REQUEST FOR PROPOSAL

ERATE FUNDING YEAR 2027-28

FCC FORM 470 # 270004890 (SEQU 2027-C2 CABL)
CATEGORY 2 NETWORK EQUIPMENT

APPLICANT

Sequoyah Independent School District I6 (BEN: 140048)
16441 S 4180 Road, Claremore, OK 74017

Submit Questions no later than: Wednesday, December 9, 2026

Questions must be submitted online no later than 2:00 pm Central Time on the due date listed above.

DUE DATE: Tuesday, January 12, 2027

Proposals must be submitted online no later than 2:00 pm Central Time on the due date listed above.

All questions and proposals must be submitted via Bonfire/Euna.

Proposals received after the proposal deadline, spam, and/or automated responses via email will not be considered valid proposal responses and will be disqualified from consideration.
https://kellogglc.bonfirehub.com/portal

TABLE OF CONTENTS:

- RFP Timeline
- Site Visit Notice
- Pricing Requirements
- Proposal Specifications
- Site List
- Proposal Requirements
- Vendor Registration
- Evaluation Criteria
- Required Forms
- PROPOSAL FORM – Pricing Schedule – ATTACHMENT A
- PROPOSAL FORM – Experience & References – ATTACHMENT B

Network Equipment RFP Timeline

Activity	Date
Site Visit (if applicable)	Monday December 7th, 2026, or Tuesday December 8th, 2026, at 1:00 pm CST (both)
Questions deadline	Wednesday, December 9, 2026, at 2:00 pm CST
Answers to questions posted via Addendum	Monday, December 14, 2026
Proposal deadline	Tuesday, January 12, 2027, at 2:00 pm CST
Board Approval	Tentative Board Meeting

SITE VISIT

☒ APPLIES TO THIS RFP	☐ DOES NOT APPLY FOR THIS RFP

Date(s)	December 7th or December 8th 2026
Time(s)	1:00 pm CST (both dates)
Location	16401 S 4180 Rd, Claremore, OK 74017
Mandatory	**YES**
Notes:	Mandatory Site Visit: Vendors must attend one of mandatory site visit dates listed above. All vendors should meet with Joshua Landes.

Pricing Requirements

☒ Excel Pricing **Required**	☐ PDF Pricing Allowed (excel optional)

Offerors are required to identify:

Clearly list the cost of products and services to include the following:

1. Description of Services
2. Monthly (recurring) charges
3. One Time (non-recurring) charges
4. % Eligibility. If the product is fully eligible, show 100%. If not eligible, 0% eligible for E-Rate discount. This is NOT the applicant's E-Rate discount %.
5. Quantity
6. Unit of Measure (Each, Feet)
7. Bandwidth level, if applicable
8. Contract Term
9. Make, Model and part number, if applicable
10. Installation and Configuration
11. Shipping and Handling
12. Travel and Per Diem
13. Estimate of Surcharges and Fees
14. 25% Estimated Tariff for Manufacturer's Networking Equipment Manufactured Abroad

ATTENTION CATEGORY TWO BIDDERS: Pricing details in a spreadsheet format will be required for awarded category of two products and services. "Item 21".

PROPOSAL SPECIFICATIONS

** PROPOSALS REQUESTED FOR MANUFACTURER AS LISTED OR EQUIVALENT **

Applicant is seeking proposals for the items listed below and estimated quantities shown. The Applicant will work with the awarded offeror to specify items per site within the Applicant's E-Rate category two budget for E-Rate 2027-2028. The Applicant reserves the right to purchase some, all, or none of the products and services awarded under this contract for E-Rate 2027-2028 and subsequent E-Rate funding years covered by the agreement.

- Offerors are requested to include all necessary installation and configuration (if applicable), cabling, licenses, connectors, components, shipping and handling, taxes and any other applicable fees.
- The applicant is requesting basic maintenance for new equipment including manufacturer maintenance support services (MSS) and bundled warranty only for equipment listed on this request.
- The applicant will consider proposals for managed internal broadband services (MIBS) for any remote management components necessary for a fully operational solution.
- Licensing may often be considered to include Basic Maintenance of Internal Connections (BMIC) or Managed Internal Broadband Service (MIBS) components. Licenses that include services such as software upgrades and patches, (including bug fixes and security patches), and online and telephone-based technical assistance and tools that are typically standard fixed priced offerings or manufacturer maintenance support services (MSS) are sometimes classified as Managed Internal Broadband (MIBS) or Basic Maintenance of Internal Connections (BMIC) by USAC. MIBS and BMIC have been included in the 470 for new equipment requests for this purpose.
- **Partial/incomplete proposals will not be considered.**

