

Burrell School District

1021 Puckety Church Road
Lower Burrell, PA 15068

Request for Proposals/Bid (RFP): Structured Cabling Installation 2026

E-Rate Funding Year 2026-2027

FCC Form 470 Application #260020206

Issuance Date: February 12, 2026

DUE DATE: March 13, 2026 at 10:00AM EST

1. Introduction

Burrell School District ("School District") is seeking proposals/bids from qualified Service Providers/Vendors for the following project: the installation of a new structured cabling at 3 sites to support new wireless access points for classroom and building connectivity. The goal is to obtain a high-performance, standards-compliant, and durable cable infrastructure.

2. Project Scope

The project includes the installation, termination, testing, and labeling of a structured cabling system at the 3 sites listed below to include:

- Horizontal Cabling: Installation of 213 drops of Solid CAT6A, Plenum Rated or better cabling to classrooms, offices, and designated areas.
 - **Burrell High School**, 1021 Puckety Church Road, Lower Burrell, PA 15068
 - 78 total access points (including indoor/outdoor)
 - **Charles A. Huston Middle School**, 1020 Puckety Church Road, Lower Burrell, PA 15068
 - 70 total access points (including indoor/outdoor and 2 wireless bridges)
 - **Bon Air Elementary School**, 3260 Leechburg Road, Lower Burrell, PA 15068
 - 61 total access points (including indoor/outdoor and 2 wireless bridges)
- Infrastructure: Installation of cable management and proper grounding/bonding.
- Patch Panel Specifications
 - Hardware: All CAT6A horizontal cabling shall be terminated at the MDF/IDF using shielded, 24-port or 48-port modular (Keystone) patch panels to maintain the integrity of the cable twist as close to the termination point as possible.
 - Density: Discrete port designs are preferred over 110-block style integrated panels to allow for easier maintenance.
- Testing: 100% testing of all runs with results provided in a final report (documentation of TIA-568-C standards).
- Labeling: All cables, patch panels, and outlets must be labeled in accordance with ANSI/TIA-606-B standards.

3. Site Visit

A mandatory pre-proposal/bid walkthrough must be scheduled with Kellie Speer, Technology Director at kspeer@burrell.k12.pa.us or 724-334-1463 x4131 before March 6, 2026.

4. E-Rate Requirements

- Service Provider Identification Number (SPIN): The bidder must have a valid SPIN with USAC. Bidder must be familiar with and must agree to comply with E-Rate program rules.
- Service Provider Qualifications: Bidders must provide references for at least three (3) similar projects completed in the last two years.
- Lowest Corresponding Price (LCP): The bidder must offer the lowest corresponding price for the services requested.
- Invoicing: The School District requests that Vendor must provide discounted bills which reflect the net charges due after E-Rate discounts have been reflected. The District requests the Service Provider Invoice (SPI) method.
- Contract Term: The contract must be contingent upon E-rate funding and approval.

5. Proposal/Bid Submission

Proposals must be submitted no later than at 10:00AM EST on FRIDAY, MARCH 13, 2026.

- All RFP related documents will be posted on the E-Rate website: <https://www.usac.org/e-rate/>
- Submission Method:
 - One complete hardcopy of the proposal signed by an authorized official must be received in the Burrell School District Central Administration, 1021 Puckety Church Road, Lower Burrell, PA 15068 **no later than 10:00AM on Friday, March 13, 2026.** Proposal MUST be in a sealed envelope and clearly identified: "STRUCTURED CABLE BID".
 - A complete electronic version of the identical proposal details must also be sent by email to Jennifer Callahan callahan@burrell.k12.pa.us AFTER 10:00AM on Friday, March 13, 2026.
- QUESTIONS: All questions must be submitted by Friday, March 6, 2026 via email to Kellie Speer at kspeer@burrell.k12.pa.us Answers will be provided as soon as possible. Questions should include "BSD Cabling RFP" in the subject line to ensure that email is identified.

