

**Hobbs Municipal Schools  
P.O. Box 1030  
Hobbs, New Mexico 88241**

**General Proposal Conditions**

**RFP # 2324-03 Athletic Trainer**

SEALED PROPOSALS will be opened in the Hobbs School District's Administration Office Room # 129, 1515 E Sanger, Hobbs, NM 88241, **June 14, 2023 @ 11:00am.**

ACCEPTANCE OF CONDITIONS OF PROPOSAL:

**NOTICE: TO BE A VALID PROPOSAL, PROPOSAL MUST BE SIGNED BELOW.**

The undersigned certifies that he/she has read and understood the following general conditions, and that the firm represented accepts the conditions and submits the attached proposal in full compliance with the General Proposal Conditions.

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Name of Firm

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Signature of Owner, Partner, Officer of Authorized Agent  
(NOTE: TO BE A VAUD PROPOSAL, VENDOR MUST SIGN HERE)

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Mailing Address of Firm

E-Mail Address

---

City, State and Zip Code

---

Telephone Number of Firm

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New Mexico Bidder's Number

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Veterans Bidder's Number

## GENERAL PROPOSAL CONDITIONS

**All proposals must be sealed and adequately identified on the face of the envelope.** All proposals must be received by the procurement officer on or before **June 14, 2023@ 11:00am.** It is anticipated that award will be made no later than **June 21, 2023.** The School District reserves the right to accept or reject any or all proposals and to waive any formalities. This inquiry implies no obligation on the part of the District, nor does the District's silence imply any acceptance or rejection of any proposal offer.

No employee of the district shall have a direct financial interest in any contract with the District, nor shall an employee have a direct financial interest in the sale to the District of any land, equipment, supplies and materials or service. Any violation of this will render the contract void, unless such contract of sale is approved by the Board of Education after full disclosure.

Proposals will not be opened publicly but shall be opened in the presence of the procurement officer and/or one or more District official. Proposals and modifications shall be time-stamped upon receipt and held in a secure place until the established due date.

The following criminal laws of the State of New Mexico specifically prohibit bribes, gratuities and kick-backs; 30-24-1 to 30-24-3 NMSA 1978, and 30-24-2 NMSA 1978.

It is understood and agreed upon that the delivery date and/or date of service after award of contract is the offeror's best offer. In its acceptance, the School District is relying on the promised delivery date as material and basic to its acceptance. In the event the contractor fails to deliver as and when promised, the School District reserves the right to cancel its contract and offeror agrees that the School District may charge seller with any loss or expense sustained as a result of such failure to deliver as promised.

In the event any service delivered hereunder is covered by any patent, copy-right, trademark, or application thereof, the seller will indemnify and hold harmless the School District from any and all losses, costs, expenses, and legal fees on account of any claims, legal actions, or judgments on account of manufacture, sale or use of such service or article violation, infringement or the like, or rights under such patent, copyright, trademark or application.

The School District will not be responsible for any service performed without its purchase order or contract, signed by the authorized procurement officer.

The contractor shall comply with all federal, state and local laws, ordinances and regulations pertaining to work under his charge and shall bear all expenses associated with such compliance.

When gross receipts and local option taxes are applicable, they should **not** be included in the proposal price, but should be shown as a separate amount on each billing or request for payment made under the contract.

This proposal may be renewed annually for a period up to three (3) years by agreement of both parties. (The original year, plus renewal of three years, for a total of four years) Any agreement resulting from this proposal may be terminated after a 30-day written notification to the operating address of either party.

This RFP may be made available for use by other Education Institutions and Central Purchasing Offices within the State Of New Mexico as called for in 13-1-129 NMSA.

The Contractor agrees to comply with state laws and rules applicable to workers' compensation benefits for its employees. If the Contractor fails to comply with the Workers' Compensation Act and applicable rules when required to do so, this agreement may be terminated by the contracting agency.

The Contractor is required to carry general liability insurance in the amount of \$1,000,000 and shall provide the District with a Certificate of insurance.

The enclosed CAMPAIGN CONTRIBUTION DISCLOSURE FORM must be completed and submitted as part of the proposal.

New Mexico Resident Bidder Preference – in accordance with Section 13-1-21, NMSA, 1978, bidders who have a Resident Bidder Certificate from the State of New Mexico will be given a 5% preference over bidders who do not have a certificate. To qualify for this preference, the bidder's Resident Bidder Certificate number MUST be provided in the space indicated and the vendor must be bidding from a New Mexico Address.

Veteran Business Preference Certificate - A veteran business, pursuant to section 13- 1-21&22 MSA 1978, shall be awarded the equivalent of seven percent (7%). Eight percent (8%). or ten percent (10%) of the total possible points assigned to the technical proposal. The percent awarded shall be determined by the Veteran Business Preference Certificate issued by the NM Taxation and Revenue Department to the qualified Offeror(s).

HOBBS MUNICIPAL SCHOOL DISTRICT  
HOBBS, NEW MEXICO  
Specifications

**RFP # 2324-03 Athletic Trainer**

**OPEN DATE: JUNE 14,2023**

**Purpose of this RFP:**

The Hobbs School District (HMS) is requesting proposals for athletic trainer services for Hobbs Schools.

