2027 Prince Edward C2 Specifications

Applicant:	**Prince Edward County Public Schools ("PECPS")**
BEN:	**126561**
Form 470 #:	**270004827**
Procurement Contacts:	**Jason Crabtree - jason.crabtree@pecps.k12.va.us** **Melissa Zaruba - mzaruba@e-ratecentral.com**

Procurement Timeline

Milestone	Due Date
Issue Date	November 18, 2026
Deadline to Submit Questions	December 4, 2026, 2:00 PM ET
Posting of Questions/Clarifications	December 8, 2026
Proposal Submission Deadline	January 7, 2027, 2:00 PM ET

Communications and Questions

All questions regarding this solicitation must be emailed and received by the "Deadline to Submit Questions" noted in the "Procurement Timeline." Questions should be directed to all "Procurement Contacts" listed above, with the Form 470 Number included in the subject line. Failure to include all "Procurement Contacts" could result in questions going unanswered. Verbal inquiries are not allowed. Clarifications, when applicable, will be posted as an attachment/addendum to the Form 470.

Each Offeror is responsible for downloading the current version of the Form 470 and attachments, including any addenda.

Contact initiated by an Offeror concerning this solicitation with any other PECPS representative other than those listed as Procurement Contacts is prohibited. Unauthorized contact may result in the Offeror's disqualification from this solicitation.

Product demonstration meetings will not be granted during the competitive bidding period – requests for such will be ignored.

PECPS reserves the right to ask vendors clarifying questions during the proposal review process.

Proposal Instructions

Proposals **must** be submitted via email by the Proposal Submission Deadline in the Procurement Timeline.

Offerors are solely responsible for reviewing the solicitation and complying with all proposal submission requirements, including the designated submission method, deadline, and required documentation.

PECPS has no obligation to respond to requests for alternative submission instructions, provide individualized guidance, or invite resubmission when the solicitation already establishes the required submission procedures.

Statements in a proposal indicating that the Offeror is willing to resubmit through another method, upon request, do not constitute compliance with the solicitation's submission requirements and do not obligate PECPS to contact the Offeror or provide an opportunity to resubmit.

Proposals submitted through a method other than that specified in the solicitation will be deemed nonresponsive, consistent with the solicitation and applicable procurement requirements.

Proposals should be emailed to ALL Procurement Contacts listed above and include the following:

- Applicant name (Prince Edward)
- Form 470 number (270004827)
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions
- Vendor pricing / quote

Proposals **must** include all costs associated with providing the requested products/services to PECPS.

Pricing for each proposed product or service should:

- be shown as unit pricing with separate line-item charges for each SKU,
- identify the percentage of each SKU that is eligible for E-Rate support as agreed upon by USAC and the manufacturer; and
- be categorized as Internal Connections (IC), Basic Maintenance of Internal Connections (BMIC), and/or Managed Internal Broadband Services (MIBS).

Proposals **must** be in response to the specific requirements of this solicitation. Offers including a generic listing of services beyond the scope of this solicitation and/or encyclopedic price lists will be disqualified. SPAM and/or robotic responses will not be considered valid responses and will be disqualified from consideration.

Equipment/Service Request

PECPS requests proposals for renewal of licenses for existing district-owned and installed hardware. The following licenses (or equivalents) are required.

The quantities requested are PECPS's best estimate and may be adjusted based on the Offeror's recommendations. PECPS reserves the right to increase or reduce quantities and buy some, all, or none of the listed equipment.

Partial offers **will not** be considered.

Make/Model	Quantity Needed
Cisco Meraki LIC-ENT-1YR for access points	163
Cisco Meraki LIC-MS425-16-1YR for switches	2

Contract Requirements

PECPS intends to renew the licenses in May 2027; however, the agreement term shall be April 1, 2027 through September 30, 2028, to align with the acceptable service delivery period for E-Rate Fund Year 2027.

The quoted pricing must not assume PECPS will purchase the full quantities listed in the proposal.

PECPS reserves the right to place orders as needed and is not obligated to order all products or services.

Substitutions for alternative equipment must be agreed upon in writing by both parties before finalization of any changes/deviations from the original agreed-upon equipment list.

E-Rate Specific Considerations

Offerors must hold a valid, active nine-digit SPIN (498 ID) issued by USAC as of the proposal submission deadline. The SPIN must belong to the legal entity that will contract with and invoice PECPS. A pending registration, a SPIN assigned to an unrelated entity, or a commitment to obtain one after the deadline will not satisfy this requirement.

