



Harford County Public Library

HCPLonline.org

REQUEST FOR PROPOSAL

Category 2 E-Rate Wireless Access Point Replacements

RFP NO. L-26-01

**January 12, 2026
Harford County Public Library
1221-A Brass Mill Road
Belcamp, MD 21017**

REQUEST FOR PROPOSAL

Category 2 E-Rate Wireless Access Point Replacements

RFP NO. L-26-01

**PROPOSALS ARE DUE BY February 6, 2026 AT 1:00 P.M.
LOCAL TIME. ANY PROPOSALS RECEIVED AFTER THAT TIME
WILL BE RETURNED UNOPENED.**

**The complete timeline for this project can be found in Section D. of
this document.**

SUBMIT ORIGINAL PROPOSALS TO:

*Harford County Public Library
Administration Office
1221-A Brass Mill Road
Belcamp, MD 21017
Attn: Scott Gentile, Procurement Agent
Phone: 410-273-5600 x 6548
RFP No. L-26-01 Wireless Access Point Replacements*

*OR electronically (preferred) to:
gentile@hcplonline.org*

GENERAL INSTRUCTIONS (PLEASE READ THOROUGHLY)

1. INSTRUCTIONS, FORMS AND SPECIFICATIONS:

Instructions, forms and specifications may be obtained at <https://hcplonline.org/rfps.php> or in person or by mail from the Procurement Department, 1221-A Brass Mill Road, Belcamp, Maryland 21017.

a) All bids are to be submitted on and in accordance with forms for this purpose, which are available from the Procurement Department.

b) All bids are to be submitted in a sealed envelope with the bid number and name of the bid noted in the lower left-hand corner of the envelope.

c) Bids received after the specified time will be returned to the Bidder unopened.

d) Additional information or clarification of any of the instructions or information contained herein must be obtained from the Procurement Department.

e) Should any Bidder find discrepancy in the plans, specifications, or specimen agreement, should the Bidder be in doubt as to their meaning or intent of any part thereof, the Bidder must prior to bid submission, request clarification from the Procurement Agent, who will issue an addendum or otherwise clarify the matter. Every request for such interpretation should be in writing addressed to the Purchasing Department, 1221-A Brass Mill Road, Belcamp, Maryland, 21017 and marked "Request for Clarification". The request must be received at least seven (7) working days prior to the date fixed for bid receipt. Any and all such interpretations, any supplemental instructions will be mailed to all prospective Bidders (at the respective address furnished for such purpose), not later than five (5) working days prior to the date fixed for the opening bids. Failure to request such clarification is a waiver to any claim by the Bidder for expense made necessary by reason of later interpretation of the Contract Documents. All addenda issued during the time for bidding shall form a part of the Contract requirements and shall be considered by the Bidders in preparing their bids. Failure of any Bidder to receive any addendum or interpretation shall not relieve such Bidder from any obligation under his bid as submitted.

f) The Harford County Public Library will assume no responsibility for oral instructions or suggestion. All official correspondence in regard to the specifications shall be directed to and will be issued by the Procurement Agent in writing.

g) Oral, telephonic and/or telegraphic bids or modifications of bids will not be acceptable.

h) Bids must be completed in ink or typewritten by the Bidder with the signature in full. When an unincorporated business is a Bidder, the agent who signs the business name to the bids shall state, in addition, the names and addresses of the individuals composing the firm. When a corporation is a Bidder, the person signing shall state under the laws of the State the corporation is chartered and the names and titles of the officer having the authority under the bylaws to sign contract. The bid shall also bear the seal of the corporation, attested by its secretary. Anyone signing the bid as agent must file with it legal evidence of his authority to do so Post office address, County and State, and telephone number must be given after the signature of the person signing the bid.

i) Any bid may be withdrawn prior to the scheduled time for the opening of bids or authorized postponement thereof. Any bid received after this time and date specified shall not be considered. Should there be reasons why the Contract cannot be awarded within the specified period; the time may be

extended by mutual agreement between the Library and the Bidder.

2. AWARD OF CONTRACT:

a) The Library shall award all contracts in accordance with the criteria established in Section 41-26 of the Harford County Code.

b) Prompt payment discount terms will be considered in determining award.

c) Any other considerations for the award will be stated on the bid form or specifications.

3. TAXES:

The Harford County Public Library is a tax-exempt entity. The tax exemption is covered under State of Maryland Sales and Use Tax Certificate Account number 30001201.

