

SEBASTOPOL UNION SCHOOL DISTRICT
REQUEST FOR PROPOSALS
FOR
Local Area/Wireless Equipment Refresh to be
Funded by E-Rate Year 30 (2027-2028)
Released September 22, 2026

1 SUMMARY

The purpose of this Request for Proposal (RFP) is to define Sebastopol Union School District's minimum requirements, solicit proposals and gain adequate information by which the District may evaluate the services offered by the Proposer.

As a progressive district that is an integral part of its engaged and diverse community, Sebastopol Union School District graduates all of its students as globally-minded citizens, critical and creative thinkers, skilled collaborators, and fully-engaged learners who achieve academic excellence and are socially and emotionally resilient; we accomplish this with inspired teaching of a rigorous and meaningful curriculum in a dynamic learning environment where we support and challenge every student in partnership with families and community.

Sebastopol Union School District, herein after referred to as the District, seeks to upgrade existing Local Area Network and Wireless Local Area Network equipment at its two campus locations.

The District discourages lengthy and costly proposals. Proposals should be prepared simply, economically and provide a straightforward, concise description of the Proposer's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content.

The District discourages lengthy and costly proposals. Proposals should be prepared simply, economically and provide a straightforward, concise description of the Proposer's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content.

For a proposal to be considered valid, it must address all aspects of the desired equipment/services and be received by the School's representative no later than 5:00pm, Monday, October 26, 2026.

2 PROPOSAL EVALUATION

All valid proposals will be evaluated using the following scale:

E-Rate Eligible Costs	30%
Technology Staff Equipment Knowledge	25%
UPS Run-time, Warranty, Battery Life	20%
Completeness and Accuracy of Proposal	15%
Prior Vendor Performance	10%

2.1 EVALUATION CRITERIA CLARIFICATION

- 2.1.1 Cost for E-Rate Eligible Equipment and Services – Pre-discounted Equipment and Services Cost.
- 2.1.2 Technology Staff Equipment Knowledge – Staff familiarization with proposed equipment. Includes technical evaluation of equivalent equipment and/or training requirements.
- 2.1.3 UPS Run-time, Warranty, Battery Life – UPS Run-time cost per minute. Includes consideration of Warranty term and Battery Life.
- 2.1.4 Completeness and Accuracy of Proposal – Recognition of District's specific requirements, including identification of E-Rate ineligible equipment, services, sale tax and miscellaneous fees.

3 GENERAL REQUIREMENTS AND INFORMATION

3.1 SITES

- 3.1.1 Sebastopol Union School District Office
7611 Huntley St., Sebastopol
- 3.1.2 Park Side School
7450 Bodega Ave., Sebastopol
- 3.1.3 Brook Haven School
7095 Valentine Ave., Sebastopol

3.2.1 GENERAL INFORMATION

- As a small District, staff familiarization with Local Area and Wireless equipment is a critical component to optimum network function and reliability. For that reason, the District has identified specific preferred equipment with which staff have been trained.
- The District prefers Ubiquiti Local Area/Wireless Network equipment. The District will consider proposal for equivalent equipment from a different manufacturer.

Specific part numbers are provided to allow prospective providers to determine equivalent equipment. Breakout sheets based upon District preferred equipment for each school are attached.

- The District prefers UPS with Lithium batteries. Networking card, if applicable, costs to be bundled with the UPS equipment.
- Installation Notes:
 - o Vendor to remove existing switches and install new switches and UPS as specified.
 - o Removal of existing UPS equipment is not required.
 - o Wireless access points installation does not require high reach equipment.
 - Current access point installation do not exceed 14'.

3.3 DISTRICT SPECIFIC REQUIREMENTS

- Local Area and Wireless Equipment
 - o Ubiquiti Cloud Key Plus Gen 2 – UCK-G2-Plus
 - Qty – 2
 - o Ubiquiti Dmux 8 – UACC-CWDM-8
 - Qty – 4
 - o Ubiquiti Pro XG 48 – USW-Pro-EX-48 (1080W)
 - Qty – 28
 - o Ubiquiti Wireless Access Points – E7-US
 - Qty – 29
 - o Ubiquiti Multi Mode Gbic – UACC-OM-MM-1G-D-20
 - Qty – 1
 - o Ubiquiti Single Mode Gbic – UACC-10-SFP10
 - Qty – 10
 - o Ubiquiti Fiber patch cables Multi Mode – UACC-OFC-M2-LULU-3M-50
 - Qty – 1
 - o Ubiquiti Fiber patch cables Single Mode – UACCOFC-S2-LULU-3M- 50
 - Qty – 1
 - o Ubiquiti Uplink Cable 1-25 – UACC-Uplink-SF28-0.15-10
 - Qty – 1
 - o Cat 6 patch cables – P/N: C6SFTPSGLSZH SKU:182962
 - Qty – 1
 - o Uninterrupted Power Supplies – Run time 45-60 minutes
 - Qty – 6
 - Load (Watts) by location
 - o Brook Haven MDF – 1000 Watts
 - o Brook Haven Admin – 800 Watts
 - o Park Side MDF – 1000 Watts
 - o District Office – 800 Watts
 - o Kindercourt – 800 Watts
 - o Preschool – 800 Watts

- o Installation and configuration of Local Area equipment, wireless access points and Uninterrupted power supplies. Includes removal of existing switch and wireless access points and installation of new equipment. Normal business hours.

