

Request for Proposal by VIGO COUNTY SCHOOL CORPORATION

for Network Hardware and/or Installation of Wireless Access Points

Response Due Date: December 3, 2026 by 2:00 PM EST

SECTION I: GENERAL INFORMATION AND REQUESTED SERVICES

Form 470 #: 270002084

1.1 INTRODUCTION

Vigo County School Corporation ("School") intends to solicit responses to this Request for Proposals (RFP) for qualified organizations to provide Network Hardware and/or Installation of Wireless Access Points. This RFP and addendums are being posted at <https://site.vigoschools.org/40103>. Neither this RFP nor any response submitted hereto are to be construed as a legal offer.

1.2 DEFINITIONS AND ABBREVIATIONS

Term	Definition
Award Recommendation	School's summary to the School Board of the proposals and suggestions on vendor selection for purposes of beginning contract negotiations.
Contract Award	The acceptance of the Award Recommendation by School's Board.
Contractor	The offeror who responds to this solicitation by submitting an offer, to whom the award is made, whose proposal was determined to be the most advantageous to School, and who then enters into a contract with School.

Term	Definition
Installation	The delivery and physical setup of products or services requested in this RFP.
Offer or Proposal	An offer as defined in Ind. Code § 5-22-2-17.
Offeror or Respondent	An offeror as defined in Ind. Code § 5-22-2-18. School will not consider a proposal responsive if two or more offerors submit a joint or combined proposal. One entity or individual must be clearly identified as the Respondent who will be ultimately responsible for performance of the contract.
Services	Furnishing of labor, time, or effort not involving the delivery of specific supplies other than printed documents or other items that are merely incidental to the required performance and to be performed as specified in this RFP.
Supplies	Equipment, goods, products, and materials as specified in this RFP.
Total Bid Amount	The amount the Respondent proposes that represents their total, all-inclusive price.

1.3 AWARDS UNDER THE RFP

It is the intent that the award shall be made to the responsible offeror(s) whose proposal is determined in writing to be the most advantageous to School, taking into consideration price and the other evaluation factors outlined in the request for proposal.

1.4 SUMMARY OF PRODUCTS & SERVICES

School seeks Respondents to outline how it would provide Network Hardware and/or Installation of Wireless Access Points upon the following parameters:

- Product/Service specifications: See Exhibit A
- Response should include an understandable, common format such as services, product/service descriptions, costs/fees per product/service, costs/fees per item, or other

monetary metrics understandable to the review committee.

- Response should outline opportunity for School to obtain supplies or services at a substantial savings to School; explain how market structure is based on price and School can receive a discount of the established price; show proposal is advantageous to School's interest in efficiency and economy.

Exhibit A lists the user and equipment requirements. If School makes a written determination that funds are not appropriated or otherwise available to support continuation of performance of the arrangement, the contract may be canceled.

1.5 RFP OUTLINE

Section	Description
General Information and Requested Products or Services	This section provides an overview of the RFP, general timelines for the process, and a summary of the products/services being solicited by School via this RFP.
Proposal Preparation Instruction	This section provides instructions on the format and content of the RFP, including a Letter of Transmittal, Business Proposal, Technical Proposal, and a Cost Proposal.
Proposal Evaluation Criteria	This section discusses the evaluation criteria to be used to evaluate Respondents' proposals.

1.6 QUESTION/INQUIRY PROCESS

VCSC will hold a vendor question meeting at 3:30 PM EST on November 12, 2026, at Terre Haute South Vigo High School, 3737 S. 7th Street, Terre Haute, Indiana. Attendance is encouraged. This will be the only opportunity to have questions answered.

1.7 DUE DATE AND SUBMISSION METHOD FOR PROPOSALS

All proposals must be received electronically via email no later than **2:00 PM EST on December 3, 2026**.

Proposals should be submitted via email to:

Kathy Lady, Purchasing Manager

Vigo County School Corporation

Email: kathy.lady@vigoschools.org

Email Submission Requirements:

- **Subject Line:** Emails must include the following subject line format: RFP Submission: FY2027 Wireless AP & Network Hardware - [Vendor Name].
- **File Format:** All proposal documents submitted via email must be in searchable PDF format.
- **File Size Limit:** The total email size (including attachments) must not exceed 25 MB. If necessary, vendors may submit multiple emails clearly numbered in the subject line (e.g., Part 1 of 2).

