



INVEST NEWARK

PRE-SUBMISSION Q&A FOR

**RFP #20220111-001 – Fiber and Device Maintenance and Repair
Contract**

NEWARK, NJ

ADMINISTERED BY:

INVEST NEWARK

RFP Release Date:	Tuesday, January 11, 2022
RFP Pre-Submission Q&A:	Tuesday, January 18, 2022
Due Date:	Tuesday, January 25, 2022

Roy Southerland, President & CEO

Vanessa Quijano, SVP of Business Development

RFP Pre-Submission Q&A

Q: Is this a consumption contract or will there be a retainer?

A: Submit a proposal for a one-year contract with time and materials for repairs & maintenance of existing devices.

Q: Will multiple firms be chosen?

A: Yes, it is possible.

Q: Is there an incumbent performing this work?

A: No

Q: Is Layer 3 / IP management of the hardware (APs/Radios) expected? Or will there be a separate network operations center to coordinate with?

A: Yes, there is a centralized monitoring/notifications in place. Recommend the system you prefer and how to integrate it into the existing system.

Q: What are the devices?

A: Devices include: Point to Point Radios on rooftops, other Wireless Access Points, devices on traffic lights and traffic boxes / panels, IoT Devices, Switches, Power Conditioners

Q: Will this contract require technicians to be paid prevailing wages??

A: No

BACKGROUND

The City's Fiber Optic Infrastructure is an estimated 30 Linear Miles of Dark and Aerial Cabling with a WAN 288 strand backbone. Upon completion of the fiber infrastructure audit, the successful bidder(s) will be provided with the initial repair and maintenance results of the completed fiber audit. These results will identify the issues in need of immediate attention and establish the priority of the work to be addressed.

PROPOSAL REQUIREMENTS

All proposals must be received in their entirety at or before **5:00 PM on Tuesday, January 25, 2022**.

One (1) PDF copy shall be submitted via E-mail to newarkfiber@investnewark.org or by mail. All proposals should be addressed to:

Invest Newark

111 Mulberry Street, Suite LL

Newark, NJ 07102

ATTN: Newark Fiber

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SUBMISSION REQUIREMENTS:

- **Organization Information, Overview and Organizational Structure**

Submitters shall provide a company overview. Organizations must identify the Project Manager and the role of each member of the Team.

Submitters shall provide an organizational chart and narrative description that identifies the proposed team structure clearly delineating relationships between the members. Summary qualifications of key Project staff should be included as well as a description of their role on this Project and relevant experience.

- **Past Performance**

Submitter's qualifications should demonstrate expertise, financial capacity and proven experience in the development of similar product types and public-private partnerships. Submitters must provide illustrative materials on three (3) recent projects of similar or comparable size and scope in the region over the past three (3) years. Past Performance examples shall include at a minimum:

- a. Name / address / location of project
- b. Team members including project manager, sub-contractors
- c. References including names, addresses, telephone numbers and email
- d. addresses and a letter authorizing each reference to respond to
- e. inquiries regarding the project
- f. A list of any projects on which the vendor, its parent company, or any member of the Team has **defaulted or declared bankruptcy**, and an explanation of each default or bankruptcy.
- g.** Detailed information regarding **any criminal indictments or felony convictions** of the vendor or any principal, officer, director, partner, member, manager or equivalent of any person or entity constituting a member of the Team.

- **Project Plan**

The Project Plan should demonstrate an understanding of the opportunities and constraints to maintaining the fiber optic network. The Project Plan must include, at a minimum, the following:

- a. Brief narrative description of the Submitter's plan for the Scope of Work
- b. How the Project Plan addresses each of the requirements addressed in Section B and Section G of the RFP
- c. A phasing plan that indicates the sequence in which the project will be undertaken

- **Project Schedule**

Submitters must submit a Project schedule, detailing the duration (in number of weeks) and dates for key milestones beginning at initial selection through completion of project. Submitters must identify the anticipated time required for each governmental approval. The Project Schedule must address, at a minimum, the following:

- a. Local governmental approvals and actions
- b. Permitting process
- c. Maintenance or Repair period

- d. Testing period
- e. Report and Recommendations Presentation

- **Financials**

Submitters shall provide their anticipated sources of Project financing. Anticipated financing costs, discussion of the risks and benefits of the proposed structure, and how it is the most advantageous to the City shall also be addressed.

H. STATEMENT OF NON-COMMITMENT

- Issuance of this RFP does not commit Invest Newark to award a contract or to pay costs incurred in the preparation of proposals responding to the RFP.
- Invest Newark reserves the right to reject any or all proposals and re-advertise.
- Invest Newark may reject any or all submissions as it deems in its best interest.
- Invest Newark reserves the right to waive any irregularities or technicalities when it deems the public interest will be served.
- The successful firm(s) must enter into a contract with Invest Newark, which will specify requirements for indemnification, insurance, and other applicable policies.

I. SCHEDULE

RFP distribution:	Tuesday, January 11, 2022
Pre-Bid Q&A:	12:00pm on Tuesday, January 18, 2022
Deadline for written questions:	5:00pm on Tuesday, January 18, 2022
Proposals due:	5:00pm on Tuesday, January 25, 2022