INTERNET ACCESS SERVICE SPECIFICATIONS

Applicant:	**Blackwater Regional Library**
BEN:	**126549**
Form 470 #:	**270001733**
Form 470 Contacts:	**Debbie Carter – dcarter@blackwaterlib.org**
	Eric Silverstein – esilverstein@e-ratecentral.com
	E-Rate Central – valibraries@e-ratecentral.com

Communications and Questions

All communication with the Applicant regarding this solicitation **must** be directed to all "Form 470 Contacts" listed above, with the Form 470 Number included in the subject line. Failure to include all "Form 470 Contacts" could result in questions going unanswered. Verbal inquiries are not allowed. Clarifications, when applicable, will be posted as an attachment/addendum to the Form 470. Each Offeror is responsible for downloading the current version of the Form 470 and attachments, including any addenda. Applicant reserves the right to ask vendors clarifying questions during the proposal review process.

Contact initiated by an Offeror concerning this solicitation with any other Applicant representative other than those listed as Form 470 contacts is prohibited. Unauthorized contact may result in the Offeror's disqualification from this solicitation.

Product demonstration meetings will not be granted during the competitive bidding period – requests for such will be ignored.

Applicant reserves the right to ask vendors clarifying questions during the proposal review process.

Proposal Instructions

Offerors are solely responsible for reviewing the solicitation and complying with all proposal submission requirements, including the designated submission method, deadline, and required documentation.

Applicant has no obligation to respond to requests for alternative submission instructions, provide individualized guidance, or invite resubmission when the solicitation already establishes the required submission procedures.

Statements in a proposal indicating that the Offeror is willing to resubmit through another method, upon request, do not constitute compliance with the solicitation's submission requirements and do not obligate the Applicant to contact the Offeror or provide an opportunity to resubmit.

Proposals submitted through a method other than that specified in the solicitation will be deemed nonresponsive, consistent with the solicitation and applicable procurement requirements.

Proposals should be emailed to ALL Form 470 Contacts listed above and include the following:

- Applicant name
- Form 470 number
- SPIN (Service Provider Identification Number)
- Service provider's terms and conditions
- Vendor pricing

Proposals **must** include **all** costs associated with providing service, including but not limited to:

- Monthly recurring charges (MRC) include any recurring charge related to delivering the services, such as monthly charges for Internet access, IP addresses, basic terminating equipment, etc.
- Non-Recurring Charges (NRC) include any one-time fee other than special construction charges. This includes but is not limited to installation charges, connection charges, and/or basic terminating equipment charges.
- Special Construction Charges (SPC) include one-time costs for deploying new fiber or upgrading network facilities for eligible entities. These charges are non-recurring and include the following components: construction of network facilities, design and engineering, and project management. Offerors should provide special construction details sufficient to support E-Rate review, including route feet, cost per foot, and plant mix where applicable.
- Failure to identify the monthly recurring, non-recurring, and special construction charges will result in the disqualification of the proposal. Respondents are encouraged to provide the estimated taxes and surcharges associated with the service. Submissions indicating that there may be additional MRC, NRC, or SPC related to delivering the services **WILL** be disqualified.

Proposals **must** be in response to the specific requirements of this solicitation. Offers including a generic listing of services beyond the scope of this solicitation and/or encyclopedic price lists will be disqualified. SPAM and/or robotic responses will not be considered valid responses and will be disqualified from consideration.

Applicant reserves the right to consider its existing service as a standing proposal and evaluate it against the other submitted proposals.

Service Requirements

Applicant **requires** a minimum of 100 Mbps download Internet Access bundled with Transport service to the location specified below. Service providers are requested to submit offers for incremental bandwidths from 100 Mbps up to 500 Mbps.

Entity Name	Street Address	Requested Bandwidths
BLACKWATER REG LIB - CLAREMONT	91 Mancha Ave, Claremont, VA 23899	100 Mbps- 500Mbps + Static IP

We currently have Shared Internet Access (SIA), but we are also willing to consider offers for Dedicated Internet Access (DIA). Proposers should indicate whether the solution is for Shared Internet Access or Dedicated Internet Access.

The term Shared Internet Access (SIA) means that the customer is not guaranteed a specific throughput, but instead the vendor does their best effort to ensure the connection is reliable and meets the stated broadband speeds. Most home and small business Internet offerings fall under the definition of SIA. With SIA the bandwidth varies based on the number of users on the network at a given time as well as other factors. SIA differs from Dedicated Internet Access (DIA) because the vendor does not guarantee the speeds and the bandwidth is shared among multiple users on the network.

Offerors **should** provide static IP addresses.

Offerors **should** provide router/modem lease options and pricing.

To be considered, services **must** be within the specified bandwidth range. Offerors not proposing at least the minimum speed will be rejected. In addition to the specified minimum and maximum bandwidths, Service Providers are encouraged to offer a variety of bandwidth options within this range.

All solutions must terminate service or infrastructure at the demarcation point within the building, generally, the MDF. Solutions that only bring service to the property line but not to the demarcation point will be disqualified. The agreement must terminate service at an MDF designated by the Applicant. The Offeror should specify the exact demarcation setup included in the base fees, such as wall-mounted CPE and CAT6a handoff, rack mount patch panel, etc.

