EANS II
Procurement Process
Webinar

School Business and Financial Services
Federal Programs Monitoring and Support
November 17, 2021
Agenda

Welcome and Introductions
EANS II Overview
EANS II Allowable Uses
Procurement Process
Questions
Welcome and Introductions
Governor’s Office, NC Pandemic Recovery Office & Office of State Budget and Management (OSBM)

- Geoff Coltrane  
  - Senior Education Advisor/Office of Gov. Roy Cooper
- Andy MacCracken  
  - Policy Analyst/NC Pandemic Recovery Office
- Jennifer Neisner  
  - Office of State Budget and Management
Federal Programs & IT

• Dr. LaTricia Townsend – Director
• Tina Letchworth – Assistant Director
• Will White – IT Manager

• Dr. Andrea Carroll – EANS Specialist
• Dr. Sylvia Mizzelle – EANS Specialist
• Dr. Eunice Sanders – EANS Specialist
School Business & Finance

- Shannon Hanchey - NCDPI Procurement Manager
- Constance Bridges - Procurement Specialist
- Jenee Killens - EANS Procurement Specialist
- Kyna Brands - EANS/Asset Listings

- Sue Kearney – Finance Manager/Accounts Payable
- David Nance – Financial Program Analyst
EANS II Overview

NCDPI EANS Website Link - Click Here

Submit All Procurements and questions to EANSDocuments@dpi.nc.gov
Emergency Assistance for Nonpublic Schools (EANS I & II)

What
The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSA) and American Rescue Plan Act (ARPA) of 2021 established a program for nonpublic schools within the Governors Emergency Education Relief Fund. This program, called the Emergency Assistance for Nonpublic Schools (EANS I & II) program, provides funding for services or assistance to eligible nonpublic schools to address educational disruptions caused by COVID-19.
Emergency Assistance for Nonpublic Schools (EANS II)

Who
The EANS II program is administered by the Office of the Governor, in conjunction with the NC Department of Instruction (DPI). This is not a grant program for nonpublic schools; the purpose of the EANS program is to provide nonpublic schools with funding for eligible services and assistance through procurement only. DPI retains control of funds and title to materials and equipment.
EANS II Allowable Uses
Emergency Assistance for Nonpublic Schools (EANS II)

Eligible Services and Assistance
A nonpublic school may apply to receive services or assistance to address educational disruptions resulting from COVID-19 for:

• Supplies to sanitize, disinfect, and clean school facilities
• Personal Protective Equipment (PPE)
• Improving ventilation systems, including windows or portable air purification systems
Emergency Assistance for Nonpublic Schools (EANS II)

- Training and professional development for staff on sanitation, the use of PPE, and minimizing the spread of infectious diseases
- Physical barriers to facilitate social distancing
- COVID-19 testing and tracing
- Educational technology
- Redeveloping instructional plans for remote or hybrid learning or to address learning loss
Emergency Assistance for Nonpublic Schools (EANS II)

- Leasing sites or spaces to ensure social distancing
- Reasonable transportation costs
- Other materials, supplies, or equipment recommended by the CDC for reopening and operation of school facilities to effectively maintain health and safety
- Initiating and maintaining education and support services or assistance for remote or hybrid learning or to address learning loss
Procurement Process
Instructions for Completing EANS II Procurement Form – State Term Contract

• This form is provided to request items that are on State Term Contract. **Only enter one Vendor per form per request.**

• Please refer to the allowable Services and Assistance available through EANS II for Vendor Purchases.

