

E-RATE CATEGORY 2 FY27

REQUEST FOR PROPOSALS

VERMILION PARISH SCHOOLS

EVENT	DATE	TIME	LOCATION
RELEASE RFP	OCTOBER 30, 2026		EPC, FORM 470, ADVERTISEMENTS
INQUIRY OPENS	NOVEMBER 12, 2026	12:00 P.M. (CST)	ERATE@VPSB.NET
INQUIRY CLOSES	DECEMBER 1, 2026	3:00 P.M. (CST)	ERATE@VPSB.NET
SUBMISSION DEADLINE	DECEMBER 16, 2026	2:00 P.M. (CST)	222 S JEFFERSON ST. ABBEVILLE, LA 70510

This project is entirely contingent on E-Rate funding from the federal E-Rate program and may or may not be undertaken at the sole discretion of the VERMILION PARISH SCHOOLS.

E-Rate Proposal for
E-Rate Category 2 Products and Services
NOTICE TO BIDDERS

The DISTRICT seeks bids for E-Rate-eligible equipment, licenses, support warranties for new equipment, renewal licenses, cabling, Managed Internal Broadband Services (MIBS) for 24 sites, and Basic Maintenance for hourly break-fix proposals.

Sealed proposals must be hand-delivered to the VERMILION PARISH SCHOOL BOARD

OFFICE. All proposals must be delivered to the school board office or uploaded to

www.centralbidding.com by 2:00 p.m. (CST) on December 16,2026.

Please hand-deliver all proposals to:

VERMILION PARISH SCHOOL BOARD OFFICE-E-RATE CATEGORY 2

Attn: Mandy McQuade,

Technology Director
222 S Jefferson St.

Abbeville, LA 70510

If further information is needed, please email:

*Note: All correspondence must be in writing due to USAC selective review requirements

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1. GENERAL TERMS AND DEFINITIONS

TERMS	DEFINITION
ADDENDUM	A Document or information attached or added to clarify, modify, or support the information in the REQUEST FOR PROPOSAL. All addenda will be uploaded to the E-Rate Portal (EPC) and electronic bidding site if required.
ADMINISTRATIVE BID APPROVAL	The DISTRICT's final review by the administrative authority to accept or reject a bid that complies or does not comply fully with the Request for Proposal (RFP). Submissions may be disqualified for reasons outlined in the Request for Proposal.
AGREEMENT	A contract that has been agreed upon and signed by the DISTRICT. Sometimes, the agreement will be a letter of award, purchase order, or another legally binding contract.
ASSIGNMENT OF CONTRACT OR PURCHASE ORDER	The bidder(s) shall not assign or transfer by operation of law or otherwise any rights, burdens, duties, or obligations without the prior written consent of the DISTRICT. Notification of corporate takeovers or mergers must be reported to the DISTRICT.
BEST AND FINAL OFFER (BAFO)	The DISTRICT reserves the right to conduct a BAFO with one or more Proposers determined by the evaluation committee to be susceptible to being selected for an award. The vendor (s) chosen will receive written notification of their selection, with a list of specific items to be addressed in the BAFO and instructions for submission. The BAFO negotiation may assist the DISTRICT in clarifying the scope of work. The evaluation criteria for a BAFO will be the same as the evaluation used in Round 1.
BID	The Vendor's response to the Request for Proposals.
CONFLICT OF INTEREST	A Conflict of Interest shall exist when a Vendor or any affiliated person or business entity provides goods or services under a Contract Award whereby one or more personal, business, or financial interests or relationships exist which would cause a reasonable individual with knowledge of the relevant facts to question the integrity or impartiality of those who are or will be acting on behalf of the DISTRICT.
CONTRACT AWARD	The acceptance of a Quote, Bid, Proposal, or Offer; a Purchase Order, Contract Agreement, or other formal notification of award issued by an

	Authorized official of the DISTRICT. The term 'contract award' refers to formally notifying the vendor that they have been selected as the supplier for a particular contract.
CONTRACT TERM	The length of time of a Contract or Agreement will be available for use by the DISTRICT. Optional extensions may be available to extend the contract term.
DEFAULT BY CONTRACTOR	The DISTRICT shall hold the bidder(s) responsible for any damage that may be sustained due to failure to comply with any terms or conditions listed herein. It is expressly provided and agreed that time shall be of the essence in meeting the contract delivery requirements. If the successful bidder(s) fail to deliver services listed herein at the prices named and at the time and place herein stated or otherwise fail or neglect to comply with the terms of the bid. In that case, the DISTRICT may, upon written notice to the bidder, cancel the contract in its entirety or cancel or rescind any or all items affected by such default, whether the agreement is canceled in whole or in part. The DISTRICT may consider the second winner or re-advertise all services.
EQUIVALENT	A replacement for a good or service that achieves the same result and has the same functionality as the product or service requested in the RFP. All equivalent goods and services that meet the definition will be considered.
INVOICES AND PAYMENTS	All vendors submitting proposals must agree to invoice the DISTRICT their monthly discount obligation portion and then send a Service Provider Invoice (SPI) to USAC for the eligible share. Invoices must show the Funding Request Number (FRN) for each service, site location, the total monthly cost, the discount portion owed by DISTRICT, and the amount billed to USAC.
NOTICE OF INTENT AWARD	A formal, written document issued by an authorized official of the DISTRICT informing a Vendor that a Contract has been awarded to the vendor based on its Solicitation Response. In some cases, approval of the finance committee, school board, and other authorizing bodies must be obtained approve the final agreement.
PRICE	Prices should be typed and shown as instructed on each item's sample price form in the quantity specified in the bid form. The DISTRICT is exempt from all state taxes; therefore, taxes should not be included. All additional fees must be fully explained and listed on the sample pricing forms.