Offerors must accept responsibility for site delivery, construction, permitting, pathway, and right-of-way costs required to deliver service.

Contract Term and Modifications

Services are needed effective July 1, 2027. If the service cannot be guaranteed by this date, this should be indicated in the proposal, along with an estimated timeline for when the service will be available.

Offers of month-to-month or contracted services will be considered. Service providers submitting proposals for contracted service are requested to provide 12-,24- or 36-month pricing. Unless otherwise stated, the customer can voluntarily extend the agreement for two (2) additional twelve (12) month terms.

All contracts should permit bandwidth increases during the term. Any such increases, including those during optional renewal periods, will be treated as modifications to the existing agreement rather than new agreements and, therefore, will **NOT** extend the contract's term.

All contracts should include a provision allowing for early termination of circuits without penalty if a location is closed by the Applicant.

All contracts should include a clause allowing additional sites to be added at the existing MRC for the duration of the agreement, with the Applicant covering any one-time charges related to adding the new site to the network. Any additional sites added will have the same end date as the main agreement.

No price increases will be permitted during the term of the agreement.

Service providers proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on imports are encouraged to (a) identify such products in their offers, and (b) propose an acceptable methodology for limiting price adjustments over the life of the contract.

Subject to contract restrictions, services may be reevaluated for cost-effectiveness at any time during the life of the agreement including renewal periods.

E-Rate Specific Considerations/Information

The Applicant intends to utilize the Service Provider Invoicing (SPI) method for this funding request. Vendors must be willing and able to provide discounted billing and submit FCC Form 474 invoices to USAC. Vendors unable to support SPI billing **will be** disqualified.

Offerors must hold a valid, active nine-digit SPIN (498 ID) issued by USAC as of the proposal submission deadline. The SPIN must belong to the legal entity that will contract with and invoice the Applicant. A pending registration, a SPIN assigned to an unrelated entity, or a commitment to obtain one after the deadline will not satisfy this requirement.

Service providers proposing a temporary equipment loan for product demonstration and/or evaluation purposes are **required** to clearly state that such loans are of limited duration. Product demos extending beyond thirty (30) days must be explicitly authorized by both parties and provided at a fair market rate.

By submitting a proposal, the vendor certifies that the proposed products and services comply with 47 C.F.R. §§ 54.9 and 54.10, which prohibit the use of Universal Service Fund support to purchase, obtain, maintain, improve, modify, or otherwise support any equipment or services produced or provided by a company on the FCC's Covered List (including Huawei and ZTE) as posing a national security threat to the integrity of communications networks or the communications supply chain. See https://www.usac.org/about/reports-orders/supply-chain/ for more details.

Pursuant to 47 C.F.R. §§ 54.500 and 54.511(b), service providers may not charge applicants a price above the Lowest Corresponding Price (LCP) for supported services. LCP is the lowest price a service provider charges to nonresidential customers similarly situated to a particular school, library, or consortium for similar services. See https://www.usac.org/e-rate/service-providers/step-2-responding-

to-bids/lowest-corresponding-price/ for more details.

Additional Considerations/Information

Applicant is subject to the VA Public Procurement Act.

The language in this solicitation has been standardized: "must," "shall," "mandatory," and "required" indicate mandatory specifications that the Applicant expects in the proposed solution. Proposals failing to meet these will be disqualified. "Should" and "may" indicate desirable specifications. A mandatory requirement may be waived if all respondents fail to meet a mandatory requirement.

Applicant reserves the right to waive any irregularities or informalities in the proposals received.

Offerors must accept that Applicant obligations are contingent on appropriation and availability of funds and may be reduced or terminated without penalty if funds are unavailable.

Applicant reserves the right to award all, part, or none of the services set forth in this procurement. This procurement does not obligate Applicant until a valid agreement and/or valid Purchase Order is executed.

Applicant may, at its sole discretion, extend the due date for the submission of proposals and any extensions shall be done via an addendum posted in the E-Rate Productivity Center (EPC.)

The vendor submission is subject to open records requests and, as such, the records will be released in accordance with those policies. Vendors are encouraged to mark pages as “Proprietary” or “Confidential” as appropriate, but the entire submission may not be marked as such. Identifying information as “Proprietary” or “Confidential” does not guarantee that the information will not be released but will be considered in determining whether the information is required to be released in accordance with the open records policies. Generally, pricing is not exempt from being publicly released.

By submitting a proposal, the Offeror certifies that no relationship exists between the Offeror and Applicant that would interfere with a fair and open competition or is a conflict of interest.

Evaluation Criteria

The cost of E-Rate eligible services will carry the greatest weight in the evaluation. Other factors that may be considered include but are not limited to E-Rate ineligible costs, overall/long-term cost to the Applicant, technical merit/capability of the offer, the Applicant’s prior experience with the vendor, and/or completeness of the vendor’s proposal response. The Applicant reserves the right to weigh these criteria as it deems appropriate, or not at all, and may consider additional factors not listed above.