SPECIAL NOTE: The requestor expects that any respondent to this solicitation familiarizes themselves with the impact of current and potential tariff(s) imposed upon a particular manufacturer's products. Any such tariffs must be appropriately accounted for in the respondent's fee proposal. Presume a 25% tariff will be imposed on any manufacturer's networking equipment manufactured abroad and may be applicable at the time of purchase throughout the term of any agreement resulting from this solicitation (including any mutually agreed upon extensions). INCLUDE THIS 25% TARIFF AS A SEPARATE LINE ITEM WHEN COMPLETING THE PRICING ATTACHMENT AS PRESENTED. The requestor also expects that the presumed tariff should be LESS than 25% or not ultimately be imposed upon the manufacturer's product, the cost saving will be passed along to them and, in turn, the FCC's E-Rate program as well. It should also be presumed by respondents that should any tariff imposed upon a particular manufacturer's product be higher than 25% at the time of purchase, the requestor will appropriately compensate the service provider for the full cost incurred at the time of purchase without regard to E-Rate eligible invoicing.

EXISTING ENVIRONMENT AND EQUIPMENT: Sequoyah Public Schools is requesting structured cabling, a network rack, cable management, and professional installation to modernize the Mid-High building's aging network infrastructure and support upgraded network equipment. All installation work shall follow the attached Sequoyah Public Schools Technology Cabling & Installation Requirements.

LIST OF REQUESTED EQUIPMENT

Internal Connections Equipment (IC)

Sequoyah Public Schools is seeking bids for cabling listed below and estimated quantities shown. The Applicant will work with the awarded bidder to specify items per site within the Applicant's E-Rate category two budget for E-Rate FY2027. The Applicant reserves the right to purchase some, all, or none of the products and services awarded under this contract for E-Rate FY2027 and subsequent E-Rate funding years covered by the agreement. Bidders are requested to include all necessary installation and configuration, cabling, licenses, connectors, components, shipping and handling and any other applicable fees. Pricing for installation of new cabling and removal of old cables must be provided separate from equipment.

Basic Maintenance of Internal Connections (BMIC) and MIBS for new equipment – Licenses that include services such as software upgrades and patches, (including bug fixes and security patches), and online and telephone-based technical assistance and tools that are typically standard fixed priced offerings or manufacturer maintenance support services (MSS) are sometimes classified as Managed Internal Broadband (MIBS) or Basic Maintenance of Internal Connections (BMIC) by USAC. MIBS and BMIC have been included in the 470 for new equipment requests for this purpose.

Technology Cabling & Installation Requirements

Applies to new or replacement network cabling. Project plans and approved scope determine drop quantities and locations.

1. Cable and Material Standards

- Install Cat 6 or Cat 6A horizontal cabling as specified in the project scope. If not yet selected, provide separate Cat 6 and Cat 6A pricing.
- Use solid-copper cable and category-matched jacks, patch panels, and patch cords. Preferred systems: Leviton/Berk-Tek, CommScope, Panduit, Siemon, or approved equivalent.
- Terminate all twisted-pair cables to T568B at both ends.

- Keep permanent links within 295 feet (90 m) and complete channels, including patch cords, within 328 feet (100 m). Include service slack in these limits.