4. RESERVATIONS:

a) The contract awarding authority reserves the right to reject any or all bids or parts of bids when, in its judgment, the public interest will be served thereby.

b) The Contract Awarding Authority may waive informalities and irregularities in bids. (Sec. 41-26 Procurement Law) as the interest of the County may be required.

c) Interpretation of Quantities in Bid Schedule: The quantities appearing in the prepared bid schedule are approximate only and are prepared for the canvassing of bids. Payment to the Bidder will be made only for the actual quantities of items furnished in accordance with the Contract and it is understood that the scheduled quantities of items to be furnished may be increased, diminished or omitted without in any way invalidating bid prices.

d) The Contract Awarding Authority may waive minor differences in specifications provided these differences do not violate the specification intent nor materially affect the operation for which the item or items are being purchased nor increase estimated maintenance and repair cost to the Library.

5. DELIVERY:

a) Bidders shall guarantee delivery of materials in accordance with such delivery schedule as may be provided in the specifications and bid forms.

b) All items shall be delivered F.O.B. destination and delivery costs and charges included in the bid unless otherwise quoted in Special Conditions.

c) Delivery time may be a factor in award of bid.

6. COMPETITION, LITERATURE, SAMPLES:

a) To better ensure fair competition and to permit a determination of the lowest Bidder, bids may be rejected if they show any omission, irregularities, alteration of forms, additions not called for, conditional or unconditional unresponsive bids, or bids obviously unbalanced.

b) The name of any manufacturer, trade name, or manufacturer or vendor catalog number mentioned in specifications is for the purpose of designating a standard of quality and type and for no other. Even though a particular manufacturer's name or brand is specified, bids will be considered on other brands or on the product of other manufacturers. On all such bids the Bidder shall indicate clearly the product on which he is bidding and shall supply a sample or sufficient data to enable an intelligent comparison to be made with the particular brand or manufacturer specified. Catalog cuts and descriptive data shall be attached to the

original copy of the bid where applicable. Failure to submit the above information may be sufficient grounds for rejection of bids.

c) No Bidder will be allowed to offer more than one price on each item even though he may believe that he has two or more types or styles that will meet the specifications. Bidders must determine for themselves which item to offer. If the Bidders should submit more than one price on any item, all prices for that item may be rejected at the discretion of the Contract Awarding Authority.

d) A statement of the origin, composition and manufacturer of any or all materials to be used in the work shall be supplied, if requested, on the Bid Form.

e) Specifications provided are based on Library needs and uses, estimated costs of operation and maintenance, and other significant and/or limiting factors to meet Library requirements and consistent with Library policies. Minimum specifications, and maximum specifications where included, are not established arbitrarily to limit competition or to exclude otherwise competitive Bidders.

7. DEVIATION FROM SPECIFICATIONS:

In addition to the above requirements, all deviations from the specifications must be noted in detail by the Bidder in writing, at the same time of submittal of the formal bid. The absence of a written list of specification deviations at the time of submittal of the bid will hold the Bidder strictly accountable to Harford County Public Library for furnishing material, equipment or services in full accordance with the specifications as written. Items not meeting the specifications may be rejected upon delivery to the Library.

8. INSPECTION:

All materials, supplies, and/or services delivered or performed for Harford County Public Library shall be subject to final inspection by Harford County Public Library and/or the Procurement Agent may designate other independent testing laboratories as may be deemed necessary. If the result of one or more of such tests indicates that any part of the materials or supplies are deficient in any respects, the Library may reject all or any part of the materials and supplies to be provided under the contract. The Procurement Agent may waive variances in materials, supplies, and/or service upon written recommendation by the Library Department involved in the purchase.

9. ERRORS IN EXTENSION:

Where the unit price and the extension price are at variance, the unit price will prevail.

10. LAW AND REGULATIONS:

In all operation related to the subject item, all laws and regulations of Harford County and all United States, State of Maryland Laws, which are applicable to the Contract, must be strictly complied with. The Contractor shall protect and indemnify Harford County Public Library and its agents or employees against any claim or liability arising from or based on the violation of any such laws, ordinances or regulations, whether by him or his employees.

11. QUALIFICATION AND LICENSE:

The Library may make such investigations as deemed necessary to determine the ability of the Bidder to perform the work and the Bidder shall furnish the Library all such information and data for this purpose as the Library may request. The Library reserves the right to reject any bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy the Library that such Bidder is properly qualified to carry out the obligations of the Agreement and to complete the work contemplated therein.

12. FORM OF ORDER:

An appropriate Harford County Public Library Purchase Order will be executed as required to the successful Bidder.

13. COOPERATIVE PURCHASING:

Results of this bid may be made available to Harford County Public Schools, Harford Community College, and Harford County Municipalities. Upon mutual agreement of both parties (successful Bidder(s) and any of the above-mentioned entities), this bid may be utilized to affect such contracts. Results may also be made available to the State of Maryland, and other public or nonprofit agencies within or outside the State of Maryland.