6. Evaluation Criteria

Proposals/Bids will be evaluated based on the various criteria listed below for E-Rate purposes.

- Price of E-Rate Eligible Services
- Reputation/References
- Experience with Similar Projects
- Local Presence/Service Capability
- Technical Solution/Product Quality

Proposal/Bid of "lowest responsible bidder" shall be the main determining factor as required by PA law. Compliance with all Proposal/Bid requirements is necessary.

7. Terms and Conditions

- A. The School District reserves the right to accept or reject any or all proposals/bids. The School District reserves the right to waive any informalities or technicalities in any bid for the best interest of the School District.
- B. It is understood that the quantity of feet and components listed in E-Rate Form 470 are estimates and may vary from final project totals.
- C. The School District reserves the right to narrow the scope of this project or to increase/decrease quantities based on funding.
- D. All work must comply with local building codes and national electrical codes.
- E. All contract documents must be available for submission for Board approval by March 13, 2026.
- F. Vendor agrees that project work is expected to be substantially performed during the summer 2026 months when school is not in session. Vendor proposal/bid shall be valid through April 30, 2026 or when contract/agreement is awarded, whichever comes first.
- G. All services shall be coordinated with the School District Technology Director or designee.

- H. Vendor must explicitly agree to be bound by these provisions in order for the Proposal to be accepted as a valid, complete proposal.
- I. Proof of Insurance shall be required from the Vendor. Vendor shall indemnify and hold harmless Burrell School District from and against all costs, claims, expense, liability, or payment of any kind arising out of or through any damage or injury (including, without limitation, death) to any person(s) or property arising out of or suffered through any act or omission of Vendor or anyone acting by, for or at the direction of Vendor, or any property or equipment of or used by Vendor. School District will not be subject to any similar indemnification clause and will not waive any governmental immunity protections.
- J. Vendor must be authorized to do business in Pennsylvania.
- K. Vendor must have experience with E-Rate projects and the E-Rate process
- L. Subcontracting - The prime contractor is responsible for Service Level Agreements (SLAs), Contract/Agreements, and billing for all services under contract with the District regardless of whether the services are being provisioned over a subcontractor's facilities.
- M. CRIMINAL HISTORY CLEARANCES - It is not anticipated that any of Contractor's employees will have direct contact with students because of either the location of work or because school will not be in session. If contractor has any reason to believe that an employee (including an employee of a subcontractor) will have direct contact with a student, then that employee must obtain a current Pennsylvania State Police criminal background certificate, a current Department of Human Services child abuse certificate, and a current FBI criminal background certificate, all at Contractor's sole cost, for such an employee. In such cases, original certificate (clearance) documents must be submitted to Burrell School District before such an employee works on the Project. Any employee who cannot obtain the certificates (clearance) cannot be employed at the Project's site.
1. Any employee must complete and deliver to Burrell School District the Self-Reporting Form PDE 6004. Provided, however, the employee is not prohibited from working at District's campus because of a conviction or arrest for one of the enumerated crimes if the employee will have no "direct contact with children."
 2. "Direct contact with children" means the possibility of care, supervision, guidance or control of children or routine interaction with children.
- N. LOWEST CORRESPONDING PRICE (LCP) - All proposals must comply with the FCC LCP rules as well as state and local laws. Lowest Corresponding Price is defined as the lowest price that a Vendor charges to nonresidential customers who are similarly situated to a particular E-rate applicant (school, library, or consortium) for similar services. Vendors must agree to comply with the FCC's Lowest Corresponding Price rules and offer the LCP when submitting proposals for E-rate eligible services. See 47 C.F.R. Section 54.511 and 47 CFR Section 54.500. Vendors may refer to USAC guidance at: <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>
- O. EXEMPTION FROM TAXES - The District is generally exempt from the payment of any Sales or Federal Excise tax. Pennsylvania Sales and Use Tax and has other federal and state tax exemptions afforded to public school entities and/or similar political subdivisions. This notice shall serve to satisfy any notification required by the provider as to these tax exemptions. Vendors must ensure that their cost proposals specifically include all applicable taxes, fees and surcharges from which the District is not exempt or that is imposed or assessed by the vendor. Vendor shall be solely responsible for determining which purchases are exempt under the applicable Pennsylvania Department of Revenue Sales and Use Tax Regulations. School District is not permitted to provide a tax exemption certificate to any contractor, subcontractor, material supplier or other entity in assisting in making of tax-exempt purchases. Unless a valid exemption or exclusion exists, sales, use, personal property and other taxes (including interest and penalties thereon) required by any Federal, State, County, Municipal or other law to be paid or collected by Contractor or any of its subcontractors, suppliers or vendors or any other person acting for, through or under it or any of them, by reason of the performance of the work or the acquisition, ownership, furnishing or use of any materials equipment, supplies, labor, services or other items for or in connection with the work, are the sole responsibility of Contractor.

