

Procurement Office
Harford Community College
401 Thomas Run Road
Bel Air Maryland 21015
443.412.2307

RFP 19P-001 TELECOMMUNICATIONS/VOICE SERVICES

ADDENDUM NO. 1

The following shall be incorporated into the captioned solicitation as though included in the original documents issued:

1. Proposal submission date has been extended to **12:00 noon Friday, July 27, 2018**.
2. Updated pricing sheet is provided separately. Respondents shall use this to submit pricing.
3. Revised Proposal Form reflecting extended proposal submission date (attached).

QUESTIONS AND ANSWERS

- Q1. 6.3 Bidders must have a minimum of five (5) years experience providing the services covered in this RFP.
We have been in the telecom and wireless business since 2011 offering Cellular phone service as a MVNO to independent dealer stores and direct to consumers through our online store. We introduced VoIP PBX business solutions in early 2017. We operate using established VoIP switching platforms that have been in operation for >15 years with multiple layers of IT engineers and support staff. Would you consider this as qualified to submit a bid?
- R1. The College will not evaluate offerors' capabilities in advance of the evaluation of proposals received by the College's technical evaluation committee. The requirement remains as state in the solicitation.
- Q2. Which fiber providers have facilities built out to each of Chesapeake Center and Joppa Hall?
- R2. Comcast has fiber built out to Joppa Hall. Verizon is in Chesapeake Center.
- Q3. Is a separate, dedicated fiber circuit for each location required, or will the SIP trunk groups for both Chesapeake Center and Joppa Hall share a single fiber circuit to the campus?
- R3. For redundancy and fail over, we are requesting a separate connection for both locations.

- Q4. Do you currently have any Verizon fiber multiplexors on campus? If so, where are they located and what is the make and model of each one?
- R4. There is one in the Chesapeake Center. It is an older Verizon fibermux, not sure what make and model it is.
- Q5. The pricing spreadsheet lists 30 POTS lines at Chesapeake Center and 2 POTS lines at Joppa Hall. The Detailed Specifications list only 9 POTS lines, spread across 5 separate locations. Please explain the discrepancy in quantities.
- R5. The correct number and location of POTs are the ones listed on the RFP spreadsheet. Nine is correct. An updated pricing sheet is provided. Respondents must return pricing on the updated pricing sheet dated 7/17/18. Failure to do so may result in the rejection of your firm's proposal.
- Q6. If 30 POTS lines are to be delivered to Chesapeake Center, can they be delivered using a couple of T-1s and channel banks? If T-1s and channel banks are acceptable, would a POTS voice gateway used in conjunction with a fiber circuit also be acceptable?
- R6. There are only 9 POTS lines (see corrected price sheet). We use the POTS lines for emergency. We need them to be true POTS lines.
- Q7. What type of cabling is available from the Verizon, Comcast, and other carrier demarcation points to the PBXes in Chesapeake Center and Joppa Hall? A diagram would be appreciated.
- R7. In Chesapeake Center, Verizon has its main demarc with PRI connections directly to the PBX. POTS line connections also come into this telco room. Joppa Hall is a brand new installation for the additional PBX. Currently there are no direct connections to the PBX in Joppa Hall. Note that Comcast does have fiber coming into Joppa Hall.
- Q8. We do not typically make annual sales information available to entities other than our bank and State and Federal government agencies that require financial reporting. If we were to disclose our annual revenue, will the College be able to keep that information confidential and not available to an MPIA request? If we decline to disclose our annual sales, will that automatically disqualify our bid?
- R8. Such information will be kept confidential to the extent permitted by the Code of Maryland Regulations (COMAR), and information that offerors wish to preserve as confidential must be identified in accordance with COMAR 21.05.08.

END ADDENDUM 1

July 17, 2018

Procurement Office
Harford Community College
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Bel Air Maryland 21015

PROPOSAL FORM (Revised 7/17/18)

RFP 19P-001 TELECOMMUNICATIONS (VOICE) SERVICES

All proposals should be properly executed on the form provided sealed in an envelope and delivered or mailed to the Procurement Office located in the Hickory Center, Room 132 address above. Proposals must be received in the Procurement Office not later than **12:00 noon Friday, July 27, 2018.**

To be considered responsive, each proposal submitted must, at a minimum, include the following documents:

TECHNICAL SUBMITTAL

1. One (1) original and five (5) copies of Proposal including all answers and responses requested in the specifications of this RFP;
2. Proposal form, completed and signed;
3. Non-Collusion Certificate completed and signed;
4. Profile of firm (paragraph 6);
5. References on the form provided;
6. Submit answers to all questionnaires in the attached specifications, including "Technical"; "Operational Issues"; "Invoicing Issues"; and Contractual Issues".

PRICING SUBMITTAL (in separately sealed envelope)

7. The "Estimated Monthly Cost Summary" (revised 7/17/18) spreadsheet form must be used to submit pricing/costs, based on a three (3) year contract. This form also includes the College's current average costs for information. This form shall be placed in a separately sealed envelope from the Technical Proposal and identified as the "Price Proposal" with the vendor's name.

PROPOSAL OF: _____ DATE _____
(Firm Name)

In accordance with the information, terms and conditions, specifications and requirements for the captioned solicitation, I/we submit the following for evaluation:

1. PRICE Telecommunications/voice services, local and long distance
 - 1.1 Submit pricing using the "Estimated Monthly Cost Summary" (revised 7/17/18) spreadsheet form herein (Appendix C) based on a contract period of three (3) years.
 - 1.2 Alternate price proposal for a 4 or 5-year contract period for consideration by the College (use same spreadsheet form as for 1.1 above. Label the spreadsheet "Alternate Pricing")
2. EXECUTION: The undersigned, duly authorized to bind the named firm, agrees, upon receipt of written notice of acceptance of this proposal within 120 calendar days after the deadline above, to proceed to execute the contract in accordance with the proposal as accepted. The undersigned agrees to implement and start up during the College's Thanksgiving break, November 23-24, 2018 with completion by December 28, 2018, provided the College issues the notice to proceed by October, 2018.

Firm Name

Signature

Street Address

Typed/Printed Name

City, State, Zip

Title

Telephone

Email

If a corporation, place corporate seal beside signature above and state:

Name of President _____

Name of Secretary _____

Under what laws incorporated _____

Minority Business Certification – Please check one:

_____ MBE _____ WBE _____ Not Applicable