Pasco School District

Request for Proposal (RFP)

E-Rate – Managed Internal Broadband Services (MIBS)

Release Date: February 1, 2026
Proposal Due Date: March 2, 2026, 5:00 p.m. PST

1. Introduction and Purpose

Pasco School District (the "District") is soliciting proposals from qualified vendors to provide Managed Internal Broadband Services (MIBS) in accordance with the FCC and USAC E-Rate Eligible Services List. The District intends to award a contract with a base term of five (5) years.

The District intends to request E-Rate funding for eligible portions of the services described in this RFP. Bidders must be qualified E-Rate service providers with a valid USAC Service Provider Identification Number (SPIN).

2. Current Environment

The District serves approximately 19,000 students across 29 instructional facilities and employs approximately 2,500 staff. The network environment is based primarily on Cisco infrastructure, including Catalyst 9300 switching, Catalyst 9600 core switching, Cisco Firepower firewalls, ASR routers, and Cisco 9800 wireless controllers.

Each instructional facility includes a Main Distribution Frame (MDF) and multiple Intermediate Distribution Frames (IDFs). Building traffic is backhauled to the District's two data centers at Booth Administrative Building and Chiawana High School via a 10 Gbps fiber connection to each data center.

3. Scope of Services

The selected vendor shall provide managed services necessary to operate, monitor, and maintain the District's internal broadband network at instructional facilities. Services may support both District-owned and vendor-leased equipment, as permitted by E-Rate rules.

The scope includes monitoring, configuration management, fault response, change management, and lifecycle planning for eligible internal broadband components. The vendor must support procurement, installation, activation, and configuration of eligible components where requested.

This RFP is limited to E-Rate eligible services. Non-eligible services or services supporting non-instructional facilities, including their allocated portion of shared network equipment,

are outside the scope of this RFP and will not be included in the District's E-Rate applications.

As the district adds buildings, equipment, bandwidth, etc., bidders should have the capability to easily scale their monitoring and management operations.

Vendors must be highly qualified and reliable with experience operating, managing, and monitoring similar size networks in educational institutions. Vendor must have in-house staff with the technical training and certifications necessary to engineer and manage the district's existing infrastructure and holding industry-recognized certifications such as CCNA, CCNP, CCIE or equivalent.

Proposed solution should be compatible with the existing network management software or provide similar administrative capabilities without duplicating systems or adding additional complexities.

The vendor shall provide 24x7x365 monitoring and support appropriate to the scope of managed services. A Service Level Agreement (SLA) shall be provided describing response times, restoration targets, outage notification, and escalation procedures. Service level commitments shall apply only to components and services within the vendor's scope of management responsibility.

3.1 Service Orders and Future Procurements

The District intends to procure eligible equipment, licenses, and associated services through Service Orders issued under the awarded contract without additional competitive bidding, provided such procurements are within the scope of this RFP and compliant with E-Rate rules.

Service Orders may include:

- E-rate eligible internal connections equipment (access points, switches, routers, wireless controllers, cabling, uninterruptible power supplies, etc.)
- Software licenses for eligible equipment
- Installation, activation, and configuration services for procured equipment
- Managed services (monitoring, management, maintenance) for newly procured equipment
- Expansion to additional buildings as facilities are added

All Service Orders must be for E-rate eligible products and services falling within the categories described in this RFP and the associated Form 470. Vendors must provide clear pricing structures or rate schedules to enable the District to determine cost-effectiveness for future procurements. The District will only request E-rate funding for Service Orders that comply with all applicable program rules.

4. Category 1 and Category 2 Eligibility Clarification

Managed services associated with internal distribution components such as access switching and wireless access points shall be treated as Category 2 eligible services.

Managed services associated with WAN demarcation equipment, optical transport electronics, or other components required to deliver Category 1 broadband services to instructional facilities may be treated as Category 1 eligible where permitted by the USAC Eligible Services List. Vendors must clearly identify the proposed E-Rate category for each service.

The scope and E-Rate category of certain managed services may depend on the outcome of the District's Fiber WAN procurement. Vendors must be capable of supporting either lit or dark fiber WAN architectures.

5. Pricing and Evaluation

To assist with price normalization, vendors are requested to provide pricing for a hypothetical instructional facility described in Appendix A. Pricing provided for Appendix A is for comparison purposes only and will not be the sole basis for vendor selection.

