



REQUEST FOR PROPOSAL
for
Wide Area Network Design, Configuration and Installation

RFP # 01-18

January 8, 2018

Issued On: 1/8/2018

Due Date: 1/26/2018

Administered by: Ed Roth, Technical Manager

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1 Executive Summary

1.1 Overview

Larimer Emergency Telephone Authority (LETA) is the Governing body for emergency telephone service in Larimer County, Colorado. LETA is responsible for the administration and operation of all emergency telephone service, 9-1-1 programs, and 9-1-1 equipment in its jurisdiction. Within LETA’s jurisdiction, there are five 9-1-1 Public Safety Answering Points (PSAPs). LETA’s Intergovernmental Agreement (“IGA”), as amended, is a partnership between Larimer County and over twenty cities, towns, fire protection districts, health districts, and hospital districts located within the County, plus Colorado State University. Larimer County is also home to Rocky Mountain National Park.

In 2011, through a private contract, LETA installed a private metro optic ethernet (MOE) to provide connectivity to its five PSAPs. The purpose of the network is to connect all 9-1-1 call handling equipment (VIPER equipment supported by West Safety Services) and voice logging equipment (NICE Voice Logger supported by VPI/NICE) to create a regional network to optimize LETA’s 9-1-1 operations.

LETA has recently secured dark fiber between the five PSAPs and LETA’s office. LETA desires to replace the MOE with a new network utilizing LETA’s dark fiber.

LETA is seeking a qualified Vendor to provide a Wide Area Network (Network) design, hardware recommendations, configurations, and installation. The qualified Vendor will need to ensure the VIPER and the NICE loggers are operating as desired on the Network and will need to work closely with LETA and its Vendors until this is achieved.

1.2 Purpose

1.2.1 Network Design and Implementation

This Project proposes to secure the professional services of a Vendor, which may include an independent contractor, knowledgeable in network design. Preference will be given to a Vendor who has current, relevant CISCO certifications. The selected Vendor will collaborate with LETA on the design and implementation of a high-availability Network using an existing fiber infrastructure to support IP voice and data communications between five public safety answering points (PSAPs) and LETA’s office.

The Network shall be designed to achieve at least 99.99% availability, and it shall not be rendered inoperable for the purpose of routine maintenance, system software upgrades, or hardware additions.

1.2.2 Operational Tools / Services

LETA seeks to gather information regarding options for on-going management, maintenance, monitoring and alerting for the Network.

1.3 Schedule of Events

The following is a tentative schedule that applies to this RFP, but may change in accordance with LETA's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited Vendors.

- Issuance of RFP January 8, 2018
- Technical Questions/Inquiries Due January 17, 2018 3:00 PM MST
- Response to Questions January 19, 2018 5:00 PM MST
- Proposal Due Date January 26, 2018 5:00 PM MST
- Complete Initial Evaluation February 2, 2018
- Proposed Final Award Notification February 15, 2018
- Project complete April 30, 2018

1.4 Definitions

- "Addenda" means any amendments and additional information released by LETA after RFP issuance for the purposes of clarity to or correcting omissions in the RFP.
- "Agreement" means a contract to be negotiated by LETA with the selected Vendor to provide the services proposed as part of the Vendor's Response to RFP. The Agreement will incorporate the RFP and Vendor Proposal.
- "Award" means LETA's selection of a Vendor Proposal for purposes of entering into an Agreement.
- "Deliverables" means the design, documentation, and project management specifications to be delivered pursuant to this RFP and Vendor's Proposal.
- "Finalists" means a group of best-suited Vendors that LETA will perform more in-depth analysis on in order to select one for Award.
- "Formal Communications" means questions and requests for clarification submitted in writing and the written responses produced by LETA as described in Section 2.3 of this RFP, and all Addenda.
- "LETA" means the organization, as described in Section 1.1, which is responsible for issuing and administering the RFP. LETA is located at 380 N. Wilson Ave. Loveland, CO 80537.
- "Network" or "LETA Network" means the design, equipment, physical media, configurations, and installation that combine to provide a new, high-availability, wide area network using an existing dark fiber infrastructure to support IP voice and data communications between five public safety answering points (PSAPs) and LETA's office.
- "Proposal" or "Vendor Proposal" or "Response to RFP" means the formal response submitted by a Vendor to this RFP. The Proposals shall be used in part to determine which Vendor will be selected as the successful Vendor for Award.

