

Long Distance Calling Services  
Contract RFP  
#060B1400058  
June 1<sup>st</sup>, 2011  
By Web Conference

June 1, 2011

# Agenda

- Introduction
    - Web Conference Protocol
    - Registered Attendees
    - Procurement Overview
  - Project Description
    - Scope of Work
    - Price Sheets
  - Procurement Specifics
    - Response Requirements
    - Procurement Schedule
    - State's Contract
  - Questions & Answers
- Ed Bannat  
Procurement Officer
- Alan Sabol  
Director, Telecommunications
- Ed Bannat
- Panel

# Contacts

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# Procurement Description

1. Proposals due by 2PM June 22, 2011

*THERE ARE NO EXCEPTIONS*

Single Award Contract for Long Distance Calling Services

2. Supersedes Current Long Distance Calling Services Contract
3. Contract to provide the State with a cost-effective network to support voice traffic to include Intra-state/Inter-LATA, Interstate and International traffic
4. This will be a Fixed-Unit Price, Indefinite Quantity Contract.

## Procurement Description - cont

5. The term of the contract shall be for a period of three (3) initial years, with the State having the unilateral right to exercise renewal options for two (2) one (1)-year renewal terms, plus an additional transition period, on a month to month basis, not to exceed six (6) months.
6. The rates for services will remain the same or lower through the base term of the contract and the two one (1) year renewal options. The Contractor may grant a concession to the State and lower the rates at any time during the Contract by submitting revised service rates to the State CM.
7. Most Favored Customer Pricing

## Procurement Description - cont

8. Questions: If questions posed during the web conference are answered verbally, such answers are non-binding on the State and only written responses to the questions in the form of a written question and answer set to this RFP will be valid.
9. Proposals are due no later than 2:00 PM (local time) on Wednesday, June 22, 2011, 2:00 PM.
10. Addenda - If it becomes necessary to revise this RFP before the due date for proposals, the State will issue addenda
11. Offerors will be required to make oral presentations to State representatives. Significant representations made by an Offeror during the oral presentation must be reduced to writing.

## Procurement Description - cont

12. Neither multiple nor alternate proposals will be accepted.
13. The State's Contract: By submitting an offer in response to this RFP, an Offeror, if selected for award, shall be deemed to have accepted the terms of this RFP and the Contract, attached as Attachment A. Any exceptions to this RFP or the Contract must be clearly identified in the Executive Summary of the technical proposal. A proposal that takes exception to these terms may be rejected.
14. Bid/Proposal Affidavit. Must be submitted with proposal
15. Offerors must be registered with the State Dept of Assessment and Taxation.
16. Offerors must be registered on eMaryland Marketplace.

# Statement of Work/Pricing Sheets

1. Review Section 2 of LD RFP
2. Review Pricing Sheets

# Proposals

1. Volume I - Technical Proposal shall be sealed separately from Volume II - Financial Proposal
2. One unbound original and four (4) copies of each volume are to be submitted.
3. An electronic version of both the Volume I - Technical Proposal in MS Word 2003 format and the Volume II - Financial Proposal in MS Excel 2003 format Transmittal Letter

## Proposals - cont

4. Proposal itself
5. Completed Bid/Proposal Affidavit (Attachment B – with original of Technical Proposal only)
6. Conflict of Interest Affidavit (Attachment E)
7. Living Wage Affidavit (Attachment F)

# Technical Evaluation Criteria

1. Approach to satisfying the Work Requirements (Ref. Section 3.4.7)
2. Offeror Experience and Capabilities (Ref. Section 3.4.6)
3. Maintenance Service Center Capabilities (Ref. Section 3.4.9)
4. Personnel Proposed (Ref. Section 3.4.8)
5. Transition Plan (Ref. Section 3.4.10)
6. Plans and Procedures (Ref. Section 3.4.11)

# Financial Evaluation Criteria

1. All qualified Offerors will be ranked from the lowest to the highest price based on their total price proposed within the stated guidelines.

# Overall Evaluation

1. The responsible Offeror whose proposal is determined to be the most advantageous to the State considering technical evaluation factors and price factors as set forth in this RFP will be recommended for award. In making the most advantageous Offeror determination, technical factors will be given greater weight than price factors.

# Questions ??

1. Again, remember, unless the State's response is in writing, it is not official!!
2. Proposals due by 2PM June 22, 2011
3. Thank You