Regardless of delivery issues or technical delays, all proposals must be completely received by the email server by the stated deadline to be considered. School accepts no obligations for costs incurred by Respondents in anticipation of being awarded a contract.

1.8 MODIFICATION OR WITHDRAWAL OF OFFERS

Modifications to responses to this RFP may only be made consistent with the submittal of the original response, acceptable to School and clearly identified as a modification. Only Respondent's authorized representative may modify or withdraw its proposal before the deadline.

1.9 PRICING

Pricing on this RFP must be firm and remain open for a period of not less than 120 days from the proposal due date.

1.10 PROPOSAL CLARIFICATIONS AND DISCUSSIONS, AND CONTRACT DISCUSSIONS

School reserves the right to request clarifications on proposals submitted to School and to conduct oral or written discussions with Respondents. Such discussions may include requests for additional information or revisions to cost or technical proposals, as permitted by applicable law and this RFP. Any material clarification or change to the solicitation will be communicated to all Respondents through a written addendum. School will provide equivalent information to all Respondents participating in discussions.

1.11 BEST AND FINAL OFFER

School may request best and final offers from those Respondents determined by School to be reasonably viable for contract award. However, School reserves the right to award a contract based on initial proposals received. Following evaluation of best and final offers, School may select for final contract negotiations that are most advantageous to School, considering cost and the evaluation criteria in this RFP.

1.12 TYPE AND TERM OF CONTRACT

The School intends to sign a contract with one or more vendors for this equipment/services to fulfill the requirements of this RFP.

1.13 CONFIDENTIAL INFORMATION

Respondents are advised that materials contained in proposals are subject to the Indiana Access to Public Records Act (APRA), and after the contract award, the entire RFP file may be viewed and copied by the public.

1.14 TAXES

Proposals should not include any tax from which School is exempt.

1.15 GOVERNMENT REGISTRATION

Respondents must possess any required licenses and registrations issued by state, county, and local governmental entities.

1.16 COMPLIANCE CERTIFICATION

If awarded a contract, the contractor must comply with all applicable federal, state, and local laws, rules, regulations, and ordinances, including but not limited to 2 CFR 200; 48 CFR 52; and Ind. Code 5-22, and all provisions required thereby to be included herein are hereby incorporated by reference. Submission of a proposal is a representation and warranty that the Respondent and any subcontractors will obtain and maintain all required permits, permissions, licenses, registrations, certifications, accreditations, and approvals, and comply with all employment, labor, EEOC, E-Verify, building, health, safety, and environmental statutes, rules, or regulations in the performance of work activities for School. Responses to this RFP serve as a representation that neither Respondent nor its principal(s) is presently in arrears in payment of taxes, permit fees, or other statutory, regulatory, or judicially required payments or reports to any governmental entity. Submission of a proposal is a warranty by the Respondent that it and personnel on School property will have no current, pending, or outstanding criminal, civil, or enforcement actions initiated by any governmental entity within the United States. Respondents also by submitting a proposal represents neither it nor its principals nor any of its subcontractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from entering into a contract with School by any federal agency or by any department, agency or political subdivision within the United States.

1.17 SUMMARY OF MILESTONES

The timeline below represents the District's target schedule. Estimated dates are subject to change as necessary to accommodate proposal evaluation or administrative requirements.

Activity	Date
Publication of RFP	October 21, 2026 and October 28, 2026
Vendor Question Meeting	November 12, 2026 at 3:30 PM EST
Submission of Proposals	December 3, 2026 by 2:00 PM EST
Proposal Evaluation & Discussions	December 3, 2026 – January 6, 2027
RFP Award Recommendation	January 11, 2027 board meeting

SECTION II: PROPOSAL PREPARATION INSTRUCTIONS

2.1 GENERAL

To facilitate the timely evaluation of proposals, the format for proposal submission is as follows:

- Each item requesting information should be addressed in the Respondent's proposal.
- Each item, i.e. Transmittal Letter, Business Proposal, Technical Proposal, Cost Proposal, etc., must be submitted as separate standalone electronic PDF files attached to the submission email.
- Confidential Information must be clearly marked and submitted in a separate electronic file.

2.2 TRANSMITTAL LETTER

The Transmittal Letter must address the following unless identified as "optional."

