



Dexter Consolidated Schools

PO Box 159

Dexter, New Mexico 88230

575-734-5420 (Fax) 575-734-6318

**Request for Proposal E-rate 2024-2025
Category 1
FCC Form 470# 240001316**

Dexter Consolidated Schools is seeking internet service for the district.

Schedule:

Event	Date	Time
Request For Proposal	December 13, 2023	
Deadline to Submit Questions	December 20, 2023	3:00 PM MST
Response to Questions	December 21, 2023	
Deadline to Submit Proposal	January 18, 2024	3:00 PM MST

Questions:

District will only accept questions via email and must be submitted by deadline, **December 20, 2023 at 3:00 PM MST**. Email questions to **Diana Rivera** at riverad@dexterdemons.org and **Jennifer Williams** at txerate@e-ratecentral.com. Questions will also be shared on the Questions and Answers section of the District's website:

https://www.dexterdemons.org/departments/information_technology/e_r_a_t_e_2024-2025/questions_and_answers and in USAC's EPC Portal.

Award:

The award shall be made to the bidder whose proposal offers the most cost-effective service that meets the needs of the district. Dexter Consolidated Schools reserves the right to accept or reject any or all proposals or any portion of a proposal.

Upon funding of the project by USAC, Dexter Consolidated Schools reserves the right to reject any portion of a funded project by completing an SLD Form 500.

Dexter Consolidated Schools is requesting that each vendor provide at least three references from other school districts that you have recently worked with on an E-rate project.

A strong preference will be given to vendors that can provide pricing from a "valid purchasing vehicle." For purposes of this solicitation, a "valid purchasing vehicle" is defined as any purchasing vehicle that will allow the Dexter to purchase services in a manner consistent with State and Local bidding rules without issuing a formal procurement. Examples of a "valid purchasing vehicle" include existing contracts that were bid in compliance with State and Local Law, State Master Contracts, CES, GSA, NASPO and contracts awarded to other entities where the district can "piggy-back" off that contract. Vendors must clearly identify the "valid

purchasing vehicle” that forms the basis of their pricing. The district will be the ultimate arbiter of whether the pricing is based off a “valid purchasing vehicle.” The bidder must comply with the terms and conditions of the underlying “valid purchasing vehicle.”

Protest

Vendors will have 15 days to protest after bids have been awarded. To protest e-mail Jeannie Harris - businessmanager@dexterdemons.org

Submission of Proposal:

Proposals will be **SEALED BIDS**. Vendor’s proposals shall be clearly labeled. Proposals must be submitted as outlined. Envelopes, packages or boxes containing the original and the copies must be clearly labeled and submitted in a sealed envelope, packages or box.

Deliver:

- 1. Technical Proposals** – Three (3) original hard copies and one (1) electronic copy (USB Jump Drive) of the proposal containing only the technical proposal. ***ELECTRONIC VERSION CANNOT BE EMAILED.*** Hard copy and electronic copy information must be identical. In the event of a conflict between versions of the submitted proposal, the original hard copy shall govern.
- 2. Cost Proposals** – Three (3) original hard copies and one (1) electronic copy (USB Jump Drive) containing only the cost proposal. Cost proposals shall be in separate labeled and sealed envelopes from the technical proposals. ***ELECTRONIC VERSION CANNOT BE EMAILED.***
- 3.** Hard copy and electronic copy information must be identical. In the event of a conflict between versions of the submitted proposal, the original hard copy shall govern.

Submit Three (3) Technical Proposal and Cost Proposal, each printed, signed, and dated and clearly marked “Original” and two (2) separate USB Jump Drives: one (1) for Technical Proposal and one (1) for Cost Proposal in PDF format. Required quantity of copies must be submitted to the Primary Contact at PO Box 159 Dexter, NM, 88230, on or before the closing date and time for receipt for proposal to be considered responsive to this RFP. The Cost Proposal inclusive of the Jump Drive; shall be submitted in a sealed envelope and clearly identified on the outside of the envelope as the Cost Proposal.

Contractor is responsible for providing in their proposal any products or services deemed necessary for the proper configuration of proposed products or services to the existing network and/or other incidental products that are required and deemed e-rate eligible. Contractor should provide to the district all costs of **eligible and ineligible equipment on separate listings.**

Scope of Work:

Dexter Consolidated Schools is seeking internet service for the District. The District currently has 1 Gbps and it is supporting four (4) locations. Services are to be delivered to 100 North

Lincoln, Dexter, NM 88230. Please provide pricing for 1 Gbps – 2 Gbps. We are seeking a term of 12 months.

Proposals must include all costs associated with providing service, including but not limited to:

- monthly service fees
- managed router/modem lease fees (if required for service to function)
- one-time construction, installation, and/or connection charges
- estimated taxes, fees, and/or surcharges

Proposals that do not provide definitive costs for the services requested (including recurring and/or one-time charges) will be considered non-responsive and will not be included in the evaluation.

Proposals requiring applicant-owned hardware in order to function must provide specifications and, if available, an estimated cost for necessary hardware.

Proposals will be examined and evaluated, and we will select the most cost-effective bid. This means that the price of eligible goods and services will be the primary factor but does not have to be the sole factor according to the scale below.

Weighting Scale	
Price of Eligible Goods and Services	35%
Experience with Dexter Consolidated Schools	30%
Cost of ineligible services	10%
Meets needs and specifications	15%
Local Vendor	10%
Total Weight	100%

Primary Contact

Name: Diana Rivera

Email Address: riverad@dexterdemons.org

Protest Contact

Name: Jeannie Harris

Email Address: businessmanager@dexterdemons.org