

Request for Proposal AEPA RFP#021.5-D Mobile and Cellular Connectivity Solutions

Part B – Technical Specifications

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1. Scope of Work

AEPA is seeking qualified, experienced Vendor(s) to provide mobile, cellular, and low-orbiting satellite connectivity solutions. A Vendor shall have the necessary resources and capabilities to provide the required services, solutions, supplies, materials, equipment, and labor for all participating member states (up to 29) necessary to:

- a. Enable off-site learning and connectivity through cellular or satellite networks; closing the homework gap giving students access to reliable internet connection after school.
- b. Minimize and close the digital divide between users across the United States.
- c. Respond to a request from numerous education, governmental, and public institutions seeking connectivity solutions.
- d. Connectivity solutions shall be provided by but are not limited to the following three (3) main categories (1) Major Carriers, (2) Multi-Carriers, and (3) Satellite networks.
- e. Connectivity solutions shall provide all necessary equipment, materials, supplies, service, and voice options.

All products offered must be considered new, unused, of the latest design and technology from the most current and popular product lines available.

2. Anticipated AEPA Member Agency Participation

State	Participate? Yes/No/ Undecided	Other States Member Sells In
California	Yes	AZ, NV
Colorado	Yes	
Connecticut	Yes	MA, ME, NH, NY, RI, VT
Florida	Yes	AL
Georgia	Yes	
Illinois	Undecided	
Indiana	Yes	
Iowa	Yes	IL, SD
Kansas	Yes	OK
Kentucky	Yes	AL, LA, MS, NC, TN, WV
Massachusetts	Yes	
Michigan	Yes	
Minnesota	Yes	SD
Missouri	Yes	AR, IL, LA, SD
Montana	Yes	ID
Nebraska	Yes	
New Jersey	Yes	
New Mexico	Yes	
North Dakota	Yes	
Ohio	Yes	
Oregon	Yes	
Pennsylvania	Yes	DE, HA, MD, NY
South Carolina	Yes	
Texas	Yes	
Virginia	Undecided	
Washington	Yes	AK, ID
West Virginia	Yes	
Wisconsin	Yes	
Wyoming	Yes	SD, UT

Please note that individual AEPA Member Agencies that have indicated that they intend to participate in any contract approved under this solicitation, does not guarantee or mean that the individual AEPA Member Agency will enter into a contract with any AEPA approved Vendor Partner. Each AEPA Member Agency will make that determination after reviewing Vendor Partner responses and AEPA's recommendation for acceptance and award. The AEPA Member Agency's contracting decision shall be final.

3. Anticipated Volume

Mobile and Cellular Connectivity Solutions is a new category for AEPA. The resulting award will be an Indefinite Delivery, Indefinite Quantity (IDIQ) contract(s). AEPA Member Agencies estimate approximately \$2.5 million in sales in the first contract term with growth estimated at \$15 million annually. AEPA Member Agencies anticipate that purchase volume will increase over contract years two (2) through four (4). This information is provided as an aid to Respondents in preparing responses only. It is not to be considered a guarantee of volume under this RFP. The successful Vendor Partner's discount and pricing schedule shall apply regardless of the volume of business under the contract.

4. Voluntary Pre-Solicitation Conference Call

AEPA will host a voluntary pre-bid conference call on February 3, 2021, for any interested Bidders or potential Bidders. The conference call times are set in the following schedule for each of the four

contiguous United States time zones. No pre-registration will be required. Recording of the conference call will be posted on the AEPA Website.

Voluntary Pre-Solicitation Conference Call Schedule (All Categories)

RFP	Eastern	Central	Mountain	Pacific
021.5-A HVAC and Mechanical Products and Solutions	11:00 AM	10:00 AM	9:00 AM	8:00 AM
021.5-B Disaster Recovery Services	11:30 AM	10:30 AM	9:30 AM	8:30 AM
021.5-C E-Rate Consulting Services	12:00 PM	11:00 AM	10:00 AM	9:00 AM
021.5-D Mobile and Cellular Connectivity Solutions	12:30 PM	11:30 AM	10:30 AM	9:30 AM

Join Zoom Meeting:

<https://us02web.zoom.us/j/85432001965?pwd=MFBYnZVRTXRqbWFFHamt6Z0p6Y2d0UT09>

Meeting ID: 854 3200 1965

Passcode: 3X5CCH

Dial In

929-436-2866 OR 301-715-8592 Passcode: 430264

5. Glossary of Terms and Abbreviations

Abbreviations and Acronyms for Standards and Regulations: Where abbreviations and acronyms are used in specifications or other contract documents, they shall mean the recognized name of the organizations responsible for the standards and regulations in the following list. Names, telephone numbers, and websites are subject to change and are believed to be accurate and up to date as of the date of the contract documents.

- a. CIPA - The Children’s Internet Protection Act was enacted by Congress to address concerns about children’s access to obscene or harmful content over the internet.
- b. Gbps - Gigabit per second
- c. IEEE – Institute of Electrical and Electronics Engineers.
- d. LEO – Low Earth Orbit.
- e. LTE – Long Term Evolution. A term used for a particular type of 4G connectivity that delivers a fast mobile Internet experience.
- f. Mbit/s or Mbps – Megabits per second.

6. Special Terms and Conditions

Item	Description
6.1.1.	The Vendor will have access to a full inventory of the awarded product and service lines.
6.1.2.	Orders must be shipped within 48 hours after receipt of order 90% of the time. The Vendor will notify the buyer if the product ordered cannot be shipped within this time period to provide the opportunity to secure the product elsewhere.
6.1.3.	All charges and components necessary for the performance of the contract shall be clearly identified even if such are not specifically addressed in any paragraph or sub-paragraph or form that is part of this solicitation.
6.1.4.	If the Vendor intends to utilize independent agents/distributors, subcontractors, and/or third-party agents to perform and/or provide any part of the products and services offered herein, the Vendor must identify all providers and all associated costs with these providers.
6.1.5.	Optional services must be identified separately and must include clear descriptions of proposed services.
6.1.6.	The Vendor must provide a product or mix of products in a manner that will allow participating agencies to migrate to emerging technologies/services and between legacy technologies with no penalty charge associated with maintaining the most appropriate selections of goods and services throughout the life of the contract.
6.1.7.	All products sold by the Vendor must be new. Older versions will only be sold if specifically requested. The Vendor may offer reconditioned products as a voluntary alternate; such items shall be marketed

Item	Description
	and labeled as being reconditioned.
6.1.8.	Packing slips shall accompany all deliveries and shall contain the participating agency's purchase order number, vendor name, and name of the article. Cartons shall be identified by purchase order number and vendor name. <ul style="list-style-type: none"> Orders not filled and partials shall be indicated on the packing list. The Vendor shall inform the participating agency of the anticipated availability for unfilled and partial orders.
6.1.9.	The Vendor will warranty all parts and materials for at least 90 days from the date of purchase or the manufacturers' warranty, whichever is longer.
6.1.10.	The Vendor will endeavor to supply products that are made in the United States of America.
6.1.11.	Products that have a 30/60/90 day money-back guarantee will be clearly identified.
6.1.12.	The Vendor shall propose a flat rate for all orders that are less than \$50.00 regardless of where to be shipped in the continental United States.
6.1.13.	All products will ship FOB Destination, freight prepaid, and added to invoice. Freight will be quoted and provided to the Participating Agency prior to purchase order (PO) approval.