This RFP is intended to solicit responses from qualified athletic trainers that are interested in assuming the responsibility and obligation of establishing and maintaining an athletic training program in all sports.

A \$44.00 background check may be required upon award. A \$125.00 license fee may be required upon award.

**Selection Schedule:**

*Schedule is subject to change at the discretion of the District.*

RFP Release Date: May 28, 2023

Questions from Vendors Due: June 9, 2023

Responses to Vendor Questions: June 12, 2023

Submittals Due: June 14, 2023 at 11:00am Local Time

Successful Proposer Notified: Estimated June 21, 2023

**HMS Procedures Regarding Students:**

Provisions of services, students or facilities made impossible or creating unreasonable hardship by fact or school closure, extreme weather conditions, acts of God, wars/riots or destruction of facilities and the like shall not cause either HMS or the offeror to be in default. Illness or personal emergency of either student or offeror shall be brought to the immediate attention of the School Principal and Athletic Director.

Offeror will not enter into HMS administrative decisions. Offeror will be expected to serve the entire District with no mileage provisions.

Any confidential information provided to or developed by an offeror in the performance of his/her assigned duties shall be kept confidential and shall not be made available to any individual or organization or used by the offeror without the written consent of HMS.

Nothing produced in whole or in part by an offeror shall be the subject for an application for copyright by or on behalf of the offeror.

Work Requirements and HMS Requirements for Contracted Services

**The Contractor Shall:**

1. **Scope of Services.** The contractor or contractor's employees will fulfill the following requirements and perform the following services in a satisfactory and proper manner:
  - a. Documentation
    - Copy of National Athletic Trainers' Association (NATA) certification
    - Copy of New Mexico Athletic Training License.
    - Verification of Bachelor's degree from an accredited college or university.
    - Proof of valid driver's license.
    - Offeror must complete, sign, and include the Statement of Confidentiality (Appendix A) with their RFP.
  - b. Work shall include a minimum of the activities set forth below:
    - Responsible for prevention, emergency care, first aid, evaluation, and rehabilitation of injuries to athletes.
    - Serve as liaison between the team physician, the athlete, the athlete's parents, and coaching staff.
    - Consultant to coaching staff on conditioning, nutrition, and protective equipment.
    - Assist with prevention of injuries including education for athletes and student trainers, identifying factors that put athletes "at risk", correcting deficiencies in athletes as deemed necessary, as well as taping and bracing.
    - Provide emergency care and first aid including availability of necessary equipment, communication procedures for emergency situations, and prompt, accurate triage.
    - Evaluate acute and chronic injuries and refer to the team physician or specialist where appropriate. Help decide if a player may return to competition following an injury.
    - Treat athletic injuries with protection, rest, ice, compression, evaluation, support, ultrasound, electrical stimulation, cold/heat and hydrotherapy as needed or prescribed with the availability of modalities.

- Develop, supervise, evaluate, and modify individual exercise programs for rehabilitation to help athletes return to a pre-injury status.
  - Maintain records including injury reports, home care instructions, referrals, treatment records, rehabilitation progress notes, and insurance information.
  - Secure training room equipment and supplies as needed.
  - Provide education and supervision for student trainers.
  - Cover HMS High School team(s) practices allowing access to the athletic training room.
  - Cover HMS High School sporting events as scheduled with the athletic director.
  - Make the training room facilities and medical attention available to junior high school athletics with arrangements made by the coach and the trainer.
  - Athletic trainer (s) shall comply with NMAA rules for student athlete participation, including, but not limited to, concussion testing, hydration testing, heat advisory requirements, etc.
  - Athletic trainer(s) shall comply with best practices for the Athletic Training industry and shall not violate the guidelines set forth by NATA or New Mexico laws and regulations for Athletic Trainer services.
  - Perform additional duties as assigned by the School Principal and/or Athletic Director.
  - Agree to defend, indemnify, and hold harmless HMS and its officials, agents, and employees from and against any and all claims, actions, suits or proceedings of any kind brought against said parties as a result of any services performed by the Contractor under this agreement.
- c. Contractor Responsibilities: The Contractor or contractor's athletic trainer(s) will fulfill the following requirements and perform the following services in a satisfactory and proper manner. The Contractor shall:
- Pre-service Orientation: Participate in a pre-service orientation meeting held by the District for contracting athletic trainer to address procedures related to licensure documentation, fingerprinting and background checks, district required timesheets, service documentation, and Federal, State and District requirements.

- Billing: Bill HMS only for services rendered, fully comply with all other state and federal requirements associated with provisions of the services contemplated herein and not bill any other party (e.g. third-party insurance, or parents). Violation of this provision will result in termination of the contract.
- The contractor will remain as a participant to required athletic practices and events until the athletic practice and event is concluded or the need of the contractors' participation is no longer required.

The work schedule for this position can vary day to day and week to week depending on sporting events and practice schedules. It is expected that a single athletic trainer will work 35-40 hours per week. There will be the need for additional persons to cover events that overlap. Those can be identified in Appendix D.

