



Republic County Hospital

2420 G Street

Belleville, KS 66935

May 01, 2016

Funding Year 2016 RHC Program RFP

Technology Department Contact

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Overview

Republic County Hospital (hereafter collectively referred to as RCH) seeks Request for Proposal (RFP) for Internet Services Provider (ISP services), including secondary DNS, for a three (3) year period beginning July 1, 2016, with an option to extend for an additional two (2) year term at the same price. Proposals must state all recurring and non-recurring costs to RCH associated with the proposed ISP service.

The objective of this RFP is to accomplish a fair, open, and competitive procurement. This RFP may be reviewed at the RCH Office located at 2420 G Street, Belleville, KS 66935. The RFP is accessible electronically at <http://www.rphospital.org/rfp.html>

Bidding

Sealed bids must be received in the office of the Chief Executive Officer (CEO), Blaine Miller, at the RCH Office located at 2420 G Street, Belleville, KS 66935, bids must be received prior to 3:00pm on the 28th day after the posting of the Form 461. Bids will be publicly opened at 3:30pm on the 28th day after the posting of the Form 461 at the RCH Office located at 2420 G Street, Belleville, KS 66935.

Only written paper copies of proposals will be accepted; no proposals will be accepted by electronic means (i.e., fax, email). RCH may cancel the procurement or reject any or all bids. Applications from vendors without a SPIN will not be disqualified, but must obtain a SPIN as soon as possible.

RCH assumes no responsibility for delays caused by the U.S. Postal Service or any other delivery service. Late proposals will not be accepted.

Responding vendors may request clarifications regarding specifications outlined in this RFP. Clarifying questions will be answered directly. Any clarifying questions and associated answers will also be posted on the website at <http://www.rphosp.org/rch/rfp/ca>

Requests for clarifications can be directed to the RCH Technology Department:

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Vendor RHC Program Compliance

Vendors submitting proposals under this RFP must provide a written statement that they agree to meet the following conditions relating to the RHC Program:

Service Provider Identification Number (SPIN) and FCC Registration Number (FCCRN)

The vendor shall provide a valid RHC Program SPIN number (Service Provider Identification Number), in the Proposal submitted in response to this bid opportunity. The SPIN must be recognized by the SLD and FCC as an eligible telecommunications provider and therefore qualified to receive discounts under the Telecommunications Services bucket of the program. The Vendor also shall provide the company's FCC Registration Number.

Service Provider Annual Certification Form

The Vendor agrees to timely submit completed Form(s), such as the Service Provider Annual Certification form, which provides updated contact information to the SLD for the Vendor.

RCH Reimbursements

The Vendor agrees to provide reimbursements to RCH for discounts on eligible services received on or after the effective date of discounts and already paid for by RCH.

Cooperation with District's Preparation of RHC Program Applications

The Vendor must agree to provide information on a timely basis that RCH requests in order for RCH to timely apply for RHC Program applications.

Service Substitutions

The Vendor agrees that RCH desires to allow for service substitutions in accordance with Appendix D, 47 C.F.R. § 54.646. Vendor and RCH agree to make such service adjustments in accordance with the Service Substitution rules found in the HCF Order (47.F.R. § 54.646: 746 Appendix D, 47 C.F.R. § 54.646).



Separate Itemization of RHC Program Eligible and Ineligible Products and Services

The Vendor shall separately itemize the cost of RHC Program eligible and ineligible products and separate installation costs, if any.

Compliance with RHC Program Contract Signing Rules

The Vendor must acknowledge in its Proposal that the Vendor will make every effort to have any contract addendums that may arise from this RFP signed in accordance with the RHC Program contract signing rules. Further, the Vendor must acknowledge in its Proposal that if the contract or addendum is signed outside of the RHC Program contract signing window, the vendor will disclose to RCH, before soliciting RCH execution of the contract, that the contract is not eligible for RHC Program funding.

Non-Collusion Affidavit

The Vendor shall execute an Affidavit of Non-Collusion in the form prescribed by RCH to confirm that the Vendor is not in violation of the anti-bid rigging state law provisions of the state procurement law, or in violation of the Federal Communication Commission's Fifth Report and Order, as codified in 47 C.F.R.

Guarantee to Meet Service Start Date

The Vendor must be prepared to provide services as early as the Allowable Contract Selection Date. If Vendor does not meet this service start date, the Vendor must guarantee to cover the loss of RHC Program funding for the total discount that would have otherwise been received from the current provider during the interim period until Vendor is able to provide service.



Weighted Factors

The contract will be awarded based on best-value to RCH, as well as evaluation criteria set forth in this document. Weighted factors contributing to the award are included in the following breakdown:

Weighted Factor Breakdown:

FACTOR	WEIGHT
Cost of Services	60
Meeting Technical and Site Specifications	15
Prior experience including past performance	15
Vendor is Well-Established within Kansas	10
TOTAL	100

Bid Judging Process

At minimum of five (5) RCH employees will be used in the judging process.

