Simplified Request for Quotes

20 Gbps Dedicated Internet Access Service

RFQ E-Rate Category One - Funding Year 2027

District	Capistrano Unified School District
Solicitation Number	1-2728 ER
FCC Form 470 Number	270004405
Service Location	28001 Wolverine Way, Aliso Viejo, CA 92656
Question Deadline	November 20, 2026
Quote Deadline	December 16, 2026 by 1:00 PM PST
Submission Method	Electronic submission through PlanetBids only

This informal solicitation requests quotes for E-Rate eligible dedicated Internet access. The District anticipates that the resulting purchase order or agreement will remain below the applicable California K-12 public contracting bid threshold. The District will select the most cost-effective responsive and responsible service provider in accordance with this solicitation, the FCC Form 470, E-Rate requirements, and applicable District procedures.

1. Solicitation Purpose

Capistrano Unified School District (District) seeks quotes for one dedicated, symmetrical Internet access circuit to support current and anticipated District bandwidth needs. The District seeks a turn-key, reliable solution that is compatible with its existing network environment and can be expanded without requiring a material upgrade to that environment.

2. Schedule and Competitive Bidding

Quotes must be submitted through the District's PlanetBids portal by the quote deadline shown above. Questions must be submitted through PlanetBids by the question deadline. The District will issue any material clarification or revision through PlanetBids and, if applicable, through an FCC Form 470 request-for-proposal document update.

The FCC Form 470 and this solicitation will be publicly available for at least 28 days before the District selects a service provider or enters into an agreement. The District will consider all timely quotes that are responsive to the stated requirements.

3. Scope of Requested Service

The District requests one dedicated, symmetrical Internet access circuit with an initial committed bandwidth of 20 Gbps (20,000 Mbps), scalable to 50 Gbps (50,000 Mbps), delivered to the District network hub at 28001 Wolverine Way, Aliso Viejo, California 92656.

The service provider shall furnish a complete turn-key solution, including all provider-supplied equipment, facilities, infrastructure, installation, activation, testing, and other components necessary to deliver the proposed 20 Gbps service. The quote must identify the proposed network handoff and interface, service demarcation point, installation assumptions, construction requirements, and any required District-provided facilities, equipment, actions, or approvals.

The proposed service must be fully installed, tested, and operational on or before July 1, 2027. The bidder shall describe its proposed installation, activation, testing, transition, and cutover schedule, including any anticipated interruption of existing service and the measures proposed to minimize interruption.

The District is requesting pricing and technical information for a potential future increase in bandwidth from 20 Gbps to 50 Gbps. The 50 Gbps service is not included in the initial service commitment and will not be included in the evaluated price unless the FCC Form 470 or a written addendum expressly states otherwise.

If the District elects to increase bandwidth during the contract term, the increase must be available under the awarded agreement, at the submitted rates and terms, and subject to applicable E-Rate requirements. The bidder shall identify all available bandwidth increments, corresponding monthly recurring charges, one-time charges, upgrade process, required District-side changes, and anticipated lead time for an upgrade to 50 Gbps.

Any exception, qualification, or deviation from this scope must be stated clearly and separately in the quote.

4. Contract Term and Pricing

The anticipated initial term is 36 months, with up to two one-year voluntary renewal options exercisable at the District's sole discretion. The quote must provide pricing for the initial term and each renewal option. Automatic or evergreen renewals will not be accepted.

For evaluation purposes, the District will calculate the total eligible price of the 20 Gbps service for the full potential 60-month term, including all eligible monthly recurring, non-recurring, installation, activation, and special-construction charges. The District will evaluate 50 Gbps upgrade pricing as an available option unless the FCC Form 470 or a written addendum states that a specific upgrade timing will be included in the evaluated price.

All charges must be complete, itemized, and identified as E-Rate eligible or ineligible. If a charge depends on a site condition, assumption, or contingency, the bidder must clearly describe it and state the amount or pricing method.

5. Quote Submission Requirements

To be considered responsive, the bidder shall upload the following through PlanetBids:

https://vendors.planetbids.com/portal/87182/bo/bo-detail/147664

- Completed Attachment A – Bidder Qualifications and Technical Response Form, including bidder information, compatibility, relevant experience, E-Rate experience, and certification.
- Completed Attachment B – Pricing Proposal Form, including all recurring, non-recurring, construction, upgrade, and eligible/ineligible charges.
- Proposed service-level agreement, including availability, outage response, restoration commitments, and service credits.
- Proposed service-delivery schedule, installation assumptions, and any required District actions (may be included in Attachment A).
- All exceptions, qualifications, substitutions, and ineligible costs, if any (identify in Attachment A and/or B).
- Any supporting documentation referenced in Attachments A and B.

Material omissions may result in a quote being deemed nonresponsive. The District may request clarification of immaterial omissions consistent with Section 6.

6. Evaluation and Award

The District will evaluate responsive quotes using the criteria below. The price of E-Rate eligible products and services is the primary and most heavily weighted factor. The District may request clarification of a quote but will not permit a bidder to alter its quoted pricing or materially revise its proposal after the deadline except as allowed by applicable procurement and E-Rate requirements.

Evaluation Criterion	Weight	Evaluation Considerations
Total Price of Eligible Services	35%	Total evaluated eligible cost of the 20 Gbps service for the initial term and stated voluntary renewal options.
Compatibility with Existing Configuration	20%	Ability to provide the requested service without requiring a material upgrade to the District's existing network configuration.
Relevant Experience	20%	Demonstrated successful experience serving the District, if any, and/or comparable K-12 public agencies. District-specific familiarity is not required.
E-Rate Experience	15%	Experience supporting E-Rate eligible services, including documentation, invoicing, and program compliance.
Proposal Accuracy and Completeness	10%	Accuracy, completeness, responsiveness, and consistency of pricing and required supporting information.
Total	**100%**	

The District may select a service provider whose eligible-price score is not the highest only when the evaluation record supports that the selected offering is the most cost-effective overall under the published criteria. The District will document the evaluation and selection basis in its procurement records.

The District will use Attachment A and supporting documentation to evaluate non-price criteria and Attachment B to evaluate eligible price. The District may verify bidder representations and references. Evaluators will apply the published criteria and weights consistently.

The District reserves the right to reject any or all quotes, waive immaterial irregularities, request clarification, cancel the solicitation, and make an award only after completing the E-Rate competitive-bidding review and any required District approvals.

7. E-Rate and Other Requirements

- The requested service is intended to be eligible for E-Rate Category One support. The bidder must comply with applicable FCC and USAC E-Rate rules, including the Lowest Corresponding Price Rule.
- Any free equipment, free service, promotional credit, rebate, or other consideration offered in connection with the quote must be clearly disclosed and identified.
- The bidder must separately identify all E-Rate eligible and ineligible charges. The awarded service provider must timely submit E-Rate invoices and provide records and documentation requested by the District or E-Rate administrators. If the service provider does not timely invoice USAC, the District will be responsible only for its non-discounted share.
- The awarded service provider shall maintain a valid Service Provider Identification Number (SPIN) and all E-Rate program registrations, certifications, and eligibility required to provide the service and, if applicable, submit invoices to USAC throughout the contract term.
- Pricing and technology-infrastructure information in the resulting agreement may be subject to public disclosure. SPAM or robotic responses will not be considered valid quotes.

8. Required Attachments

Attachment A – Bidder Qualifications and Technical Response Form (mandatory).

Attachment B – Pricing Proposal Form (mandatory).

Both attachments must be completed and submitted electronically through PlanetBids by the quote deadline. The bidder may include supplemental materials where requested.