BOOKMOBILE WI-FI EQUIPMENT & SERVICE SPECIFICATIONS

Applicant:	**POWHATAN COUNTY PUBLIC LIBRARY SYSTEM**
BEN:	**17052914**
Form 470 #:	**270004067**
Form 470 Contacts:	**Chandra McPherson - director@powhatanlibrary.net**
	Julie Nardella – jnardella@e-ratecentral.com
	VA Libraries - valibraries@e-ratecentral.com

Communications and Questions

All communication with the Applicant regarding this solicitation **must** be emailed 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.

Proposal Instructions

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
- Service Provider coverage map

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, filtering, basic terminating equipment, etc.
- Non-Recurring Charges (NRC) include any one-time fee. This includes but is not limited to installation charges, connection charges, and/or basic terminating equipment charges.
- Failure to identify the monthly recurring and non-recurring 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 or NRC 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 is seeking proposals for mobile data equipment and service for library bookmobile to be delivered throughout the Powhatan County and surrounding area.

Service Request #1 - Equipment:

Applicant is seeking proposals to purchase mobile data equipment and installation services for the library bookmobile. Proposals are requested for the makes/models specified or equivalent. Offers containing alternative makes/models are required to submit product specifications and documentation to establish that the equipment is equivalent to the requested solution. Applicant will be the arbiter of whether the proposed solution is functionally and technically equivalent to the requested solution.

Quantities requested are the applicant's best estimate and may be adjusted as recommended by the offeror. Applicant reserves the right to increase or reduce quantities and buy some, all, or none of the listed equipment.

Please note: the routers have been listed under Category 1 and Category 2 on the Form 470 as a precautionary measure.

Product Type	Make/Model (or equivalent)	Quantity	Installation Requested
Router	CradlePoint R1900	1	Yes
Antenna	CradlePoint #170704-002	1	Yes
Related Components	Placeholder	10	Yes
Cabling	Placeholder	10	Yes

Aside from the (1) Antenna requested, additional related components are included on the Form 470 in the event bidding vendors provide components considered as such to complete solution. The cabling line item was also included in the event bidding vendors provide components considered as such.

Installation Location

Location Name	Street	City	State	Zip
Powhatan County Public Library Bookmobile	2270 MANN RD	POWHATAN	VA	23139

Service Request #2 – Monthly Service Plan:
The applicant requires mobile broadband service that will function with the newly purchased applicant-owned Wi-Fi equipment, listed above for their Bookmobile to provide connectivity while traveling throughout Powhatan, Virginia providing library services to patrons. Proposals **must** include all costs associated with service delivery.

Coverage **must** be reliable throughout the following zip codes: 23139, 23101, 23160, 23014, 23112, 23113, and 23120.

Product Type	Make/Model (or equivalent)	Requested Bandwidth
Bookmobile	Mobile	100 Mbps- 300Mbps

Mobile Data Service Details
Any service being offered by the proposer should meet the requirements listed below:

- Internet connectivity along regular routes and destinations providing sufficient bandwidth for 10 devices (staff and patrons) per bookmobile
- Provide coverage map for applicant areas of connectivity need
- Secure web-based portal for applicant access to management and reporting tools
- Ability for the applicant to restrict/control which devices can be connected to the system
- CIPA compliant filtering
- Ability for applicant to adjust filtering
- 24/7/365 support

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-, and 36-month pricing. Unless otherwise stated, the customer can voluntarily extend the agreement for two (2) additional twelve (12) month terms. Offers requiring an initial term of more than 36 months will not be considered.

All contracts should include a provision allowing for early termination of service without penalty.

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 contract term, including renewal periods.

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.

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(f) 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 Virginia 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 outlined 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, add a 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.