



**RHODE ISLAND
COLLEGE**

PURCHASING DEPARTMENT
600 Mt. Pleasant Avenue, Building #5
Providence, Rhode Island 02908
Phone: 401-456-8047 Fax: 401-456-8528

SOLICITATION INFORMATION

RFQ# 1273489

TITLE: Cable Television Services – Residence Halls - RIC

CLOSING DATE AND TIME:

PROPOSALS TO BE RECEIVED AT R.I.C.'S PURCHASING DEPARTMENT: 8/27/12 10:00 AM

PRE-BID/PROPOSAL CONFERENCE NO DATE: TIME:

MANDATORY:

LOCATION:

BE SURE ALL INFORMATION SHOWN BELOW IS CORRECT.
FEDERAL EMPLOYER IDENTIFICATION NUMBER MUST BE INCLUDED.

COMPANY NAME: _____ FEIN: _____

STREET AND NUMBER: _____

CITY, STATE & ZIP CODE: _____

**THIS BID/PROPOSAL WILL NOT BE HONORED IF
NOT COMPLETED and SIGNED by the offeror.
Rhode Island College Bidder Certification Form**

Print Name and Title

Telephone Number/Facsimile Number

Signature

Date

Company F.E.I.N.

THIS BID WILL NOT BE HONORED UNLESS SIGNED
Rhode Island College is an affirmative action and equal opportunity employer.

Rhode Island College Bidder Certification Form/Contract Offer

NOTICE TO VENDORS
**ALL OFFERS ARE SUBJECT TO THE REQUIREMENTS, PROVISIONS AND PROCEDURES CONTAINED IN THIS
CERTIFICATION FORM/CONTRACT OFFER. Offerors are expected to read, sign and comply with all requirements.
Failure to do so may be grounds for disqualification of the offer contained herein.**

Effective January 1, 2012 all public works projects related bids or proposals exceeding SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars are required to include a "public copy". All agency contract solicitations, requests for proposals, invitations for bids, etc. shall state that any bid or proposal that exceeds SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars must include a copy to be available for public inspection upon the opening of the bids. Any bid or proposal that exceeds SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive. Additionally, proposals submitted for a Master Price Agreement, when the total amount potentially may exceed SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars and the solicitation expressly requires any or all vendors to submit a public copy, must include a copy to be available for public inspection. For further information, please see RI Gen Laws §37-2-18(j) and State of RI Procurement Regulations at <http://purchasing.ri.gov/rulesandregulations/rulesandregulations.aspx>. Please see Question #11 below for further instructions regarding RIDOT Highway and Bridge construction projects.

Rules for Submitting Offers

This Certification Form/Contract Offer must be attached in its entirety to the front of the offer and shall be considered an integral part of each offer made by a vendor to enter into a contract with Rhode Island College. As such, submittal of the entire Bidder Certification Form/Contract Offer, signed by a duly authorized representative of the offeror attesting that he/she (1) has read and agrees to comply with the requirements set forth herein and (2) to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award.

Each bid/offer must be submitted in a separate sealed envelope delivered to the Rhode Island College Purchasing Office by the time and date specified for the opening of responses. IF ATTACHMENTS ARE REQUIRED, BE SURE THEY ARE INCLUDED IN PACKAGE!!! (e.g., Bid Sureties, Special Licenses, Samples, Specifications that Differ From Solicitation).

Other Provisions and Procedures

RIVIP SOLICITATIONS. To assure maximum access opportunities for users, public bid/RFP notices shall be posted on the Rhode Island Division of Purchases Website (<http://www.purchasing.ri.gov/>) for a minimum of seven days and no amendments shall be made within the last five days before the date an offer is due. Except when access to the Web Site has been severely curtailed and it is determined by the Purchasing Agent that special circumstances preclude extending a solicitation due date, requests to mail or fax hard copies of solicitations will not be honored. When the result of an Internet solicitation is unsuccessful, Rhode Island College will cancel the original solicitation and resolicit the original offer directly from vendors.

PRICING. Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation), and may not be withdrawn, except with the express permission of the College Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. Rhode Island College is exempt from Federal excise taxes and State Sales and Use Taxes. Such taxes shall not be included in the bid price. Prices quoted are FOB DESTINATION.

DELIVERY AND PRODUCT QUALITY. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. The contractor will be responsible for delivery of materials in first class condition. Rejected materials will be at the vendor's expense.

SPECIFICATIONS: Unless specified "no substitute," product offerings equivalent in quality and performance will be considered (at the sole option of the College) on the condition that the offer is accompanied by detailed product specifications. Offers which fail to include alternate specifications may be deemed nonresponsive.