It is estimated that between 600-700 students will participate on the various sports teams at Hobbs High School during the 2023-2024 school year.

Please see Appendix D, which is a list of the Fall schedule of sporting events and schedule of 22-23 winter and spring events, as those schedules are not finalized at this time. Note that the Athletic Trainer is normally only scheduled to work “home” games and all Varsity Away Football games. Additionally, Contractor may be asked to provide athletic trainer services at certain “away” sporting events.

- Obtain prior approval from the District Athletic Director for an athletic trainer to travel to additional games not requested.

**\*ALL TRAININGS ARE INCLUDED AND WILL BE PROVIDED AT NO COST TO THE DISTRICT.**

- d. Volunteer Activities: Not to be compensated for any of the following: volunteer activities with HMS activities, workshop or conference attendance. Compensation for workshop or conference attendance will be made only as a result of written invitation and approval from HMS.
- e. Inclement Weather: Scheduled therapy sessions, meetings, or events shall be considered cancelled if HMS schools are closed due to inclement weather. Contractor shall not bill HMS for inclement weather appointments when the media announces that school will be cancelled for the following day. If school is delayed or cancelled the day of inclement weather, hours lost due to delay are not billable.

- f. Interns: Contractor cannot accept students for internship/practicum experience or accept supervisory duties associated with HMS activities without prior approval.
- g. Contractor shall provide transportation in the performance of contract. Professional Liability and Automobile Insurance: Contractor shall, for the duration of the contract, maintain professional liability and automobile liability insurance with limits of liability no less than the limits of liability for governmental entities as provided by the New Mexico Tort Claims Act. Contractor shall provide HMS with proof of such insurance as a condition precedent to the execution of this contract. Contractor also agrees to notify HMS immediately if such insurance is out of force for any reason at any time during the life of the contract. Also, workers compensation insurance where required by law.
- h. Indemnification: Agree to defend, indemnify, and hold harmless HMS and its officials, agents, and employees from and against any and all claims, actions, suits or proceedings of any kind brought against said parties as a result of any services performed by the Contractor under this agreement.

**The District Shall:**

- A. **HMS Responsibilities:** HMS will fulfill the following requirements and perform the following services in a satisfactory and proper manner HMS shall:
  - a. Generate list of approved athletic trainer assigned to the District and the maximum number of hours the athletic trainer is allowed to bill weekly. This list is to be reviewed and signed by the Contractor or agency and the District.
  - b. Provide a pre-service orientation meeting for contracting athletic trainer to address procedures related to licensure documentation, fingerprinting and background checks, district-required timesheets, service documentation, and Federal, State, and District requirement.
  - c. Provide a list of students who have been injured and identified to receive follow-up care and/or testing.
  - d. Provide, for each injured/evaluated student, depending on the severity of the injury: case histories, family and medical information, hearing and vision screening, and other relevant data necessary to design and implement recovery and treatment services.
  - e. Provide tests, test protocols and reasonable materials for use by the Contractor.

**RESPONSE FORMAT:**

- A. **Experience:**



- a. Include resumes of proposed athletic trainers in this section, documented results with comparable scope of work, and list pertinent certifications, licenses, etc.

The documentation should thoroughly describe how the athletic trainer has supplied expertise for similar contracts and projects.

**B. Service Capability:**

- a. Offeror must have knowledge of state policies and procedures. Offeror must submit a brief narrative describing how they meet this requirement.
- b. Offeror must submit a narrative of proposed services.
- c. In narrative form and/or with a resume. describe your plan for providing the services requested. Include length of time in business as well as any other information documenting that the Offeror has demonstrated competence, credibility, and responsiveness in the past and can be reasonably expected to perform in a like manner in the future.

**C. References:**

- a. The proposals should include at least one (1) external reference, but preferably three (3), from a client who receives similar services. References may or may not be reviewed at the discretion of HMS. HMS reserves the right to contact references other than, and/or in addition to, those furnished by an Offeror. The minimum information that should be provided about each reference is:
  - i. Name of individual or company services were provided for;
  - ii. Address of individual or company;
  - iii. Name of contact person;
  - iv. Telephone number of contact person;
  - v. E-mail address of contact person;
  - vi. Type of services provided and dates services were provided.

**D. Personnel:**

- a. If offeror is a firm, please submit the required information for all personnel who may participate in providing service at the time they are selected to provide services.

**E. Costs:**

- a. The Offeror, based on the proposed plan to provide services, - submits the following cost proposal, not including \_\_\_\_\_ New Mexico Gross Receipts Tax, for athletic trainer services to complete the requirements as outlined in this RFP for the Hobbs Municipal School District for the 2023-2024 school year.

I, \_\_\_\_\_, submit this bid price for all the services as described above.

<b>I. Elements of Cost/Pricing</b>	<b>Cost</b>
_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____
<b>Total</b>	\$ _____

**2. Brief Explanation of the Services (Elements) to be provided under the above cost/pricing proposal:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Additional sheets may be attached.

## SPECIFIC CONDITIONS

### 1. Project Description.

To provide athletic trainer services. These services must be provided by a licensed and certified athletic trainer. Contractor will provide athletic trainer services as required. Contractor must have reliable transportation.

