


SUBJECT: Award of bid number 24-065B to Matanuska Telecom Association (MTA) Inc. for the contract amount of \$187,529.76 to 24-065B Provide Public Wi-Fi Services.

AGENDA OF: March 5, 2024

ASSEMBLY ACTION: Approved under the consent agenda 03/05/24 - BJH

AGENDA ACTION REQUESTED: Present to the Assembly for consideration.

Route To:	Signature
Purchasing Officer	X  Signed by: Russ Kraft 2/20/2024
Information Technology Director	X Leah Jones Signed by: Leah Jones 2/21/2024
Finance Director	X Liesel Weiland for CH Signed by: Liesel Weiland 2/21/2024
Borough Attorney	X Nicholas Spiropoulos Signed by: Nicholas Spiropoulos 2/22/2024
Borough Manager	X Michael Brown Signed by: Michael Brown 2/23/2024
Borough Clerk	X Lonnie McKechnie Signed by: Lonnie McKechnie 2/26/2024

ATTACHMENT (S): Analysis Sheet (1p)
Scope of Work (3p)

SUMMARY STATEMENT: On December 13, 2023, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to provide labor, equipment, and materials for providing public Wi-fi. Information Technology purchased will support All Departments and all Assembly Districts.

In response to the advertisement, two bids were received. Award recommendation is being made to MTA as the lowest responsive and responsible bid.

The term length for this agreement is for three years with two additional one-year renewals (potentially five-year contract), subject to annual appropriation of funds by the Borough Assembly.

In accordance with MSB 3.08.170(B), Administration requests authority to modify the resulting contract completion date by 90 days for unforeseen circumstances.

RECOMMENDATION OF ADMINISTRATION: Approve the subject action memorandum.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: March 5, 2024

SUBJECT: Award of bid number 24-065Bto MTA for the contract amount of \$187,529.76 to Provide Public Wi-Fi Services

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$187,529.76 *	FUNDING SOURCE AW/NAW/FSAs/RSAs/CLF Operating Budget
FROM ACCOUNT # 100/200/249-265/510.000.000 4xx.xxx	PROJECT
TO ACCOUNT :	PROJECT #
VERIFIED BY: _____ _____ Signed by: M a r i s s a C a r r e l l	CERTIFIED BY:
DATE: 2/21/2024	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual		187.5				
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING		187.5				

CAPITAL						
---------	--	--	--	--	--	--

REVENUE						
---------	--	--	--	--	--	--

FUNDING:

(Thousands of Dollars)

General Fund		*				
State/Federal Funds						
Other		*				
TOTAL		187.5				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary) * Funding is dependent on passage of the FY25 budget

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

2 / 2 2 / 2 0 2 4

X _____
L i e s e l W e i l a n d

APPROVED BY: _____ DATE: _____

Signed by: L i e s e l W e i l a n d

Introduction

The Matanuska-Susitna Borough is a government agency headquartered in Palmer, Alaska. There are over 100,000 residents serviced by the Borough's 800 employees. Public Wi-Fi is a service that has been available in a limited number of the Borough's fifty-two physical locations. The need for Public Wi-Fi at all Borough facilities has grown as citizens and employees expect to have internet connectivity no matter where they are.

At this time the Mat-Su Borough has multiple locations that will require managed Public-Wi-Fi. A list of the locations that require this service is provided on the bid form in this solicitation.

A term length for this agreement is for three years with two additional one-year renewal periods (potentially five-year contract), subject to annual appropriation of funds by the Borough Assembly. The initial contract period of performance begins upon contract execution, July 1, 2024 and will end on June 30, 2027.

The Borough is seeking bids from broadband providers that have infrastructure and resources to provide:

- Connectivity that will allow for scalable Public Wi-Fi on a network that is separate from the existing MSB enterprise network.
- Upon request from the Borough, the apparent successful vendor must provide a description of implementation process specifically addressing any network outages or cutover time to implement the services and documentation related to performance guarantees, including uptime and service outage response time.

Scope of Services

Vendor:

1. Broadband connectivity to support Public Wi-Fi at all requested Borough Facilities.
2. A site survey conducted with MSB staff to determine the best placement at each location for Public Wi-Fi access points.
3. Purchasing of all provider-owned equipment at each Public Wi-Fi location, including Power over Ethernet switches, Uninterruptible power supplies (UPS), and Wireless Network Management Systems to support this service.
4. Help Desk support for all Public Wi-Fi related service calls generated between the hours of 8:00 am and 5:00 pm, Monday through Friday, excluding public holidays.
5. Security maintenance on all public Wi-Fi infrastructure will be performed on a monthly basis and reports will be generated. Reports shall include Location, Hardware make, model, Previous Firmware/Software, Updated Firmware/Software versions and update/patch descriptions to ensure all firmware/software updates and security patches are applied whenever possible.
6. Vendor will have a process to notify Borough IT staff in the event of a detected outage and will begin troubleshooting within two hours of any outage.
7. Vendor will provide for equipment replacement on an 8x5, next day business basis.
8. Proposals shall describe the Respondent's remote monitoring of the Public Wi-Fi network.
9. Vendor will configure and maintain firewall and web filtering on each site router to filter out access to inappropriate content. MSB and the vendor will agree upon an industry standard method such as OpenDNS.

