



REQUEST FOR PROPOSAL
RESIDENTIAL NETWORK SOLUTION AND STREAMING VIDEO SERVICES
FOR SOUTHERN CONNECTICUT STATE UNIVERSITY (SCSU)
RFP 20-SCSU-08

Southern Connecticut State University
Procurement Services
501 Crescent Street
New Haven, CT 06515

Name: Cynthia Shea-Luzik
Title: Manager, Procurement Services
Telephone: (203)392-5490

Date: January 13, 2020

REQUEST FOR PROPOSAL
RFP 20-SCSU-08

Summary

Issue Date: January 13, 2020

Title: Residential Network Solution and Streaming Video Services

Issuing Agency: Southern Connecticut State University – Dept. of Residence Life

Period of Contract: The initial term of this agreement shall be for five (5) years, beginning on or around July 1, 2020 through June 30, 2025. This agreement may, upon the mutual consent of the parties, be extended for up to two (2) twenty-four month renewal terms.

Pre-proposal Meeting: N/A

Questions due: January 20, 2020 at 12:00 pm

Proposal submission deadline: January 29, 2020 at 2:00pm (E.S.T.)

Sealed proposals are to be delivered to: Cynthia Shea-Luzik
Procurement Services
Southern Connecticut State University
Wintergreen Building
501 Crescent Street
New Haven, CT 06515-1355

Section 1 – Administrative Overview

1.1 Introduction

Southern Connecticut State University (hereinafter referred to as the "University" or "SCSU") is seeking proposals from experienced and qualified contractors to provide and manage a state-of-the-art, comprehensive, turn-key Student Housing Residential Network and ("ResNet") solution as well as Streaming Video services for the residence halls on the SCSU campus. SCSU's objective is to upgrade services to the students in the residence halls by moving to IPTV along with High Speed WIFI Internet services.

1.2 Authority

This RFP is issued by SCSU under the provisions of the Connecticut General Statutes 4a-52a,10a-151b and 10a-89.

1.3 RFP Organization

This RFP is organized into the following sections:

Section 1 - Administrative Overview -- Provides bidders with general information on the objectives of this RFP, procurement schedule, and procurement overview.

Section 2 - Scope of Work -- Provides bidders with a general description of the University, background, RFP objectives, the tasks to be performed, delineates University and awarded contractor's responsibilities, and defines deliverables.

Section 3 - Proposal Requirements -- Describes the required format and content for the bidder's proposal.

Section 4 - Evaluation Criteria -- Describes how proposals will be evaluated by SCSU.

1.4 Submission of Questions

Contractors may submit questions or requests for clarification via email to shealuzikc1@southernct.edu. **The deadline for submission of questions is 12:00 p.m., Monday, January 20, 2020 (EST). No phone or verbal questions will be entertained.** All questions and answers, clarifications, or corrections will be distributed to all interested parties no later than Friday, January 24, 2020 through an addendum, via State of Connecticut's Department of Administrative Services Contracting Portal (www.das.state.ct.us). **Note that any addenda issued will be posted on the Department of Administrative Services Contracting Portal, address www.das.ct.us.** Proposer must acknowledge receipt of all addenda. It shall be the responsibility of prospective bidders and interested parties to familiarize themselves with the web site and visit it regularly during the RFP process for updated information or addenda related to this RFP.

1.5 Submission of Proposals

Contractors shall submit a clearly marked original plus **seven (7)** copies of the proposal. **Contractors shall also submit one complete copy of their proposal on either a CD or USB flash drive.** Proposals shall be received by the SCSU Procurement Services Department no later than **2:00 p.m., Wednesday, January 29, 2020**, at which time a representative of the SCSU Procurement Services Department will announce publicly the names of those firms submitting proposals. Any proposal received after this date and time

shall be rejected and returned to the vendor. No other public disclosure will be made until after the award of the contract. Proposals shall be mailed or delivered to:

**Cynthia Shea-Luzik
Manager, Procurement Services
Southern Connecticut State University
Wintergreen Building
501 Crescent Street
New Haven, CT 06515**

The outside cover of the package containing the proposal shall be marked: **“RFP 20-SCSU-08 Residential Network Solution and Streaming Video Services”** to allow for proper identification.

***Note that in the event of University closing or early dismissal due to inclement weather this RFP will be due and opened at 2:00 PM on the next business day. For up to date information on cancellations or early closings, please visit the University’s website at www.southernct.edu.**

1.6 Costs for Proposal Preparation

Any costs incurred by Contractors in preparing or submitting a proposal or presentation shall be the Contractor’s sole responsibility.

1.7 Disqualification of Proposals

The University reserves the right to consider as acceptable only those proposals submitted in accordance with all requirements set forth in this RFP and which demonstrate an understanding of the scope of the work. Any proposal offering any other set of terms and conditions contradictory to those included in this RFP may be disqualified without further notice.

A Contractor shall be disqualified and the proposal automatically rejected for any one or more of the following reasons:

- The proposal shows any noncompliance with applicable law.
- The proposal is conditional, incomplete, or irregular in such a way as to make the proposal indefinite or ambiguous as to its meaning.
- The proposal has any provision reserving the right to accept or reject award, or to enter into a contract pursuant to an award, or provisions contrary to those required in the solicitation.
- The Contractor is debarred or suspended.
- The Contractor is in default of any prior contract or for misrepresentation

1.8 Rights Reserved

SCSU reserves the right to award in part, to reject any and all proposals, in whole or in part, and to waive technical defects, irregularities and omissions if, in its judgment, the best interest of SCSU will be served. Should SCSU determine that only one Bidder is fully qualified, or that one Bidder is more highly qualified than the others under consideration, a contract may be negotiated and awarded to that bidder. The awarded document will be a contract incorporating by reference all requirements, terms and conditions of the solicitation and the awarded contractor’s proposal as negotiated.

1.9 **Final Contract**

SCSU reserves the right to enter into negotiations with the selected Proposer or Proposers in an effort to reach a mutually satisfactory Contract that will be executed by the parties and will be based on this RFP, the RFP proposal submitted by the selected Proposer(s) and the subsequent negotiation.