- P. **PREVAILING WAGE** - This project is subject to the Pennsylvania Prevailing Wage regulations which requires the weekly submittal of Prevailing Wage Certifications. For more information regarding the statutory requirements, go to the state website at: <https://www.pa.gov/agencies/dli/resources/compliance-laws-and-regulations/labor-management-relations/labor-law/prevailing-wage>
- Q. **Reasons for Disqualification of Proposals** - The School District may disqualify proposal if any of the following conditions occur:
1. Vendors proposal was submitted after the deadline
 2. Vendor is on the Red Light Status with the FCC or is delinquent on a debt to the state or federal government agency or entity
 3. Vendor has not been in business for at least 4 years performing services and/or furnishing equipment/supplies required in the bid
 4. Vendor cannot provide all commodities and services
 5. Failure to compete and notarize the required non-collision affidavit
- R. Vendor shall maintain copies of all proposals, correspondence, receipts, purchase orders, delivery information, memoranda and other data relating to Vendor's equipment and services related to this procurement. All such records shall be retained for 10 years following completion of services and/or installation of equipment, and such records shall be subject to inspection and audit by the District, the FCC, and/or USAC.
- S. **HUMAN RELATIONS ACT** - Pursuant to the provisions of the Pennsylvania Human Relations Act 222 of October 27, 1955, (P.L. 744) (43 P.S. §951, et seq.) of the Commonwealth of Pennsylvania and Human Relations Contract Compliance, 16 Pa. Code Chapter 49, that prohibits certain practices or discrimination because of race, color, religion, creed, ancestry, age, sex, national origin, handicap or disability, by employers, employment agencies, labor organizations, contractors, and others. The Contractor shall agree to comply with the provisions of this Act as amended and that is made part of this specification.
- T. **RIGHT TO KNOW ACT** - All Contractors must comply with the Right to Know Act pertaining to hazardous items/materials.
- U. **WORKERS' COMPENSATION** - Contractor shall purchase and maintain insurance for workers' compensation and other similar employee benefit acts which are applicable to the work to be performed.
- V. **NO CASH ALLOWANCES** - No cash allowances for any purpose are included in the specifications of this project.
- W. **DISCRIMINATION PROHIBITED**
1. In the hiring of employees for the performance of work under this contract, or any subcontract hereunder, contractor, sub-contractor or any person acting on behalf of contractor or subcontractor shall not, by reason of race, creed or color, discriminate against any citizen of the Commonwealth of Pennsylvania who is qualified and available to perform the work to which the employment relates.
 2. Contractor, subcontractor, or any person on his behalf, shall not in any manner discriminate against or intimidate any employee hired for the performance of work under his contract on account of race, creed or color.
 3. There may be deducted from the amount payable to the contractor under this contract, a penalty of five dollars (\$5.00) for each person for each calendar day during which such person was discriminated against or intimidated, in violation of the provisions of the contract.
 4. This contract may be cancelled or terminated by Burrell School District and all money due or to become due hereunder may be forfeited, for a second or any subsequent violation of the terms or conditions of this portion of the contract.