### 2. The Athletic Trainer shall perform the following as required:

- Responsible for prevention, emergency care, first aid, evaluation, and rehabilitation of injuries to athletes.
- Serve as liaison between the team physician, the athlete, the athlete's parents, and coaching staff.
- Consultant to coaching staff on conditioning, nutrition, and protective equipment.
- Assist with prevention of injuries including education for athletes and student trainers, identifying factors that put athletes "at risk", correcting deficiencies in athletes as deemed necessary, as well as taping and bracing.
- Provide emergency care and first aid including availability of necessary equipment, communication procedures for emergency situations, and prompt accurate triage.
- Evaluate acute and chronic injuries and refer to the team physician or specialist where appropriate. Help decide if a player may return to competition following an injury.
- Treat athletic injuries with protection, rest, ice, compression, evaluation, support, ultrasound, electrical stimulation, cold/heat and hydrotherapy as needed or prescribed with the availability of modalities.
- Develop, supervise, evaluate, and modify individual exercise programs for rehabilitation to help athletes return to a pre-injury status.
- Maintain records including injury reports, home care instructions, referrals, treatment records, rehabilitation progress notes, and insurance information.
- Secure training room equipment and supplies as needed.
- Provide education and supervision for student trainers.
- Cover HMS High School team practices allowing access to the athletic training room.

- Cover HMS High School sporting events as scheduled with the athletic director.
  - Make the training room facilities and medical attention available to junior high school athletics with arrangements made by the coach and the trainer.
  - Athletic trainer shall comply with NMAA rules for student athlete participation, including, but not limited to, concussion testing, hydration testing, heat advisory requirements, etc.
  - Athletic trainer shall comply with the best practices for the Athletic Training industry and shall not violate the guidelines set forth by NATA or New Mexico laws and regulations for Athletic Trainer services.
  - See Appendix D, which is a list of the Fall schedule of sporting events and a schedule of 22-23 winter and spring events, as those are not finalized at this time. Note that the Athletic Trainer is normally only scheduled to work “home” games and all Varsity Away Football games. Additionally, Contractor may be asked to provide athletic trainer services at certain “away” sporting events.
  - Perform additional duties as assigned by the School Principal and/or Athletic Director.
  - Agree to defend, indemnify, and hold harmless HMS and its officials, agents, and employees from and against any and all claims, actions, suits or proceedings of any kind brought against said parties as a result of any services performed by the Contractor under this agreement.
3. Contractors shall provide five (5) copies of their proposal to the location specified on the cover page on or before the closing date and time for receipt of proposals
4. Proposals shall be evaluated based on the following criteria. Please respond to these items.
- a. 30% Experience
  - b. 15% Knowledge of state policies and procedures
  - c. 20% Narrative of proposed services
  - d. 20% Plan for providing requested services
  - e. 15% Cost effectiveness
5. Any cost incurred by the Contractor in preparation, transmittal, presentation of any proposal or material submitted in response to this RFP shall be borne solely by the Contractor.

6. In submitting this proposal, the Contractor represents that the Contractor has become familiar with the nature and extent of the RFP dealing with federal, state and local requirements which are a part of the RFP.
7. Laws and Regulations. The Contractor's attention is directed to all applicable federal and state laws, local ordinances and regulations and the rules and regulations of all authorities having jurisdiction over the services.
8. This RFP may be canceled, or any or all proposals may be rejected in whole or in part, when it is in the best interest of the Hobbs Municipal School District. A determination containing the reasons therefore shall be made part of the project file. (Section 13-1-131, NMSA 1978).
9. Proposals shall be evaluated on the basis of demonstrated competence and qualification for the type of service required, and shall be based on the evaluation factors set forth in this RFP.
10. The evaluation of proposals will be performed by an evaluation committee composed of representatives selected by the Hobbs Schools District.
11. After award by the HMS school board, an Agreement shall be signed by the Successful Contractor and returned within an agreed upon time frame. No Agreement shall be effective until it has been fully executed by all of the parties hereto.

**TERMS AND CONDITIONS  
STATEMENT OF CONFIDENTIALITY**

The undersigned employee of/subcontractor to \_\_\_\_\_, hereinafter referred to as "Contractor", agrees, during the term of the Contract between Contractor and the Hobbs Municipal School District (HMS) and forever thereafter, to keep confidential all information and material provided by HMS or otherwise acquired by the employee/subcontractor, excepting only such information as is already known to the public, and including any such information and material relating to any client, vendor, or other party transacting business with HMS, and not to release, use or disclose the same except with the prior written permission of HMS. This obligation shall survive the termination or cancellation of the Contract between Contractor and HMS or of the undersigned's employment or affiliation with Contractor, even if occasioned by Contractor's breach or wrongful termination. Contractor will also comply with applicable provisions of HTPPA, FERPA, and future regulations promulgated there under.

