



# Telephone Services Request for Proposals Town of Salem Bid #2013-005

April 2013

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**SALEM PURCHASING**

Julie Adams, Purchasing Agent  
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[jadams@ci.salem.nh.us](mailto:jadams@ci.salem.nh.us)

Keith Hickey, Town Manager

Prepared for and in coordination with the  
**IT Department** and

Jane Savastano

Finance Director

33 Geremonty Drive

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[jsavastano@ci.salem.nh.us](mailto:jsavastano@ci.salem.nh.us)

**Request for Proposals  
Telephone Service  
April 2013**

The Town of Salem by and through its Purchasing Office is issuing this telephone service request for proposals (RFP). The contract will begin in 2013. Proposal and all correspondence relating to this RFP shall be submitted to:

Julie Adams  
Purchasing Agent  
33 Geremonty Drive  
Salem NH 03079  
603-890-2090  
[jadams@ci.salem.nh.us](mailto:jadams@ci.salem.nh.us)

Please visit our website to download a copy of this Bid #2013- 005 at [www.townofsalemnh.org](http://www.townofsalemnh.org) Finance-Purchasing /bids-proposals. Copies will not be faxed. Qualified Firms requiring additional information or clarification relative to the contents of the bid may direct inquiries to Julie Adams, Purchasing Agent, at 603-890-2090 or [jadams@ci.salem.nh.us](mailto:jadams@ci.salem.nh.us) during the business hours of: Monday through Friday 9:00am to 2:00pm.

The purpose of the procurement is to provide a comprehensive solution for the Town of Salem, NH as identified in the Request for Proposals. Technical and other programmatic questions subsequent to the receipt and review of the RFP shall be directed to [jsavastano@ci.salem.nh.us](mailto:jsavastano@ci.salem.nh.us). Proposals must be received, in the form and manner as required by the RFP, at the office of the Purchasing Agent at the above address no later than 2pm April 26, 2013 late proposals will not be considered.

The Town reserves the right to reject any or all proposals and/or to limit this procurement to a portion based on the availability of funds and/or as deemed in the best interest of the Town.

## ***Section 1: Background***

The Town of Salem, NH is seeking proposals for telephone services including local, long distance, radio/alarm circuits, T1 and building communications provisions. Current service includes approximately 435 numbers, lines and circuits in a mixture of Basic Business, Centrex, DID, Tie Line and Different Premise Address services; 4 Point-to-Point T1 connections, 1 Net flex Dynamic DS1 line and 1 toll free number. These services span over 17 facilities.

## ***Section 2: Provider Qualifications***

The term PROVIDER shall mean Vendors, Contractors, Subcontractors, Consultants, Sub consultants, and shall be all inclusive referring to the primary and any subordinate company, corporation, individual, partnership, or business entity having any role in the project and such terms may be used interchangeably.

The PROVIDER supplying the service shall demonstrate compliance with the following requirements:

- The PROVIDER shall have current and demonstrable telephone service provisions in New Hampshire.
- The PROVIDER shall have satisfactorily completed at least one (1) installation of similar size and complexity in the last two (2) years.
- All management, construction, installation, and testing services shall be performed by individuals who have performed the same job function on at least three (3) previously completed construction and installation project of comparable size, scope, and complexity.

## ***Section 3: Scope***

Bidders are required to submit an all-encompassing total bid price for all bidder and contracted services on a guaranteed maximum "not to exceed" bid basis. The addition/deletion of equipment ordered and acquired during the term of the proposed agreement shall not in any way alter the agreed upon term of the agreement unless both parties sign an addendum specifically authorizing an adjustment to the term.

The successful bidder must be able to convert existing lines as specified on pages 12-17 without interrupting service. Any and all lines with current contracts will be switched upon contract fulfillment. The Circuits and Numbers listing found on pages 12-17 do not constitute a complete and final list. All switching fees related to change of current carrier would be covered by the vendor. The Town of Salem, NH will not be subject to any automatic contract renewals or any arbitrary changes to assigned telephone lines. The Town of Salem, NH will not incur activation charges. The Town of Salem, NH will not solicit services. No changes to the account will be made without the authorization from the assigned contact persons of the Town of Salem, NH.

