



Department of Property & Procurement

Government of the United States Virgin Islands

3274 ESTATE RICHMOND, CHRISTIANSTED, U. S. VIRGIN ISLANDS 00820

8201 SUB BASE, SUITE 4, ST. THOMAS, U. S. VIRGIN ISLANDS 00802

ST. CROIX MAIN OFFICE: 340.773.1561 | ST. THOMAS MAIN OFFICE: 340.774.0828

ST. CROIX FAX: 340.773.0986 | ST. THOMAS FAX: 340.777.9587

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March 5, 2020

AMENDMENT #1 – RFP-018-T-2020 (P) – FirstNet Services

DELETE:

Proposal Due Date/Time

Wednesday, March 11, 2020 at 4:30 p.m. AST

INSERT:

Revised Proposal Due Date/Time

Wednesday, March 18, 2020 at 4:30 p.m. AST

Questions and Answers

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

BIDDERS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT WITH THEIR BID PROPOSAL.

Questions:

1. Section 7, Financial Proposal Requirements indicates the financial proposal outline the “estimated” cost and “all other associated costs direct and indirect.” The contract for professional services refers to travel expenses in paragraph 4, but includes N/A at the end. Will the contractor be reimbursed for approved and documented travel expenses? Should the bidder separate travel expenses per task if these travel expenses are to be separate? If travel is approved and documented separately, can GVI provide the travel cost policies implied in paragraph 4?
 - a. **Cost proposal should include service line item per table 1, and an additional line item for total estimated travel cost.**

4. TRAVEL EXPENSES

Inclusive of the compensation for services as specified in Paragraph 3 (Compensation) above, the Government agrees to pay documented transportation, subsistence, lodging and other travel expenses, while in travel status, for trips which have been authorized in writing, in advance, by the Government. These costs shall be advanced or reimbursed on the same basis as is applicable to non-contract employees of the Government, or as agreed to by an addendum to this Contract, however, said costs and expenses shall not exceed N/A (\$ N/A).

2. The RFP refers to no fewer than 4 in-person meetings, including: Team Planning Meetings, Governance Board Meetings and Working Group Meetings. How many total meetings are anticipated? Should we assume these meetings include individual trips to each island?
 - a. **GVI anticipates four (4) in-person meetings to include Project Kick-off meeting, formal findings presentation to the governance board, Project close-out meeting, and one (1) other based on vendor need.**
 - b. **Project meetings and Governance Board meetings will be video conference, thus, individual trips to each island would not be required.**
 - c. **Multiple meetings can be scheduled during a single trip. Meeting notifications should be sent out at least three (3) weeks in advance to allow public safety agency representatives to travel to designated island.**
3. The RFP also refers to a Formal Findings Presentation. With that presentation be on-site, and if so, is that one of or in addition to the four meetings referred to earlier?
 - a. **The formal findings presentation shall be delivered on-site to the governance body and counts as one of the four meetings referenced.**
4. Table 1- Deliverables identifies Strategic Plans for Emergency Broadband Technologies. However, this item is not listed in Table 2 as one of the Reporting Recommendations. Is this deliverable envisioned to be a separate report? When will this item be due?
 - a. **This deliverable’s reporting requirements fall under Table 2 -Report Type- standard operating procedures.**
 - b. **Table 2 amended to reflect the following change.**
 - i. **“Standard operating procedures” to “standard operating procedures and strategic plans”.**
5. Item 6 under Section 2.1 refers to a Memorandum of Agreement (MOA) to be developed. However, this item is not listed in Table 2 as one of the Contract Deliverables/Reporting

Recommendations. Is this deliverable envisioned to be a separate item? When will this item be due?

