



Request for Qualifications for BEAD Non-Deployment Response Support

RFQ No. 2026-MBI-08

Massachusetts Technology Collaborative
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<http://www.masstech.org>

Procurement Team Leader: Joshua Eichen

RFQ Issued:	4/08/2026
Questions Due:	4/17/2026
Answers to Questions Posted:	4/24/2026
Responses Due:	4/30/2026

1. INTRODUCTION

1.1 Overview

Massachusetts Technology Collaborative (“Mass Tech Collaborative” or “MassTech”), on behalf of the Massachusetts Broadband Institute (“MBI”) is issuing this Request for Qualifications for **BEAD Non-Deployment Response Support** (RFQ No.2026-MBI-08) (the “RFQ”) to solicit responses from qualified contractors (“Respondents”) to pre-qualify vendors to provide strategic, technical, and project management support related to forthcoming federal guidance governing Broadband Equity, Access, and Deployment (“BEAD”) Non-Deployment funding. MBI may select one or more vendors to support this effort.

Mass Tech Collaborative will be the contracting entity on behalf of MBI for the purposes of this RFQ, and (except where the specific context warrants otherwise), MBI and Mass Tech Collaborative are collectively referred to as Mass Tech Collaborative or MassTech. If a prequalified Respondent is selected to provide services to MBI, Mass Tech Collaborative will enter into a **Services Agreement and Statement of Work** containing certain standard provisions (the “Agreement”), located under *Providing Professional Services to the MassTech Collaborative* [HERE](#).

1.2 Mass Tech Collaborative and MBI

Mass Tech Collaborative is an independent public instrumentality of the Commonwealth of Massachusetts chartered by the Commonwealth to serve as a catalyst for growing its innovation economy. Mass Tech Collaborative brings together leaders from industry, academia, and government to advance technology-focused solutions that lead to economic growth, job creation, and public benefits in Massachusetts. For additional information about Mass Tech Collaborative and its programs and initiatives, please visit our website at www.masstech.org.

MBI is the central broadband office for the Commonwealth. The primary mission of MBI is to extend affordable, robust, high-speed Internet access to all homes, businesses, schools, libraries, medical facilities, government offices and other public places across Massachusetts. For more information about MBI and its programs and activities generally, please visit the web site at <https://broadband.masstech.org/>

2. SERVICES REQUIRED

2.1 Overview

MBI seeks to pre-qualify vendors to provide strategic, technical, and project management support related to forthcoming federal guidance governing the remaining uncommitted Broadband Equity, Access, and Deployment (“BEAD”) funding (hereinafter referred to as “BEAD Non-Deployment Funding”).

The National Telecommunications and Information Administration (“NTIA”) is expected to release additional direction regarding eligible uses, compliance requirements, application procedures, and timelines for states seeking to access and administer BEAD Non-Deployment Funding. MBI intends to prepare timely, compliant, and competitive documentation aligned with federal requirements and statewide broadband and digital inclusion priorities.

MBI seeks one or more consultants or consulting teams capable of providing rapid-response policy analysis, project management, subject matter expertise, and technical writing support to assist MBI in preparing materials required in response to NTIA’s forthcoming BEAD Non-Deployment guidance.

Work under this procurement will be time-sensitive and may require quick turnaround of deliverables, coordination with local, state and federal stakeholders, and iterative drafting of strategy and application materials. Respondents to this RFQ should expect that MBI may be required to submit initial responses to NTIA for Non-Deployment funds in 2 – 3 months after the policy notice release and be prepared to deliver on the following scope of work in an accelerated timeframe.

MBI may select one or more vendors to support this effort.

2.2 Scope of Services

MBI seeks vendors capable of delivering professional consulting services that support analysis, planning, coordination, and submission of materials required for BEAD Non-Deployment Funding opportunities, as described below. Please note that the actual guidance from NTIA may materially differ from the list of eligible uses in Activity 3, and MBI may update this RFQ accordingly or modify the requested support from pre-qualified vendors, depending on timeline.

Activity 1. Federal Guidance Tracking and Synthesis

The selected vendor(s) shall monitor, analyze, and synthesize forthcoming guidance, policy notices, programmatic waivers and all other documentation issued by NTIA related to BEAD Non-Deployment Funding, including but not limited to:

- Eligible uses of funds
- Application requirements and evaluation criteria
- Compliance, reporting, and audit obligations
- Timelines and submission milestones
- Required forms, templates, and supporting materials

Deliverables may include written summaries, policy briefs, decision memos, comparison matrices, and briefing presentations.