7. Product | Category Specific Specifications

Item	Description
7.1.1.	The Vendor will follow all federal and state regulations regarding Internet services, filtering, compliance, and connectivity requirements for the use by public agencies.
7.1.2.	If required in each state, the Vendor must be certified or permitted by, or registered with, the Public Service Commission (PSC) to provide the services outlined below. Member Agencies may wait until after AEPA approves recommendations to Vendors to obtain eligible telecommunication carrier designations from the relevant states or the Commission, if applicable.
7.1.3.	All broadband/internet services shall have CIPA compliant filtering available.
7.1.4.	Off-site connectivity solutions (from campus, facility, agency) shall include, but not limited to: <ul style="list-style-type: none"> Hot spots and related solutions. Backup internet and failover solutions. Bus/vehicle wi-fi and related solutions. Device/data management solutions. Cell phone and communication device solutions.
7.1.5.	The Vendor will provide solutions and options that can connect to wireless (WiFi) networks through devices containing an 802.11 network card installed in the device. <ul style="list-style-type: none"> Maximum wireless speeds will be governed by IEEE. Cards using 802.11b standard shall reach 11 Mbps. Cards using 802.11a or 802.11g shall reach 54 Mbps.
7.1.6.	The Vendor shall indicate if additional service options are available (i.e., month-to-month, annual, multi-year contracts. <ul style="list-style-type: none"> Month-to-month contracts - service may be discontinued at any time with 30-days' notice. Service/prices listed as "annual" or "multi-year" will be honored for the calendar year(s) beginning with the first date of the new service. The Member Entity has the right to renew or discontinue at the end of the initial contract term but understands that new pricing may be applied. The Member Entity will receive notice of new pricing no less than four (4) weeks prior to the end of the initial contracted term.
7.1.7.	The Vendor may provide and build bundles of product/service based on Participating Entities' needs. All bundles must be clearly defined and priced by components included in the said bundle.
7.1.8.	The Vendor will have demonstrated experience in providing voice, broadband, and/or electric distribution or transmission service.

Connectivity - Cellular [Major Carrier]

Item	Description
7.2.1.	The Vendor will provide high-speed broadband internet and voice services.

Item	Description
7.2.2.	The Vendor will provide mobile or cellular service to devices or MiFi type connections.
7.2.3.	The Vendor will provide for multi-carrier single GSM sim card or CDMA technology with an unlimited data plan.
7.2.4.	The Vendor must provide a connection to the Internet at service levels that meet or exceed the minimum speed per end-user at 5 Mbps (download) / 5 Mbps (upload). Note, this is the absolute minimum required bandwidth to support high-definition (HD) interactive videoconferencing sessions such as Zoom, Cisco, Webex, Microsoft Teams, etc.
7.2.5.	The Vendor shall provide broadband connectivity at or above 100 Mbps when participating agencies are ‘mobile,” for example, in cars or busses, and 1 Gbps when stationary; the results of a 4G/LTE network.
7.2.6.	The Vendor shall provide broadband connectivity speeds that will continue to increase as technology and networks continue to grow and evolve.
7.2.7.	The Vendor shall offer unlimited data packages/options. <ul style="list-style-type: none"> No data caps or monthly limits on the amount of data will be applied during the term of the contract, and the service must be available 24 hours a day, seven (7) days a week.
7.2.8.	The Vendor will offer at least one broadband and voice service at rates that are reasonably comparable to the rates for similar services in urban areas. Reference: Rural Digital Opportunity Fund .

Connectivity - Cellular [Multi-Carrier]

Item	Description
7.3.1.	The Vendor will provide high-speed broadband internet and voice services (if applicable).
7.3.2.	The Vendor will provide at a minimum, mobile take home and/or mobile mounted connectivity solutions.
7.3.3.	The Vendor must provide a connection to the Internet at service levels that meet or exceed the minimum speed per end-user at 5 Mbps (download) / 5 Mbps (upload). Note, this is the absolute minimum required bandwidth to support high-definition (HD) interactive videoconferencing sessions such as Zoom, Cisco, Webex, Microsoft Teams, etc.
7.3.4.	The Vendor shall provide broadband connectivity at or above 100 Mbps when participating agencies are ‘mobile,” for example, in cars or busses, and 1 Gbps when stationary; the results of a 4G/LTE network.
7.3.5.	The Vendor shall provide broadband connectivity speeds that will continue to increase as technology and networks continue to grow and evolve.
7.3.6.	The Vendor will clearly define data packages (i.e. gigabit, unlimited, etc.) Data caps or monthly limits will only apply to gigabyte data packages. The participating agency will have the ability to increase or decrease data requirements, as necessary.

