

Invitation To Bid (“ITB”)

Project Description:	Rural Health Care Support
Project Number:	CCMC20180320
ITB Posting Date	3/20/2018
ITB Posting Deadline:	5/11/2018 at 11:59EST
Health Care Provider Name:	Cordova Community Medical Center
HCP Number:	10781
ITB Contact Name:	Dan Kettwich
Upload Bid Submission:	http://www.adsadi.com/itb_year_21.shtml
Requested File Format:	Please upload in Portable Document Format (PDF)

Note: All Service providers must comply with applicable Federal, State and Local Rules and Regulations.

PROPOSALS ARE BEING ACCEPTED FOR THE FOLLOWING LOCATIONS:

Cordova Community Medical Center
602 Chase Avenue, Post Office Box 160, Cordova, AK 99574-0160

CONTRACT PROVISIONS AND CONSIDERATIONS:

Please provide options to include terms that deliver service on July 1, 2018. All proposals/contracts may include language that allows for the termination of any resulting contract if funding from a previous application is approved. Similarly, contingencies may be proposed within new contracts to address existing contract(s) that may not be funded. Contracts may allow for the termination or disconnection of service without penalty. Short term options are preferred, specifically thru 6/30/2019 - optional extensions are OK. MTM is OK. Longer term contracts should not have a commitment of more than 3 years, unless year 4 and 5 are optional. It would be beneficial if the next contract ended on 6/30/20XX.

Contract Requirements:

- Both parties must be clearly identified (please include physical addresses of the locations that services may be delivered),
- Both parties must sign and date the contract (if possible, please submit a signed and dated MSA with proposal as this will expedite the review process and allow the applicant to focus on service orders),
- Contract must specify type and term of service (duration),
- If a multiyear proposal is presented, please include options for growth, and
- Contract must have specific pricing of the services to be provided.

Note: Applicants with evergreen contracts are permitted to add new locations, exercise voluntary contract extensions, and upgrade services without additional competitive bidding, as long as those options were contemplated in the original competitive bidding process, and the contract explicitly provided for them. Please include these options, as an applicant must initiate a new competitive bidding process for any contract modification falling outside the scope of its evergreen contract.

BANDWIDTH / SERVICE OPTIONS:

Please provide options from 10MB to 100MB of Service. Current service expires on 11/08/2018 and the applicant prefers that service is either extended until 6/30/2019, or a short term contract be made available. Current connections are 10MB of Internet Access, 10MB MPLS ckt, and 20MB, MPLS ckt.

The applicant is considering at least 2 circuits (primary and secondary) that provide data (and Internet) connections of at least 10MB connections and up to 100MB. The service provider would own and manage the circuits. All equivalent services shall be considered. Service Providers must provide Customer Premise Equipment and provide an Ethernet hand off to the applicant.

Service may be provided via a Satellite service, MPLS, Ethernet, IP or a similar technology. All equivalent proposals shall be evaluated.

The connections should provide access to the Medical Network and the Internet.

Please include proof of the rural and urban rates in your response and make sure ineligible costs should be cost allocated from funding requests – please identify ineligible costs.

PRESENTATION OF PROPOSALS:

The applicant prefers that proposal be uploaded to the appropriate opportunity located at: http://adsadsi.com/itb_year_21.shtml. **On site presentations are not necessary.**

Request File Format: Please upload in Portable Document Format (PDF). If you have questions or problems submitting your response please email CCMC@adsadsi.com and reference the applicant's HCP and Project Number. **If possible, please submit your proposal a day or two before the deadline.**

RED LIGHT RULE:

Any service provider, or the sub-contractor of any service provider, who is currently under, or has reason to believe that they may have a red light status under, the "Red Light Rule" by the FCC must disclose that information in this proposal. If any service provider, or the sub-contractor of any service provider, is found to have a red light status under the FCC "Red Light Rule" during the term of this contract, this contract may be immediately terminated.

LOWEST CORRESPONDING PRICE (LCP):

Service provider warrants they have reviewed all FCC, USAC and SLD information on Lowest Corresponding Price. Service provider warrants they are offering, and will continue to offer for the term of this contract, the Lowest Corresponding Price on all goods and services included.

BILLING:

With respect to service, the Applicant prefers to pay their share and it is requested that the service provider "carry the reimbursed share" until the FRN is funded. The Applicant agrees to promptly pay its share and to do its part in working to assure funding, to include responding to all USAC inquiries.

If allowable by program rules, please indicate if your company is willing to waive any or all prorated fees that may be assessed due to Rural Health Care Funding Cap limitations.