14. EQUAL OPPORTUNITY:

Awarded Bidders of all Harford County Public Library contracts agree to comply with applicable federal, state and local laws relating to equal opportunity employment. All Harford County Public Library bid submissions will be considered without attention to race, color, religion, sex, sexual orientation, gender identity, national origin or citizenship status, age, disability or veterans' status and to provide reasonable accommodations to qualified individuals with disabilities upon request.

Request for Proposal

Category 2 E-Rate Wireless Access Point Replacements

A. Introduction

Harford County Public Library (HCPL) is an 11-branch public library system serving approximately 264,000 residents in northeast Maryland, supported by a central administrative office and outreach services. The Library provides free and equitable access to information, technology, and educational resources through physical collections, digital services, public computing, wireless connectivity, and technology-enabled programs.

Wireless connectivity is a core component of HCPL's public service infrastructure. Library users rely on wireless access to support education, workforce development, digital government access, and personal information needs using their own devices. Library staff similarly depend on reliable wireless connectivity to support daily operations and technology-enabled services.

To sustain these services, HCPL follows a lifecycle-based approach to technology management and periodically refreshes critical infrastructure to ensure continued performance, security, and manufacturer support across all locations.

B. Purpose

The purpose of this Request for Proposal (RFP) is to solicit competitive proposals from qualified vendors for a **Category 2 E-Rate-eligible wireless access point replacement project** for Harford County Public Library, to be filed under **E-Rate Funding Year 2026**.

Harford County Public Library seeks proposals that include, at a minimum, the following **hardware-only components**:

- **Replacement of existing indoor wireless access points** at multiple library locations with enterprise-grade wireless access points (or equivalent) that meet or exceed the performance, capacity, and reliability requirements outlined in this RFP.
- **Replacement of existing outdoor wireless access points** at applicable library locations with ruggedized, weather-rated wireless access points (or equivalent) suitable for exterior deployment with omnidirectional antennas.
- **Addition of one new indoor wireless access point** at a designated library location to address a documented gap in wireless coverage and improve service availability for public users and staff.
- **Required mounting hardware, brackets, and manufacturer-recommended accessories** necessary to support proper physical deployment of the proposed wireless access points.
- **Cloud-based management and licensing**, where required by the proposed solution, for a minimum term as specified in this RFP.

This solicitation is strictly for the **procurement of hardware and associated licensing only. Installation, configuration, cabling, testing, and ongoing support services are not included** as part of this RFP and should not be proposed.

All proposed goods must be **E-Rate Category 2 eligible**, clearly identified as eligible or non-eligible in accordance with USAC guidelines, and cost-allocated where required. Hardware and licensing must be presented as separate line items in all pricing submissions.

The selected vendor will coordinate delivery with Harford County Public Library staff and provide standard manufacturer documentation and warranty information for all proposed equipment. All equipment must be new, unused, and supported by the manufacturer for the duration of its expected lifecycle.

C. Proposal

Bidders who elect to submit an electronic proposal need only submit one technical proposal in an Adobe PDF document, and a ***separate PDF document for the pricing proposal***.

THE BIDDER SHALL SUBMIT PROPOSAL TO:

Harford County Public Library
Administrative Office
1221-A Brass Mill Road
Belcamp, Maryland 21017

Attention: Scott Gentile, Procurement Agent
RFP No. L-26-01 Wireless Access Point Replacements

OR electronically (preferred) to:

gentile@hcplonline.org

Any conditions which the Bidder wishes to stipulate other than those included in this RFP must be specifically stated in writing in the Bidder's cover letter. If the Bidder cannot accept a provision of the RFP, it must state and explain why provision cannot be accepted. Any supporting literature that the Bidder wants to include should be placed in an appendix. All materials, documents, and information generated are the property of Harford County Public Library.

NOTE: EACH BIDDER MUST SUBMIT AS PART OF THEIR PROPOSAL THE COMPLETED PROPOSAL AFFIDAVIT (PAGES 12 - 15.) FAILURE TO SUBMIT THIS DOCUMENT WILL CAUSE THE PROPOSAL TO BE REJECTED.

D. Schedule

The following schedule represents Harford County Public Library's anticipated timeline for this solicitation. Harford County Public Library reserves the right to modify this schedule as necessary through the issuance of written addenda.

- **January 12, 2026** – FCC Form 470 filed/certified and RFP issued
- **January 30, 2026 (5:00 PM local time)** – Deadline for submission of vendor questions
- **February 6, 2026** – Responses to questions and addenda issued
- **February 13, 2026 (1:00 PM local time)** – Proposals due
- **No later than Monday, March 2, 2026** – Anticipated vendor selection and completion of proposal evaluation
- **No later than Monday, March 9, 2026** – Contract execution and completion of procurement activities
- **E-Rate Funding Year 2026** – FCC Form 471 filed following vendor selection and contract execution

No proposal may be withdrawn for a period of ninety (90) days following the proposal due date.