The successful bidder agrees to change billing information to coincide with the Town of Salem, NH's central billing location. There shall be one composite bill for all numbers and locations, and invoices shall be sent to the central billing location. That the successful bidder agrees that reciprocity would be shown regarding conduct and verbal abuse; that the Town of Salem, NH would not be subject to any automatic rate increases becoming part of the agreement.

That the Town of Salem, NH and the successful bidder agree that the contract may be terminated by the Town of Salem, NH by giving a thirty-day (30 day) written notice, incurring no liability for the remainder of the agreement. That reciprocity would be shown regarding eligibility, and the Town of Salem, NH's right to terminate the agreement. The successful bidder agrees that the Town of Salem, NH would not have to provide a deposit. That the Town of Salem, NH would not be liable for costs incurred due to the enforcement of the agreement.

It is the intent that the award of the bid will be contingent upon final approval of meeting the specifications.

## **Section 4: Content of Proposal**

The proposal shall follow the sections identified below and contain the information required in the sections where the information is requested. The lack of information in the required section cannot be addressed by providing additional information in other sections. If the information is not found in the appropriate section it will be considered as missing and therefore non-responsive. This format is designed to provide all VENDORS with a format to provide both basic and enhanced information. Reviewing the entire RFP prior to completing this section is strongly advised. For the purpose of this RFP, VENDOR is defined as: persons, firm, corporation, business or any other entity filing a proposal as the principal contractor who shall be solely responsible for all deliverables, coordination, and assurances.

All material submitted by the VENDOR becomes the irrevocable and sole property of the Town of Salem, NH unless otherwise specified in this RFP. The Town shall be under no obligation to return any proposals or material submitted by a VENDOR in response to this RFP unless specified in this RFP. The proposals shall remain confidential until completion of the evaluation of all proposals. However, the Town of Salem cannot assure the confidentiality of any materials or information, which may be submitted by a VENDOR in response to this RFP. Thus, VENDORS who choose to submit confidential information do so at their risk. No costs or expenses incurred by the VENDORS in responding to this RFP or in particular in this competitive procurement will be borne by the Town.

The Town reserves the right to reject any or all proposals and/or to limit this study to a portion based on the availability of funds and/or as deemed in the best interest of the Town. Each VENDOR must furnish all requested information in the formats specified by this RFP. Promotional materials and other documents are not necessary and will not be considered as meeting any of the requirements of this RFP, unless they answer questions related to the below sections and or are otherwise allowed in this RFP. To enable the Town to perform a fair comparative analysis and evaluation of proposals, it is desired that a uniform format be employed in structuring each proposal. The VENDOR'S degree of compliance with the requirement of this RFP and their clarity in proposal will be a significant factor in the subsequent evaluation of the proposal.

Submissions must be in two sections as identified below:

### **I. COMMUNICATIONS SERVICES PROPOSAL FOR THE TOWN OF SALEM, NH**

The proposals must be formatted according to the instructions of this RFP. VENDORS must not include any cost information in any part of the proposal. A sealed package (box) containing the original (bound in a loose leaf binder allowing for further copies) and three (3) duplicates (Bound by other means providing no papers are loose.) must be labeled as follows:

**(VENDOR Name)**

### **COMMUNICATIONS SERVICES PROPOSAL FOR THE TOWN OF SALEM, NH**

The proposal must be tabbed with numbered dividers with the appropriate section numbers as indicated below.

#### **❖ Proposal Format**

1. **Letter of Transmittal:** Each proposal must include a letter of transmittal containing the signature of a representative authorized to enter into contracts for the prime contractor. Beyond this, the VENDOR can provide any information desired in the letter. The transmittal letter should not exceed two pages in length. ***Inserted after the letter of transmittal shall be the APPLICATION form, Non- Collusion Affidavit and Affirmative Action forms.***
2. **Vendor Profile(s):** This section shall include a brief description of the PROVIDER, size and history, key areas of practice, financial information, etc. This information shall also be provided for any and all subcontractors. In addition, the role assigned to each subcontractor shall be described. The PROVIDER is required to specify an assigned representative from the company that will be the Town of Salem, NH's primary contact.