- PSAP or “Public Safety Answering Point” means a 9-1-1 answering point within LETA’s jurisdiction. LETA’s 5 PSAPs are:
 - Loveland Police Department Communications Center at 810 E 10th St, Loveland, CO 80537
 - Fort Collins Police Department-Poudre Emergency Communications Center at 2221 S Timberline Rd, Fort Collins, CO 80525
 - Colorado State University Police Department Communications Center at 750 Meridian Avenue Fort Collins, CO 80523
 - Larimer County Sheriff’s Department Communications Center at 2501 Midpoint Dr, Fort Collins, CO 80525
 - Town of Estes Park Communications Center at 170 MacGregor Ave, Estes Park, CO 80517
- “RFP” or “Request for Proposal” means this solicitation of formal Proposals from Vendors to provide LETA with the Network, design, hardware recommendations, configurations, and installation specified in this document. RFP includes any Addenda.
- “Vendor” means the entity or person submitting a Proposal to this RFP.

2 Administrative Information

2.1 LETA’s Rights

Proposals shall be considered only from Vendors who are firmly established in an appropriate business, have a proven ability to perform, are in good standing with their current customers, are financially sound, and have the resources and ability to offer services in a professional manner. Vendor must possess the necessary facilities, pecuniary resources, and insurance to comply with the terms of this RFP. LETA may request additional information from Vendor as LETA deems necessary. Failure to provide such information shall result in the Proposal being considered non-responsive or the Vendor unqualified.

In responding to this RFP, Vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including all Addenda, and to make any inquiries to LETA as necessary to gain such understanding. It is the responsibility of Vendors, prior to the Proposal Due Date, to inquire as to Addenda issued and ensure their Proposal reflects any and all changes. LETA reserves the right to disqualify any Vendor who demonstrates less than such understanding. Further, LETA reserves the right to determine, in its sole discretion, whether Vendor has demonstrated such understanding. If Vendor’s Proposal is accepted, Vendor will be solely responsible for all errors in the Proposal resulting from Vendor’s failure or neglect to understand the RFP, including all Addenda. LETA will, in no case, be responsible for any damage or change in anticipated profits resulting from Vendor’s failure or neglect. LETA’s right extends to cancellation of the Award, if an Award has been made. Such disqualification and/or cancellation shall be at no fault, cost, consequence, or liability to LETA.

LETA shall not be liable for any pre-Agreement expenses incurred by any Vendor, including the selected Vendor. Vendors shall not include any such expenses as part of the price proposed in response to this RFP.

While LETA has every intention to enter into an Agreement as a result of this RFP, issuance of this RFP in no way constitutes a commitment by LETA to make an Award or to enter into an Agreement. Upon its determination that such actions would be in its or the public's best interests, LETA in its sole discretion reserves the right to:

1. Waive any formality.
2. Cancel or terminate this RFP, at any time, without penalty.
3. Reject any or all Proposals received in response to this RFP.
4. Waive any undesirable, inconsequential, or inconsistent provisions of this RFP, which would result in any significant impact on any Proposals.
5. Make any investigations it deems necessary to evaluate the Vendor's ability to perform.
6. Require any Vendor to enter into a non-disclosure agreement.
7. Not Award, or if awarded, terminate any Award, if LETA determines adequate funds are not available or it elects not to pursue this project.
8. To seek clarification of Proposals. Vendors shall designate a contact person and telephone number for questions that may arise during the Proposal evaluation period as designated on the RFP Cover Sheet.
9. Issue amendments in the form of Addenda to this RFP prior to the Proposal Due Date. Copies of such addenda will be provided to interested Vendors who have submitted a notice of intent to submit a Proposal.
10. To not enter into any Agreement.
11. To add and/or delete elements of this RFP by Addenda at any time without prior notification and without any liability or obligation.
12. To reject any and all Proposals or to waive any irregularity or information in the RFP or in the RFP procedure or schedule.
13. To be the sole judge of the qualifications of the Vendor, the Vendor's Proposal, and of the suitability of the materials and/or services to be rendered.
14. To request Vendors to present oral briefings of their Proposals at an assigned time and date determined by LETA.
15. To award the contract without discussion, based upon LETA's initial review of Proposals.
16. To interpret ambiguities and decide inconsistencies that may appear in any Proposal.

