


SUBJECT: Award of bid number 24-066B to Matanuska Telecom Association (MTA) Inc. for the contract amount of \$183,564.00 to Provide Direct Internet Access at DSJ Building.

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  <small>Signed by: Russ Kraftt</small>
Information Technology Director	X Leah Jones <small>Signed by: Leah Jones</small>
Finance Director	X Cheyenne Heindel <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	X Nicholas Spiropoulos <small>Signed by: Nicholas Spiropoulos</small>
Borough Manager	X Michael Brown <small>Signed by: Michael Brown</small>
Borough Clerk	X Lonnie McKeechie <small>Signed by: Lonnie McKeechie</small>

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

SUMMARY STATEMENT: On December 8, 2023, the Matanuska-Susitna Borough Purchasing Division issued a solicitation requesting bids from qualified contractors to provide labor, equipment and materials to provide direct internet access at the DSJ building. Information Technology purchased will support All Departments and all Assembly Districts.

In response to the advertisement, one bid was received. Award recommendation is being made to MTA as the lowest responsive and responsible bidder.

The term length for this agreement is for three year 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 24-066B to MTA for the contract amount of \$183,564.00 to Provide Direct Internet Access at DSJ Building.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$183,564 *	FUNDING SOURCE Various operating budgets
FROM ACCOUNT # Various operating	PROJECT
TO ACCOUNT :	PROJECT #
VERIFIED BY: ____X____L i e s e l W e i l a n d____ Signed by: L i e s e l W e i l a n d	CERTIFIED BY:
DATE: 02/21/2024	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

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

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

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

FUNDING:

(Thousands of Dollars)

General Fund		*				
State/Federal Funds						
Other		*				
TOTAL		*				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

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

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

2 / 2 1 / 2 0 2 4

X

C h e y e n n e H e i n d e l

APPROVED BY: _____ DATE: _____

Signed by: C h e y e n n e H e i n d e l

BID 24-066B
PROVIDE DIRECT INTERNET ACCESS AT THE DSJ BUILDING
SPECIFICATIONS/SCOPE OF SERVICES

Introduction

The Matanuska-Susitna Borough (MSB) is a government agency headquartered in Palmer, Alaska. There are over 100,000 residents serviced by the Borough's 800 employees and Enterprise Network. The Mat-Su Borough provides Internet connectivity at most of the Borough's fifty-two physical locations from a central location.

The Mat-Su Borough has a single 1Gbps direct internet connection providing service via a WAN to other Mat-Su Borough locations.

The 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:

- Direct Internet Access connectivity at the Mat-Su Borough DSJ Administration Building located at 350 E Dahlia Palmer, AK 99645.
- 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

It is the overall intent of this proposal to provide a Direct Internet Access Circuit (DIA) that meets the Borough's current level of service and is scalable as demands for bandwidth and quality of service change. The Mat-Su Borough requires that the service be delivered with a static /26 CIDR Public IP address Space.

The Mat-Su Borough requires internet service with unlimited usage as well as assurance that the provider will not de-prioritize MSB traffic and/or otherwise prioritize other internet traffic above that of the Mat-Su Borough.

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 indicated in the table below in the space provided in Attachment 1: Cost Proposal.

Mat-Su Borough:

1. MSB would provide the space and power to an established demarc for any vendor infrastructure.

The end result of this engagement will be:

1. A direct internet access circuit placed at requested MSB Administration Building.

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 network diagram showing Borough facilities and all related metro ethernet connections.

Deliverables

This bid would include graduated speed costs for the vendor to provide the Direct Internet Access services. The vendor would provide the underlying circuit and all hardware required to deliver the circuit at the location specified.

This proposal's overall intent is to provide Direct Internet Access service that meets our current level of service and is scalable as demands for bandwidth and service quality increase.

The provider must supply a CIDR /26 Public IP Address Space for the duration of the contract term.

The Mat-Su Borough reserves the right to negotiate interim smaller or larger circuits with the successful proposer to accommodate a scalable approach. Please provide pricing for the speeds available in the space provided in Attachment 1: Cost Proposal.

Internet Services speeds will be measured in bits (M, G), the circuit is required to be symmetrical download/upload, and usage must be unlimited.

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 designated location.

The service provider will notify the Mat-Su Borough of any occurrence whereby a data breach or leak may have resulted from any possible misconfiguration, equipment failure, or known 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 the DIA circuit needs to be provided to the Borough.

These costs will include all recurring and non-recurring charges related to the circuit. 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

24-066B Provide Direct Internet Access at DSJ Building

BIDDER		<i>MTA</i>		
Signed Bid Form		<input checked="" 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 checked="" 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	\$ <i>183,564.00</i>	\$	\$

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

Friday, January 5, 2024
DATE


PURCHASING OFFICER


PURCHASING REPRESENTATIVE


WITNESS