EANS II Website

• Enter the DPI-created School ID number for your non-public school in Cell 1B, and the name of the school in Cell 2B. School ID numbers can be found on the DPI website at [EANS II School ID List](#).
Instructions for Completing EANS II Procurement Form – State Term Contract

A. Procurement Request for Information & Educational Technology

• If your school is requesting procurement of items that are educational technology, those items must be provided in the section of the form titled “Procurement Request for IT Items”. These items will be included in the inventory. **Only enter one Vendor per form per request.**
• Company/Vendor
• Item Description
• Item #
• **Quantity and unit price**— The non-public school must provide a quantity and per unit purchase price for items included on the asset listing.
• Intended Use
• STC # for example STC 204A
Instructions for Completing EANS II Procurement Form – State Term Contract

The following will provide you with a list of items under Microcomputers & Peripherals (STC 204A) Available on State Term Contract (see note below regarding Apple products)

https://it.nc.gov/programs/it-volume-purchasing Scroll down to Standard Configurations & Pricing and then click on 2021-2022 PC IT Volume Purchase Award document. This will take you to the PC Volume Purchase Master Award. You can then do a control Find (Ctrl F) and find the needed item.

NOTE: For Apple products Contact Mitch Diaz Inside Account Executive at (512) 674-6994 or m_diaz@apple.com and receive pricing for your items that you are requesting. Please list all of the requested information on the Procurement Form.
Instructions for Completing EANS II Procurement Form – State Term Contract

B. Procurement Requests for Other Items - Non-IT

• If your school is requesting procurement of items that are Non-IT, those items must be provided in the section of the form titled “Procurement Requests for Items from Non-IT Items” The same information as listed above must be entered into the sheet. Only enter one Vendor per form per request.

• 1. Click on the NC DOA : Statewide Term Contracts

• 2. Find the appropriate category. The following may be helpful

  STC 001A – Correction Enterprise Products with Cleaning Supplies
  STC 031A - HVAC Air Filters
  STC 445B – Maintenance, Repair and Operation Supplies and Equipment (MRO)
  STC 475A – Medical Products Distribution
  STC 493A – Laboratory Supplies and Equipment
  STC 615A – Office Supplies
  STC 880A - Audio Visual and Photographic Equipment and Accessories
  STC 983B - Equipment Rental
Instructions for Completing EANS II Procurement Form – State Term Contract

3. Open the PDF and find the preferred vendor

4. Contact vendor for the item and request the State Term Contract price and item number.

Please note that ALL educational technology, regardless of cost, and items over $2,500 are required to be inventoried. Schools requesting to purchase these items are required to submit a signed Attestation Letter prior to the purchase.
Instructions for Completing EANS Procurement Form – State Term Contract

C. Procurement Request for PPE

- If your school is requesting procurement of items that are PPE, those items must be provided in the section of the form titled “Procurement Requests for PPE.” The same information as listed above must be entered into the sheet. **Only enter one Vendor per form per request.**

- Contact a vendor listed below and request the catalog information for the supplies you seek, to include part # and pricing.

<table>
<thead>
<tr>
<th>STC#</th>
<th>Statewide Term Contract Vendor</th>
<th>Contact Person</th>
<th>Contact Phone Number</th>
<th>Contact Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>260A</td>
<td>Darby Dental Supply</td>
<td>Kelly Jorgensen</td>
<td>800-901-1369 Ext. 1011</td>
<td><a href="mailto:Kelly.Jorgensen@DarbyDentalSupply.com">Kelly.Jorgensen@DarbyDentalSupply.com</a></td>
</tr>
<tr>
<td>260A</td>
<td>Dental Health Products</td>
<td>LaDeana DeClark</td>
<td>920-866-9001 Ext. 1308</td>
<td><a href="mailto:LaDeana.DeClark@dhpi.net">LaDeana.DeClark@dhpi.net</a></td>
</tr>
<tr>
<td>260A</td>
<td>Henry Schein Dental</td>
<td>Drew Horne</td>
<td>770-330-8919</td>
<td><a href="mailto:Drew.Home@henryschein.com">Drew.Home@henryschein.com</a></td>
</tr>
<tr>
<td>445B</td>
<td>Grainger</td>
<td>Tiffany Jelovich</td>
<td>919-830-5589</td>
<td><a href="mailto:Tiffany.Jelovich@grainger.com">Tiffany.Jelovich@grainger.com</a></td>
</tr>
<tr>
<td>475A</td>
<td>Concordance Healthcare Solutions</td>
<td>Marie Neubert</td>
<td>914-819-1120</td>
<td><a href="mailto:MNeubert@concordancehs.com">MNeubert@concordancehs.com</a></td>
</tr>
<tr>
<td>475A</td>
<td>Henry Schein Medical</td>
<td>Curran Hoover</td>
<td>919-818-2013</td>
<td><a href="mailto:Curran.hoover@henryschein.com">Curran.hoover@henryschein.com</a></td>
</tr>
<tr>
<td>475A</td>
<td>McKesson</td>
<td>Kathy Fleischman</td>
<td>954-980-3774</td>
<td><a href="mailto:kathy.fleischman@mckesson.com">kathy.fleischman@mckesson.com</a></td>
</tr>
<tr>
<td>475A</td>
<td>Medical Solutions</td>
<td>Lynn Meyers</td>
<td>888-557-8020</td>
<td><a href="mailto:lmeyers@medicalsolutionsinc.com">lmeyers@medicalsolutionsinc.com</a></td>
</tr>
</tbody>
</table>
# Instructions for Completing EANS Procurement Form – State Term Contract

