

REQUEST FOR PROPOSALS (RFP)
FOR INTERNET SERVICE

The Warren County-Vicksburg Public Library Board of Trustees is requesting proposals from qualified Internet Service Provider (ISP) firms to provide eligible Internet services as defined by Schools and Libraries Division (SLD) of the Universal Services Administration Company (USAC). Interested ISPs must be registered with USAC and provide their Service Provider Identification Number (SPIN) and Service Provided Annual Certification (SPAC) in the cover letter of their proposals. Information about USAC Service Providers is available at <http://www.universalservice.org/sp/>. Pursuant to USAC regulations, the Library has filed form 470, the 470/RFP number is 190007956. The certified 470 form is on file with USAC and the Library.

The project includes installation of data circuits, modem, router, fiber cable, gigabit switches and static IP addresses. Additionally, the proposal must include all costs with installation from the connection termination point to the Warren County-Vicksburg Public Library (WCVPL). WCVPL is seeking a single vendor turn-key solution for this project.

Services to be provided are professional services. The selection of the ISP is at the discretion of the Warren County-Vicksburg Public Library Board of Trustees and the Board reserves the right to refuse and reject any and all proposals submitted and to waive any or all formalities or technicalities. Evaluation of the proposals will include, but will not be limited to, items as follows:

- A. Pricing of eligible services and products
- B. Prior Experience
- C. Ineligible cost factors
- D. Management capability
- E. Local Vendor

Two (2) Mandatory Pre-proposal Vendor Conferences will be held at the Warren County-Vicksburg Public Library: Thursday, January 10, 2019, 10:00 a.m., and Friday, January 11, 2019, 10:00 a.m. Prospective vendors must attend one (1) of these meetings. Written Proposals from those ISPs who do not attend the Mandatory Pre-proposal Conference will be disqualified. Prospective Vendors who have completed and returned the Verification of Receipt of Solicitation included in the RFP documents to the Library may direct all questions to Katrina Stokes via email at kstokes@warren.lib.ms.us. The Library will not respond to any inquiries regarding the RFP to those ISPs who have not returned the Verification of Receipt. Questions must be received by 5:00 p.m., Friday, January 18, 2019.

Sealed Proposals will be submitted in an envelope which clearly identifies the ISP submitting the proposal and marked "**Proposal for Internet Services.**" Qualified ISPs are invited to submit a proposal, in accordance with this request, either by mail or by hand delivery, to the Warren County-Vicksburg Public Library, Attention Katrina Stokes, Director, 700 Veto Street, Vicksburg, MS 39180, until 3:00 p.m. on Tuesday, January 29, 2019.

Specifications and proposal documents are on file and open to public inspection at the Warren County-Vicksburg Public Library, 700 Veto Street, Vicksburg, MS. The proposal documents will contain instructions for proposal by both sealed envelope and electronic means. Proposers are cautioned to read all instructions carefully. There is no cost to obtain the specifications and proposal documents.

Proposers have the option of submitting proposals in a sealed envelope or through Warren County's electronic bid submission portal at www.bidnowsolutions.com/warrencounty/. Registration and a valid email address are required for the electronic proposal submission. There is no cost to propose electronically. Please call 601.636.6411 if you require assistance accessing the web site and proposal documents.

This notice is published pursuant to an order of the said Board of Trustees dated the 27th day of November 2018.

Warren County-Vicksburg Public Library Board of Trustees
By: Katrina Stokes, Director

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