REQUEST FOR PROPOSAL (RFP)

ERATE FUNDING YEAR 2027-28

FCC FORM 470 # 270002678 (COWE 2027-C1 INT)

APPLICANT

Coweta Independent School Dist 17 (BEN: 140174)
14540 S. 302nd East Avenue, Coweta, OK 74429

Submit Questions no later than: Thursday, November 19, 2026

Questions must be submitted online no later than 2:00 pm Central Time on the due date listed above.

DUE DATE: Wednesday, December 23, 2026

Proposals must be submitted online no later than 2:00 pm Central Time on the due date listed above.

All questions and proposals must be submitted via bonfire. Proposals received after the proposal deadline, spam, and/or automated responses via email will not be considered valid proposal responses and will be disqualified from consideration.

https://kellogglc.bonfirehub.com/portal

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SITE VISIT

☒ APPLIES TO THIS RFP	☐ DOES NOT APPLY FOR THIS RFP

Date(s)	November 16th and 18th, 2026
Time(s)	10:00 AM CST
Location	Donald P. Sloat High School
Mandatory	Yes
Notes:	Michael Carter, Director of Information Technology, will meet with Service Providers. Mandatory –Vendors must attend one of the two above dates.

RFP TIMELINE

Event	Date	Time (CT)	Details
Mandatory Site Visit (Option 1)	Monday, November 16, 2026	10:00 AM	Donald P. Sloat High School
Mandatory Site Visit (Option 2)	Wednesday, November 18, 2026	10:00 AM	Donald P. Sloat High School
Questions Due	Thursday, November 19, 2026	2:00 PM	Submit via Bonfire
Addendum Due	Tuesday, November 24, 2026		Submit via Bonfire and USAC EPC Portal
Proposals Due	Wednesday, December 23, 2026	2:00 PM	Submit via Bonfire

All times are Central Time. Vendors must attend one of the two site visit dates. Submit all questions and proposals at https://kellogglc.bonfirehub.com/portal.

Pricing Requirements

☒ Excel Pricing **Required**	☐ PDF Pricing Allowed

All offerors MUST complete Attachment A – Pricing

Please provide your own pricing schedule included as a part of your proposal.

All pricing proposals must clearly list the cost of products and services to include the following:

1. Description of Services
2. Monthly (recurring) charges
3. One Time (non-recurring) charges
4. % Eligibility. (This is not related to the applicant's approved discount rate)
    1. If the product is fully eligible, show 100%. If not or partially eligible, include the eligible percentage from 0% -99% for each line item/service
    2. The offeror is responsible for confirming the eligibility of equipment and services from the manufacturer.
5. Quantity
6. Unit of Measure (Each, Feet)
7. Bandwidth level, if applicable
8. Contract Term
9. Make, Model and part number, if applicable
10. Installation and Configuration
11. Shipping and Handling
12. Travel and Per Diem
13. Estimate of Surcharges and Fees

PROPOSAL SPECIFICATIONS

Coweta Independent School Dist 17 (BEN: 140174) is seeking proposals for E-Rate Category 1 broadband Internet access for Funding Year 2027-28. Service will be delivered to Donald P. Sloat JHS (BEN 84874), 30080 E Highway 51, Coweta, OK 74429.

The District needs 8 Gbps of Internet bandwidth and will evaluate cost-effectiveness across a range of 4 Gbps to 10 Gbps. Vendors are also asked to provide one leased on-premises router for the Internet service.

The District will consider month-to-month terms, or a 1-year term with up to 4 voluntary annual renewals. Vendors must attend one of the two mandatory site visits and should refer to the specifications in this RFP when preparing their proposals.