The undersigned recognizes that the disclosure of information may give rise to irreparable injury to HMS, a client or customer of HMS, or to the owner of such information, inadequately compensable in damages and that, accordingly, HMS or such other party may seek and obtain injunctive relief against the breach or threatened breach of the within undertakings, in addition to any other legal remedies which may be available. The undersigned acknowledges that he or she may be personally subject to civil and/or criminal proceedings for such breach or threatened breach.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

## APPENDIX C

### CAMPAIGN CONTRIBUTION DISCLOSURE FORM

Pursuant to the Procurement Code, Sections 13-1-28, et seq., NMSA 1978 and NMSA 1978, § 13-1-191.1 (2006), as amended by Laws of 2007, Chapter 234, any prospective contractor seeking to enter into a contract with any state agency or local public body **for professional services, a design and build project delivery system, or the design and installation of measures the primary purpose of which is to conserve natural resources** must file this form with that state agency or local public body. This form must be filed even if the contract qualifies as a small purchase or a sole source contract. The prospective contractor must disclose whether they, a family member or a representative of the prospective contractor has made a campaign contribution to an applicable public official of the state or a local public body during the two years prior to the date on which the contractor submits a proposal or, in the case of a sole source or small purchase contract, the two years prior to the date the contractor signs the contract, if the aggregate total of contributions given by the prospective contractor, a family member or a representative of the prospective contractor to the public official exceeds two hundred and fifty dollars (\$250) over the two year period.

Furthermore, the state agency or local public body may cancel a solicitation or proposed award for a proposed contract pursuant to Section 13-1-181 NMSA 1978 or a contract that is executed may be ratified or terminated pursuant to Section 13-1-182 NMSA 1978 of the Procurement Code if: 1) a prospective contractor, a family member of the prospective contractor, or a representative of the prospective contractor gives a campaign contribution or other thing of value to an applicable public official or the applicable public official's employees during the pendency of the procurement process or 2) a prospective contractor fails to submit a fully completed disclosure statement pursuant to the law.

The state agency or local public body that procures the services or items of tangible personal property shall indicate on the form the name or names of every applicable public official, if any, for which disclosure is required by a prospective contractor.

THIS FORM MUST BE INCLUDED IN THE REQUEST FOR PROPOSALS AND MUST BE FILED BY ANY PROSPECTIVE CONTRACTOR WHETHER OR NOT THEY, THEIR FAMILY MEMBER, OR THEIR REPRESENTATIVE HAS MADE ANY CONTRIBUTIONS SUBJECT TO DISCLOSURE.

The following definitions apply:

**“Applicable public official”** means a person elected to an office or a person appointed to complete a term of an elected office, who has the authority to award or influence the award of the contract for which the prospective contractor is submitting a competitive sealed proposal or who has the authority to negotiate a sole source or small purchase contract that may be awarded without submission of a sealed competitive proposal.



**CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

**“Campaign Contribution”** means a gift, subscription, loan, advance or deposit of money or other thing of value, including the estimated value of an in-kind contribution, that is made to or received by an applicable public official or any person authorized to raise, collect or expend contributions on that official’s behalf for the purpose of electing the official to statewide or local office. “Campaign Contribution” includes the payment of a debt incurred in an election campaign, but does not include the value of services provided without compensation or unreimbursed travel or other personal expenses of individuals who volunteer a portion or all of their time on behalf of a candidate or political committee, nor does it include the administrative or solicitation expenses of a political committee that are paid by an organization that sponsors the committee.

**“Family member”** means spouse, father, mother, child, father-in-law, mother-in-law, daughter-in-law or son-in-law of (a) a prospective contractor, if the prospective contractor is a natural person; or (b) an owner of a prospective contractor.

**“Pendency of the procurement process”** means the time period commencing with the Public notice of the request for proposals and ending with the award of the contract or the cancellation of the request for proposals.

**“Prospective contractor”** means a person or business that is subject to the competitive sealed proposal process set forth in the Procurement Code or is not required to submit a competitive sealed proposal because that person or business qualifies for a sole source or a small purchase contract.

**“Representative of a prospective contractor”** means an officer or director of a corporation, a member or manager of a limited liability corporation, a partner of a partnership or a trustee of a trust of the prospective contractor.

Name(s) of Applicable Public Official(s) if any: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(Completed by State Agency or Local Public Body)

**CAMPAIGN CONTRIBUTION DISCLOSURE FORM**

**DISCLOSURE OF CONTRIBUTIONS BY PROSPECTIVE CONTRACTOR:**

Contribution Made By: \_\_\_\_\_

Relation to Prospective Contractor: \_\_\_\_\_

Date Contribution(s) Made: \_\_\_\_\_

Amount(s) of Contribution(s) \_\_\_\_\_

Nature of Contribution(s) \_\_\_\_\_

Purpose of Contribution(s) (Attach extra pages if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title/Position

Date \_\_\_\_\_

**--OR--**

**NO CONTRIBUTIONS IN THE AGGREGATE TOTAL OVER TWO HUNDRED FIFTY DOLLARS (\$250) WERE MADE** to an applicable public official by me, a family member or representative.

