# LITCHFIELD ELEMENTARY SCHOOL DISTRICT
## REQUEST FOR QUOTE – E-RATE ELIGIBLE SERVICES
## NETWORK INFRASTRUCTURE EQUIPMENT

**DATE:** November 20, 2026
**DUE DATE:** December 18, 2026

The Litchfield Elementary School District is requesting quotes for Network Infrastructure Equipment per the detailed specifications and quantities listed below. The contract start date is anticipated to be April 1, 2027 or upon notification of approval of E-Rate funding for this project; at the District's discretion. In any case, no work will begin prior to April 1, 2027.

The District is seeking services and pricing through an approved State Master Contract or other Cooperative Purchasing Contract that is acceptable according to the Arizona State Procurement Rules. Please be advised that this is a Request for Quote and not a formal sealed RFP/Bid process. Arizona State Procurement Code requires a formal sealed bidding process; or purchasing from an approved cooperative purchasing contract, or compliant consortium procured contract for any procurement in excess of $100,000.00. **Any quote whose total value exceeds $100,000.00 and is not linked to a current approved cooperative purchasing contract, or a compliant consortium procured contract will be disqualified by Arizona State Procurement Code**.

Quotes must be delivered electronically online via Bonfire at https://lesd79.bonfirehub.com no later than the posted due date. It is the prospective vendor's responsibility to deliver the requested quote on or prior to the posted due date and time.

The submission of a quote will indicate that the prospective vendor understands the requirements and specifications and that the services and materials requested can be supplied, and the required delivery time line can be met as specified.

Please direct all questions and requests for information through the Bonfire portal. https://lesd79.bonfirehub.com.

## Additional Instructions:

1. The pricing quoted must be compliant with the prospective vendor's State Master Contract or Cooperative Purchasing Contract pricing structure. A copy of any and all contracts that the district will be expected to sign must accompany the quote provided.
2. Submitted quotes must clearly identify the prospective vendor's State Master Contract or Cooperative Purchasing Contract number, if applicable, and E-Rate SPIN.
3. The original contract offered should not expire prior to September 30, 2028 and should include specifications that allow for extensions at the discretion of the applicant; not to exceed a total of 60 months.
4. Submitted quotes must include all items on the Required Equipment List in the quantities requested; no partial quotes will be accepted.
5. Submitted quotes must identify the cost for all equipment, supplies, including any costs for project management, documentation, taxes, etc.
6. Labor for installation and/or configuration is not required for this project. The district will

complete the installation themselves.

7. All taxes, including sales taxes, must be identified separately. Sales tax will not be included in the competitive evaluation of the quote but will be included in the E-Rate Funding Application.
8. The products quoted must be eligible for E-Rate under the Category 2 Internal Connections provision compliant with the Schools and Libraries Division Eligible Services List for the current funding year. The costs for services not eligible for E-Rate must be clearly itemized separate from eligible services.
9. Any pricing proposed must comply with the FCC Lowest Corresponding Price Rule as required by the Universal Service First Report and Order, and restated in the FCC E-Rate Modernization Report and Order, adopted July 11, 2014. The FCC Lowest Corresponding Price rule prohibits an E-rate services offeror from offering or charging E-rate applicants a price higher than the lowest price that the offeror charges to non-residential customers who are similarly situated to a particular school, library, rural health care provider or consortium that purchase directly from the offeror.
10. Provide a minimum of three references; preferably Arizona school districts.
11. The District will evaluate all compliant quotes received, and reserves the right to select the quote that is the most cost effective, compliant with FCC Fair and Competitive Bidding Rules.

**Failure to comply with these general specifications may be grounds for disqualification and award may be made to the next most cost effective provider.**

## Equipment Specifications:

1. The preferred equipment brand is Cisco. However, equivalent brands can be quoted and will be considered. Any brands and models specified in the Required Equipment List below are included to establish the level of quality and/or feature set being sought.
2. All equipment must be new manufacture. Refurbished or used equipment warranted as new will not be acceptable.
3. Include a statement with your quote indicating the level of partnership your organization has with the original equipment manufacturer being proposed.
4. Please include pre-printed labels for all switches, access points, and UPS. Labels will identify E-Rate year and E-Rate Funding Request Number.
5. The minimum acceptable warranty period is 3 years. Please specify the warranty period for all equipment quoted. If there is a cost to extend the warranty to meet the minimum requirement, please include this cost in the quote under ineligible for E-Rate support.



Nicely Done Consulting, as a service to our clients, has provided templates and guidance for the presented scope of work. Nicely Done Consulting, its principals or employees, does not determine the services or needs of the applicant. All projects are defined by the applicant.

## Required Equipment List

| Location | Description with Make/Model - Part Number* | Quantity |
|---|---|---|
| **LESD** | 48-port switch, equivalent to Cisco C9300L-48UXG-4X-EDU<br>Include 5-year license, , equivalent to Cisco C9300L-DNA-E-48-5Y<br>Include 3m stacking kit/cable, equivalent to Cisco C9300L-STACK-KIT | 12 |
| | | |
| **LESD** | Fiber aggregation switch, equivalent to Cisco C9550-24L4CD<br>Include dual power supply<br>Include 5-year license, equivalent to Cisco Advantage | 7 |
| | | |
| **LESD** | Indoor Wireless Access Point, equivalent to Cisco CW9172I-RTG<br>Include 5-year license, equivalent to Meraki LIC-MR-ADV-5Y | 200 |
| | | |
| | | |
| | | |

*Other brands will be considered if they provide the same functionality.

## Evaluation Criteria:

Evaluation of the offers will be based on but not limited to the following criteria, in order of priority:

1. **Cost of ELIGIBLE Services** – Primary evaluation factor.
2. **Cost of INELIGIBLE Services**
3. **Equivalence of Technical Design/Meets Scope of Work** – Conformance with general and technical specifications.
4. **Vendor Qualifications/Level of Partnership with OEM** – Vendor's experience, level of partnership with the original equipment manufacturer.
5. **Strength of References** – Including previous experience with the district.



Nicely Done Consulting, as a service to our clients, has provided templates and guidance for the presented scope of work. Nicely Done Consulting, its principals or employees, does not determine the services or needs of the applicant. All projects are defined by the applicant.