PREVAILING WAGE and OSHA and APPRENTICESHIP. The provisions of the State labor laws and OSHA Safety Training, including but not limited to Rhode Island General Laws 37-13-1 et seq. and 28-20-1 et seq., shall apply for all public works contracts. Prevailing wage rates are posted in the information section of the RIVIP. The RI Department of Labor and Training should be contacted for regulatory requirements.

Apprenticeship Rhode Island general Laws 37-13-3 1 requires all general contractors and subcontractors who perform work on any public works contract awarded by the state valued at one million dollars (\$1,000,000) or more shall employ apprentices required for the performance of the awarded contract. The number of apprentices shall comply with the apprentice to journeyman ratio for each trade approved by the apprenticeship council of the department of labor and training.

In addition to executing this certification, the general contractor shall be responsible for requiring that all subcontractors on the awarded project certify their compliance with R.I. Gen. Laws §37-13-3.1 prior to allowing the subcontractor to commence work on the awarded project. The general contractor shall be responsible for submitting the subcontractors' compliance certification to Rhode Island College Purchasing Office after the contracts are finalized between the contractor and subcontractor.

PUBLIC RECORDS. Offerors are advised that all materials submitted to the College for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the Rhode Island General laws, and will be released for inspection immediately upon request once an award has been made. Offerors are encouraged to attend public bid/RFP

openings to obtain information; however, bid/RFP response summaries may be reviewed after award(s) have been made by visiting at Rhode Island College Mondays through Fridays between 8:30 am – 3:30 pm. – telephone requests for bid results will not be honored. Award will be made to the responsive and responsible offeror quoting the lowest net price in accordance with specifications, for any individual item(s), for major groupings of items, or for all items listed, at the College’s sole option.

BID SURETY: Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Bids submitted without a required bid surety will not be considered.

VENDOR AUTHORIZATION TO PROCEED: When a purchase order, change order, contract/agreement or contract/agreement amendment is issued by Rhode Island College, no claim for payment for services rendered or goods delivered contrary to or in excess of the contract terms and scope shall be considered unless the vendor has obtained a written change order or contract amendment issued Rhode Island College Purchasing Office PRIOR to delivery.

Any offer, whether in response to a solicitation for proposals or bids, or made without a solicitation, which is accepted in the form of an order OR pricing agreement made in writing by Rhode Island College Purchasing Office, shall be considered a binding contract.

REGULATIONS, GENERAL TERMS AND CONDITIONS GOVERNING STATE AND BOARD OF GOVERNORS FOR HIGHER EDUCATION CONTRACTS. This solicitation is issued in accordance with the specific requirements described herein, and the State’s Purchasing Laws and Regulations and other applicable State laws, including the Board of Governors for Higher Education General Terms and Conditions of Purchase. The regulations, general terms and Conditions are incorporated into all Rhode Island College contracts and can be viewed at: <http://www.ribghe.org/procurementregs113006.pdf> and www.purchasing.ri.gov.

ARRA SUPPLEMENTAL TERMS AND CONDITIONS: For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental terms and Conditions for Contracts and Sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009. Publ.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at www.purchasing.ri.gov.

EQUAL EMPLOYMENT OPPORTUNITY: State Equal Employment Opportunity compliance certificate and agreement procedures will apply to all awards for supplies or services valued at \$10,000 and more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1 of the Rhode Island General Laws, also apply. In accordance with the Title 7 Chapter 1.1-99 of the Rhode Island General Laws, foreign corporations (a corporation established other than in Rhode Island) must be qualified to transact business in this state.

PERFORMANCE BONDS: Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island. Performance bonds must be submitted within 10 calendar days of the issuance of a tentative notice of award.

DEFAULT: After an award has been made, failure to meet all requirements of the solicitation for an offer may result in a determination of default.

SPRINKLER IMPAIRMENT AND HOT WORK: The contractor agrees to comply with the practices of the State’s insurance carrier for sprinkler impairment and hot work. Prior to performing any work, the Contractor shall obtain the necessary information for compliance from the Risk Management Office at the Department of Administration or the agency for which work will be performed.

ALL CONTRACT AWARDS ARE SUBJECT TO THE FOLLOWING DISCLOSURES & CERTIFICATION.
Offerors must respond to every disclosure statement. A person authorized to enter into contracts must sign the offer and attest to the accuracy of all statements. Incomplete certification forms are grounds for disqualification of offer.

Indicate Yes (Y) or No (N):

- ___1 Has your firm (or any principal) been subject to the following findings by the Federal government, State of Rhode Island or any other jurisdiction? Suspension, Debarment, Indictment, Criminal Conviction. CIRCLE APPROPRIATE ITEMS (S).

