FY2027 RFP Category 2 – Diocese of Sioux Falls - Aberdeen Roncalli

E-rate BEN: 233286 · Form 470 # 270003316

BID SUBMISSION
Bids must be emailed to **Bids2027@eratecomplete.com**. Bids not sent to this email address will be disqualified.

1. Project Summary

The purpose of this Request for Proposal (RFP) is to solicit bids for Diocese of Sioux Falls - Aberdeen Roncalli ("Applicant"). Applicant is seeking proposals for new wireless access points and associated licensing. This project is being requested under E-rate Category Two Internal Connections for E-rate Funding Year 2027.

2. Timeline

Task	To	Due Date
Form 470 & RFP Posted	EPC Portal	11/5/2026
Clarifying Questions Due	erate@eratecomplete.com and cc to dan.unser@aberdeenroncalli.org	11/19/2026 9:00 am Applicant time
Q&A RFP Addendum Posted	EPC Portal	11/23/2026
Site Visit – None required	—	Not applicable
Bids Due	**Bids2027@eratecomplete.com**	12/3/2026 9:00 am Applicant time

These are the only dates for this RFP. Any change will be issued as an addendum posted to the Form 470 in EPC.

3. Bidder Communication & Submission Requirements

To ensure fairness, transparency, and proper documentation, all bidder communication must adhere to the following requirements:

- **Email Only:** No phone calls or texts are permitted. All communication must occur via email to the contacts specified above for documentation purposes.
- **Adherence to RFP Instructions:** Failure to comply with any RFP instructions may result in disqualification or point deductions during bid evaluation.
- **Point of Contact:** All communication regarding this RFP must be directed to the designated contact/s listed above. Communication with any other individual, department, or board member may result in disqualification.
- **Scope of Inquiries:** Questions or suggestions involving products or services not included in the Form 470 or RFP will not be considered legitimate inquiries or proposals. Questions requesting information already contained within the Form 470 or RFP will not receive a response.
- **Incomplete or Non-Responsive Proposals:** A response will be disqualified if it does not include itemized pricing for the requested items, only asks the Applicant to contact the vendor,

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or does not address the scope of the Form 470. Spam, robotic, generic, or encyclopedic submissions will not be considered valid and will be disqualified. The reason for each disqualification will be documented in the bid evaluation file.

- **Bid Submission Address:** Bids must be sent to **Bids2027@eratecomplete.com**. Bids not sent to this email address will be disqualified.
- **Late Submissions:** The applicant reserves the right to reject any bids submitted after the published deadline.
- **Addenda:** It is the bidder's responsibility to follow the Form 470 in the E-rate EPC portal to receive any updates and addenda. A Q&A addendum will be posted by the date in the Timeline, even if no questions are received. Vendor questions and responses, as well as any clarifications or other addenda, will be posted to ensure equal access to information. Bidders are responsible for monitoring the EPC Form 470 for updates. Proposals submitted after an addendum is posted must acknowledge it.

Clarifying Questions are due from vendors ***to erate@eratecomplete.com and cc to dan.unser@aberdeenroncalli.org*** by the date and time in the Timeline above. Questions received after that deadline may not be answered.

Bids must be submitted via email to Bids2027@eratecomplete.com and received by the date and time in the Timeline above. Applicant reserves the right to reject late submissions. Bidders who submitted a bid before the Q&A addendum was posted may submit a revised bid based on the addendum by the bid due date. A revised bid must acknowledge the addendum and should clarify if it replaces that bidder's earlier bid.

All responses must be labeled **ATTN: ERATE Category 2 FY2027 Response – C2 Diocese of Sioux Falls - Aberdeen Roncalli**

4. Description of Proposal

Respondent 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, other detail the Applicant may find useful or necessary (or could differentiate the solution from a competing proposal).

5. References

For each response, the respondent must provide 3 references from current or recent customers (preferably K-12 schools) with projects equivalent to the size of the applicant.

6. Required Notice to Proceed and Funding Availability

Applicant will follow the purchasing policies of the Board and requirements and procedures of the FCC’s E-rate program as administered by the Universal Service Administrative Company to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive bid process will be dependent on the applicant’s issuance of a written Notice to Proceed/Purchase Order. 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 come available.

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No Work Without Written Authorization. Vendor shall not order equipment, schedule labor, perform services, or incur costs on behalf of the Applicant until the Applicant issues a written Purchase Order/Notice to Proceed. Any work performed or costs incurred without written authorization are at the Vendor's sole risk and expense.

Invoicing: Respondents agree to conform to all E-Rate guidelines for the billing of discounts to the SLD/USAC. Bidders must be willing to provide E-Rate discounted billing (form 474/SPI invoicing) if requested by the applicant.

Prices to remain firm through E-rate approval, execution, and duration of the proposed contract. In the event of a price decrease for service or from the manufacturer, said decrease shall be passed on to the Applicant and documented with new price sheet sent to the contacts listed here.

7. Scope of Work

The Applicant is requesting proposals for new wireless access points and associated licensing.

This RFP will be posted concurrently with the FCC Form 470 in EPC. All proposals must align with the service type and function(s) listed on the Form 470. Bids must include all charges, including equipment costs itemized by component, shipping, and any anticipated taxes or surcharges.

Vendor must be an authorized E-rate partner of the manufacturer or will agree that no grey market products will be accepted as part of the procurement.

Only quotes for new equipment will be accepted. No used or refurbished bids will be considered.

If quoting an equivalent, please provide documentation of equivalence. Equivalent proposals must be comparable in quality and functionality and must be fully interoperable with our existing Cisco equipment and management software.

