CATEGORY 2 EQUIPMENT SERVICE SPECIFICATIONS

Applicant: Huntington Union Free School District
BEN: 123927
Form 470 #: 270002834
Form 470 Contacts: Brian Landers - blanders@hufsd.edu
Shaneka Bratton – bidsny@e-ratecentral.com

Procurement Timeline

Task	Due By
Issue Date	See Form 470 Certification Date
RSVP for Site Visit	November 20, 2026, 2pm EST
Pre-Proposal Meeting / Site Visit	November 23, 2026 – 8:30am EST
Deadline to Submit Questions	November 25, 2026, 2pm EST
Posting of Questions/Clarifications	November 30, 2026
Proposal Submission Deadline	December 29, 2026, 2pm EST

Communications and Questions

All communication with the Applicant regarding this solicitation **must** be emailed and received by the "Deadline to Submit Questions" noted in the "Procurement Timeline." Questions should be directed to all "Form 470 Contacts" listed above, with the Form 470 Number included in the subject line. Failure to include all "Form 470 Contacts" could result in questions going unanswered. Verbal inquiries are not allowed. Clarifications, when applicable, will be posted as an attachment/addendum to the Form 470. Each Offeror is responsible for downloading the current version of the Form 470 and attachments, including any addenda. Applicant reserves the right to ask vendors clarifying questions during the proposal review process.

Contact initiated by an Offeror concerning this solicitation with any other Applicant representative other than those listed as Form 470 contacts is prohibited. Unauthorized contact may result in the Offeror's disqualification from this solicitation.

Product demonstration meetings will not be granted during the competitive bidding period – requests for such will be ignored.

Site Visit

For this solicitation, a site visit is optional but preferred. Vendors are encouraged but not required to attend.

The pre-proposal site visit be held on November 23, 2026 – 8:30 am EST starting at Jack Abrams STEM Magnet Intermediate School: 50 Tower Street, Huntington Station, NY, The location of the walkthrough

will take place at all 8 building locations. We will start at 8:30am and go in in the following order:

Jack Abrams STEM Magnet Intermediate School (District Administration Building) 50 Tower Street Huntington Station, NY 11746
Huntington High School 188 Oakwood Road, Huntington, NY 11743
Jefferson Primary School 253 Oakwood Road, Huntington, NY 11743
Washington Primary School 78 Whitson Road, Huntington Station, NY 11746
Woodhull Intermediate School 140 Woodhull Road, Huntington, NY 11743
J. Taylor Finley Middle School 20 Greenlawn Road, Huntington, NY 11743
Flower Hill Primary School 98 Flower Hill Road, Huntington, NY 11743
Southdown Primary School 125 Browns Road, Huntington, NY 11743

Vendors are requested to RSVP by contacting Brian Landers at the e-mail address included above no later than November 20, 2026, 2pm EST to confirm attendance.

No new information will be shared during the site visit. Vendors must E-mail questions as directed above. Answers to all questions will be posted in EPC on November 30th, 2026.

Proposal Instructions

Proposals **must** be submitted via email by the Proposal Submission Deadline in the Procurement Timeline.

Proposals should be emailed to ALL Form 470 Contacts listed above and include the following:

- Applicant name
- Form 470 number
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions
- Pricing Sheet and/or itemized pricing

Proposals **must** include all costs associated with providing the requested products/services to the applicant including but not limited to shipping fees, licensing and any component needed for the proposed equipment to function properly. Offerors **must** include all costs associated with the installation of the cabling, equipment, and components including, but not limited to, configuration, travel, per diem, shipping, installation, etc.

Offerors are asked to provide pricing in .xlsx format using the pricing sheet provided. Offerors may use any spreadsheet application capable of saving in .xlsx format (e.g., Microsoft Excel, Google Sheets, LibreOffice Calc). Instructions for completion are available on the pricing sheet.

- Offerors may also submit a PDF copy for reference. The .xlsx file will be used for evaluation and will control if there is a discrepancy.