<table>
<thead>
<tr>
<th>STC #</th>
<th>Statewide Term Contract Vendor</th>
<th>Contact Person</th>
<th>Contact Phone Number</th>
<th>Contact Email Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>493A</td>
<td>Krackeler</td>
<td>Chris Lee</td>
<td>919-614-6676</td>
<td><a href="mailto:cpl@krackeler.com">cpl@krackeler.com</a></td>
</tr>
<tr>
<td>493A</td>
<td>Thermo Fisher</td>
<td>Kris Schoolfield</td>
<td>336-254-6285</td>
<td><a href="mailto:kris.schoolfield@thermofisher.com">kris.schoolfield@thermofisher.com</a></td>
</tr>
<tr>
<td>493A</td>
<td>WR</td>
<td>Lynn Moore</td>
<td>434-249-1196</td>
<td><a href="mailto:lynn.moore@avantorsciences.com">lynn.moore@avantorsciences.com</a></td>
</tr>
<tr>
<td>615A</td>
<td>FSI, Inc</td>
<td>Beth Freeman</td>
<td>704-578-0671</td>
<td><a href="mailto:Beth.Freeman@formsandsupply.com">Beth.Freeman@formsandsupply.com</a></td>
</tr>
<tr>
<td>640A</td>
<td>Brame Specialty</td>
<td>Mercer Stanfield</td>
<td>800-672-0011</td>
<td><a href="mailto:m.stanfield@bramespecialty.com">m.stanfield@bramespecialty.com</a></td>
</tr>
<tr>
<td>875A</td>
<td>DRE Medical</td>
<td>Hannah Harris</td>
<td>502-882-8760</td>
<td><a href="mailto:hharris@dremed.com">hharris@dremed.com</a></td>
</tr>
<tr>
<td>983B</td>
<td>Cintas</td>
<td>Christopher Dunne</td>
<td>239-634-8994</td>
<td><a href="mailto:DunneC@cintas.com">DunneC@cintas.com</a></td>
</tr>
</tbody>
</table>
Instructions for Completing EANS Procurement Form – State Term Contract

D. Procurement Request for Allowable Services

• Enter in Items that are for services. The following information must be provided on the form to allow for efficient evaluation of the procurement request:
  
  • Company/Vendor Name
  
  • Detailed Description of Services
  
  • **Duration/Frequency of Services** – Please ensure that your school provides either the duration that services are to be provided (e.g., December 2021 through June 2022, Six months starting December 1, 2021, etc.) and/or the frequency of services provided (e.g., daily, thirty hours a week, etc.).
  
  • Total Amount of Services
  
  • **Reason for Obtaining Services** – Your school should provide a short statement as to why it is necessary to obtain the services being requested. Please limit statements to three or less sentences.
  