	The DISTRICT also requires ALL E-Rate ineligible items to be listed separately (e.g., Antivirus software, content filtering). Errors may be crossed out and corrections made before bid opening only and must be initialed in ink by the person signing the bid or the bidder's authorized representative. If, during the contract period, there should be a decrease in prices of the items bid (LCP), a corresponding reduction in costs on the balance of the services shall be made to the DISTRICT for as long as the lower prices are in effect.
PROTEST OF A SOLICITATION OR AWARD	Any person aggrieved in connection with the solicitation or award of a contract shall have an opportunity to protest to the DISTRICT. Protest concerning a solicitation shall be submitted in writing at least two (2) days before the opening of bids. Protest concerning the award of a contract shall be submitted in writing within fourteen (14) days after the contract award.
QUANTITY AND QUALITY OF MATERIALS OR SERVICES	The successful bidder(s) shall furnish and deliver the services or products designated in the bid. All services or products provided under the contract shall be in accordance with the bid specifications. There are no understandings, agreements, representations, or warranties, express or implied, not specified in the Agreement. The DISTRICT may adjust quantities as needed. The amounts are based on the best estimate of the quantities when posting Form 470.
TERMINATION OF AGREEMENT	The DISTRICT may terminate agreements upon giving thirty days' advance written notice of intent to terminate the contract for a worthy cause. (e. g. failure to deliver services, failure to comply with the conditions and specifications within the RFP.
MANUFACTURER SUGGESTED RETAIL PRICE (MSRP)	The Manufacturer Suggested Retail Price (MSRP) is the price a Manufacturer recommends selling their product to resellers.

2. SCOPE OF WORK

2.1 VERMILION PARISH SCHOOLS would like to receive information and proposals for internal connections, Managed Internal Connections Services (MIBS), and basic maintenance for 45 sites:

2.2 Category 2-The District plans to continue upgrading the Wi-Fi networking infrastructure in all school sites over the next 36 to 60 months and to purchase 5-year new and renewal licenses. The DISTRICT is also seeking 36-month manufacturer support warranties for new equipment. The District needs quotes for 5-year licenses and 3-year support warranties for existing equipment.

2.3 This Request for Proposal (RFP) invites Vendors to submit information and proposal(s). Issuance of this RFP in no way constitutes a commitment by the DISTRICT to select a Vendor and award a contract. The DISTRICT reserves the right to accept or reject all proposals submitted. Acceptance of any plan with contractual terms depends on the District School Board's approval, E-Rate funding, and the District's appropriation of funds.

2.4 The DISTRICT’s technology goals specify that all schools will provide campus-wide wireless and wired local area networks and high-speed Internet access to all students, faculty, and stakeholders. As a strategy for this goal, the DISTRICT will continue to maintain and upgrade internal connections (including switches, access points, wiring, racks, antennas, and related components, and uninterruptible power supplies) to facilitate data transport to all schools and administrative offices.

3. SPECIFICATIONS OF WIRELESS INFRASTRUCTURE.

3.1 Access Points (APs) – The DISTRICT is seeking quotes for wireless access points or equivalent with 5-year licenses to include any required controller and a 3-year support warranty, if available. Vendors are encouraged to submit proposals for various Aruba or equivalent indoor and outdoor access points.

4. ACCESS POINT OPTIONS.

4.1 The selected vendor shall make all new access point technologies available upon ratification and shall be available to meet the district's needs for the contract term. The District intends to select wireless access points that will be used for a minimum of 5 years.

4.2 The selected Vendor shall make available additional access points used explicitly for large areas and outdoor access points to meet the DISTRICT's needs for the contract term.

4.3 Anyone or a combination of access points may be selected for implementation.

5. ANTENNA, CONNECTORS, AND RELATED COMPONENTS

The district will need SFPs, fiber cable connectors, and Category 6 or equivalent.

6. SYSTEM MANAGEMENT: WIRELESS CONTROLLER

6.1 All proposed solutions shall provide comparable system management solutions.

6.2 The installed system shall provide a management application that allows a single configuration point for the entire solution and a single configuration point per site.

6.3 The wireless management application shall support administrative access by multiple users simultaneously.

6.4 The wireless controller and management application shall support finding wireless host information by MAC address and IP address.

6.5 The installed solution shall be able to classify types of interference observed during any radio frequency monitoring.

6.6 The wireless management application shall allow role-based access to user-defined groups.

7. SWITCH OPTIONS

7.1 All switches proposed shall be made available as a part of this RFP for the contract term of 36 months to 60 months. The selected Vendor shall make available additional switches, modules, cables, products, and services not specified that may be required to meet the DISTRICT's needs for the contract term. Any solution must be interoperable with existing networking equipment and other IP standards-based solutions.

8. FIBER SWITCH MODULE OR CABLE REPLACEMENT OPTION.

8.1 All uplinks from the edge switches shall be 10G. Should a fiber run to an IDF exceed the industry standard acceptable length for 10G throughput on the currently installed OM3 fiber or OS1, the following options shall be provided:

8.1.1 Provide an opportunity to aggregate a fiber run to a remote location and add a 10G 4-Port switch module to ensure 10G throughput on the uplink from the new IEEE 802.3at PoE+ switches to the Switch. This process may include re-routing or adding additional fiber as needed.

8.1.2 Provide an option to replace the fiber location if this option is more financially beneficial for the DISTRICT.

9. CABLING: WIRING AND INSTALLATION.

9.1 Fiber Jumpers to connect LC to LC in 1 m, 3m, and 5 m lengths.

9.2 All new access points shall be installed with data wiring.

9.3 All cables, fiber jumpers, patch cords and panels, cabinets, connectors, etc., shall be provided as required to connect all installed equipment.

9.4 The selected vendor shall make additional/new wiring, wiring installation, and wiring repairs available and specify whether they may be required to meet the DISTRICT's needs for the contract term. This includes an opportunity to re-cable, tone, and test wiring in all MDF and IDF cabinets.

10. EQUIPMENT INSTALLATION, CONFIGURATION, AND TESTING.

10.1 All installations include all project equipment and cables, fiber extenders, power cords, fiber panels, jumpers, copper patch panels, and patch cords.

10.2 Provide, install, and label all fiber and copper cables related to the installation.

10.3 Describe all uplink connections in software configurations.

10.4 Verify routing.

10.5 Use a test plan to validate the functionality.

10.6 Use a migration plan and migrate to new hardware.

10.7 Review and correct latency or connectivity issues.

Provide a testing plan.