3. **Project Approach:** This section shall include a brief narrative describing the VENDOR'S typical approach to completing similar projects and identifying best practices and lessons learned. Please identify the VENDOR'S typical project management approach as well as quality assurance practices. In Appendix A include relevant recent examples of documentation, including:
  - An intended project schedule
  - A Quality Assurance/Quality Control Plan
4. **Consultant Availability:** Provide a description of availability of the VENDOR to the Town staff for meetings and consultation. Indicate the relationship of this project to other current projects in the firm and demonstrate ability to manage this project.
5. **Financial and Insurance Resources:** The VENDOR shall submit information that would clearly document the financial resources for performance and or have the ability to obtain such resources. Proper insurance for employees and subcontractors shall be required for submittal. A letter from the companies' financial representative, auditor, or corporate representative indicating the above shall be sufficient. The letter and or documents shall indicate that the VENDOR is financially able to enter into a contract and deliver the services scoped herein.
6. **References:** Include at least three (3) references from current business clients. Preferable references are NH municipalities who are current customers. Forms are provided on pages 20-22 herein.
7. **Conflict of Interest:** The VENDOR shall describe any and all current or potential conflicts of interest related to performance on this project. Relationships with property owners, developers, other VENDOR, State and Federal Agencies, whether in recent past (past three years), present, or potentially in the future by interest in a pending project, which may serve to provide financial benefit to the VENDOR, must be identified. If there is an appearance of a conflict of interest then the VENDOR must identify the methods they will employ to address the conflicts.
8. **Requirements Checklist:** Insert a completed Requirements Checklist form, provided on page 11 herein. Provide any and all explanatory text as required after the form.
9. **Appendix A: Related Material:** Include relevant examples of material requested in Section 4.3. Project Approach.
10. **Appendix B: Promotional Material:** Include any relevant promotional material, including brochures, pamphlets, leaflets, etc. in this appendix. This material may or may not be considered when evaluating the VENDOR'S qualifications. This appendix has no page limitation; however, only promotional material that is directly relevant to the PROJECT should be included.

## **II. COMMUNICATIONS SERVICES COST FOR THE TOWN OF SALEM, NH**

The proposals must be formatted according to the instructions of this RFP. A sealed package containing the original and three (3) duplicates must be labeled as follows:

**(VENDOR Name)**

### **COMMUNICATIONS SERVICES COST FOR THE TOWN OF SALEM, NH**

1. **Cost Proposal Submittal Form:** Include a completed Cost Proposal Submittal Form as provided on page 18 herein. This should accompany the full cost proposal detail. The cost proposal shall be detailed and include any and all additional software or hardware required for a fully operational system.
2. **Suggested System Improvements (Optional):** Include any or all suggestions for upgrade or improvement to the system and/or infrastructure.

## ***Section 5: Vendor Limitations***

The VENDOR should include any latitudes, prohibitions or limitations placed on the services presented in the VENDOR'S proposal. If some services or personnel cannot be provided for as specifically provided for in the proposal this should be stated. The objective is to clarify all service options and personnel.

1. Assignment Rights: To meet the requirements of the Scope of Work the Town reserves the right to use the Technical and other services of other VENDORS, unless specifically limited by the VENDOR in the response.
2. Negotiation Rights: The Town reserves the right to negotiate with VENDORS regarding variation to the original RFP and VENDOR, to include cost, which may be in the best interest of the Town.
3. Town Rights: The Town reserves the right to waive any item which is, in the opinion of the Town, informality and in the best interest of competitiveness. The Town has the right to accept or reject any or all proposals in whole or in part if it is deemed to be in the public interest to do so.

## ***Section 6: Proposals Delivery***

Proposals must be delivered, during regular business hours, no later than 2 pm on April 26, 2013 to the following address:

Julie Adams  
Purchasing Agent  
33 Geremonty Drive  
Salem NH 03079  
603-890-2090  
[jadams@ci.salem.nh.us](mailto:jadams@ci.salem.nh.us)

Delivery will be at the VENDOR'S expense and risk. Any and all damages that may occur due to packing or shipping will be the sole responsibility of the VENDOR. Late submissions including those mailed or delivered to the wrong address will be rejected. Postmark does not count for being delivered within the due date and time.

## ***Section 7: Proposal Evaluations and Contract Execution***

### ***❖ Evaluation Criteria***

This section shall serve as the criteria from which the Town will rate the VENDOR. In preparing a submittal the Town recommends that the VENDOR address the criteria clearly in their submittal as outlined in the Content of Proposal section above and indicate how they achieve the highest rating. Statements should qualify and demonstrate the VENDOR'S ability to meet each criterion. Statements should be to the greatest extent verifiable.