Connectivity - Satellite

Item	Description
7.4.1.	The Vendor will provide internet service to rural and underserved areas to customer premises via a LEO. <ul style="list-style-type: none"> LEO satellites shall orbit at a maximum of 2,000 km (1,200 miles) and as low as 160 km (99 miles) above Earth.
7.4.2.	The Vendor will provide a connection to the Internet at service levels that meet or exceed the minimum speed of at least 25 Mbps (download) / 3 Mbps (upload).
7.4.3.	The Vendor shall offer unlimited data packages/options. <ul style="list-style-type: none"> No data caps or monthly limits on the amount of data will be applied during the term of the contract, and the service must be available 24 hours a day, seven (7) days a week.
7.4.4.	The Vendor will provide high-level technical information to demonstrate the Vendor has the technical qualifications to meet the applicable performance and latency requirements.
7.4.5.	The Vendor will provide connectivity, offering low latency <= 100 milliseconds for the service being provided.
7.4.6.	The Vendor will provide the cell coverage for service being offered in km or miles.
7.4.7.	The Vendor will provide up-front equipment costs for initial installation and equipment.

Item	Description
7.4.8.	The Vendor will provide costs for incremental bandwidth options above the minimum 25/3 Mbps.
7.4.9.	The Vendor will outline and provide costs for ongoing service and equipment maintenance.

Required Submittals for the Category

The following is a required submittal specific to this category. Submit your responses as a single document in PDF format.

Item	Description
7.5.1.	The Vendor must include a PDF copy or active web link to its service level coverage map(s), by state, for each Participating Member State Agency.

8. Pricing

AEPA has identified acceptable pricing methodologies that are to be utilized to submit pricing. We request that the pricing response contain sufficiently detailed information to determine a realistic cost for AEPA member agencies. The Vendor Partner agrees that the cost for any item offered on this contract will be uniform for all states and that any differences in pricing are due to state-specific installation and labor costs, AEPA Member Agency's Administrative Fee, or other approved reasons. The respondent must provide their pricing as requested utilizing the various pricing methodologies specified. The Vendor Partner must agree that they will offer prices equal to or better than what they ordinarily offer to individual entities or cooperatives with equal or lesser volume.

Vendors may submit pricing in the form of "catalog pricing," percentage discount from a catalog, or "Line-item pricing," or a combination of these strategies. Proposers are encouraged to offer optional pricing strategies ("Hot List", Volume discounts, Customized Price Lists, Specials), and additional financing options.

AEPA requires that pricing be returned using the Part F Excel Forms provided.

1. **Primary Pricing Strategies:** All respondents will be required to submit "Primary Pricing" in the form of either "Catalog Pricing" or "Line-Item Pricing," a combination of these two pricing strategies as defined in Part B, or time and materials pricing. Additional detail on these strategies can be found in Part A of this solicitation.
 - a. **Catalog Pricing:** Catalog pricing is utilized when those products and/or services solicited under the scope of the solicitation are clearly identified with set and specific characteristics, attributes and configurations that are identifiable as a stand-alone single unit and can be listed and priced as a single unit with options that can be added to enhance and/or improve its operation and functionality. The Respondent offers a fixed discount(s) off retail price, catalog price, published price or list price. The discounts may be for the entire commercially available catalog, for specific products, product lines, manufacturers or category of products as determined by the Respondent.
 - i. **Discounts:** Discount offers must clearly identify percent of discount to apply to a commercially available catalog, manufacturer, MSRP, retail or nationally published price lists. Respondents shall identify and stipulate if the discounts apply to the entire catalog/price list, specific product lines, manufacturers and/or categories of products. The Respondent shall agree that there will be no reduction in discount(s) during the term of the contract without prior approval.
 - ii. **Core List:** In a Catalog Priced solicitation, a category (i.e., office supplies) may include a "core list" which contains a selection of the most commonly used products/services with the expectation that a deeper discount would be offered for these items. If a new catalog and price list is published during the contract term, the original discounts shall be applied to the new published prices to establish the AEPA price for these core items.