10.9 Provide all license and support documentation information—

integration with the existing system as required.

10.11 Implement the new wireless solution.

10.12 The DISTRICT will collaborate closely with the Vendor to ensure all configurations meet the needs of the DISTRICT.

10.13 All configurations shall be adjusted to function properly within the existing DISTRICT network and as specified by the DISTRICT.

10.14 The proposer will work closely with the DISTRICT staff to develop all configuration requirements, and the DISTRICT shall approve all configurations.

11. SOFTWARE, SUPPORT, LICENSES, WARRANTY.

11.1 The vendor shall offer software that provides ease of management of networking devices. The software should be requested under the same category as the associated equipment being installed or obtained (e.g., Licenses, Operating).

11.2 For any proposed software, provide a detailed functional description of the software modules and the quantity of each, the unit price of the software modules, the unit price of any annual maintenance and support or any other recurring cost, and the total amount of the software.

11.3 For the proposed solution, indicate which components (hardware, software, and services) are mandatory. If optional, clearly state what functionality of the proposed solution would be omitted unless the component is included in the proposed solution.

12. FIREWALL

12.1 The District seeks proposals for a basic Firewall; however, it must provide a cost allocation of eligibility. Ineligible components such as security and antivirus software are not eligible for E-Rate funding. Vendors must contact the manufacturer's E-Rate department or website to determine cost allocations.

13. UPS EQUIPMENT.

13.1 The DISTRICT is seeking bids for 120v and 208v units with built-in network cards. Please quote various options.

14. RACKS

14.1 The District is seeking 42U racks with pull-out keyboards for the MDFS and smaller models for the IDF. Vendors are encouraged to bid on various IDF cabinet sizes with a door and locking mechanism. E-Rate will not fund the rekeying of locks.

15. BASIC MAINTENANCE (RENEWAL OF WARRANTIES)

15.1 The DISTRICT is seeking bids for hourly break-fix rates.

16. INSTALLATION

16.1 The District is seeking a turnkey solution for installation, design and engineering, and project management.

17. MANAGED INTERNAL BROADBAND SERVICES (MIBS)

17.1 The DISTRICT is seeking Managed Internal Broadband Services (MIBS) to be provided by a third party to operate, manage, and monitor E-Rate-eligible equipment owned by the DISTRICT.

17.2 Vendors must fully explain how MIBS Services will benefit the DISTRICT and include a list of items they propose to operate, manage, and monitor (e.g., access points, switches, routers).

17.3 Vendors are encouraged to propose a solution that includes an assessment of the configurations of E-Rate-eligible equipment. For example, the vendors responsible for ensuring access points roam throughout the wireless network and switches perform optimally.

17.4 One-time fees for engineering and configuration changes are E-Rate eligible as a necessary component of the MIBS Service.

17.5 The DISTRICT desires a monthly cost model with an easy-to-understand formula, which can be increased or decreased based on adding or removing equipment, student enrollment, school facilities, or other cost-related factors. Proposers are required to explain the cost model being proposed in detail. Under no circumstance will the DISTRICT or the E-Rate program pay for work not performed.

17.6 The DISTRICT requires all Proposers to describe in detail the monitoring software that will be used and all equipment that will be visible.

17.7 The vendor shall not change passwords without the written consent of the IT Department.

17.8 Vendors must agree to provide the DISTRICT staff with login access and training on the software. Designated District staff must receive alerts and can view the console.

17.9 "E-Rate support is limited to eligible expenses or portions of expenses that directly support and are necessary for broadband connectivity within schools and libraries. Eligible expenses include managing and operating the LAN/WLAN, including installation, activation, initial configuration of eligible components, and on-site training on using eligible equipment." (ESL 2026-2027)

17.10 One-Time Set Up Fee is allowable under the E-Rate rules; however, the District will not pay recurring one-time fees during the contract term unless there is documentation and District approval to support a one-time fee after the first year.

18. TRAINING.

18.1 Training on all installed equipment and software shall be provided to the DISTRICT.

18.2 The cost of training shall be included in the total price of the proposal.

18.3 The Vendor shall provide knowledge transfer to DISTRICT Information Technology staff on all installed hardware/software solutions offered.

18.4 The Vendor shall provide an online training course for each hardware/software solution provided.

19. INSTALLATIONS AND STANDARDS

19.1 The DISTRICT shall specify and provide the installation sequence order of all sites.

19.2 The Vendor shall install sites in the order specified by the DISTRICT.

19.3 It may be necessary for multiple sites to be installed simultaneously.

19.4 The number of sites to be installed at any time may vary during the project and shall depend on the acceptance of other completed sites and the Approval to Proceed by the DISTRICT.

19.5 It is essential to the DISTRICT that Vendors meet the expectations as outlined in this RFP, especially the requirements for saturated wireless access.

19.6 The primary objective of any design should ensure that bottlenecks do not occur at the wireless access point under the specified conditions. The Network should support up to 15,000 or more simultaneously connected devices in classrooms, auditoriums, libraries, gyms, cafeterias, and shared areas. Clients must be able to roam across individual campuses without refreshing DHCP. Should any Vendor propose a solution that does not meet the specifications listed below, the Vendor must provide sufficient documentation that the DISTRICT's objective will be met with its solution.

19.7 The proposal must guarantee performance sufficient to fulfill the needs of the DISTRICT as requested within the RFP.

19.8 It is the Vendor's responsibility to ensure that the equipment proposed meets the performance specifications of the manufacturer and the previously stated requirements. The DISTRICT will not release the Vendor from the performance guarantee required above because of malfunctions or defects in equipment due to manufacturer errors or flaws in the material or design. In this case, the vendor is responsible for handling any RMAs with no additional cost (e.g., travel charge, labor).

19.9 The DISTRICT requests detailed proposals to accomplish the task because of the diversity of workable solutions. Specifications in this RFP are general and minimal, allowing proposals to be as innovative as possible.

19.10 A solution includes all applicable taxes, shipping costs, equipment installation, hardware configuration, support warranties, licenses, technical support, and, where necessary, integration with the existing network. The turn-key solution may include cabling; however, the DISTRICT reserves the right to consider cabling bids in the full solutions or as a separate bid.