- ___2 Has your firm (or any principal) been fined more than \$5000 for a single violation by the Rhode Island Department of Environmental Management for violation of Rhode island Wetlands law?

- ___3 I/we certify that I/we will immediately disclose, in writing, to the college Purchasing Agent any potential conflict of interest which may occur during the course of the engagement authorized pursuant to this contract.

- ___4 I/we acknowledge that, in accordance with (1) RIGL Section 37-2-54(C) “no purchase or contract shall be binding on the state or any agency thereof unless approved by the Department [of Administration] or made under general regulations which the chief Purchasing Officer may prescribed,” and (2) RIGL section 37-2-7(16) which identifies the Board of Governors for Higher Education as a public agency and gives binding contractual authority to the college Purchasing Agent.
- ___5 I/we certify that all of the vendor information provided is correct and complete.
- ___6 I/we certify that I or my firm possesses all licenses required by Federal and State law and regulation as they pertain to the requirements of the solicitation and offer made herein and shall maintain such required license(s) during the entire course of the contract resulting from the offer contained herein and, should my/our license lapse or be suspended, I/we shall immediately inform the Rhode Island College Purchasing Agent in writing of such circumstance.
- ___7 I/we certify that I/we will maintain required insurance during the entire course of the contract resulting from the offer contained herein and, should my/our insurance lapse or be suspended, I/we shall immediately inform the Rhode Island College Purchasing Agent in writing of such circumstance.
- ___8 I/we certify that I/we understand that falsification of any information herein or failure to notify the Rhode Island College Purchasing Agent as certified herein may be grounds for suspension, debarment and/or prosecution for perjury.
- ___9 I/we acknowledge that the provisions and procedures set forth in this form apply to any offer contained herein.
- ___10 I/we acknowledge that I/we understand the State Purchasing Laws (37-2 of the General Laws of Rhode Island) and Purchasing Regulations and General terms and Conditions at the Rhode Island Division of Purchases (www.purchasing.ri.gov) apply as the governing conditions for any contract or purchase order I/we may receive from the State of Rhode Island, including the offer contained herein.
- ___11 **NEW REVISED REQUIREMENT-IMPORTANT!!! I/we hereby acknowledge that I/we understand that effective January 1, 2012 all public works related project bids or proposals exceeding SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars, inclusive of all proposed alternates, must include a "public copy" as required by RI Gen Laws § 37-2-18(j) and the State Procurement Regulations. It is further understood that any bid or proposal in excess of SEVEN HUNDRED FIFTY THOUSAND (\$750,000) dollars which does not include a copy for public inspection shall be deemed to be non-responsive.**

For further information, please see R.I Gen. Laws § 37-2-18(j) and specific instructions at www.purchasing.ri.gov .

IF YOU HAVE ANSWERED “YES” TO QUESTIONS #1 OR 2 OR IF YOUR ARE UNABLE TO CERTIFY YES TO QUESTIONS #3-11 THE FOREGOING, PROVIDE DETAILS/EXPLANATION BELOW AND/OR IN AN ATTACHED STATEMENT. INCOMPLETE CERTIFICATION FORMS SHALL BE GROUNDS FOR DISQUALIFICATION OF OFFER.

Signature below commits vendor to the attached offer and certifies (1) that the offer reflects all solicitation amendments (2) that the above statements and information are accurate (3) that vendor understands and has complied with the requirements set forth herein

Date: _____

Vendor's Signature (Person authorized to enter into contracts; signature must be in ink)
(If Applicable)

Print Name and Title of Company official signing offer

Telephone Number

RETURN OF BID INVITATION - Bids must be mailed/delivered to RHODE ISLAND COLLEGE PURCHASING DEPARTMENT, BUILDING #5 in a sealed envelope furnished, by the time and date specified for the opening of responses. Bids misdirected to other locations or which are not present at the time of opening for whatever cause will be considered to be late, and will be returned unopened. For the purposes of this requirement the official time and date shall be that of the date/time stamp in the reception area.

Failure to complete form as instructed may be grounds for “Disqualification”.

State of Rhode Island
PAYER'S REQUEST FOR TAXPAYER
IDENTIFICATION NUMBER AND CERTIFICATION

THE IRS REQUIRES THAT YOU FURNISH YOUR TAXPAYER IDENTIFICATION NUMBER TO US. FAILURE TO PROVIDE THIS INFORMATION CAN RESULT IN A \$50 PENALTY BY THE IRS. IF YOU ARE AN INDIVIDUAL, PLEASE PROVIDE US WITH YOUR SOCIAL SECURITY NUMBER (SSN) IN THE SPACE INDICATED BELOW. IF YOU ARE A COMPANY OR A CORPORATION, PLEASE PROVIDE US WITH YOUR EMPLOYER IDENTIFICATION NUMBER (EIN) WHERE INDICATED.

