



REQUEST FOR PROPOSAL (RFP)
Internet Service Provider (ISP)
For NTIA Tribal Broadband Connectivity
Program

Kickapoo Tribe in Kansas

Kickapoo Tribe in Kansas
824 111th Drive
Horton, KS 664398
Phone: 785-486-2131

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I. Executive Summary

The Kickapoo Tribe in Kansas (KTIK) is seeking proposals from qualified Internet Service Providers (ISPs) to deliver broadband services for a federally funded wireless network project. This initiative is primarily supported by a grant from the National Telecommunications and Information Administration (NTIA), and all bidders must fully understand and comply with applicable federal grant regulations and NTIA program guidance, which will be provided. Adherence to these requirements is mandatory and the sole responsibility of each bidder.

The selected ISP will be expected to support the full operational deployment of broadband services across multiple network sites. This includes coordinating with KTIK and its contractors during final network setup, ensuring compatibility with all installed infrastructure, and providing reliable, high-quality internet service to designated areas. Proposals must include all labor, equipment, service delivery plans, and customer support provisions necessary to fulfill the goals of the project.

II. Instructions to Respondents

A. All responses to this RFP shall be sent to:

Kickapoo Tribe in Kansas
Attn: Howard Allen
824 111th Drive
Horton, KS 66439

B. Please place one (1) original and four (4) copies of your response in a sealed envelope and clearly label in the lower left corner " RFP – ISP PROVIDER SERVICES For NTIA Tribal Broadband Connectivity ." " No faxed, emailed, or telephone statements will be accepted.

C. All responses must be received by Monday, 06/22/2025 @ 05:00 PM Central Time, at which time they will be opened.

D. Responses should be prepared simply and economically, providing a straightforward, concise description of provider capabilities to satisfy the requirements of the request. Special bindings, colored displays, promotional materials, etc. are not desired. Emphasis should be on completeness and clarity of content. Use of recycled paper for requests and any printed or photocopied material created pursuant to a contract with the KTIK is desirable whenever practicable. Use of both sides of paper sheets for any submittals to the KTIK is desirable whenever practicable.

E. All inquiries about the RFP should be emailed to the following recipient:
secretary@ktik-nsn.gov or natalie.alaburda@gmail.com

III. Award of Contract

The KTIK Tribal Council will make the final determination and award the contract, in accordance with tribal and federal policies. The KTIK reserves the right to reject any and all proposals submitted, to request clarification or additional information from competitors, and to waive any irregularity in the proposal. Formal interviews may be conducted.

The KTIK also reserves the right to award a contract to the Consultant that presents the proposal which, in the sole judgment of the KTIK, best demonstrates the expertise desired by the KTIK. This Request for Proposal does not represent a commitment on the part of the KTIK to award a contract.

IV. Time Schedule

The following schedule is supplied as a guideline rather than a set of absolute deadlines. The KTIK reserves the right to modify or alter the schedule as needed.

EVENT	
05/22/2025 5:00 pm CT	RFP issued for bids
06/05/2025 5:00 pm CT	Intent to Bid due
06/12/2025 5:00 pm CT	Questions submitted via email
06/19/2025 5:00 pm CT	Questions compiled, answered, and returned to bidders
06/26/2025 12:00 pm CT	Final Bids due

V. Scope of Work

The following represents the expected Scope of Work for the project:

1. Service Activation and Network Integration
 - Coordinate with the construction and equipment vendors to ensure proper integration with installed infrastructure.
 - Perform system testing and service validation prior to launch.
 - Ensure backhaul connectivity to the broader internet (via fiber or equivalent).
 - Provision services to end-users based on the designed network specifications.
2. Broadband Service Delivery
 - Provide tiered internet service plans that meet or exceed the minimum bandwidth requirements (e.g., 100 Mbps symmetrical).
 - Ensure service availability and quality for designated geographic areas (e.g., tribal homes, businesses, anchor institutions).
 - Offer scalable service packages with clearly defined speed, reliability, and data usage metrics.
3. Customer Premises Equipment (CPE)
 - Supply, install, and maintain modems, routers, and any necessary CPE.
 - Ensure compatibility with the wireless or fiber delivery system in place.
 - Provide guidance and support for customer self-installation where applicable.
4. Operations and Maintenance
 - Provide ongoing maintenance and network monitoring to ensure reliable performance.
 - Respond to outages or service degradations in accordance with service-level agreements (SLAs).
 - Perform firmware and software updates for all deployed network and customer equipment.
5. Customer Support
 - Provide 24/7 technical support via phone, email, and/or online chat.
 - Support local community engagement through outreach and assistance in digital literacy or onboarding.
 - Offer culturally appropriate support where applicable, especially in tribal or rural communities.
6. Regulatory Compliance and Reporting
 - Comply with all applicable federal, state, and tribal regulations regarding broadband services.
 - Maintain detailed records of service activation, uptime, outages, and customer complaints.
 - Submit regular reports to KTIK and NTIA as required under grant conditions, including usage metrics, adoption rates, and performance benchmarks.
7. Affordability and Digital Equity
 - Participate in the Affordable Connectivity Program (ACP) or similar subsidy programs if available.
 - Offer low-cost service tiers targeted at underserved or low-income households.
 - Collaborate with KTIK on digital inclusion efforts and training programs.

