

ENTHEOS ACADEMY

EXCELLENCE • SERVICE • LEADERSHIP

Entheos Academy

REQUEST FOR PROPOSAL

Technology Equipment

4710 W 6200

Kearns, UT 84118

(801) 417-5444

SECTION I

SELECTION SCHEDULE

- Notice of RFP:** May 29, 2020 through June 8, 2020 – published on the Entheos Academy website – www.entheosacademy.org
- Submission Deadline:** June 9, 2020 by 5:00 pm to Sue Talmadge at rfp@entheosacademy.org: Proposals must be submitted in compliance with Section IV of this RFP.
- Award Date:** June 12, 2020

SECTION II

INTRODUCTION

- A. Entheos Academy is requesting proposals for technology equipment to be purchased, and ready for FY21.
- B. Entheos Academy has two campuses, located in Kearns and Magna, Utah. Entheos is a K-9 charter school. Entheos is part of the EL Network, and its mission is to inspire the rising generation to teach the heights of their potential, ignite their curiosity to venture into challenging new learning experiences, and empower them to be leaders through service, who are committed to family and community. Then, can they can achieve their goals and dreams
- C. AWARD OF CONTRACT. The contract will be awarded to the offeror whose proposal is determined to be the most advantageous to Entheos, taking into consideration the price and the evaluation factors set forth in this RFP.

SECTION III

PROPOSAL INFORMATION

- A. Proposals must be submitted in compliance with Section IV of this RFP.
- B. The services required and offered in a proposal should meet the needs described below. Only one proposal from each offeror may be submitted and considered. Offerors may include any special or unique services they plan to provide.
- C. Proposals will be evaluated by a committee appointed by the Entheos Academy Governing Board. The school will cooperate with all potential offerors, to the extent reasonably possible, in their attempt to obtain information. Discussions may be conducted with offerors who submit proposals for the purpose of assuring full understanding of, and responsiveness to, the solicitation requirements.
- D. It is understood that Entheos' issuance of this RFP does not obligate Entheos to accept any of the proposals submitted in response to this RFP, nor does it guarantee that Entheos will in fact accept any of the said proposals. No agreement exists on the part of Entheos and any offeror until a written contract is approved and executed by the Entheos governing board.
- E. This RFP does not obligate Entheos to pay for any costs of any kind whatsoever that may be incurred by an offeror or any third parties in connection with a proposal. All proposals, responses and supporting documentation shall become property of Entheos.
- F. At any time during the evaluation process the evaluation committee may, with appropriate approval, request best and final offers as provided for in Section 63G-6a-707.5, from responsible offerors who submit responsive proposals that meet any minimum qualifications, evaluation criteria, or score thresholds identified in this RFP.

SECTION IV

PROPOSAL REQUIREMENTS

- A. Proposals must contain a cover letter, which shall include the following:
 - a. A statement of the offeror's intent to provide the services outlined in this proposal
 - b. The legal company name
 - c. Complete company address
 - d. Company contact person's name, phone number and email address
 - e. Company's website address
 - f. Signature and position/title of company's authorized representative
 - g. The date of submission

- B. Proposals must address the Proposal Specifications set forth in Section V below.

- C. Proposals must be emailed to Sue Talmadge at rfp@entheosacademy.org on or before June 9, 2020 at 5:00 p.m. Proposals should be in a PDF format. **All Cost information provided by the offeror must be contained in a separate pdf file and clearly identified as cost information.**

- D. Proposals must be signed by the offeror.

SECTION V

SPECIFICATIONS

- A. Hardware Requirements
 - a. Chromebook Auto-Update Expiration through at least 06/2026
 - b. Devices must have a minimum warranty of 1 year
 - c. Devices must have a minimum Intel Celeron N4020 processor
 - d. Chromebooks must have a keyboard and touchpad
 - e. Chromebooks must have at least 4GB RAM and 16GB Storage
 - f. Chromebooks must include Chrome Education Upgrade License
 - g. Pricing must include all shipping/handling and white glove (license enrollment and cart wiring) costs
 - h. Chromebooks must be new, not used/refurbished (vendor must include manufacturer partner number with bid)

- B. Preferences
 - a. USB-C charging
 - b. Durability

- c. Serviceability
 - d. Devices with a local drop off repair center for warranty considerations
- C. Carts
- a. Each cart must accommodate 30 chrome books
 - b. 3-year warranty
 - c. Carts will be wired with Chromebook chargers by vendor
- D. Mice
- a. Must be of good quality, and work with Chromebooks
- E. Headphones
- a. Must be of good quality, and work with Chromebooks

Quantity

As previously mentioned in this RFP, Entheos has two separate campuses. The school will be using School Land Trust funding for this purchase, **therefore, costs MUST be separated out by campus by the offeror as follows:**

Entheos Kearns – Budgeted amount \$72,053 –

- a) Kindergarten
 - a. 1 Chromecart with 30 devices
 - b. 10 Chromebooks
 - c. 60 Headphones
 - d. 60 Mice
- b) 1st Grade
 - a. 1 Chromecart with 30 devices
 - b. 15 Chromebooks
 - c. 90 Headphones
 - d. 90 Mice
- c) Middle School
 - a. 1 Chromecart with 30 devices
 - b. 30 Headphones
 - c. 30 Mice
- d) Additional Items
 - a. 100 Headphones

- b. 50 Mice
- c. 2 Projectors
- d. With any additional funds available, which will be the difference between the items above and the overall budget of \$72,053, the school would like to purchase as many Chromebooks as possible.

Entheos Magna – Budgeted amount \$59,940 –

- a) Kindergarten
 - a. 1 Chromecart with 30 devices
 - b. 10 Chromebooks
 - c. 50 Headphones
 - d. 50 Mice
- b) 1st Grade
 - a. 1 Chromecart with 30 devices
 - b. 10 Chromebooks
 - c. 50 Headphones
 - d. 50 Mice
- c) Middle School
 - a. 1 Chromecart with 30 devices
 - b. 30 Headphones
 - c. 30 Mice
- d) Additional Items
 - a. 100 Headphones
 - b. 40 Mice
 - c. 1 Projector
 - d. With any additional funds available, which will be the difference between the items above and the overall budget of \$59,940, the school would like to purchase as many Chromebooks as possible.

SECTION VI

EVALUATION CRITERIA

Criteria Unrelated to Cost

- A. Experience and qualifications of offeror (20 points)
- B. Scope of services (30 points). This is an evaluation of how the proposed scope of services fits the needs of Entheos.

Criteria Related to Cost*

- C. This criterion is based on the cost proposed in section V(B)(4) above (50 Points).

Total points available based on Evaluation Criteria: 100 points.

*NOTE: Cost is evaluated and scored independently.