2.2 Good Faith Statement

All information provided by LETA in this RFP is offered in good faith, but LETA assumes no responsibility whatsoever with respect to the sufficiency or accuracy of the information, and there is no guaranty, either expressed or implied, that the conditions indicated are representative of those that will be existing throughout the work, or that unanticipated developments may not occur. Individual items are subject to change at any time. LETA will not be liable for any claim related to or alleging the insufficiency or inaccuracy of the information.

2.3 Communication

Inquiries for clarifications that will not require Addenda may be submitted verbally at any time during the RFP process. Verbal communication shall be confirmed in writing by a specified procurement official

in charge of managing this RFP process. In no case shall verbal communication govern over written communication or be incorporated into the RFP without Addenda.

2.3.1 Vendor Inquiries

The terms and conditions herein shall govern communications and inquiries between LETA and Vendors as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP are to be directed in writing via email to:

Ed Roth

Technical Manager, Larimer Emergency Telephone Authority

E-mail: eroth@leta911.org

2.3.2 Formal Communications

Formal Communications shall include, but are not limited to:

- Vendors may question LETA on any discrepancies, errors, or omissions that may exist within this RFP. Questions and requests for clarification submitted in writing must be received by LETA prior to the Technical Questions Due Date.
- Addenda to this RFP.

LETA will make a good-faith effort to provide a written response to each question or request for clarification that requires Addenda within one (1) week of the Technical Questions Due Date. All written questions, answers, and Addenda will be shared with all recipients via the LETA website at www.leta911.org/rfp01-18.

LETA will not respond to any written questions or requests for clarification that require Addenda, if received after the Technical Questions Due Date.

2.4 Modification or Withdrawal of Proposals

Proposals may be modified or withdrawn by the Vendor if submitted in writing at any time prior to the Proposal Due Date. After the Proposal Due Date, no Proposals may be modified or withdrawn by the Vendor; the Proposal must be a firm offer open for 120 days from the Proposal Due Date.

2.5 Proposal Submission

Proposals must be received on or before the date and time indicated in the Schedule of Events. Late Proposals will not be accepted. Proposals that are difficult to read or interpret may not be accepted. It is the responsibility of the Vendor to ensure that the Proposal is received on or before the Proposal Due Date and time. Vendors mailing their Proposals shall allow sufficient mail delivery time to ensure timely receipt of their Proposals. The Proposal package shall be delivered or sent by mail to:

*LETA911
Attn: Ed Roth*

*380 N. Wilson Ave
Loveland, CO 80537*

The LETA [Request for Proposal Cover Sheet](#) must be signed in ink by an officer or other representative of Vendor legally authorized to bind Vendor to the Proposal. Proposals that are determined to be at variance with RFP requirements may not be accepted. Proposals must be submitted in a sealed package displaying the following information on the outside of the envelope:

VENDOR'S NAME & ADDRESS

BID TITLE

RFP #01-18

One (1) paper copy of the response should be sealed in a package marked "Response to RFP 01-18"

Vendors must also submit their response electronically by emailing or mailing a copy of their response in a portable document format (PDF) with a subject of "Response to RFP 01-18"

Proposal Cover Sheet

The Larimer Emergency Telephone Authority (LETA) invites qualified Vendors who are in good standing with their current customer base to submit a Proposal in response to this RFP. All interested Vendors who are not directly contacted are also invited to submit a proposal. This Request for Proposal is subject to terms and conditions on attached sheets.

IMPORTANT:

- 1) Vendors should read the entire document before submitting Information.
- 2) **Proposal MUST BE SIGNED IN INK.**
- 3) The Proposal must be a firm offer open for 120 days from the Proposal Due Date.
- 4) Please complete the below and return this page with the Proposal attached.

Vendor Name	
Vendor Address	
Vendor Contact Person	
Vendor Contact Person phone number	
Vendor Contact Person Email	

Handwritten signature by Authorized Officer or Agent of Vendor (in ink)

2.6 Vendor's Interviews

Vendors who are deemed most qualified after initial evaluation may be asked to interview and discuss projects they have completed that are similar in scope to LETA's.

2.7 Cost Data/Budget

Proposals must include the detailed cost to LETA for each Deliverable as set forth. Estimated costs are not acceptable. Vendors must provide costs on the cost proposal cover sheet. Failure to do so will disqualify the Vendor from the process.