2. Pathways and Cable Management

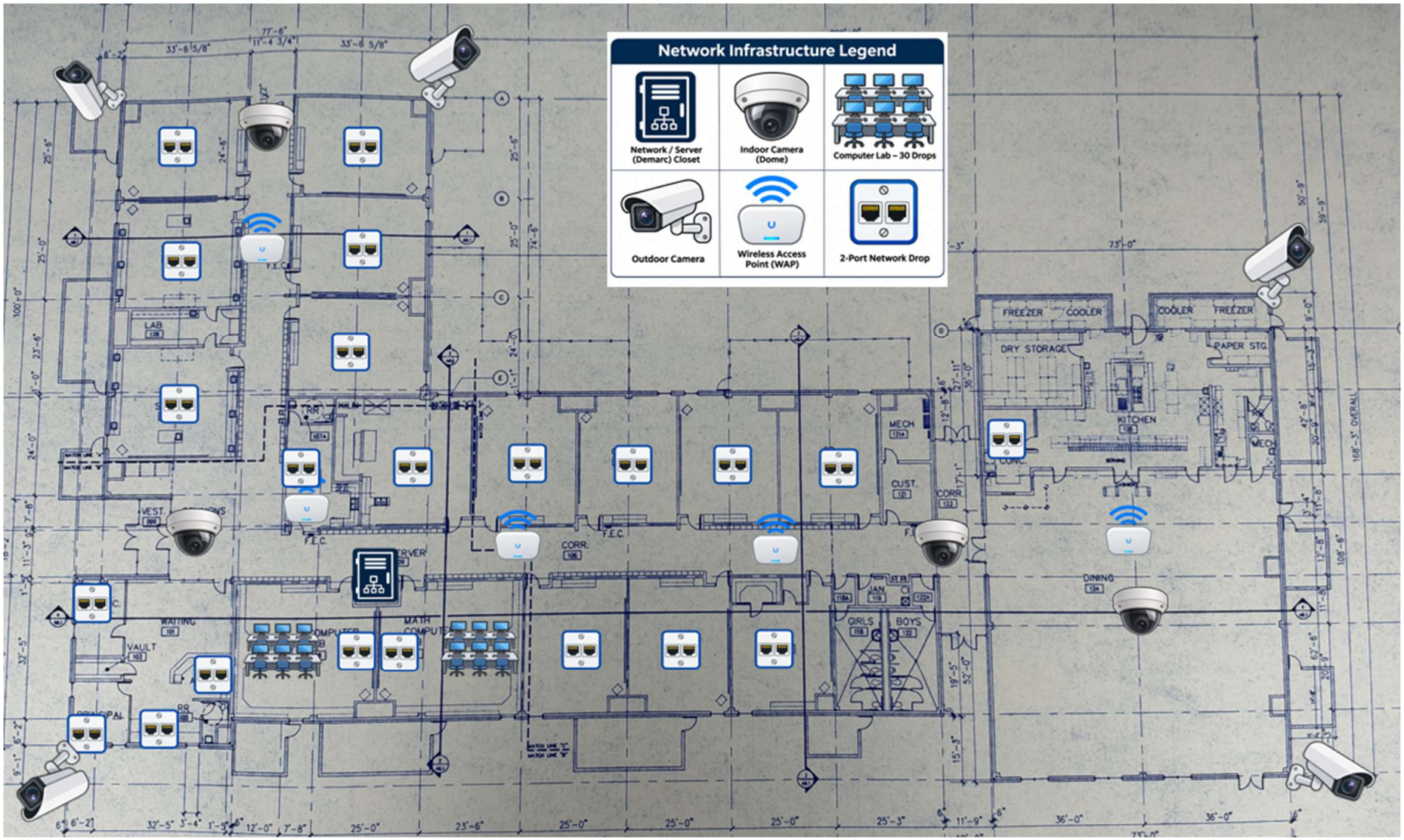
- Conceal cabling within walls wherever practical. Surface-mounted raceway (wall track) requires District IT approval; if approved, provide a complete new raceway system, including mounting hardware, covers, and fittings. Do not reuse existing raceway or mounts.
- Support overhead cables independently with J-hooks or cable tray, spaced for the cable load and manufacturer guidance. Do not lay cables on ceiling tiles or attach them to the ceiling grid. (Individual WAPs and cameras subject to district IT discretion)
- Use hook-and-loop (Velcro-style) straps for cable bundles; do not use tight zip ties.
- Provide approximately 5 feet of accessible, recoverable service slack above each final termination where practical. Support loose loops with hook-and-loop straps.

3. Outlets, Access Points, and Labeling

- Install wall drops at District-approved locations in new suitable boxes or faceplates with matching category-rated keystone jacks.
- Label both cable ends, the outlet, and the patch-panel port using Closet–Panel–Port (example: MH-P1-12). Identify the destination room or location at the panel or on the final port schedule.

4. Testing, Documentation, and Acceptance

- Test every installed run for correct wiremap and continuity and correct any failed or miswired connections.
- Provide a simple logical network map showing network closets, switches, and uplinks where included in the project scope, together with the outlet/patch-panel relationships.
- Obtain District IT approval before changing outlet locations, cable routes, or specified materials. Leave cabling organized, labeled, and the work area clean.


Network Infrastructure Legend
Network / Server (Demarc) Closet
Indoor Camera (Dome)
Computer Lab – 30 Drops
Outdoor Camera
Wireless Access Point (WAP)
2-Port Network Drop
LAB
VEST.
WAITING
VAULT
PRINCIPAL
MATH COMPUTER
CORR.
MECH
CUST.
JAN
GIRLS
BOYS
FREEZER
COOLER
DRY STORAGE
PAPER STG.
KITCHEN
DINING

