2027 GREENSVILLE C2 SERVICE SPECIFICATIONS

Applicant:	**Greensville County Public Schools ("GCPS")**
BEN:	**126551**
Form 470 #:	**270001944**
Form 470 Contacts:	**Thomas Redmond – tredmond@gcps1.com**
	Melissa Zaruba – mzaruba@e-ratecentral.com

Procurement Timeline

Task	Due By
Issue Date	October 22, 2026
Deadline to Submit Questions	October 30, 2026, 2:00 PM ET
Posting of Questions/Clarifications	November 4, 2026
Proposal Submission Deadline	December 3, 2026, 2:00 PM ET

Communications and Questions

All communication with GCPS 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 "Form 470 Contacts" listed above, with the Form 470 Number included in the subject line. Failure to include all "Form 470 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. GCPS reserves the right to ask vendors clarifying questions during the proposal review process.

Contact initiated by an Offeror concerning this solicitation with any other GCPS representative other than those listed as Form 470 contacts is prohibited. Unauthorized contact may result in the Offeror's disqualification from this solicitation.

Neither product demonstration meetings nor site visits will be granted during the competitive bidding period – requests for such will be ignored.

Proposal Instructions

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

Proposals should be submitted to ALL Form 470 Contacts listed above and include the following:

- Applicant name
- Form 470 number
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions
- Completed Pricing Attachment in xlsx format / Itemized unit pricing

Proposals **must** include all costs associated with providing the requested products/services to GCPS including but not limited to shipping fees, licenses, and any component needed for the proposed equipment to function properly. Offerors **must** include all costs associated with the installation of the cabling, equipment, and components including, but not limited to, configuration, travel, per diem, shipping, installation, etc.

Submission of the completed Pricing Attachment provided with this solicitation is optional, but strongly encouraged.

Offerors utilizing the provided pricing attachment are instructed to submit the completed worksheet as a Microsoft Excel-compatible file (.xlsx). Offerors may use any spreadsheet application that can save 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.

Pricing for each proposed product or service should:

- be shown as unit pricing with separate line-item charges for each SKU,
- identify the percentage of each SKU that is eligible for E-Rate support as agreed upon by USAC and the manufacturer; and
- be categorized as Internal Connections (IC), Basic Maintenance of Internal Connections (BMIC), and/or Managed Internal Broadband Services (MIBS).

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.

Existing Network Environment

GCPS intends to procure network infrastructure that integrates effectively with its existing environment while supporting future growth and modernization.

GCPS's current network environment includes, but is not limited to:

Core and Distribution Infrastructure

Manufacturer: Cisco
Models: 9200,9300, 3850
Routing protocols in use: EIGRP

Wireless Infrastructure

Manufacturer: Meraki Wireless
Cloud-managed platform
Number of access points: 250

Network Security Infrastructure

Firewall platform(s): Palo Alto - P3420
RADIUS/TACACS+ services: Radius

Network Management and Monitoring

Network monitoring platforms: NA

Physical Infrastructure

Fiber optic infrastructure: Single Mode

Equipment/Service Request

GCPS requests proposals for new E-Rate eligible Category 2 equipment and vendor installation services.

Partial offers **will not** be considered. To be eligible for consideration, offers must include a turn-key solution including all required hardware, related components, licensing, and installation services, but GCPS may purchase reduced quantities of the proposed equipment and associated services.

Equipment Scope of Work

Proposals are requested for the makes/models specified in the provided Pricing Attachment (or equivalent). Offers containing alternative makes/models are required to submit product specifications and documentation to establish that the equipment is equivalent to the requested solution. GCPS will be the arbiter of whether the proposed solution is functionally and technically equivalent to the requested solution.

The quantities requested are GCPS's best estimate and may be adjusted based on the Offeror's recommendations. GCPS reserves the right to increase or reduce quantities and buy some, all, or none of the listed equipment.

Proposals featuring equipment that is used, open box, refurbished, or categorized in any way other than new will be disqualified.

Installation Scope of Work

For this solicitation, vendor installation services are **required**.

1. Configuration and Migration

- Offeror shall back up all existing switch configurations and provide copies to GCPS.
- Offeror shall migrate existing configurations (VLANs, routing, QoS, port security, STP, ACLs, SNMP, AAA) to the new equipment, accounting for any syntax differences between manufacturers.
- Offeror shall apply GCPS-approved firmware, change all default credentials, and pre-stage and test configurations before cutover where practical.