Pricing for each proposed product or service should:

- be shown as unit pricing with separate line-item charges for each SKU,
- identify the percentage of each SKU that is eligible for E-Rate support as agreed upon by USAC and the manufacturer; and
- be categorized as Internal Connections (IC), Basic Maintenance of Internal Connections (BMIC), and/or Managed Internal Broadband Services (MIBS).

Proposals **must** be in response to the specific requirements of this solicitation. Offers including a generic list of services beyond the scope of this solicitation and/or encyclopedic price lists will be disqualified. SPAM and/or robotic responses will not be considered valid responses and will be disqualified from consideration.

Equipment/Service Request

The applicant requests proposals for new E-Rate eligible Category 2 equipment and vendor installation services.

Equipment Scope of Work

Proposals are requested for the makes/models (or equivalent) and services specified listed on the attachment labeled "Bill of Materials" which includes a master list of equipment requested. As per E-Rate rules, bids will be accepted for equivalent solutions. Offers containing alternative makes/models are required to submit product specifications and documentation to establish that the equipment is equivalent to the requested solution. The applicant will be the arbiter of whether the proposed solution is functionally and technically equivalent to the requested solution.

The quantities requested are the applicant's best estimate and may be adjusted based on the Offeror's recommendations. The applicant reserves the right to increase or reduce quantities and buy some, all, or none of the listed equipment.

Proposals featuring equipment that is used, open box, refurbished, or categorized in any way other than new will be disqualified.

The equipment listed is needed to complete this project therefore partial offers that do not explicitly provide documentation of project equivalency will be disqualified.

Installation Scope of Work

For this solicitation, vendor installation services are required.

Vendors must review the "Project Scope" attachment for details related to the installation and service requested. Current photos of closets are included in the excel file labeled "HUFSD Closets"

Installation Locations

Location Name	Street	City	State	Zip

Jack Abrams STEM Magnet Intermediate School	155 Lowndes Avenue	Huntington Station	NY	11746
Huntington High School	188 Oakwood Road	Huntington	NY	11743
Jefferson Primary School	253 Oakwood Road	Huntington	NY	11743
Washington Primary School	78 Whitson Road	Huntington Station	NY	11746
Woodhull Intermediate School	140 Woodhull Road	Huntington	NY	11743
J. Taylor Finley Middle School	20 Greenlawn Road	Huntington	NY	11743
Flower Hill Primary School	98 Flower Hill Road	Huntington	NY	11743
Southdown Primary School	125 Browns Road	Huntington	NY	11743

While the locations listed above are the sites currently planned to receive the listed equipment and services, installation may occur at any E-Rate eligible site based on the Applicant's need at the time of purchase and delivery.

Delivery
All equipment and/or materials under this solicitation shall be delivered to **Jack Abrams STEM Magnet Intermediate School (District Administration Building:** 50 Tower Street Huntington Station, NY 11746.

Contract Requirements

Offers will only be accepted from vendors that can provide pricing from a "valid purchasing vehicle" such as NYS OGS or other state procured contract. For purposes of this solicitation, a "valid purchasing vehicle" is defined as any purchasing vehicle that will allow the Applicant to purchase services in a manner consistent with State and Local bidding rules without issuing a formal procurement. Examples of a "valid purchasing vehicle" include existing contracts that were bid in compliance with State and Local Law, State Master Contracts, and contracts awarded to other entities where the Applicant can "piggy-back" off that contract.

Vendors **must** clearly identify the "valid purchasing vehicle" that forms the basis of their pricing. Applicant will be the ultimate arbiter of whether the pricing is based off a "valid purchasing vehicle." The Offeror **must** comply with the terms and conditions of the underlying "valid purchasing vehicle."

For delivery of service and installation, the applicant prefers a multi-year agreement from April 1, 2027, through September 30, 2029. An initial term from April 1, 2027, through September 30, 2028, with one optional renewal to accommodate an extended E-Rate service delivery deadline, if needed, is also acceptable. Software, licenses and support should remain valid for the full proposed and accepted term (e.g., three or five years).

The quoted pricing must not assume the applicant will purchase the full quantities listed in the proposal.

The applicant reserves the right to place orders as needed and is not obliged to order all products or services.

