



**FRANKLIN COUNTY  
PURCHASING DEPARTMENT  
REQUEST FOR BID (RFB) COVER PAGE**

RFB NO: #202431

TITLE: Internet Service Provider

Solicitation Schedule & Deadlines:

August 21, 2024	Solicitation Release/Advertising Date
August 28, 2024 10:00 AM	Deadline for Submitting Questions
August 30, 2024 4:30 PM	Deadline to post Addendum
September 10, 2024 2:00PM	Deadline to Submit Response
September 10, 2024 2:30PM	Opening Date I Time

Responses must be received no later than "Deadline to Submit Response"

September 10 ,2024 2 PM

Shakara Bray, Purchasing Agent

Meagan Johnson, Assistant Purchasing Agent

Phone: 636-584-6274    Email: [purchasing@franklinmo.gov](mailto:purchasing@franklinmo.gov)

Submittal Instructions: Print this Packet in its entirety and complete all pages per instructions. Print the SEALED RESPONSE LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

Company Name: \_\_\_\_\_

# SUBMISSION CHECKLIST

\_\_\_\_\_ I have reviewed the bid schedule and deadlines, located on the solicitation cover page

\_\_\_\_\_ I have read ALL Terms and Conditions and Bid documents closely

(Located at [www.franklinmo.org](http://www.franklinmo.org))

\_\_\_\_\_ ONLINE BIDS ARE EXCEPTED BY FRANKLIN COUNTY

**THE ITEMS LISTED BELOW ARE THE REQUIRED DOCUMENTATION FOR SUBMITTING A RESPONSE ONLINE, IN PERSON, OR MAILED IN.**

## USE THESE FORMS ONLY

\_\_\_\_\_ Solicitation Cover page

\_\_\_\_\_ Contractual Terms and Conditions Acknowledgement

\_\_\_\_\_ Pricing Form completed and signed

\_\_\_\_\_ I have included contact information

\_\_\_\_\_ COI (Certificate of Insurance)

\_\_\_\_\_ Envelope is sealed and label attached OR SUBMITTED ONLINE

\_\_\_\_\_ Affidavit for Work Authorization is completed and Notarized

\_\_\_\_\_ W-9

## ***PURPOSE***

Franklin County is soliciting bids from qualified vendors to provide Internet Service aligned with the specifications listed within RFB 202431.

## ***Scope***

1. The Internet Service Provider (ISP) shall provide Symmetrical Service of at least 1 GB per second up and 1 GB per second down.
2. Internet Service must be provided over subterranean fiber to the service address.
3. The ISP shall assign at least five(5) IP Addresses available with the service.
4. The ISP shall provide Separate costs into monthly reoccurring costs (MCR) and one-time costs (NCR).
5. If NCR can be split across multiple months of the MCR, please note that information and how many months the NCR can be spread across.
6. This circuit is both the primary internet connection for the Government Center and associated buildings and a backup/failover connection for the Sheriff's Office. The primary circuit in the Sheriff's office is provided by ATT. Therefore, ATT can't provide this circuit in order to maintain provider diversity.
7. The project covers the supply, delivery, and installation and provisioning of a dedicated Internet connection.
8. The ISP(Internet Service Provider) shall provide all the necessary hardware, terminations, and other services, materials, and equipment that are required and necessary to set up the internet connection from the tapping point to the server room located at 400 E. Locust Union, Mo. 63084.
9. The ISP shall provide a network layout plan prior to installation which must be submitted within five(5) working days from the conduct of the project kick-off.
10. The ISP shall provide diagnostic reports and updates in case of connection failure.
11. The ISP shall provide 24x7 support services.
12. The ISP shall provide 99.5% network availability and reliability each calendar month.
13. The ISP must have the capacity and ability to provide maintenance services and technical support, physical and online on a 24/7 basis.
14. The ISP must have full telecommunications redundancy and continuous power.
15. The ISP must have rendered at least five(5) years contract of internet services to different government agencies and/or private companies with at least satisfactory rating.
16. The ISP must have no record of delayed service delivery or unsatisfactory rating with any government and/or private entities for the last three(3) years.