Requirements

- Offerors must specify demarc address, mode of delivery, bandwidth level, and contract term.
- Offerors must provide detailed incremental pricing for all supported port-level charges between the stated minimum and maximum speeds (4 Gbps up to 10 Gbps) to support the required cost-effectiveness analysis.
- Offerors must include the cost of Static IP addresses as a separate line item.
- The applicant has provided the bandwidth needed along with the SETDA Internet Service Provider Recommendations for reference.
- All proposals must include the complete cost to connect to and work with the applicant's LAN.
- Proposals must clearly identify installation costs, if applicable. Proposals that include installation costs without identifying them separately will not be considered.
- In Oklahoma, the monthly recurring cost may NOT include Special Construction or Installation costs.

BROADBAND INTERNET ACCESS SPECIFICATION

Site Name (Entity #)	Donald P. Sloat JHS (BEN 84874)
Address	30080 E Highway 51, Coweta, OK 74429
Quantity	1
Contract Terms Requested	Month-to-month (MTM), or 1 year with up to 4 voluntary annual renewals
Bandwidth Level Needed by Applicant	**8 Gbps**
Bandwidth Range for Cost-Effective Evaluation	4 Gbps to 10 Gbps
SETDA Recommendation (FY 2027-28 targets)	**Up to 1,000 users:** At least 2.8 Mbps per user (minimum 300 Mbps for district) **1,001–9,999 users:** At least 2 Gbps per 1,000 users **Over 10,000 users:** At least 1.4 Gbps per 1,000 users
Student Enrollment	3,708
Certified Staff	391
Total Users for SETDA	**4,099**

LEASED ON-PREMISES EQUIPMENT

Site Name (Entity #)	Donald P. Sloat JHS (BEN 84874)
Address	30080 E Highway 51, Coweta, OK 74429
Quantity	1
Description	Leased on-premises router for Internet access

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1 https://www.setda.org/wp-content/uploads/sites/14/2016/09/SETDA-Broadband-ImperativeII-Full-Document-Sept-8-2016.pdf

RECEIPIENTS OF SERVICE - INT

The following sites may utilize the Internet services provisioned in this RFP via the Applicant's broadband data connections. This RFP is only seeking the Internet connection(s) as listed in the Proposal Specifications section.

Site Name	Entity #	Physical Address	City	ST	Zip
Demarc Site					
Donald P Sloat JHS	84874	30080 E. Highway 51	Coweta	OK	74429
Other Sites					
Central Elementary School	84871	303 N. Broadway	Coweta	OK	74429
Northwest Elementary School	84875	26954 E. 131st ST	Coweta	OK	74429
Southside Elementary School	229530	15289 S. Hwy 72	Coweta	OK	74429
Coweta Mission Intermediate Grade Center	84873	30123 East 147th Street South	Coweta	OK	74429
Coweta Heritage Intermediate Grade Center	16055878	15286 S. 297th E. Avenue	Coweta	OK	74429
Coweta High School	84872	14607 S. 305th E. Ave	Coweta	OK	74429
Coweta Intermediate High School	16049449	14699 S. 305th E. Ave	Coweta	OK	74429
Coweta Administration Building # 2	16067135	14494 S. 302nd E. Ave	Coweta	OK	74429
Coweta Administration Building	16067136	14540 S. 302nd E. Ave	Coweta	OK	74429
Coweta Maintenance Department	16067138	14460 S. 302nd E. Ave	Coweta	OK	74429
Coweta Bus Barn Office	16067139	103 S. Avenue G	Coweta	OK	74429
Coweta Processing Warehouse	16067140	407 N. Broadway	Coweta	OK	74429
Donald P Sloat	Annex of entity 84874	700 E. Chestnut St.	Coweta	OK	74429

PROPOSAL REQUIREMENTS (OK C1)

Proposal Requirements

1. **E-Rate Compliance**. Service providers (offerors) must comply with E-Rate program rules as set forth by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC).

   Disqualification – FCC Form 498 ID Status. If the offeror is under FCC red light status or does not have an FCC Form 498 ID (service provider identification number), the offeror may be disqualified by the applicant school or library.

2. **Kellogg & Sovereign® Consulting (K&S) authorized.**
   The applicant has engaged the services of K&S to assist with the E-Rate filings for the applicant. The applicant has authorized K&S to act on its behalf regarding this procurement. K&S may request information directly from Proposer(s) as well as conduct the competitive proposal process on the e-procurement site, https://kellogglc.bonfirehub.com.