The University reserves the right to award a Contract based on an offer which, in the sole opinion of the University, best fulfills or exceeds the requirements of this RFP and is deemed to be in the best interest of the University.

The Contract, when duly executed, shall represent the entire agreement between the parties.

1.10 **Inspection of Proposal and Confidential Information**

Proposals may be available for public inspection upon notice of award and shall be available for public inspection after the contract is signed by all parties. Information marked as "confidential" in any proposal shall be honored as such, to the extent allowable under the Freedom of Information Act.

The University treats Proposals as confidential until after the award is issued. At that time they become subject to disclosure under the Freedom of Information Act. If a respondent wishes to supply any information, which it believes is exempt from disclosure under the Act that respondent should summarize such information in a separate envelope and each page submitted should clearly state "Confidential," but otherwise be presented in the same manner as the Proposal. However, any such information is provided entirely at the respondent's own risk and the University assumes no liability for any loss or damage which may result from the University's disclosure at any time of any information provided by the respondent in connection with its proposal.

1.13 **Contract Invalidation**

If any provision of this contract is found to be invalid, such invalidation will not be construed to invalidate the entire contract.

1.14 **Term of Contract**

The initial contract period shall begin on or about July 1, 2020 and end on June 30, 2025. This agreement may, upon the mutual consent of the parties, be extended for two (2) twenty-four month periods or parts thereof.

Formal award shall be in the form of a completely executed SCSU Agreement document.

1.15 **Fees**

All fee and cost structures quoted herein for this program shall remain firm for the first year of the contract term. On the anniversary date of the agreement, Contractor may submit a written request for a price adjustment. Documentation supporting Contractor's request for a price adjustment must be provided to SCSU along with the written request. SCSU reserves the right to reject any price adjustment requests.

All requests for a price adjustment shall be sent to SCSU Procurement Services, 501 Crescent Street, New Haven, CT 06515.

1.16 **RFP Terms and Conditions**

The terms and conditions should be reviewed carefully to ensure full responsiveness to the RFP. The anticipated contract will be, in form and substance, consistent with applicable University policy and regulations and State of Connecticut statutes and regulations regarding the creation and execution of such contract. The failure of any respondent to receive or examine any contract, document, form, addenda or to visit the sites and acquaint itself with conditions there-existing, will not relieve it of any obligation with respect to its proposal or any executed contract. The submission of a proposal shall be conclusive evidence and understanding of the University's intent to incorporate such terms and conditions into the resulting contract.

1.17 **Recycled Materials**

The University and the State of Connecticut has a commitment to encourage the purchase and use of recycled and recyclable materials whenever technically or economically feasible or required by law. Proposers are encouraged to use recycled or recyclable supplies.

1.18 **Sustainability and Green Campus Initiative**

- In the interest of supporting SCSU's initiative to reduce waste and extraneous use of natural resources, SCSU is requesting the following"
- All proposals should be submitted on two-sided recycled paper where possible
- Proposers should refrain from using excessive and unnecessary packaging when shipping or mailing their responses.
- Proposers should refrain from using superfluous binders where possible, especially for the copies being requested.
- Proposers should consider presenting peripheral information (i.e. company and product brochures) on CD or DVD where possible or practical.

Section 2. Scope of the Work

2.1 General Background

Southern Connecticut State University, a 171-acre campus located in Westville section of New Haven, is part of the Connecticut State Colleges and Universities System ("CSCU"). The CSCU, governed by a Board of Regents, consists of 12 two year community colleges, one public on-line college and four comprehensive universities. The universities are located in urban areas: Central Connecticut State University in New Britain, Eastern Connecticut State University in Willimantic, Southern Connecticut State University in New Haven, and Western Connecticut State University in Danbury.

Southern Connecticut State University serves roughly 10,000 students. Almost ninety-five percent (95%) of SCSU's students are residents of the State of Connecticut. SCSU has an enrollment of approximately 6800 full-time and 800 part-time undergraduate students. In addition, SCSU serves almost 800 full-time graduate students, and 1500 part-time graduate students. Of the approximately 6800 full-time undergraduate students, approximately 2,600 reside in ten campus residence halls.

For more information about the University please visit our website at www.southernct.edu.

2.2 Objectives

Southern Connecticut State University (hereinafter referred to as the "University" or "SCSU") is seeking proposals from experienced and qualified contractors to provide and manage a state of the art, comprehensive, turn-key Student Housing Residential Network ("ResNet") solution as well as Streaming Video Services for the residence halls on the SCSU campus.

The primary objective is to upgrade services to the students in the residence halls by moving to IPTV along with High Speed WIFI Internet Services. The result of this project will be to improve network services in the residence halls, including rooms, basements, lounges, programming spaces and surrounding outdoor facilities.

It is the purpose of this RFP to obtain complete data from each bidder to enable the University to determine which bidder is best able to provide a solution that will enable the University to improve its wireless network infrastructure and service delivery to its residents.

2.3 Residence Life Facilities:

This project will improve networking services in the following facilities:

Schwartz Hall	Chase Hall	Neff Hall
Wilkinson Hall	Hickerson Hall	Brownell Hall
Farnham Hall	West Campus	North Campus High Rise
North Campus Town Houses	Schwartz Programming Space	Farnham Programming Space

2.4 Assignment

The awarded contractor must agree that the resulting agreement shall be neither transferable nor assignable. Direct employees of the awarded contractor shall perform all work. To assure accountability, no sub-contractors shall be allowed to perform any work related to the contract award.

2.5 Insurance Requirements

Before commencing performance, the Awarded Contractor shall obtain and maintain at its own cost and expense for the duration of the contract, the following insurance:

Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Coverage shall include premises and operations, independent contractors, products and completed operations, contractual liability and broad form property damage coverage, if a general aggregate is used, the general aggregate limit shall apply separately to the project or the general aggregate limit shall be twice the occurrence limit.

Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury.

Workers Compensation and Employers Liability: Statutory coverage in compliance with the compensation laws of the State of Connecticut. Coverage shall include employer's liability with minimum limits of \$100,000 each accident, \$500,000 disease, policy limit, \$100,000 each employee.