2.8 Colorado Open Records

Following the Award process, Proposals may be considered public records after opening pursuant to the applicable provisions of the Colorado Open Records Act. LETA will make reasonable efforts to notify Vendor of any request for disclosure, and it will be the responsibility of the Vendor to timely object and to pursue any legal actions or remedies for protection pursuant to Colorado law. Within twenty-four (24) hours of notice by LETA of a request for disclosure, Vendor shall notify LETA of Vendor's objection to disclosure and Vendor's intent to pursue legal actions or remedies under Colorado law. Any confidential, proprietary, or otherwise sensitive information contained in or with any Proposal is subject to potential disclosure. By submitting such information, Vendor waives its right to pursue LETA for any liability or recourse with respect to disclosure by LETA under the Colorado Open Records Act.

2.9 RFP Response Material Ownership

The Proposal and all material submitted by the Vendor regarding this RFP shall become the property of LETA. LETA reserves the right to use any and all information and material presented in the Proposal, subject only to limitations otherwise set forth herein. This right is not eliminated if the Vendor is not selected or is disqualified.

2.10 Response Submittal Process

1. Late Proposals will not be accepted or considered.
2. Proposals must address all RFP requirements.
3. Partial or incomplete Proposals will be rejected.
4. All costs incurred by the Vendor while preparing and presenting the Proposal, or costs incurred in any other manner by the Vendor in responding to this Proposal will be the responsibility of the Vendor.
5. Vendors shall furnish all the information required by this RFP and are expected to examine all instructions and specifications provided herein. Should the Vendor find any part of the listed specifications, terms and conditions to be discrepant, incomplete, or otherwise questionable in any response, it shall be the responsibility of the Vendor to call such matters to the attention of the LETA Technical Manager pursuant to the inquiry procedure in Section 2.3. Failure to do so will be at the Vendor's risk. All Addenda to this RFP will be issued in writing by LETA.

6. Finalists will be required, at their own expense, to make a formal presentation of their Proposal to the LETA evaluation team. Presentations must include at a minimum an outline and overview of the Vendor's proposed solution, implementation process, maintenance, a demonstration of their System and a description of hardware components.
7. The Award will be announced to the selected Vendor by telephone and in writing.

2.11 Acceptance of Proposal Content

Vendor's Proposal, including all prices, constitute Vendor's offer to enter into a contract with LETA on the terms set forth in the Proposal. The Proposal shall remain subject to LETA's acceptance for 120 days after the Proposal Due Date, regardless of LETA's Award to another Vendor or an Agreement with another Vendor during the 120 days.

Failure of the successful Vendor to adhere to these obligations may result in cancellation of an Award, and such Vendor may be removed from future solicitations.

2.12 Vendor Compliance with Laws

The Vendor shall comply with all applicable state and federal laws, rules, and regulations involving non-discrimination on the basis of race, color, religion, national origin, age, or sex. Vendor shall at all times observe and comply with all laws, ordinances, regulations and codes of the federal, state, city and other local government agencies, which may in any manner affect the preparation of the Proposal or the performance of the Agreement.

2.13 Parent Company

If a Vendor is owned or controlled by a parent company, the name, main office address, and parent company's tax identification number shall be provided in the Proposal.

2.14 News Releases

News releases pertaining to the Award shall not be made prior to execution of the Agreement without prior written approval of LETA.

2.15 Taxes

LETA is a purchaser designated as a tax-exempt organization, however, when materials are purchased, Vendor may be required to pay sales tax even though the ultimate product or service is provided to LETA. This sales tax will not be reimbursed by LETA.

2.16 Assignment

Vendor may not assign any portion of the Agreement and may not subcontract any part of the Agreement or services to be performed without the prior written consent of LETA.

2.17 Availability of Funds

Financial obligations of LETA payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available in subsequent fiscal years. In the event funds are not appropriated, any contractual obligations related thereto will become null and void, without penalty or liability to LETA.

2.18 Related Experience Statement

The Proposal must contain a statement of Vendor's prior experience in similar projects, including:

Description of Vendor's management, technical expertise and a listing of its projects and accomplishments in designing and implementing similar networks.

Written authorization providing LETA the right to contact previous installations and references to discuss past performance of Vendor or their employees, with respect to its successful performance of other services.

2.19 Preparing and Submitting a Proposal

The evaluation and selection of a Vendor will be based on the information submitted in the Proposal, site visits, oral presentations and such other information gathered by or made available to LETA through the evaluation process.