- X. PROVISION FOR THE USE OF STEEL PRODUCTS MADE IN THE UNITED STATES OF AMERICA
1. In accordance with Act No. 3 of the 1978 General Assembly of the Commonwealth of Pennsylvania, approved March 3, 1978, if any steel products are to be used or supplied in the performances of the Contract, only steel products produced in the United States of America as defined therein shall be used or supplied in the performance of the Contract or any subcontracts thereunder.
 2. In accordance with Act 161 of 1982, cast iron products shall also be included and produced in the United States. Act 141 of 1984 further defines "steel products" to include machinery and equipment. The Act also provides clarifications and penalties.

8. Information to be included in Proposal/Bid Documents

- A. COMPLETED RFP PROPOSAL/BID PROPOSAL FORM including total project cost
- B. COMPLETED NON-COLLUSION AFFIDAVIT
- C. Contract/Agreement - Provide the contract/agreement that pertains to the project so that the District can present to the School Board for approval and signature including terms and conditions for the project
- D. Description of nature and scope of Vendor business including history of the company
- E. Description of Vendor previous work and/or relationship with Burrell School District or any other Pennsylvania School District
- F. Names of 2 Pennsylvania School Districts that Vendor has done work with in the past 5 years
- G. Description of Vendor experience with federal E-Rate program
- H. Federal Tax ID Number
- I. Proof that vendor is authorized to do business in Pennsylvania
- J. E-Rate SPIN Number
- K. FCC Registration Number (FCCRN)
- L. Certification that vendor is not currently subject to the Red Light Rule and will notify the District if they are placed on Red Light Status with the FCC. Further, provide a certification that the vendor's principals are presently debarred, suspended, proposed for debarment, and declared ineligible, or voluntarily excluded from participation, by any Federal department or agency, from transactions involving the use of Federal funds. Where the vendor is unable to certify to any of the Statements in this certification, the vendor shall attach an explanation to their offer.
- M. Contact name and information for a person authorized to discuss terms and conditions and to answer any questions related to the proposal.
- N. Pennsylvania Right-to-Know Law - Clearly identify any specific information that they deem as proprietary and request to be withheld from public view. The vendor must provide one copy of its redacted proposal with all proprietary information omitted. District intends to comply with the Pennsylvania Right- to-Know law concerning requests for release of documents regarding this procurement, including the release of proposals after bid opening

**BURRELL SCHOOL DISTRICT
PROPOSAL/BID FORM
STRUCTURED CABLING INSTALLATION 2026**

We, the undersigned, herewith propose and agree to furnish and install the items listed at the price specified below to the Burrell School District, 1021 Puckety Church Road, Lower Burrell, PA 15068 the items as described in the Request for Proposal/Bid and the Burrell School District E-Rate Form 470.

This proposal/bid is subject to all of the terms of the specifications included in the RFP - Request for Proposal/Bid. We hereby agree to enter into a written contract to furnish such items/services as may be awarded to us, and to furnish such a security as these specifications require.

The undersigned bidder certifies to having read the RFP and offers to furnish the items/services specified to Burrell School District in accordance with the requirements and specifications at the prices stated.

(PLEASE PRINT OR TYPE)

COMPANY NAME: _____

CONTACT NAME: _____

E-MAIL: _____

ADDRESS: _____

TELEPHONE: _____ **FAX:** _____

TOTAL PROJECT COST: \$ _____

AUTHORIZED SIGNATURE _____ **DATE** _____

Print Name and Title _____

SEALED BIDS ARE DUE TO JENNIFER S. CALLAHAN, BUSINESS ADMINISTRATOR/BOARD SECRETARY, BURRELL SCHOOL DISTRICT, BUSINESS OFFICE, 1021 PUCKETY CHURCH ROAD, LOWER BURRELL, PA 15068-8745 BEFORE 10:00 AM ON FRIDAY, MARCH 13, 2026.