Type	Part Number	Make	Description/Line Notes	Quantity
Racks			48U Four-Post Open Standing Rack Open-frame, rack-mountable	1
Cabling		Leviton/Berk-Tek or equivalent	Solid copper, Cat 6 / Cat 6A Cable	As needed
Cabling			Cat 6 / Cat 6A Keystone Jacks Match cable category	240
Cabling			Compatible with keystones 2-Port Wall Plates / Boxes / Raceway	22
Cabling			48-Port Patch Panels Match cable category	3
Cabling			Network Patch Cables Assorted lengths, match cable category	120
Cabling			Cable Management J-hooks, wall track, rack organizers, Velcro	As needed
Cabling			Cable Drops	118
Cabling			Professional Cabling Installation Per attached district cabling requirements	1 project

RECIPIENTS OF SERVICE

Entity Name	Entity Number	Address	City	State	Zip
Sequoyah High School	84428	16401 S. 4180 Rd	Claremore	OK	74017
Sequoyah Mid-High Annex	Annex	16441 S. 4180 Rd	Claremore	OK	74017

PROPOSAL REQUIREMENTS (C2)

Proposal Requirements

1. **E-Rate Program Compliance.** Service providers (offerors) must comply with E-Rate program rules as set forth by the Federal Communications Commission (FCC) and administered by the Universal Service Administrative Company (USAC).

   Disqualification – FCC Form 498 ID Status. If the offeror is under FCC red light status or does not have an FCC Form 498 ID (service provider identification number), the offeror may be disqualified by the applicant school or library.

   If at any time during the contract period the service provider is red lighted, debarred, or otherwise no longer eligible to participate in the E-Rate program, the applicant reserves the right to terminate the contract.

2. **Kellogg & Sovereign® Consulting (K&S) authorized.**
   The applicant has engaged the services of K&S to assist with the E-Rate filings for the applicant. The applicant has authorized K&S to act on its behalf regarding this procurement. K&S may request information directly from Proposer(s) as well as conduct the competitive bidding process on the e-procurement site, https://kellogglc.bonfirehub.com.

3. **Equivalent products and services.** Any manufacturer of names, brand names, model numbers, or part numbers referenced in this RFP are provided solely to establish the minimum requirements for functionality, performance, quality, compatibility, and interoperability. They are not intended to limit competition or to require a specific manufacturer. Proposals may offer the specified products or equivalent products from other manufacturers. Vendors proposing an equivalent product must clearly identify the proposed product's manufacturer, model number, and part number, and must include manufacturer-published technical documentation sufficient to demonstrate that the product meets or exceeds the specified requirements and functionality. Where applicable, proposed equivalents must be fully compatible and interoperable with the applicant's existing network environment. The vendor is responsible for identifying and including any additional hardware, software, licenses, modules, connectors, transceivers, accessories, configuration, or other components needed for the proposed equivalent to deliver the functionality required by this RFP. The applicant reserves the sole right to determine whether a proposed product is functionally equivalent, based on the information submitted with the proposal. Proposals that do not include sufficient documentation to establish equivalency may be deemed non-responsive.

4. **Mandatory Offerors' Conference or Walk Through.**

☒ APPLIES TO THIS RFP	☐ DOES NOT APPLY FOR THIS RFP

   Disqualification – Mandatory Offerors' Conference. If the offeror does not attend a mandatory offerors' conference, walk through, or other mandatory meeting listed in the Offerors' Conference section, the offeror may be disqualified by the applicant school or library.

5. **Questions**. Questions must be submitted online https://kellogglc.bonfirehub.com/portal prior to the end of the question period.

6. **Proposal Acceptance.** The applicant school or library reserves the right to accept some, all or none of the items included in the proposal. Notification of proposal acceptance or proposal rejection will be provided at the discretion of the applicant school or library.

7. **Modification or Withdrawal of Proposal:** Vendors are advised to consult the Bonfire Vendor Help Center to obtain the most current guidance for submission, revision, and withdrawal of proposals. https://vendorsupport.gobonfire.com/hc/en-us

8. **Clarifying Questions** – The applicant may choose to ask clarifying questions or request additional information from the offerors. All communications within the proposal and evaluation stage will be within the bidding portal.

9. **Late Proposals**. Responses submitted after the due date and time noted in this RFP shall not be considered and will be disqualified. Responses must be submitted through the bidding portal. Proposal submitted through fax or email will not be accepted.

10. **Financial Responsibility**. Offeror shall pay all costs related to the preparation and submission of its Proposal.

11. **All Costs.** Pricing proposed by the offeror must include all costs associated with the requested products/services to the applicant but not limited to taxes, shipping, etc. Offeror must provide unit pricing for each item. Incomplete/partial proposals will not be considered. Price increases will not be allowed during the term quoted. Prices may be lowered based on market conditions.

12. **Cost Allocation**. Offerors must clearly separate E-Rate eligible costs from ineligible costs.

