

DIXON UNIFIED SCHOOL DISTRICT
REQUEST FOR PROPOSAL
FOR
Local Area Network Infrastructure Projects to be
Funded by E-Rate Year 30 (2027-2028)
Released October 12, 2026

1 SUMMARY

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

Dixon Unified School District's mission is to close the achievement gap by preparing all students for college and career readiness and success in a global society. Dixon Unified School District is comprised of three elementary schools, a middle school, and two high schools.

Dixon Unified School District, herein after referred to as District, seeks contractual agreement to upgrade Local Area Network Infrastructure at District sites as identified in Section 3 of this RFP.

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 valid, it must address all aspects of desired Infrastructure Upgrade and be received by the District's representative no later than 5:00pm, Monday, November 30, 2026.

2 PROPOSAL EVALUATION

All valid proposals will be evaluated using the following scale:

E-Rate Eligible costs	35%
Completeness and Accuracy of Response	20%
Implementation/Testing Plan	20%
Prior Vendor Experience/Support	15%
References	10%

2.1 Evaluation Clarification

- Cost - District will evaluate price based on the eligible one-time cost.
- Completeness and Accuracy of Proposal – Recognition of District specific requirements, includes identification of any ineligible E-Rate costs, sales tax and miscellaneous fees.
- Implementation/Testing Plan -Through explanation implementation plan, timelines and testing procedures.
- Prior Vendor Experience – Positive prior vendor experience will receive positive integer score during evaluation. Negative prior vendor experience will receive negative interger score during evaluation.

3 GENERAL REQUIREMENTS AND INFORMATION

3.1 SITES

- 3.1.1 Dixon Unified School District Office
180 South First Street, Dixon
- 3.1.2 Gretchen Higgins Elementary School
1525 Pembroke Way, Dixon
- 3.1.4 Tremont Elementary School
355 Pheasant Run, Dixon
- 3.1.5 Dixon High School
555 College Way, Dixon

3.2 GENERAL INFORMATION

- District seeks the following:
 - o Upgrade fiber cabling at two school sites.
 - o Replace Network Cabinets at three school sites.
 - o Clean up Horizontal cabling at District sites as specified.
- **Mandatory site walks to allow potential vendors to familiarize themselves with fiber and copper infrastructure requirements will be held on Friday, October 30, 2026 @ 10:00am. Prospective providers to meet at Dixon Unified School District Office, 180 South First Street, Dixon.**
- Site walk notes identifying eligible vendors and responses to questions received from site walk attendees to provided following the site walks.

3.3 DISTRICT REQUIREMENTS

- Fiber Cabling Project
 - o Provide, Install, Test fiber cabling, certify and warranty
 - District Office – MDF to PD Room, MDF to Superintendents Office.
 - Tremont Elementary – MDF to MPR, MDF to Rooms 23, P8 and P9
- Copper Cabling Project
 - o District to identify specific endpoint requirements during site walks.
 - Dixon High School
 - Gretchen Higgins Elementary
 - Tremont Elementary

4 PROPOSER'S RESPONSE REQUIREMENTS AND COMMITMENTS

4.1 PROPOSER'S RESPONSE REQUIREMENTS AND COMMITMENTS

Proposer shall

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

The proposal shall address each of the District requirements identified in Section 3.3

- Proposal pricing itemized by project.
 - o Fiber Cabling Project:
 - Provide and Install 12 strand, single-mode fiber optic cables and connectors, as specified during site walk. .
 - Termination of Fiber on new LC patch panels
As built drawings to be provided to the District.
 - Test and Certify fiber cable with OTDR and Power Meter.
Test results are to be provided to the District.
 - Label fiber optic positions on cable and patch panels.
 - Registration of fiber warranty, as applicable.
 - o Copper Cabling Project:
 - Provide and Install Cat6 cabling and connectors as specified during site walk.
 - Termination on existing Cat6 patch panels.
 - Test and Certify
- Proposal pricing shall include:
 - o Materials and Labor
 - On-site installation to be conducted during regular business hours, on non-school days.
 - o Shipping (if applicable)

- o Sales Tax @ 8.375%
- o Estimate of any applicable performance-bond costs to be borne by the District, if applicable.

Response requirements:

- Provide a minimum of three references that have utilized the cabling services that are proposed for the District.
- Provide the following for service(s) to be provided to the District.
 - o SPIN number(s)
 - o Confirm ability for SIP billing and discounting.

5 RFP TERMS

The District requires RFP submittals no later than 5:00pm, Monday, November 30, 2026. Proposals must be valid through the E-Rate Funding Year 2027-2028.

District requests email responses to this RFP.

Email responses to: rich@aagiconsulting.com

No hard copy response is required.

Received response's 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. **There shall be no best and final offer procedure.** 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, District shall issue an email notification which shall identify 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 District. 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 2027-2028 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 Dixon Unified School District's Board of Education.

The contract is contingent upon full E-Rate funding approval.

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 District Consultant:

Rich Tunheim
Aarrestad-Gjervik Consulting
4763 Saddle Club Lane
Santa Rosa, CA. 95409
rich@aagjconsulting.com

P. 707-228-9357
F. 707.490.1547

Last date to submit questions is October 31, 2026.