19.11 The name of the contractor or subcontractor performing the cabling work must be included in the proposal, and the bid must consist of the cabling company's reference, including direct contact information. Proposals not including this information will be disqualified from bidding.

19.12 All technology equipment included in any Vendor's proposal must be new equipment purchased from the manufacturer. No grey market, third-party, or used equipment will be considered.

19.13 Proposals must include proof of authorization from the manufacturer to resell and install the proposed products. Proposals that do not include installation and configuration of the equipment offered will not be disqualified from bidding. The District may consider drop shipments.

19.14 The Vendor shall coordinate all planned network outages, service interruptions, and other disruptive activities with the DISTRICT's Technology Department. The DISTRICT shall have sole discretion in determining when such work may be performed. Whenever feasible, activities that may impact network availability, Internet access, telecommunications services, instructional systems, or other critical technology resources shall be scheduled during periods designated by the DISTRICT when students and staff are not on campus, including evenings, weekends, holidays, and school breaks. The Vendor shall demonstrate the ability and willingness to provide after-hours support and staffing as necessary to complete such work in accordance with the DISTRICT's approved schedule while minimizing disruption to District operations.

20. REQUIREMENTS.

20.1 Proposers must submit a proposal detailing their project plan based on the specifications and information in this RFP attachment.

20.2 All questions must be emailed to the contact listed, and the email must contain an attachment on the company letterhead stating the issue(s). Vendors emailing

questions in the body of an email will not receive a response. NO PHONE CALLS WILL BE ACCEPTED. ALL CORRESPONDENCE MUST BE IN WRITING.

21. MINIMUM CONTRACTOR QUALIFICATIONS.

21.1 The following skill sets and qualifications must be provided. As a person may possess multiple areas of expertise, a Contractor must indicate the proposed resource and each employee or subcontractor's work in a separate spreadsheet.

21.2 Each network staff member must be able to pass the State Police Background check to gain access to our servers located in the secure computer room at the DISTRICT Data Center.

21.3 Fully qualified to participate in the E-Rate Program

21.4 Registered to do business in Louisiana and in good standing with the Louisiana Secretary of State's Office. There are no exceptions to this requirement.

21.5 Technical support staff located in Louisiana.

22. STANDARD TERMS AND CONDITIONS

22.1 Request for Proposal Form.

22.2 Unless otherwise provided, all written proposals must be submitted to the RFP package with the required forms provided and adequately signed. Bids submitted in the following manner will not be accepted:

22.2.1 RFP-required forms contain no signature.

22.2.2 Proposal filled out in pencil.

22.2.3 The proposal was not submitted in compliance with the school board's standard proposal package and RFP form.

22.2.4 Proposal sent by Email or Fax

23. PROPOSAL RESPONSE FORMAT AND DETAILS.

23.1 Executive Summary.

23.2 The one- or two-page executive summary briefly describes the Vendor's proposal. This summary should highlight the noteworthy features of the proposal. It must indicate any requirements that the Vendor cannot meet. The reader should be able to determine the essence of the plan by reading the executive summary. All pages must be numbered consecutively, and the vendor's name should appear in the header or footer.

23.3 Detailed Proposal.

23.4 This section should constitute a sizable portion of the proposal and must contain the following:

23.4.1 The proposal must include a complete narrative of the Vendor's assessment of the work to be performed, the Vendor's ability and approach, and the resources necessary to fulfill the requirements. It should demonstrate an understanding of

The desired overall performance expectations. Indicate any options or alternatives proposed.

23.4.2 The vendor must respond to each specification. Proposals lacking responses may be rejected. For ease of evaluation, the vendor's response must immediately follow each item/specification (paragraph, sub-paragraph, etc.).

23.4.3 Accept and comply - Follow this response with a brief, concise explanation that adequately details the vendor's ability to meet the specified requirement unless the specification/requirement is clearly (unequivocally) a "yes or no," "can do or can't do," "will or will not comply" type of specification, in which case "Accept and comply," without an accompanying explanation, will suffice.

23.4.4 Accept and comply with an exception – The vendor must clearly state the difference between the specification and the vendor's ability to meet the requirement(s) of the specification.

23.4.5 Cannot comply - Follow this response with sufficient detail that explains why the specification cannot be met.

23.4.6 Exceptions and additions to the Standard Terms and Conditions must be submitted with the proposal response. Exceptions, additions, service level agreements, etc., submitted after the date and time for receipt of proposals will not be considered. The vendor must submit a redline document identifying the proposed exceptions to the RFP terms and conditions with the proposal submission for review and evaluation purposes. The vendor must provide the name, contact information, and access to the person(s) directly involved in legal negotiations of the terms and conditions in the proposal response.

23.5 Proposal Copies.

23.6 One original and five duplicate copies of each proposal, plus one separate electronic copy in PDF format, must be included in the package. Electronic copies should be submitted on a clearly labeled flash drive. The vendor is responsible for ensuring all documents are uploaded to the drive and readable. All materials submitted in the proposal MUST be included in the electronic copy. Vendors may upload proposals to www.centralbidding.com.

23.7 Receipt of Proposals.

23.8

23.10 Any product or service proposal shall conform to all applicable federal and state laws and regulations and the specifications contained in the solicitation. Unless otherwise

specified in the solicitation, any manufacturer's name, trademark, brand name, or catalog number used in the specifications is to describe the standard of quality, performance, and characteristics desired. It is not intended to limit or restrict competition. Related products will be accepted. Vendors submitting a proposal must specify the brand and model number of the product offered in their plans. Proposals that do not specify brand and model numbers will not be considered as providing the exact products specified in the solicitation. Objections to the specifications or RFP conditions must be filed in writing and received by the Purchasing Department at least five (5) days before the date of the RFP opening.

23.11 Descriptive Information.

23.12 Vendors submitting a proposal that offers an equivalent brand or model should provide, with the RFP information, such illustrations, descriptive literature, and technical data sufficient for the School Board's Purchasing Department to evaluate quality, suitability, and compliance with the specifications in the RFP. Failure to submit descriptive information may cause the proposal to be rejected. The manufacturer shall validate any change made to the manufacturer's public specifications provided for a product. If an item or items offered do not fully comply with specifications (including brand and product number), Vendors submitting a proposal must state in which respect the item(s) deviate. Failure to note exceptions on the RFP form will not relieve the successful vendor (s) from supplying the requested products or equivalents.