  • STC #
Instructions for Completing EANS Procurement Form – State Term Contract

Instructions for Document Naming Conventions and Emails Subject

• When submitting the Procurement Forms, Attestation Letter, and supporting documents, please use the following naming conventions:

• 1. Attestation Letter

• For details regarding attestation letter instructions and file naming convention, refer to document “EANS Asset Attestation Form.docx”, available at EANS Asset Attestation Form

• 2. Email Subject

• Subject of your emails should be in the following format:

• EANS II <SchID> <School Name> Procurement STC # < yyyy-mm-dd>

• Email subject naming convention explanation:

• <SchID>

• Unique School ID assigned by NC DPI when your EANS application is approved. It is in a 3 digit format and you should always reference this number when communicating with NC DPI.
Instructions for Completing EANS II Procurement Form – State Term Contract

- The school ID file and other EANS II documents can be found on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans. Note that if your school ID value is below 100, you must include leading zero(s).

- <School Name>

- Your school name as listed in your EANS application. Your school name is included in the school ID file on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans.

- <yyyy-mm-dd>

- Form date with 4-digit year, 2 digit month and 2 digit day, separated by hyphens “-“ between the year, month, and day.

- Email subject example:

  **EANS II 027 The Nest Academy Procurement STC # 2021-11-20**

- The example above would be for email subject from the Nest Academy (School ID 027), submitting a procurement form on November 20, 2021.

- Please make sure that the form is signed by the authorized representative.

- Save the Procurement Form in Excel NOT pdf.
## Procurement Form – State Term Contract

**School ID:** 126  
**School Name:** St. Marys  
**School Physical Address:** 345 Martin Lane, Raleigh, NC 27603  
**Contact Name:** Mary Jones  
**Contact Phone:** 919-123-3456  
**Contact Email:** mary.jones@school.org  
**Shipping Contact:** Pat Smith  
**Shipping Contact Phone:** 919-123-3456  
**Shipping Contact Email:** pat.smith@school.org  

### A. Procurement Request for Information and Educational Technology Items

<table>
<thead>
<tr>
<th>Company/Vendor Name</th>
<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
<th>STC #</th>
<th>Approved By</th>
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**Total Items:** $  

### B. Procurement Request for Other Items - Non IT

<table>
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<tr>
<th>Company/Vendor Name</th>
<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
<th>STC #</th>
<th>Approved By</th>
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**Total Items:** $  

### C. Procurement Request for PPE

<table>
<thead>
<tr>
<th>Company/Vendor Name</th>
<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
<th>STC #</th>
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</table>

**Total Items:** $  

### D. Procurement Request for Allowable Services

<table>
<thead>
<tr>
<th>Company/Vendor Name</th>
<th>Detailed Description of Service (use more space if needed)</th>
<th>Duration/Frequency of Services</th>
<th>Total</th>
<th>Reason for Obtaining Services</th>
<th>STC #</th>
<th>Approved By</th>
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</table>

**Grand Total:** $  

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**Authorized Designee of School**  
(Print Name Below)  

**Grand Total:** $  

**Balance Available (DPI use only):** $  

---

**North Carolina Department of Public Instruction**  

25
Quotes / Bids – Non STC Goods or Services

Instructions for Completing Procurement Requests for Items that must Receive Quotes or Bids.

• These instructions are provided to request items that are not on State Term Contract and therefore must receive quotes or bids before purchasing

• Please refer to the eligible allowable uses through EANS II for Vendor Purchases.

EANS II Website

• DPI must adhere to the State mandated thresholds when purchasing goods and services outside of the State Term Contract vendors.
Quotes / Bids – Non STC Goods or Services

These thresholds are:

$0 to $5,000
• DPI must receive 1 valid quote.

$5,001 to $10,000
• DPI must complete a Request for Quote (RFQ) and submit to three vendors. The lowest quote would receive the order unless a justification is provided as to why the lowest vendor is not acceptable.