Substitutions for alternative equipment must be agreed upon in writing by both parties before finalization of any changes/deviations from the original agreed-upon equipment list.

Offerors proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on imports are encouraged to (a) identify such products in their offers, and (b) propose an acceptable methodology for limiting price adjustments over the contract term.

E-Rate Specific Considerations

The Applicant intends to utilize the Service Provider Invoicing (SPI) method for this funding request. Vendors must be willing and able to provide discounted billing and submit FCC Form 474 invoices to USAC.

Vendors unable to support SPI billing **will be** disqualified.

Offerors must hold a valid, active nine-digit SPIN (498 ID) issued by USAC as of the proposal submission deadline. The SPIN must belong to the legal entity that will contract with and invoice the Applicant. A pending registration, a SPIN assigned to an unrelated entity, or a commitment to obtain one after the deadline will not satisfy this requirement.

Basic Maintenance of Internal Connections and Managed Internal Broadband Services were included on the Form 470 out of an abundance of caution. No separate BMIC or MIBS services should be proposed unless necessary to properly classify an element of the requested products or services under E-Rate rules.

Service providers proposing a temporary equipment loan for product demonstration and/or evaluation purposes are **required** to clearly state that such loans are of limited duration. Product demos extending beyond thirty (30) days must be explicitly authorized by both parties and provided at a fair market rate.

By submitting a proposal, the vendor certifies that the proposed products and services comply with 47 C.F.R. §§ 54.9 and 54.10, which prohibit the use of Universal Service Fund support to purchase, obtain, maintain, improve, modify, or otherwise support any equipment or services produced or provided by a company on the FCC's Covered List (including Huawei and ZTE) as posing a national security threat to the integrity of communications networks or the communications supply chain. See https://www.usac.org/about/reports-orders/supply-chain/ for more details.

Pursuant to 47 C.F.R. §§ 54.500(f) and 54.511(b), service providers may not charge applicants a price above the Lowest Corresponding Price (LCP) for supported services. LCP is the lowest price a service provider charges to nonresidential customers similarly situated to a particular school, library, or consortium for similar services. See https://www.usac.org/E-Rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/ for more details.

Additional Considerations/Information

Applicant is subject to New York State restrictions.

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that the Applicant expects in the proposed solution. Proposals failing to meet these will be disqualified. "Should" and "may" indicate desirable specifications. A mandatory requirement may be waived if all respondents fail to meet a mandatory requirement.

Applicant reserves the right to waive any irregularities or informalities in the proposals received.

Offerors must accept that Applicant obligations are contingent on appropriation and availability of funds and may be reduced or terminated without penalty if funds are unavailable.

Applicant reserves the right to award all, part, or none of the services set forth in this procurement. This procurement does not obligate Applicant until a valid agreement and/or valid Purchase Order is executed.

Applicant reserves the right, subject to applicable procurement requirements and E-Rate rules, to make non-material modifications to the awarded contract and to add or remove eligible locations, quantities, equipment, or services when such changes remain within the general scope of the original procurement.

Applicant may, at its sole discretion, extend the due date for the submission of proposals and any extensions shall be made via an addendum posted in the E-Rate Productivity Center (EPC).

The vendor submission is subject to open records requests and, as such, the records will be released in accordance with those policies. Vendors are encouraged to mark pages as “Proprietary” or “Confidential” as appropriate, but the entire submission may not be marked as such. Identifying information as “Proprietary” or “Confidential” does not guarantee that the information will not be released but will be considered in determining whether the information is required to be released in accordance with the open records policies. Generally, pricing is not exempt from being publicly released.

By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and Applicant that would interfere with fair and open competition or create a conflict of interest.

Evaluation Criteria

The cost of E-Rate eligible services will carry the greatest weight in the evaluation. Other factors that may be considered include E-Rate ineligible costs, technical compliance/functionality of the offered solution, compatibility with existing network infrastructure, the Applicant’s prior experience with the vendor, and/or completeness of the vendor’s proposal response, including itemized pricing. The Applicant reserves the right to weigh these criteria as it deems appropriate, or not at all. In the event of a tie, the Applicant will select the tied proposal with the lowest total E-Rate eligible cost.