

Instructions for Completing the 2023 APL Internet WAN & Firewall Services Bid Spreadsheet

Bids must be submitted in the format outlined in the uploaded bid format spreadsheet. See 2023 APL Internet WAN & Firewall Services Bid Spreadsheet.xls for details. Please provide separate bid sheets with costs for BOTH 3-year and 5-year contracts. The Bid spreadsheet indicates the current circuit types, but bids with other proposed circuit types or architectures will also be evaluated for affordability and cost-effective solutions to meet Library system.

1. List your company name and SPIN number. Are you current on your 2023 Service Provider Annual Certification (SPAC)/473 requirements? How many years of experience do you have working with the E-rate program?
2. Fill in the circuit type you are proposing. Indicate your current maximum speed for your circuit types since the Library may require capacity beyond the listed speeds in the bid format over the life of the contract.
3. The Library seeks costs for speeds from 50 Mb to 5 Gb at this time, but potential speed range over the term of the contract could be up to 10 Gb. Please fill in the cost for each speed. Do not submit costs in boxes marked N/A. Prices for higher speeds than listed in this spreadsheet may be added via an amendment to the contract.
4. Itemize any nonrecurring set-up and/or installation fees.
5. List any applicable taxes and fees (including network access fees, regulatory fees, surcharges, etc.) for these services (% of MRC estimate is acceptable).
6. Indicate if the lines have already been built and give the GUARANTEED service availability date. If your bid requires construction, please provide a description of the scope of the project and the required timeline. Include your financial compensation policy for any late service starts.
7. Indicate if your company owns the lines for the service you are proposing. If not, then provide the name of company that owns the lines and the length of time you have worked with this other company.
8. Indicate if Static IP is available and the cost/line. Indicate if the service supports 802.1ad.
9. Provide the name of the firewall managed service product. Enter the monthly costs and monthly E-Rate ineligible costs.