Taxpayer Identification Number (T.I.N.)

Enter your taxpayer identification number in the appropriate box. For most individuals, this is your social security number.

Social Security No. (SSN)

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Employer ID No. (EIN)

--	--

NAME

ADDRESS

(REMITTANCE ADDRESS, IF DIFFERENT) _____

CITY, STATE AND ZIP CODE _____

CERTIFICATION: Under penalties of perjury, I certify that:

- (1) The number shown on this form is my correct Taxpayer Identification Number (or I am waiting for a number to be issued to me), **and**
- (2) I am not subject to backup withholding because either: (A) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (B) the IRS has notified me that I am no longer subject to backup withholding.

Certification Instructions -- You must cross out item (2) above if you have been notified by the IRS that you are subject to backup withholding because of under-reporting interest or dividends on your tax return. However, if after being notified by IRS that you were subject to backup withholding you received another notification from IRS that you are no longer subject to backup withholding, do not cross out item (2).

PLEASE SIGN HERE

SIGNATURE _____ TITLE _____ DATE _____ TEL NO: _____

BUSINESS DESIGNATION:

Please Check One: Individual Medical Services Corporation Government/Nonprofit Corporation
 Partnership Corporation Trust/Estate Legal Services Corporation

NAME: Be sure to enter your full and correct name as listed in the IRS file for you or your business.

ADDRESS, CITY, STATE AND ZIP CODE: Enter your primary business address and remittance address if different from your primary address). If you operate a business at more than one location, adhere to the following:

- 1) Same T.I.N. with more than one location -- attach a list of location addresses with remittance address for each location and indicate to which location the year-end tax information return should be mailed.
- 2) Different T.I.N. for each different location -- submit a completed W-9 form for each T.I.N. and location. (One year-end tax information return will be reported for each T.I.N. and remittance address.)

CERTIFICATION -- Sign the certification, enter your title, date, and your telephone number (including area code and extension).

BUSINESS TYPE CHECK-OFF -- Check the appropriate box for the type of business ownership.

Mail to: Rhode Island College, Purchasing Department, Building #5
600 Mt. Pleasant Avenue, Providence, RI 02908

BIDDERS ARE ADVISED THAT ALL PROVISIONS OF TITLE 37 CHAPTER 13 OF THE GENERAL LAWS OF RHODE ISLAND APPLY TO THE WORK COVERED BY THIS REQUEST, AND THAT PAYMENT OF THE GENERAL PREVAILING RATE OF PER DIEM WAGES AND THE GENERAL PREVAILING RATE FOR REGULAR, OVERTIME, AND OTHER WORKING CONDITIONS EXISTING IN THE LOCALITY FOR EACH CRAFTSMEN, MECHANIC, TEAMSTER, LABORER, OR OTHER TYPE OF WORKER PERFORMING WORK ON PUBLIC PROJECTS WHEN STATE OR MUNICIPAL FUNDS EXCEED ONE THOUSAND DOLLARS (\$1,000). THE PREVAILING WAGE TABLE MAY BE OBTAINED AT THE RI DIVISION OF PURCHASES HOME PAGE BY INTERNET AT WWW.PURCHASING.RI.GOV SELECT "INFORMATION" AND THEN SELECT "PREVAILING WAGE TABLE" OR PLEASE GO TO WWW.DLT.RI.GOV TO ASCERTAIN THE CURRENT PREVAILING WAGE RATES.

THE STATE OF RHODE ISLAND USES THE GENERAL DECISION MEMBER RI20100001. PRINT ONLY THE PAGES THAT APPLICABLE TO YOUR BID. BIDDERS NOTE: IN THE EVENT THIS BID SPECIFIES PRICE OFFERS ON A TIME AND MATERIALS BASIS, I.E., AN HOURLY RATE, ANY OR ALL BIDS SUBMITTED IN AN AMOUNT LESS THAN THE PREVAILING RATE IN EFFECT FOR THE WORK COVERED BY THIS REQUEST AS OF THE DATE OF BID ISSUANCE SHALL BE REJECTED BY THE COLLEGE.

RIC Residence Hall Cable Television Request for Proposal

1. INTRODUCTION

1.1. Purpose of RFP

Rhode Island College, a public higher education institution, contemplates the expansion of its residence hall television service.