Activity 2. Project Management Support

The selected vendor shall assume the role of project manager for MBI's response to NTIA. Responsibilities in this regard include but are not limited to:

- Coordinating closely with MBI to align on deliverable content and information.
- Development of timelines and workplans
- Tracking deliverables and dependencies
- Coordinating inputs from internal teams and partners
- Ensuring completeness and compliance of submission components
- Identifying risks and mitigation strategies

Activity 3. Subject Matter Expertise (“SME”) and Content Development

The selected vendor(s) may provide MBI, as required, SME support in the development of responses to the BEAD Non-Deployment policy notice and documentation related to program design, development and implementation. MBI expects that it may require support for the following potentially eligible uses of funds:

- Workforce development initiatives
- AI Infrastructure development and readiness
- Broadband infrastructure enhancements, including, but not limited to, Middle Mile expansion, resilience, and redundancy

- Mobile wireless communications infrastructure
- Next Gen 9-1-1 services
- Cybersecurity infrastructure and programming
- Broadband adoption programs that address issues such as affordability, digital literacy and access to devices
- Community capacity-building strategies
- Public-private partnership models
- Utility pole and conduit permitting streamlining, including technology-based options, such as statewide databases

Activity 4. Programmatic Documentation, Development, and Submission Support

The prequalified vendor(s) selected to provide services to MBI shall execute work related to the development and submission of required documents as outlined in program guidance (see Activity 1). The selected vendor should expect to produce program designs, implementation and execution strategies, budgets, and other required submission materials for NTIA. Work may involve iterative revisions and rapid turnaround timelines in which the vendor will need to coordinate closely with MBI staff. Responsibilities in this regard may include, but are not limited to:

- Narrative development
- Data integration
- Formatting and compliance review
- Editing and refinement
- Final assembly of documentation packages

3 APPLICATION PROCESS

3.1 Application and Submission Instructions

Respondents are cautioned to read this RFQ carefully and to conform to its requirements. Failure to comply with the requirements of this RFQ may serve as grounds for rejection of an Application.

- a. All Applications must be submitted electronically.
- b. Required Submissions- All Applications must include the items listed below:
 - Application Cover Sheet (Attachment A)
 - Application, which shall include:
 - A description of Respondent (including descriptions of proposed subcontractors, if any), whether Respondents is a minority or women owned business, and Respondent's qualifications to perform the services.
 - A technical proposal (not to exceed 5 pages), including proposed approach, methodology, experience, staffing plan, project management approach and availability.
 - Bios or resumes of all key project personnel proposed by Respondent.
 - Provide the total not-to-exceed costs for providing the Services based on projected hours, proposed hourly rates, as well as any other appropriate costs, in the Budget Template (Attachment C). Costs should be

delineated for each team member and subcontractor that is expected to participate in the scope of work. MassTech expects to reimburse any Respondent chosen to execute the described scope of work on a milestone deliverable basis.

- At least three examples of substantially similar engagements performed by Respondent and any proposed subcontractors.
 - Three references for work previously performed by the Respondent and any proposed subcontractors that is substantially similar to the Services for which the Respondent seeks prequalification. References should include a contact person, address and phone number.
 - Your UEI Number and a signed W-9.
- **Authorized Application Signature and Acceptance Form (Attachment B). By executing the Authorized Respondent’s Signature and Acceptance Form and submitting a response to this RFQ, Respondents certify that they (1) are in compliance with the terms, conditions and specifications contained in this RFQ, (2) acknowledge and understand that Mass Tech Collaborative is subject to the Massachusetts Public Records law as set forth in subsection d. below, and (3) agree that the Mass Tech Collaborative shall not be liable under any circumstances for the disclosure of any materials submitted to the Mass Tech Collaborative pursuant to this RFQ or upon the Respondent’s selection.**
- c. Applications **must** be delivered electronically to proposals@masstech.org (please include the RFQ number in the subject heading).
- d. As a public entity, the Mass Tech Collaborative is subject to the Massachusetts Public Records Law (set forth at Massachusetts General Laws Chapter 66). There are very limited and narrow exceptions to disclosure under the Public Records Law. Any and all responses, data, materials, information and documentation submitted to Mass Tech Collaborative in response to this RFQ shall become Mass Tech Collaborative’s property and shall be subject to public disclosure if requested.

3.2 Application Timeframe

The application process will proceed according to the following schedule. The target dates are subject to change. Therefore, Respondents are encouraged to check Mass Tech Collaborative’s website frequently for updates to the schedule.