$10,001 to $25,000
• DPI is required to do a formal BID process for any goods or services within these dollar limits. This is a lengthy process involving on-site visits for vendors, open market bid window of at least 10 days, bid opening, vendor review and rating, bid award, and acceptance.

$25,001 and up
• These types of purchases are administered at the state level by NC Department of Administration – Purchasing & Contract Division. This process usually takes at a minimum of 3 months or longer.

Note: DPI staff is required to obtain all quotes and bids. No quotes or bids will be accepted from the school. The non-public schools still have to receive pricing from the vendors to complete the Procurement form.
Non STC Goods or Services – Registered Vendors in E-Procurement

• The school must verify that the requested vendor is registered in E-Procurement before submitting the Procurement Form.

• Go to the Electronic Vendor Portal and search for the vendor. Ensure that the vendor is registered for E-Procurement by ensuring the NC eProcurement column has a check under it. [https://vendor.ncgov.com/vendor/public-vendor-search?execution=e1s1](https://vendor.ncgov.com/vendor/public-vendor-search?execution=e1s1)

<table>
<thead>
<tr>
<th>Vendor Name</th>
<th>Main Contact Name</th>
<th>Main Contact Email</th>
<th>Main Contact Phone</th>
<th>NC eProcurement</th>
<th>IPS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Raleigh Tutoring</td>
<td>Melissa Rich</td>
<td><a href="mailto:melissa@raleightutoring.com">melissa@raleightutoring.com</a></td>
<td>+1 (919) 781-8963</td>
<td>✅</td>
<td>✅</td>
</tr>
</tbody>
</table>

• If the vendor is not registered the school will need to contact the vendor to get registered or the school will have to find another vendor that is already registered or that will get registered. The school should not submit the request until they have been notified that the vendor is registered.
Instructions for Vendors to Register in E-Procurement

• The link indicated below is the location at which vendors may register in E-procurement. The Vendor must read all terms and conditions of the registration. The help desk number if the vendor should have a problem when registering or if they have any questions prior to registering is 1-888-211-7440 option 2.

• NC electronic Vendor Portal (ncgov.com)

  -Click on Vendor not registered? Register now

  -Follow the prompts to complete all required information
Quotes / Bids – Non STC Goods or Services

Instructions

• Enter the DPI-created School ID number for your non-public school in Cell 1B, and the name of the school in Cell 2B. School ID numbers can be found on the DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans Only enter one Vendor per form per request.

• Enter the Company/Vendor Name, Name of Contact, Phone # & email address for who you spoke with about pricing.

• Enter the Item name/Description of the item, item #, the quantity, unit price, total and the intended use.

• This information will help DPI staff members to obtain the quote or bid and will be in contact with the person provided.

• Please note that ALL educational technology, regardless of cost, and items over $2,500 are required to be inventoried. Schools requesting to purchase these items are required to submit a signed Attestation Letter prior to the purchase. Upon receipt of the asset, DPI will send the school an asset tag for each item to ensure appropriate asset control.
Quotes / Bids – Non STC Goods or Services

• When submitting the Procurement Forms, Attestation Letter, and any other documents, please use the following naming conventions:

• 1. Attestation Letter

• For details regarding attestation letter instructions and file naming convention, refer to document “EANS Asset Attestation Form.docx”, available at EANS Asset Attestation Form

• 2. Email Subject

• Subject of your emails should be in the following format:
• EANS II <SchID> <School Name> Procurement QB < yyyy-mm-dd>
• Email subject naming convention explanation:
• <SchID>
• Unique School ID assigned by NC DPI when your EANS application is approved. It is in a 3 digit format and you should always refer this number when communicating with NC DPI. The school ID file and other EANS documents can be found on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans . Note that If your school ID value is below 100, you must include leading zero(s).
• <School Name>
Quotes / Bids – Non STC Goods or Services

• Your school name is listed in your EANS application. Your school name is included in the school ID file on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans.

• <yyyy-mm-dd>

• Form date with 4-digit year, 2 digit month and 2 digit day, separated by hyphens “-“ between the year, month, and day.