Additional Insured Provision

The Awarded Contractor shall add the State of Connecticut, the Board of Trustees for the Connecticut State University and Southern Connecticut State University, its officers, agents and employees as additional insured under the commercial general liability policies for purposes of the contract. **This document must be submitted to the SCSU Purchasing Department prior to beginning work at the University.**

In the event the Awarded Contractor fails to maintain and keep in force the required insurance, SCSU shall have the right to terminate the contract forthwith and without notice.

The Awarded Contractor must agree to indemnify and save harmless Southern Connecticut State University, the Board of Regents for the Connecticut State University System, its agents and the State of Connecticut from claims, suits, actions, damages and costs of every name and description, arising out of or resulting from the Awarded Contractor's performance of the contract.

2.6 Scope of Desired Services

2.6.1 General Terms of Services

- a) Respondents should have a proven track record of delivering communications services as described in this RFP to on-campus residential students. Solution must allow for wireless access in student rooms, lobbies, lounges, common areas, basements, programming spaces, offices and other rooms in the residence hall buildings as well as adjacent surround areas for residents, staff and guests.
- b) The selected vendor will be the sole provider of the services and will be a reflection of the College in the eyes of the students and their parents. Vendor should make provisions concerning equipment options including robustness and expandability, change out timing, introducing new devices or services to customers, etc.

- c) The selected vendor must stay current with the development of the technology needs and must be able to meet or exceed such needs over the duration of the agreement.
- d) The selected vendor is responsible for the complete maintenance of the equipment making up the ResNet infrastructure and is responsible for the replacement of any equipment in order to ensure the proper functioning of the ResNet infrastructure. The selected vendor shall not use the University's infrastructure (i.e. servers).
- e) Vendor must provide all technical service support on campus such as network maintenance and individual student service calls at no additional charge to the school or student.

2.6.2 **Required Specifications for Internet**

1. The following products/services shall be provided:
 - a. New Internet connection for this network. Feed to terminate in the SCSU Granoff building (Police Department). Existing fiber feeds from Granoff to all residence hall buildings. 2 Telecom Closets located in every residence hall with Cat-5e feeds to all rooms/locations.
 - b. Physical installation of 600-700 current-generation (802.11ac wave 2 standard) wireless access points.
 - c. Minimum guaranteed bandwidth of 50 Mbps per device (5 devices per student)
 - d. Cabling to support the physical installation of new APs in designated areas as needed required.
 - e. Assigned Manager for management of operations for the new network.
 - f. Device installation, configuration and testing for service optimization.
 - g. 24-hour network monitoring and support.
 - h. Active security monitoring with email and text alerts
 - i. Uptime of 4-9s
 - j. Seamless bridge to eduroam and other Southern Wireless Networks
 - k. Wide wireless coverage to include some of the outside areas
 - l. Full move in support in September and January
2. Vendor must provide IEEE 802.11ac wireless access in all areas within each residence hall to which students and guests have access, including offices, lounges and in outdoor areas and areas immediately adjacent to the residence halls.
3. Vendor must guarantee an Internet data speed for Standard ResNet Services per device of 50Mbps download and 15Mbps upload. Each student may operate up to 5 devices at this level of throughput at one time.
4. Vendor can provide additional optional higher Internet data speeds. All optional Internet data speeds are offered on a per device basis directly to the student, guest or staff member.
5. The wireless network must support roaming within a residence hall and in the areas immediately outside each residence hall for a seamless experience.
6. Vendor must fully monitor and manage the ResNet infrastructure and Services 24/7/365.

2.6.3 **Required Specifications for IPTV**

Provide IPTV service for 9 residence halls and 4 sets of townhouse units

1. Provide IPTV service to residential rooms, offices, programming spaces, lobbies, and lounges of nine (9) residence halls and 4 sets of townhouse units for residents, guests and staff.
2. IPTV Service content must be viewable on multiple platforms: pc's, tvs, tablets, and mobile devices
 - o Easy to access and navigate
 - o Secure
 - o Searchable tv listings
 - o Closed captioning
 - o Network device to connect to tv via hdmi or other standard connection
 - o Picture quality should include HDTV format for most channels
3. Programming: The programming must include the channels in the Minimum Channel Lineup listed on the following page.
4. Installation, Maintenance, and Support: The Proposer must provide system and equipment setup and on-going maintenance of the system and equipment. The Proposer must provide end user and backend support to trouble-shoot problems.
5. Solution to view IPTV on non-smart TVs
6. Ability to view IPTV content on tablets and other mobile devices.

2.64 **Optional Specifications for IPTV**

1. DVR capabilities: Ability for users to record a minimum of 20 hours of programs to a server (provided by the Proposer) for later viewing

2.6.5 **Professional Manner & Security Access**

Work performed under this RFP may be performed while the students live in the residence halls. It is critical that the work does not disrupt normal operations at the College. The selected vendor's personnel are to conduct themselves in a professional manner, so as not to compromise the safety or self-respect of any student, staff member, or guest. The College reserves the right of approval of any on-site employees, and the right to dismiss from this, and any other work performed under this RFP, any individual without a statement of cause. The vendor will comply without compromising schedules and/or any other contract term.

2.6.6 **Questions for Proposers**

Please address each of these questions as part of your proposal response.

1. Residence halls are a 24/7 operation with students up and working all hours of the day and night. Please describe your support model for addressing issues, your hours of operation, and the various ways students can get help during both normal business hours and evenings and weekends.
2. How does your solution handle adding and removing users both at the beginning or end of a term as well as as-needed during the year?
3. How do you handle temporary guest accounts and conference groups who use Housing facilities and require wireless access? Please describe how users are given to these users, length of access, if there are charges for this service, and how is access id managed and terminated.

