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Technology Resource Center

Request for Proposal

Dear Vendor:

This request for proposals addresses a Leased Wide Area Network Service for Big Rapids Public Schools. The due date for RFP responses is Wednesday, January 13, 2027, no later than 3:00 p.m.

Thank you for taking part in this process. If you have any questions or require clarification, feel free to contact:

Director	Phone Number	Fax Number	Email Address
Brandon Walter	231 592 8503	231 592 3494	BWalter@brps.org

Sincerely,

Brandon Walter
Technology Director
Big Rapids Public School

Uniform Proposal Requirements

The following pages represent the uniform requirements that must be met in order to submit bids/quotes to Big Rapids Public Schools Leased WAN as listed.

1.00 Advertisement for Bids

1.01 Big Rapids Public Schools will receive proposals from qualified contractors for a Leased Wide Area Network (WAN).

1.02 The bid opening will be at 3:00 P.M. on Wednesday, January 13, 2027. All bids must be received by 3:00 P.M. on Wednesday, January 13, 2027, to be included in the bid opening. No late bids will be considered. Bid responses must be sealed and sent to the following address:

Big Rapids Public Schools Cardinal Technology Office
ATTN: BRPS WAN / Brandon Walter
500 N. Warren
Big Rapids MI 49307

1.03 Big Rapids Public Schools reserves the right to accept or reject all bids. Purchase of this service may be contingent upon successful receipt of USF/E-Rate funds and will require final approval by the BRPS school board and superintendent.

1.04 Vendors must participate with the Universal Service Fund operated by the Schools and Libraries Corporation and provide a proper SPIN number on the submitted quotation. All bidders must have the 2027 Service Provider Annual Certification Form 473 on file with USAC. Failure to submit and receive 473 certifications will be grounds for disqualification of the contract at the discretion of the school district. Certification of SPI number should be submitted. For information on the Universal Service Fund or the Schools and Libraries Corporation. Visit their web site at http://www.usac.org/.

2.0 Scope of Work

The selected vendor shall provide either a **Leased Lit Fiber** point to point service interconnecting 6 school buildings and transportation facility at a speed of not less than 1Gb and not more than 10Gb full duplex service or **Leased Dark Fiber** point to point service interconnecting 6 school buildings and transportation facility with a minimum capacity of 10Gb with indefeasible rights of use for the length of the contract.

Leased Lit Fiber: A fiber-based broadband service where the service provider owns, maintains, and manages the network, and the E-Rate applicant pays a recurring fee to have data transported over the network.

Leased Dark Fiber including Indefeasible Rights of Use (IRU): The E-Rate applicant leases capacity (i.e. a specific number of fiber strands) on a provider-owned fiber network. The applicant pays separately for modulating equipment to light the fiber to transmit data over that fiber. The maintenance and operations (M&O) charges related to leased dark fiber service can be the responsibility of the service provider or the applicant depending on the terms of the contractual agreement.

The actual lease shall include options for 1, 3, and 5-year lease terms.

This RFP submittal will use the hub location at 21175 15 Mile Road (Big Rapids High School).

Demarcation points for Lit Fiber within each building shall be in the form of 1000 Base-T for 1Gb speeds, or one pair of LC for speeds above 1Gb speed. Demarcation points for Dark Fiber shall be terminated in the form of one pair of LC for all locations.

The WAN will provide point to point service to each remote location with the high school serving as the hub location. WAN will support BRPS assigned VLANS and Routes, allowing each location to utilize BRPS assigned private IP addressing schemes as configured in BRPS owned layer 3 switching equipment. Dark Fiber will be modulated using equipment provided by the vendor and installed in BRPS owned switching equipment.

The following addresses will be the end points of the Leased WAN for the first of the two RFP responses. All the addresses are located in Big Rapids, MI with a zip code of 49307.