NON COLLUSION AFFIDAVIT

Contract/Bid _____

State of _____:

County of _____: s.s.

I state that I am (Title) _____ of (Name of Firm) _____ and that I am authorized to make this affidavit on behalf of my firm, and its owners, directors, and, officers. I am the person responsible in my firm for the price(s) and the amount of this bid. I state that:

- (1) The price(s) and amount of this bid have been arrived at independently and without consultation, communication or agreement with any other contractor, bidder or potential bidder.
- (2) Neither the price(s) nor the amount of this bid, and neither the approximate price(s) nor approximate amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder, and they will not be disclosed before bid opening.
- (3) No attempt has been made or will be made to induce any firm or person to refrain from bidding on this contract, or to submit a bid higher than this bid, or to submit any intentionally high or noncompetitive bid or other form of complementary bid.
- (4) The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from, any firm or person to submit a complementary or other noncompetitive bid.
- (5) (Name of Firm) _____, its affiliates, subsidiaries, officers, directors and employees are not currently under investigation by any governmental agency and have not in the last three years been convicted or found liable for any act prohibited by state or federal law in any jurisdiction, involving conspiracy or collusion with respect to bidding on any public contract, except as follows:

I state that (Name of Firm) _____ understands and acknowledges that the above representations are material and important, and will be relied on by the Burrell School District in awarding the contract(s)/purchase order(s) for which this bid is submitted. I understand and my firm understands that any misstatement in this affidavit is and shall be treated as fraudulent concealment from the Burrell School District of the true facts relating to the submission of this bid.

(Signature)

(Print Signatory's Name and Company Position)