Points awarded for Cost of Services will not be subjective but will be based on a fixed formula. The formula for awarding points for the factor of cost will be:

$$\text{Lowest priced vendor} = LPV$$

$$\text{Each Responding vendor} = RV$$

$$\text{Each Vendor's Cost of Services points awarded} = 60 * LPV / RV$$

Therefore, the lowest priced vendor will be awarded 60 points for the Cost of Services factor. All other vendors will be awarded points based on their proximity in price to the lowest priced vendor. Example: A vendor with a bid twice as expensive as the lowest priced vendor will mathematically receive 30 points.

The judges will weigh all factors other than Cost of Services on a five point scale, up to the maximum points available in each weighted factor. Example: for "Meeting Technical and Site Specifications", judges will award either: 0, 5, 10 or the maximum 15 points.



Specifications for Internet Service Provider for Republic County Hospital

Republic County Hospital (RCH) reserves the right to reject any and all bids and to waive any informalities in proposals received. RCH may cancel the procurement or reject any or all bids. Although these specifications are intended to be complete, some questions may arise. If further clarification is necessary, questions can be directed to Ed E. Stiner, Information Technology Director, HIPAA Security Officer, at 785-527-6097. Consummation of this RFP process is not contingent upon RCH being awarded RHC Program funding.

1. Specifications:

- a. ISP shall provide no less than 500mbps and up to 1000mbps or more of fiber business class, or equivalent of Internet transit.
- b. ISP shall provide connectivity via one Gigabit Ethernet (GE) interface.
- c. ISP shall provide proof of two redundant upstream providers.
- d. ISP shall provide bandwidth 24 hours per day, 365 days per year.
- e. ISP shall have network engineering support 24 hours per day, 365 days per year.
- f. ISP shall maintain network monitoring capability and notification to RCH at the point of any disruption of service.
- g. ISP shall provide web-based bandwidth utilization reporting.
- h. ISP shall provide a contiguous range of 7 Public IP addresses.
- i. ISP shall grant RCH control over DNS services as primary with authoritative control.
- j. ISP shall install all services and equipment included in proposal.
- k. ISP shall guarantee quality of service – minimum uptime 99% per month with minimum of 4 hours response and resolution to problems, with documented discounts given for outages exceeding 4 hours. RCH to allow for brief pre-arranged outages during off-hours for vendor maintenance.

2. Additional Information Required:

- a. ISP's Service Level Agreement.
- b. ISP's policy on bursting bandwidth utilization.
- c. ISP's RHC Program SPIN number.
- d. Proof that ISP's RHC Program annual SPAC has been submitted.
- e. ISP's written statements to comply with all Vendor RHC Program Compliance as previously stipulated.

3. Pricing:

- a. Pricing shall be quoted on a three (3) year contract initial term, and include an option to extend for an additional two (2) year term. This shall be specified in the contract and purchase order. Maximum duration of the agreement, including all extensions, shall be five (5) years.
- b. Pricing shall be quoted per mbps of bandwidth purchased.
- c. Pricing shall show monthly recurring costs and one time installation costs.



Specifications for Equipment and Software Provider for Republic County Hospital

Republic County Hospital (RCH) reserves the right to reject any and all bids and to waive any informalities in proposals received. RCH may cancel the procurement or reject any or all bids. Although these specifications are intended to be complete, some questions may arise. If further clarification is necessary, questions can be directed to Ed E. Stiner, Information Technology Director, HIPAA Security Officer, at 785-527-6097. Consummation of this RFP process is not contingent upon RCH being awarded RHC Program funding.

1. Specifications:

- a. Vendor shall provide RCH with up to:
 - i. Eight (8), forty eight (48) port layer three (3) gigabit switching devices
 - ii. Four (4), twenty four (24) port layer three (3) gigabit switching devices
 - iii. Each device must include at least one Gigabit Ethernet (GE) interface
- b. Vendor shall provide RCH with state of the art network monitoring, analyzing and management software / hardware, that provides must have, best practices, hardware health monitoring, automated network device discovery, multi-vendor device support, network availability, performance monitoring, network mapping, scalability, helpdesk - knowledge base module, most importantly a proven, with verification, software / device with non-drag network performance.

2. Additional Information Required:

- b. Vendor Service Level Agreement.
- c. Vendors RHC Program SPIN number.
- d. Proof that Vendors RHC Program annual SPAC has been submitted.
- e. Vendors written statements to comply with all Vendor RHC Program Compliance as previously stipulated.

3. Pricing:

- f. Pricing shall be quoted on a three (3) year contract initial term, and include an option to extend for an additional two (2) year term. This shall be specified in the contract and purchase order. Maximum duration of the agreement, including all extensions, shall be five (5) years.
- g. Pricing shall be quoted per year / per three year purchased.
- h. Pricing shall show monthly recurring costs and one time installation costs.