1.2. General

Rhode Island College is located on a 180-acre campus in the Mount Pleasant section of Providence. This location combines easy access to the benefits and resources of the metropolitan area with a suburban atmosphere. Rhode Island College has undergone expansion in recent decades at both the undergraduate and graduate levels. It now serves approximately 9,000 students in courses and programs both on and off campus. The College is the oldest of the three public institutions of higher education that operate under the aegis of the Board of Governors for Higher Education.

Six residence halls, located in the South West portion of the campus, house approximately 1,200 students. The College currently owns a cable television system, consisting of signal processors, modulators, amplifiers, and distribution cables and taps. This system serves the residence halls as well as classroom locations throughout the campus.

1.3. Current Telecommunications Environment

The current CATV system carries programming derived from satellite receivers atop Weber Hall. RIC also has (2) additional campus channels. The infrastructure supporting this system has been installed over the last thirteen years.

1.4. Scope of work under this project

This project will encompass several initiatives, including:

- Expansion of the programming available to the student residence halls.
- Reconfiguration of the head end equipment to support carriage of this programming.
- Balancing and tuning of the CATV distribution plant.
- Establish long term fixed pricing for programming.
- Initiation of long-term maintenance and support contract with successful vendor.

2. INSTRUCTIONS TO BIDDERS AND VENDOR QUALIFICATIONS

2.1. Project Completion

Construction work may begin as soon as contract has been established. Completion of the entire project is to be no later than October 15, 2012

Vendors are required to finish the work under this contract by the published completion date. If the vendor fails to meet the required completion date, the College will deduct from the vendor payments the amount of one thousand dollars (\$1,000.00) per calendar day for every day past the completion date.

2.2. Instructions and notifications:

This document constitutes a Request for Proposal (RFP) for the acquisition, delivery, placement into position, installation, testing, documentation, technical assistance, and training for a complete, working cable based television system.

2.2.1. General Conditions

This contract will be awarded under the State's general conditions of purchasing which are available on the Internet at: <http://www.purchasing.state.ri.us>

2.2.2. Terms/Definitions

This is a Request for Proposals, not an Invitation for Bid. Responses will be evaluated on the basis of the relative merits of the proposal in addition to price. There will be no public opening and reading of responses received by the Office of Purchases pursuant to this Request, other than to name those bidders who have submitted proposals.

The terms vendor, bidder, contractor and offer or used herein all refer to the vendor submitting a response to this RFP. The terms bid and responses are synonymous.

2.3. Vendor Qualifications

2.3.1. Covenant Letter

Rhode Island College places considerable emphasis on the solidarity and resourcefulness of the vendor. Of special concern is the continuity of the maintenance of the system in the event that the selling vendor leaves the marketplace.

Any vendor supplying equipment under this contract, that is not a corporate member of the equipment manufacturer (this implies ownership) shall attach a letter to the RFP response, addressed to Rhode Island College and signed by a corporate officer of the manufacturer. This letter shall commit the manufacturer corporation to at least the following: In the event of the selling vendor default on service, installation or repair, the manufacturer will, without litigation, dispatch parts, material and labor to provide continuing service to the College during the period of default. Guarantees and/or distributor fee schedules will be honored by the manufacturer as they would apply to the distributor. This covenant letter will become a part of the contract at the time the sales agreement is signed and will serve to enroll the manufacturer as a defacto participant in the agreement between parties.

2.3.2. Other documentation requests pertaining to the vendor's qualification follow. Replies to the following questions, plus any other references or materials attesting to the firm's qualifications, will permit the evaluation of vendor's resources especially in the Providence area.

2.3.2.1. How many technicians are there in this firm's employment in the Providence area that would serve RIC?

2.3.2.2. How many technicians are certified on the equipment being installed?

2.3.2.3. Identify the locations where the technicians are based who would be expected to provide services to Rhode Island College.

2.3.2.6. How many similar systems have been installed by this vendor in the New England area? Please provide dates, locations and sizes of installations.

2.3.2.7. How does the College summon emergency repair service on weekends, holidays or during non- standard working hours? Give telephone numbers, alternate telephone numbers and identify parties who will respond.

2.3.2.8. Pertaining to this project at Rhode Island College, would the vendor complete the job using employees of the vendor or would the installation be completed by a subcontractor? Please include the names of companies and locations within the New England area where the work of the vendor and/or the subcontractor(s) can be inspected and references checked.

2.3.2.9. List customer references. Include customer name, contact person and phone number and dates of exchange cutover.

2.3.2.10. Submit the most current audited financial report for the vendor (or the vendor's parent company). Any other documentation that the vendor wishes to have considered may be attached to the RFP response.

