DUNHAM ELEMENTARY SCHOOL DISTRICT

REQUEST FOR PROPOSALS
FOR
Local Area/Wireless Equipment Refresh to be Funded by E-Rate Year 30 (2027-2028)
Released November 19, 2026

1 SUMMARY

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

Dunham Elementary School District provides a rigorous academic program and a wide range of enrichment classes in an intimate, family-oriented environment.

- Project and Tech-Based Learning
- Small Class Sizes
- Beautiful Country Setting
- Strong Community Involvement

We enable every student to reach their highest potential by establishing a curriculum that meets or exceeds government standards for education; providing extracurricular programs that develop children's mental, physical and social skills; and partnering with parents and the community to create an environment geared to the success of our students

Dunham Elementary School District, herein after referred to as the District, seeks to upgrade existing Local Area Network and Wireless Local Area Network equipment on its campus location.

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 District's consultant no later than 5:00pm, Friday, December 18, 2026.

2 PROPOSAL EVALUATION

All valid proposals will be evaluated using the following scale:

E-Rate Eligible Costs	30%
Technology Staff Equipment Knowledge	25%
Completeness and Accuracy of Proposal	20%
References	15%
Prior Vendor Experience	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 Completeness and Accuracy of Proposal – Recognition of District's specific requirements, including identification of E-Rate ineligible equipment, services, sale tax and miscellaneous fees.

2.1.4 Local Sonoma County school district references are preferred and will be scored higher than out-of-county references.

2.1.5 A positive prior vendor experience will receive a score of (+1). A negative prior vendor experience will receive a score of (-1).

3 GENERAL REQUIREMENTS AND INFORMATION

3.1 SITES

3.1.1 Dunham Elementary School/District Office
4111 Roblar Road, Petaluma

3.1.2 Dunham Charter School
4111 Roblar Road, Petaluma

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.
- No installation services are required.

3.3 DISTRICT SPECIFIC REQUIREMENTS

- Local Area and Wireless Equipment
    - Ubiquiti Pro Max 48 PoE – USW-Pro-Max-48-PoE
        - Qty – 2
    - Ubiquiti Pro Max 24 PoE – USW-Pro-Max-24-PoE
        - Qty – 4
    - Ubiquiti XG 8 PoE – USW Pro-XG-PoE
        - Qty – 1
    - 10G SFP+ to RJ45 Adapter – UACC-CM-RJ45-MG
        - Qty – 8
    - Ubiquiti U7 Pro XG Indoor Wireless Access Points – U7-Pro-XG
        - Qty – 14
    - Ubiquiti U7 Outdoor Wireless Access Points – U7-Outdoor
        - Qty – 1
    - Respondents are requested to provide contingency fund to protect District from equipment and/or tax increases.

4 PROPOSER'S REPONSE 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:
        - Materials
        - Licenses (if applicable)
        - Shipping (if applicable)
        - Sales Tax @ 9.25%
        - Contingency Fee

Response requirements:

- Provide a minimum of three references utilizing equipment proposed for the School.
- Provide the following for equipment to be provided to the School.

- SPIN number(s)
- 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, Friday, December 18, 2026. Proposals must be valid through the E-Rate Funding Year 2027-2028.

School 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.

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 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 Board of Trustees of the Dunham Elementary 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@aagjconsulting.com

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

Last date to submit questions, November 25, 2026