E. Outline of Scope of Work

Harford County Public Library (HCPL) is seeking proposals for the **procurement of E-Rate Category 2-eligible wireless access point hardware and associated cloud-based management licensing** to support a system-wide refresh of its wireless infrastructure.

This solicitation is limited to **hardware and required manufacturer licensing only**. **Installation, configuration, cabling, testing, training, and professional services are not included** and shall not be proposed.

Scope Requirements

The scope of this project includes the following:

- **Replacement of existing indoor wireless access points** at multiple HCPL branch locations with enterprise-grade wireless access points (or equivalent) suitable for high-density public environments.
- **Replacement of existing outdoor wireless access points** at applicable HCPL locations with ruggedized, weather-rated wireless access points (or equivalent) designed for permanent exterior deployment.
- **Addition of one (1) new indoor wireless access point** at a designated branch location to address a documented gap in wireless coverage.
- **Provision of all manufacturer-recommended mounting hardware and accessories** necessary to support physical deployment of the proposed wireless access points.
- **Provision of cloud-based wireless management licensing**, where required by the proposed solution, including pricing for **one (1) year, three (3) year, and five (5) year licensing terms** for all proposed wireless access points.

HCPL has identified preferred wireless access point models and associated licensing in **Addendum A** to this RFP. Vendors are responsible for reviewing all addenda and ensuring their proposals are responsive to the requirements and preferences identified therein.

General Conditions

- All equipment must be **new, unused, and supported by the manufacturer**.
- All proposed items must be **E-Rate Category 2 eligible** and clearly identified as eligible or non-eligible, with cost allocation provided where applicable.
- Wireless access point hardware and associated licensing must be **itemized separately** in all pricing submissions.
- Exact quantities of indoor and outdoor wireless access points will be identified in the pricing forms or addenda associated with this RFP.

Exclusions

The following are explicitly excluded from this Scope of Work:

- Installation, configuration, or deployment services
- Network design, site surveys, or optimization services
- Cabling, conduit, or electrical work
- Third-party managed services or professional support beyond manufacturer licensing

Equivalent Products

HCPL may identify preferred manufacturers or models elsewhere in this RFP. Vendors proposing equivalent products must demonstrate that the proposed solution meets or exceeds all stated technical, functional, and E-Rate eligibility requirements.

F. Evaluation and Selection Criteria

F.1 Evaluation Committee

Harford County Public Library has established an evaluation committee who will review and score each proposal for adherence to the requirements in accordance with the criteria as described below.

F.2 Evaluation Criteria

All proposals will be evaluated based on their technical and price merits. The weights and evaluation criteria for each are described under Sections F.3 & F.4.

A complete proposal is considered a submission in which all information as requested by HCPL has been supplied, areas requiring a signature have been acknowledged and both the technical and financial proposals have been submitted per the terms of this RFP. Any proposal found to be missing any item requested in this RFP will be considered incomplete and disqualified.

HCPL reserves the right to award all or part of the project based solely on the best interest of HCPL as determined by the Library's CEO.

F.3 Technical Proposal (70%)

The technical proposal must be submitted in the format as outlined below. Next to the title is the weight factor assigned to each category.

F.3.1 Participation in Maryland Education Enterprise Consortium (MEEC) 20 points

A maximum of 20 points will be awarded to vendor's involved or compliant with MEEC. Criterion will include adherence to regional contracting standards, with higher points awarded to stronger alignment for E-rate eligible goods and services.

F.3.2 Understanding of the Project 20 points

A complete response should cover all requirements, specifications, and requests outlined in the RFP. Points are deducted for missing or insufficiently addressed elements.

F.3.3 Recent and Relevant Experience 10 points

Consider any previous engagements or relationships with the vendor. Positive past experiences could indicate reliability, understanding of your needs, and a proven track record. Allocate points based on the strength and success of prior relationships.

F.3.4 Technical Expertise 10 points

Assess the vendor's technical expertise and experience in deploying similar E-rate compliant wireless network solutions. The criterion include

vendor's track record, certifications, case studies, or client references from similar projects.

F.3.5 Geographical Preference

5 points

This criterion evaluates the vendor's geographical proximity to your organization. Local vendors offer advantages in terms of accessibility, support, and understanding of local regulations and conditions.

F.3.6 Innovation and Additional Value

5 points

Evaluate any innovative features, added value, or unique benefits offered by the vendor's proposal. This criterion encourages vendors to provide extra benefits or innovative solutions beyond the basic requirements.

F.4 Price Proposal (30%)

F.4.1 The committee will award the full 30 points available to the lowest price proposal. Higher-priced proposals will receive a lower score, prorated from the lowest proposal's 30-point basis.

F.4.2 The rates proposed will be for the duration of the project following the date of award.

