



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

**Solicitation**

NUMBER
LDPHONE13

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF:  
 GUY NISBET  
 304-558-8802

RFQ COPY

TYPE NAME/ADDRESS HERE

V  
E  
N  
D  
O  
R

S  
H  
I  
P  
T  
O

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED
06/14/2013

BID OPENING DATE: 07/09/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
				ADDENDUM NO.02		
				ADDENDUM FOR THE STATEWIDE, OPEN-END CONTRACT TO PROVIDE TRADITIONAL LONG DISTANCE PHONE SERVICES ISSUED TO PUBLISH THE ATTACHED INFORMATION TO THE VENDOR COMMUNITY.		
				1. RESUBMIT OF ADDENDUM NO.1 IN ITS ENTIRETY TO PUBLISH INFORMATION THAT DID NOT GET SCANNED AND PUBLISHED DURING ADDENDUM NO.1		
				2. NO OTHER CHANGES.		
0001	1	LS	915-77	TELEPHONE SERVICES, LOCAL AND LONG DISTANCE.		
				***** THIS IS THE END OF RFQ LDPHONE13 ***** TOTAL:		

SIGNATURE		TELEPHONE		DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE		

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SOLICITATION NUMBER: LDPHONE13  
 Addendum Number: No. 02

---

The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

This addendum for the Statewide, Open-End Contract to provide traditional long distance phone services to the State of West Virginia issued to publish the following information to the vendor community.

1. To resubmit Addendum No.1 in its entirety. Questions 6 through 8 inadvertently did not get scanned during the posting of Addendum no.1
2. No other changes.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

**LDPHONE13**  
**Technical Questions**

1. **Is there a requirement that the carrier must provide all services listed in the RFQ, such as BRIs and Centrex? Typically, BRI and Centrex services are only offered by the Incumbent Local Exchange Carrier, so this bid would eliminate all others.**

A.1. The RFQ has two major components: Long Distance and the Centrex DAIN Network. If the vendor is unable to provide the Centrex services, he may bid on only the long distance services. To bid on the replacement of the Centrex, the vendor must meet all of the mandatory requirements under 3.1.6, 3.1.7, and 3.1.8. To bid on only the long distance services, the vendor must meet all of the mandatory requirements except 3.1.6.

2. **If the carrier can provide PRI but not BRI and Centrex, how do you prefer me to indicate that on the RFP response?**

A.2. To respond to one of the two major components, note that you are only bidding on that component and only complete the cost sheets for that component.

3. **For the Inbound Toll Free Services, there is a "user Dedicated T1" line item. Does the state currently have separate T1s specifically for toll free numbers, or do the toll free numbers just ring down to regular telephone numbers (DIDs) that sit on the PRIs?**

A.3. At least one agency has a dedicated T1 for their toll-free service. The others have toll-free service that ring in on a DID or a PRI or they ring in on a Centrex or other local line.

4. **For the Outbound Long Distance Services, there is a "User Dedicated T1" line item. Does the state currently have separate T1s specifically for outbound long distance, or are all T1s used for local, long distance, and toll free usage? This is important to know so that the correct quantity can be quoted.**

A.4. All T1s are currently used for local, long distance and toll free usage.

5. **To respond to this RFQ we will need an estimate of past minutes of usage for all Intrastate/Interstate-Intralata/Interlata, and International calling. Will the state provide us an estimate of this usage?**

A.5. The breakdown for April, 2013 was:

DESCRIPTION	MINUTES
Domestic Calls – Interstate	105,843
Domestic Calls – Intrastate	595,777
Toll Free – Interstate	325,014
Toll Free – Intrastate	1,498,102
Payphone	2,913
Canada	1,165
Caribbean	149
Directory Assistance	0.84
Dedicated Outbound – Intrastate	87,183
Dedicated Outbound – Interstate	239,946
International Calls	0.04
Toll Free – non mainland	1,096
Calling Card – Domestic Calls	2,747
TOTAL	2,859,935.88

6. Due to the details regarding minutes of usage not being released in this bid would the State please grant a one month extension to the RFP? Time limitations to the due date of this response may make it impossible for us to respond without an extension.

A.6. We will grant a two-week extension.

7. In regards to the Centrex offering, is the State still considering vendor for the Hosted VoIP offering that was bid late last year, or in this in lieu of that RFQ.

A.7. The VoIP RFP is a separate on-going procurement effort.

8. The State requires 18/6 timing on calls. Limitations of all LD providers we are aware of makes 18/6 impossible in regards to international calling. Will the state consider different timing regarding international calls?

A.8. We have modified 3.1.1.1 to read as follows: **3.1.1.1** Charges shall be based and billed on per minute costs. Pages 1 and 2 of Exhibit A have also been modified to reflect this change (see attached). Your invoicing must match the pricing shown on the Pricing Sheets.

9. Is the backbone mentioned a layer 2 service which is in place today or is the cost to carry this backbone traffic included in your Centrex station rate?