Evaluation will be based on the following weighted criteria:

- Price of E-Rate eligible products and services – 60%
- Vendor qualifications and experience – 30%
- Responsiveness to RFP requirements – 10%

For pricing evaluation, the District may consider both normalized pricing based on the hypothetical instructional facility in Appendix A and the total proposed cost of E-Rate eligible Managed Internal Broadband Services for the District's instructional facilities. For evaluation purposes, only E-Rate eligible products and services will be included in pricing scores. Ineligible costs will be excluded from evaluation.

For equipment and services that may be procured through future Service Orders under the awarded contract, vendors must provide clear rate schedules, price lists, or pricing methodologies as part of their proposal. Such pricing information must be sufficient to allow the District to determine cost-effectiveness and compliance with E-Rate competitive bidding requirements.

Vendor qualifications and experience may include, but are not limited to:

- Experience providing managed network or Managed Internal Broadband Services for K-12 school districts or similarly sized public sector organizations
- Demonstrated knowledge of and ability to comply with E-Rate program requirements
- Staffing model, certifications, and operational capacity to support the proposed services

- Quality, relevance, and completeness of references for comparable projects

Responsiveness may include, but is not limited to:

- Completeness and clarity of the proposal
- Compliance with RFP instructions and submission requirements
- Alignment of the proposed solution with the scope of services described in this RFP
- Clear identification of assumptions, exclusions, and service boundaries

6. Contract Term

Contract term is 5 years beginning July 1, 2026.

7. Proposal Submission Requirements

Proposals must include:

1. Documentation of all recurring and non-recurring costs, clearly separating E-Rate Category 1 and Category 2 eligible costs
2. Work plan, describing the approach and timeline for onboarding the district into its operating, management, and monitoring environment
3. Clear outline of vendor and district responsibilities
4. Description of the firm's relevant experience in the education industry and abilities that allow the firm to meet the needs of this project, including at least two references from educational institutions in which the firm performed similarly scoped work
5. Documentation of the in-house personnel expertise that demonstrates the firm's ability to manage the district's network (eg. training, certifications, project experience, etc.)
6. Pricing for the hypothetical instructional building equipment outlined in Appendix A, including all hardware, software, installation, and maintenance costs for both a vendor lease and district purchase option
7. Description of proactive monitoring practice, Service Level Agreement and standard protocol for responding to detected incidents
8. Bidder's current USAC E-Rate Service Provider Identification Number

8. Submission Instructions

Submit proposals in digital or hard-copy format to:

Mark Garrett
Executive Director of Information Systems
Pasco School District
1215 W Lewis St

Pasco, WA 99301
Email: magarrett@psd1.org

9. Additional Notes

The District reserves the right to reject any or all proposals that are non-responsive to this RFP, contain ineligible services, fail to meet minimum technical requirements, or are not the most cost-effective solution in accordance with E-Rate competitive bidding requirements.

Any rejection or award decision will be made in a manner consistent with FCC and USAC E-Rate rules governing fair and open competitive bidding. The District reserves the right to reissue this solicitation if it determines that doing so is necessary to ensure fair competition or obtain the most cost-effective eligible services.

To ensure fair and open competition, all vendor questions regarding this RFP must be submitted in writing to the District contact identified in this solicitation.

The District will post responses to vendor questions on the District's procurement website: https://www.psd1.org/departments/finance/procurement. Responses will be made available publicly so that all prospective vendors have equal access to information.

Vendors are responsible for monitoring the District's procurement website for posted questions and responses. Failure to review posted information shall not relieve a vendor of responsibility for complying with RFP requirements.

Bidders agree to comply with Washington state law, District policies, and the District General Terms and Conditions.

Appendix A – Pricing for Hypothetical Instructional Building

In order to assist in the evaluation of pricing, bidders are asked to provide pricing for the following equipment for a hypothetical instructional building. Bidders should include all hardware, software, installation, and maintenance costs for two scenarios, a vendor lease and a district outright purchase option. Equivalencies of the below equipment may be submitted and must be compatible with the existing network management software or provide similar administrative capabilities without duplicating systems or adding additional complexities.

Pricing provided for the hypothetical school building is for price normalization and comparison purposes only and will not be used as the sole basis for vendor selection. Evaluation scoring will be based on E-Rate eligible Managed Internal Broadband Services as proposed.