The Applicant reserves the right to award none, some, or all of the proposal.

8. Equipment Details

Based on the applicant's experience, knowledge and existing infrastructure, below are the components believed to meet their needs. Actual quantities ordered may vary from initial estimates. Quantities and components are estimates only and the applicant will consider service provider recommendations based on their expertise and industry standards to determine the most cost-effective solution. Applicant would expect products quoted to have a minimum life expectancy of 5 years.

Bidders must confirm that the products quoted have not been announced as end-of-sale or end-of-support, and that manufacturer support will be available through the contract term.

Seeking bids on the following, or equivalents, including any relevant ancillary components needed for a complete, working installation. Each component must be itemized. Items and quantities listed are estimates of need.

Quantities are estimates. Vendor responses must include the full manufacturer part number/SKU for every item. Where a manufacturer or model is named, equivalent products will be considered.

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Product Type	Manufacturer	Model / SKU	Est. Qty	License / Support Term Options	Installation & Configuration Fees Requested
Wireless Access Point	Cisco or equivalent	9174I or equivalent	3	5 year	No
Wireless Access Point License / Cloud Management Subscription	Cisco or equivalent	9174I or equivalent	3	5 year	

*Category 2 equipment may be installed beginning 4/1/2027 and must be installed no later than 9/30/2028.

Itemize E-rate eligible and ineligible costs separately, and identify any cost allocation for ineligible license features.

9. Installation/Initial Configuration

Installation and initial configuration are not requested. Quote equipment and licensing only; do not include installation or configuration labor.

10. Licenses

Vendor should indicate any applicable cost-allocation needed for ineligible features.

Please include licensing for 5 years.

11. Bidder Acceptance of RFP Terms

Submission of a proposal constitutes the Vendor’s agreement to comply with the requirements of this RFP, including the Applicant’s contracting process, order of precedence, and written PO/NTP requirement.

12. Applicant Requirements

Vendor acknowledges the Applicant is a private, non-profit school and that award and any contract may be subject to approval by its governing board or sponsoring organization and to the availability of funds. Vendor agrees to execute Applicant-required clauses as a condition of award.

13. Contractor Requirements

- Must comply with all E-rate program rules
- Must have experience in K–12 environments
- Must provide three K–12 project references
- Must offer the Applicant its lowest corresponding price for the same or similar goods and services, as required by 47 C.F.R. § 54.511(b)
- Must hold a valid SPIN (FCC Form 498 ID), must not be in Red Light status with the FCC, and must file FCC Form 473 (Service Provider Annual Certification) for FY2027. Failure to meet these requirements may result in disqualification.
- By submitting, the Vendor certifies it did not help prepare this RFP or the Form 470, and has offered no gifts to Applicant staff.
- Must identify, by legal name, any affiliate or subcontractor that will perform any part of the work. The bidder of record (the SPIN holder) remains responsible for all work and invoicing.

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14. E-rate Program Compliance

Bidder acknowledges their equipment and services are compliant with FCC's Order (FCC 19-121) prohibiting the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE or any other "covered company" deemed a national security threat, and that no equipment or service proposed is on the FCC Covered List (47 CFR 54.10).

Service providers are reminded of the E-Rate gift restrictions in 47 CFR 54.503(d).

15. Proposal Submission

Deadline: see the Timeline above. Submit to **Bids2027@eratecomplete.com**. Bids not sent to this email address will be disqualified.

All proposals must include:

- Itemized pricing separating E-rate eligible and ineligible costs
- Full manufacturer part number/SKU
- Completed Pricing Form (posted with this RFP)
- Vendor SPIN (Service Provider Identification Number / Form 498 ID)

16. Evaluation Criteria

Price of eligible goods and services is the primary factor and will be weighted most heavily. Proposals will be scored as follows:

Criterion	Weight	How it is scored
Price of eligible goods/services	40%	Scored proportionally: 5 × (lowest eligible price received ÷ the bidder's eligible price). Eligible items only.
Meets requirements	25%	The bid itself: quotes what the RFP/Form 470 asked for (or a documented equivalent); itemizes eligible vs. ineligible costs; includes part numbers, installation, SPIN and required documents; follows the bid submission instructions.
Understanding of needs	20%	The solution: fits the applicant's environment; compatible with existing equipment and management software; sound design; addresses the timeline / installation window.
Prior experience with vendor	10%	The applicant's past experience with this vendor, plus the references requested in this RFP.
Local presence	5%	Office within 150 miles of the applicant.

All criteria other than price are scored 1–5.

17. Contract Terms

An initial term of April 1, 2027 – September 30, 2028, with one optional voluntary extension

The contract is contingent on:

- E-rate funding approval.
- Final approval of next year's fiscal budget;
- Board approval, if required

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- Issuance of PO/Notice to Proceed

The Applicant reserves the right to make reductions or changes based on available budget and/or funding.

18. Order of Precedence

Any contract resulting from this RFP will be governed only by: (1) the Applicant's written award/contract document (or board-approved contract), (2) the Applicant's Purchase Order and written Notice to Proceed, (3) this RFP and any published addenda, and (4) the Vendor's proposal/quote only to the extent expressly incorporated by the Applicant in writing. Vendor boilerplate terms, template or commercial agreements, and terms incorporated by link (for example, website terms referenced on a quote) are expressly excluded unless the Applicant affirmatively adopts them in writing. Vendor agrees that any proposed contract or terms submitted with the bid are considered non-binding unless affirmatively adopted by the Applicant.

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