4. How are service calls handled? If you provide a direct customer service contact for users, give detail about how on-site service needs will be communicated to SCSU staff. Provide details on workflow.
5. What options do you have for students to upgrade their speed and be billed directly for the upgrade in service? Please provide detailed information on how this works.
6. What is the process a user must follow to achieve service activation?
7. What materials do you provide to assist users to self-activate without assistance?
8. Is any information collected by you that is shared with or sold to a third party? If so, please describe the information collected and the purpose for sharing this information.
9. How do you handle equipment (e.g. Access Points) and wiring in resident occupied spaces that can be subject to tampering and abuse? Please describe how you handle replacement, charges associated with replacement, and any processes or procedures you follow to determine if your equipment was tampered with.
10. How do you handle changes in available bed count? If new buildings are built, old buildings are decommissioned, or wings and floors of buildings are brought offline for maintenance or mothballed, how does that affect the overall pricing model?
11. Does the system have the ability for SCSU to have banner advertising space in the IPTV software?
12. Does the system have the ability to broadcast EAS: Emergency Alert System broadcasts and messages? Can the university inject an emergency scroll (message) on devices that currently watching content? If so, please elaborate in detail.
13. Does the system have the ability for University-Generated & Over-The-Air (OTA) Content: Do you have the ability to ingest and stream local school channels. Allowing the school to broadcast special events like sports, concerts, speaking engagements, and other campus activities or presentations.
14. Can the system accept over the air and university generated channels? If so, what are the interface requirements for this type of content injection?
15. Can the university control who has access to certain types of content while on campus? Please explain in detail.
16. Is the headend monitored remotely by the vendor?
17. What, if any, service level agreement (SLA) is provided?
18. When is regular network maintenance performed, what effect does it have on services, and how is maintenance communicated to SCSU staff and students living in the residence halls?
19. How are emergency network maintenance or outages handled and communicated to the users of your services?
20. Please describe when and how equipment is replaced, either when it reaches end of life or it malfunctions. How it is determined it needs to be replaced?
21. Are there any provisions for a technology refresh during the term of the contract? What will trigger a technology refresh? Is the refresh cost included in the regular price? How do you handle new standards for wireless access in the future? (beyond 802.11ac)
22. What equipment do you require be installed in telecom closets, and do you have a requirement for additional space for a network core or server infrastructure?
23. What is the maximum distance the dish or other receiving equipment can be placed from the server?

24. Will your system integrate with current University authentication systems? If so, which authentication systems are supported? If other methods are employed to restrict access to content, please explain.
25. Will you provide and support up-to-date security tools for resident student, staff member or guest at no charge for each semester the person remains a subscribed to the ResNet Services? Do you provide updatable anti-malware programs? Please note: All updatable anti-malware programs must be approved by the College.

For the head end equipment (connectivity between system and Southern consumers of the content):

1. What link speed and connector type is required?
2. Are there specific TCP/UDP ports required for operation and management?

Please describe your capability in providing the following deliverables:

1. Website, online training modules for how to use the network, etc. for staff and students
2. Audience-tailored informational materials (posters, flyers, brochures)
3. Timeline & Transition Plan-Bidders shall include a time line and transition plan designed to minimize the service delivery impact associated with the implementation of the proposed solution. Commencement of service to student residents shall be no later than August 1, 2020.

Vendor should also provide Customer with any related services, enhancements or features that it feels would be beneficial to Customer as well as related costs. Such optional services may be included in the agreement.

Channel line-up should include or exceed channel listings outlined in Exhibit B

Section 3. Proposal Requirements

3.1 Response Requirements

Each proposal must include a table of contents with page numbers for each of the required components of the proposal.

All proposals must include a written point-by-point response to this RFP. Each response must be cross-referenced to the corresponding numbered item in this RFP and described in as much detail as possible. The bidder's information should be prepared simply and economically, providing a straightforward, concise description of that which is required. Emphasis should be on completeness and clarity of content. No fewer than an original and **seven (7)** copies of the proposal shall be submitted.

Failure to respond to all points may be grounds for rejection. Likewise, failure to supply any information required to accompany the proposals may cause a rejection of the proposal as non-compliant. The University reserves the right to request additional information and/or presentations, if clarification is needed.

Proposals that do not substantially conform to the contents of the bid request consequently altering the basis for proposal comparison, may be considered as unresponsive and disregarded.

Any RFP response, subsequent submittals and resultant Contract are subject to Freedom of Information Act (FOIA) Connecticut General Statute (CGS) Section 1-218. Ownership of all data, material and documentation originated and prepared for the University pursuant to the RFP shall belong exclusively to the University. Trade secrets or commercial or financial information given in confidence submitted by a Proposer shall not be subject to public disclosure, however, the Proposer must clearly identify on every page of its proposal the information that it considers confidential. In addition, a written notice must be provided that identifies the rationale for the confidentiality of the information and if the information is subsequently requested, the pages marked confidential will be handled in accordance with FOIA Statute.

Labeling the entire contents of a proposal “confidential” is not acceptable and may result in rejection of the proposal.

3.2. Proposer Qualifications and Information

The specifications in this section must be responded to on a point by point basis so the University can evaluate how the proposer plans to meet these requirements. Vendors must use the RFP numbering scheme in their response to allow for efficient evaluation.

- A. Provide details of your firm's experience and expertise providing the applicable services listed in Section 2.6.

- B. Provide evidence of all applicable licenses and other qualifying credentials possessed by your firm for providing these services.
- C. Provide the number of years your company has been in business and other information that would support your level of experience.
- D. Provide the names and qualifications of personnel who will provide the proposed services; include team manager and key contacts
- E. Detail your company's fees and fee structure for these services as requested in Appendix III-A.
- F. The bidder's response must clearly demonstrate the capacity to handle the requirements of this contract in addition to current workload. Does the bidder have sufficient staff of properly trained employees to take on and consistently maintain the resulting contract? Explain.
- G. Supplementary information may be requested by the University to assure that the bidder's competence, business organization, and financial resources are adequate to successfully perform the specified service.
- H. Proposals are required to be complete and accurate. Omission, inaccuracy of misstatements may be sufficient cause for rejection of proposal.
- I. The proposal must include a summary of the bidder's experience with Affirmative Action. This information is to include a summary of the bidder's affirmative action plan and the bidder's affirmative action policy statement.
- J. Regulations of Connecticut State Agencies Section 4-114a-3(10) require agencies to consider the following factors when awarding a contract which is subject to contract compliance requirements. Explain your understanding of these requirements.
- The bidder's promise to develop and implement a successful Affirmative Action Plan;
 - The bidder's submission of EE0-1 data indicating that the composition of its work force is at or near parity when compared to the racial and sexual composition of the work force in the relevant labor market area, and
 - The bidder's promise to set aside a portion of the contract for legitimate small contractors and minority enterprise.
- K. Provide your company's general qualifications and experience as they relate to the following:
- A demonstrated compliance with State of Connecticut contracting statutes and regulations. If a proposer has no experience in the State of Connecticut, they shall provide the same information from experience in other states.
 - History of contracts entered into with the State of Connecticut over the five (5) year period immediately prior to the published date of the RFP, including contracts awarded, contracts terminated, and contracts determined to be null and void.
 - History of violations of State of Connecticut statutes and regulations relating to Ethics during the five (5) year period immediately prior to the published date of the RFP.

