

REQUEST FOR PROPOSALS (RFP)

Voice Over Internet Protocol (VOIP) Telephone System

The Agency is seeking proposals from qualified, licensed and insured entities to provide and install a Voice Over Internet Protocol (VOIP) Telephone System. For more information, contact Cheryl Lefler as indicated below.

RFP INFORMATION AT A GLANCE

CONTACT PERSON (NOTE: Unless otherwise specified, any reference herein to “Contracting Officer” or “(CO)” shall be a reference to Ms. Greenstreet.)	Cheryl Lefler, Assistant Director Telephone: (309)342-8129, ext. 214 E-mail: clefler@knoxhousing.org TDD/TTY: (800)526-0844
HOW TO OBTAIN THE RFP DOCUMENTS ON THE APPLICABLE INTERNET SITE	<ol style="list-style-type: none">1. Access nahro.economicengine.com (no “www”).2. Click on the “Login” button in the upper left side.3. Follow the listed directions. If you have any problems in accessing or registering on the system, call customer support at (866)526-9266.
PRE-PROPOSAL CONFERENCE	Tuesday, July 9, 2019, 10:00 AM CT at Moon Towers, 255 W. Tompkins Street, Galesburg, IL 61401
DEADLINE TO SUBMIT QUESTIONS	Tuesday, July 16, 2019, 10:00 AM CT
HOW TO FULLY RESPOND TO THIS RFP BY SUBMITTING A PROPOSAL SUBMITTAL	<ol style="list-style-type: none">1. As directed within Section 3.2.1 of the RFP document, submit certain required financial information where provided within the nahro.economicengine.com web site.2. As instructed within Section 3.0 of the RFP document, submit 3 copies of your “hard copy” proposal to the Agency Administrative Office.
PROPOSAL SUBMITAL RETURN & DEADLINE	*Thursday, July 25, 2019, 10:00 AM CT Knox County Housing Authority 216 W. Simmons Street, Galesburg, IL 61401 *(The proposed costs must be entered within the aforementioned Internet site and the “hard copy” proposal must be received in-hand and time-stamped by the Agency by no later than 10:00 a.m. on this date).
ANTICIPATED APPROVAL BY THE AGENCY BOARD OF COMMISSIONERS	TBD