Signature \_\_\_\_\_  
Title

Date \_\_\_\_\_

## APPENDIX D

Start Date	Start Time	Day Of Week	Opponent	Level	Sport	Location
11/12/2022	7:00AM	Saturday	Tori Invite	Varsity	Diving(C)	Home
11/12/2022	11:00AM	Saturday	Tori Invite	Varsity	Swimming(C)	Home
1/17/2023	TBA	Tuesday	Carlsbad Duel	Varsity	Wrestling(C)	Home
1/20/2023	TBA	Friday	Bob Reed Invite	Varsity	Diving(C)	Home
1/21/2023	TBA	Saturday	Bob Reid invite	Varsity	Swimming(C)	Home
1/21/2023	TBA	Saturday	Girls Oil Patch	Varsity	Wrestling(C)	Home
1/21/2023	TBA	Saturday	Girls Oil Patch	Junior Varsity	Wrestling(C)	Home
2/4/2023	TBA	Saturday	District 3 Championship	Varsity	Swimming(C)	Home
2/4/2023	TBA	Saturday	District 3 Meet	Varsity	Diving(C)	Home
2/23/2023	TBA	Thursday	Hobbs Girls	Junior Varsity	Golf(C)	Home
2/24/2023	TBA	Friday	Hobbs Tournament	Junior Varsity	Baseball(M)	Home
2/25/2023	TBA	Saturday	Hobbs Tournament	Junior Varsity	Baseball(M)	Home
2/25/2023	TBA	Saturday	Hobbs Tournament	Junior Varsity	Baseball(M)	Home
3/2/2023	TBA	Thursday	Hobbs boys	Junior Varsity	Golf(C)	Home
3/2/2023	7:00PM	Thursday	Los Lunas	Varsity	Baseball(M)	Home
3/3/2023	4:00PM	Friday	Goddard	Varsity	Softball(F)	Home
3/3/2023	7:30PM	Friday	Cleveland	Varsity	Baseball(M)	Home
3/4/2023	TBA	Saturday	Black Gold Slug Feast	Varsity	Softball(F)	Home
3/4/2023	12:00PM	Saturday	TBD	Varsity	Softball(F)	Home
3/4/2023	12:30PM	Saturday	Santa Fe	Varsity	Baseball(M)	Home
3/10/2023	TBA	Friday	JV Tourn	Junior Varsity	Softball(F)	Home
3/10/2023	TBA	Friday	JV tour	Junior Varsity	Softball(F)	Home
3/10/2023	TBA	Friday	JV TOUR	9th grade	Softball(F)	Home
3/10/2023	TBA	Friday	JV TOUR	9th grade	Softball(F)	Home
3/10/2023	4:30PM	Friday	Artesia	Junior Varsity	Baseball(M)	Home
3/10/2023	6:30PM	Friday	Artesia	Junior Varsity	Baseball(M)	Home
3/11/2023	TBA	Saturday	JV tour	Junior Varsity	Softball(F)	Home
3/11/2023	TBA	Saturday	JV tour	Junior Varsity	Softball(F)	Home
3/11/2023	TBA	Saturday	JV TOUR	9th grade	Softball(F)	Home
3/11/2023	TBA	Saturday	JV TOUR	9th grade	Softball(F)	Home
3/17/2023	4:30PM	Friday	Lovington	Varsity	Softball(F)	Home

3/23/2023	TBA	Thursday	Hobbs Extravaganza	Junior Varsity	Golf(C)	Home
3/24/2023	6:30AM	Friday	Centennial	Varsity	Baseball(M)	Home
3/24/2023	3:00PM	Friday	TBD	Varsity	Track & Field(C)	Home
3/24/2023	4:30PM	Friday	Centennial	Varsity	Baseball(M)	Home
3/24/2023	4:30PM	Friday	Centennial	Junior Varsity	Baseball(M)	Home
3/24/2023	6:30PM	Friday	Centennial	Junior Varsity	Baseball(M)	Home
3/27/2023	6:30PM	Monday	Jal	Junior Varsity	Softball(F)	Home
3/28/2023	TBA	Tuesday	Buck Brandon Classic	Varsity	Golf(C)	Home
3/31/2023	TBA	Friday	Hobbs	Varsity	Track & Field(C)	Home
3/31/2023	8:00AM	Friday	Hobbs	Varsity	Tennis(C)	Home
4/1/2023	8:00AM	Saturday	Hobbs	Varsity	Tennis(C)	Home
4/1/2023	1:00PM	Saturday	Alamogordo	Varsity	Baseball(M)	Home
4/1/2023	1:00PM	Saturday	Alamogordo	Junior Varsity	Baseball(M)	Home
4/1/2023	3:00PM	Saturday	Alamogordo	Varsity	Baseball(M)	Home
4/1/2023	3:00PM	Saturday	Alamogordo	Junior Varsity	Baseball(M)	Home
4/11/2023	3:00PM	Tuesday	Jr track	Junior Varsity	Track & Field(C)	Home
4/13/2023	4:30PM	Thursday	Roswell	Varsity	Baseball(M)	Home
4/13/2023	4:30PM	Thursday	Roswell	Junior Varsity	Baseball(M)	Home
4/14/2023	4:30PM	Friday	Clovis	Varsity	Softball(F)	Home
4/14/2023	5:00PM	Friday	Clovis	Junior Varsity	Softball(F)	Home
4/14/2023	6:30PM	Friday	Clovis	Varsity	Softball(F)	Home
4/14/2023	7:00PM	Friday	Clovis	Junior Varsity	Softball(F)	Home
4/21/2023	4:30PM	Friday	Roswell	Varsity	Softball(F)	Home
4/21/2023	4:30PM	Friday	Clovis	Varsity	Baseball(M)	Home
4/21/2023	4:30PM	Friday	Clovis	Junior Varsity	Baseball(M)	Home
4/21/2023	5:00PM	Friday	Roswell	Junior Varsity	Softball(F)	Home
4/21/2023	6:30PM	Friday	Roswell	Varsity	Softball(F)	Home
4/21/2023	6:30PM	Friday	Clovis	Varsity	Baseball(M)	Home
4/21/2023	6:30PM	Friday	Clovis	Junior Varsity	Baseball(M)	Home
4/21/2023	7:00PM	Friday	Roswell	Junior Varsity	Softball(F)	Home
4/24/2023	3:00PM	Monday	Clovis	Varsity	Tennis(C)	Home
4/27/2023	4:30PM	Thursday	Carlsbad	Varsity	Baseball(M)	Home
4/27/2023	4:30PM	Thursday	Carlsbad	Junior Varsity	Baseball(M)	Home
4/28/2023	4:30PM	Friday	Carlsbad	Varsity	Softball(F)	Home
4/28/2023	5:00PM	Friday	Carlsbad	Junior Varsity	Softball(F)	Home
4/28/2023	6:30PM	Friday	Carlsbad	Varsity	Softball(F)	Home
4/28/2023	7:00PM	Friday	Carlsbad	Junior Varsity	Softball(F)	Home