2. **Secondary Pricing Methods:** Respondents are required to offer Customized Price Lists and

encouraged to offer Hot Lists and Volume Discounts as follows:

- a. **Customized Price List:** Respondents are required to offer customized price lists to Participating Entities for items within your Commercially Available Catalog for non-construction Bids or RFPs ONLY. Customized price lists shall be allowed under the following conditions:
 - i. Items within the Vendor Partner's Commercially Available Catalog may be included on the customized price list providing they are not already on the Core Item list.
 - ii. Items are to be determined by the Participating Entity; Vendor Partner may object to up to ten (10) of the suggested items proposed by the customer and must offer substitutes until an agreement of the customized list is reached.
 - iii. Items on the customized price list shall be sold with an additional discount (deeper than what was originally offered on the non-core or catalog discount)
 - iv. Items may not include special order or customized service products unless agreed to by the Vendor Partner.

- b. **Short Term Pricing Reductions/Incentives and Regional Promotions:** Respondents are invited, at their option, to offer a selection of products/services at greater discounts than those listed in the standard catalog or core list discounts. Special, time-limited reductions are permissible under the following conditions:
 - i. The price reduction is for a specific period, no less than thirty (30) days.
 - ii. The reduction/incentive may be used to discount and liquidate closeout and discontinued products/services if those items are clearly labeled as such.
 - iii. The original price for products/services is not exceeded after the time limit.
 - iv. The AEPA Category Committee and any affected AEPA Member State shall be notified of any special or time-limited price reduction.
 - v. New prices must be on record fifteen (15) days prior to any offer of the new prices being proposed or offered to AEPA Member Agencies and Participating Entities.
 - vi. Pricing for all items must be submitted to all affected AEPA Member Agencies in an electronic format so that specials can be posted to websites, emailed, and shared with Participating Entities/Buyers.

- c. **Volume Price Discounts:** Respondents are encouraged to offer additional pricing discounts that may be offered for a group of agencies in a local geographic area that desire to combine requirements (one-time purchase, or annual spend), i.e. local city, county, school district(s), etc. and/or for large one time purchases. Additional volume price discounts are permissible under the following conditions: Discounts should be tiered and based on spend ranges as established by the Respondent on the Pricing Forms. Volume determination shall be determined between the Vendor Partner and the individual Buyers on a case-by-case basis. All additional discounts are to be offered equally to all AEPA Member Agencies and Participating Entities and be based on the Volume Price Discounts originally offered to provide the same or similar volume commitment, specific needs, terms and conditions, a similar time frame, seasonal considerations and provided the same manufacturer support is available to the Vendor Partner.

3. Part F - Pricing Workbook

- a. Pricing shall be completed on the provided pricing sheets (Microsoft Excel Workbook) with the individual tables to be completed as follows:
 - i. F.1 – Catalog Discount (Required)
 - ii. F.2 – Price Schedule (Required)
 - iii. F.3 – Services Price Schedule (Optional)
 - iv. F.4 – Volume Discounts (Optional)

- c. Pricing will be evaluated on a combination of items from all pricing schedules. Pricing evaluation may include other considerations, including the total cost of the acquisition and whether the

Proposer's offering represents the best value. See Evaluation, Approval and Award in Part A – Terms and Conditions for additional information.

9. Evaluation

The AEPA Committee for this category will evaluate proposals based on the entire response, and according to the criteria detailed in Part A for AEPA's definition of Responsive and Responsible proposals. A recommendation may be made to recommend a single response, or to recommend multiple offers based on differentiation of product or service. AEPA will vote as a whole to accept or not accept a committee's recommendation. Once accepted, each recommended response will go to the individual states for contract approval. Please note, pricing evaluation may include other considerations, including the total cost of the acquisition and whether the Proposer's offering represents the best value. The evaluation committee may consider such factors as life-cycle costs, total cost of ownership, quality, and the suitability of an offering in meeting AEPA members' needs.

Evaluation Criteria	Points
Cost Evaluation	55
Complete Response to RFP	4.5
Conformance to RFP Terms and Conditions/Ability to Meet Contract Requirements	4.5
Pricing Equal to or Better Than That Offered to Individual Entities or Cooperatives With Equal or Lesser Volume	4.5
Quality and Suitability of Services Offered	4.5
Marketing Plan/Education of Employees/Training on Contract	4.5
Financial Viability	4.5
Demonstrated Track Record of Performance in the Public Marketplace	4.5
Value Added Attributes	4.5
Service Coverage/Options for the Participating Member States	4.5
Past Experience/References	4.5
Total Points	100