Basic Maintenance of Internal Connections and Managed Internal Broadband Services were included on the Form 470 out of an abundance of caution. No separate BMIC or MIBS services should be proposed unless necessary to properly classify an element of the requested products or services under E-Rate rules.

By submitting a proposal, the vendor certifies that the proposed products and services comply with 47 C.F.R. §§ 54.9 and 54.10, which prohibit the use of Universal Service Fund support to purchase, obtain, maintain, improve, modify, or otherwise support any equipment or services produced or provided by a company on the FCC's Covered List (including Huawei and ZTE) as posing a national security threat to the

integrity of communications networks or the communications supply chain. See https://www.usac.org/about/reports-orders/supply-chain/ for more details.

Pursuant to 47 C.F.R. §§ 54.500 and 54.511(b), service providers may not charge applicants a price above the Lowest Corresponding Price (LCP) for supported services. LCP is the lowest price a service provider charges to nonresidential customers similarly situated to a particular school, library, or consortium for similar services. See https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/ for more details.

Additional Considerations/Information

PECPS is subject to Virginia Public Procurement Act (VPPA) restrictions.

Any potential Offeror shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, sexual orientation, gender identity, national origin, age, disability, status as a service-disabled veteran, status as a military family, or any other basis prohibited by state law relating to discrimination in employment (Code of Virginia § 2.2-4310(A)). The District does not discriminate against faith-based organizations. Faith-based organizations are also protected from discrimination based on religious character as defined by state code (Code of Virginia § 2.2-4343.1).

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that PECPS expects in the proposed solution. Proposals failing to meet these will be disqualified. "Should" and "may" indicate desirable specifications. A mandatory requirement may be waived if all respondents fail to meet a mandatory requirement.

PECPS reserves the right to waive any irregularities or informalities in the proposals received.

Offerors must accept that PECPS obligations are contingent on appropriation and availability of funds and may be reduced or terminated without penalty if funds are unavailable.

PECPS reserves the right to award all, part, or none of the services set forth in this procurement. This procurement does not obligate PECPS until a valid agreement and/or valid Purchase Order is executed.

PECPS reserves the right to request Best and Final Offers (BAFOs) from one or more Offerors. BAFOs must be received by the date and time specified during discussions or negotiations. If an Offeror does not submit a BAFO by the stated deadline, PECPS will evaluate that Offeror based on its originally submitted proposal. If BAFOs are requested, PECPS reserves the right to conduct a subsequent evaluation and scoring of proposals, including any revised pricing and other information submitted in response to the BAFO request, in accordance with the evaluation criteria set forth in this solicitation. BAFO requests and negotiations will be conducted in accordance with § 2.2-4302.2, including its requirements for the number of offerors selected for negotiation and applicable exceptions.

PECPS reserves the right (subject to applicable procurement requirements and E-Rate rules) to make non-material modifications to the awarded contract and to add or remove eligible locations, quantities, equipment, or services when such changes remain within the general scope of the original procurement.

PECPS may, at its sole discretion, extend the due date for the submission of proposals and any extensions shall be made via an addendum posted in the E-Rate Productivity Center (EPC).

The vendor submission is subject to open records requests and, as such, the records will be released in accordance with those policies. Vendors are encouraged to mark pages as “Proprietary” or “Confidential” as appropriate, but the entire submission may not be marked as such. Identifying information as “Proprietary” or “Confidential” does not guarantee that the information will not be released but will be considered in determining whether the information is required to be released in accordance with the open records policies. Generally, pricing is not exempt from being publicly released.

By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and PECPS that would interfere with fair and open competition or create a conflict of interest.

Evaluation Criteria

These criteria are to be utilized in the evaluation of offers to be considered. Individual criteria have been assigned a weight to reflect relative importance. Vendors are encouraged to provide details in their proposals that address the following criteria.

Criteria	Description	Weight
E-Rate Eligible Costs	Total E-Rate eligible cost	**45%**
Technical Compliance and Functionality	Degree to which the proposed solution meets or exceeds PECPS's functional requirements, performance needs, and technical specifications.	**20%**
Compatibility with Existing Network Infrastructure	The extent to which the proposed equipment and associated software can integrate with, interoperate with, and be managed alongside PECPS's existing network environment without requiring significant replacement of existing infrastructure, additional licensing, or substantial operational changes.	**20%**
Prior Experience	PECPS's own experience with this vendor's performance and service quality, if any	**15%**