Mat-Su Borough:

1. Coordinated access to MSB facilities in order to provide physical access to Wi-Fi infrastructure.
2. MSB would provide the space and power to an established demarc for any vendor infrastructure.

The end result of this engagement will be:

1. Broadband circuits placed at all requested MSB facilities to support internal setup of Public Wi-Fi.
2. Public Wi-Fi available at all requested MSB locations that is being managed by the selected vendor.

The engagement will include but is not limited to

1. Project Communication
 - a. Status reporting and project communications.
 - b. Review of existing hardware to verify capabilities.
 - c. Coordination of all circuit upgrades to minimize downtime.
2. Documentation
 - a. Complete logical network diagram and redlines detailing public Wi-Fi infrastructure and related horizontal cabling utilized to provide this service.

Deliverables

This bid would include graduated by site speed costs for the vendor to provide a fully managed service for Public Wi-Fi at all specified Mat-Su Borough locations. The vendor would provide the underlying circuit, all hardware required to broadcast Public Wi-Fi at the specified locations and service/support to keep the Wi-Fi network accessible based on established service level agreements. The Mat-Su borough will have no responsibility for this Public Wi-Fi network and would basically be a customer on the same network as any other public entity. There will be a minimum of one (1) access point required at each location for Public Wi-Fi except the DSJ Building that will require two (2) access points.

It is the overall intent of this proposal to provide Managed Public Wi-Fi service that meets our current level of service and is scalable as demands for bandwidth and quality of service increase.

Refer to Attachment #1 for a list of sites, and their corresponding current and anticipated speeds. Note that anticipated needs for FY25 are projections only and are subject to change. We do understand that the speeds available may vary at all sites, as such the proposer shall furnish a list of available speeds and plans by site from lowest to highest.

The Mat-Su Borough reserves the right to negotiate interim smaller circuits with the successful proposer to accommodate a phased installation approach. Please provide pricing for the speeds available in the space provided in the Bid Form.

Internet Services speeds will be measured in Mbits, the circuits are not required to be symmetrical download/upload, and usage must be unlimited.

The proposer must also provide monthly usage reports for each of the circuits by this agreement.

The proposer shall be responsible for the installation and removal of all vendor equipment, which excludes the MSB-owned equipment being retained by the Mat-Su Borough. All costs related to such removal at the end of the contract shall be the responsibility of the contractor.

Complete specifications must be provided on all equipment or software offered. The MSB will provide adequate space and power in Main Distribution Facility (MDF) or designed location.

The service provide will notify the Mat-Su Borough of any occurrence whereby a data breach or leak may have resulted from any possibly misconfiguration, equipment failure, or know compromise on the transport network.

Special Requirements

Software for this SOW:

- Sharepoint Online
- OneDrive
- Office 365
- Visio

The MSB will provide access to all networks and required for completion of the Scope of Services.

Schedule

This contract will begin on July 1, 2024 and end on June 30, 2027 for the initial 3-year term. There will be an option to renew for two additional one-year periods through June 30, 2029. Components may be developed and installed separately during the course of the services contract.

Cost

The proposed cost for each Public Wi-Fi broadband circuit needs to be provided to the Borough. The proposed cost to provide managed service for Public Wi-Fi at all specified MSB locations needs to be provided to the Borough. Pricing should be presented based on a per location, per month charge.

These costs will include all recurring and non-recurring charges related to the circuits. Pricing should be presented based on a three (3) year contract.

Disclaimer

The Borough shall have unrestricted rights to all delivered data and reports. All documentation and reports will be delivered electronically in an editable Microsoft format.

---- End of Scope of Services----



MATANUSKA-SUSITNA BOROUGH PURCHASING DIVISION

BID OPENING PRELIMINARY RESULTS

24-065B Provide Public Wi-Fi Services

BIDDER		Paliton Networks LLC	MTA Inc.	
Signed Bid Form		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Receipt of Addendum -		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
BID ITEM	DESCRIPTION	TOTAL BID AMOUNT	TOTAL BID AMOUNT	TOTAL BID AMOUNT
1.	Base Bid	\$ 191,685.00	\$ 187,529.76	\$
BIDDER				
Signed Bid Form		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
Receipt of Addendum -		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
BID ITEM	DESCRIPTION	TOTAL BID AMOUNT	TOTAL BID AMOUNT	TOTAL BID AMOUNT
1.	Base Bid	\$	\$	\$

RECOMMENDATION: ALL BIDS ARE TAKEN UNDER ADVISEMENT

Monday, January 8, 2024
DATE


PURCHASING OFFICER


PURCHASING REPRESENTATIVE


WITNESS