- L. Provide other such information as the bidder deems pertinent for consideration by the University (supplemental information, value added services, etc.)

Section 4. Bid Evaluation Criteria

Evaluation – The award of a contract shall be based upon a comprehensive review and analysis of all proposals by the RFP committee, and negotiation of the proposal which best meets the needs of the University.

The award shall be made to the most responsive bidder offering the best value as determined by the University. All Vendors submitting proposals concur with this method of award and will not, under any circumstances or in any manner, dispute any award made using this method.

The University will include in its evaluation: proposals, presentations (if requested), references, and financial considerations. In addition, the award will be predicated upon the successful negotiation of the specific terms and conditions to be included in the resulting contract.

All proposals will be evaluated by a committee, which will use the specific evaluation criteria listed below. Proposals will be evaluated as to the vendor's response to the following criteria:

Evaluation Criteria

Each proposal will be evaluated by a screening committee against the following criteria to determine which proposal is most capable of providing the requested product and services.

- Demonstrated ability based on experience, qualifications and references, to provide the services requested;
- References, specifically experience in Higher Education;
- Proposed pricing as outlined in Appendix III-A;
- Demonstrated compliance with State of Connecticut contracting statutes and regulations, including history of contracts entered into with the State of Connecticut over the last five (5) years and history of violations of State of Connecticut statutes and regulations relating to Ethics during the past five (5) years;
- Demonstration of commitment to affirmative action by full compliance with the regulations of the commission on Human Rights and Opportunities (CHRO);

The order in which the above selection criteria are listed is not indicative of their relative importance.

Supplemental Information: As part of the evaluation process, the University may request the Vendor to supply, in writing, clarifications, additional documentation or information needed to fairly evaluate each proposal.

Requests for Clarification by the University: The University may request that any proponent clarify or supplement any information contained in any Proposal. Proposers are required to provide a written response within seven (7) business days of receipt of any request for clarification by the University.

Proposal Qualification Data: If necessary to evaluate proposer qualification, proposer may be requested to furnish information including but not limited to the following items:

- Financial resources.
- Personnel resources.
- Executives and key person resumes.
- Ability to meet delivery and support schedules.
- Ability to meet specifications and quality requirements.

APPENDIX I- REFERENCES

List the company name, e mail address, mailing address, contact person and telephone number of five (5) locations where your company has performed similar work as related to this bid.

<u>Company Name</u> e-mail address	<u>Address</u>	<u>Contact Person</u>	<u>Telephone No.</u>
1. _____ _____	_____	_____	(____)_____
2. _____ _____	_____	_____	(____)_____
3. _____ _____	_____	_____	(____)_____
4. _____ _____	_____	_____	(____)_____
5. _____ _____	_____	_____	(____)_____

This form must be included with your bid.

Appendix II. INSTRUCTIONS TO PROPOSERS

- A. Proposals must be addressed and delivered to the Cynthia Shea-Luzik, Procurement Services, Wintergreen Building, Southern Connecticut State University, 501 Crescent Street, New Haven, CT 06515
- Name of Proposer:**
Title of Proposal: Residential Network Solution and Streaming Video Services
RFP Number: RFP 20-SCSU-08
Proposal Due Date: 2:00 P.M., January 29, 2020

No telephone, telegraphic or facsimile proposals will be considered.

NOTE: Any proposal received after 2:00 pm on January 29, 2020 shall be rejected and will not be opened.

- B. Proposals should include **one (1) original** (signed in ink) and **seven (7) copies** plus **one (1) complete copy electronically on CD or USB flash drive**.
- C. Proposers may withdraw their proposals at any time prior to the time and date set for opening.
- D. No department, school, or office at the University has the authority to solicit or receive official proposals other than the Procurement Services Department. All solicitation is performed under the direct supervision of the Procurement Services Department and in complete accordance with University policies and procedures.
- E. The University reserves the right to conduct discussions with proposers. During this discussion period, the University will not disclose any information derived from the proposals or from discussions with other proposers. Once an award is made, the solicitation file, and the proposals contained therein, are in the public record and will be disclosed upon request.
- F. Submission of a proposal against this RFP is your acknowledgement that subjective criteria will be used in the evaluation of proposals. Award shall be made to the responsible proposer who is determined to be the most advantageous to the University. Price, although an important consideration, will not be the sole determining factor.
- G. Proposals must be provided on the Appendix III-A. Proposals on any other form will be considered informal and will be rejected. Conditional proposals will not be considered. All proposals must be signed by an individual authorized to extend a formal proposal. Proposals that are not signed may be rejected.

- H. The University reserves the right to any or all proposals or any part thereof, or to accept any proposal, or any part thereof, or to withhold the award and to waive or decline to waive irregularities in any proposal when it determines that it is in its best interest to do so. The University also reserves the right to hold all proposals for a period of 90 days after the opening date and the right to accept a proposal not withdrawn before the scheduled opening date.
- I. All proposals in response to this RFP are to be the sole property of the State and subject to the provisions of section 1-19 of the Connecticut General Statutes. (re: Freedom of Information)
- J. Any alleged oral agreement or arrangement made by a vendor with any agency or employee shall be superseded by the written agreement.
- K. SCSU reserves the right to correct inaccurate awards resulting from clerical errors.
- L. No additions or changes to the original proposal will be allowed after submittal. While changes are not permitted, clarification at the request of the agency may be required at the bidder's expense.
- M. Direct all inquiries relative to the conditions and specifications listed herein and any and all other communication related to this RFP to:

Cynthia Shea-Luzik
Manager, Procurement Services
Southern Connecticut State University
Wintergreen Building
501 Crescent Street
New Haven, CT 06515
Email: shealuzik1@southernct.edu

Appendix III. PROPOSAL CERTIFICATION

Residential Network Solution and Streaming Video Services - RFP 20-SCSU-08

I certify that:

- This proposal is a legal and binding offer and I have the authority to bind the proposer indicated below to the specific terms, conditions and technical specifications required in this RFP and offered in the proposer's proposal. I understand that by submitting this proposal, the proposer indicated below agrees to provide the services described in the proposal.
- The contents of the proposal are true and accurate and that the proposer has not made any knowingly false statements in the proposal.
- The proposal has been developed independently, without consultation or communication with any employee or consultant of SCSU who has worked on the development of this RFP, or with any person serving as a member of the evaluation committee, or with any other proposer or parties for the purpose of restricting competition.
- This bid is genuine and is not made in the interest of or on behalf of any undisclosed person, firm or corporation; that the proposer has not directly or indirectly induced or solicited any other proposer to put in a false or sham bid; that the proposer has not solicited or induced any person, firm or corporation to refrain from bidding; and that the proposer has not sought by collusion to obtain any advantage over any other proposer or over the University.
- We have read and understood the RFP and have submitted our proposal in accordance with the terms and conditions of the proposal specifications and agree to fulfill our legal obligations pursuant to the attached contractual provisions.

Firm _____

Authorized _____

Signature _____

Title _____

Date _____

APPENDIX III-A - COST PROPOSAL

Please list pricing for services offered on this page. Pricing should include all applicable fees.

Cost per Month

Cost per Year

a.) Internet Charge: _____ _____

b.) IPTV Charge: _____ _____

c.) Please list any miscellaneous services that your company may offer and corresponding charges for each (*attach separate sheet if necessary*):

Service Description: _____

Price: _____

Service Description: _____

Price: _____

Service Description: _____

Price: _____

Signature of Authorized Official

By: _____

Title: _____

Date: _____

Appendix IV – NON-DISCRIMINATION CERTIFICATION

Non-discrimination.

- (a) For purposes of this Section, the following terms are defined as follows:
- (1) “Commission” means the Commission on Human Rights and Opportunities;
 - (2) “Contract” and “contract” include any extension or modification of the Contract or contract;
 - (3) “Contractor” and “contractor” include any successors or assigns of the Contractor or contractor;
 - (4) “Gender identity or expression” means a person’s gender-related identity, appearance or behavior, whether or not that gender-related identity, appearance or behavior is different from that traditionally associated with the person’s physiology or assigned sex at birth, which gender-related identity can be shown by providing evidence including, but not limited to, medical history, care or treatment of the gender-related identity, consistent and uniform assertion of the gender-related identity or any other evidence that the gender-related identity is sincerely held, part of a person’s core identity or not being asserted for an improper purpose.
 - (5) “good faith” means that degree of diligence which a reasonable person would exercise in the performance of legal duties and obligations;
 - (6) “good faith efforts” shall include, but not be limited to, those reasonable initial efforts necessary to comply with statutory or regulatory requirements and additional or substituted efforts when it is determined that such initial efforts will not be sufficient to comply with such requirements;
 - (7) “marital status” means being single, married as recognized by the State of Connecticut, widowed, separated or divorced;
 - (8) “mental disability” means one or more mental disorders, as defined in the most recent edition of the American Psychiatric Association’s “Diagnostic and Statistical Manual of Mental Disorders”, or a record of or regarding a person as having one or more such disorders;
 - (9) “minority business enterprise” means any small contractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) who are active in the daily affairs of the enterprise, (2) who have the power to direct the management and policies of the enterprise, and (3) who are members of a minority, as such term is defined in subsection (a) of C.G.S. § 32-9n; and
 - (10) “public works contract” means any agreement between any individual, firm or corporation and the State or any political subdivision of the State other than a municipality for construction, rehabilitation, conversion, extension, demolition or repair of a public building, highway or other changes or improvements in real property, or which is financed in whole or in part by the State, including, but not limited to, matching expenditures, grants, loans, insurance or guarantees.

For purposes of this Section, the terms "Contract" and "contract" do not include a contract where each contractor is (1) a political subdivision of the state, including, but not limited to, a municipality, unless the contract is a municipal public works contract or quasi-public agency project contract, (2) any other state, including but not limited to any federally recognized Indian tribal governments, as defined in C.G.S. § 1-267, (3) the federal government, (4) a foreign government, or (5) an agency of a subdivision, state or government described in the immediately preceding enumerated items (1), (2), (3), or (4).

- (b) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by such Contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United States or of the State of Connecticut; and the Contractor further agrees to take affirmative action to insure that applicants with job-related qualifications are employed and that employees are treated when employed without regard to their race, color, religious creed, age, marital status, national origin, ancestry, sex, gender identity or expression, intellectual disability, mental disability or physical disability, including, but not limited to, blindness, unless it is shown by the Contractor that such disability prevents performance of the work involved; (2) the Contractor agrees, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, to state that it is an "affirmative action-equal opportunity employer" in accordance with regulations adopted by the Commission; (3) the Contractor agrees to provide each labor union or representative of workers with which the Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which the Contractor has a contract or understanding, a notice to be provided by the Commission, advising the labor union or workers' representative of the Contractor's commitments under this section and to post copies of the notice in conspicuous places available to employees and applicants for employment; (4) the Contractor agrees to comply with each provision of this Section and C.G.S. §§ 46a-68e and 46a-68f and with each regulation or relevant order issued by said Commission pursuant to C.G.S. §§ 46a-56, 46a-68e, 46a-68f and 46a-86; and (5) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor as relate to the provisions of this Section and C.G.S. § 46a-56. If the contract is a public works contract, municipal public works contract or contract for a quasi-public agency project, the Contractor agrees and warrants that he or she will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such public works or quasi-public agency projects.
- (c) Determination of the Contractor's good faith efforts shall include, but shall not be limited to, the following factors: The Contractor's employment and subcontracting policies, patterns and practices; affirmative advertising, recruitment and training; technical assistance activities and such other reasonable activities or efforts as the Commission may prescribe that are designed to ensure the participation of minority business enterprises in public works projects.
- (d) The Contractor shall develop and maintain adequate documentation, in a manner prescribed by the Commission, of its good faith efforts.
- (e) The Contractor shall include the provisions of subsection (b) of this Section in every subcontract or purchase order entered into in order to fulfill any

obligation of a contract with the State and in every subcontract entered into in order to fulfill any obligation of a municipal public works contract for a quasi-public agency project, and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56, as amended; provided if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