- Agreement with requirements listed in this RFP
- Summary of Ability and Desire to Supply the Required Products or Services
- Signature of Authorized Representative
- Respondent Notification

Unless otherwise indicated in the Transmittal Letter, Respondents will receive communications and notifications via e-mail to the addresses supplied by Respondents.

Confidential Information: A Respondent may wish to provide the following information if it wishes to claim information is not subject to public disclosure:

- List of documents, or sections of documents, for which statutory exemption to the APRA is being claimed;
- Specify which statutory exemption of APRA applies for each document, or section of the document;
- Provide a description explaining the manner in which the statutory exemption to the APRA applies for each document or section of the document.
- Provide a separate redacted or public viewing version of the document.

2.2.6 Other Information (Optional)

Any other information the Respondent may wish to briefly summarize relevant to the RFP, Services, and Supplies will be acceptable.

2.3 BUSINESS PROPOSAL

The Business Proposal must address the following topics unless identified as “optional.”

- **General (optional):** Introduce or summarize any information the Respondent deems relevant to School’s successful acquisition of the products and/or services requested in this RFP.
- **Respondent’s Company Structure:** The legal entity for Respondent’s organization accompanied by documentation from Indiana Secretary of State’s office, the types of ventures in which the organization is involved, and a website showing the organization’s hierarchy, resources, and services.
- **Company Financial Information:** Demonstrate the Respondent’s financial stability (e.g., financial statements or federal tax returns for the most recent completed fiscal year).
- **Integrity of Company Structure and Financial Reporting:** Statement indicating an officer, director, member, manager, or partner of the organization has taken responsibility for the correctness of financial information supplied.
- **Contract Terms/Clauses:** Indicate acceptance of mandatory contract terms.
- **References:** Provide references for whom the Respondent has provided products and/or services similar to products and/or services requested in this RFP.
- **Registration to do Business:** Registered and in good standing with Indiana governmental entities.
- **Authorizing Document:** Personnel signing the Transmittal Letter must be authorized to commit the organization contractually.
- **Subcontractors:** Identify all subcontractors and describe the contractual relationship.
- **General Information:** Contact information and operational details.

2.4 TECHNICAL PROPOSAL

The Technical Proposal must be divided into understandable sections. Where appropriate, supporting documentation may be referenced by a page and paragraph number.

2.5 COST PROPOSAL

For the Cost Proposal to be valid, Respondents must provide proposed costs for the Networking Hardware and the Installation of Wireless Access Points separately on the proposal.

Cost Proposal Narrative: Clarify how proposed prices correspond directly to the Technical Proposal.

Cost Assumptions, Conditions and Constraints: List and describe any special cost assumptions, conditions, and/or constraints relative to, or which impact, the prices presented.

SECTION III: PROPOSAL EVALUATION

3.1 PROPOSAL EVALUATION PROCEDURE

School has selected personnel to act as a proposal evaluation team. Subgroups of this team will be responsible for evaluating proposals concerning compliance with RFP requirements. All evaluation personnel will use the evaluation criteria stated in this RFP and allowed under applicable laws. Proposals will be opened to avoid disclosure of contents to competing offerors during the process of negotiation.

Offerors will be accorded fair and equal treatment with respect to any opportunity for discussion and revisions of proposals. In conducting discussions with an offeror, information derived from proposals submitted by competing offerors may be used in discussion only if the identity of the offeror providing the information is not disclosed to others. School will provide equivalent information to all offerors.

When School determines it is in the best interests of School: (1) the solicitation may be canceled or (2) offers may be rejected; in whole or in part as specified in this RFP.

3.2 EVALUATION CRITERIA

Proposals will be evaluated based upon the ability of the Respondent to satisfy the requirements of this RFP in a cost-effective and technically proficient manner. If any criteria are found to be inconsistent or incompatible with applicable state or federal laws, regulations, or policies, those criteria will be discarded, and the responses will be evaluated and scored without taking into account such criteria.