3. **Equivalent products and services**. Proposals are requested for the specified services, technologies, transmission media, or **EQUIVALENT** solutions. Any proposed equivalent or alternative solution must satisfy the Applicant's required connectivity, bandwidth, performance, reliability, and scalability requirements. Vendors proposing alternative technology, transmission medium, or service architecture must clearly identify the proposed solution and provide sufficient technical documentation to demonstrate that the solution meets or exceeds the requirements of this RFP. Failure to provide sufficient technical or pricing information may result in the Applicant determining that the proposal is non-responsive, subject to applicable state and local procurement requirements. The Applicant may request clarification or additional documentation necessary to verify that a proposed solution satisfies the requirements of this RFP, provided that all vendors are treated in a fair and consistent manner in accordance with applicable procurement requirements and E-Rate competitive bidding rules.

4. **Timeline**. Proponent must include a project timeline. Preference is given to responses with a service start date of July 1, 2027. If the awarded offeror is not the incumbent provider, transition of service must be completed by the later of July 1, 2027, or the contract expiration date associated with the services currently under contract. If the awarded offeror is not the incumbent provider, this RFP and associated FCC Form 470 also seek month-to-month interim service pricing for the applicant sites from July 1, 2027, until the new services are fully operational.

   Disqualification – Unable to commence service. If the offeror is not able to commence service by the date listed in the proposal specifications, the offeror may be disqualified by the applicant school or library.

5. **Mandatory Site Visit.**

☒ APPLIES TO THIS RFP	☐ DOES NOT APPLY FOR THIS RFP

Disqualification – Mandatory Site Visit. If the offeror does not attend a mandatory site visit, walk through, or have other mandatory meeting listed in the site visit section, the offeror may be disqualified by the applicant.

6. **Questions.** Questions must be submitted prior to the end of the question period. Questions must be submitted online https://kellogglc.bonfirehub.com/portal no later than the date and time listed above.

7. **Proposal Acceptance.** The applicant school or library reserves the right to accept some, all or none of the items included in the proposal. Notification of proposal acceptance or proposal rejection will be provided at the discretion of the applicant school or library.

8. **Modification or Withdrawal of Proposal:** Vendors are advised to consult the Bonfire Vendor Help Center to obtain the most current guidance for submission, revision, and withdrawal of proposals. https://vendorsupport.gobonfire.com/hc/en-us

9. **Clarifying Questions** – The applicant may choose to ask clarifying questions or request additional information from the offerors. All communications during the proposal and evaluation stage will be posted in the messages section of the online bidding portal.

10. **Late Proposals**. Responses submitted after the due date and time stated in this RFP will not be considered and will be disqualified. Responses must be submitted through the online bidding portal. Proposals submitted by any other method, including fax or email, will be disqualified.

11. **Unresponsive, SPAM, and Automated Bids.** SPAM, automated, robotic, or otherwise non-responsive proposal submissions will not be considered valid proposal responses and will be disqualified from consideration. Proposals that do not meet the requirements listed in the Proposal Requirements section will be disqualified.

12. **Financial Responsibility**. Proponent shall pay all costs related to the preparation and submission of its Proposal.

13. **All Costs**. Pricing proposed by the offeror must include all costs. All costs include special construction or non-recurring charges (NRC) required by the service provider to provide the product or service and all monthly recurring charges (MRC) including estimated surcharges and fees. Price increases will not be allowed during the term quoted. Prices may be lowered based on market conditions.

14. **Cost Allocation**. Offerors must clearly separate E-Rate eligible costs from ineligible costs.