Big Rapids High School (Point to point HUB Location) - 21175 15 Mile Road
Big Rapids Middle School - 500 N. Warren Avenue
Brookside Elementary - 210 Escott
Eastwood Elementary – 410 N. 3rd Avenue
Riverview Elementary - 509 Willow
Bus Garage Location - 625 Bjornson St

2.01 Performance of the Leased WAN

Vendors are encouraged to submit more than one performance option for each location. A table is provided with suggested performance ranges. Vendors are welcome to provide other performance options that match the speeds they offer. For each location, provide costs for various performance options. Include a minimum of performance options including 1Gb, 2Gb, 5GB, and 10Gb for each location. Dark Fiber proposals should only include the maximum speed supported by that individual circuit.

Other Requirements:

- Provide a minimum 99.97% uptime guarantee (Please identify your SLA for service of the circuit)
- Provide a minimum of a four hour service response time 24/7
- Include itemization of ISP-owned equipment necessary for connectivity that will be placed within the district.
- Preference will be given to organizations that have a 24 Hour by 7 days a week staffed Network Operation Center that monitors network service and that can be contacted 24 hours a day 7 days a week for support. Help Desk operation hours must be listed in the proposal.
- Provide 3 Educational K-12 references.

3.00 General Provisions

These specifications set forth conditions, and include the work to be performed, equipment to be installed, and certain methods to be employed to implement a complete operable installation.

3.01 Submittals

3.01.1 Consideration of alternate equipment shall be solely at the discretion of the Owner.

3.01.2 Any proposed alternate equipment, cable, terminations, methods, etc. must be submitted for consideration not less than 5 days prior to the bid due date.

3.01.3 After reviewing the submittals, the Owner will determine acceptability of alternate proposals.

3.01.4 Each sheet of descriptive literature submitted shall be clearly marked to identify the material or equipment as follows.

3.01.5 Submit manufacturer's product data. A manufacturer's standard flyer showing the specific item highlighted will be accepted.

4.00 Products

4.01 Any material and equipment installed within BRPS school buildings shall be furnished new and listed by Underwriters' Laboratories Inc. or other applicable testing agencies.

5.00 Installer Qualifications and System Warranty

5.0l Warranty shall be provided by the service provider for all components of the Leased WAN Lit or Dark for the duration of the lease. No costs will be incurred by BRPS for any reason other than the approved monthly contracted amount. The selected service provider will provide 24x7 monitoring of the Leased Lit or Dark WAN.

6.00 Installation

6.01 Upon notification that USF funding has been committed and BRPS Superintendent has approved this project, installation may commence. The leased WAN will be functional, and cutover will take place on July 1, 2027.

7.00 Discrepancies

7.01 In the event of discrepancy, immediately notify the Owner.

8.00 Evaluation of Bids

Evaluation of bids will be scored using the following factors:

Costs	30%
Service Transition	20%
Adherence to Specifications	10%
Prior Experience	10%
Past Performance	5%
Understands Needs	10%
Personnel Qualifications	5%
Management Capabilities	5%
Financial Stability	5%

Big Rapids Public Schools - WAN RFP Vendor Information Page

NAME OF BIDDER: _____

SPIN Number: _____

Address: _____

Phone: _____

Fax: _____

Contact Name: _____

Big Rapids Public Schools – WAN – Primary

RFP Bid Submittal Page

Primary Submittal with Big Rapids High School as the Hub Location

Please use the following tables to summarize the monthly cost for each service level.

1 Year Pricing Plan

Location	Dark Fiber	Lit Fiber 1.0Gb	Lit Fiber 2.0Gb	Lit Fiber 5.0Gb	Lit Fiber 10.0Gb
High School - Brookside					
High School - Eastwood					
High School - Riverview					
High School - Middle School					
High School - Bus Garage					

3 Year Pricing Plan

Location	Dark Fiber	Lit Fiber 1.0Gb	Lit Fiber 2.0Gb	Lit Fiber 5.0Gb	Lit Fiber 10.0Gb
High School - Brookside					
High School - Eastwood					
High School - Riverview					
High School - Middle School					
High School - Bus Garage					

5 Year Pricing Plan

Location	Dark Fiber	Lit Fiber 1.0Gb	Lit Fiber 2.0Gb	Lit Fiber 5.0Gb	Lit Fiber 10.0Gb
High School - Brookside					
High School - Eastwood					
High School - Riverview					
High School - Middle School					
High School - Bus Garage					