23.13 Vendors are required to identify products that Huawei Technologies manufactures. These products, whether under a white label or the Huawei brand, must be identified in the proposal.

23.16 Withdrawal of Proposals.

23.17 A Vendor submitting a proposal may only withdraw their bid within forty-eight (48) hours after the RFP opening, excluding Saturdays, Sundays, and legal holidays, for good cause as provided in La. R.S. 38:2214 C for obvious, unintentional, and substantial mechanical, clerical, or mathematical errors or errors of accidental omission of a considerable quantity of work, labor, material, or services made directly in compiling the proposal.

23.18 Awards.

23.19 The DISTRICT reserves the right to award items separately, grouped, or on an all-or-nothing basis, reject proposals, and waive any informalities. The purchase order and

contract mailed or delivered to the successful Vendor is the official authorization to provide the materials, supplies, or equipment.

23.20 Deliveries.

23.21 Proposals may be rejected if the delivery time indicated is longer than that specified in the RFP. Platform Delivery FOB Destination means the successful Vendor shall deliver and unload purchased items to the dock of the designated point of receipt. All cartage, drayage, packaging, handling, palletizing, etc., shall be included in the proposal price. Include a copy of the invoice as a packing list with each shipment.

23.22 Taxes.

23.23 The vendor is responsible for including all applicable taxes in the proposal price. The DISTRICT is exempt from all state and local sales and use taxes. If additional fees are added after the contract is signed, the District reserves the right not to pay undeclared fees in the original proposal.

23.24 New Products.

23.25 Unless specifically called for in the RFP, all products for purchase must be new, never previously used, and in the current model and packaging. No remanufactured, demonstrated, used, end-of-life, or irregular product will be considered for purchase unless otherwise specified in the solicitation. The manufacturer's standard support warranty of 3 years and license agreements of up to five years should be included in the proposal.

23.26 Contract Renewals.

23.27 Upon the agreement of the DISTRICT and the contractor, a term contract may be extended for two additional twelve-month periods at a price in the contract or the annual validated price and the same terms and conditions in the RFP. In such cases, the total contract cannot exceed sixty (60) months.

23.28 Contract Cancellation.

23.29 The DISTRICT has the right to cancel any contract, by its purchasing rules and regulations, for cause, including but not limited to the following:

23.30 Failure to deliver within the time specified in the contract.

23.31 Failure of the product or service to meet specifications, conform to sample quality, or to be delivered in good condition.

23.32 Misrepresentation by the Contractor.

23.33 Fraud, collusion, conspiracy, or other unlawful means of obtaining any contract with the DISTRICT.

23.34 Conflict of contract provisions with constitutional or statutory requirements of state or federal law or any other breach of contract.

23.35 DISTRICT's lack of funding resources—the Default of the Contractor.

23.37 Failure to deliver within the time specified in the RFP will constitute a default and may cause cancellation of the contract. Where the DISTRICT has determined that the contractor is in default, the School Board reserves the right to purchase any products or services covered by the agreement from the next highest scorer, according to the evaluation matrix.

23.38 Order of Priority.

23.39 If there is a conflict between the Instructions for Vendors Submitting a Proposal or Standard Terms and Conditions or Special Terms and Conditions, the Special Terms and Conditions shall govern.

23.40 Applicable Law.

23.41 All contracts shall be construed by and governed by the laws of the State of Louisiana—

Equal Opportunity.

23.43 By submitting and signing the proposal, Vendors offering a proposal must agree that the company will not discriminate in rendering services to or employing individuals because of race, religion, sex, age, national origin, handicap, or disability. Vendors submitting a Proposal shall keep informed of and comply with all E-Rate, federal, state, and local laws, ordinances, and regulations that affect Vendor's employees or prospective employees.

23.44 Indemnity.

23.45 The Contractor agrees, upon receipt of written notice of a claim or action, to defend the complaint and to take other appropriate measures to indemnify and hold harmless the DISTRICT, and its members, its officers, its agents, and its employees from and against all claims and actions for bodily injury, death, or property damage caused by the fault of a contractor, its officers, its agents, or its employees. The contractor is obligated to repay only to the extent of the responsibility of the contractor, its officers, its agents, or its employees. However, the contractor shall have no obligation as set forth above concerning any claim or action for bodily injury, death, or property damage arising out of the fault of the DISTRICT, its members, its officers, its agents, or its employees.

24. SPECIAL TERMS AND CONDITIONS (EQUIPMENT, MATERIALS, OR SUPPLIES)

24.1 Invoices.

24.2 The contractor will submit invoices to the VERMILION PARISH SCHOOLS Information Technology Department. The invoice shall refer to the delivery ticket number, delivery date, purchase/release order number, quantity, unit price, and delivery point. A separate invoice for each order delivered and accepted shall be submitted.

directly and in duplicate to the Purchasing Department by the contractor. Invoices shall show the amount of any cash discount and shall be provided on the contractor's invoice form. No invoice shall be submitted without prior approval of E-Rate funding by the Information Technology Director or his designee. Invoices MUST show the Funding Request Number, the E-Rate Discount, and the amount billed to the E-Rate Program. All ineligible items must be charged separately.

24.3 Payment.

24.4 Payment will be made based on the unit price listed in the contract or the annual validated cost. Unless otherwise specified, the DISTRICT's discount share payment will be made within thirty (30) days after receipt of invoice, delivery, and authorized inspection and acceptance, whichever occurs last.

24.5 VERMILION PARISH SCHOOLS System shall be billed for the DISTRICT's E-Rate discount share using the Service Provider Invoice (SPI) billing method. The vendor is responsible for charging Universal Service Administrative Company (USAC) directly, and VERMILION PARISH SCHOOLS is not responsible for the vendor missing invoice deadlines, vendor billing errors, or related issues that would result in a loss of E-Rate funding due to billing.

