NEWMARKET SCHOOL DISTRICT
REQUEST FOR PROPOSAL (RFP)
E-Rate FY2027 – Category 2
Network Switch

District:
Newmarket School District
186A Main Street
Newmarket, NH 03857

RFP Title: Newmarket E-Rate RFP 2027/28 – Switch
Form 470 #: 270004219

Date Issued: November 13, 2026

1. PURPOSE

The Newmarket School District ("District") is seeking proposals from qualified vendors to provide network switching hardware, installation, configuration, and support as described herein.

This procurement is contingent upon E-Rate funding approval and compliance with FCC E-Rate rules.

2. SCOPE OF WORK

The selected vendor(s) shall provide equipment, licensing, installation, configuration, documentation, and related support services as necessary to implement the requested solution.

Equivalent products and services will be considered. Vendors proposing equivalent equipment must clearly demonstrate that the proposed solution meets or exceeds all specifications and compatibility requirements.

The District reserves the right to determine equivalency.

3. REQUIRED EQUIPMENT AND SERVICES

Quantities are based on current district planning and may be adjusted prior to award.

The equipment shown below is for the MDF at Newmarket Jr/Sr High School, 213 South Main Street, Newmarket, NH.

Network Switch Hardware

Description	Quantity	Manufacturer	Model / Part #
HPE Aruba Networking CX 5420 6-slot Switch (chassis)	1	HPE Aruba	S0U59A
HPE Aruba Networking CX 5420 Management Module	1	HPE Aruba	S0U55A
HPE Aruba Networking CX 5420 1600W AC Power Supply	4	HPE Aruba	S0U53A
HPE Aruba Networking Power Cord for CX 5420 1600W AC Power Supply, U.S. localization (included with S0U53A)	4	HPE Aruba	S0U53A ABA
HPE Aruba Networking CX 5420 24p 10M/100M/1G Class4 PoE Module	1	HPE Aruba	S0U62A
HPE Aruba Networking CX 5420 20p 10M/100M/1G Class4 PoE 4p SFP+ 1G/10G LRM Module	5	HPE Aruba	S0U63A
HPE Aruba Networking 10G SFP+ to SFP+ 1m Direct Attach Copper Cable	6	HPE Aruba	J9281D
HPE Aruba Networking 3-Year Foundation Care Next Business Day Exchange Support for CX 5420 6-slot Switch (S0U59A)	1	HPE Aruba	H05QQE
Installation and configuration services: switch implementation and configuration, including project management and changes to IPs and VLANs, if needed			

Proposals must include pricing for activation, configuration, migration, and installation services necessary for a fully operational deployment.

Products that are refurbished, remanufactured, used, gray-market, or obtained through unauthorized distribution channels will not be accepted. All equipment must be delivered in unopened OEM packaging.

Because this project depends on E-Rate funding, the District does not expect to place an order until it has received a Funding Commitment Decision Letter (FCDL) from USAC and is ready to purchase, which is anticipated in the fall of 2027. Bidders must hold the prices in their proposal, without increase, through December 31, 2027, so that the District can order at the quoted prices once funding is approved. If a quoted item is discontinued by the manufacturer before the order is placed, the Bidder may offer an equivalent or better replacement at the same or lower price, subject to District approval.

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4. EVALUATION CRITERIA

Proposals will be evaluated using the following criteria:

1. **Price of E-Rate Eligible Goods and Services** – Highest Weight
2. Technical compliance with specifications
3. Vendor experience with K–12 E-Rate projects
4. Implementation timeline
5. References
6. Completeness and clarity of proposal

Price of eligible goods and services will be weighted most heavily in the evaluation.

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5. PROPOSAL REQUIREMENTS

Proposals must include:

- Vendor name and contact information
- Detailed description of proposed solution
- Clear separation of eligible and ineligible costs
- Implementation timeline
- A signature and date line, when possible, to allow the District to accept the bid
- References

E-Rate SPIN Requirement

Bidders **should include their E-Rate Service Provider Identification Number (SPIN/498 ID)** in their proposal response.

Vendors must also confirm they are in good standing with USAC.