F.4.3 The Committee may enter cost and scope negotiations, only with the highest rated firm. If the Committee and firm cannot agree upon the scope and cost, the Committee will negotiate with the next highest rated firm. This process is continued until a fair and reasonably priced contract can be awarded.

G. Information Required In Proposal Submission

G.1 Each Bidder submitting printed copies shall submit one (1) original and five (5) copies of its technical proposal, with the original clearly marked. A brief transmittal letter, signed by an officer authorized to bind the firm to its proposal, with Bid Form and Affidavit from pages 12-15 of this document, attached must accompany the technical proposal.

G.2 The selection procedure for this RFP requires that technical evaluations be completed before price proposals are opened and submitted to the Evaluation Committee. Each Bidder submitting printed copies shall submit one (1) original and five (5) copies of the price proposal, **separately sealed** in an envelope clearly marked "**Price Proposal**," with RFP number/title.

G.3 Bidders who elect to submit an electronic proposal need only submit one technical proposal in an Adobe PDF document, and a **separate PDF document for the pricing proposal**.

H. Basis of Award

The firm with the highest combined technical and price rating will be recommended for an award of contract.

HCPL reserves the right to cancel this RFP at any time after issuance, to reject, in whole or in part, any and all offers received, to waive minor technicalities in proposals, and to negotiate with responsible offers in any manner necessary to serve its best interests.

Any necessary additions or corrections to this RFP will be made by addenda and issued to all Bidders of record. Addenda will become part of the RFP and must be acknowledged by each Bidder; failure to acknowledge any addenda shall not relieve Bidders of compliance with the terms thereof. HCPL assumes no responsibility for oral instructions.

HCPL may request Bidders to make oral presentations of their qualifications, and to substantiate any portion of proposals submitted. The Procurement Agent will schedule such presentations if deemed necessary.

Proposals should be prepared simply and economically, providing a straightforward, concise description of the Bidder's ability to satisfy the requirements of this RFP.

Bidders are responsible for proposal preparation and submission costs, as well as travel costs incurred in connection with oral presentations or other pre-award discussions.

By submitting a proposal in response to this RFP, the Bidder accepts the terms and conditions set forth herein, unless stated otherwise.

HCPL may require Bidders to submit additional information regarding financial responsibility, technical expertise, and other qualifications, and may consider any information otherwise available concerning those qualifications.

HCPL reserves the right to accept the best written proposal without further discussions, and may do so; thus, Bidders should ensure that the initial proposals are both complete and competitively priced.

The Bidder shall identify any actual or potential conflicts of interest that exist, or which may arise if the Bidder is recommended for award and propose how such conflicts might be resolved.

The laws of Harford County and the State of Maryland, and where applicable, federal laws and regulations, will govern the contract awarded pursuant to this RFP.

The Bidder is required to perform all services in accordance with generally accepted standards of professional practice, and in accordance with all applicable Federal, State, and local laws.

HCPL maintains the right to delete or insert tasks in the scope with appropriate changes in cost.

I. Proposal Content

To be considered as a complete submission, respondents are required to present:

- A cover letter providing a brief description of the firm or individual, name, address of consultant, telephone number, e-mail, and fax of principal contact person.
- An executive summary of the highlights of the proposal, which should not exceed one page in length, conveying the Bidder's understanding of the purpose and expected outcomes of the project.
- A summary of the consultant's qualifications and experience as well as up to five references. Experience in the administration of libraries is preferred. Successful firms and their subcontractors will have demonstrated expertise in library operations, technology and facilities. Evidence of successful experience in communication and planning is crucial to the selection.
- Exclusion or exceptions – Note any parts of the proposal that is beyond the expertise of the consultant or would be better handled by local library staff.
- Additional documentation – Consultants are welcome to provide additional documentation that will assist HCPL in the selection process.

NOTE: Harford County Public Library will not reimburse the costs of preparing the proposal.

J. Procurement of Additional Goods and Services/Coterminous Expiration

During the term of any Agreement resulting from this RFP, HCPL may elect to procure additional or like goods and/or services offered by the Respondent. Such services shall be negotiated and obtained via an official amendment to this Agreement and approval by HCPL's Governing Board. All terms, conditions, warranties, obligations, maintenance and support of said goods or services shall have a coterminous expiration date with the original date of this Agreement. HCPL shall not enter into a separate Agreement for said goods or services. Respondents must state in their proposal that they acknowledge, accept and agree with coterminous expiration conditions.

BID FORM

The undersigned, duly authorized to bind the named firm, agrees, upon receipt of acceptance of this proposal within fourteen (14) calendar days, to proceed to execute the contract in accordance with the proposal as accepted.