24.6 Suspensions and Debarments.

24.7 Persons and companies convicted of criminal violations or held civilly liable for individual acts arising from their participation in the Schools and Libraries (E-Rate) Program and other federal programs are subject to suspension and debarment from the program. The Federal Communications Commission (FCC) Suspension and Debarment regulations were announced in the Second Report and Order and Further Notice of Proposed Rulemaking (FCC 03-101 released April 30, 2003).

24.8 FCC rules provide that this process has two stages.

24.9 First, when the FCC becomes aware that a person or company has been convicted of a crime or judged civilly liable for individual acts arising out of that person's participation in the program, the FCC suspends that person or company from activities related to the program. The FCC issues a Public Notice of Suspension and Proposed Debarment. USAC maintains a list of persons and companies (see below) who have been suspended, along with a link to the notice on the FCC's website. The suspension announcement informs the suspended person or other interested parties that they have 30 days to oppose the proposed debarment.

24.10 The second stage is the actual debarment. The FCC will, absent extraordinary circumstances, provide notice of a decision to debar within 90 days of receiving any

information from the person proposed for debarment. The notice will specify the duration of the debarment. USAC will maintain a list of persons and companies that have been debarred, along with a link to the announcement on the FCC's website.

24.12 The DISTRICT intends to award all items for an initial period not to exceed thirty-six. (36) months with two 12-month optional extensions. Delays in awarding beyond the anticipated starting date may change the contract period. If such a situation occurs, an award may be made for less than thirty-six (36) months.

24.13 Quantities.

24.14 DISTRICT has estimated quantities needed over five (5) years. These estimates are based on changing out products during the contract's life, opening new sites, shifts in enrollments, and adding more end-user devices to the network. These estimates may increase or decrease as more educational technologies emerge.

24.15 Non-Exclusivity Clause.

24.16 This agreement is non-exclusive. It shall not preclude the DISTRICT from entering into similar agreements or arrangements with other Vendors or from acquiring the same, equal, or like goods or services from other entities or sources, including state contracts.

25. EVALUATION PROCESS

25.1 All responses received because of this RFP are subject to evaluation by the DISTRICT Evaluation Committee to select a Vendor to provide services and products as described in this RFP.

25.2 A committee whose members have expertise in various areas will evaluate proposals that meet the qualifications described in this RFP. Written or oral discussions may be conducted with all Vendors to decide the most cost-effective solution.

25.3 Mandatory Administrative Evaluation

25.4 An Administrative Evaluation Team will review all proposals to determine compliance with compulsory administrative requirements as specified in the RFP. Bids found not to be compliant may be rejected for further consideration.

25.5 Discussions/Presentations

25.6 Written or oral discussions will be conducted with Vendors determined to be qualified for the award selection. Written or oral discussions/presentations for clarifications may be conducted to enhance the DISTRICT’s understanding of any or all components of the proposal submitted. The DISTRICT reserves the right to conduct a Round 1 and 2 Evaluation. The same evaluation criteria will be used in both rounds.

25.7 Cancellation.

25.8 The DISTRICT reserves the right to cancel any contract within thirty (30) days for a worthy cause.

25.9 Evaluation Criteria

25.10 Proposals that pass the preliminary screening and mandatory requirements will be evaluated on the information provided in the plan. The evaluation of each response will be based on its competence, compliance, format, and organization as it relates to the evaluation criteria below:

	Criteria	Maximum Score
1	Qualifications and Experience	20
2	Approach and Methodology	15
3	Proposed Technology/Solution and Perceived Value	15
4	Management Team Capabilities and Qualifications	20
5	Pricing	30
	Total	100

26. PRICING

26.1 Lowest Corresponding Price.

26.2 Service providers must comply with the FCC rules for the Lowest Corresponding Price (LCP). For this RFP, the Lowest Corresponding Price (LCP) is the lowest price a service provider charges to nonresidential customers similarly situated to a particular applicant (school, library, or consortium) for similar services. See 47 C.F.R. § 54.500.

26.3 A similarly situated applicant is in the service provider's geographic area (i.e., the area where the service provider seeks to serve customers with any of its Schools and Libraries (E-Rate) Program services). *See* First Report and Order, 12 FCC Rcd 8776, 9032, para. 486.

26.4 First Report and Order, 12 FCC Rcd 8776, 9032, para. 485. *See also* Fourth Order on Reconsideration, Report, and Order 13 FCC Rcd 5318, 5398, para. 133.

26.5 Service providers cannot charge applicants a price above the LCP for E-Rate Program services. *See* 47 C.F.R. § 54.511(b).

26.6 Further details on LCP may be obtained at USAC's website:

26.7 http://www.usac.org/sl/service-providers/step02/lowest-corresponding-price.aspx

26.8 Best and Final Offer.

26.9 The DISTRICT reserves the right to conduct a BAFO with one or more Proposers determined by the evaluation committee to be susceptible to being selected for an award. If a BAFO is undertaken, the vendor (s) selected will receive written notification of their selection, with a list of specific items to be addressed in the BAFO along with instructions for submission. The BAFO negotiation may be used to assist

in clarifying the scope of work or to obtain the most cost-effective pricing available from the Proposers. The evaluation criteria for a BAFO will be the same as those used in the first assessment.

26.10 Supply Chain Shortage and Manufacturer Suggested Retail Pricing (MSRP).

26.11 The DISTRICT seeks unit pricing proposals for eligible Category 2 E-Rate products and services during an uncertain economic climate due to inflation and supply chain shortages. At the same time, the DISTRICT desires a 36-month contract with two optional extensions.

26.12 The DISTRICT realizes future increases in tariffs may lead to increased pricing by manufacturers, and vendors (resellers) may be hesitant to submit quotes for longer than 12 months or, in some cases, may be unable to honor the pricing for the length of the agreement.

26.13 For these reasons, the DISTRICT requires all pricing to include the MSRP. The initial MSRP will set the baseline price for the year and be used to evaluate the impact of future tariffs. If the manufacturer increases its MSRP during the life of any resulting contract, the vendor may request an annual review of the unit pricing for the approved original item. The request must be sent in writing to the Director of Information Technology.