QUESTIONS:

All questions shall be posted to http://adsadsi.com/itb_year_21.shtml. Please visit the website and click on the Q/A link associated with the Applicant’s Form to submit a question. In addition, please click on the Q/A link associated with this application to review all questions asked and answered. Please remember that questions submitted within 3 business days of bid due date may not be answered.

If you do not have a question, but would like to stay current with questions asked and answered, please visit the website and click on the Q/A link associated with the Applicant’s Application and submit a request, in the form of a question, to be added to the question and answer distribution list. If you submit a question you are automatically added to the distribution list for updates.

Questions asked in any other method than the acceptable method as described above may not be answered. To reiterate, questions submitted via text, E-mail, or asked via a telephone, or left on a voicemail may not be answered.

If you have questions or problems submitting your questions please email CCMC@adsadsi.com.

EVALUATION CRITERIA:

The applicant shall choose the most cost-effective service provider, which is defined by the FCC as, “the method that costs the least after consideration of the features, quality of transmission, reliability, and other factors relevant to choosing a method of providing the required services.”

Criteria	Percentage
Cost	30%
Leverage Existing Resources	20%
Reliability of Service	20%
Personnel Qualifications	10%
Contract Provisions	10%
Project Management Plan	10%

Please include specific information in your response addressing each of the criteria listed.

Interpretation of your response shall be utilized in completing the evaluation rubric. Please consider these criteria a request for sufficient information to grade your response. The descriptions below are intended to provide and understanding of evaluation, if you need clarification, please ask.

Criteria	Description
Cost	Example: Price/MB is calculated. Lowest cost per solution divided by bid being evaluated yields a percentage of most cost effective.
Leverage Existing Resources	Explain how solution may utilize the applicant’s investments in technology and compliments staff expertise. Solution must work.
Reliability of Service	Describe proposed service, is solution resilient, hardened or fault tolerant. Provide an SLA or other appropriate documentation.
Personnel Qualifications	Describe the strengths of your organization’s personnel.
Contract Provisions	Ability to address the request made within this solicitation.
Project Management Plan	Include your company’s methodology in meeting the criteria.

DISQUALIFICATION OF SPAM RESPONSES

It is the intent to disqualify SPAM based responses. If your response is classified as one or more of the following it shall be disqualified.

- 1) If the response is general in nature, meaning specific data concerning the request is arbitrary or not well defined within the response. The applicant is not seeking a laundry list or price list of services. Quantities should be listed and calculated, along with taxes, fees and surcharges. If taxes, fees, and surcharges are not presented, the applicant may estimate for the purpose of cost comparison.
- 2) If multiple options exist, or may be provided (but are not requested), and the applicant is left trying to discern between the various options. For instance, if POTS lines are requested, do not respond with a SIP solution. If you have questions, please ask them as outlined within the ITB.
- 3) The proposal sent must be binding and include signatures for acceptance by all parties.
- 4) Proposals may not include endless loop terminology. In other words, proposals offering to beat the lowest current or final proposed presented shall not be accepted. Firm fixed pricing must be presented.

INVOICING USAC

All service providers must file FCC Form 498 to obtain a Service Provider Identification Number (SPIN)/498 ID and acknowledge participation in the HCF Program on the FCC Form 498.

Please follow all invoicing guidelines as mandated by program rules. If appropriate, this includes instructions concerning the FCC Form 463 and the associated invoicing process outlined within <https://www.usac.org/rhc>. This ensures service providers understand the responsibility to sign, certify, and submit proper invoices and documentation (included submitting bills for services with a breakdown of eligible and ineligible services) to be reimbursed.

THE ADS ADVANCED DATA SERVICES, INC. ROLE

ADS works to help manage and memorialize an open and fair application process for support under the Rural Health Care Program. The ADS work effort is designed to provide a fully documented audit ready work product. ADS helps assure all potential service providers have access to the same information concerning service needs.

Project Coordinator: Dan Kettwich, ADS Advanced Data Services, Inc.
Mailing address: Post Office Box 117, Saltillo, TX 75478
Email address: CCMC@adsadsi.com

ADS Advanced Data Services, Inc. does not evaluate Service Provider Service Offerings – The Applicant is responsible for selecting all Service Providers (see evaluation criteria). ADS shall not recommend Service Providers.

If you have a proposal, or optional packages, please provide details and the eligible Applicant shall evaluate all options to select a winner. Pricing specific to the Applicant's requirements must be included for an evaluation to be completed. Please make sure any and all required Contracts or Statements of Work are authorized AND included in your response. If the Applicant has a question on your service offering, terms, and/or pricing, clarification may be sought.