13. **Contracts**. Offeror for services other than tariff or month-to-month arrangements, must include a contract or legally binding agreement in response to this RFP with signature block for both service provider and applicant. The agreement should be provided in form only and will not be completed and executed until after proposals are awarded by applicant and negotiations completed as applicable. *Quotes are not considered a legally binding agreement.*

14. **Contract Terms.** Offerors must clearly define contract terms for all pricing submitted. The applicant school or library may consider multi-year contracts featuring voluntary renewals. Pricing remains firm for the period of April 1, 2027, through September 30, 2029. The district reserves the right to extend the intent to purchase for an additional annual term through September 30, 2030. The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- Rate "program year" or an extended service end date for an E-Rate program year pursuant to a "service delivery deadline extension," as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service Administrative Company (USAC).

    The applicant will reserve the right to extend or abbreviate the contract period if such extension or abbreviation is necessary to make the Contract term coincide with an E- Rate "program year". The contract expiration for non-recurring services and software/license purchases that may be classified as recurring by USAC shall be automatically extended to align with SLD authorized extensions due to late funding and changes in products and/or services approved on or after March 1st or upon certification of a FCC Form 500 Service Delivery Deadline Extension Request as those terms are defined by the Federal Communications Commission (FCC) and/or the Universal Service

Administrative Company (USAC).

15. **Description of Proposal.** Offeror will provide a description of their proposal for all services and solutions. Description will include an overview of the proposal, any deviations from the requested architecture, design or requirements, assumptions made, and any other details that may be useful or necessary for proper evaluation of the proposal.

16. **Authorized Signatures** – Proposals must be signed by an individual or officer of the firm authorized to legally bind Vendor when submitting the proposal. Unsigned proposals will not be accepted.

17. **Addenda** – In the event revisions to this document become necessary, addendum will be provided by upload to the relevant Form 470 and the bidding portal.

18. **Required Notice to Proceed and Funding Availability.** The applicant will follow the purchasing policies of their governing board and requirements and procedures of the FCC's E-Rate program as administered by USAC to be eligible for all available funding. The implementation of any associated contracts resulting from this competitive proposal process will be dependent on the applicant's issuance of a written Notice to Proceed. E-Rate funding notification alone will not signify Notice to Proceed. The applicant will have the right to allow the contract to expire without implementation if appropriate funding does not become available.

19. Proposals for Category Two products and services.

- Proposals for equipment should clearly list the location where the equipment will be installed if that has been specified in the proposal.
- Proposals should meet industry standards and comply with applicable local, state and federal codes and regulations. For example, network wiring/cabling should meet or exceed EIA/TIA standards and national Electrical code standards.
- Equipment should be properly configured, installed and tested.
- Include all items necessary for equipment to be fully operational including necessary cabling, connectors, components, installation, configuration, travel, per diem, and any other applicable fees.
- All installed equipment and cabling should be labeled.
- In addition to standard labeling (i.e. patch panels labeled with cable number), equipment should be labeled with E-Rate information as follows:
  Funding Request Number (FRN)
  Form 471 Application Number
  Purchase Order Number
  Installation Date

- Proposals for ON-SITE maintenance services must include the quantity, make, and model number of all E-Rate eligible equipment to be maintained.
- Proposals for managed internal broadband services must specify whether or not the equipment is owned by the applicant or the provider
- Offerors must include a statement of work (SOW)
- Proposals for new equipment should include standard manufacturer's warranty (up to three years)
- Proposals for firewall appliances or firewall services must clearly allocate the ineligible portion.
- The value of any free products and/or services must be deducted from the cost of the proposal.
- Proposals should include installation and configuration unless otherwise noted

- Proposals should clearly describe all costs including installation, configuration, shipping and handling charges on a per site basis unless otherwise noted.

20. Site and Service Substitution (Contract Modification).

The applicant hereby provides notice to all interested vendors that site and/or service substitutions may be necessary during the term of the contract. Any agreement signed as a result of this RFP should contemplate the possibility of the applicant changing products or services within the guidelines set forth by the FCC. All vendors are also hereby provided notice that the applicant may add new locations to its network during the life of the contract, and existing sites may move or close. The contract(s) entered into as a result of this RFP should allow for said site/service substitutions. Vendors are to describe their process for amending the contract to accommodate site/service substitutions during the contract term.

21. Category Two Budget Requirements.

During the E-Rate application process and prior to issuance of E-Rate funding, the applicant may need to make changes to the quantities and items selected in order to stay within their category two budgets. The applicant may contact the awarded offeror to adjust quantities in order to meet the Category 2 budget.