Proposals must meet all administrative submittal requirements and E-Rate program eligibility standards to be considered for evaluation. Responsive proposals will be scored based on a 100-point scale across the following weighted categories:

Evaluation Category	Point Weight
1. Cost of E-Rate Eligible Goods & Services	35 Points
2. Technical Architecture & System Compatibility	30 Points

Evaluation Category	Point Weight
3. Vendor Experience & K-12 References	20 Points
4. Support, Warranty & Project Schedule	15 Points
Total Maximum Score	100 Points

3.2.1 Cost of E-Rate Eligible Goods & Services (35 Points)

As required by E-Rate program rules, cost of E-Rate eligible products and services is the single most heavily weighted evaluation factor. Pricing will be evaluated based on the total 5-year cost of ownership for eligible hardware, software, licensing, and installation.

3.2.2 Technical Architecture & System Compatibility (30 Points)

- Compliance with Wi-Fi 7 standards (802.11be) across 2.4 GHz, 5 GHz, and 6 GHz bands supporting multi-gigabit backhaul and high-density classroom loads.
- Native adoption into VCSC's existing enterprise infrastructure without requiring overlay management appliances or secondary bridge tools.
- Direct operational compatibility and interoperability with VCSC's existing core and access switch tier.
- Automated dynamic RF tuning, rogue AP detection, guest isolation, native WPA3/802.1X security, and zero multi-dashboard administrative fragmentation.

3.2.3 Vendor Experience & K-12 References (20 Points)

- Verifiable experience successfully delivering and supporting enterprise-grade wireless deployments of comparable size and scope (500+ access points across multi-building school districts).
- Vendor engineering staff holding formal vendor enterprise networking and wireless architecture certifications.
- Quality, responsiveness, and positive performance evaluations from verifiable client references in Indiana K-12 school corporations or comparable public entities.

3.2.4 Support, Warranty & Project Schedule (15 Points)

- Comprehensive support scope under the required 5-year term, including 24/7 technical assistance center (TAC) access, regular firmware/software updates, and rapid advance hardware replacement.
- Clarity and realism of the vendor's proposed deployment plan, sequence, and resource commitment to guarantee full project completion prior to July 30, 2027.

EXHIBIT A: Wireless Access Point Hardware, Five-Year Software/Subscription Licensing, and Installation Services

Vigo County School Corporation (VCSC) is requesting proposals from qualified vendors for the replacement of existing Wireless Access Points (APs) and associated wireless network infrastructure at District school building sites identified in Appendix A.

The goods and services requested in this RFP are anticipated to be included in VCSC's E-Rate Funding Year 2027 filing. All proposed equipment, software, licensing, subscriptions, installation, and related services shall comply with applicable E-Rate eligibility requirements and applicable RFP and procurement requirements.

The project is anticipated to begin April 1, 2027, with all required work to be completed no later than July 30, 2027, unless otherwise approved in writing by VCSC.

A.1 PROCUREMENT COMPONENTS

VCSC is requesting proposals for the following components:

- **Component 1 – Wireless Networking Hardware:** Cisco or equivalent Wireless Access Points and associated networking hardware, accessories, and components.
- **Component 2 – Software, Licensing, and Subscriptions:** Five (5) year term software, licenses, subscriptions, and associated support required to operate and manage the wireless solution.
- **Component 3 – Installation Services:** Removal of existing Wireless Access Points, installation and mounting of new Wireless Access Points, PoE verification, adoption/registration, testing, and asset documentation. *Note: Installation services requested under Component 3 apply strictly to Wireless Access Points. Network switches listed in Component 1 will be installed and configured in-house by VCSC personnel.*

A.2 SEPARATE AND PARTIAL PROPOSALS

Vendors may submit proposals for one, two, or all three components identified above. Vendors shall clearly identify which component(s) are included in their proposal.

A.3 E-RATE ELIGIBILITY AND INELIGIBLE COSTS

Below is a reference of the type of equipment and capacities (or their equivalent) to be supplied. Vendors shall provide an itemized summary of all proposed costs separating E-Rate eligible equipment/services and E-Rate ineligible items.