15. **Contracts.** Offerors for services other than tariffs or month-to-month arrangements should include a contract or legally binding agreement in response to this RFP with signature block for both service provider and applicant. The agreement may be provided in form only and will not be completed and executed until after proposals are awarded by applicant and negotiations completed as applicable. Quotes are not considered a legally binding agreement. All contracts must allow cancellation of services without financial penalty if a site permanently closes. The applicant may cancel services to any site without penalty upon thirty (30) days' written notice to the service provider. Contracts must also allow site additions, upgrades, moves, and changes during the contract term, subject to applicable E-Rate and USAC requirements.

16. **Contract Terms**. Offerors must clearly define contract terms for all pricing submitted. The applicant school or library may consider multi-year contracts featuring voluntary renewals.

    The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- rate "program year" or an extended service end date for an E-Rate program year pursuant to a "service delivery deadline extension," as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

17. **Description of Proposal**. Proponent will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, and any other details that may be useful or necessary for proper evaluation of the proposal.

18. **Authorized Signatures** – Proposals must be signed by an individual or officer of the firm authorized to legally bind Vendor when submitting the proposal. Unsigned proposals will not be accepted.

19. **Addenda** – In the event revisions to this document become necessary, addendum will be provided by upload to the relevant Form 470 and the bidding portal.

20. **Required Notice to Proceed and Funding Availability**. The applicant will follow the purchasing policies of their governing board and the requirements and procedures of the FCC's E-Rate program as administered by USAC to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive proposal process will be dependent on the applicant's issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The applicant will have the right to allow the contract to expire without implementation if appropriate funding does not become available.

21. **Broadband Data Services**. Offerors for broadband data services (e.g. Internet Access, wide area network connections) must comply with the following:

    21a. Bandwidth Range. If the applicant specifies a bandwidth range for broadband data services, the service provider may propose incremental pricing for the bandwidth levels specified or the next highest bandwidth level at the service provider's standard bandwidth level offerings.

    21b. Site and Service Substitutions. The applicant may need to add, remove or move sites as well as increase or decrease bandwidth levels during the contract term. Accordingly, proposal responses should address allowances for site and service substitutions during the contract term.

    21c. Network Diagram. Offerors for broadband data services must include a network diagram displaying the paths to be used to serve the specified site.

    21d. Service Level Agreement. Bidders for broadband data services shall provide a proposed Service Level Agreement (SLA) with the proposal response. The proposal must include a description of the following services and how these services will be measured.

    - Network Availability: the provider will make all reasonable efforts to ensure [99.9-99.99]% network availability of each circuit.
    - Internet and Operations proposals only: Frame/packet loss Commitment
    - Internet and Operations proposals only: Network Latency Commitment
    - Internet and Operations proposals only: Network Jitter Commitment
    - There is no right of provider to limit or throttle the capacity of the circuit at any time for any

reason

In addition to the required services, the proposal may include the following:

- Network Operations Center: Solution will provide customer support functions including problem tracking, resolution and escalation support management on a 24x7x365 basis. Customer has the right and is encouraged to call concerning any problems that may arise relative to its connection with Vendor provided services.
- Trouble Reporting and Response: Upon interruption, degradation or loss of service, Customer may contact service provider by defined method with a response based on trouble level. Upon contact from the Customer, the service provider's support team will initiate an immediate response to resolve any Customer issue. Customer will receive rapid feedback on trouble resolution, including potential resolution time.
- Escalation: In the event that service has not been restored in a timely manner, or the Customer does not feel that adequate attention has been allocated, the Customer can escalate the trouble resolution by request. A list of escalation contacts will be provided when implementation schedule is completed.
- Resolution: The Customer will be notified immediately once the problem is resolved and will be asked for verbal closure of the incident.
- Trouble Reporting, Escalation and Resolution: A detail trouble reporting, escalation and resolution plan will be provided to the Customer.
- Measurement: stated commitment is to respond to any outage within two (2) hours and a four (4) hour restoration of service. Time starts from the time the Customer contacts the service provider and identifies the problem. Credits for Outages of shortage will be identified.
- Reports: Upon request, an incident report will be made available to the Customer within five (5) working days of resolution of the trouble.
- Link Performance per segment: The service will maintain the proposed Link Performance throughout the term of the contract.
- Historical uptime: Provide aggregate uptime statistics for the proposed service in the Customer's geographic area.

