

Superiorland Library Cooperative

1615 Presque Isle Avenue
Marquette, MI 49855
(906) 228-7697

REQUEST FOR PROPOSAL: RFP 2018-01 Internet and Network Project

Amendment 1: Question and Answer Responses

Pursuant to the process outlined in Section 5.1 of the proposal, this amendment is posted to include all the questions asked prior to the deadline of 2:00p.m. Eastern Time, August 30, 2018. Minor edits have been made to remove identifying information and clarify questions.

Question 1: Do you have a list of addresses that you are requiring service for?

Answer 1: Please see RFP Appendix H, Tab 2 (Site Addresses) for a complete list of libraries and their addresses.

Question 2: I wanted to reach out to you regarding the “Data Transmission and/or Internet Access” line item in your form 470. Network equipment is specified in that line item but when I looked through your RFP I could not find any specs for the type of hardware or what type of hardware you are looking for to complete this project. Is there a location where you list your desired product or equivalents? Or the specs that you want your networking equipment to meet?

Answer 2: The “Network Equipment” specified in the Form 470 would include any and all terminating electronics necessary for the provider to offer an end-to-end managed solution, and must include the ability to hand off to the local area networks in each location.

Question 3: What is your definition of Digital Transmission Services? Does that mean WAN connectivity (i.e. EVPL or EPLAN)?

Answer 3: Digital Transmission Service is defined by the Federal Communications Commission (FCC). Although the 2019 Eligible Services list has not yet been finalized, we do not anticipate the definition of Digital Transmission Services (as defined by the FCC) will alter significantly from the 2018 Eligible Services. The 2018 Eligible Services List is available from USAC at <https://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx>. WAN services do fall under the rubric of Digital Transmission Services.

Question 4: If you are looking for an EVPL (Hub and Spoke) network, with an aggregate port, which location would be considered your “Hub” location?

Answer 4: Please review Section 2.1 of the RFP. SLC has not designated a hub location as it is anticipated the shared service will be based in the provider’s network, rather than directly from any SLC member site. However, vendors may bid the network architecture described in Section 2.1 or an alternative meeting the requirements

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outlined therein. Regardless of the solution bid, please keep in mind the technical requirements for each site on the network at outlined in the RFP, including bandwidth between sites, reliability, and bandwidth connecting sites to the Internet.

Question 5: Are you looking for a fully meshed network (EPLAN)?

Answer 5: Please review Section 2.1 of the RFP. SLC has not designated a specific network architecture beyond the description included therein. Vendors may bid the network architecture described in Section 2.1 or an alternative meeting the requirements outlined therein. Regardless of the solution bid, please keep in mind the technical requirements for each site on the network at outlined in the RFP, including bandwidth between sites, reliability, and bandwidth connecting sites to the Internet.

Question 6: Are you looking for Dark Fiber or Lit Fiber WAN services to connect your locations?

Answer 6: We are seeking managed solutions, which would include lit fiber WAN solutions (among other options) but not dark fiber WAN solutions.

Question 7: With connectivity to each of your locations do need Managed Router Services at those sites?

Answer 7: Yes.

Question 8: Will DocuSign Documents be accepted?

Answer 8: No.

Question 9: Please clarify the proposal format, will one document containing all responses be accepted? Section 5.3 and 5.13.6 & 8 seem to address two different formats

Answer 9: The proposal response is made up of two separate elements. The first, outlined in section 8.1 of the RFP, are the minimum proposal requirements, which include the tabs numbered 1-9 in the response. Failure to include any of these elements will result in the proposal failing a "pass/fail" test and will result in the disqualification of the proposal, as outlined in Section 6. The second element of the proposal response is outlined in Section 8.2, and includes the tabs labeled A-I in your response. These include elements such as the cost proposal worksheet document, the description of services, as specified in Section 8.2.

Question 10: Are you requiring a single service for both Superiorland Library Co-op and Upper Peninsula Region of Library Cooperation that are at the same location?

Answer 10: Yes.

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Question 11: The FCC Form 470 190000038 lists the billed entities covered under this 470. However, the site addresses under Attachment H list three libraries not on the 470 list (Brevort Township Community Library, Curtis Library, and Les Cheneaux Community Library). Please clarify.

Answer 11: Billed entities are a distinct (though related) concept from recipients of service. These three sites are branches of the Superior District Library entity listed in the Form 470 (and hence these branches are not considered “billed entities” in the 470 listing). All sites listed in Attachment H are recipients of service and vendors should bid to provide service to all the entities listed therein.

Question 12: RFP, page 6, Section 3 – Invoicing: “All invoices must be based on a first-of-the-month through end-of-the-month cycle.” Does this mean Superiorland requires monthly invoicing? Please explain.

Answer 12: Monthly invoicing is not required. However, invoicing must be based on a first of the month to last of the month cycle, meaning that (for example) a monthly invoice could not cover August 6 – September 6 or a quarterly invoice could not cover July 15 – October 15. A quarterly invoice could cover July 1 – Sept 30, however, as this is based on a first of the month to last of the month cycle. If a vendor is proposing a non-monthly invoicing cycle, please indicate such in your bid proposal.