26.14 The annual review may only be requested if the proposal INCLUDES the original equipment manufacturer verification of the MSRP in the proposal being submitted in response to this RFP. If the plan does not include the MSRP, the DISTRICT will deny consideration for the review, and the original contract pricing will be used to apply for E-Rate funding annually.

26.15 The request MUST be made in writing before December of the upcoming E-Rate funding year. If the manufacturer validates a price increase in writing and proves an increase in the MSRP, then the inflation percentage between the baseline price established for E-Rate funding year 2027-28 will be determined. The rate of increase will be used to determine the unit price for the upcoming E-Rate funding year.

26.16 The MSRP procedure applies if the vendor is “white labeling” a product in a proposal.

26.17 Federal Funding.

26.18 For RFPs issued by DISTRICT representing items to be purchased using Federal funding, accepting and signing this RFP form certifies that the Vendor submitting a proposal and the names of officers, directors, and any employees of the Vendor do not appear on the EPLS. EPLS is the electronic version of the Lists of Parties Excluded from Federal Procurement and Non-procurement Programs (Lists), which identifies those parties excluded throughout the U.S. Government (unless otherwise noted) from receiving federal contracts or certain subcontracts and from certain types of federal financial and nonfinancial assistance and benefits. http://epls.arnet.gov/

26.19 Unless otherwise specified by the DISTRICT in the RFP, prices must be full, including transportation prepaid by the Vendor submitting the offer to the destination and firm

for acceptance for a minimum of 45 days. If accepted, costs must be firm for the contractual period unless an annual review validates an increase. Proposals other than Platform Delivery F.O.B. destination may be rejected. Prices will be proposed on

unit of measure requested, per item, per hour, per drop, etc., as specified in the RFP.

27. ON-SITE REQUIREMENTS.

27.1 All Vendors shall sign in at the site's main office before beginning activities. Site credentials may be issued and must always be displayed.

27.2 All sites must be cleaned daily and returned to the original order. The work area shall remain clean at all times.

27.3 Shipping boxes and other trash and debris shall be removed daily and disposed of off-site.

27.4 Dumpsters belonging to the site or surrounding area shall not be used.

28. INTERACTION WITH STUDENTS

28.1 *** ANY INTERACTION WITH STUDENTS BY THE VENDOR AND ANY REPRESENTATIVE IS STRICTLY PROHIBITED.

28.2 The Vendor is expected to supervise and exercise control over any employee or subcontractor employed and shall be held responsible for the actions and activities of both employees and Subcontractors.

28.3 While working on-site at a DISTRICT school, annex, or another student educational facility, the Vendor, its personnel, and subcontractor(s) staff must wear identification badges or a uniform with a logo always identifying the company when working on any DISTRICT property.

28.4 A Vendor shall not enter any DISTRICT site without a scheduled visit. The visits will be scheduled by the Director of Technology or their designee.

29. CUSTOMIZED PROPOSALS AND PRICING CLAUSE.

29.1 Understanding that the initially submitted responses may or may not completely meet the needs of the DISTRICT, the DISTRICT reserves the right to work with one or more selected proposers to customize and refine their proposal as a part of the selection process. This process includes, but is not limited to, the refinement, addition, change, and deletion of products, services, and pricing as the DISTRICT desires. This clause allows the DISTRICT to make the most favorable proposal(s) and customize it to serve the needs of the DISTRICT best.

30. PROPOSAL PRICE FORMAT REQUIREMENTS FOR ALL OPTIONS.

30.1 Separate costs for travel and expense charges are not allowed at any time.

30.2 The DISTRICT shall not consider or pay any cost not specified.

30.3 All pricing shall be provided as options that may be selected anytime during the contract term.

30.4 The following categories list pricing and include unit price and extended cost.

30.5 ALL Proposals must include the pricing form. The pricing form MUST appear in the last section of the proposal and be clearly labeled “PRICING."

Technology	Model	Description
Switch	JL658A	HPE Aruba CX 6300M 24p SFP+ and 4p SFP56
Switch	JL702C	HPE Aruba 8360-16Y2C 16p 25G SFP28 and 2p 100G QSFP+/QSFP28
Switch	JL700C	HPE Aruba 8360-32Y4C 32p 25G SFP28 and 4p 100G QSFP+/QSFP28
Switch	S3L77A	6300L 48p Smart Rate 1G/2.5G/5G Class8/6 PoE 2p 50G and 2p 10G
Switch	R0M46A	50G SFP56 to SFP56 0.65m Direct Attach Copper Cable
Switch	S3L75A	6300L 24p Smart Rate 1G/2.5G/5G/10G Class6 PoE 2p 50G and 2p 25G
Switch	JL728B	6200F 24G Class4 PoE 4SFP+
Switch	JL725B	6200F 48G Class4 PoE 4SFP+
Switch Licenses	N\A	3 year and 5 year Aruba Central Switch License for each model
Switch Power Supply	JL085A	250W Power Supply for Aruba JL658A Switch
Switch Accessory	N\A	Aruba Capatible 10G LR/SR/LRM SFPs
Switch Accessory	N\A	Aruba Capatible 25G LR/SR.LRM SFPs
Switch Accessory	N\A	Aruba Capatible 10G DAC
Switch Accessory	N\A	Aruba Capatible 25G DAC
Access Point	S4A25A	Aruba AP-725
Access Point Mount	S4K79A	Aruba AP-MNT-U
Access Point	S4K19A	Aruba AP-765
Access Point	S5R01A	Aruba AP-745
Access Point	S6Q80A	Aruba AP-723H
Access Point	S4K09A	Aruba AP-763
Access Point Mount	JW056A	Aruba AP-270-MNT-ADP
Access Point Mount	R6W11A	Aruba AP-270-MNT-H3
Access Point License	N\A	3 year and 5 year Aruba Central Access Point License
Firewall	PAN-PA-3530	Palo Alto 3530 Firewall
Firewall	PAN-PA-3540	Palo Alto 3540 Firewall
Firewall License	N\A	3 year and 5 year Palo Alto Firewall Licenses for each model
Patch Cables	N\A	1' Blue Cat6 Patch Cable (Non Booted Prefered)
Patch Cables	N\A	2' Blue Cat6 Patch Cable (Non Booted Prefered)
Patch Cables	N\A	1m Single Mode (Yellow) LC to LC Fiber Patch Cable
Patch Cables	N\A	3m Single Mode (Yellow) LC to LC Fiber Patch Cable
Fiber Cabling	N\A	50'
Fiber Cabling	N\A	100'
Fiber Cabling	N\A	200'
Fiber Cabling	N\A	300'
Giber Cabling w/ Conduit	N\A	50'
Giber Cabling w/ Conduit	N\A	100'
Giber Cabling w/ Conduit	N\A	200'
Giber Cabling w/ Conduit	N\A	300'
Cat6 Ethernet Cabling	N\A	50'
Cat6 Ethernet Cabling	N\A	100'
Cat6 Ethernet Cabling	N\A	200'
Cat6 Ethernet Cabling	N\A	300'
Cat6 Ethernet Cabling w/ Conduit	N\A	50'
Cat6 Ethernet Cabling w/ Conduit	N\A	100'
Cat6 Ethernet Cabling w/ Conduit	N\A	200'
Cat6 Ethernet Cabling w/ Conduit	N\A	300'
UPS	SRTL1K5RM1UC	1500va Lithium Ion APC UPS
UPS	SMTL2200RM2UC	2200va Lithium Ion APC UPS
UPS Accessory	AP9641	Network Management Card 3
Rack	N\A	12U Enclosed Wall Mounted Swing Out Rack
Rack	N\A	24U Enclosed Wall Mounted Swing Out Rack
MIBS	N\A	Switch/Aps
MIBS	N\A	Firewall
Professional Services	N\A	Project Management
Professional Services	N\A	Asset Ledger
Professional Services	N\A	Taggin of Equipment