2023-24 schedules confirmed-short 3 girls basketball games

8/10/2023	5:00 PM	Thursday	Scrimmage	JV/Varsity	Football	Home
8/11/2023	TBD	Friday	Scrimmage	Varsity/JV	Football	Home
8/18/2023	7:00 PM	Friday	Alumni	JV	Soccer (F)	Home
8/18/2023	8:00 PM	Friday	Alumni	Varsity	Soccer (F)	Home
8/19/2023	6:00 PM	Saturday	Alumni	JV	Soccer (M)	Home
8/19/2023	8:00 PM	Saturday	Alumni	Varsity	Soccer (M)	Home
8/22/2023	4:00 PM	Tuesday	Artesia HS	JV	Soccer (M)	Home
8/22/2023	6:00 PM	Tuesday	Artesia HS	Varsity	Soccer (M)	Home
8/29/2023	6:00 PM	Tuesday	Chaparral	Varsity	Soccer (M)	Home
8/29/2023	5:00	Tuesday	Portales	JV	Volleyball	Home
8/29/2023	6:00	Tuesday	Portales	Varsity	Volleyball	Home
9/1/2023	7:00 PM	Friday	Roswell	Varsity	Football	Home
9/5/2023	4:00 PM	Tuesday	Las Cruces	JV	Soccer (M)	Home
9/5/2023	6:00 PM	Tuesday	Las Cruces	Varsity	Soccer (M)	Home
9/9/2023	7:00 PM	Friday	Lovington	Varsity	Football	Home
9/12/2023	4:00 PM	Tuesday	Centennial	JV	Soccer (F)	Home
9/12/2023	6:00 PM	Tuesday	Centennial	Varsity	Soccer (F)	Home
9/12/2023	4:00 PM		Centennial	JV	Soccer (M)	Home
9/12/2023	6:00 PM		Centennial	Varsity	Soccer (M)	Home
9/12/2023	5:00	Tuesday	Las Cruces	JV	Volleyball	Home
9/12/2023	6:00	Tuesday	Las Cruces	Varsity	Volleyball	Home
9/17/2023	6:00	Thursday	Artesia	JV	Football	Home
9/19/2023	4:00 PM	Tuesday	Mayfield	JV	Soccer (F)	Home
9/19/2023	6:00 PM	Tuesday	Mayfield	Varsity	Soccer (F)	Home
9/21/2023	4:00 PM		Organ Mountain	JV	Soccer (M)	Home
9/21/2023	6:00 PM		Organ Mountain	Varsity	Soccer (M)	Home
9/26/2023	4:00 PM		Santa Teresa	JV	Soccer (M)	Home
9/26/2023	6:00:PM		Santa Teresa	Varsity	Soccer (M)	Home
9/26/2023	5:00	Tuesday	Organ Mt	JV	Volleyball	Home
9/26/2023	6:00	Tuesday	Organ Mt	Varsity	Volleyball	Home
9/28/2023	6:00 PM	Thursday	La Cueva	Varsity	Soccer (F)	Home
9/28/2023	4:00 PM		La Cueva	Varsity	Soccer (M)	Home
9/28/2023	6:00	Thursday	Andrews	JV	Football	Home
9/29/2023	7:00 PM	Friday	Las Cruces	Varsity	Football	Home
10/3/2023	4:00 PM	Tuesday	Roswell	JV	Soccer (F)	Home
10/3/2023	6:00 PM	Tuesday	Roswell	Varsity	Soccer (F)	Home
10/3/2023	5:00	Tuesday	Goddard	JV	Volleyball	Home
10/3/2023	6:00	Tuesday	Goddard	Varsity	Volleyball	Home
10/5/2023	6:00 PM	Thursday	Roswell	JV	Football	Home
10/5/2023	3:00 PM	Thursday	TBD	Varsity/JV	XC	Home
10/7/2023	1:00 PM		Clovis	JV	Soccer (M)	Home
10/7/2023	3:00 PM		Clovis	Varsity	Soccer (M)	Home