Rhode Island College staff may conduct inspection tours of the vendor's maintenance and installation facility. Inspections of repair facilities, stores, training, remote trouble diagnostic stations, dispatching and customer record keeping may be made. Tools, test equipment, parts and procedures pertaining to the vendor will be observed in detail and employees interviewed. Vendor escort is expected. In the event that any tasks are to be subcontracted, the subcontractor may be subject to similar inspection.

2.4. Acceptance Testing:

The College will only accept the system and authorize final payment upon successful performance through the Acceptance period. Acceptance will occur after the residence hall CATV system has completed 21 days of service after cutover (cutover is defined as when the new channel line up is in place and working within operating parameters at all station outlets) with no class 1 failures. Detailed definition of acceptance, cutover, class 1 and 2 failures, etc. is included in section [6].

3. SYSTEM REQUIREMENTS

The requirements described herein apply to all solutions and vendors. In other words, after completion of the work proposed in vendor's response, the CATV system must meet the requirements stated herein. In the event that a particular specification does not apply to the particular offering of a vendor, vendor should respond with "Not applicable". Vendors are encouraged to respond to as many of the requirements as possible, as the College reserves the right of final determination as to what is applicable.

3.1. Channel Lineup Requirements –

3.1.1. Current line up

Rhode Island College Cable TV Channel Lineup (2012)

Ch	Programming	Ch	Programming
2	WLWC	45	Food Network
3	Anchor TV	46	Spike TV
4	WSBE	47	AMC
4.1	CBS - WBZ HD	48	Bravo
5.1	ABC - WCVB HD	49	IFC
6	WLNE	50	FX
6.1	ABC - WLNE HD	51	MSNBC
7	WUNI - Univision East	52	Fox News Channel
8	MyTV38	53	ABC Family
10	WJAR	54	HGTV
10.1	NBC - WJAR HD	55	Travel Channel
11	WNAC	56	WE - Women's Entertainment
12	WPRI	57	SoapNet
12.1	CBS - WPRI HD	58	E! Entertainment
15	A&E	59	Animal planet
17	Cartoon Network	60	ESPNU
18	Comedy Central	61	Chiller
19	MTV-U	62	CNBC
22	Nickelodeon	63	Current TV
23	TV Land	64	OWN
24	Discovery	64.1	FOX - WNAC HD
25	History Channel	65	DFH
26	TLC - The Learning Channel	66	FMC - Fox Movie Channel
27	TWC - The Weather Channel	67	FUSE
28	CSPAN1	68	G4
28.1	CW - WLWC HD	Gp	GSN - Game Show Network
29	CSPAN2	70	LMN - Lifetime Movie Network
30	HLN - Headline News	71	Link TV
31	CNN	72	LOGO
32	MTV	73	MTV2
33	VH1	74	NGC - National Geographic Network
34	BET - Black Entertainment Television	75	NFL Network
35	TNT	76	Oxygen
36	USA Networks	77	Reelzchannel
37	Syfy	78	Science Channel
38	TBS	79	Military Channel
39	Lifetime	80	truTV
40	NESN - New England Sports	81	TV One

Network

41	ESPN	82	VH1 Classic
42	ESPN2	83	The Word Network
43	ESPN Classic	84	Versus
44	ESPNEWS		

3.2. Programming Sources

The College expects that multiple vendors will respond to this RFP, and that these vendors may have very different design approaches and methods for delivering content. For example, the local cable company may respond with delivery of programming via their citywide system, while another vendor may propose installation of satellite signal receivers and head end equipment to process and modulate the signals. Vendors should respond with detailed information on how they intend to provide the programming signals.

3.2.1. Current Equipment

Currently all channels are provided by multiple satellite receivers located at our video head end. At the head end, these signals are received, processed, and modulated onto their assigned channels. These channels are then combined and amplified before leaving the head end via the coaxial cable system. The same outbound signal that goes to the residence halls also goes to academic buildings on campus, connecting through to classroom spaces.

3.3. Cable distribution infrastructure

3.3.1. There is coaxial cable between the head end and each of the residence halls. In most cases this is ½” or .625 hard-line. This cable is available for reuse upon request.

3.3.3. In each residence hall, the hard line cable transitions to coaxial riser cable in the basement. These riser cables feed Intermediate Distribution Frames (IDFs) in the building.

3.3.4. Each room is wired with RG-6 cable, home run to the nearest IDF. At the IDF, the RG-6 is terminated on multiple port taps.