1. Submittal Completeness and Quality – The VENDOR has included all forms and information requested in this RFP. The submittal is concise and of high quality.
2. VENDOR Profile – The VENDOR demonstrates that it has a strong history, the necessary resources, familiarity with the region, and good working relationships with its subcontractors, if any.
3. Project Approach – The VENDOR demonstrates familiarity with this type of project, suggests innovative tools or methods, has strong project management skills, and utilizes a consistent and effective quality assurance and control strategies.
4. Qualifications – The VENDOR provides evidence of successful completion of projects of similar size, nature, and scope.

5. References – The VENDOR provides strong references that confirm that the VENDOR'S proposed staff is competent and professional and that the VENDOR completed projects on time and within budget.
6. Cost Analysis – The VENDOR'S proposed guidelines for the range of costs for a project of this size, nature, and scope.
7. Financial Information – The VENDOR provides evidence of financial stability and the resources necessary to complete a project of this size, including information on insurance and bonding capabilities.

### ❖ ***Rejection of Proposals***

The Town reserves the right to reject any or all proposals and/or to limit this study to a portion based on the availability of funds and/or as deemed in the best interest of the Town. Any proposal determined to be non-responsive to any of the minimum evaluation criteria of this RFP will be automatically disqualified. The Town may determine that the non-responsiveness is not substantial and can be clarified. In such cases, the Town will allow the VENDOR to make minor corrections and apply the change in the evaluation.

Any of the following reasons may be considered as being sufficient for the disqualification of VENDOR and the rejection of his proposal(s):

1. Failure to adhere to one or more of the provisions established in the RFP.
2. Failure to submit all required information as requested in the specifications by the deadline.
3. Failure to submit the proposal at the time or in the format specified herein or to supply the minimum information requested herein.
4. Failure to meet the minimum evaluation criteria specified in this RFP.
5. Failure to submit its proposal to the required address on or before the deadline date established by the Town.
6. Misrepresentation of services, experience and personnel by providing demonstrably false information in its proposal or failure to provide material information.
7. Failure to submit the cost on the enclosed Cost Proposal.
8. Refusal of a reasonable request for an interview.
9. Refusal to provide clarification requested by the Town.
10. Evidence of collusion.
11. Failure to provide truthful and accurate information in its proposal or misrepresents its product.

### ❖ ***Execution of Contract***

Upon the acceptance of a VENDOR'S proposal, the Town will prepare and submit an award letter to the successful VENDOR for ordering. In the event that the successful VENDOR fails, neglects or refuses to execute the contract within fourteen (14) days after receiving a notice of award from the Town, the Town may at its option terminate and cancel its action in awarding the bid and the selection of the VENDOR shall become null and void and of no effect.

Incorporated by reference into the contract, which is to be entered into, by the Town and the successful VENDOR pursuant to this RFP will be:

1. All of the information presented in or with this RFP and the VENDOR'S response thereto.
2. All written communications between the Town and the successful VENDOR whose proposal is accepted. A designated official of the VENDOR and the Town of Salem shall execute the contract.

## ***Section 8: Responsibilities of the VENDOR***

1. Prime Contractor: The successful VENDOR will be considered as the prime contractor for those services indicated in their proposal and will be required to assume total responsibility for the delivery, installation, setup, conversion, and maintenance of all related services offered in the proposal whether or not the company is the manufacturer, producer, value added reseller, author or supplier of the items. The Town of Salem will consider the successful VENDOR to be the sole point of contact with regard to all contractual matters, including performance or service unless otherwise stated. Prior to final selection, VENDORS may be required to submit any additional information, which the Town may deem necessary to determine the VENDOR'S qualifications to respond to the RFP. Should any of the information requested by the Town be considered by the VENDOR to be confidential it should be so stated. The Town will attempt to treat any information submitted by the VENDOR as confidential if requested to do so; however, the Town cannot insure such confidentiality.
2. Firm Price: Prices offered by the VENDOR will be firm and not subject to increase during the term of any contractual agreement arising between the Town of Salem, NH and the successful VENDOR as a result of this RFP.
3. No Assignment: Assignment by the successful VENDOR to any third party of any contract based on the RFP or any monies due shall be absolutely prohibited and will not be recognized by the Town of Salem unless approved in advance by the Town in writing.
4. Statement of Time: Time when stated, as a number of days, shall include Mondays through Sundays and Legal Holidays.

