AIRPORT COMMUNITY SCHOOLS

Y30 – INTERNAL CONNECTIONS – NETWORK/CABLING

SECTION 1

REQUEST FOR PROPOSAL

Reference: Y30 – INTERNAL CONNECTIONS – NETWORK/CABLING

Bid Due:

Airport Community Schools
Administration Office
11270 Grafton Road
Carleton, MI 48117

Introduction:

You are invited to submit your proposal and bid response on the enclosed forms in accordance with the Request for Proposal, Instructions to Bidders, General Requirements and E-rate Contingency contained within this bidding package entitled: Y30 – NETWORK/CABLING

Instructions to Bidders:

Bids must be submitted on attached forms.

Send Electronic Bid Responses to:

chawes@airportschools.com and
mstegner@phonerms.com

Submit a fully executable contract for the services specified with the RFP response.

Bids must be received by December 14, 2026 at 1:00 p.m. Bids received after 1:00 p.m. on December 14, 2026 will be returned unopened.

SECTION 2

GENERAL REQUIREMENTS

2.1 Proposals shall be submitted only on the forms provided within this RFP. All designations and prices shall be fully and clearly set forth on the forms provided.

2.2 The Airport Community School Board reserves the right to reject any and all bids either in whole or in part or to reject a Bid which is any way incomplete or irregular and to waive informality or waive any part thereof.

2.3 **THE BIDS SHALL BE ON THE BASIS OF A GUARANTEED SUM. BIDDERS SHALL NOT ADD ANY CONDITIONS OR QUALIFYING STATEMENTS NOR SHALL THE PROPOSAL CONTAIN ANY ADDED RECAPITULATION OF THE WORK TO BE DONE OR THE PROPOSALS MAY BE DECLARED IRREGULAR.** Oral, telegraphic or telephonic modification of the work will not be considered.

2.4 Airport Community Schools will clarify or correct any questions by issuance of an Addendum to all Bidders.

2.4.1 Addenda are written graphic instruments issued prior to the contract, which modify or interpret the bidding documents, drawings, and/or specifications, by additions, deletions, clarifications, or corrections. The Request for Proposal and all Addenda will become part of the contract documents when the installation contract is executed.

2.4.2 Any explanations for the RFP shall be issued in the form of an addendum.

2.4.3 All addenda issued during the bidding time shall become part of the specifications. A copy of each addendum shall be sent to all Bidders. No verbal statement by Airport Community Schools, RMS Associates or the Bidder shall be considered authoritative.

2.4.4 Each Bidder shall ascertain, prior to submitting a bid that he/she has received all addenda issued and acknowledges receipt on the Proposal Form.

2.5 Questions are to be submitted in writing no later than December 7,2026 to:

Mary M. Stegner and Cody Hawes
RMS Associates, LLC chawes@airportschools.com
mstegner@phonerms.com

2.6 Respondents may inspect the project site prior to submitting a proposal in order to determine all requirements associated with this Request for Proposal. Failure to do so shall not relieve the successful vendor from the necessity of furnishing and installing, without additional cost to the district, any material and equipment or performing any labor that may be required to carry out the intent of the resulting contract.

2.7 NO PLEA OF IGNORANCE OF CONDITIONS THAT EXIST, TIME, FACILITIES THAT ARE AVAILABLE OR ANY OTHER RELEVANT MATTER CONCERNING THE WORK TO BE PERFORMED WILL BE ACCEPTED AS AN EXCUSE FOR FAILURE TO FULFILL EVERY DETAIL OF ALL THE REQUIREMENTS OF THE CONTRACT DOCUMENTS.

2.8 VARIANCE & PRICE - Any variance from the specifications shall be fully explained in writing by the bidder and all prices quoted shall be on the unit price basis.

2.9 WITHDRAWAL OF BIDS - Any bidder may withdraw his/her bid at any time prior to the scheduled time of opening the bids, upon presentation of proper identification. After the opening of the bids, no proposal shall be withdrawn for a period of sixty (60) days.

2.10 SIGNATURES - The signatures required on this form shall be in longhand, in ink, by an authorized representative and submitted with the bid. Bids in non-compliance with this request, will be subject to rejection.

2.11 PRODUCTS/SERVICES SPECIFICATIONS - It is the intent of the specifications to define the minimum quality of equipment and services acceptable. The product line or service must be of known quality from a nationally recognized manufacturer(s) who regularly advertises, promotes and distributes catalog products to the school market.

2.12 MANUFACTURER SUBSTITUTIONS - Any substitutions from the specified products, equipment or services by the manufacturer is acceptable at no additional cost to Airport Community Schools. The District reserves the right to refuse any and all manufacturer substituted products, equipment or services.

2.13 MANUFACTURER DISCOUNTS – Airport Community Schools reserves the right to any and all manufacturer price reductions, discounts or rebates received by the selected vendor for the specified products, equipment or services. The selected vendor agrees to pass any and all cost savings from the manufacturer for the specified products, equipment or services to the District.

2.14 CLEAN-UP - The vendor shall, at all times, keep the premises free from accumulations of waste materials, or same, caused by the work; and upon completing the work, shall remove all work related rubbish from and about the building and shall leave the work area broom clean, or its equivalent. In the case of dispute, the District may remove the rubbish and charge the cost to the vendor, as the District shall determine.

2.15 FEDERAL, STATE AND MUNICIPAL TAXES - Each proposal submitted shall include, and the vendor shall pay, all taxes, which are levied by the Federal, State, and Municipal Governments, on labor and for materials entering into the work. The owner reserves the right to require evidence of such taxes prior to final payment. In compliance with the regulations of the Michigan Sales Tax Commission, no sales tax is to be included in the proposal. The School District is exempt from Federal Excise and Sales Taxes. All property or services furnished must comply with all applicable federal, state and local codes, and regulation.