Task	Date:
RFQ Released	4/08/2026
Questions Due	4/17/2026
Question and Answer File Posted	4/24/2026
Applications Due	4/30/2026 @ 5 PM EST
Interviews (as deemed necessary by MBI)	5/4-5/15/2026

Responses received after the submission deadline may be considered non-conforming and may be rejected. MBI assumes no responsibility or liability for late receipt or technical issues related to submission.

MBI may choose to conduct follow up interviews with applicants to further discuss proposed responses. Successful applicants will be deemed pre-qualified to perform the Services. When NTIA issues

its guidance on BEAD Non-Deployment Funding, MBI may require pre-qualified vendors to supplement their proposals with detailed responses to the NTIA guidance.

3.3 Questions

Questions regarding this RFQ must be submitted [via this online form](#). All questions must be received by 11:59 p.m. EST on April 17, 2026. Responses to all questions received will be posted on April 24, 2026, to Mass Tech Collaborative and Comm-Buys website(s).

4 EVALUATION PROCESS AND CRITERIA

4.1 Process

The Mass Tech Collaborative shall evaluate each Application that is properly submitted. As part of the selection process, Mass Tech Collaborative may invite finalists to answer questions regarding their Application in person or in writing.

4.2 Criteria

Selection of a Respondent to be prequalified to provide the services sought herein may be based on criteria that include but are not limited to:

- Demonstrated capacity, facilities, staffing and organizational structure to perform the Services sought in this RFQ
- Qualifications and experience of the Respondent to provide the Services sought in this RFQ
- Reasonableness and appropriateness of the proposed budget.
- Reasonableness of the proposed schedule and demonstrated ability to manage tight deadlines.
- Quality, feasibility, and thoroughness of the proposed approach and methodology.
- Demonstrated familiarity with BEAD program requirements and federal compliance.
- Knowledge and expertise regarding the implementation of broadband infrastructure projects in Massachusetts.

Lack of debarment status by either the state or federal government is also required.

The order of these factors does not generally denote relative importance. Mass Tech Collaborative reserves the right to consider such other relevant factors as it deems appropriate in order to obtain the “best value”.

5.0 GENERAL CONDITIONS

5.1 General Information

- a) If an Application fails to meet any material terms, conditions, requirements or procedures, it may be deemed unresponsive and disqualified. The Mass Tech Collaborative reserves the right to waive omissions or irregularities that it determines to be not material.
- b) This RFQ, as may be amended from time to time by Mass Tech Collaborative, does not commit Mass Tech Collaborative to select any firm(s), award any contracts for services pursuant to this RFQ, or pay any costs incurred in responding to this RFQ. Mass Tech Collaborative reserves the right, in its sole discretion, to withdraw the RFQ, to engage in preliminary discussions with prospective Respondents, to accept or reject any or all Applications received, to request supplemental or clarifying information, to negotiate with any or all qualified Respondents, and to request modifications to Applications in accordance with negotiations.

- c) On matters related solely to this RFQ that arise prior to an award decision by the Mass Tech Collaborative, Respondents shall limit communications with the Mass Tech Collaborative to the Procurement Team Leader and such other individuals as the Mass Tech Collaborative may designate from time to time. No other Mass Tech Collaborative employee or representative is authorized to provide any information or respond to any questions or inquiries concerning this RFQ. Respondents may contact the Procurement Team Leader for this RFQ in the event this RFQ is incomplete.
- d) The Mass Tech Collaborative may provide reasonable accommodations, including the provision of materials in an alternative format, for Respondents with disabilities or other hardships. Respondents requiring accommodations shall submit requests in writing, with supporting documentation justifying the accommodations, to the Procurement Team Leader. The Mass Tech Collaborative reserves the right to grant or reject any request for accommodations.
- e) Respondent's Application shall be treated by the Mass Tech Collaborative as an accurate statement of Respondent's capabilities and experience. Should any statement asserted by Respondent prove to be inaccurate or inconsistent with the foregoing, such inaccuracy or inconsistency shall constitute sufficient cause for Mass Tech Collaborative in its sole discretion to reject the Application and/or terminate of any resulting Agreement.
- f) Costs that are not specifically identified in the Respondent's response and/or not specifically accepted by Mass Tech Collaborative as part of the Agreement will not be compensated under any contract awarded pursuant to this RFQ.
- g) Mass Tech Collaborative's prior approval is required for any subcontracted services under any Agreement entered into as a result of this RFQ. The selected Respondent will take all appropriate steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible. The selected Respondent is responsible for the satisfactory performance and adequate oversight of its subcontractors. Subcontractors are required to meet the same requirements and are held to the same reimbursable cost standards as the selected Respondent.
- h) Submitted responses must be valid in all respects for a minimum period of three (3) months after the deadline for submission.
- i) Mass Tech Collaborative reserves the right to amend the Agreement at any time prior to execution.