A.4 EQUIPMENT & SERVICES SCHEDULE

Component 1 – Wireless & Networking Hardware

Part Number (or Equivalent)	Description	Qty
CW9174I-CFG	Cisco Wireless 9174I (W7, 3 radio, 3 band, 4x4) Global	594
C9350-48HX	Cisco C9350 48-port 10G-mGig with 90W UPOE+	83
C9350-NM-8Y=	Cisco C9350 8 x 25G/10G/1G or 4 x 50G SFP56 NM, spare	31
PWR-C2-850WAC-I/2	850W AC 80+ Platinum Port-Inlet Power Supply	83
STACK-T1A-1M	1M Type 1 Stacking Cable	83
CAB-SPWR-35CM	Stack Power Cable 35 CM	83
CAB-CONSOLE-USB-C	Console Cable USB-C type for C1k and C9k Switches	10
SFP-10/25G-CSR-S=	Dual Rate 10/25GBASE-CSR SFP Module	28
SFP-10/25G-LR-S=	10/25GBASE-LR SFP28 Module	28

Component 2 – Software, Licensing, and Subscriptions (5-Year Term)

Part Number (or Equivalent)	Description	Qty
E3N-CW-E	Cisco Wireless Essentials EA 3.0 LIC and Support (5-Yr)	594

Part Number (or Equivalent)	Description	Qty
E3N-AIRWLN-ED-E	Wireless CISCO DNA EDU EA Essential (5-Yr)	772
C9350-OS-ESS	Cisco C9350 Essentials Feature License	83
E3N-CS-AC1-L-E	Cisco Switching Essentials EA 3.0 LIC Access Tier 1 Large (5-Yr)	83

Component 3 – Installation Services

Service Code / Scope	Description	Qty
INSTALL-AP	Turnkey removal of existing Wireless Access Points, installation and mounting of new Wireless Access Points, PoE verification, adoption/registration, post-install verification testing, labeling, and asset documentation across all sites listed in Appendix A. <i>(Note: Switch installation will be performed in-house by VCSC personnel).</i>	594 APs

Appendix A – Building Sites

Facility / School Name	Address	City	State	Zip
Terre Haute North Vigo High School	3434 Maple Ave	Terre Haute	IN	47804

Facility / School Name	Address	City	State	Zip
Terre Haute South Vigo High School	3737 S. 7th St.	Terre Haute	IN	47802
West Vigo High School	4590 W. Sarah Myers Dr.	West Terre Haute	IN	47885
Honey Creek Middle School	6601 S. Carlisle St.	Terre Haute	IN	47802
Otter Creek Middle School	4801 Lafayette Ave.	Terre Haute	IN	47805
Sarah Scott Middle School	2000 S. 9th St.	Terre Haute	IN	47802
West Vigo Middle School	4750 W. Sarah Myers Dr.	West Terre Haute	IN	47885
Woodrow Wilson Middle School	301 S. 25th St.	Terre Haute	IN	47803
Benjamin Franklin Elementary School	1600 Dr. Iverson C. Bell Ln.	Terre Haute	IN	47807
Davis Park Elementary School	310 S. 18th St.	Terre Haute	IN	47807
DeVaney Elementary School	1011 S. Brown Ave.	Terre Haute	IN	47803
Dixie Bee Elementary School	1655 E. Jessica Dr.	Terre Haute	IN	47802

Facility / School Name	Address	City	State	Zip
Farrington Grove Elementary School	1826 S. 6th St.	Terre Haute	IN	47802
Fayette Elementary School	9400 N. Beach Pl.	West Terre Haute	IN	47885
Fuqua Elementary School	1111 E. Wheeler Ave.	Terre Haute	IN	47802
Hoosier Prairie Elementary School	2800 W. Harlan Dr.	Terre Haute	IN	47802
Lost Creek Elementary School	6701 E. Wabash Ave.	Terre Haute	IN	47803
Ouabache Elementary School	501 Maple Ave.	Terre Haute	IN	47804
Riley Elementary School	6050 S. Canal St.	Riley	IN	47871
Rio Grande Elementary School	5555 E. Rio Grande Ave.	Terre Haute	IN	47805
Sugar Creek Consolidated Elementary School	4226 W. Old U.S. 40	West Terre Haute	IN	47885
Sugar Grove Elementary	2800 Wallace Ave.	Terre Haute	IN	47802

Facility / School Name	Address	City	State	Zip
School				
Terre Town Elementary School	2121 Boston Ave.	Terre Haute	IN	47805
Booker T. Washington Alternative School	3707 S. 7th St.	Terre Haute	IN	47802
Deming Early Learning Center	1901 S. 19th St.	Terre Haute	IN	47802

PROPOSER/VENDOR CERTIFICATIONS

Required Contract Provisions for Non-Federal Entity Contracts Under Federal Awards – Appendix II to 2 CFR Part 200 included and acknowledged.