

# WAYNESBORO PUBLIC LIBRARY

## BEN 126486

**Fund Year 2022**  
**(July 1, 2022 – June 30, 2023)**

**Form 470 #220005218**

### ***SERVICE SPECIFICATIONS – INTERNET ACCESS***

WAYNESBORO PUBLIC LIBRARY is requesting proposals for Internet access service to be delivered to the following location:

| Entity Name                    | Street Address                            | Current bandwidth |
|--------------------------------|-------------------------------------------|-------------------|
| Waynesboro Main Library Branch | 600 S. Wayne Avenue, Waynesboro, VA 22980 | 10 Mbps Ethernet  |

#### **Internet Access:**

Waynesboro Public Library requests proposals for 10 Mbps up to 100 Mbps internet access with Service Level Agreement (SLA) guarantees to the specified site listed above.

No increased pricing will be allowed during the term of the quoted special construction, NRC, and MRC rate. If an increase in bandwidth is requested during the contract period, the contract does not renew. As bandwidth needs are steadily rising, respondents are free to price higher tiers of bandwidth than what is requested to demonstrate their future scalability. Service providers are requested to submit offers for incremental bandwidths from 10 Mbps up to 100 Mbps, in reasonable increments. Offers for month-to-month or contracted service will be considered.

Service providers submitting proposals for contracted service are requested to provide 12-month, 36-month, and 60-month pricing. All contracts should allow for bandwidth increases up to maximum speed listed above throughout the term of the contract. Contracts may include an option for annual voluntary renewals when agreed to in writing by both parties. All offers must include all costs associated with delivering the service to the library, including but not limited to installation charges, special construction costs, leased managed router (if available), plus any other related charges.

#### **Timeline**

**Deadline to submit all questions: 7 calendar days after certification of the Form 470 (Posted date plus 7 calendar days)**

**Last day to submit proposals: 28 days after Questions & Answers are posted in EPC (Q&A doc posted date plus 28 calendar days)**

## **Questions**

All questions must be submitted by the deadline via email to

- [osbornekf@ci.waynesboro.va.us](mailto:osbornekf@ci.waynesboro.va.us)
- [mocampo@e-ratecentral.com](mailto:mocampo@e-ratecentral.com)
- [kdillon@e-ratecentral.com](mailto:kdillon@e-ratecentral.com)

Questions received in any other format or after the deadline will not be acknowledged.

## **Proposal Instructions**

Proposals must be submitted by the deadline for guaranteed inclusion in the evaluation.

Proposals should be emailed to ALL the following recipients:

- [osbornekf@ci.waynesboro.va.us](mailto:osbornekf@ci.waynesboro.va.us)
- [valibraries@centraled.com](mailto:valibraries@centraled.com)

Proposal submissions should cite the associated Form 470 number and applicant name.

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

- monthly service fees
- managed router/modem lease fees (if required for service to function)
- one-time construction, installation, and/or connection charges
- estimated taxes, fees, and/or surcharges

Proposals that do not provide definitive costs for the services requested (including recurring and/or one-time charges) will be considered non-responsive and will not be included in the evaluation.

Proposals that include generic/encyclopedic price lists will be considered non-responsive and will not be included in the evaluation.

Proposals requiring applicant-owned hardware in order to function must provide specifications and, if available, an estimated cost for necessary hardware.

Proposals should include the service provider's terms and conditions.

## **Other**

**The applicant is subject to the Virginia Procurement Act.**

All offerors must offer products and or services that are under a current city, state, cooperative or GSA contract under which the library is legally able to purchase. If utilizing a cooperative contract, a copy of the contract or link to a digital copy should be included with the response.

Per USAC E-rate rules, "cost of eligible services" will be the highest valued criterion in the evaluation

process; however, other criteria with a lesser value may also be considered.

Respondents shall document the ability to participate in the E-Rate program by supplying their current SPIN (Service Provider Identification Number) as part of their proposal.

Proposals for multi-year contracts and contracts with optional renewals will be considered but are not required.

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

Service providers proposing equipment whose prices may increase depending upon new U.S. government tariffs imposed on foreign 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.

Service providers proposing to temporarily loan equipment 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 on the requested services herein, the vendor certifies that its equipment and services are compliant with the FCC's recent Order (FCC 19-121) prohibiting the sale, provision, maintenance, modification, or other support of equipment or services provided or manufactured by Huawei, ZTE, or any other covered company posing a national security threat to the integrity of communications networks or the communications supply chain.

As required by E-rate rules, all proposals in response to this Form 470 must offer the Lowest Corresponding Price (LCP). See <https://www.usac.org/e-rate/service-providers/step-2-responding-to-bids/lowest-corresponding-price/>.