A.9. The long distance provider is responsible for the cost to provide the layer 2 service for the backbone.

10. What is the State's current dialing plan procedure today? You state it has to remain unchanged.

A.10 Most State locations with Centrex service today dial 9-304-xxx-xxx for local calling, 9-1-304-xxx-xxxx for in-state toll calling and 9-1-xxx-xxx-xxxx for inter-state toll calling. There are still some state locations that can call each other with 4 or 5-digit abbreviated dialing among Centrex lines within the same central office. For example, the Charleston 558 Centrex lines can call each with 8-xxxx.

11. What is the specified electronic format of call detail records today?

A.11. The cover sheet shows each major category and the amount charged for that category. The detailed backup shows each major category and then for each call under that category, it shows the Date, Time of the Call, the Area Code and Number Called, the Place Called (city and state), the Length of the Call (minutes) and the Billable Amount.

12. The RFQ states it is soliciting bids to provide The West Virginia Office of Technology with a Statewide Contract to "PROVIDE TRADITIONAL LONG DISTANCE (INTRASTATE, INTERSTATE, AND INTERNATIONAL) AND NECESSARY DEDICATED T-1'S TO HANDLE THE TRAFFIC, CALLING CARDS, INBOUND TOLL FREE CALLING AND DEDICATED T-1's IF APPLICABLE;" however, the RFQ is inviting bids to replace the current Customer Digital Centrex Network. With that said under the specifications, can a vendor submit multiple "mutual exclusive bids" to address to A) the long-distance IXC services and B) a bid to replace the current Centrex network?

A.12. Please see response to A1.

13. If so, would the State prefer separate RFQ bid responses or one bid with multiple "mutual exclusive" options?

A.13. If the vendor is bidding both components, a single RFQ response would be appropriate. If the vendor is bidding only one component of the bid, the vendor would respond to only that section.

14. **What associated charges or ARS components (if any) are required to be the financial responsibility of the winning bidder beyond the tariffed IXC providers dedicated T-1 facilities to carry the Egress traffic as described in Section 3.1.4.1 of the RFQ ?**

A.14. We are unaware of any other associated charges but if something we are not aware of results, the vendor is responsible for those costs.

15. **Will the State provide a Channel Facility Assignment (LOA/CFA) for the Long-Distance vendor to cross-connect their IXC Dedicated Facilities at both Egress points?**

A.15. Yes

16. **Is the State open to different proven technologies that would serve the same purpose, functionality, and features of the current Centrex Network?**

A.16. Yes. If the same functionality and features are provided, cost will be the determining factor.

17. **Under Section 6 the Buyer is only expecting to see original documentation with zero convenience copies. Is that correct?**

A.17. Yes

18. **What is the process for the service provider to finger-print and background check? Will we be provided documentation on the specifics of the requirement if awarded the contract?**

A.18. The vendor will be provided a form to complete from the Division of Protective Services and the vendor staff will be provided the location for finger-printing. Upon award, the vendor will be provided any documentation needed.

19. **Station Message Detail Recording (SMDR) via Tape is required; we have been working toward elimination of this service so we would like to know how will this be used and if an alternative will be considered?**

A.19. Alternatives are acceptable. We must have the information required for billing with backup submitted in an electronic format that we can use.

20. **DSL Internet access is required, however on page 37 DSL is listed as if they are point-to-point circuits, please clarify.**

A.20. DSL is currently provided as point-to-point circuits. Vendors may bid another DSL alternative.

21. **3.1.1.10 states that: "The Vendor cannot bill for more than one circuit at any one location" is this because only one circuit per location would not meet the required minimum usage? Please clarify.**

A.21. This requirement was in error and is hereby deleted.



### PRICING SHEET

### INBOUND TOLL FREE SERVICES

Costs on this sheet must match your invoicing detail.

Type of Service	Unit of Measure	Proposed Unit Cost	Regulatory Fees	Non-Recurring Charges
Inbound Toll Free	Per Minute			
Inbound Toll Free – Dedicated	Per Minute			
User Dedicated T-1	Per T-1			
Interactive (Advanced Feature) Toll Free Services*				

- Vendors are to list all services/features provided, even if at No Charge.

## PRICING SHEET

### OUTBOUND LONG DISTANCE SERVICES

Costs on this sheet must match your invoicing detail.

Type of Service	Unit of Measure	Proposed Unit Cost	Regulatory Fees	Non-Recurring Charges
IntraState/Intralata* Outbound Long Distance	Per Minute			
IntraState/Interlata* Outbound Long Distance	Per Minute			
User Dedicated T-1	Per T-1			
InterState Outbound Long Distance*	Per Minute			
User Dedicated T-1	Per T-1			

- Switched and Dedicated

### CALLING CARD SERVICES

Type of Service	Unit of Measure	Proposed Unit Cost	Regulatory Fees	Non-Recurring Charges
Calling Card Service	Per Minute			

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.:** \_\_\_\_\_

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.  
 Revised 6/8/2012