Saint Clair Area School District (“SCSD”) seeks proposals for E-Rate eligible Internet Access and Data Transmission Services.

SCSD is requesting symmetrical Internet access delivered over leased lit fiber with service terminated at 227 South Mill Street, Saint Clair, PA 17970, in the MDF closet. Vendors shall provide pricing for bandwidth increments of 1 Gbps, 2 Gbps, and 3 Gbps utilizing the attached pricing spreadsheet, Internet_Cost.xlsx. The proposed service must include six (6) usable static public IPv4 addresses.

SCSD seeks a three-year agreement beginning July 1, 2027, with two optional one-year renewal terms. Contracts must permit bandwidth upgrades during the contract term without requiring additional competitive bidding, provided the upgrades are within the scope of the services requested in this procurement.

Vendors must complete and submit the attached, Internet_Cost.xlsx pricing worksheet as part of their proposal. All requested fields must be completed. The pricing worksheet shall serve as the primary pricing document used for bid evaluation. Responses that do not utilize the provided pricing worksheet or omit required pricing information may be considered non-responsive.

All costs associated with the proposed service must be included in the spreadsheet, including but not limited to monthly recurring charges (MRC), non-recurring charges (NRC), installation charges, special construction charges, applicable taxes, surcharges, and fees, and any additional service-related charges.

Proposals stating that "additional charges may apply" without specifically identifying and pricing such charges may be disqualified. Any special construction costs must be clearly identified and itemized. The non-discounted portion of eligible special construction charges must be capable of being amortized over a minimum of three years in accordance with current E-Rate rules.

Vendors shall disclose whether any portion of the proposed service will utilize facilities or circuits leased from a third party and, if so, identify the third-party provider.

Proposals must include:

1. A description of technical support services included at no additional cost
2. Procedures for reporting service outages
3. Escalation procedures
4. Standard response and restoration time commitments
5. A sample or proposed Service Level Agreement (SLA)

Price of the eligible E-Rate services will be the most heavily weighted evaluation factor. SCSD reserves the right to consider other factors including prior experience, service reliability, responsiveness, technical solution, and completeness of the proposal. Vendors should ensure that pricing submitted in the required spreadsheet clearly identifies all costs for evaluation purposes.

Service implementation is contingent upon the availability of local and E-Rate funding and approval by the SCSD board of directors, where applicable.

Proposals are due no later than December 23, 2026, at 3:00 PM EST and shall be submitted electronically to schane@saintclairsd.org. All questions regarding this procurement must be submitted by email to the same address.