Signature _____

Type/Print Name _____

Title _____

Name of Firm _____

Address

Street

City State Zip

Mailing Address (if different from Street address)

Telephone _____

Fax _____

Email _____

If corporation, place corporate seal beside signature and state:

Name of President _____

Name of Secretary _____

Under laws of what state incorporated _____

Acknowledgement of Addenda (if applicable)

#1 _____
date

#2 _____
date

#3 _____
date

PROPOSAL AFFIDAVIT

A. AUTHORIZED REPRESENTATIVE

I HEREBY AFFIRM THAT:

I am the (title) _____ and the duly authorized representative of (name of business) _____ and that I possess the legal authority to make this Affidavit on behalf of myself and the business for which I am acting.

B. AFFIRMATION REGARDING BRIBERY CONVICTIONS

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business (as is defined in Section 16-101(b) of the State Finance and Procurement Article of the Annotated Code of Maryland), or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies (as is defined in Section 16-101(f) of the State Finance and Procurement Article of the Annotated Code of Maryland), has been convicted of, or has had probation before judgment imposed pursuant to Article 27, Section 641 of the Annotated Code of Maryland, or has pleaded *nolo contendere* to a charge of bribery, attempted bribery, or conspiracy to bribe in violation of Maryland law, or of the law of any other state or federal law, except as follows:

(Indicate the reasons why the affirmation cannot be given and list any conviction, plea, or imposition of probation before judgment with the date, court, official or administrative body, the sentence or disposition, the name(s) of person(s) involved, and their current positions and responsibilities with the business):

C. AFFIRMATION REGARDING DEBARMENT

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the above business, or any of its officers, directors, partners, or any of its employees directly involved in obtaining or performing contracts with public bodies, has ever been suspended or debarred (including being issued a limited denial of participation) by any public entity, except as follows:

(List each debarment or suspension providing the dates of the suspension or debarment, the name of the public entity and the status of the proceedings, the name(s) of the person(s) involved and their current positions and responsibilities with the business, the grounds of the debarment or suspension, and the details of each person's involvement in any activity that formed the grounds of the debarment or suspension)

D. AFFIRMATION REGARDING DEBARMENT OF RELATED ENTITIES

I FURTHER AFFIRM THAT:

(1) The above business was not established and it does not operate in a manner designed to evade the application of or defeat the purpose of debarment pursuant to Sections 16-101, et seq., of the State Finance and Procurement Article of the Annotated Code of Maryland; and

(2) The business is not a successor, assignee, subsidiary, or affiliate of a suspended or debarred business, except as follows: (Indicate the reasons why the affirmation cannot be given without qualification):

E. AFFIRMATION REGARDING COLLUSION

I FURTHER AFFIRM THAT:

Neither I, nor to the best of my knowledge, information, and belief, the agents, servants and/or employees of the above business have:

(1) Agreed, conspired, connived, or colluded to produce a deceptive show of competition in the compilation of the accompanying bid or offer that is being submitted;

(2) In any manner, directly or indirectly, entered into any agreement of any kind to fix the bid price or price proposal of the Bidder or contractor or of any competitor, or otherwise taken any action in restraint of free competition in connection with the contract for which the accompanying bid or offer is submitted.

F. FINANCIAL DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with, the provisions of Section 13-221 of the State Finance and Procurement Article of the Annotated Code of Maryland, which require that every business that enters into contracts, leases, or other agreements with the State of Maryland or its agencies during a calendar year under which the business is to receive in the aggregate \$100,000 or more shall, within 30 days of the time when the aggregate value of the contracts, leases, or other agreements reaches \$100,000, file with the Secretary of State of Maryland certain specified information to include disclosure of beneficial ownership of the business.

G. POLITICAL CONTRIBUTION DISCLOSURE AFFIRMATION

I FURTHER AFFIRM THAT:

I am aware of, and the above business will comply with the provisions of Article 33, Sections 30-1 through 30-4 et seq. of the Annotated Code of Maryland, which require that every person that enters into contracts, leases, or other agreements with the State of Maryland, including its agencies or a political subdivision of the State, during a calendar year under which the person receives in the aggregate \$100,000 or more shall, on or before February 15, of the following year, file with the Secretary of State of Maryland certain specified information to include disclosure of political contributions in excess of \$500 to a candidate for elective office in any primary or general election.

H. CERTIFICATION OF CORPORATION REGISTRATION AND TAX PAYMENT

I FURTHER AFFIRM THAT:

- (1) The business named above is a (Check one) _____ Maryland (domestic) corporation
_____ foreign (non-Maryland) corporation

registered in accordance with the Corporations and Associations Article, Annotated Code of Maryland, and that it is in good standing and has filed all of its annual reports, together with filing fees, with the Maryland State Department of Assessments and Taxation, and that the name and address of its resident agent filed with the State Department of Assessments and Taxation is:

Name:

Address:

(If not applicable, so state).