2.19.1 Response Options

Specific responses to "Requirements" from the Vendor must be answered with one of the following responses and with explanatory text:

Understood – The Vendor completely understands the specific requirement, conditions and/or desires that the RFP has set.

Comply – The services proposed will fully meet requirements.

Exception – The services proposed comply partially with this requirement. Any exception must be explained. If a Vendor takes exception but an alternative to the requirement is recommended, the alternative must be explained and any cost identified. Exceptions will be evaluated and considered but are not necessarily acceptable solutions to the requirement as expressed.

Does not Comply – The services proposed do not fully comply with this requirement. An explanation is encouraged but not mandatory.

2.19.2 Proposal Organization and Format

Proposals should be typed and submitted on 8.5 by 11 inch paper. Proposals should be organized and presented in the order as specified below. Proposals must be organized with the following headings. Each heading should be separated by tabs or otherwise clearly marked. The RFP sections which should be submitted or responded to are:

- I. [Vendor Proposal Cover Sheet](#) (signed)
- II. Administrative Information
Cover Letter
Executive Summary
Vendor Profile
- III. Requirements (point – by – point response to the RFP)
- IV. Pricing

2.20 Evaluation of Proposals

LETA's Technical Manager will coordinate the evaluation of Proposals in accordance with the evaluation factors stated below. After the initial review of the Proposals, the Vendors may be asked to make an oral presentation/demonstration in support of their Proposals.

Proposals will be evaluated considering, but not necessarily limited to, the following criteria:

- The overall approach to the project
- Vendor's qualifications
- The number of successful design-build projects completed that are similar to the Network solution being proposed for LETA
- Completeness of Proposal
- References
- Security Practices
- Schedules for Deliverables
- Total costs

For Vendors that are Finalists

Vendor Financial Strength. This information will only be requested from those vendors selected as Finalists. (Only 1 Copy is required)

All financial information shall be safeguarded to the extent permissible under applicable Colorado law.

All Finalists may be required to participate in negotiations and submit such price, technical, or other revisions of their Proposals as may result from negotiations.

LETA reserves the right to perform a credit check and a complete fiscal review of those companies that are selected as Finalists.

2.22 Award

LETA will select, in its sole discretion, the Vendor it deems most appropriate for the project, if any. The Award requires Vendor to execute the separate Agreement.

3 Requirements

3.1 Minimum Qualifications

The Network will **utilize existing, dark, single mode fiber in a ring topology**. Qualified Vendors shall have demonstrated experience in similar successful network design/ build projects and be able to provide analysis and recommendations for appropriate technology use within the Network including, but not limited to:

- Optical Interfaces
- High Availability Routing
- VLANs
- Security
- Resiliency
- Monitoring, Management, and Alerting

List relevant experience, and current certifications.

3.2 Deliverables

3.2.1 Project Management

Vendor shall provide project coordination and management including a project kick-off meeting and weekly meetings with the LETA to monitor the progress of the project.

3.2.2 Gather Required Network Information

Vendor shall make on-site visits, accompanied by LETA staff, to the six LETA sites to review the existing MOE network, communications system, and devices. The on-site visits shall be used as a factfinding activity to gain an understanding of the LETA's current network, use cases, and currently available assets.

These visits should also be used to discover security requirements of the Network to incorporate those requirements into the design.

Vendor shall produce a LETA Network Summary Report detailing the findings.

3.2.3 Develop Conceptual Design

Vendor shall develop a conceptual design of the LETA Network. The design shall be prepared in Microsoft Visio and will show a diagram layout of the Network. The design must accommodate the use cases identified in deliverable 3.2.2. The Vendor shall identify and address any potential issues, conflicts, or impacts the project may have on existing network functionality.

3.2.4 Recommend Network Management System

Vendor shall provide a comparative and cost analysis of available Network Management System (NMS) software packages. LETA is open to self-hosted and third-party-hosted solutions. The NMS Comparative Analysis will include a recommendation for the NMS package that best meets the needs of LETA's technical and management teams. The NMS will allow LETA to obtain feedback from systems on their operation and performance and provide alarm notification when problems occur. The NMS will also provide additional tools that include:

- Physical & logical views of the LETA Network
- Performance management reporting
- Fault management
- Configuration management data collection
- Device discovery processes

3.2.5 Initial Design Review

Vendor shall meet with LETA to evaluate and validate the proposed design of the LETA Network as detailed in the Network Summary Report and the LETA Network Design Diagram. This meeting will serve to validate the design and discuss recommendations of the Vendor.