3.3.5. The current distribution system is roughly 13 years old and has been reliable and stable since its installation.

3.3.6. The local cable provider may wish to provide signal to the head end via an underground feed. In this case, conduit access may be available in the College’s existing underground conduit system. A site survey will be required to identify the nearest entrance to the campus, and a route verified through the conduit system. The vendor will be responsible for all costs associated with this feeder cable and/or conduit installation.

3.4. General Installation specifications and notes

3.4.1. As stated earlier, the existing distribution facilities in the Residence Halls is operating well and has been reliable and stable since its installation in the summer of 1999.

3.4.2. That said, signal quality on the new Residence Hall system shall, at cutover, be the responsibility of the vendor. The vendor is encouraged to inspect and measure the current system, and is responsible for satisfying himself with the conditions under which the system will perform.

3.4.3. Signal levels at the room jack shall be 6 dB +/- 3 dB. Signal to Noise ratios shall be 40 or better. Tilt shall not exceed 8dB.

3.4.4. All components installed under this project shall be rated up to 1,000 MHz.

3.4.5. Vendor shall provide a head-end diagram and a cable map for their proposed installation.

3.4.6. As part of the installation, Contractor will perform sweep testing on entire system and ensure that the system meets all applicable performance standards and FCC requirements. Photocopies of sweep results and all other documentation shall be provided with as built to be used for future maintenance efforts.

3.4.7. Vendor should include in their proposal any power requirements for operation of their equipment. RIC will install electrical outlets as requested.

3.4.8. Unless otherwise agreed upon in writing, all cabling installed on campus becomes the property of RIC.

3.4.9. All installation work requires prior coordination with and approval from the RIC project manager.

3.4.10. Conduit paths between the Weber roof and the head-end have little, if any, spare capacity, so any new cables will require installation of a new pathway. Any pathways created under this project should be sized to allow for 100% future growth. Coordinate with the RIC project manager.

3.4.11. Rooftop access will be allowed. Only non-penetrating mounts should be proposed.

3.4.12. Printed Channel Charts (Quantity 1,300) shall be provided (annually) to the College for distribution to the Residence Halls. These custom charts must be approved in writing by the customer prior to printing. The College may wish to add logos, contact information, or other information to the chart.

3.5. Optional service to other buildings

3.5.1. The current CATV system feeds the main campus academic buildings. Most academic buildings are connected to the existing hard line distribution system. Some classrooms have active CATV outlets. Many more have cable but are not connected through at the building entrance. The exact count is unknown.

3.5.2. The College is interested in identifying the additional cost, if any, to activate these outlets with the new programming. Please supply this cost information below in section 4.

3.6. Occupancy Schedule –

During the period between Spring and Fall semester (from here on referred to as ‘summer months’) residence halls may still have partial and time-limited occupancy. Before Vendor schedules any form of maintenance or installation work in the residence halls Vendor needs to contact the college’s Office of Residential Life and Housing to coordinate such work. The college will provide reasonable accommodations in order for Vendor to complete their work on time, under the premise that Vendor started the work on time.

3.6.1. Residence Halls may be considered fully occupied from the months of September through May.

3.6.2. Vendor should use the above information to calculate the costs associated with providing service to the residence halls. Include in your response your methodology for calculating programming charges, as this information will be used to update cost information in later years if occupancy/use changes.

4. COSTING INFORMATION

4.1. Equipment, installation, and maintenance

4.1.1. Provide a detailed equipment list and costs for all equipment required for system performance and continued maintenance under this contract.

4.1.2. Itemize these costs by equipment, installation labor, testing, etc. The total of these items is further referred to as the “equipment”.

4.1.3. The College requests the option to either purchase the equipment up front, or pay over time.

4.1.3.1. Therefore, please provide the total amount (upfront cost)

4.1.3.2. Please also provide the option for the College to pay over time for

4.1.3.2.1. a) a one-year term, and

4.1.3.2.2. b) a three-year term.

4.1.3.2.3. These costs can be shown as a total monthly payment, or an incremental per drop cost. If the latter, include the methodology you have used to determine the number of drops/month from the outlet information in section 6.

4.2. Monthly programming charges

Itemize the recurring costs associated with the channel programming. Show these costs organized by:

4.2.1. Mandatory channels to carry

4.2.2. Preferred (is current channel lineup minus mandatory channels)

4.2.3. Optional channels

4.2.4. Include any available package deals, or “bundles” that may be available. Detail the programming options, inclusions and omissions.

4.2.5. Provide the additional cost, per drop and total, for additional drops for academic use in classroom buildings.

5. ONGOING SUPPORT & SERVICE REQUIREMENTS

5.1. Initial Guarantee

The following definitions shall prevail throughout this document and the eventual sales agreement with the vendor:

Cutover Date: This is the date when the new or upgraded, fully functional system begins to deliver the new programming to the residence halls.