17. The ISP shall provide a detailed WORK PLAN for the implementation of Internet Service.
18. The ISP shall provide pricing for implementation of internet service, pricing for a year, pricing for a three-year period, and pricing for a five-year period. (See pricing sheet attached)
19. The ISP shall provide an escalation list and procedure for reporting of faults and outages.
20. The ISP shall maintain all provided equipment and connection in proper working condition during the implementation process.
21. Any questions regarding this RFB shall only be addressed to the Purchasing Department:  
By email: [purchasing@franklinmo.gov](mailto:purchasing@franklinmo.gov) or By phone: 636-584-6274 or By Mail: Franklin County Attn: Purchasing 400 E. Locust Union, Mo 63084

*The contents of this section include mandatory requirements that will be required of the successful bidder and subsequent contractor. The offeror is requested to provide responses to the requirements/desired attributes in this section pursuant to the directions identified herein. The offeror's response, whether responding to a mandatory requirement or a desired attribute, shall be binding in the event the bid is accepted by Franklin County. The offeror must provide all costs necessary to meet the mandatory requirements and the fulfillment of any desirable attributes in the appropriate section titled Pricing.*

# CONTRACTUAL TERMS AND CONDITIONS ACKNOWLEDGEMENT

The undersigned Vendor/Contractor has read, understood, and accepted the Terms and Conditions as published on the Franklin County Official Website located at:

<http://www.franklinmo.org>

All terms and conditions as stated shall be adhered to by Vendor/Contractor upon acceptance of contract. Vendor/Contractor enters into this agreement voluntarily, with full knowledge of its effect.

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Vendor/Contractor Signature

Date

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Vendor/Contractor Name and Title



**AFFIDAVIT OF WORK AUTHORIZATION**

(Continued)

CURRENT BUSINESS ENTITY STATUS

I certify that \_\_\_\_\_ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above.

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Authorized Business Entity  
Representative's Name  
(Please Print)

Authorized Business Entity  
Representative's Signature

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Business Entity Name

Date

As a business entity, the grantee, sub grantee, contractor, or subcontractor must perform/provide the following. The grantee, sub grantee, contractor, or subcontractor shall check each to verify completion/submission:

- Enroll and participate in the E-Verify Federal Work Authorization Program (Website: <http://www.dhs.gov/e-verify>; Phone: 888-464-4218 Email: [e-verify@dhs.gov](mailto:e-verify@dhs.gov)) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;

AND

- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify Federal Work Authorization Program. Documentation shall include a page from the E-Verify Memorandum of Understanding (MOU) listing the grantee's, subgrantee's, contractor's, or subcontractor's name and the MOU signature page completed and signed, at minimum, by the grantee, subgrantee, contractor, or subcontractor and the Department of Homeland Security – Verification Division; (if the signature page of the MOU lists the grantee's, subgrantee's, contractor's, or subcontractor's name, then no additional pages of the MOU must be submitted).

# PRICING FORM

## 202431 Internet Service Provider

### REQUIRED PRICING

Installation Cost \_\_\_\_\_

Detailed breakdown of what is included in the Installation Cost:

1 Year Contract Cost \_\_\_\_\_

3 Year Contract Cost \_\_\_\_\_

5 Year Contract Cost \_\_\_\_\_

% increase for yearly renewals \_\_\_\_\_

Company Name \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Printed name and title \_\_\_\_\_

*Franklin County reserves the right to request supporting documentation for the proposed pricing. In addition, it may be necessary to evaluate the bidder's expertise and experience in order to award a bid. Franklin County reserves the right to request reference information and/or proof of expertise if necessary.*



**VENDOR INFORMATION**

Company Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Phone number \_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Name Title \_\_\_\_\_

Email Address \_\_\_\_\_

# ATTACHMENT 1

## SEALED RESPONSE LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF PACKAGE

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### SEALED BID RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department  
400 East Locust St, Rm 004  
Union, MO 63084

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SOLICITATION # 202431 DATE: September 10, 2024 2PM

DESCRIPTION: Internet Service Provider

Vendor Name: \_\_\_\_\_

Vendor Address: \_\_\_\_\_