21e. Demarcation. All solutions must terminate service or infrastructure to an existing network closet inside of the site specified. Solutions bringing service to the property line but not inside of the demarc address are not acceptable.

21f. Special Construction. Special construction refers to the upfront, non-recurring costs associated with the installation of new fiber to or between eligible entities. Applicants may seek funding for special construction charges in connection with leased lit fiber, leased dark fiber, and self-provisioning. Special construction charges eligible for Category One support consist of three components: (1) construction of network facilities; (2) design and engineering; and (3) project management.

Offerors for special construction should provide or be prepared to promptly provide the following information:

- A map file of the proposed fiber route in KMZ of ISON format
- The average cost per foot of fiber includes detailed breakout of costs for aerial fiber, buried fiber, and buried fiber in conduit:
    - Fiber material (fiber cable)

- Fiber placement (placing or pulling fiber through conduit, attaching fiber to poles, placing fiber cables in the ground)
- Buried Conduit (direct bury installations conduit)
- Trenching (cost of digging trench, cost of machinery needed, permitting cost)
- Structure Material (conduit, handholes, vaults, markers)
- Structure Placement (labor and permitting placement of all structure materials)
- Pole Make Ready (enhancement needed on carrier owned poles such as addition of guy or anchor or clearing)
- The cost per foot of outside plant materials (conduit, handholes, aerial make ready materials)
- The cost per foot of outside plant (trenching, handhole and marker installation, installation of aerial make-ready materials)

- Cost allocation detail for fiber strands that will not be placed in service for the exclusive use of the applicant by June 30 of the Erate program year.

21g. Special Construction Installment Plan. The applicant may request that offerors allow for the non-discount share of special construction charges to be paid in installments up to four years from the first day of the relevant funding year. Offerors are not required to offer installment payments, but if they choose to do so they must disclose the material terms, including the interest rate and terms of the payment plan, in their proposal submission.

21h. Special Construction Amortization. Non-recurring capital costs must be amortized over a period of three years for charges of $500,000 or greater.

22. **OUSF Compliance.** To be compliant with the bidding process specified in 17 O.S. § 139.109.1(B)(5), the applicant school or library will accept proposals for any type of technology that provides the required level of broadband service and will accept proposals from any OUSF eligible provider as defined in 17 O.S. § 139.102(11).

    Offerors may provide proposal responses for the bandwidth listed in the proposal specifications section or the next highest standard bandwidth level offered by the service provider.

    The offeror must be eligible to provide services supported by the Oklahoma Universal Service Fund and must include all costs in the proposal.

    The offeror must clearly identify and separate any ineligible or partially eligible services.

    Monthly recurring charges must not include construction costs.

    The awarded offeror must file for OUSF support within 90 days of the start of the OUSF-eligible service.

Disqualification – OUSF Eligible Provider. If the offeror is not eligible to provide Oklahoma Universal Service Fund support for eligible services, the offeror may be disqualified.

23. Documentation and Audit Compliance.

- Service provider shall provide all warranty and product documentation related to products or services sold to the applicant.

- Service provider shall retain all documentation related to the purchase and payment, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of TEN years from the last date of service.
- If the applicant is audited by the Administrator of the program, the service provider shall fully cooperate with the applicant to provide any documentation related to the provision of discounted products and services as requested.
- The service provider and/or applicant is solely responsible for verifying the accuracy of information submitted to Kellogg & Sovereign® Consulting (K&S). K&S disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the service provider or applicant to K&S.
- By submitting proposals for K&S client schools & libraries, the service provider agrees and understands that K&S will forward the information to USAC, and the service provider is responsible for verifying the accuracy of information submitted to K&S.
- K&S shall not be liable for any direct, indirect, incidental, consequential or exemplary damages, including but not limited to, damages for loss of profits, data or other intangible losses (even if K&S has been advised of the possibility of such damages), resulting from the service provider's non-response or incomplete response and/or the service provider's inaccurate, invalid, incorrect, or incomplete provision of information.