Acceptance Date: The date of the letter written by the customer's telecommunications representative or designate consultant engineer certifying that the installation substantially meets the specifications of this RFP and the terms of the Sales Contract between the parties.

This letter is herein referred to as the Certificate of Conformance. The Certificate of Conformance will be issued after three continuous weeks of operation (21 calendar days) with no Class 1 trouble reports. The issuance of the Certificate of Conformance triggers final payment to the vendor and the beginning of the Warranty Period.

Warranty Period: The vendor shall respond to service calls and maintain the entire installation in full working order for a period of twelve (12) months from the date of Acceptance. The customer expects that the new equipment installed will be under warranty. However, the existing (reused) equipment may have maintenance costs associated with it during the 12-month warranty period. Vendor shall imbed these maintenance costs in their proposal costs, and shall take responsibility for maintenance of all systems and peripherals for the duration of the 12 month warranty period.

The vendor shall not assign the maintenance responsibility to any third party without the written authorization from the customer. All installed components that carry a guarantee from the OEM (manufacturer) that is longer than 12 months shall be guaranteed for the duration of the manufacturers guarantee.

In addition, vendor shall certify that any hardware proposed will be supported by the vendor for a period of at least ten (10) years after the Acceptance date, and the customer will not be required to upgrade hardware to be eligible for that support.

5.2. Service Calls and Response

Note: The terms trouble report and service call are synonymous. Distinct from these are calls for moves, additions, removals or changes. Response to a trouble call means that a craftsperson is at the proper site with tools and replacement parts and prepared to begin servicing the equipment. A craftsperson is one trained and certified by the equipment manufacturer to perform service on the specific system to which he has been dispatched. The vendor shall respond to service calls accordingly:

Class 1. Service Calls: 4 hours maximum, 8:00 AM - 5:00 PM, M-F

Class 2. Service Calls: Before 3 p.m. of the next working day.

A Class 1 service call is a report by a designated staff member that there is a system wide disruption of signal (static or distortion or loss that affects all stations), or an outage (no signal) of more than 8 station drops.

A Class 2 trouble report is a report by the customer that there is a trouble other than that included in the Class 1 listing above.

The customer will designate one Residential Life control staff member and one telecom technician for placing trouble reports. Only these persons will be authorized to initiate and log Class 1 and Class 2 trouble reports.

5.3. After Guarantee Services

After the expiration of the guarantee period, the vendor shall offer the College the opportunity to continue the same level of service with the same response times as existed under the initial guarantee. In the RFP response, please respond to the questions that follow:

1. What is the yearly cost of a full service maintenance contract?
2. Will the vendor cap the maintenance cost as quoted above for a period of 5 years, with an annual renewal option for the College?
3. What is the cost to perform a system sweep and documentation for FCC certification? Can this be included in the annual maintenance contract, and if so, at what additional cost?
4. What other service options do you have available? Please describe.
5. What are your hourly labor rates for a time and materials maintenance call?

6. Drop Counts

RIC DROP COUNTS				
	Student Bedrooms	Front Doors	Total active outlets	Total outlets including inactive
Browne	157	21	178	199
Sweet	211	108	319	427
Thorp	145	21	166	187
Weber	181	21	202	223
Willard	104	16	120	136
New Hall	362	96	458	554
Total Residence drops	1,160	283	1,443	1,726
Academic/Classrooms*			30	200

*Classrooms are connected to the Weber head end via existing cable distribution system. The majority of the academic CATV outlets are not active. The front doors listed are known active locations.

COST PROPOSAL

9/1/12 – 6/30/13 – CABLE TELEVISION SERVICE TO THE RESIDENCE HALLS AT RHODE ISLAND COLLEGE – BROWNE HALL, SWEET HALL, THORP HALL, WEBER HALL, WILLARD HALL AND THE NEW RESIDENCE HALL. \$ _____/YEAR

7/1/13 – 6/30/14 – CABLE TELEVISION SERVICE TO THE RESIDENCE HALLS AT RHODE ISLAND COLLEGE – BROWNE HALL, SWEET HALL, THORP HALL, WEBER HALL, WILLARD HALL AND THE NEW RESIDENCE HALL. \$ _____/YEAR

7/1/14 – 8/31/15 – CABLE TELEVISION SERVICE TO THE RESIDENCE HALLS AT RHODE ISLAND COLLEGE – BROWNE HALL, SWEET HALL, THORP HALL, WEBER HALL, WILLARD HALL AND THE NEW RESIDENCE HALL. \$ _____/YEAR