SWORN TO AND SUBSCRIBED

BEFORE ME THIS _____ DAY

OF _____, 2026

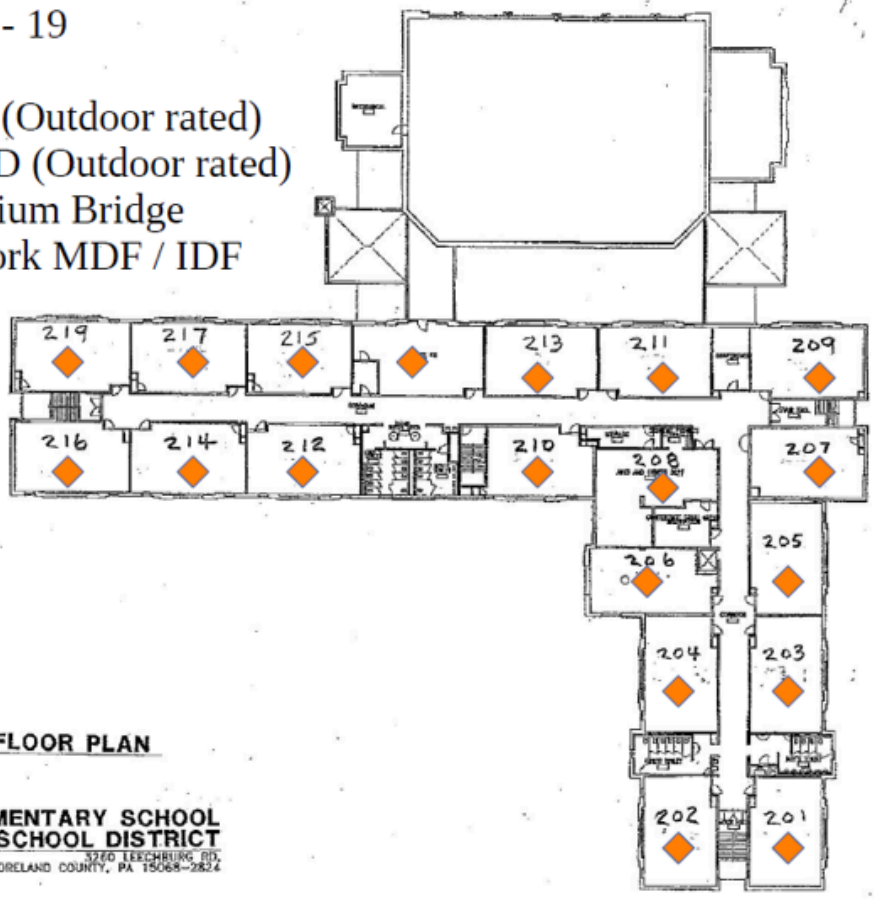
My Commission Expires _____

Notary Public

INSTRUCTIONS FOR NON-COLLUSION AFFIDAVIT

1. This Non-Collusion Affidavit is material to any contract awarded pursuant to this bid. According to the Pennsylvania Antirigging Act, 73 P.S. § § 1611 et seq., governmental agencies may require Non-Collusion Affidavits to be submitted together with bids.
2. This Non-Collusion Affidavit must be executed by the member, officer or employee of the bidder who makes the final decision on prices and the amount quoted in the bid.
3. Bid rigging and other efforts to restrain competition, and the making of false sworn statements in connection with the submission of bids are unlawful and may be subject to criminal prosecution. The person who signs the Affidavit should examine it carefully before signing and assure himself or herself that each statement is true and accurate, making diligent inquiry, as necessary, of all other persons employed by or associated with the bidder with responsibilities for the preparation, approval or submission of the bid.
4. In the case of a bid submitted by a joint venture, each party to the venture must be identified in the bid documents, and an Affidavit must be submitted separately on behalf of each party.
5. The term “complementary bid” as used in the Affidavit has the meaning commonly associated with that term in the bidding process, and includes the knowing submission of bids higher than the bid of another firm, any intentionally high or noncompetitive bid, and any other form of bid submitted for the purpose of giving a false appearance of competition.
6. Failure to file an Affidavit in compliance with these instructions will result in disqualification of the bid.

- Juniper Access Points
- ◆ AP37 - 19
- ◆ AP47
- ◆ AP66 (Outdoor rated)
- ◆ AP66D (Outdoor rated)
- ◆ Cambium Bridge
- ★ Network MDF / IDF