31. UNIT PRICE LIST FORM (INCLUDING ALL SHIPPING CHARGES)

PRODUCT OR SERVICE	MAKE AND MODEL	QTY	UNIT PRICE	Install Per Item	MSRP	E-RATE ELIGIBLE, INELIGIBLE, COST ALLOCATION	EXTENDED COST	REFERENCE PAGE NUMBER IN PROPOSAL OR WEBLINK WITH SPECIFICATIONS
Access Points		1						
Option 1		1						
Option 2		1						
Option 3		1						
5-year bundle licenses								
3-year bundle support								
Switches (POE)		1						
8 Port		1						
12 Port		1						
24 Port		1						
48 Port		1						
5-year bundle licenses								
3-year bundle support								
Antenna, Connectors		1						
SFP		1						
Other		1						
Software		1						
Operating Software		1						
Manufacture Licenses(60-Mths)		1						
Option 1 Option 2								

Option 3 PRODUCT OR SERVICE	MAKE AND MODEL	QTY	UNIT PRICE	Install Per Item	MSRP	E-RATE ELIGIBLE, INELIGIBLE, COST ALLOCATION	EXTENDED COST	REFERENCE PAGE NUMBER IN PROPOSAL OR WEBLINK WITH SPECIFICATIONS
RACKS		1						
Option 1								
Option 2								
Option 3								
UPS		1						
Option 1								
Option 2								
Option 3								
SFP								
Option 1								
Option 2								
Professional Services		1						
Project Management		1						
Asset Ledger		1						
Tagging of Equipment		1						
Cabling (Conduit)								
50’								
100’								
200’								
300’								
Cabling (Non-Fiber Cat. 6)								
50’								
100’								

300’					
Cabling Fiber (Fiber) Single Mode Indoor/Outdoor					
50’					
100’					
200’					
300’					
500’					
Cabling (Single Mode buried) Outdoor					
50’					
100’					
200’					
300’					
500’					
1000’					
1500’					
MIBS	MONTHLY CHARGE				
Basic Maintenance	HOURLY CHARGE				

32. BID FORM (REQUIRED)

BIDDERS QUALIFICATIONS
(FORM OF BUSINESS ORGANIZATION)

The form of business organization under which this bid is submitted is as follows:

A CORPORATION incorporated under the laws of the State _____ and (is) (is not) authorized to do business in the State of Louisiana. Name of the State circle

A PARTNERSHIP Name of Partners: _____

INDIVIDUAL trading and doing business under a name and style other than his own. The Owner's name is:

_____

The undersigned now affirm that (1) they are duly authorized agent of the vendor, (2) they have term the s and conditions and technical specifications which were made available in conjunction with this solicitation, and fully understand and accepts them unless specific variations have been expressly listed in their offer, (3) that the offer is being submitted on behalf of the vendor following any terms and conditions outlined in this document, and (4) that the vendor will accept any awards made to it as a result of the offer submitted herein for a minimum of ninety calendar days following the date of submission.

(Please Type or Print Below)

LEGAL NAME OF BIDDER _____

MAILING ADDRESS_____

CITY, STATE, ZIP CODE _____

TELEPHONE NUMBER _____

EMAIL ADDRESS_____

FAX NUMBER_____

CONTACT PERSON TITLE _____

AUTHORIZED REPRESENTATIVE (SIGNATURE) _____

NAME (TYPE/PRINTED) _____

TITLE OR SIGNER _____

DATE BID SIGNED _____

ACKNOWLEDGE OF ANY ADDENDA RECEIVED:

ADDENDUM TO: _____DATE_____

ADDENDUM TO: _____DATE_____

33. NON-COLLUSION STATEMENT

State of Louisiana

VERMILION PARISH

SCHOOLS

I do at this moment attest that I (a partner of the firm, officer of the corporation, or individual making the preceding proposal) that said proposal is genuine and not collusive or sham; that said Proposer has not colluded, conspired, or agreed directly or indirectly, with any other Proposer or person to put in a sham proposal or to refrain from proposal, collusion, or communication or conference, with any person, to fix the proposal price or to fix any overhead, profit or cost element, or that of any other Proposer, or to secure any advantage against any person interested in the proposed contract, and that all statements contained in the said proposal or proposal are true.

Company: _____

Signature: _____

Printed Name: _____

Title: _____