3.2.6 Develop Detailed Design

Vendor shall develop a detailed Network design and Network Equipment List to build the LETA Network. This task will draw upon the comments received the conceptual design and review tasks to finalize the Network design.

The Detailed Network Equipment List will include the IP Address scheme, a detailed specification of all equipment to be procured, including fiber optic interfaces and cabling, installation locations, and estimated prices.

A Draft Detailed LETA Network Design and Detailed Network Equipment List will be provided to LETA for their information, review, and comment.

Vendor shall develop a Final Detailed LETA Network Design and Detailed Network Equipment List that addresses any comments from LETA.

3.2.7 Equipment Procurement, Staging

Vendor shall work with LETA to procure the necessary hardware to build the Network as designed. LETA may choose to purchase the equipment through Vendor, if they are an authorized reseller of Cisco equipment, or through an alternate channel. This task includes:

- Staging and configuration of the equipment
- Registration of equipment with manufacturer for the purposes of warranty and after-warranty support
- Identification and replacement of any defective equipment prior to deployment to the LETA sites

3.2.8 Install and Configure Network Devices

Vendor shall install and configure the procured LETA Network equipment at each of the six LETA sites.

Vendor shall develop LETA Network Record Drawings. The Record Drawings will document the installation of the Network Equipment and reflect any changes made between the Detailed LETA Network Design and implementation. The Record Drawings shall be delivered at the end of the project and must be approved by LETA for this deliverable to be considered complete.

3.2.9 Perform and Support Network Testing

Vendor shall develop a test plan for the LETA Network. Test scripts shall be produced and provided to LETA for testing. The Vendor shall work with the LETA Technical Manager during the testing of the LETA Network, address and resolve technical issues.

Vendor shall record any equipment configuration changes and captured them in the LETA Network Record Drawings / Documents. All revisions to the SVITS WAN Record Drawings / Documents shall be approved by LETA.

3.2.10 Deliver As-Built Documentation/ Hand-off

All documentation, test plans with results, and drawings must be submitted to LETA and approved.

Documentation shall include an explanation the equipment setup and overview theory of operation for the Network design.

All accounts and credentials shall be transferred to LETA at this time.

4 Additional Services Information Gathering

LETA would like to gather information regarding additional service offerings that Vendor may provide related to the LETA Network. This information is for planning purposes, it will not be used in the evaluation and scoring of the proposal for Network design and implementation.