24. <u>Service Provider Responsibilities</u>

- The agreement herein is contingent upon the approval of funding from the Universal Service Fund's Schools and Library Program.
- The Applicant requires that Service Providers make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program. https://www.fcc.gov/consumers/guides/universal-service-program-schools-and-libraries-e-rate
- Service Providers are required to be in full compliance with all current requirements and future requirements issued by the FCC or USAC throughout the contractual period of any contract entered into as a result of this RFP.
- Service Providers are responsible for providing a valid Service Provider Identification Number (SPIN) at the time the proposal is submitted.
  https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/
- Service Providers are responsible for providing a valid Federal Communications Commissions (FCC) Registration Number at the time the RFP is submitted.
  https://apps.fcc.gov/cores/userLogin.do
- Service Providers are responsible for providing evidence of FCC Green Light Status at the time the proposal is submitted. Any potential offeror found to be in Red Light Status must provide an explanation of the steps it is taking to resolve the status and the expected timeframe for resolution. Sustained Red Light Status may be grounds for contract termination if it prevents the service provider from providing E-Rate discounts in a timely manner.
  https://www.fcc.gov/general/red-light-frequently-asked-questions
- Products and services must be delivered before billing can commence. At no time shall the Service Provider invoice before the beginning of the E-Rate funding year.

- 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 contracts and USAC approved extensions).

- The default method of invoicing for all Funding Requests (FRN) created as a result of this RFP will be the Form 474 Service Provider invoice (SPI) unless the applicant explicitly requests Form 472 Billed Entity Applicant Reimbursement method.

    - The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider invoice (SPI). The maximum percentage the applicant will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Funding Commitment Decision Letter (FCDL) and any identified ineligible costs. Upon the successful receipt or posting of a Funding Commitment Decision letter from the SLD and submission, certification and USAC approval of Form 486, the applicant shall pay only the discounted amount beginning with the billing cycle immediately following said approval.

    - All service provider invoicing to USAC must be completed within 120 days from the last day of service or other applicable USAC invoice deadline. If the service provider fails to invoice USAC in a timely manner, the applicant will be responsible only for its non-discounted share. Service Providers shall retain all documentation related to the purchase, payment, delivery and/or installation, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of 10 years from the last date of service.

- Alternatively, should the applicant decide that it is in the best interest of the applicant to file Form 472. The applicant will inform the Service Provider of its intent.

- Within one (1) week of award, the awarded Service Provider will provide the applicant with a bill of materials in Excel format suitable for the Form 471 item bulk upload[1]. Subsequent schedules of values and invoices for each site must match the approved line item details or subsequent service substitutions.

- 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 three (3) days to questions associated with its proposal.

- No change in the products and/or services specified in the vendor's proposal and subsequent contract will be allowed without prior written approval from the applicant and a USAC service substitution approval with the exception of a Global Service Substitution.

- The Service Provider acknowledges that all pricing and technology infrastructure information in its proposal shall be considered as public and non-confidential pursuant to 47 CFR §54.504 (2) (i) (ii)

- The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to §54.511 (b). Should it not be the lowest corresponding price, the Service Provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

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1 https://www.usac.org/e-rate/applicant-process/applying-for-discounts/fcc-form-471-filing/ https://www.usac.org/wp-content/uploads/e-rate/documents/Forms/bulk_upload_templates/FCC-Form-471-Bulk-Upload-User-Guide.pdf

- The Service Provider acknowledges that its offer is in compliance with USAC's Free Services Advisory. There are no free services that would predict 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. https://www.usac.org/e- rate/applicant-process/competitive-bidding/free-services-advisory/

- The awarded Service Provider is required to send copies of all forms and invoices to the applicant prior to invoicing USAC. Failure to comply with this requirement may result in the applicant placing the vendor on an "Invoice Check" with USAC. https://www.usac.org/e-rate/applicant-process/invoicing/invoice-check/

- Any Contract entered into as a result of this RFP must provide cancellation of services without financial penalties if an entity is permanently closed. Applicants may cancel services to a school or library without penalties after a 30-day notice to Service Provider.