The selected service provider is expected to respond timely with revised proposals and contracts for the applicant to ensure that the selected products and services are at or below the applicant's budget cap. The selected service provider will need to provide all information necessary regarding reduction in quantities and associated installation, configuration, shipping and handling charges.

22. Documentation and Audit Compliance.

- Service provider shall provide all warranty and product documentation related to products or services sold to the applicant.
- Service provider shall retain all documentation related to the purchase and payment, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of TEN years from the last date of service.
- If the applicant is audited by the Administrator of the program, the service provider shall fully cooperate with the applicant to provide any documentation related to the provision of discounted products and services as requested.
- The service provider and/or applicant is solely responsible for verifying the accuracy of information submitted to Kellogg & Sovereign® Consulting (K&S). K&S disclaims and makes no warranty, express or implied, nor assumes any legal liability or responsibility for the validity, accuracy, correctness, or completeness of any information that is provided by the service provider or applicant to K&S.
- By submitting proposals for K&S client schools & libraries, the service provider agrees and understands that K&S will forward the information to USAC, and the service provider is responsible for verifying the accuracy of information submitted to K&S.

- Kellogg & Sovereign® Consulting shall not be liable for any direct, indirect, incidental, consequential or exemplary damages, including but not limited to, damages for loss of profits, data or other intangible losses (even if K&S has been advised of the possibility of such damages), resulting from the service provider's non-response or incomplete response and/or the service provider's inaccurate, invalid, incorrect, or incomplete provision of information.

23. Service Provider Responsibilities

- The agreement herein is contingent upon the approval of funding from the Universal Service Fund's Schools and Library Program.

- The applicant requires that Service Providers make themselves thoroughly familiar with any rules or regulations regarding the E-Rate program. https://www.fcc.gov/consumers/guides/universal-service-program-schools-and-libraries-e-rate

- Service Providers are required to be in full compliance with all current requirements and future requirements issued by the SLD throughout the contractual period of any contract entered into as a result of this RFP.

- Service Providers are responsible for proving a valid Service Provider Identification Number (SPIN) at the time the RFP is submitted. https://www.usac.org/e-rate/service-providers/step-1-obtain-a-spin/

- Service Providers are responsible for providing a valid Federal Communications Commissions (FCC) Registration Number at the time the RFP is submitted. https://apps.fcc.gov/cores/html/Register_New_FRN.htm https://apps.fcc.gov/cores/userLogin.do

- Service Providers are responsible for providing evidence of FCC Green Light Status at the time the proposal is submitted. Any potential offeror found to be in Red Light Status must provide an explanation of the steps it is undertaking to be removed to Red Light Status and the expected timeframe for resolution. A Service Provider's sustained Red-Light Status may be grounds for contract termination as it could prohibit the Service Provider from providing E-Rate discounts in a timely manner which would cause harm to the Applicant. https://www.fcc.gov/general/red-light-frequently-asked-questions

- Products and services must be delivered before billing can commence. At no time shall the Service Provider invoice before July 1, 2027.

- Prices must be held firm for the duration of the associated E-Rate Funding Year(s) or until all work associated with the project is complete (including any contracts and USAC approved extensions)

- **The default method of invoicing for all Funding Requests (FRN) created as a result of this RFP will be the Form 474 Service Provider invoice (SPI) unless the applicant explicitly requests Form 472 Billed Entity Applicant Reimbursement method.**

o The Service Provider agrees to bill and receive a portion of the payment for the provisions of goods and services described herein directly from USAC via the Form 474 Service Provider invoice (SPI). The maximum percentage the applicant will be liable for is the pre-discount amount minus the funded amount as shown on the FCC Funding Commitment Decision Letter (FCDL) and any identified ineligible costs. Upon the successful receipt or posting of a

Funding Commitment Decision letter from the SLD and submission, certification and USAC approval of Form 486, the applicant shall pay only the discounted amount beginning with the billing cycle immediately following said approval.

- All Service Provider invoicing to USAC must be completed within 120 days from the last day of service. Should the Service Provider fail to invoice USAC in a timely manner, the Applicant will only be responsible for paying its non-discounted share. Service Providers shall retain all documentation related to the purchase, payment, delivery and/or installation, including Forms 474 and receipt of payment from USAC, for all products and services provided to the applicant. Related documentation must be retained for a period of 10 years from the last date of service.

- Within one (1) week of awards, the awarded Service Provider will provide the Applicant with a bill of materials suitable for the Form 471 item 21 attachment. Approval for any deviation from the item 21 attachment must be obtained from the Applicant. Subsequent schedules of values and invoices for each site must match Item 21 attachment or subsequent service substitutions. https://www.usac.org/wp-content/uploads/e-rate/documents/Forms/471i_fy05.pdf

- In the event of questions during an E-Rate pre-commitment review, post commitment review and/or audit inquiry, the awarded Service Provider is expected to reply within three (3) days to questions associated with its proposal.

