseller of requested or equivalent parts and equipment and submit manufacturer reseller certification and/or "reseller authorization" for the hardware/software manufacturer(s) listed in Attachment A.
8. Vendor must certify that their equipment is not manufactured by, nor contains any components from the list of vendors on the "Secure Networks Act". https://www.fcc.gov/supplychain/coveredlist
9. Firm Financial Statement
10. Service Provider's SPIN and FRN (FCC Registration Number)

11. Evidence of FCC Green Light Status
12. "Equipment list" completely filled in and **must include E-Rate Eligibility %** (See Attachment A)
13. All proposals need to include E-Rate Eligibility, tax, and shipping as separate items in the response.
14. Proposals including labor should include a detailed breakdown of hours and manpower to be used, qualifications of manpower, training, including classroom time, per diem expenses, or any other expenses deemed necessary by Offeror.
15. Quotes should be prepared as shown in Attachment A, as well as a summary page, and include the following: E-Rate Eligibility, Tax, Freight/Shipping, and Grand Total. Please provide a quote as indicated in Attachment A. Specifically use the format shown in Attachment A in your price response.
16. Please reference "Attachment A" for additional site specifications, including but not limited to make, model/product, quantity and E-Rate Eligibility.

Failure by Service Provider to supply these documents shall be considered grounds for disqualification.

CLARIFICATION OF EQUIVALENCE

For convenience in designation on the plans or in the specifications, certain articles or materials to be incorporated in the work may be designated under a trade name or in the name of a manufacturer. Whenever in specifications any materials, process, or article is indicated or specified by grade, patent, or proprietary name or by name of manufacturer, such specification shall be deemed to be used for the purpose of facilitating description of material, process or article desired and shall be deemed to be followed by the words "or equal," and Service Provider may, unless otherwise stated, offer any material, process or article which shall be substantially equal or better in every respect to that so indicated or specified. Burden of proof as to equality of any material, process or article shall rest with the Service Provider. **Service Provider shall submit request together with substantiating data for substitution of any "or equal" item within the response by the closing of bids.** Provision authorizing submission of "or equal" justification data shall not in any way authorize an extension of time of bid response. **Please note: All "or equal" components must not be void and must be supported by corresponding manufacturer warranty.**

The Applicant retains the right to be sole judge as to whether equivalency has been proven and whether alternatives will be accepted.

SUBMISSION INSTRUCTIONS

Submission via email ONLY. All offers must be submitted to the contact information below by the deadline indicated on Page 1 of this RFP.

Submit Proposal via email to:

briana_ghan@nmcusd.org **AND** erate@adtechgroup.com

Proposals must clearly be labeled in the subject line "**North Monterey County Unified School District** E-Rate Category 2 Proposal Form 470 # **270001792**"

It is the sole responsibility of the firm submitting the proposal to ensure that it is actually received by the Applicant prior to the deadline time and due date and at the proper location. The Applicant assumes no

responsibility for transmission failures. Unless this RFP is extended by a written amendment, proposals received after the due date and time will not be considered.

Verification of receipt can be made by contacting briana_ghan@nmcusd.org

RIGHT TO REJECT ANY AND ALL QUOTES

The Applicant reserves the right to reject any or all quotation submittals and to waive any informalities or minor irregularities in proposals received. The Service Provider's quotation submission is recognition of this right.

In addition, the Applicant reserves the right to fund (proceed with project or purchase), or not to fund, regardless of E-Rate approval.

Any potential bidder found to be in Red Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.

SPAM and/or robotic responses will not be considered valid bid responses and will be disqualified from consideration.

EVALUATION AND SELECTION CRITERIA

The Applicant, in compliance with Federal Communication Commission (FCC) rules, will award to the Vendor(s) providing the most cost-effective service offering. Per the Sixth Report and Order, FCC 10-175, FCC rules dictate the following:

The Applicant may consider factors other than price alone in the consideration of bids; price for E-Rate eligible goods and services will be the primary factor considered.

Selection Criteria:

No.	Factor	Total Points Available
1	Cost of eligible goods and services	35
2	Cost of ineligible goods and services	20
3	Vendor quote clear and accurate relative to the RFP and meets technical specifications and design or bid requirements	20
4	Experience with E-Rate/Applicant/references	20
5	Financial stability	5
	Total Points	**100**

AWARD OF CONTRACT

The Applicant does not guarantee an award of a contract(s), and it reserves the right to select the firm(s) that it considers to be most cost effective for the Applicant. Award of contract is contingent upon the approval of funding from the Schools and Libraries Universal Service Administrative Company (USAC).

If E-Rate funding is not approved, this bid and all awards may be null and void. Although the Applicant may choose to use a different funding source it deems appropriate, at which point this bid will be utilized.

The Applicant reserves the right to award none, some, or all of the proposal. For instance, if a response exceeds the E-Rate funding limits set by USAC, the Applicant may choose to only award up to the E-Rate funding limit, less or more.

PROCUREMENT OF ADDITIONAL GOODS AND/OR SERVICES/COTERMINOUS EXPIRATION

During the term of any agreement resulting from this RFP, the Applicant may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this agreement and approval by the Applicant's Governing Board. All terms, conditions, warranties, obligations, maintenance, and support of said goods or services shall have a coterminous expiration date with the original date of this agreement. The Applicant shall not enter into a separate agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and are in agreement with coterminous expiration conditions.

SERVICE START DATE

The annual E-Rate Funding Year begins on July 1, 2027 and ends on June 30, 2028. Regardless of the contract "effective date", E-Rate eligible goods and/or services requested in this RFP shall be delivered no earlier than the start of the 2027 Funding Year (July 1, 2027).

There is one condition that allows USAC to provide support in a funding year for Category 2 installation costs incurred prior to that funding year.

We also amend our rules for category 2 non-recurring service to permit applicants to seek support for Category 2 eligible services purchased on or after April 1 2027, three months prior to the start of the funding year on July 1 2027. This will provide schools with the ability to purchase equipment in preparation for the summer recess and provide the maximum amount of time during the summer to install these critical networks.

For more information, please refer to the FCC Report and Order and Further Notice of Proposed Rulemaking (FCC 14-99,released July 23, 2014). This FCC decision only applies to Category 2 Services (Internal Connections).

INVOICING

The invoicing method (*either Billed Entity Applicant Reimbursement (BEAR) via FCC Form 472 or Service Provider Invoicing (SPI) via FCC Form 474*) shall be the sole choice of the Applicant. The invoicing method will be selected at the time of FCC Form 471 certification, or to change methods later as permitted by the program.

All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the Applicant will only be responsible for paying its non-discounted share.

ATTACHMENT A

North Monterey County Unified School District 13994 Castroville Blvd. Castroville, CA 95012

Make		Part #	Qty	% E-Rate Eligible	Unit Price	Total Price	Tax	Shipping	Line Item Total Cost
APC	OR Equivalent	APCRBC116	189						
Chatsworth	OR Equivalent	12419-736 (Cube IT Wall Mount Cabinet 18U 24)	1						
Chatsworth	OR Equivalent	Cabinet Fan Kit	1						

Bid Summary

School	Subtotal	Tax	Shipping	Total Cost
North Monterey County Unified School District				
Total Project				