Proposals must directly address the scope and specifications of this RFP. Automated, generic, or non-responsive proposals may be excluded from consideration.

6. INVOICING METHOD (SPI / BEAR)

The District reserves the right to use either the Service Provider Invoice (SPI) method or the Billed Entity Applicant Reimbursement (BEAR) method. Bidders must indicate in their proposal whether they are willing to support SPI or BEAR invoicing methods, or both, in accordance with E-Rate rules.

7. E-RATE COMPLIANCE

Award of contract is contingent upon:

- Receipt of E-Rate funding approval
- Compliance with FCC E-Rate program rules
- Compliance with District purchasing policies and procedures

Contracts will be awarded on or before the close of the FY2027 Form 471 filing window.

A **Notice to Proceed** will be issued by the District. Receipt of an E-Rate Funding Commitment Decision Letter (FCDL) does not constitute authorization to begin work. No work shall begin until a written Notice to Proceed is issued.

The District reserves the right to adjust quantities based on funding availability.

8. RIGHT TO REJECT

The District reserves the right to:

- Reject any or all proposals
- Waive informalities or irregularities
- Request clarification from vendors
- Negotiate terms
- Cancel this RFP at any time

Submission of a proposal does not guarantee award of a contract.

9. GENERAL CONDITIONS AND INSTRUCTIONS

Insurance and Indemnification: The successful Bidder shall provide proof of Workers' Compensation Insurance to the Newmarket School District. The successful Bidder shall provide proof of Property and Liability Insurance by submitting a certificate of insurance and policy endorsements to the Newmarket School District and naming the Newmarket School District as an additional insured in a form and amount satisfactory to the Newmarket School District. The successful Bidder will also be required to indemnify, hold harmless, and defend the Newmarket School District from any and all claims relating to the Work.

Contract: The selection of the successful Bidder is conditioned upon the successful Bidder signing a Contract acceptable to the District. If the successful Bidder does not sign an acceptable Contract, the District may withdraw its offer and select another Bidder.

Bid Submittals: All designs, concepts, information and cost analyses presented by the Bidder during the selection process shall become the property of the Newmarket School District and shall thereafter be used at the Newmarket School District's sole discretion.

Termination: The Newmarket School District may at any time terminate the services and/or Contract with the successful Bidder at the Newmarket School District's convenience and without cause. In case of termination, the successful Bidder shall be entitled to receive payment from the Newmarket School District limited to actual documented expenses as of the date of termination as its sole remedy. In no event will the Newmarket School District be responsible for lost profits, compensatory or other consequential damages.

Personal Liability: The Bidder agrees that in the preparation of this RFP or the execution of any resulting contract or order, representatives of the Newmarket School District shall incur no liability of any kind.

Public Information: The Bidder hereby acknowledges that all information relating to this RFP and any resulting order (including but not limited to fees, contracts, agreements, and prices) are subject to the laws of the State of New Hampshire regarding public information.

Assignment and Subcontracts: The Bidder shall not assign or otherwise transfer any interest in the Contract without the prior written consent of the Newmarket School District. No work required by this contract shall be subcontracted without the prior written consent of the Newmarket School District.

E-Rate Registration: All Bidders must be capable of providing E-Rate-eligible products and services under the Universal Service Support Mechanism, be a registered vendor with USAC, and have a USAC-issued 498 ID (formerly Service Provider Identification Number-SPIN).

10. QUESTIONS REGARDING THIS RFP

All questions must be submitted in writing via email to: rfp@newmarket.k12.nh.us

Questions should include the subject line: "E-Rate RFP Inquiry – 2027/28"

Answers to submitted questions, and any additional information or clarifications, may be uploaded as amendments to Form 470 # 270004219.

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11. BID SUBMISSION

Bids must be submitted no later than **December 10, 2026,** or after Form 470 # 270004219 and any amendments have been posted for the required 28 days, whichever is later.

Submit electronically to:

rfp@newmarket.k12.nh.us

Subject Line: "Newmarket E-Rate RFP 2027/28 – Network Switch"

Late proposals may not be considered.