(2) Except as validly contested, the business has paid, or has arranged for payment of, all taxes due the State of Maryland and has filed all required returns and reports with the Comptroller of the Treasury, the State Department of Assessments and Taxation, and the Employment Security Administration, as applicable, and will have paid all withholding taxes due the State of Maryland prior to final settlement.

I. CONTINGENT FEES

I FURTHER AFFIRM THAT:

The business has not employed or retained any person, partnership, corporation, or other entity, other than a bona fide employee or agent working for the business, to solicit or secure the Contract, and that the business has not paid or agreed to pay any person, partnership, corporation, or other entity, other than a bona fide employee or agent, any fee or any other consideration contingent on the making of the Contract.

J. ACKNOWLEDGEMENT

I ACKNOWLEDGE THAT:

This Affidavit is furnished to the Procurement Agent and that nothing in this Affidavit or in any contract arising from this bid or proposal shall be construed to supersede, amend, modify or waive the exercise of any statutory right or remedy with respect to any misrepresentation made or any violation of the obligations, terms and covenants undertaken by the above business with respect to (1) this Affidavit, (2) the contract, and (3) other Affidavits comprising part of the contract.

I DO SOLEMNLY DECLARE AND AFFIRM UNDER THE PENALTIES OF PERJURY THAT THE CONTENTS OF THIS AFFIDAVIT ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF.

Date: _____

By: _____
(Authorized Representative and Affiant)

Federal Employer Identification Number (FEIN): _____

Addendum 1
Category 2 E-Rate Wireless Access Point Replacements
Scope of Work & Preferred Hardware – Indoor Wireless Access Points

Preferred Specifications and Rationale

Harford County Public Library currently operates a Cisco-based wireless networking environment, including Cisco Meraki cloud-managed infrastructure. The preferred hardware identified in this addendum aligns with the Library's existing Cisco ecosystem to ensure consistency in management, monitoring, security, and operational support. The Cisco Catalyst CW9164I (or current equivalent) is the preferred indoor wireless access point for this project due to its enterprise-grade performance, reliability, and suitability for high-density public library environments. The CW9164I is a Wi-Fi 6E–capable indoor access point designed to support large numbers of concurrent users while maintaining strong throughput, security, and centralized manageability. The Catalyst wireless platform provides centralized management and monitoring capabilities that support consistent wireless service delivery across all HCPL locations while minimizing operational complexity.

Equivalent Hardware Consideration

Vendors proposing alternative indoor wireless access point solutions must meet or exceed the following minimum specifications:

- Enterprise-grade Wi-Fi 6E (802.11ax) indoor wireless access point
 - Tri-band operation (2.4 GHz, 5 GHz, and 6 GHz)
 - Designed for high-density client environments typical of public facilities
 - Support for centralized or cloud-based wireless management
 - Support for modern wireless security and authentication standards
 - Support for standard Power over Ethernet (PoE/PoE+) suitable for enterprise indoor deployments
 - Manufacturer-supported product with an active support lifecycle appropriate for public-sector use
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Licensing Requirements

Proposals must include pricing for required manufacturer management and support licensing for the proposed indoor wireless access points for the following terms:

- One (1) year licensing
- Three (3) year licensing
- Five (5) year licensing

Licensing costs must be itemized separately from hardware pricing.

Mounting Hardware

Proposals shall include manufacturer-recommended mounting brackets and hardware necessary for standard indoor ceiling or wall installation of the proposed wireless access points. Mounting hardware must be compatible with typical public library building environments.

No additional installation materials, cabling, or labor shall be included.

Additional Conditions for Alternative Proposals

Proposals that include alternative indoor wireless access point solutions must also include:

- A description of the proposed alternative product(s)
- Documentation demonstrating how the proposed solution meets or exceeds the preferred specifications
- Manufacturer warranty information
- Confirmation of E-Rate Category 2 eligibility

Proposed equipment must comply with applicable FCC regulations and be suitable for installation in indoor public facilities.

Installation, configuration, cabling, testing, training, and managed services are expressly excluded from this addendum.

Hardware Locations

Below is a breakdown of the required indoor wireless access point replacements and additions associated with this addendum:

Library Location	Equipment Replacement Details
Aberdeen Library	Replace 0 units, Add 0 new units
Abingdon Library	Replace 12 units, Add 1 new units
Bel Air Library	Replace 14 units, Add 0 new units
Darlington Library	Replace 0 units, Add 0 new units
Edgewood Library	Replace 0 units, Add 0 new units
Fallston Library	Replace 0 units, Add 0 new units
Havre de Grace Library	Replace 0 units, Add 0 new units
Jarrettsville Library	Replace 0 units, Add 0 new units
Joppa Library	Replace 0 units, Add 0 new units
Norrisville Library	Replace 0 units, Add 0 new units
Whiteford Library	Replace 0 units, Add 0 new units
Administrative Office	Replace 0 units, Add 0 new units
Total	Replace 26 units, Add 1 new units

Addendum 2

Category 2 E-Rate Wireless Access Point Replacements

Scope of Work & Preferred Hardware – Outdoor Wireless Access Points

Preferred Specifications and Rationale

Harford County Public Library currently operates a Cisco Meraki cloud-managed wireless networking environment across its facilities. The preferred hardware identified in this addendum aligns with the Library's existing platform to ensure consistency in management, monitoring, and operational support across both indoor and outdoor deployments.