10/10/2023	4:00 PM	Tuesday	Carlsbad HS	JV	Soccer (F)	Home
10/10/2023	6:00 PM	Tuesday	Carlsbad HS	Varsity	Soccer (F)	Home
10/12/2023	5:00	Thursday	Artesia	JV	Volleyball	Home
10/12/2023	6:00	Thursday	Artesia	Varsity	Volleyball	Home
10/13/2023	7:00 PM	Friday	Alamogordo	Varsity	Football	Home
10/17/2023	4:00 PM	Tuesday	Roswell	JV	Soccer (M)	Home
10/17/2023	6:00 PM	Tuesday	Roswell	Varsity	Soccer (M)	Home
10/19/2023	5:30	Thursday	Clovis	JV	Volleyball	Home
10/19/2023	6:30	Thursday	Clovis	Varsity	Volleyball	Home
10/21/2023	10:00 AM	Saturday	Clovis	JV	Soccer (F)	Home
10/21/2023	12:00 PM	Saturday	Clovis	Varsity	Soccer (F)	Home
10/24/2023	4:00 PM	Tuesday	Carlsbad HS	JV	Soccer (M)	Home
10/24/2023	6:00 PM	Tuesday	Carlsbad HS	Varsity	Soccer (M)	Home
10/27/2023	7:00 PM	Friday	Carlsbad	Varsity	Football	Home
10/31/2023	5:30	Tuesday	Roswell	JV	Volleyball	Home
10/31/2023	6:30	Tuesday	Roswell	Varsity	Volleyball	Home
11/7/2023	5:30	Tuesday	Carlsbad	JV	Volleyball	Home
11/7/2023	6:30	Tuesday	Carlsbad	Varsity	Volleyball	Home
12/1/2023	4:00	Friday	Lubbock High	9th/JV	Basketball (F)	Home
12/1/2023	5:30PM	Friday	Lubbock High	Varsity	Basketball (F)	Home
5-Dec	5:30	Tuesday	Centennial	JV	Basketball (M)	Home
5-Dec	7:00	Tuesday	Centennial	Varsity	Basketball (M)	Home
12/15/2023	5:30	Friday	Centennial	Junior Varsity	Basketball (F)	Home
12/15/2023	7:00	Friday	Centennial	Varsity	Basketball (F)	Home
12/16/2023	2:30 PM	Saturday	Organ Mountain	Junior Varsity	Basketball (F)	Home
12/16/2023	4:00 PM	Saturday	Organ Mountain	Varsity	Basketball (F)	Home
12/19/2023	5:30	Tuesday	Tascosa	JV	Basketball (M)	Home
12/19/2023	7:00	Tuesday	Tascosa	Varsity	Basketball (M)	Home
1/16/2024	5:30 PM	Tuesday	Las Cruces	JV	Basketball (M)	Home
1/16/2024	7:00 PM	Tuesday	Las Cruces	Varsity	Basketball (M)	Home
1/19/2024	5:30 PM	Friday	Los Lunas	JV	Basketball (M)	Home
1/19/2024	7:00 PM	Friday	Los Lunas	Varsity	Basketball (M)	Home
1/20/2024	2:00 PM	Saturday	Cleveland	JV	Basketball (M)	Home
1/20/2024	3:30:PM	Saturday	Cleveland	Varsity	Basketball (M)	Home
1/30/2024	5:30PM	Tuesday	Roswell	Junior Varsity	Basketball (F)	Home
1/30/2024	7:00PM	Tuesday	Roswell	Varsity	Basketball (F)	Home
2/2/2024	5:30 PMPMP<7:00PM	Friday	Clovis	JV	Basketball (M)	Home
2/2/2024	7:00PM	Friday	Clovis	Varsity	Basketball (M)	Home
2/9/2024	5:30PM	Friday	Carlsbad	Junior Varsity	Basketball (F)	Home
2/9/2024	7:00PM	Friday	Carlsbad	Varsity	Basketball (F)	Home
2/13/2024	5:30 PM	Tuesday	Roswell	JV	Basketball (M)	Home

2/13/2024	7:00PM	Tuesday	Roswell	Varsity	Basketball (M)	Home
2/16/2024	5:30PM	Friday	Clovis	Junior Varsity	Basketball (F)	Home
2/16/2024	7:00PM	Friday	Clovis	Varsity	Basketball (F)	Home
2/23/2024	5:30PM	Friday	Carlsbad	JV	Basketball (M)	Home
2/23/2024	7:00PM	Friday	Carlsbad	Varsity	Basketball (M)	Home
12/28-30/2023	TBD	Thurs-Sat	TBD	Varsity	Basketball (C)	Home

- **Please note schedule is subject to change.**