- Create a profit-sharing model with KTIK for broadband customers within the service area.
8. Additional Project Support Services
- Respondents offering value-added services beyond standard ISP duties will receive special consideration. These may include:
 - Providing secure short-term storage for construction materials and electronics during deployment.
 - Bundling the procurement of network electronics (e.g., radios, cabinets, routers) into the overall proposal and pricing.
 - Coordinating logistics to streamline construction-to-activation transition

VI. Proposal Requirements

1. Company Profile

- Company Information includes legal name, physical address, EIN or DUNS, and contact information.
- Statement of Compliance with federal procurement and Buy American requirements, if applicable.
- If applicable, your firm's certification of Small, Women, Minority Business Enterprise (WMBE).
- Proposed project team with
 - organization chart RFP – Wireless Network Construction Services 10
 - resumes of key personnel
 - licensing and certification
- Summary and narrative of similar projects including reference contacts.
- Summary describing firm's ability to provide services commensurate with a project of this size and nature.
- The Proposal response must be signed by a company representative authorized to bind the proposing firm contractually. The Contractor must identify on the response any exceptions the Contractor takes to the Tribes RFP or declare that there are no exceptions taken.

2. Approach

- Proposed approach to SOW
- Proposed Project Schedule
 - Estimated timeline for tasks.
- Performance and cost schedule for all services necessary to complete the work described above. The proposal should specify the major components, the cost breakdown by major component or phase, and the amount of hours (by classification) necessary to complete each component based on the "Scope of Work" including cost for travel.

3. Cost of services includes a fee schedule. Include profit sharing model, if applicable.

4. Bandwidth and Speed: Guaranteed Speed: Specify the minimum expected internet speed (e.g., 100 Mbps, 70 Mbps).

5. **Bandwidth Capacity:** Define the total bandwidth capacity needed (e.g., 45 MBPS).
6. **Uptime and Reliability and Uptime Guarantee:** Specify the minimum percentage of time the service should be available (e.g., 99.9% or 99.99%).
7. **Service Credits:** Outline the remedies or penalties if service levels are not met, such as service credit percentage (e.g., 5% of monthly recurring charge).
8. **Packet Delivery:** Define the acceptable percentage of packet delivery (e.g., 90%) and the consequences of falling below that threshold.

VII. Selection Criteria

The relevant experience of each assigned party of each Consultant will be evaluated as it relates to the Scope of Work. A committee will review the responses to the Request for Proposal and will make a selection recommendation to KTIK. Proposals will be evaluated based on the criteria and scoring system shown below:

Category	Description	Points
1. Technical Approach	Quality and clarity of proposed broadband service delivery, including speed, reliability, scalability, and compatibility with project infrastructure.	20
2. Experience and Qualifications	Demonstrated history of providing similar services, especially in rural or tribal settings. Includes references and track record.	15
3. Regulatory and Grant Compliance	Demonstrated understanding of NTIA requirements and ability to comply with all applicable federal, tribal, and state regulations.	10
4. Operations and Support Plan	Quality of operations, maintenance, and customer support model. Includes responsiveness, technical support hours, and staff capacity.	10
5. Affordability and Digital Equity	Participation in ACP or similar programs, and strategies to support underserved/low-income populations with low-cost service and digital inclusion.	10
6. Pricing and Cost Proposal	Competitiveness, clarity, and completeness of pricing structure, including service tiers and optional bundled costs for equipment or value-added services.	10

7. Community Engagement and Benefits	Plans for community engagement, education, and culturally appropriate outreach. Demonstrated commitment to serving tribal community needs.	5
8. TERO and Native Hiring Practices	Commitment to comply with TERO ordinances, including preference for Native-owned businesses and/or companies employing a high percentage of Native individuals.	10
9. Value-Added Services	Willingness and capacity to provide additional project support (e.g., equipment storage, bundled procurement, installation coordination).	10

Total Possible Points: 100

VIII. Terms and Conditions

A. The KTIK reserves the right to reject any and all RFP responses, and to waive minor irregularities in any response.

B. The KTIK reserves the right to request clarification of information submitted, and to request additional information from any Vendor.

C. The KTIK reserves the right to award any contract to the next most qualified consultant, if the successful consultant does not execute a contract within thirty (30) days after the selection of the contractor.

D. Any response may be withdrawn until the date and time set above for opening of the RFP responses. Any response not so timely withdrawn shall constitute an irrevocable offer, for a period of ninety (90) days to provide to the KTIK the services described in the attached specifications, or until one or more of the responses have been approved by the KTIK, whichever occurs first.

E. The professional services contract resulting from acceptance of a response by KTIK shall be in a form supplied or approved by the KTIK, and shall reflect the specifications in this RFP. A copy of the contract is available for review. The KTIK reserves the right to reject any proposed agreement or contract that does not conform to the specifications contained in this RFP, and which is not approved by KTIK.

F. KTIK shall not be responsible for any costs incurred by the Vendor in preparing, submitting or presenting its response to the RFP.

G. Contract Requirements

KTIK procurement standards mandate that the selected consultants adhere to all Federal statutes and executive orders and their implementation regulations.

H. Conflict of Interest

Any party submitting a proposal or a party representing a proposer shall not influence or attempt to influence any member of any committee, any member of the KTIK, or any employee of the KTIK. Any party attempting to influence the Request for Proposal process

I. NOTICE IS HEREBY GIVEN that Kickapoo Tribe in Kansas (KTIK), an equal opportunity, affirmative action, and TERO employer, is seeking an experienced, qualified firm to contract for the construction of a wireless telecommunication system funded by the National Telecommunication and Infrastructure Administration, Tribal Broadband Connectivity Program. Per the grant program, KTIK will use funds to construct an aerial fiber optic system. KTIK requests firms who are licensed in the State of Kansas to conduct business and to provide qualifications for complete construction services. Small, Minority and Women's Business Enterprises (MWBE) are encouraged to submit bids. All work performed on this project will be subject to all TERO guidelines and to the higher of the prevailing state or federal wage rates (if applicable due to other federal funds that are in the project).