Batesville Memorial Public Library (the "Applicant") seeks services provided by a third party for the lease or purchase, operation, management, and monitoring of eligible broadband LAN/WLAN components (managed Wi-Fi), including installation, activation, and initial configuration of eligible components necessary for broadband connectivity within the Applicant's facilities. We seek a **3**+/--year contract with or without the option of voluntary extensions for eligible equipment and MIBS services under this agreement. Batesville Memorial Public Library understands that eligible Basic Maintenance of Internal Connections items are also sometimes necessary to provision a Managed Internal Broadband service and expects bidders to propose those as necessary.

> *Managed Internal Broadband Services* are those that include the operation, management, and monitoring of eligible broadband internal connections. Service Providers should include those expenses that directly support and are necessary for the broadband connectivity within schools. Those expenses include the management and operation of the LAN/WLAN, including installation, activation and initial configuration of eligible components, and on-site training on the use of eligible equipment. The applicant will own the equipment, and the service provider will manage it for them.
>
> *Basic maintenance and technical support services* are those appropriate to maintain reliable operation when provided for eligible broadband internal connections. Repair and upkeep of E-Rate eligible hardware, wire and cable maintenance, configuration changes, basic technical support including online and telephone based technical support, software upgrades and patches including bug fixes and security patches.

Bidders are advised that this project will be contingent upon the successful obtaining of Category 2 E-Rate funding, and the contract agreement between the district and the successful bidder must recognize that contingency.

Project Scope

The list below represents equipment (with any associated licensing) that is projected to be required and managed (or better). Bidders may add other eligible equipment as may be needed for a turnkey, fully-functional managed Wi-Fi network. The Applicant reserves the right to adjust this list prior to finalizing the agreement with the awarded service provider to meet the needs of the organization. The awarded Managed Internal Wi-Fi provider will also manage the existing 3,000 +/- feet of structured cabling, racks, and cabinets as necessary.

Bidders should clearly indicate any ineligible costs by line item for all services associated with this RFP.

Batesville Memorial Public Library, 131 North Walnut Street, Batesville, IN 47006		
Quantity	**Part Number**	**Description**
2 +/-	Juniper 24 Port Switch	EX2300-24P 24 Port
1 +/-	Mist AP63E Outdoor	Outdoor AX 6-Stream AP
8 +/-	Mist AP32	Indoor AX 6-Stream AP

The Applicant wishes to lease or purchase the equipment and will consider proposals to lease or purchase this equipment along with managed services from a single vendor, or to lease or purchase the equipment and the managed services separately. While the Applicant is interested in options where vendors could provide a fixed monthly payment with no up-front costs for this service, all options meeting the

requirements described in this RFP will be considered. Your proposal should be clear with regard to whether the Applicant will own the equipment at the end of the contract term.

Proposals should be an offering of new equipment. A vendor wishing to also propose used equipment as a cost-saving alternative must clearly label the proposal as such and fully describe the equipment being proposed within the alternative. The Applicant reserves the right to give preference to proposals for new equipment.

In your proposal, please also provide per-unit pricing for the management of growth/future additions of equipment similar to the equipment requested above in the contract. For clarity, this is to say that if your solution included 30 access points, your proposal would include pricing to provide and manage those 30 access points for the term requested, and also include the incremental additional (per-unit) price that would be charged to add and manage an additional access point under this contract should the Applicant need a 31st (or 32nd, etc.) access point during the term of the agreement. This is merely an example; please refer to the equipment list above to understand the actual services being requested.

Questions/Site Visits

No informational meetings or building visits will be scheduled. Any questions related to the technical aspects of this document should be directed to Kim Porter, Director at director@ebatesville.com, no later than 3:00 pm (EST) on 12-11-2026. Answers to any written questions or any additional information, revisions, or clarifications to the RFP will be provided in the form of an addendum to be posted with the FCC Form 470 on the Universal Service (E-Rate) website. It is the sole responsibility of the Service Provider to check for any addenda that may be issued.

Response Format

All bids must include the following information:

1. A description of products and services to be provided with detailed information regarding any required installation, including a timeline for completion of every phase of work necessary to demonstrate service delivery by July 1.
2. Complete pricing for the products and services described herein. Your proposal must clearly separate eligible and ineligible costs, and should outline any non-recurring costs, recurring costs, and fees for the service being proposed.
3. Your Service Level Commitment for the proposed service, including information regarding trouble-reporting and tracking.
4. Two (2) reference sites where your company has performed a similar service to the service being bid, including business name, contact name and contact information. It is preferable that at least one reference should be for a school corporation or library system within 90 miles of the Applicant.
5. Your E-Rate SPIN Number. (You must have a current SPAC form on file with USAC.)
6. A ready-to-execute or sample contract which includes the proposal requirements and the E-Rate contingencies outlined herein.

The Applicant's review of information will be primarily focused on the substance of the details provided in response to the requirements herein including but not limited to technical details, pricing and terms, experience, references, and adherence to the response format provided. Per E-Rate rules, the cost of eligible goods and services will be the most heavily weighted evaluation factor.

Proposals must be prepared with specificity with regard to the equipment and/or services listed herein. Bids merely listing a general menu of equipment and/or services available from a vendor, bids appearing to be

automatically generated without specificity in relation to the requirements of this RFP, and bids missing substantial information but inviting the applicant to contact the bidder to refine the bid and/or discuss specifics will not be considered valid bid responses and will be disqualified from consideration. This includes any SPAM and/or robotic responses. For more information, please review the USAC E-Rate News Brief of February 15, 2024.

Proposal Delivery

The Applicant reserves the right to reject each and every bid, and to waive informalities, irregularities, and errors in the bidding to the extent permitted by law. This includes the right to extend the date and time for receipt of bids. In the event that a responsible bid is not received or if it is determined that the low bid received is too high, the bid received will be rejected and the project will be cancelled or re-bid.

Bid should be emailed to the office of Kim Porter, Director, at director@ebatesville.com, by 01-15-2027 at 3:00 pm (EST).