ERATE 470 REQUEST AND
REQUEST FOR PROPOSAL (RFP) FOR:
NETWORKING EQUIPMENT
EASTERN HIGH SCHOOL
CAMPUS ERATE FY2026

OBJECTIVE:

Eastern Local Schoools (ELSD) is seeking proposals for the upcoming FY2026 round of E-Rate. ELSD is soliciting proposals for the purchase and installation of network electronics for the Eastern High School campus. All services are to be completed within the guidelines and regulations for local, state, and Erate.

SERVICES REQUESTED:

- Wireless AP and controller with licenses
- Network switch with licenses

SCOPE AND HISTORY OF PROJECT:

While ELSD currently uses Cisco routers and switches in its network, and aims to use POE gigabit Ethernet or better hardware throughout, an alternative equal brand name will also be acceptable for ERATE bidding.

The RFP reflects the current proposed services requested on the Erate 470 forms. The proposal embodies the entire campus of Eastern High School, 11557 US 62, Winchester Ohio, 45697.

The EHS school portion of the campus consists of 22 classrooms, 3 computer labs, a library and gym.
There are currently 2 (2) Intermediate Distribution Frames (IDF) throughout the campus which connect directly back to a Main Distribution Frame (MDF) in the school office via fiber optic cables. Each classroom currently has 6-8 Ethernet drops; the lab has 30 and the library has 12.

SERVICE PROVIDER CRITERIA AND CONTRACT REQUIREMENTS

Eastern Local Schools wishes to take advantage of E-Rate funding discounts.

The successful bidder(s) will be responsible for qualifying in the Federal E-Rate program. Items not eligible for Erate shall be itemized in the bid. ELSD will pay the vendor using local funds for these non-eligible Erate purchases. Prices must be held firm for the duration of the E-Rate fiscal year ending September 30, 2027 or until all work associated with the project(s) are complete (including any SLD approved extensions), whichever is later. These projects and services depend on partial funding from the E-rate program.

- **Applicant expects each Service Provider to make themselves thoroughly familiar with any rules or regulations regarding the E-rate program.**
- **All contracts entered into as a result of this RFP will be contingent upon the specific funding of the FRN at the percentage rate submitted for.**
- **The maximum percentage the Applicant will be liable for is the pre-discount amount minus the funded amount as shown on the form 471 Block 5. The Service Provider will be responsible for invoicing the Schools and Libraries Division for the funded amount. Applicant will not provide the form 472 (BEAR form reimbursement process).**
- **NO billing or work can take place before July 1, 2027.**
- **In the event of questions during the E-Rate audit process, the successful vendor is expected to reply within 3 days to questions associated with their proposal.**
- **The contractor is responsible for providing a valid SPIN (Service Provider Identification Number) at the time the bid is submitted**
- **The contractor is responsible for providing an FCC Registration Number (FRN) with their proposal. Any potential bidder found to be in Red-Light Status will be disqualified from participation in the bidding process and will be considered non-responsive.**
- **All work is subject to the 100% approval of the project or purchase by the FCC under the E-rate discount program of the Telecommunications Act of 1996.**
- **No change orders will be allowed for the work resulting from this posting.**
- **The Service Provider will be required to send copies of all forms and invoices submitted to SLD prior to invoicing the SLD to the District for our records.**
- **ELSD requires certification by the awarded contractor, prior to project commencement, concerning criminal records check in accordance with California law.**
- **Vendor understands that they may be asked to work around school schedules to avoid impacting classroom or busy office times.**

The Applicant reserves the right to deny any or all proposals associated with this RFP, even with SLD funding approval. Applicant reserves the right to consider existing piggyback, open RFP, open 470, JPA, etc….

Failure to follow the above criteria and requirements may be considered grounds for disqualification.

Proposals must be received by our office via email per the procurement schedule. No late, or bids delivered other than via email will be accepted.

Name: RFP Coordinator
Jerry Sawyers, Network Administrator
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Winchester, OH 45697
E-Mail: jerry.sawyers@elsd.us

PROJECT

This proposal shall be broken down into the following option:

1. Hardware only (ELSD to provide installation and configuration labor) to include:
    a. Delivery of each component to its designated secured location.
    b. Provide documentation listing all equipment, part numbers, quantities, and serial numbers.
        i. This documentation shall be delivered in an open CSV (Comma Separated Values) format.

Vendor is to indicate the E-rate eligibility of each part.

Shipping is to be included on all quotes.

SWITCHING AND ROUTING

Must be Meraki like products and have such designs to integrate seamlessly with existing head-end and downstream equipment. ELSD currently operates all Cisco. The current core network switch is Cisco 9704 series. EHS has Vlans setup for wireless network and lan network.

Current setup is Meraki MR46 units. We are looking at replacing with latest MR units and switches. Wifi 7 preferred.

For this location we need.

34 - AP's with 5 year license.
4 - Outdoor AP's with 5 year license. (3 AP's need long range antennas to cover soccer field, baseball/softball fields and sports parking lot.)
5 – POE 24 Port Switches with 5 year license.
1 – Spare AP

PROCUREMENT SCHEDULE

The procurement schedule for this project is as follows:

Note: ELSD reserves the right to adjust this schedule as necessary.	**Date**
Issue Erate form 470	November 9th, 2026
Issue of RFP	November 9th, 2026
Submit Bid	January 14th - February 15th , 2027
Final Bids Due	February 15th, 2027 by 3PM via email
Award Bid	February 15th , 2027
Sign Contracts	February 22th , 2027

EVALUATION PROCEDURES

The evaluation will be performed by the RFP Coordinator and evaluation staff for services proposed. The evaluators will consider how well the vendor's proposed solution meets the needs and criteria set forth in the fair and competitive bidding process using the below matrix. It is important that bids be clear and complete so that the evaluators can adequately understand all aspects of the proposal. Evaluation results are confidential and the property of ELSD.

ELSD will evaluate proposals from vendors using a 0 – 10 point scale on the basis of the following matrix:

1. 15% - The vendor's cost proposal.
2. 10% - The vendor's capability to provide a high quality solution as described in the technical documentation supplied by the vendor in response to this RFP.
3. 10% - The vendor's relevant experience, qualifications and success in providing these services / this equipment.

4. 10% - The quality of the proposal, specifically: Proposals shall be prepared in a straightforward manner, and shall describe the vendor's offering(s) and equipment capabilities in a format that is reasonably consistent, comprehensible, and appropriate to the purpose.
5. 10% - The quality and duration of the vendor's proposed warranty period, specifically: items covered; period covered; items not covered; preventative maintenance plan; remedial maintenance response time; availability of trained technicians and parts; equipment upgrades; software maintenance (if applicable); engineering support; training and certification of district personnel; and any other factor that should be considered in evaluating this area of the vendor's proposal.
6. 10% - The vendor's after-warranty support program, specifically: preventative maintenance plan; remedial maintenance response time; availability of trained technicians and parts; system hardware enhancements and upgrades; software maintenance and support; engineering support; maintenance agreements; training and certification of district personnel; and any other factor that should be considered by the in evaluating this area of the vendor's quotations.
7. 10% - The contractual terms proposed by the vendor which would govern any contractual relationship with the ELSD.
8. 12% - The vendor's current references (minimum of three) and written letters of recommendation from institutions, which are comparable to ELSD.
9. 5% - The uniqueness or innovative aspects of the vendor's proposal, which are not contained in this Request for Proposals but are advantageous to the ELSD.
10. 8% - The ability of the vendor to provide satisfactory services in this physical area as determined solely by the ELSD.