- No change in the products and/or services specified in this document orders will be allowed without prior written approval from the Applicant and a USAC service substitution approval with the exception of a Global Service Substitution.

- The Service Provider acknowledges that all pricing and technology infrastructure information in its proposal shall be considered as public and non-confidential pursuant to 47 CFR §54.504 (2) (i) (ii)

- The Service Provider acknowledges that its offer is considered to be the lowest corresponding price pursuant to §54.511 (b). Should it not be the lowest corresponding price, the Service Provider must disclose the conditions leading to the applicant being charged in excess of lowest corresponding price.

- This offer is in full compliance with USAC's Free Services Advisory. There are no free services that would predict an artificial discount and preclude the applicant from paying its proportionate non- discounted share of costs. The Service Provider agrees to provide substantiating documentation to support this assertion should the applicant, USAC, or the FCC request it. https://www.usac.org/e-rate/applicant-process/competitive-bidding/free-services-advisory/

- The awarded Service Provider is required to send copies of all forms and invoices to the Applicant prior to invoicing USAC for pre-approval. Failure to comply with this requirement may result in the Applicant placing the vendor on an "Invoice Check" with the USAC. https://www.usac.org/e-rate/service-providers/step-5-invoicing/

- The contract must provide cancellation of services without financial penalties if a school is closed. Applicant may cancel services to a school without penalties after a 30-day notice to Service Provider.

- Goods and services provided shall be clearly designated as “E-Rate Eligible”. Non-eligible goods and services shall be clearly called out as 100% non-eligible or shall be “cost allocated” to show the percentage of eligible costs per SLD guidelines.

- **Within one (1) week of award, the awarded Service Provider must provide the Applicant a bill of materials using the most currently available “Bulk Upload Template” located at https://www.usac.org/e-rate/applicant-process/applying-for-discounts/fcc-form-471-filing/. Subsequent schedules of values and invoices for must match the Bulk Upload Template or subsequent service substitutions.**

VENDOR REGISTRATION

Vendor Registration Link: https://kellogglc.bonfirehub.com/login

Bonfire Vendor Help Center: https://vendorsupport.gobonfire.com/hc/en-us

Registration steps:

Enter your organization name, email and password to create your account.

Once an account is created you will need to provide:

- Contact information
- SPIN – Form 498 ID. https://slweb.usac.org/Spin/Search
- FCCRN – FCC registration number. https://apps.fcc.gov/cores/userLogin.do
- OUSF-Certified Service Provider for Oklahoma (CCN) – indicate Yes/No/*Pending (NOT required for Category Two RFPs)*

COMMODITY CODES:

K&S will be using the following UNSPSC Codes (classifications) for RHC or E-Rate eligible services. Note that when you are entering UNSPSC Codes, Bonfire leaves off the zeroes. For example, 83112200 is 831122. Additionally, the higher-level code is used in some cases instead of listing all the individual codes. For example, 4322 is the commodity code used instead of the code specifically for routers, antennas or network switches.

INTERNET ACCESS
81112101-Internet Service Providers (ISP – all modes of Internet delivery)

TELECOMMUNICATIONS SERVICES
831122-Enhanced Telecommunication Services (non-fiber broadband data connections including T1, DS3, SMDS, DSL and cable modem)
831123-Fiber Telecommunication Services (Lit Fiber broadband data connections)
83112301-Dark Fiber (dark fiber broadband data connections)
26121616-Telecommunications Cable (self-provisioned broadband networks)

NETWORK EQUIPMENT, MAINTENANCE, MANAGED SERVICES:
2612-Electrical wire & cable & harness (network cabling)
39121011-Uninterruptible Power Supplies (UPS equipment)
4322-Network Equipment (network switches, routers, antennas)
43222607-Cache Engine Equipment or Service (Caching equipment or caching service)
43223108-Wireless access network equipment and components (access points, controllers)
43222501-Firewall Network Security (Firewall appliance or firewall service)
4323-Operating Software (operating software)
43231512-License Software (software license required for operation of eligible equipment)
43223306-Network System cabinet or enclosure
43223308-Network system equipment rack
811118-Computer Services (Erate Managed Internal Broadband Services, RHC network monitoring)
81111803-Local Area Network LAN maintenance or support

EVALUATION CRITERIA

Applicants will select the most cost-effective proposals with price of the E-Rate eligible products and services being the primary factor (most heavily weighted).

