



## **Broadband Deficiency Correction Program (BDCP) Infrastructure Upgrades – E-rate Category 2 Services**

The New Mexico Broadband Deficiency Correction Program was created to assist K-12 public schools with correcting technology infrastructure deficiencies. The Public School Capital Outlay Council (PSCOC) may spend up to \$10 million annually over five years to correct broadband infrastructure problems in public schools statewide.

Below are frequently asked questions and answers regarding the BDCP program and how schools may participate.

### **Frequently Asked Questions**

#### **Are all entities in New Mexico eligible for support under BDCP?**

No. BDCP funding is limited to public school districts and charter schools. Libraries, private schools, and BIE Tribal Schools are not eligible for BDCP funding.

#### **Are all funded Category 2 E-rate purchases eligible for BDCP support?**

No. BDCP will only provide funds for the non-discounted portion of Wireless Network Equipment, Wired Network Equipment, Content Distribution and Cable Infrastructure Installation. BDCP will not be funding professional services, managed broadband internet broadband services, and management of internal connections.

#### **Is BDCP funding for Category 2 projects capped?**

Yes. BDCP funding will not exceed the non-discounted portion of a school's Category 2 E-rate requests filed within the E-rate Category 2 budget. The non-discounted portion of a school's E-rate funded equipment request will be split between the school and PSCOC based on the school's [capital outlay formula](#) percentage.

For example, if your school's Category 2 budget is \$15,000 (\$150 per student per school to be used over a five-year period), your E-rate funding will be limited to your discount rate times your five-year Category 2 budget. If you have an 80% discount, your "non-discounted" portion will be \$3,000 (\$15,000 minus \$12,000). Your BDCP funding will be the \$3,000 non-discounted portion times the State Share from the Capital Outlay formula.

An estimation tool is available to calculate the funding your district will be eligible to receive at <http://www.nmpsfa.org/it/bdcp.htm>.

**Do I need to use the State Master Contracts in order to receive BDCP support?**

No. BDCP will provide support for purchases from vendors who are not on the State Master Contracts as long as pricing is competitive with the State Master Contracts procured under the State's Form 470.

**Do I need to file an RFP and post it in the newspaper following state procurement law?**

Yes. Filing a form 470 is only for bids under \$60,000. If your project will exceed \$60,000, you must put out an RFP and post it in the newspaper and follow all other state procurement laws. If you use the state master contract, you will not need to post an RFP.

**Does this include Cooperative Educational Services (CES) Contracts?**

Yes. If pricing on the CES contracts is competitive with the State Master Contract pricing, then it may be eligible for BDCP funds. The CES Administrative fee is not eligible for E-rate or BDCP support.

**If I use the State Form 470 (160003730), am I required to use the State Master Contracts?**

**Yes.** The State Form 470 was ONLY used to procure the State Master Contracts. If you wish to use a contract other than the State Master Contracts a separately posted Form 470 is required. Applicants using the State's Form 470 must conduct a mini-bid by requesting bids from all vendors in the group under which they are purchasing services.

**I filed my own Form 470; may I still request BDCP funding for my equipment purchases?**

Yes. New Mexico applicants may use either the State's Form 470 (160003730) or conduct their own procurement by filing their own Form 470.

**If I use the State Form 470 must I contact all vendors who provide the State Contracted services I'm seeking?**

Yes. Because the State awarded contracts to multiple vendors as a result of the Category 2 procurement, an applicant using the contracts with the State Form 470 as a purchasing vehicle must request bids and conduct a bid evaluation for all vendors eligible to provide under that State Contract the services sought by the applicant. For more information about requirements for mini-bids please see the [USAC webpage](#).

**Am I required to use the State's mini-quote tool to conduct my mini-quote?**

No. Use of the State's Mini-Quote system is optional. In order to use the Mini-Quote system you must register by sending an email to [Anna Drury](mailto:adrury@e-ratecentral.com) (adrury@e-ratecentral.com). If you prefer, you may conduct the mini-bid using traditional methods.

**If I file my own Form 470 must I conduct a mini-bid?**

No. If you procure services using your own Form 470 you may evaluate responses to your Form 470 as well as consider pricing based on the State Contracts.

**Where do I find instructions for conducting a mini-bid?**

To conduct a mini-bid, you should determine factors for evaluation using price of eligible products and services as the highest weighted factor. Quotes are solicited from State Contract vendors, or the Mini-Quote tool is used to receive bids from eligible vendors. Following receipt of bids, the bids are evaluated and the most cost-effective solution is determined. Following the evaluation, an agreement is signed with the service provider. Further instructions for conducting a mini-bid may be found on the [PSFA website](#).

**How do I apply for BCDP funding for equipment purchases?**

Funding requests must be made via an Application Letter. Please refer the Category 2 BDCP Checklist on the [PSFA website](#) for more instructions on what to include in the Application Letter, as well as further instructions on the application process.

**How long will it take for me to have confirmation of funding?**

Once your Application Letter is submitted to BDCP it will be reviewed for approval for funding at the PSCOC monthly meeting. Within 30 days of approval a PSCOC Letter of Approval will be sent to you.

**After my project is approved, what is the process for funds disbursement to me?**

After the Form 471 for Category 2 services has been approved and services have been completed, applicants may submit a request to the State for BDCP payment.

**How long will it take for funds to be disbursed to our school?**

Once a completed request for payment has been approved, the disbursement process will begin within 30 days. Times will vary on actual disbursement of funds to schools. The Category 2 BDCP Checklist will explain the specific information that must be submitted.