4 PROPOSER'S RESPONSE REQUIREMENTS AND COMMITMENTS

4.1 PROPOSER'S RESPONSE REQUIREMENTS AND COMMITMENTS

Proposer shall

- Confirm that the proposer has or confirm commitment to complete FCC Form 473 Service Provider Annual Certification Form for Funding Year 2027-2028.

Proposals shall provide itemized costs that meet the School's requirements identified in Section 3.2.

- Proposal pricing shall include:
 - o Materials
 - o Installation
 - o Warranty
 - o Licenses (if applicable)
 - o Shipping (if applicable)
 - o Sales Tax @ 10.25%

Response requirements:

- Provide a minimum of three references utilizing equipment proposed for the School.
 - o Include contact information and description of network upgrade.
- Provide the following for service(s) to be provided to the School.
 - o SPIN number(s)
 - o Provide contact information for E-Rate support.
 - Confirm ability for SIP billing and discounting.

5 RFP TERMS

School requires RFP submittals no later than 5:00pm, Monday, October 26, 2026. Proposals must be valid through the E-Rate Funding Year 2027-2028.

School requests email responses to this RFP.

Email responses to: rich@aagiconsulting.com

No hard copy response is required.

Received responses will be opened and read by the District's evaluation team, privately, following the close of the submission window.

The District reserves the right to make an award without further discussion of any proposal submitted. Therefore, each proposal should be initially submitted on the most favorable terms the vendor can offer.

After the evaluation of proposals and final consideration of all pertinent information available, the District shall issue email notification identifying the apparent best evaluated Proposer. The notice shall not create rights, interests or claims of entitlement in the apparent best evaluated Proposer or any vendor.

The District reserves the right to reject any or all proposals submitted and waive any formality in the proposals received.

The contract, if awarded, will be to the vendor considered to be the best value to School. Best value will be considered based upon the proposal evaluation matrix identified in Section 2 of this document.

6 CONTRACTS

The contract shall be for E-Rate Funding Year 2026-2027 and restate provider's commitments as identified in Section 4.1 of this RFP.

The District requires all contractual agreements to be reviewed by the District's legal representative and approval of the Board of Trustees of the Sebastopol Union School District.

7 CONTACT INFORMATION

Direct contact with District personnel during RFP process is prohibited and will result in disqualification of potential service providers that ignore this prohibition.

Direct contact between District personnel and existing service providers to discuss ongoing projects initiated prior to the release of this RFP does not constitute a violation of the previously stated prohibition.

Submit questions regarding this RFP via email to the District's Consultant:

Rich Tunheim
Aarrestad-Gjervik Consulting

4763 Saddle Club Lane
Santa Rosa, CA. 95409
rich@aagiconsulting.com

P. 707-228-9357
F. 707-490-1547

Last date to submit questions, September 28, 2026

Brook Haven

MDF		
Quantity	Device	SKU
1	Cloudkey Plus GEN2	UCK-G2-Plus
1	Unfii Dmux 8	UACC-CWDM-8
2	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	UPS 45-60 minute Run-time	Load (Watts) - 1000 Watts

IDF 1	Admin	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	UPS 45-60 minute Run-time	Load (Watts) - 800 Watts

IDF 2	Rms,lib,22	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 3	Rm 4-6	
Quantity	Device	SKU
2	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 4	Rm19-22	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 5	Gym	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 6	Sw8 10-13	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 7	Sw9 14-18	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 8	Sw10 bh Portable Haven	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 9	Castle Portables	
Quantity	Device	SKU

1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 10	Fac	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 11	Fac	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

Park Side		
MDF		
K	Device	SKU
1	Cloudkey Plus GEN2	UCK-G2-Plus
1	Unfii Dmux 8	UACC-CWDM-8
2	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	UPS 45-60 minute Run-time	Load (Watts) 1000 Watts

IDF 1	Rm17	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 2	LIB	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 3	Portables	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 4	Consort	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 5	Fac	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 6	Castle	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 7	DO	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	UPS 45-60 minute Run-time	Load (Watts) 800 Watts

IDF 8	24	
Quantity	Device	SKU
1	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)

IDF 9	Kindercourt	
Quantity	Device	SKU
2	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	Unfii Dmux 8	UACC-CWDM-8
1	UPS 45-60 minute Run-time	Load (Watts) 1000 Watts

IDF 10	Preschool	
Quantity	Device	SKU
2	Unifi XG 48 Pro	USW-Pro-XG-48-PoE (1080W)
1	Unfii Dmux 8	UACC-CWDM-8
1	UPS 45-60 minute Run-time	Load (Watts) 1000 Watts