# CINNABAR SCHOOL DISTRICT
# REQUEST FOR PROPOSAL
# FOR
# Uninterrupted Power Supplies to be Funded by E-Rate Year 30 (2027-2028)
# Released November 17, 2026

## 1 SUMMARY

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

The Cinnabar School family of staff, students, parents and the community, building on its traditions of excellence, discipline and community involvement, seek to create a safe, stimulating environment which prepares our students to function effectively as lifelong learners and responsible citizens.

The Cinnabar Elementary and Charter School District serves 172 students in grades TK-8. The school and district were established in 1859 for the purpose of serving children who lived mostly on farms just north of Petaluma. While some of the children today live on ranches, most live in homes that would be considered suburban. The district serves a relatively diverse student body.

Cinnabar School District, herein after referred to as the District, intends to seek a contractual agreement to provide Uninterrupted Power Supplies for its existing Local Area Network Infrastructure.

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 the desired Local Area Network Infrastructure Upgrade and be received by the District's consultant no later than 5:00pm, Wednesday, December 16, 2026.

## 2 PROPOSAL EVALUATION

All valid proposals will be evaluated using the following scale:

| | |
|---|---|
| E-Rate Eligible costs | 35% |
| UPS Run-time, Warranty, Battery Life | 20% |
| Completeness and Accuracy of Proposal | 20% |
| District Equipment Preference | 15% |
| Prior Vendor Performance | 10% |

### 2.1 EVALUATION CRITERIA CLARIFICATION

2.1.1 Cost for E-Rate Eligible Equipment and Services – Pre-discounted Equipment Costs

2.1.2 UPS Run-Time, Warranty, Battery Life – UPS Run-time cost per minute. Includes consideration of Warranty term and Battery Life.

2.1.3 Completeness and Accuracy of Proposal – Recognition of District specific requirements, includes identification of optional installation charges, validation of run-time estimates, E-Rate ineligible equipment/services cost, sales tax and miscellaneous fees.

2.1.4 District Equipment Preference – District prefers UPS with Lithium batteries. Responses with Lithium batteries will receive high evaluation marks.

## 3 GENERAL REQUIREMENTS AND INFORMATION

### 3.1 SITE

3.1.1 Cinnabar Elementary and Charter School Campus
286 Skillman Lane
Petaluma, CA. 94952

### 3.2 GENERAL INFORMATION

- Total of 5 Uninterrupted Power Supplies and Battery Backup Modules for MDF and 4 IDFs.
- Switches are racked in a vertical orientation to accommodate shallow cabinets MDF and IDFs.
    - Uninterrupted Power Supplies to be Tower Form Factor
- Minimum of 60 minutes runtime during commercial power outage
    - Power draw for MDF and IDFs are provided
    - Electrical outlet for MDF and IDFs provided
    - Lithium batteries are preferred

### 3.3 DISTRICT REQUIREMENTS

- MDF (Tech Office)
  - 110.3 Watt Draw
  - NEMA L5-30P outlet
- Staff Room IDF
  - 44.8 Watt Draw
  - NEMA 5-15P
    - Will consider upgrade to NEMA L5-30P
- Room 18 IDF
  - 24.6 Watt Draw
  - NEMA 5.15P
- Administration IDF
  - 19.7 Watt Draw
  - NEMA 5-15P
- Club House
  - 11 Watt Draw
  - NEMA 5-15P

## 4 PROPOSER REQUIREMENTS

Proposer shall

- Confirm that proposer has completed FCC Form 473 Service Provider Annual Certification Form for Funding Year 2027-2028.
- Specify equipment/capabilities
  - State run-time estimates per MDF and IDFs at individual draws provided in Section 3.3.
  - Specify battery type (Lithium/Lead Acid)
  - Warranty term
- Installation Services
  - Installation of each UPS
  - Removal and disposal of existing MDF SMT3000 UPS
    - No other existing UPS equipment exists
- Pricing to include
  - E-Rate eligible equipment costs
  - Installation Services as requested
  - Licensing (if applicable)
  - Shipping/Freight
  - Sales Tax @ 9.25%

Response requirements:

- Three references for which proposed equipment and services has ben provided.
  - Include contact information provided for each reference.
- Provide the following for service(s) to be provided to the District.

- SPIN number(s)
- Provide organization chart with contact information for E-Rate support
    - Confirm ability for SIP billing and discounting.

## 5 RFP TERMS

The District requires RFP submittals no later than 5:00pm, Wednesday, December 16, 2026. Proposals must be valid through the E-Rate Funding Year 2027-2028.

District requests email responses to this RFP.
Email responses to: rich@aagjconsulting.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.

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, 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.

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 and is contingent upon full E-Rate funding.

District requires all contractual agreements to be reviewed by District's legal representative and approval of the Cinnabar School District's Board of Education.

## 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

Final date to submit questions is November 20, 2026