
ADDENDUM NO. 2



Date: September 8, 2020
To: All Interested Parties
From: Litsy C. Pittser, Procurement Specialist
Village of Palmetto Bay
9705 E Hibiscus Street
Palmetto Bay, Florida 33157
Re: Request for Proposal RFP No. 1920-06-016
Village of Palmetto Bay – VoIP Telephone System

This Addendum forms part of the Request for Proposal (RFP) Package advertised on August 12th, 2020 and with a bid opening date of September 10th, 2020, with any amendments and/or additions noted below.

1. Question:

We would like to officially ask for a network topology please.

Response – An updated topology diagram will have to be created. This will take some time.

2. Question:

What type of pbx do you have today and why the desire to replace?

Response – We have a Nortel BCM450 which is over 11years old & very end of life. The appliance works very reliably but parts are extremely hard to find and new phones are nearly impossible to purchase. Most are refurbished and used. Eventually the system may fail, and we will be unable to repair it. Additionally, it does not offer the Village the operational & business continuity features that hosted VoIP does.

3. Question:

Has a budget been approved?

Response – Yes.

4. Question:

What is your timeline for decision and installation?

Response – ASAP.

5. Question:

Is there Cat5e data cabling to all computer stations next to each phone instrument?

Response – Yes.

6. Question:

Is there a GiGe, POE switch in place for all computer runs at each location?

Response – Yes.

7. Question:

How much internet bandwidth is available at this site, for use on the voice traffic?

Response – Please note this was answered on Addendum #1.

8. Question:

Do your phones need to have a color display, including power cords?

Response – Color display is optional. We may need a few power cords for challenging work areas.

9. Question:

Will you need overhead paging speakers?

Response – No, we are looking for paging via the phones themselves, not via a mounted - speaker paging system.

10. Question:

Does the Village want to purchase or lease the phones?

Response – The Village is open to both alternatives.

11. Question:

There are 8 forms that require notarization. Is this going to be mandatory to submit the bid?

Response – Yes, it is part of the mandatory forms.

12. Question:

Will the City be open so we can deliver the proposals in person? Or will the City accept the proposals via email?

Response – The Village will have a box outside to receive your proposal, we have someone assigned to deliver the contents of the box to the appropriate department. The Village will not accept electronic proposals.

13. Question:

What are your internet speeds at the Village Hall location?

Response: Answered in Addendum #1.

14. Question:

Do you want to keep the existing analog fax lines, or would you prefer to change them out with a virtual faxing solution? The numbers remain the same either way.

Response: Keep the analog lines.

15. Question:

Do you have existing POE switches? Or do you need to provide them within our solution?

Response: Cannot give answer right now. Please refer to Addendum #1

Thank you,



Litsy C. Pittser
Procurement Specialist

ACKNOWLEDGEMENT OF ADDENDUM SOLICITATION



Amendment/Modification No: 2

Amendment of RFP No: 1920-06-016

Title: Village of Palmetto Bay – VoIP Telephone System

Name of Contractor _____

Date Addendum Received _____

Total Pages of Addendum including Acknowledgement 4

Print Name _____

Signature _____

All other terms and conditions stipulated in the original Village of Palmetto Bay Request for Proposal shall remain in force. All addenda created will be incorporated into the final contract and must be acknowledged in all bids. This acknowledgement form must be included in the response and failure to sign and submit this form may result in rejection of your proposal.