2. Installation

- All work shall comply with manufacturer specifications, applicable codes, and industry standards (TIA/EIA-568, BICSI).
- Offeror shall rack-mount, ground, and power all switches, and shall re-patch and label all cables and ports consistent with GCPS's labeling scheme.
- Offeror shall furnish all mounting hardware, patch cables, optics, power cords, and incidental materials.
- Any cabling, power, or rack modifications required shall be identified in the proposal.

3. Scheduling and Service Interruption

- Installation shall occur during non-instructional or after-hours periods approved by GCPS.
- Offeror shall submit a cutover plan with rollback procedures and shall not interrupt service outside approved maintenance windows.

4. Testing and Acceptance

- Offeror shall test all ports, uplinks, PoE, and VLANs following cutover and confirm full operability.
- Offeror shall provide written test results and as-built documentation, including final configurations, port maps, and updated network diagrams.
- GCPS shall provide final acceptance in writing.

5. Removal and Disposal

- Offeror shall remove all replaced switches and associated materials from the site and return to GCPS.
- Offeror shall provide an inventory of removed equipment, including make, model, and serial number.

Delivery of materials and vendor installation services to be provided at:

Location Name	Street	City	State	Zip
Edward W Wyatt Middle	206 Slagles Lake Rd	Emporia	VA	23847

While the school listed above is the site currently planned to receive the listed equipment and services, installation may occur at any E-Rate eligible site based on GCPS's need at the time of purchase and delivery.

Contract Requirements

GCPS intends to award for an initial agreement term of July 1, 2027 – September 30, 2028, with one optional renewal to align with an extended E-Rate service delivery deadline, if needed.

The quoted pricing must not assume GCPS will purchase the full quantities listed in the proposal.

GCPS reserves the right to place orders as needed and is not obligated to order all products or services.

Substitutions for alternative equipment must be agreed upon in writing by both parties before finalization of any changes/deviations from the original agreed-upon equipment list.

Offerors proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on imports are encouraged to (a) identify such products in their offers, and (b) propose an acceptable methodology for limiting price adjustments over the contract term.

E-Rate Specific Considerations

GCPS intends to utilize the Service Provider Invoicing (SPI) method for this funding request. Vendors must be willing and able to provide discounted billing and submit FCC Form 474 invoices to USAC. Vendors unable to support SPI billing **will be** disqualified.

Basic Maintenance of Internal Connections and Managed Internal Broadband Services were included on the Form 470 out of an abundance of caution. No separate BMIC or MIBS services should be proposed unless necessary to properly classify an element of the requested products or services under E-Rate rules.

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(f) 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

GCPS is subject to Virginia Public Procurement Act (VPPA) restrictions.

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that GCPS expects in the proposed solution. Proposals failing to meet these will be disqualified. "Should" and "may" indicate desirable specifications. GCPS may waive minor informalities or nonmaterial irregularities to the extent permitted by applicable Virginia procurement law. Material changes to the solicitation requirements will be handled in accordance with applicable procurement requirements.

GCPS 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, GCPS will evaluate that Offeror based on its originally submitted proposal. If BAFOs are requested, GCPS 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. BAFO requests and negotiations will be conducted in accordance with § 2.2-4302.2, including its requirements for the number of offerors selected for negotiation and applicable exceptions.

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

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

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

GCPS reserves the right, subject to applicable procurement requirements and E-Rate rules, to make non-material modifications to the awarded contract and to add or remove eligible locations, quantities, equipment, or services when such changes remain within the general scope of the original procurement.

GCPS may, at its sole discretion, extend the due date for the submission of proposals and any extensions shall be made 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 GCPS that would interfere with fair and open competition or create 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	Total cost of E-Rate eligible components, including equipment, licenses, installation, shipping, and any associated eligible services, as applicable.	**35%**
E-Rate Ineligible Costs	Total cost of E-Rate ineligible components, including equipment, licenses, installation, shipping, and any associated ineligible services, as applicable.	**3%**
Technical Compliance and Functionality	Degree to which the proposed solution meets or exceeds GCPS's functional requirements, performance needs, and technical specifications.	**15%**
Compatibility with Existing Network Infrastructure	The extent to which the proposed equipment and associated software can integrate with, interoperate with, and be managed alongside GCPS's existing network environment without requiring significant replacement of existing infrastructure, additional licensing, or substantial operational changes.	**15%**
Management and Operational Efficiency	Ease of administration, centralized management capabilities, monitoring, reporting, and automation features that reduce operational burden.	**12%**
Compliance with Solicitation Requirements	Completeness of proposal, adherence to submission requirements, E-Rate compliance, and responsiveness to requested information.	**10%**
Prior Experience	GCPS's own experience with this vendor's performance and service quality, if any	**10%**