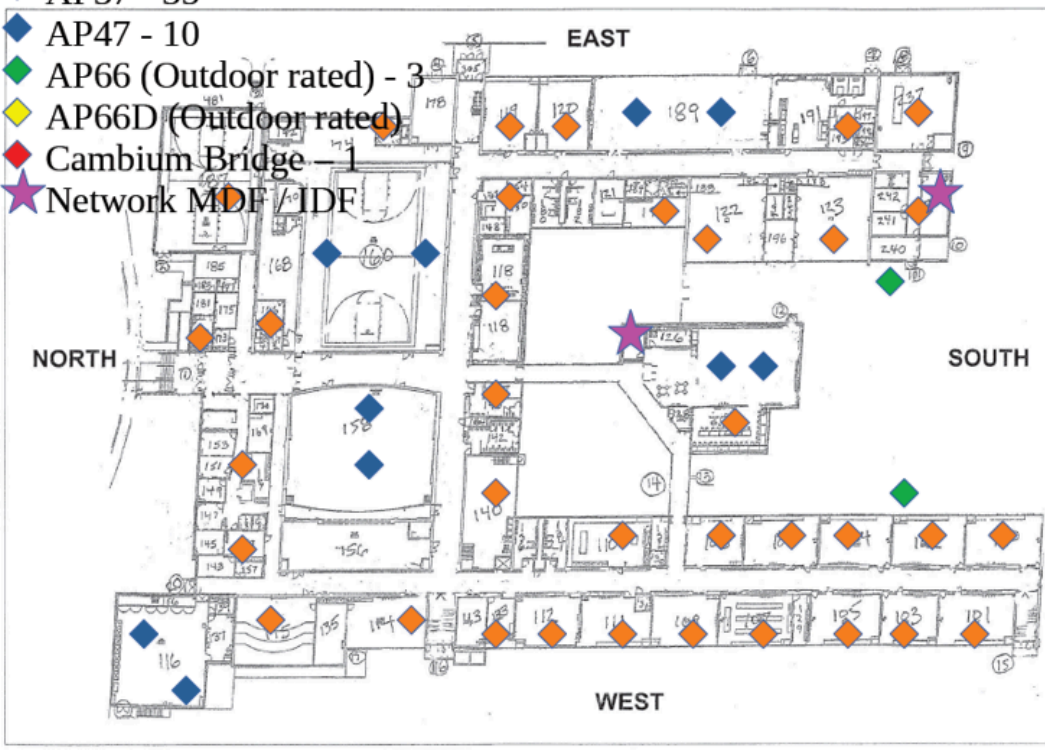


SECOND FLOOR PLAN
18 MAY 2005

BON AIR ELEMENTARY SCHOOL
BURRELL SCHOOL DISTRICT
LOWER BURRELL, WEST MORELAND COUNTY, PA 15069-2824

- Juniper Access Points
- ◆ AP37 - 35
- ◆ AP47 - 10
- ◆ AP66 (Outdoor rated) - 3
- ◆ AP66D (Outdoor rated)
- ◆ Cambium Bridge - 1
- ★ Network MDF / IDF