The Cisco Meraki MR86 or Cisco Catalyst 9163E are the preferred outdoor wireless access points for this project due to their ruggedized design, extended coverage capabilities, and suitability for outdoor public environments such as library entrances, exterior gathering areas, and adjacent public spaces. The MR86 and CW9163E are Wi-Fi 6 outdoor access points designed to support high client density, long-range coverage, and reliable performance in varying environmental conditions.

The Meraki platform provides centralized cloud-based management, monitoring, and alerting, allowing HCPL to maintain visibility and operational consistency across all outdoor wireless deployments.

Equivalent Hardware Consideration

Vendors proposing alternative outdoor wireless access point solutions **must meet or exceed the following minimum specifications:**

- Enterprise-grade Wi-Fi 6 (802.11ax) outdoor wireless access point
- Designed for outdoor and semi-outdoor public environments
- Support for high-density and extended-range client connectivity
- Support for centralized or cloud-based wireless management
- Support for modern wireless security and authentication standards
- Support for standard Power over Ethernet (PoE/PoE+) suitable for outdoor deployments
- Manufacturer-supported product with an active support lifecycle appropriate for public-sector use
- Environmental rating suitable for permanent outdoor installation

Antennas and Coverage Optimization

Proposals shall include manufacturer-supported, high-performance omnidirectional outdoor antennas appropriate for maximizing coverage, signal strength, and reliability in outdoor public environments. Antennas may be integrated or external, but must represent the best available range-extending option supported by the manufacturer for the proposed access point model.

Any proposed antenna solution must be fully compatible with the access point hardware and cloud management platform.

Electrical Protection and Environmental Safeguards

Proposals shall include manufacturer-recommended lightning protection and surge suppression components suitable for outdoor wireless access point deployments. All protective components must be compatible with Power over Ethernet (PoE/PoE+) operation and intended to reduce the risk of damage from electrical surges or lightning events.

Licensing and Support Requirements

Proposals must include pricing for manufacturer cloud-based management licensing and support for the proposed outdoor wireless access points for the following terms:

- One (1) year licensing and support
- Three (3) year licensing and support
- Five (5) year licensing and support

Licensing must represent the highest or most comprehensive service and support tier offered by the manufacturer for cloud management, monitoring, firmware updates, and hardware support, and must be itemized separately from hardware pricing.

Mounting Hardware

Proposals shall include manufacturer-recommended outdoor mounting brackets and hardware necessary for secure installation on exterior walls, poles, or other appropriate outdoor mounting surfaces commonly found at public library facilities.

Mounting hardware must be suitable for long-term outdoor use and compatible with the proposed access point, antennas, and environmental protection components.

No additional installation materials, cabling, or labor shall be included.

Additional Conditions for Alternative Proposals

Proposals that include alternative outdoor wireless access point solutions must also include:

- A description of the proposed alternative product(s)
- Documentation demonstrating how the proposed solution meets or exceeds the preferred specifications
- Manufacturer warranty information
- Confirmation of E-Rate Category 2 eligibility

Proposed equipment must comply with applicable FCC regulations and be suitable for permanent outdoor installation at public facilities.

Installation, configuration, cabling, testing, training, and managed services are expressly excluded from this addendum.

Hardware Locations

Below is a breakdown of the required outdoor wireless access point replacements and additions associated with this addendum:

Library Location	Equipment Replacement Details
Aberdeen Library	Replace 1 units, Add 0 new units
Abingdon Library	Replace 3 units, Add 0 new units
Bel Air Library	Replace 2 units, Add 0 new units
Darlington Library	Replace 2 units, Add 0 new units
Edgewood Library	Replace 1 units, Add 0 new units
Fallston Library	Replace 1 units, Add 0 new units
Havre de Grace Library	Replace 1 units, Add 0 new units
Jarrettsville Library	Replace 1 units, Add 0 new units
Joppa Library	Replace 1 units, Add 0 new units
Norrisville Library	Replace 1 units, Add 0 new units
Whiteford Library	Replace 1 units, Add 0 new units
Administrative Office	Replace 0 units, Add 1 new units
Total	Replace 16 units, Add 1 new units