- Goods and services provided shall be clearly designated as "E-Rate Eligible". The respondent should clearly label any non-eligible or partially eligible goods and services ineligible or shall be "cost allocated" to show the percentage of eligible costs per FCC and USAC guidelines.

VENDOR REGISTRATION

The **Vendor Registration** can be found at https://kelloggllc.bonfirehub.com/login
Bonfire Vendor Help Center: https://vendorsupport.gobonfire.com/hc/en-us

Registration steps:

Enter your organization name, email and password to create your account.

Once an account is created you will need to provide:

- Contact information
- SPIN – Form 498 ID. https://slweb.usac.org/Spin/Search
- FCCRN – FCC registration number. https://apps.fcc.gov/cores/userLogin.do
- OUSF-Certified Service Provider for Oklahoma (CCN) – indicate Yes/No/Pending *(Not required for non-Oklahoma RFPs)*

****In order to receive Erate RFP notifications you must also indicate that you are an Erate Service Provider. ****

COMMODITY CODES: K&S RFPs use the following UNSPSC Codes (classifications) for RHC or E-Rate eligible services. Note that when you are entering UNSPSC Codes, Bonfire leaves off the zeroes. For example, 83112200 is 831122. Additionally, the higher-level code is used in some cases instead of listing all the individual codes. For example, 4322 is the commodity code used instead of the code specifically for routers, antennas or network switches.

INTERNET ACCESS
81112101-Internet Service Providers (ISP – all modes of Internet delivery)

TELECOMMUNICATIONS SERVICES
831122-Enhanced Telecommunication Services (non-fiber broadband data connections including T1, DS3, SMDS, DSL and cable modem)
831123-Fiber Telecommunication Services (Lit Fiber broadband data connections)
83112301-Dark Fiber (dark fiber broadband data connections)
26121616-Telecommunications Cable (self-provisioned broadband networks)

NETWORK EQUIPMENT, MAINTENANCE, MANAGED SERVICES:
2612-Electrical wire & cable & harness (network cabling)
39121011-Uninterruptible Power Supplies (UPS equipment)
4322-Network Equipment (network switches, routers, antennas)
43222607-Cache Engine Equipment or Service (Caching equipment or caching service)
43223108-Wireless access network equipment and components (access points, controllers)
43222501-Firewall Network Security (Firewall appliance or firewall service)
4323-Operating Software (operating software)
43231512-License Software (software license required for operation of eligible equipment)
43223306-Network System cabinet or enclosure
43223308-Network system equipment rack
811118-Computer Services (Erate Managed Internal Broadband Services, RHC network monitoring)
81111803-Local Area Network LAN maintenance or support

EVALUATION CRITERIA

Applicants will select the most cost-effective proposals with price of the E-Rate eligible products and services being the primary factor (most heavily weighted).

Factor	Possible Points	Description
Price-E-Rate eligible items	30	Price of E-Rate eligible products & services (primary factor)
Price-Other Costs	5	Other costs (items not eligible for E-Rate discount)
Prior Experience	20	-Experience with similar projects and references (10 points) -Experience with this applicant (10 Points)
Personnel Qualifications	10	-Qualifications of management (5 points) -Qualifications of staff (5 points)
Responsiveness	15	-Responsiveness of the offeror-replied promptly to emails, attended optional on-site walk through if applicable (5 points) -Proximity of sales and service offices (5 points) -Assigned representative is available locally (5 points)
Technical Merit	20	-Quality / technical merit of the proposed solution to meet needs of the applicant. Service level agreement if applicable (10 points) -Compliance with listed requirements of the project scope and proposal requirements, whether or not the proposal includes all information requested; timelines met, services will commence as requested by applicant (10 points)

In order for applicants to properly evaluate your proposal, please provide details specific to the evaluation criteria areas along with your proposal.