Part Number	Item Description	Qty
C9300-48UN-EDU	Catalyst 9300 48-port 5Gbps	6
C9300-48P-EDU	Catalyst 9300 48-port PoE+	8
PWR-C1-1100WAC-P/2	1100W AC 80+ Platinum Config 1 Secondary Power Supply	14
STACK-T1-50CM	50CM Type 1 Stacking Cable	14
CAB-SPWR-30CM	Catalyst Stack Power Cable 30 CM	14
C9300-DNA-E48-3Y	C9300 DNA Essentials, 48-port – 3 Year Term License	14
C9300-NM-8X	Catalyst 9300 8 × 10GE Network Module	4
SFP-10G-SR-S	10GBASE-SR SFP Module, Enterprise-Class	4
GXT5-EBC192VRT3U	Vertiv Liebert GXT5 192V EBC 5-10kVA HV 6KL630 Battery Pack	6
VRT-GXT510KHV5UXLN	Vertiv Liebert GXT5 UPS – 10kVA/10kW 208V; Online Double Conversion Rack/Tower Energy Star	2
VRT-TDU-6000RTL630	Vertiv Liebert TDU 2U Rack Mount Stepdown Transformer, L6-30 Input, (8) 5-15/20R, (2) L5-30R	2
CW9164I-B	Catalyst 9164I AP (W6E, tri-band 4x4) w/Reg-B	35
AIR-DNA-E-3Y	Wireless Cisco DNA On-Prem Essential, 3Y Term Lic	35

Appendix B – District Buildings

Managed services for non-instructional facilities are outside the scope of E-Rate funding and will not be included in E-Rate applications.

Building	Non-Instructional Facility?
Barbara McClintock STEM Elementary	N
Booth Administrative Building (Hosts Data Center)	Y
Captain Gray STEM Elementary	N
Chiawana High School (Hosts Data Center)	N
Columbia River Elementary	N
Delta High School	N
Emerson Elementary	N
Frost Elementary	N
Livingston Elementary	N
Longfellow Elementary	N
Marie Curie STEM Elementary	N
Markham Elementary	N
Maya Angelou Elementary	N
McGee Elementary	N
McLoughlin Middle School	N
Migrant Education Center	Y
New Horizons High School	N
Ochoa Middle School	N
Orion High School	N
Pasco Digital Learning Academy	N
Pasco Early Learning Center	N
Pasco High School	N
Reynolds Middle School	N
Rosalind Franklin STEM Elementary	N
Rowena Chess Elementary	N
Sageview High School	N
Stevens Middle School	N
Support Services	Y
Three Rivers Elementary	N
Twain Elementary	N
Virgie Robinson Elementary	N
Whittier Elementary	N

Appendix C – Existing Core and Instructional Facility Equipment

The below inventory includes equipment that supports instructional facilities only, the list does not contain MIBS ineligible equipment. The District's equipment inventory will evolve during the contract term, and the selected vendor must accommodate growth and change.

Device Type	Model	Qty
Access Point	AIR-AP2802I-B-K9	26
Access Point	AIR-AP3802I-B-K9	1
Access Point	C9120AXI-B	167
Access Point	C9130AXI-B	8
Access Point	CW9163E-B	28
Access Point	CW9164I-B	1276
Access Point	CW9166I-B	89
Firewall	FPR-2120-K9	2
Firewall	FPR-4140-K9	2
Router	A901-6CZ-F-A	2
Switch	C2960CG-8TC-L	2
Switch	C2960G-8TC-L	5
Switch	C2960S-24PS-L	1
Switch	C2960S-24TS-L	10
Switch	C2960XR-48FPD-I	3
Switch	C3750X-24P-S	4
Switch	C3750X-24T-S	1
Switch	C3750X-48PF-S	2
Switch	C3750X-48P-S	1
Switch	C9200-24P	2
Switch	C9200-24T	3
Switch	C9200-8P	12
Switch	C9200CX-12T	3
Switch	C9300-24P	1
Switch	C9300-48P	310
Switch	C9300-48UN	58
Switch	C9500-24Y4C	2
Switch	C9500-48Y4C	2
Switch	C9606R	2
Wireless Controller	C9800-40-K9	2