- (f) The Contractor agrees to comply with the regulations referred to in this Section as they exist on the date of this Contract and as they may be adopted or amended from time to time during the term of this Contract and any amendments thereto.
- (g) (1) The Contractor agrees and warrants that in the performance of the Contract such Contractor will not discriminate or permit discrimination against any person or group of persons on the grounds of sexual orientation, in any manner prohibited by the laws of the United States or the State of Connecticut, and that employees are treated when employed without regard to their sexual orientation; (2) the Contractor agrees to provide each labor union or representative of workers with which such Contractor has a collective bargaining Agreement or other contract or understanding and each vendor with which such Contractor has a contract or understanding, a notice to be provided by the Commission on Human Rights and Opportunities advising the labor union or workers' representative of the Contractor's commitments under this section, and to post copies of the notice in conspicuous places available to employees and applicants for employment; (3) the Contractor agrees to comply with each provision of this section and with each regulation or relevant order issued by said Commission pursuant to C.G.S. § 46a-56; and (4) the Contractor agrees to provide the Commission on Human Rights and Opportunities with such information requested by the Commission, and permit access to pertinent books, records and accounts, concerning the employment practices and procedures of the Contractor which relate to the provisions of this Section and C.G.S. § 46a-56.
- (h) The Contractor shall include the provisions of the foregoing paragraph in every subcontract or purchase order entered into in order to fulfill any obligation of a contract with the State and such provisions shall be binding on a subcontractor, vendor or manufacturer unless exempted by regulations or orders of the Commission. The Contractor shall take such action with respect to any such subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance in accordance with C.G.S. § 46a-56 as amended; provided, if such Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the Commission regarding a State contract, the Contractor may request the State of Connecticut to enter into any such litigation or negotiation prior thereto to protect the interests of the State and the State may so enter.

Appendix V – CAMPAIGN CONTRIBUTION RESTRICTIONS

On February 8, 2007, Governor Rell signed into law Public Act 07-1, An Act Concerning the State Contractor Contribution Ban and Gifts to State and Quasi-Public Agencies. For all State contracts as defined in P.A. 07-1 having a value in a calendar year of \$50,000.00 or more, or a combination or series of such agreements or contracts having a value of \$100,000.00 or more, the authorized signatory to this agreement expressly acknowledges receipt of the State Elections Enforcement Commission's notice advising state contractors of state campaign contribution and solicitation prohibitions, which is set forth below, and will inform its principals of the contents of the notice. See SEEC Form 11 (reproduced and inserted below).

SEEC FORM 11

Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations

This notice is provided under the authority of Connecticut General Statutes §9-612(g)(2), as amended by P.A. 10-1, and is for the purpose of informing state contractors and prospective state contractors of the following law (italicized words are defined below).

CAMPAIGN CONTRIBUTION AND SOLICITATION LIMITATIONS

No state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee (which includes town committees).

In addition, no holder or principal of a holder of a valid prequalification certificate, shall make a contribution to (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of State senator or State representative, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or (iii) a party committee.

On and after January 1, 2011, no state contractor, prospective state contractor, principal of a state contractor or principal of a prospective state contractor, with regard to a state contract or state contract solicitation with or from a state agency in the executive branch or a quasi-public agency or a holder, or principal of a holder of a valid prequalification certificate, shall knowingly solicit contributions from the state contractor's or prospective state contractor's employees or from a subcontractor or principals of the subcontractor on behalf of (i) an exploratory committee or candidate committee established by a candidate for nomination or election to the office of Governor, Lieutenant Governor, Attorney General, State Comptroller, Secretary of the State or State Treasurer, (ii) a political committee authorized to make contributions or expenditures to or for the benefit of such candidates, or

(iii) a party committee.

DUTY TO INFORM

State contractors and prospective state contractors are required to inform their principals of the above prohibitions, as applicable, and the possible penalties and other consequences of any violation thereof.

PENALTIES FOR VIOLATIONS

Contributions or solicitations of contributions made in violation of the above prohibitions may result in the following civil and criminal penalties:

Civil penalties—Up to \$2,000 or twice the amount of the prohibited contribution, whichever is greater, against a principal or a contractor.

Any state contractor or prospective state contractor which fails to make reasonable efforts to comply with the provisions requiring notice to its principals of these prohibitions and the possible consequences of their violations may also be subject to civil penalties of up to \$2,000 or twice the amount of the prohibited contributions made by their principals.

Criminal penalties—Any knowing and willful violation of the prohibition is a Class D felony, which may subject the violator to imprisonment of not more than 5 years, or not more than \$5,000 in fines, or both.

CONTRACT CONSEQUENCES

In the case of a state contractor, contributions made or solicited in violation of the above prohibitions may result in the contract being voided.

In the case of a prospective state contractor, contributions made or solicited in violation of the above prohibitions shall result in the contract described in the state contract solicitation not being awarded to the prospective state contractor, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

The State shall not award any other state contract to anyone found in violation of the above prohibitions for a period of one year after the election for which such contribution is made or solicited, unless the State Elections Enforcement Commission determines that mitigating circumstances exist concerning such violation.

Additional information may be found on the website of the State Elections Enforcement Commission, www.ct.gov/seec. Click on the link to “Lobbyist/Contractor Limitations.”