Factor	Possible Points	Description
Price-E-Rate eligible items	30	Price of E-Rate eligible products & services (primary factor)
Price-Other Costs	5	Other costs (items not eligible for E-Rate discount)
Prior Experience	20	-Experience with similar projects and references (10 points) -Experience with this applicant (10 Points)
Personnel Qualifications	10	-Qualifications of management (5 points) -Qualifications of staff (5 points)
Responsiveness	15	-Responsiveness of the offeror-replied promptly to emails, attended optional on-site walk through if applicable (5 points) -Proximity of sales and service offices (5 points) -Assigned representative is available locally (5 points)
Technical Merit	20	-Quality / technical merit of the proposed solution to meet needs of the applicant. Service level agreement if applicable (10 points) -Compliance with listed requirements of the project scope and proposal requirements, whether or not the proposal includes all information requested; timelines met, services will commence as requested by applicant (10 points)

In order for applicants to properly evaluate your proposal, please provide details specific to the evaluation criteria areas along with your proposal.

REQUIRED FORMS

BID REQUIREMENTS:

1. FCC Form 498 ID (Service Provider Identification Number)
2. FCC registration Number (FCC RN)
3. Service Providers must comply with local, state, and federal requirements including agreement to fully cooperate with audit and ten-year document retention requirements.
4. Proposal submitted online https://kellogglc.bonfirehub.com/portal in compliance with instructions
5. Supporting detail and documentation may be submitted online.
6. Contracts or legally binding agreement for all products and services must be submitted with the proposal. (Exception for tariffed or month to month service.) *Agreements will be completed AFTER proposal award and final negotiations are completed. Quotations are not acceptable.*
7. Must attend mandatory offerors' conferences IF applicable to this RFP.
8. Must complete Attachment A - Pricing
9. Must complete Attachment B – Certifications, Experience and References
10. **Proposals submitted after the proposal close date/time or outside of the bidding portal will be rejected/disqualified.**

ATTACHMENT A
Pricing Authorizations

Name of Company: _____

Name of Applicant: _____

Form 470# _____

Pricing submitted by: _____

TOTAL AMOUNT PROPOSED $_____

Signature acknowledges review of the e-bidding program for the issuance of any related addenda and further acknowledges the signatory is authorized to provide this pricing:

Signature: _____

Title: _____

Date: _____

Combine this completed cover page with your proposal along with Attachments , B and C (if required) as one .pdf file, then upload to Bonfire.

ATTACHMENT B
Certifications, Experience & References

Name of Company: _____

Address of principal location: _____

Phone: _____ Fax: _____

FCC Form 498 ID (SPIN)[1]: _____

FCC Registration Number[2]: _____

Responsible contact personnel:

Name	Phone	Email

How many years have your company been in business in its current capacity? _____

How many years has your organization been in business under its present name? _____

Under what other or former names does your company operated? _____

_____

During the last five (5) years, has the Vendor been barred, suspended or otherwise prohibited from participating in the Federal Communication Commission E-Rate (Schools & Libraries) or Rural Health Care Programs?

Yes:_____ No: _____

Does the Vendor's FCC Registration Number have RED light status? Yes: _____ No: _____

Attach a printout of your FCC Registration Number red or green light status from the FCC's Red Light Display System (RLDS)[3]

During the last five (5) years, has the Vendor been a party to a lawsuit involving any existing or prior contracts as it relates to services performed or not performed?

[1] https://slweb.usac.org/Spin/Search
[2] https://apps.fcc.gov/cores/userLogin.do
[3] iproposal

Yes:_____ No: _____

If the Vendor responds yes to any of the prior three questions, please provide information concerning the investigation/lawsuit/government action as an attachment to this form.

If the Vendor responded yes to the last question, please provide information pertaining to any monetary damages or exchange of property or services and the state in which the lawsuit was filed.

Experience:

Vendor shall provide a list of three (3) projects of similar type, size and complexity. State project (customer) name, description of work, dollar value, public entity, yes or no, and date using the format below. Projects listed must have been performed within the last five (5) years. Please include additional information with proposal if available.

Project Name	Description of Work	Dollar Value	Public Entity Yes or No	Date

References:

Proposal should provide three (3) references from company owners or management personnel from projects listed above. There must be at least one (1) reference for each project listed.

REFERENCE #1	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #2	
Company Name	

Project Name	
Contact Person Name	
Title	
Email	
Phone	
REFERENCE #3	
Company Name	
Project Name	
Contact Person Name	
Title	
Email	
Phone	

Certifications:

Employees' certifications pertaining to work are to be included in the submittal.

AUTHORIZED BY:

Signature Date

Printed Name Title