• Email subject example:

• **EANS II 027 The Nest Academy Procurement QB 2021-11-20**

• The example above would be for email subject from the Nest Academy (School ID 027), submitting a procurement form on November 20, 2021.
Quotes / Bids – Form Instructions

Instructions for Completing EANS II Quotes & Bids Form Only enter one Vendor per form per request.

- **Step 1** – Provide the DPI-created School ID number for your non-public school in Cell 1B, and the name of the school in Cell 2B. School ID numbers can be found on the DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans.

- **Step 2** – If your school is requesting a Quote/Bid of items that are educational technology, those items must be provided in the section of the form titled "Quote/Bid Request for IT Items"

  Company/Vendor Name with Name of Contact, phone # & email address of who you spoke with about pricing
  Item Description
  Model Information – If the item has a specific model designation or similar, the non-public school should provide that through the Asset Listing.
  Item #
  Quantity
  Unit Price
  Total
  Intended Use

Please note that DPI will request periodic updates to the Asset Listing form to ensure that information is up to date.

- **Step 3** – If your school is requesting procurement of items that are Non-IT, those items must be provided in the section of the form titled "Quote/Bid Request for Non-IT Items" The same information as listed above must be entered into the sheet.
Quotes / Bids – Form Instructions

• **Step 4** – If your school is requesting procurement of Allowable Services, those services must be provided in the section of the form titled “Quote/Bid Request for Allowable Services.” The same information as listed above must be entered into the sheet. *Only enter one Vendor per form per request.*

• **Step 5** – The following information must be provided on the form to allow for efficient evaluation of the Quote/Bid request:

  - **Company/Vendor with Point of Contact information**
  - **Detailed Description of Service**
  - **Duration/Frequency of Services** – Please ensure that your school provides either the duration that services were are to be provided (e.g., December 2021 through June 2022, Six months starting December 1, 2021, etc.) and/or the frequency of services provided (e.g., daily, thirty hours a week, etc.).
  - **Total**
  - **Reason for Obtaining Services** – Your school should provide a short statement as to why it is necessary to obtain the services being requested. Please limit statements to three or less sentences.

• Please make sure that the form is signed by the authorized representative.
• Save the Procurement Form in Excel NOT pdf.
# Quotes / Bids – Non STC Goods or Services

**School ID:** 356  
**School Name:** St. Mary's  
**School Physical Address:** 345 Martin Lane, Raleigh, NC 27603  
**Contact Name:** Mary Jones  
**Contact Phone:** 919-123-3456  
**Contact Email:** mary.jones@school.org  
**Contact:** Pat Smith  
**Shipping Contact Phone:** 919-123-3456  
**Shipping Contact Email:** pat.smith@school.org  

## A. Procurement Request for Information and Educational Technology Items

<table>
<thead>
<tr>
<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
<th>Approved By</th>
</tr>
</thead>
<tbody>
<tr>
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Subtotal: $...

## B. Procurement Request for Other Items - Non IT

<table>
<thead>
<tr>
<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
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</table>

Subtotal: $...

## C. Procurement Request for PPE

<table>
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<th>Item Name/Description</th>
<th>Item #</th>
<th>Quantity</th>
<th>Unit Price</th>
<th>Total</th>
<th>Intended Use</th>
<th>Approved By</th>
</tr>
</thead>
<tbody>
<tr>
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</table>

Subtotal: $...

## D. Procurement Request for Allowable Services

<table>
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<tr>
<th>Detailed Description of Service (use more space if needed)</th>
<th>Duration/Frequency of Services</th>
<th>Total</th>
<th>Reason for Obtaining Services</th>
<th>Approved By</th>
</tr>
</thead>
<tbody>
<tr>
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<td>...</td>
<td>...</td>
<td>...</td>
</tr>
</tbody>
</table>

Subtotal: $...
Quotes / Bids – Non STC Goods or Services

Instructions for Document Naming Conventions and Emails Subject

• When submitting the Procurement Forms, Asset Listing, Attestation Letter, and supporting documents, please use the following naming conventions:

• Attestation Letter

• For details regarding attestation letter instructions and file naming convention, refer to document “EANS Asset Attestation Form.docx”, available at EANS Asset Attestation Form

• Email Subject

• Subject of your emails should be in following format:

  EANS II <SchID> <School Name> Quotes&Bids < yyyy-mm-dd>

  Email subject naming convention explanation:

  • <SchID>

  • Unique School ID assigned by NC DPI when your EANS application is approved. It is in a 3 digit format and you should always refer this number when communicating with NC DPI. The school ID file and other EANS documents can be found on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans. Note that if your school ID value is below 100, you must include leading zero(s).

  • <School Name>

  • Your school name as listed in your EANS application. Your school name is included in the school ID file on DPI website at https://www.dpi.nc.gov/districts-schools/federal-program-monitoring/emergency-assistance-nonpublic-schools-eans.

  • <yyyy-mm-dd>

  • Form date with 4-digit year, 2 digit month and 2 digit day, separated by hyphens "-" between the year, month, and day

  • Email subject example:

    EANS II 027 The Nest Academy Quotes&Bids 2021-11-20

    The example above would be for email subject from the Nest Academy (School ID 027), submitting a procurement form completed and signed on November 20, 2021.
Important Deadline Dates

Please note the following dates:

Feb 11, 2022 – Request for BID > $25,000 must be submitted by this date.

Feb 18, 2022 – Request for BID: $10,000 to $25,000 must be submitted by this date.

March 2, 2022 – Request for Quotes: $5,000 to $10,000 must be submitted by this date. This requires formal quotes from 3 different vendors.

March 16, 2022 – Request for Quote: $0 to $5,000 must be submitted by this date.

March 21, 2022 – ALL State Term Contract Request must be submitted by this date.

**All purchase obligations must be completed by March 24, 2022 per the US Department of Education guidance.**
EANS Asset Attestation Form

EANS Asset Attestation

Introduction

Under Section 312(d)(7) of the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act of 2021, title to materials, equipment, and property purchased with funds from the Emergency Assistance to Non-Public Schools (EANS) shall be in a public agency. Accordingly, any equipment, materials, or supplies that are either procured by the North Carolina Department of Public Instruction (NC DPI), or for which a non-public school is reimbursed by NC DPI, using EANS funds shall become the property of NC DPI.
## EANS School ID Information

### EANS II School ID List

<table>
<thead>
<tr>
<th>ID</th>
<th>School Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>024</td>
<td>Peletah Academic Center for Excellence</td>
</tr>
<tr>
<td>025</td>
<td>Trinity Christian School (Rutherford)</td>
</tr>
<tr>
<td>029</td>
<td>New Life Christian Acad &amp; Prep Sch</td>
</tr>
<tr>
<td>031</td>
<td>Woodson Branch Nature School</td>
</tr>
<tr>
<td>034</td>
<td>Charlotte Leadership Academy</td>
</tr>
<tr>
<td>040</td>
<td>Jackson Springs Treatment Facility</td>
</tr>
<tr>
<td>041</td>
<td>Hope Gardens Treatment Center</td>
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<tr>
<td>043</td>
<td>Blessed Sacrament Catholic School</td>
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<tr>
<td>047</td>
<td>Pope John Paul II Catholic H. S.</td>
</tr>
<tr>
<td>048</td>
<td>Christian Faith Center Academy</td>
</tr>
<tr>
<td>059</td>
<td>Sure Promise Christian Academy</td>
</tr>
<tr>
<td>061</td>
<td>The School of Hope</td>
</tr>
<tr>
<td>069</td>
<td>The Point Christian Academy</td>
</tr>
</tbody>
</table>
EANS II Program Timeline

• Application Period
  • Opened October 18-Closed November 5, 2021

• EANS Procurement Technical Assistance Webinar
  • November 17, 2021

• Procurement Phase
  • November 2021-March 2022 (through 2024)
Questions