REQUEST FOR PROPOSALS (RFP)

RFP NO. 26.27.0490
DJ ARTS & AUDIO PRODUCTION ENRICHMENT PROGRAM

PROPOSAL DEADLINE: Thursday, September 17, 2026, at 2:00 p.m.

SUBMIT PROPOSALS TO: San Bernardino County Superintendent of Schools
Attn: Procurement Services
760 East Brier Drive
San Bernardino, CA 92408

The San Bernardino County Superintendent of Schools ("SUPERINTENDENT") is seeking proposals from qualified VENDORS to provide a DJ Arts, Music Technology, and Audio Production Enrichment Program for students in grades 7–12 enrolled in SUPERINTENDENT-operated Alternative Education programs, including County Community Schools and Juvenile Court School programs. The program shall provide engaging, hands-on learning experiences designed to support students' academic, creative, technical, and career-readiness development. Services are anticipated to be provided at approximately six (6) program sites throughout San Bernardino County, although the number and locations of sites may be subject to change based on program needs.

The program shall enhance and enrich students' reading, writing, and speaking proficiency while developing practical skills in DJ arts, music production, audio technology and software, digital design, entrepreneurship, and budgeting. Instruction should provide opportunities for students to develop creativity, communication, collaboration, problem-solving, professionalism, and other transferable skills through practical application. VENDORS may incorporate additional related subject areas or activities that support the goals of the program and the needs of the participating students.

All proposals must be sealed and submitted to the Front Desk Receptionist, San Bernardino County Superintendent of Schools, Attn: Procurement Services, 760 East Brier Drive, San Bernardino, California 92408. Sealed proposal envelopes shall be clearly labeled on the outside in the lower left-hand corner with the VENDOR's company name and the following statement: "**RFP ENCLOSED: RFP NO. 26.27.0490 – DJ ARTS & AUDIO PRODUCTION ENRICHMENT PROGRAM**."

It is the sole responsibility of the VENDOR to ensure its proposal is delivered to the Front Desk Receptionist prior to the established deadline, where it will be date and time stamped. Late proposals will not be accepted. Proposals shall remain open, valid, and subject to acceptance for ninety (90) days following the proposal opening date.

RFP documents and all addenda may be obtained from the San Bernardino County Superintendent of Schools Procurement webpage: https://www.sbcss.net/business/business-support-services/procurement-and-warehouse-services/bids-upcoming

Any questions regarding the proposal should be reduced to writing and emailed to Maria Aldaco, Procurement Specialist at Bids@sbcss.net no later than 2:00 pm on September 3, 2026. Responses to questions and any resulting addenda will be posted on the SUPERINTENDENT Procurement Services webpage. It is the sole responsibility of each proposer to periodically check the Procurement Services webpage for any addenda or other updates issued prior to the proposal due date. Failure to acknowledge receipt of all issued addenda may result in the proposal being deemed non-responsive.

NO UNSEALED, FAXED OR EMAILED SUBMISSIONS WILL BE ACCEPTED.

Sincerely,

Maria Aldaco

Maria Aldaco, Procurement Specialist
Procurement Services