5.2 Posting of Modifications/Addenda to RFQ

This RFQ has been distributed electronically using the Mass Tech Collaborative and COMMBUYS websites. If the Mass Tech Collaborative determines that it is necessary to revise any part of this RFQ, or if additional data is necessary to clarify any of its provisions, an addendum will be posted to the websites. It is the responsibility of each potential Respondent to check the Mass Tech Collaborative, MBI and COMMBUYS websites for any addenda or modifications to the RFQ. The Mass Tech Collaborative accepts no liability and will provide no accommodation to Respondents who submit a response based on an out-of-date RFQ.

5.3 Federal Requirements

- a) Selected vendors shall comply with all applicable Federal and State statutes, rules and Massachusetts Technology Collaborative with Disabilities Act, as amended (42 U.S.C. §§ 12101 et seq.), Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. §§ 2000d et seq.), the Age Discrimination

Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), M.G.L. c. 151B, M.G.L. c. 272 §§ 92A, 98, and 98A, M.G.L. c. 111 § 199A, 42 U.S.C. 9918 (c) and 45 C.F.R. 80.

- b) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352) – Selected vendors that are awarded an amount exceeding \$100,000 must certify that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each Applicant must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award.
- c) Debarment and Suspension (Executive Orders 12549 and 12689) – Applicants understand that a contract award may not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM).
- d) Applicants must be able to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).
- e) As appropriate and to the extent consistent with law, Selected vendors should, to the greatest extent practicable, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States. The requirements of this section must be included in all contracts and sub awards awarded hereunder.
- f) Applicant understands and agrees that the Executive Office of Economic Development (“EOED”) staff and authorized representatives may evaluate any subcontractors with whom Mass Tech Collaborative executes a contract or other form of legal agreement in order to complete the activities funded under this procurement, through ongoing monitoring. As deemed appropriate by EOED, EOED’s staff and authorized representatives may also conduct further reviews and site-visits during the contract term, which may include fiscal reviews. EOED staff shall use interviews, inspection of files, site visits and direct observation to identify program areas of concern so that contractors can improve their productivity, efficiency, quality, and management capacity.
- q) Selected vendors shall maintain and utilize systems and procedures to prevent, detect, and correct fraud, waste, and abuse in activities funded under this procurement.
- h) Selected vendors shall maintain an accounting system and supporting fiscal records adequate to audit and otherwise verify that assistance payments and administrative costs meet Federal and State requirements.
- i) Selected vendors shall use best efforts to ensure that it will not knowingly use contract funds to purchase, or enter into contracts to purchase, any equipment, services, or systems that use prohibited telecommunications equipment or services as a substantial or essential component of a system subject to 2 CFR § 200.216.

Attachment A
Application Cover Sheet

Name of Respondent			
Mailing Address	City/Town	State	Zip Code
Telephone	Fax	Web Address	
Primary Contact for Clarification		Primary Contact E-mail Address	
Authorized Signatory		Authorized Signatory E-mail Address	
Legal Status/Jurisdiction (e.g., a Massachusetts Corporation, LLC, LLP, etc.)		Respondent's UEI No.	

Attach W-9 to Cover Sheet

Attachment B
Massachusetts Technology Collaborative
Authorized Respondent's Signature and Acceptance Form

The undersigned is a duly authorized representative of the Respondent listed below. The Respondent has read and understands the RRQ requirements. The Respondent acknowledges that all of the terms and conditions of the RFQ are mandatory, and that Respondent's response is compliant with such requirements.

The Respondent understands that if prequalified, this does not guarantee that Respondent will be selected to perform work. If prequalified and selected by the Mass Tech Collaborative to perform work pursuant to this RFQ, the Respondent and the Mass Tech Collaborative will execute an Agreement specifying the mutual requirements of participation.

Respondent agrees that the entire bid response will remain valid for three (3) months from receipt by the Mass Tech Collaborative.

I certify that Respondent is in compliance with all corporate filing requirements and State tax laws.

I further certify that the statements made in this response to the RFQ, including all attachments and exhibits, are true and correct to the best of my knowledge.

Respondent: _____
(Printed Name of Respondent)

By: _____
(Signature of Authorized Representative)

Name: _____

Title: _____

Date: _____

Attachment C
Budget Template

SEE EXCEL SPREADSHEET