

Grant Parish School Board

Request for Proposal (RFP)

E-Rate Category Two: Cabling, Switching, UPS, and Wireless Access Points

Issuer: Grant Parish School Board

RFP Number: 12911

Issue Date: January 7, 2026

Response Due Date: February 6, 2026

Contact for Questions: Shelia Keathley, Technology Director, shelia.keathley@gpsb.org (318) 627-3274

1. Introduction

Grant Parish School Board is soliciting proposals from qualified vendors for E-Rate Category Two eligible products and services, including structured cabling (Ethernet and fiber), replacement network switches, uninterruptible power supplies (UPS), and wireless access points (WAPs), and any applicable connections. The goal is to upgrade network infrastructure to support reliable, high-speed connectivity in accordance with E-Rate rules and district technology standards.

This RFP complies with all Federal Communications Commission (FCC) and Universal Service Administrative Company (USAC) E-Rate procurement guidelines.

2. Scope of Work

2.1 Structured Cabling (Category 6/6A Ethernet & Fiber)

Vendor shall provide all materials, labor, testing, and certification for:

- Installation of new Category 6 or 6A Ethernet cabling to designated classrooms, offices, and network closets.
- Installation of fiber optic cabling (single-mode) between MDF and IDFs.
- Removal of abandoned cabling where required by building code.
- Termination, labeling, and certification of all cable runs.
- Installation of patch panels, faceplates, jacks, cable management, and associated hardware. All equipment must be compatible with existing infrastructure.

2.2 Network Switches

Vendor shall provide and install fully managed, enterprise-grade PoE/PoE+ switches meeting the following requirements: - Support for VLANs and Layer 2/3 functionality. - Adequate PoE budget to support wireless access points, VoIP phones, and network devices. - Minimum 10-Gb uplink capability. - Provide configuration, testing, and validation of functionality. - Application of latest stable firmware.

2.3 Uninterruptible Power Supplies (UPS)

Vendor shall provide rack-mount UPS units sized appropriately for each MDF/IDF, including: - Sufficient runtime for connected network equipment. - Installation, labeling, and testing.

2.4 Wireless Access Points (WAPs)

Vendor shall provide and install next-generation Wi-Fi access points and related mounting hardware: - Must support Wi-Fi 6 or higher. - Compatible with existing district controller/management system or include new controller solution if required. - Provide cabling drops, configuration, and testing.

2.5 Documentation & Closeout

Vendor must provide: - Product serial numbers and inventory lists. - Warranty documentation. - E-Rate eligible itemization.

3. Vendor Requirements

Vendors must: - Possess a valid SPIN (Service Provider Identification Number). - Be familiar with E-Rate program rules, documentation, and invoicing requirements. - Provide proof of insurance, bonding, and certifications. - Demonstrate experience performing similar projects in K-12 environments.

4. Proposal Submission Guidelines

Proposals must include: 1. **Company Information** – Name, address, SPIN, contact information. 2. **Detailed Bill of Materials (BOM)** with E-Rate eligible and ineligible items clearly marked. 3. **Project Plan** – Timeline, staffing, installation approach. 4. **Pricing** – Itemized costs. 5. **References** – At least three K-12 projects completed in the last five years. 6. **Warranty Information** – For both equipment and labor.

All proposals must be submitted electronically in PDF format to the contact listed above.

5. Evaluation Criteria

Proposals will be evaluated using the E-Rate compliant scoring process, with price as the primary factor: - **Cost of eligible products/services (40–50%)** - **Technical capability/solution quality (20–30%)** - **Vendor experience & past performance (10–20%)** – **Understanding project requirements (10–20%)**

6. Project Timeline

- **RFP Release Date:** January 7, 2026
 - **Vendor Question Deadline:** February 2, 2026
 - **Proposal Submission Deadline:** February 6, 2026
 - **Award Notification:** February 13, 2026
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7. Terms & Conditions

- The district reserves the right to reject any or all proposals.
 - All equipment must be new; no refurbished items are allowed unless specifically approved.
 - Vendors must comply with all local, state, and federal regulations.
 - Work must be scheduled to minimize disruption to school operations.
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8. E-Rate Requirements

- Vendor must participate in the E-Rate program and comply with all USAC documentation, including but not limited to: Item 21, Form 472 (BEAR) or SPI invoicing, and retention of records for 10 years.
 - Billing must separate eligible and ineligible costs.
 - Contracts will be contingent on E-Rate funding approval.
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9. Contact Information

For questions or clarifications, contact:

Shelia Keathley – Technology Director

Email: shelia.keathley@gpsb.org

Phone: (318) 627-3274