BID REQUIREMENTS - DISQUALIFICATION

Proposals that do not meet the following requirements will be disqualified.

1. Service Provider must have an FCC Form 498 ID (Service Provider Identification Number)
2. Service Provider must have an FCC registration Number (FCC RN)
3. Service Providers must agree to comply with local, state, and federal requirements including agreement to fully cooperate with audit and ten-year document retention requirements.
4. Proposal must be submitted online https://kellogglc.bonfirehub.com/portal in compliance with instructions on or before the submission close date and time listed on this RFP.
5. An authorized representative of the service provider must attend mandatory offerors' conference/walkthrough IF applicable to this RFP.
6. SPAM and/or robotic responses will not be considered valid proposal responses and will be disqualified from consideration.
7. An authorized representative of service provider must complete and sign Attachment A - Pricing Authorization.
8. Proposal must include pricing for products and services listed on this RFP.
9. Must complete Attachment B – Certifications, Experience and References
10. Must complete Attachment C - OUSF Verification. Service Provider must be eligible to provide OUSF discounts per the Oklahoma Corporation Commission.

ADDITIONAL INFORMATION REQUESTED:

Contracts or legally binding agreements should be submitted with the proposal. Agreements will be completed AFTER the proposal award and final negotiations are completed. Quotations are not acceptable. Supporting detail and documentation may be submitted online with the proposal.

ATTACHMENT A
Pricing Authorization

Name of Company: _____

Name of Applicant: _____

Form 470: _____

Pricing submitted by: _____

Email address of submitter: _____

Signature certifies:

- Offeror has reviewed the e-bidding program for the issuance of any related addenda.
- The signatory is authorized to provide this pricing.
- Proponent agrees to comply with local, state, and federal requirements including agreement to fully cooperate with E-Rate program audit and ten-year document retention requirements.

Signature: _____

Title: _____

Date: _____

Include this completed page with your proposal. Combine this completed cover page, the proposal, and Attachments A, B, and C into one PDF file and upload it to Bonfire.

ATTACHMENT B
Certifications, Experience & References

Name of Company:_____

Address of principal location:_____

Phone:_____ Fax: _____

FCC Form 498 ID (SPIN)[2]:_____

FCC Registration Number[3]:_____

Responsible contact personnel:

Name	Phone	Email

How many years has your company been in business in its current capacity? _____

How many years has your organization been in business under its present name?_____

Under what other or former names has your company operated?_____

During the last five (5) years, has the Vendor been barred, suspended or otherwise prohibited from participating in the Federal Communication Commission E-Rate (Schools & Libraries) or Rural Health Care Programs?

Yes:_____ No:_____

Does the Vendor's FCC Registration Number have RED light status? Yes:____ No:____

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS)[4]

[2] https://slweb.usac.org/Spin/Search
[3] https://apps.fcc.gov/coresWeb/publicHome.do
[4] ibid

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed?

Yes:_____ No:_____

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Dollar Value	Public Entity Yes or No	Date

References:

Proposal shall provide three (3) references from company owners or management personnel from projects listed above. There must be at least one (1) reference for each project listed.

REFERENCE #1	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #2	

Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #3	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	

Certifications:

Employees' certifications pertaining to work are to be included in submittal.

AUTHORIZED BY:

Signature Date

Printed Name Title

ATTACHMENT C
OUSF PROVIDER VALIDATION

Required for vendors proposing OUSF eligible services.

Legal Name:

_____

Doing Business As:

_____

FCC Form 498 ID (SPIN): _____

Is the Service Provider eligible to receive OUSF Funding?

Yes: _____ No: _____

Is the Vendor in good standing with the Oklahoma Corporation Commission and its annual reporting requirements?

Yes: _____ No:_____

I understand that my proposal may be disqualified if our company is not eligible to provide OUSF discounts.

Attested by:

_____

Signature Date

_____

Printed Name Title