

TO: IU13 **WAN Consortium** Request for Proposal (RFP) Vendors

FROM: Lancaster-Lebanon Intermediate Unit 13 (IU13)

DATE: **November 4, 2024**

RE: IU13 **WAN Consortium** RFP #245-002 Addendum #1

IU13 is issuing Addendum #1 with the following clarifications to questions concerning the IU13 **WAN Consortium** RFP #245-002. Please acknowledge receipt of this addendum by indicating bidder name and signature below. Return this document with the balance of the bid documents.

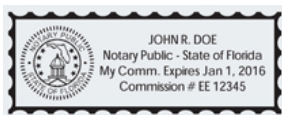
1. **Question 1:** Clarification regarding "Total Taxes and Fees on NRC" and "Taxes and Fees on MRC" on Attachment G - Price Proposal workbook.

Question 1 Answer: In your response narrative, please detail all taxes and fees that your company applies to invoices for the service(s) you are proposing, including the assessed rate and calculation method of each. When completing these fields on the price proposal worksheet, please calculate the dollar amount of these which IU13 CONSORTIA should expect to see on the invoice. This requirement is detailed in several places in the RFP. Please bear in mind that failure to disclose "all taxes, fees, surcharges, etc. and their amounts or percentages in [the] proposal" may lead to disqualification, per section 5.9.e.

Understanding that the USF Contribution Factor changes quarterly, you should use the Q4 2024 Contribution Factor of 35.8% (<https://www.fcc.gov/document/fccomd-announces-4th-quarter-2024-usf-factor-be-358>). If you are calculating based on a different USF Contribution Factor, please provide an explanation in your proposal.

2. **Question 2:** If our notary uses a stamp instead of an embosser, may we submit that as electronic only and forego sending a hardcopy?

Question 2 Answer: Yes. If your notary uses an inked rubber stamp seal (rectangular or round), you may include that document with the rest of your electronic submission and forego sending a hardcopy. If your notary uses an embossed seal, you must provide the hardcopy as indicated in 3.1.



Sample of inked rubber stamp seal



Sample of embossed seal

3. **Question 3:** Can we see a copy of the vendor call recording?

Question 3 Answer: Recording of call is available at the link below. You can view, but not download. Per our organization policy, this link will expire on Dec 4, 2024.

[245-002 Mandatory Vendor Call-20241104_140004-Meeting Recording.mp4](#)

4. **Question 4:** When listing the taxes and fees in the Excel workbook, should we enter the sum of all taxes for each part (NRC and MRC)?

Question 4 Answer: Yes, enter the sum of applicable taxes and fees (USF, PA-Gross Receipts, etc.) in the respective price workbook cells for NRC and MRC. Provide the breakdown of the taxes and fees (listing of taxes, rates, and calculation method) in the narrative.

5. **Question 5:** Should we include USF taxes on point-to-point circuits?

Question 5 Answer: In the absence of clear guidance from the FCC as to what constitutes interstate vs. intrastate traffic, assume an interstate jurisdiction for all lit and wave services.

6. **Question 6:** What is the anticipated award date?

Question 6 Answer: All RFP awards and subsequent contracts are subject to approval by the IU13 Board of Directors. We also must work with the school recipients of service to receive their approval. Vendors being recommended for award will be notified ASAP, and we will work with those vendors through January and/or February of 2025 to draft contracts. Official award notifications will be announced after IU13 Board approval, tentatively, on March 13, 2025.

7. **Question 7:** Clarification requested on address for Capital Area IU15 Admin. Bldg.? RFP lists 55 Miller St, Summerdale, PA 17093; vendor's database shows active services at 55 Miller St, Enola, PA 17025

Question 7 Answer: We are aware that this location presents with multiple addresses. The Summerdale address is shown in the USAC E-rate Productivity Center database, so we have used that. Using Google Maps as a mapping source, the Summerdale address pins to the building, the Enola address pins to the end of their driveway, while at the same time, Google Maps changes BOTH addresses to display as "East Pennsboro Township." If your corporate database is already populated with the Enola or "East Pennsboro Township" address, you may use that in your response.

Printed Name of Bidder & Company Name

Signature of Bidder's Representative