Field / Press Box

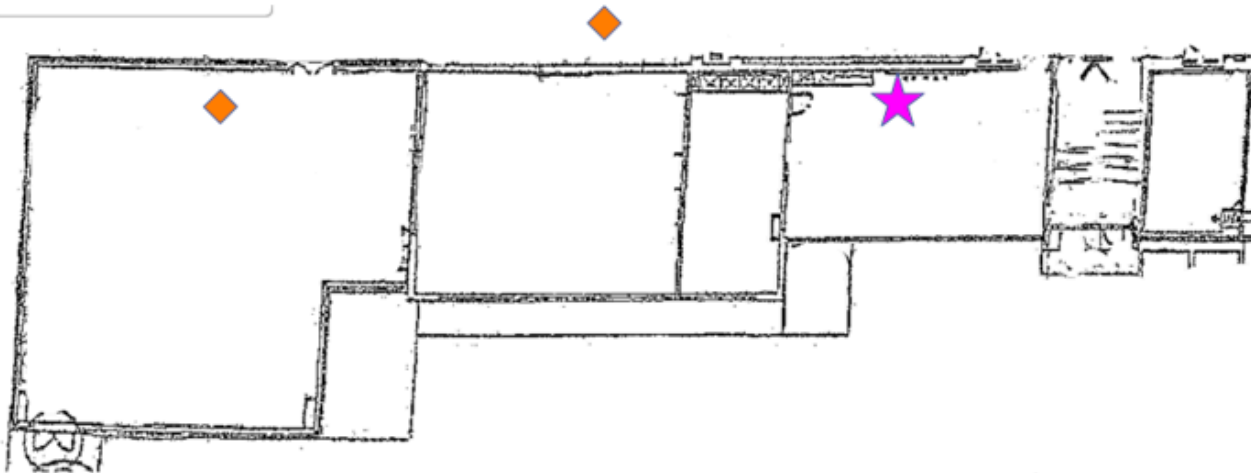
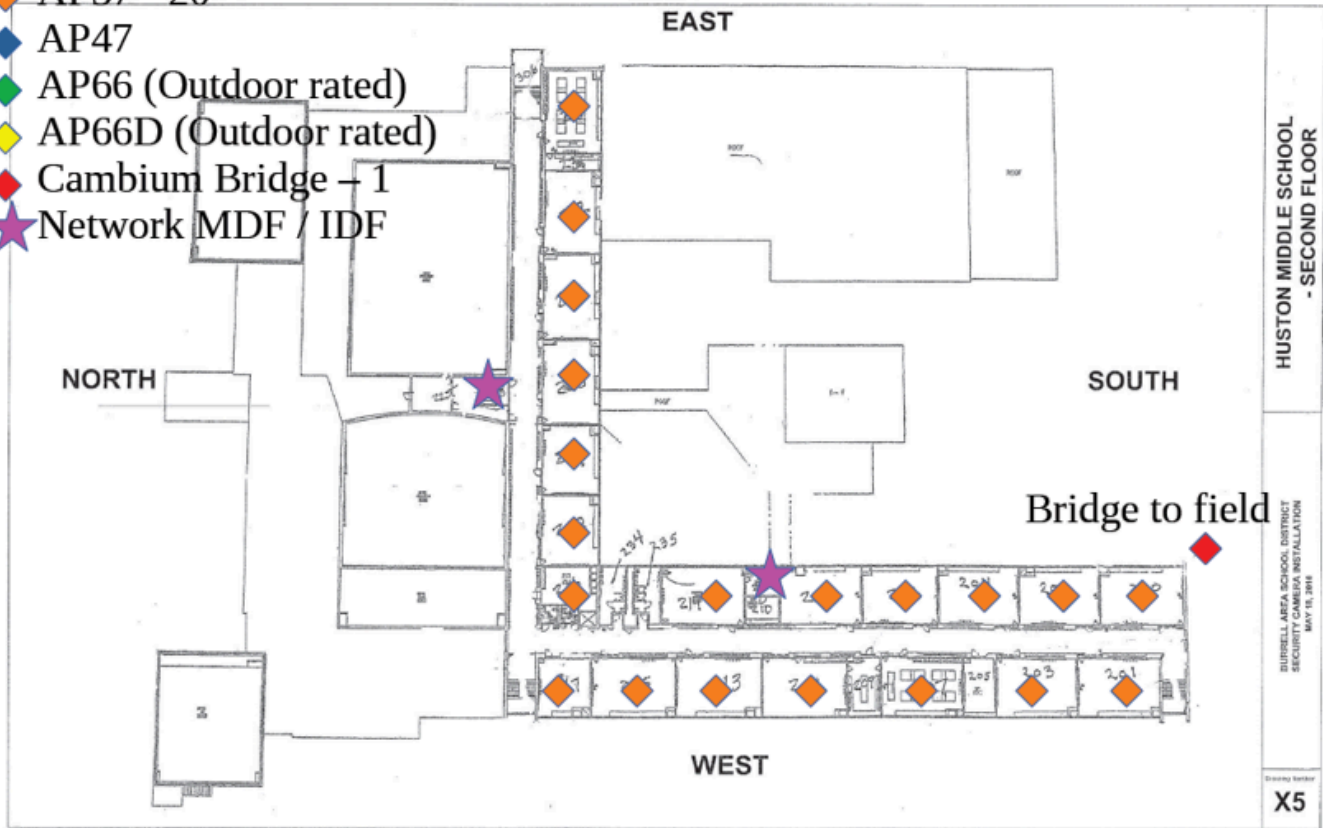


HUSTON MIDDLE SCHOOL
 - FIRST FLOOR

BURRELL AREA SCHOOL DISTRICT
 SECURITY CAMERA INSTALLATION
 MAY 18, 2018

Juniper Access Points

- ◆ AP37 - 20
- ◆ AP47
- ◆ AP66 (Outdoor rated)
- ◆ AP66D (Outdoor rated)
- ◆ Cambium Bridge - 1
- ★ Network MDF / IDF



Juniper Access Points

- ◆ AP37 - 2
- ◆ AP47
- ◆ AP66 (Outdoor rated)
- ◆ AP66D (Outdoor rated)
- ◆ Cambium Bridge
- ★ Network MDF / IDF

Charles A Huston Middle School
BASEMENT

