



TECHNOLOGY

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Memorandum

To: Michael Kapolka, Superintendent
From: Ryan Spencer, Director of Technology
Subject: Structured Cabling Upgrade
Date: January 22, 2026

Mr. Kapolka,

I am recommending structured cabling upgrades at North Creek and Pierce Lake to support building renovations and the use of additional instructional spaces.

The district has completed the E-Rate bidding and review process for the FY26 cycle and received five bids for structured cabling work. I am recommending that the district proceed with SSD Cabling & Camera, which submitted the lowest bid.

At North Creek, this work includes replacing existing cabling in the Young 5 (Y5) section of the building, where the current network closet will be demolished and relocated due to planned renovations. All cabling in this area will be upgraded to CAT 6. Structured cabling will also be installed in previously unused areas of Pierce Lake that are being brought back into use to ensure these spaces align with district technology standards.

In total, this project includes approximately 100 new CAT 6 data drops at North Creek and 70 at Pierce Lake. The total cost for the structured cabling project is \$42,446.46 and will be funded through the Sinking Fund.

This project is eligible for funding through the E-Rate program, administered by the Universal Service Administrative Company (USAC). Through this program, the Chelsea School District receives a 50% reimbursement on eligible network infrastructure costs.

Thank you for your consideration.

Respectfully,
Ryan Spencer