DEFINITIONS

“State contractor” means a person, business entity or nonprofit organization that enters into a state contract. Such person, business entity or nonprofit organization shall be deemed to be a state contractor until December thirty-first of the year in which such contract terminates. “State contractor” does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service

and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Prospective state contractor" means a person, business entity or nonprofit organization that (i) submits a response to a state contract solicitation by the state, a state agency or a quasi-public agency, or a proposal in response to a request for proposals by the state, a state agency or a quasi-public agency, until the contract has been entered into, or (ii) holds a valid prequalification certificate issued by the Commissioner of Administrative Services under section 4a-100. "Prospective state contractor" does not include a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

"Principal of a state contractor or prospective state contractor" means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a state contractor or prospective state contractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a state contractor or prospective state contractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a state contractor or prospective state contractor, which is not a business entity, or if a state contractor or prospective state contractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any state contractor or prospective state contractor who has managerial or discretionary responsibilities with respect to a state contract, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the state contractor or prospective state contractor.

"State contract" means an agreement or contract with the state or any state agency or any quasi-public agency, let through a procurement process or otherwise, having a value of fifty thousand dollars or more, or a combination or series of such agreements or contracts having a value of one hundred thousand dollars or more in a calendar year, for (i) the rendition of services, (ii) the furnishing of any goods, material, supplies, equipment or any items of any kind, (iii) the construction, alteration or repair of any public building or public work, (iv) the acquisition, sale or lease of any land or building, (v) a licensing arrangement, or (vi) a grant, loan or loan guarantee. "State contract" does not include any agreement or contract with the state, any state agency or any quasi-public agency that is exclusively federally funded, an education loan, a loan to an individual for other than commercial purposes or any agreement or contract between the state or any state agency and the United States Department of the Navy or the United States Department of Defense.

"State contract solicitation" means a request by a state agency or quasi-public agency, in whatever form issued, including, but not limited to, an invitation to bid, request for proposals, request for information or request for quotes, inviting bids, quotes or other types of submittals, through a competitive procurement process or another process authorized by law waiving competitive procurement. "Managerial or discretionary responsibilities with respect to a state contract" means having direct, extensive and substantive responsibilities with respect to the negotiation of the state contract and not peripheral, clerical or ministerial responsibilities. "Dependent child" means a child residing in an individual's household who may legally be claimed as a dependent on the federal income tax of such individual.

“Solicit” means (A) requesting that a contribution be made, (B) participating in any fundraising activities for a candidate committee, exploratory committee, political committee or party committee, including, but not limited to, forwarding tickets to potential contributors, receiving contributions for transmission to any such committee or bundling contributions, (C) serving as chairperson, treasurer or deputy treasurer of any such committee, or (D) establishing a political committee for the sole purpose of soliciting or receiving contributions for any committee. Solicit does not include: (i) making a contribution that is otherwise permitted by Chapter 155 of the Connecticut General Statutes; (ii) informing any person of a position taken by a candidate for public office or a public official, (iii) notifying the person of any activities of, or contact information for, any candidate for public office; or (iv) serving as a member in any party committee or as an officer of such committee that is not otherwise prohibited in this section.

“Subcontractor” means any person, business entity or nonprofit organization that contracts to perform part or all of the obligations of a state contractor's state contract. Such person, business entity or nonprofit organization shall be deemed to be a subcontractor until December thirty first of the year in which the subcontract terminates. “Subcontractor” does not include (i) a municipality or any other political subdivision of the state, including any entities or associations duly created by the municipality or political subdivision exclusively amongst themselves to further any purpose authorized by statute or charter, or (ii) an employee in the executive or legislative branch of state government or a quasi-public agency, whether in the classified or unclassified service and full or part-time, and only in such person's capacity as a state or quasi-public agency employee.

“Principal of a subcontractor” means (i) any individual who is a member of the board of directors of, or has an ownership interest of five per cent or more in, a subcontractor, which is a business entity, except for an individual who is a member of the board of directors of a nonprofit organization, (ii) an individual who is employed by a subcontractor, which is a business entity, as president, treasurer or executive vice president, (iii) an individual who is the chief executive officer of a subcontractor, which is not a business entity, or if a subcontractor has no such officer, then the officer who duly possesses comparable powers and duties, (iv) an officer or an employee of any subcontractor who has managerial or discretionary responsibilities with respect to a subcontract with a state contractor, (v) the spouse or a dependent child who is eighteen years of age or older of an individual described in this subparagraph, or (vi) a political committee established or controlled by an individual described in this subparagraph or the business entity or nonprofit organization that is the subcontractor.

Appendix VI - RFP RESPONSE CHECKLIST

RFP Forms -

- () References (Appendix I)
- () Proposer Certification Sheet (Appendix III)
- () Cost Proposal (Appendix III-A)
- () SCSU-1 Contract Proposal

Commission for Human Rights and Opportunities (CHRO) for State

Contracts –

- () Contract Compliance Monitoring Report (5 pages)
<http://www.ct.gov/chro/lib/chro/pdf/notificationtobidders.pdf>

Ethics Affidavits & Certifications for State Contracts –

<http://www.ct.gov/opm/site/default.asp>

- () Form 5. Consulting Agreement Affidavit
- () W-9 Taxpayer Identification Number and Certification –
<http://www.irs.gov/pub/irs-pdf/fw9.pdf>

Exhibit B – Required Channel Line-up

<u>Channels</u>	
A&E	Nickelodeon
ABC Family	Own
AMC Animal Planet	Oxygen
BET Big Ten Network	Science Channel
Bloomberg	Spike TV
Bravo	SYFY
Cartoon Network	TBS
CBS College Sports	TCM
CMT	Teleguide
CNBC	The Learning Channel
CNN	The Weather Channel
Comcast/Charter Sports	TNT
Comedy Central	Travel Channel
C-Span	TRU TV
Discovery Channel	TV Guide
Disney	TV Land
E! Entertainment	University Channel
ESPN	USA
ESPN Classic	VH-1
ESPN2	VH-1 Classic
ESPNEWS	Local Channels -PBS, FOX, ABC, CBS, CW, NBC
ESPNU	*Preferred Premium Channels: HBO, SHO, TMC, Starz
Food Network	
Fox News Channel	
Fox Sports 1	
Fox Sports 2	
FX	
FX Movie	
Gameshow Network	
Headline News	
HGTV History	
Lifetime	
Lifetime Movie Network	
MSNBC	
MTV	
MTVU	
NASA	
National Geographic	
NBC Sports	
NFL Network	

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