SECTION 3

QUALIFICATION OF BIDDERS

3.1 The respondent to this RFP must include:

- Company Name
- Representative's Name and Title
- Office Address
- Telephone Number
- FAX Number
- E-mail Address

3.2 Location of Corporate Headquarters.

3.3 Location(s) of sales, installation and support offices.

3.4 Brief but complete history of company.

Identify at least three (3) organizations currently using products, cabling or service supported by your company identical to those recommended in your response to this RFP. Provide references for these organizations including contact persons and phone numbers.

3.5 All respondent to this Request for Proposal must submit with their proposal a list of current and past clients where similar service has been performed. References should include: name, address, telephone number and contact of account.

3.6 Any licenses or permits that may be required to perform any of the work or provide any equipment anticipated by this request for bids shall be obtained by and at the expense of the service provider. Evidence of any required licenses or permits shall be provided to Airport Community Schools upon request. Any fines or penalties levied by any governmental entity for conduct by the service provider in connection with the work contemplated by this request for bids shall be paid for by the service provider.

SECTION 4

E-RATE CONTINGENCY – YEAR 30 (2027/2028)

4.1 IDENTIFICATION NUMBER - The vendor's Universal Service Fund (USF) Service Provider Identification Number (SPIN) MUST be included in the bid proposal. Questions regarding the USF project should be directed to the Schools and Library Division at (888) 203-8100. The SPIN number must be up to date for the 2027/2028 funding year.

4.2 YEAR 30 FUNDING - This project may qualify for Year 30 USF funding. Purchases for equipment and services resulting from this bidding process will be installed between April 1, 2027 and June 30, 2028. No invoices will be DATED or PAID before July 1, 2027.

4.3 CONDITIONAL UPON USF - This contract is 100% conditional upon Universal Service Funding. Further, the District reserves the unrestricted right to reduce the contract amount by reducing the scope of work and/or components in order to meet budget requirements in the event the level of the USF discount is reduced. Unit pricing, as specified in the bid proposal, will be used to control contract adjustments. Any such action will be taken before specific work on a building, or on a project component, has commenced.

4.4 DISCOUNT IMPLEMENTATION - The District reserves the unrestricted right to specify the reimbursement filing option for implementing the USF E-rate discounts; Billed Entity Applicant Reimbursement (BEAR) *or* Service Provider Invoice (SPI).

SECTION 5

SPECIFICATIONS AND PRICING

The requested Internal Connections are for a new section of the Middle School referred to as the Student Activity Center, located at 11270 Grafton Road, Carleton, MI 48117.

Section 5.0 - Specifications

Please refer to the Kingscott Associates, Inc. – "Airport Community Schools Specifications" PDF document posted with the 470 Form on the EPC portal.
Preferred Manufacturer equipment and components are listed in the specifications document based on the current Airport Community Schools network. However, any manufacturer may be proposed meeting the required specifications.

Below is a summary of the quantities required for this project.

Data Drops: 73 - Average length of each drop is 225ft
One Rack
Total Wireless AP's: 10
Total Network Switches: (3) 48-Port
Fiber connections: (1) 12 strand single mode.
Installation and Training must be included
1-year maintenance for applicable purchases

Section 5.1- Financial Spreadsheet

Complete and attach the Excel Form in Section 5.1. The spreadsheet must be completed entirely for all components that are bid by the vendor:

a. Manufacturer - required
b. Part number - required
c. Hardware description - required
d. Quantity – if there is any change in quantity from the requested quantity, the field must be highlighted.
e. Unit Price
f. Extended Price
g. Include the E-rate eligible cost.

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Section 5.1 – Financial Spreadsheet

Airport Community Schools
Section 5.1 - Y30 - Network/Cabling - Bid Attachment

The following internal connection components are listed as examples of what components are sought by the District. Any manufacurer may be quoted, providing the components are equivalent to the below specifications. The quantities below are minimum requirements.

Manufacturer	*Model Number*	*Description*	*Qty*	*Unit Price*	*Extended Price*	*E-rate Eligible Amount*
		Fiber optic cable - per specifications - 12 strand single mode	1		$ -	$ -
		Data Drops - per specifications - avg length 225'	73		$ -	$ -
		Rack - per specifications	1		$ -	$ -
		Jacks			$ -	$ -
		Faceplates			$ -	$ -
		List all misc. materials			$ -	$ -
		Installation/Labor			$ -	$ -
		Other (explain)			$ -	$ -
		Total Cabling			$ -	$ -

Manufacturer	*Model Number*	*Description*	*Qty*	*Unit Price*	*Extended Price*	*E-rate Eligible Amount*
		Wireless Aps - per specifications	10		$ -	$ -
		48-port switches - per specifications	3		$ -	$ -
		Installation/Labor			$ -	$ -
		Training			$ -	$ -
		1-year E-rate eligible maintenance - Switches			$ -	$ -
		1-year E-rate eligible maintenance - Aps			$ -	$ -
		Other (explain)			$ -	$ -
		Total Switches/Aps			$ -	$ -

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Total Base Bid: (Total must match the total from the spreadsheet)

written:_____

$_____._____

I have examined the specifications and instructions included herein and agree, provided I am awarded a contract within 60 days of bid due date, to provide the specified items for the sum shown in accordance with the terms stated herein. All deviations from specifications and terms are in writing and attached hereto.

SUBMIT A FULLY EXECUTABLE CONTRACT WITH THE BID RESPONSE.

Company Name: _____
Address: _____
Name/Title: _____

Authorized Signature: _____
Email Address: _____
Phone Number: _____ Fax: _____
Cellular Number: _____ Date: _____