- a. **RFP No. 018-T-2020 amended to omit section 2.1. Item 6 from the RFP**
6. Related to the development of Strategic Plans for Emergency Broadband Technologies, the RFP refers to: LMR legacy systems; PTT/MC-PTT; video, ICAM; CAD/RMS. Are there any additional emerging technologies to be addressed?
 - a. **None identified at this time**
 7. The RFP states that the financial proposal must include the unit prices (rates) for each service outlined in Table-i. Will a single price for each row of this table be sufficient?
 - a. **Yes**
 8. The RFP indicates a list of required docs in Section N. The text “THESE WILL BE REQUIRED PRIOR TO AWARD OF CONTRACT.” And there appears to be an embedded document entitled “List of Required Docs.09.17.2018 below that text that would contain the required documents. Is this the same list of documents that appears on page 23 of the RFP? Are these documents required to be included with our proposal or can they be provided later?
 - a. **Yes, this is the same list of documents on page 23. These documents are expected to be included with the proposal.**
 9. Under Section J: Contents of Proposal, the RFP requires the following documents: Copy of Articles of Incorporation; Copy of Certificate of Resolution; Copy of valid Business License. Do these items refer to the primary organizational documents of the bidder, or are they specific to doing business within the Virgin Islands.
 - a. **These documents are expected to be included in bidder’s proposal submission.**
 10. Has the Virgin Islands established a budget for this contract?
 - a. **Yes**
 11. Have working groups with representatives from public safety disciplines been established to support this project? If not, would GVI expect the contractor to solicit involvement in the work groups among stakeholders throughout the USVI?
 - a. **Subject matter experts will be assigned to working groups by each public safety discipline at the request of the Bureau of Information Technology. The vendor is responsible for identifying the number of working groups needed, and the type of expertise required from each discipline.**
 12. Does GVI possess a current database of public safety stakeholders from each agency across all core disciplines (law enforcement, fire, EMS, EMA, PSAP, transportation, public works) or would the contractor be required to develop such a database?
 - a. **A partial database exists**
 13. Does GVI have any perspective regarding the availability of subject matter experts within each public safety discipline to support the work groups?

- a. Subject matter experts will be assigned by each public safety discipline as needed at the request of the Bureau of Information Technology.

14. The RFP calls for "Capacity Planning". Can GVI elaborate on the purpose of this work? How is the capacity estimate planned to be used? Is the "capacity" envisioned to be the public safety traffic demand during the typical busy hour, peak hour (i.e., for a major event), or is it envisioned to only represent public safety usage during a major incident or to represent both public safety and commercial traffic? Does GVI envision data collection for this activity to be via an online survey? How does GVI intend to use this work to influence AT&T's capacity throughout the USVI? Does GVI envision the results to be geographically based?
 - a. The purpose is to gain an understanding of the amount of data used by public safety on a day to day basis and during major events (carnival, fair, etc.).
 - b. Yes, capacity is envisioned to be for traffic demand during peak hours, for public safety usage during a major incident, and to represent both public safety and commercial traffic.

15. Regarding item 6, development of a "standard memorandum of agreement", can GVI elaborate regarding what infrastructure is envisioned to share and who the parties will be in the agreement? Is this sharing of government assets with FirstNet's "vendors"? Has the third-party private entity provided a sample agreement for a particular asset, or does GVI wish to propose such a sample agreement to AT&T or other FirstNet vendor?
 - a. RFP No. 018-T-2020 amended to omit section 2.1. Item 6 from the RFP

16. Has GVI been granted an extension until March 31, 2021 for the SLIGP 2.0 funds? When is the contract award anticipated? If the contract award date were to allow more than five months to complete all deliverables (prior to grant expiration), would GVI be open to a longer timetable to allow for a longer survey period, enhanced stakeholder feedback and interactions?
 - a. Yes, GVI has been granted an extension until March 31, 2021.
 - b. Once the RFP is closed, the contract award will be anticipated when the Evaluation Committee makes its recommendation to award a professional services contract.
 - c. If a longer timetable is being requested, please outline your plan within the technical and cost proposal response plan.