4.1 Network Monitoring and Management

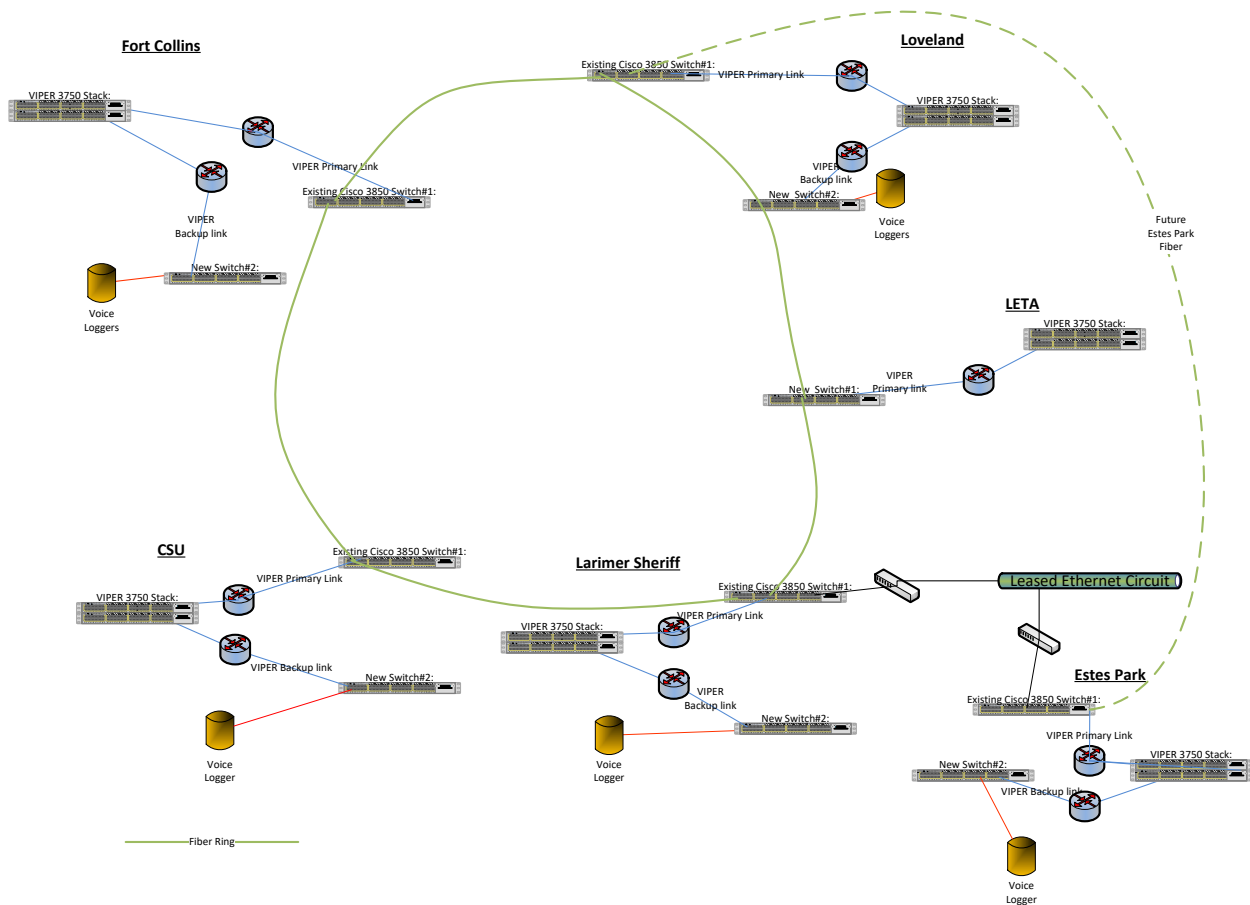
Describe any services your organization provides related to real-time Network monitoring and alerting. Include details as to products used, capabilities, costs, and any other relevant details

4.2 Support and Service

Describe any support services your organization provides related to maintenance and break fix support for the LETA Network. Include details as to staffing, response times, on-site availability, Service Level Agreement (SLA) offerings, and any other relevant details.

APPENDIX A – LETA Network Diagram & Project Description

The diagram below is available in PDF format upon request.



Project Description

The LETA Network referenced in this RFP consists of the ring segments drawn in green, the Existing Cisco 3850 Switches and “New” switches that are to be determined through the project. The leased ethernet circuit and future fiber segment to Estes Park are also part of the design and implementation project.

All other equipment and network connections already exist and are shown for illustrative purposes.

LETA has two primary systems that will communicate over the LETA Network.

1 – VIPER 9-1-1 Call Handling System

2 – NICE Voice Loggers

The traffic from these two systems shall be logically separated on the Network using VLANs or other appropriate technology. Priority shall be given to the VIPER system traffic with emphasis on Quality of Service (QoS) for voice communications.

LETA currently has one Cisco 3850 switch at each of the 5 PSAP sites (Fort Collins, Larimer Sheriff, CSU, Loveland, and Estes Park). These 5 switches should be utilized in the new design and be bolstered by redundant hardware to maximize availability of the Network. The LETA Office is not an active call center and only requires one switch.

All sites, except for Estes Park, will have fiber ring connections in and out of the facility. Fiber cabling to Estes Park is not complete at the time of RFP issuance. In the interim Estes Park will use a leased ethernet circuit. The Network equipment at Estes Park should still be provisioned to use fiber resources as soon as they are available. Once available, the fiber will become the primary link and the leased circuit will remain as a backup/ redundant link to the ring.

Appendix B - Cost Proposal

Budget and Schedule

All Vendors must fill out the following cost breakdown for their Proposal for LETA's project as described in this RFP. The Vendor must agree to keep these prices valid for 120 days as of the Proposal Due Date.

Fee Proposal

All Vendors must provide an estimated cost summary in the fee proposal that includes all items shown below:

Fee Proposal Summary					
Task Category	Hours	Rate	Subtotal	Other Expenses	Subtotal
Project Management					
Network Design					
Configuration & Installation					
Testing					
Project Costs Total					

Schedule

All Vendors must provide a project schedule in a GANNT chart form for all tasks outlined in this RFP.