Lakewood Local School District

FY2027 Category 2 – Wired Network MIBS Specifications

1. Overview

Lakewood Local School District is requesting proposals for Managed Internal Broadband Services (MIBS) supporting its existing wired network infrastructure.

The District operates four instructional buildings. The wired network primarily consists of Cisco Catalyst 9200L switches, including stacked configurations, VLANs, routing, and associated network connections.

The District seeks a shared management arrangement. District technology personnel will retain administrative control of the network while the selected provider supplies monitoring, maintenance assistance, configuration support, troubleshooting, and technical expertise.

Services must be limited to eligible internal broadband network infrastructure, with ineligible services and costs separately identified.

2. Requested Services

The proposed annual service must include:

- **Network monitoring:** Proactive monitoring of eligible switches, uplinks, and network health, with automatic notification to District technology personnel of significant outages, connectivity failures, and performance problems.
- **Configuration assistance:** Support for VLANs, switching, routing, spanning tree, switch stacks, uplinks, and related network configurations.
- **Moves, additions, and changes:** Assistance with routine network equipment replacements, moves, additions, port changes, and configuration modifications.
- **Technical support:** Remote and on-site troubleshooting of eligible wired network infrastructure, including significant outages and network performance issues.
- **Configuration backups:** Secure backups of switch configurations. Bidders shall describe their proposed backup frequency, storage, retention, and restoration procedures. The District shall retain ownership of and access to its configurations.
- **Documentation:** Initial network diagrams and documentation of switches, network closets, VLANs, routing, and switching configurations, with annual updates.
- **Software and firmware:** Review and recommendation of appropriate switch updates and assistance with implementation following District approval.
- **Link diagnostics:** Troubleshooting and diagnostics of network links, switch ports, uplinks, and associated cabling. Physical cable installation, repair, and replacement are excluded.
- **Outside-vendor coordination:** Assistance with network-related configurations and connectivity involving third-party vendors. Support for the vendors' equipment, applications, or systems is excluded.
- **Annual service summary:** Report identifying significant network issues, support activities, and recommendations for network reliability and performance.

The service shall accommodate routine switch replacements and reasonable network growth within the annual price. Bidders must identify any equipment limits, exclusions, or conditions resulting in additional charges.

District personnel shall retain administrative control, including authorization of network configuration changes. Vendor access must use secure methods approved by the District.

Bidders shall describe their proposed monitoring platform and how District personnel will receive alerts and access network monitoring information.

3. Technical Support and Pricing

Bidders shall describe their support availability and proposed response times for critical outages, routine service requests, and on-site assistance.

On-site technical support must be included in the annual service price, including associated labor, travel, and dispatch charges.

Bidders must provide a fixed annual price covering all requested managed services, monitoring, configuration assistance, troubleshooting, and technical support.

Proposals must identify any service limitations, exclusions, equipment limits, or additional charges.

Annual pricing must be provided separately for each of the four potential contract years.

4. Contract Term and Renewal

The initial contract period is anticipated to be July 1, 2027, through June 30, 2028, with up to three additional one-year renewal options, for a maximum of four years.

Renewals shall be at the sole discretion of the District, require affirmative written authorization, and shall not occur automatically.

The District may decline renewal at the end of any annual contract period for any reason or no stated reason, without cancellation fees, penalties, or financial obligations for unexercised renewal periods.

The District may elect not to renew due to changes in E-Rate funding, economic considerations, operational needs, or a determination that the service is no longer required.

Bidders shall describe their procedures for transitioning services at contract expiration or nonrenewal, including transfer of documentation and configurations, and identify any associated charges.

5. Vendor Qualifications

Bidders must include:

- A brief description of experience managing wired networks of similar size and scope, including Cisco Catalyst switching environments.

- At least two references for comparable K–12 school wired network managed-service projects performed within the past five years.
- Names and relevant qualifications of personnel proposed to provide the service.
- Confirmation of the ability to support District locations and provide timely on-site assistance, including proposed response times.
- Any monitoring platform, licensing, software, or District-provided access requirements necessary to deliver the service.

In-state (Ohio) or local vendors preferred.

Prior experience with the District may be considered. Bidders should identify previous work performed for the District and provide relevant performance references.

6. E-Rate Service Provider Invoicing

The District anticipates using the Service Provider Invoicing (SPI) method, subject to selecting an invoicing method on the FCC Form 471. Bidders must state whether they can support SPI invoicing.

The selected provider must have or obtain a valid SPIN/498 ID, maintain an EPC account, and file the required FCC Form 473 (SPAC) for each funding year of participation.

The provider must bill the District for its non-discount share and be able to submit FCC Form 474 (SPI) for eligible, approved charges.

Proposals must clearly identify E-Rate-eligible and ineligible costs and show the District's non-discount share.

7. Proposal Deadline

Proposals are due by **9:00 a.m. Eastern Time on December 23, 2026**.

Late proposals may be rejected.

Questions and proposals shall be directed to the District contact identified in the FCC Form 470.

8. Proposal Evaluation

The District will evaluate responsive proposals using the requirements and criteria in this request.

The price of E-Rate-eligible services will be the primary evaluation factor and will be weighted more heavily than any other single factor.

The District may also consider service capabilities, compatibility with existing Cisco switching infrastructure, response and escalation procedures, vendor qualifications, prior District experience, and on-site service availability.

Ineligible costs will be identified and evaluated separately.

The District reserves the right to reject proposals that do not meet the stated requirements.