### **❖ Clarification of Proposals**

The VENDOR of any proposal that the Town determines susceptible to being selected may be required to discuss or clarify its proposal or demonstrate its applications with the Town any time during the procurement process.

### **❖ Non-Discrimination in Employment and Affirmative Action**

1. The VENDOR shall not discriminate against any qualified employee or applicant for employment because of race, color, national origin, ancestry, age, sex, religion, or physical/mental handicap. The VENDOR agrees to comply with all applicable Federal and State statutes, rules and regulations prohibiting discrimination in employment.
2. If a complaint or claim alleging violation by the VENDOR of such statutes, rules, or regulations is presented, the VENDOR agrees to cooperate in the investigation and disposition of complaint or claim.
3. In the event of the VENDOR'S non-compliance with the provisions in this section, the Town of Salem shall impose such sanctions as it deems appropriate, including but not limited to the following: 1. Withholding of payments due the VENDOR until the VENDOR complies, and, 2. Termination or suspension of any contract or agreement pursuant to this RFP.
4. Force Majeure: Neither party will be liable to the other for any failure or delay in rendering performance arising out of causes beyond its control and without its fault or negligence. Such causes may include, but not be limited to, acts of God or the public enemy, freight embargoes, and unusually severe weather, but the failure or delay must be beyond its control and without its fault or negligence. Dates or times of performance may be extended to the extent of delays excused by this section, provided that the party



whose performance is affected notifies the other promptly of the existence and nature of such delay.

#### ❖ **Open Procurement**

1. The Town reserves the right to accept any item or group of items proposed in any response, unless the VENDOR qualifies the offer by specific limitation. If some items cannot be purchased in greater quantity or independently of others than specifically provided for in the proposal this should be stated.
2. The Town reserves the right to purchase more or less of each item or service at the unit price offered in the VENDOR'S response unless otherwise stated.
3. The Town reserves the right to attach hardware of other VENDORS to the system, unless specifically limited by the VENDOR in the proposal.
4. The Town reserves the right to negotiate with VENDORS regarding variations to the original proposal(s), to include cost, which may be in the best interest of the Town.
5. The Town reserves the right to accept or reject any or all proposals in whole or in part.

#### ❖ **Availability of Funds**

If the Town should not, for any reason at any time, appropriate or otherwise make available funds sufficient to purchase or maintain the services procured pursuant to this RFP, the Town may unilaterally terminate upon thirty (30) days written notice to the successful VENDOR, any and all contractual or other obligations without penalty.

The Town will make every effort to give timely notice of any termination due to unavailability of funds. However, the failure to give notice will not legally preclude the Town from claiming termination.

#### ❖ **System Responsibility**

Notwithstanding the details presented in this RFP, it is the responsibility of the VENDOR to verify the completeness of the materials lists and suitability of devices to meet the intent of the specification. Any additional hardware or software required after installation, even if not specifically mentioned herein, shall be provided by the VENDOR without claim for additional payment, it being understood that a complete, operational system is required. The successful VENDOR shall be obligated to provide services which meet all guarantees in the proposal for the price contained herein.

#### ❖ **Confidentiality**

The New Hampshire State statutes regarding the public right to know applies to the proposals, except for financial information regarding the VENDORS, which shall be returned to the VENDORS upon award.

#### ❖ **Rights to Submitted Material**

All proposal, response inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, displays, schedules, exhibits and other documentation submitted by VENDORS shall become the property of the Town when received.

# Application to the Town of Salem for Communications Services



## 1. PROJECT DESCRIPTION:

The Town of Salem, NH is seeking proposals for telephone service including local, long distance, radio/alarm circuits, T1 and building communications provisions.

2. NAME OF FIRM:  
(or Joint Venture)

TYPE OF ORGANIZATION:  
(Proprietorship, Partnership, Corporation, etc.)

ADDRESS:

YEAR ESTABLISHED:

LOCATION OF PRINCIPAL OFFICE IF OUT OF STATE:

3. NAME AND TITLE OF PRINCIPAL TO CONTACT:

PHONE NUMBER: (     )

## 4. GENERAL INFORMATION:

Size of Support Staff: \_\_\_\_\_

Support Available (Define Hours): \_\_\_\_\_

Number of Municipal software installations (US only): \_\_\_\_\_

Number of Municipal installations (NH only): \_\_\_\_\_

Product Name: \_\_\_\_\_ Version: \_\_\_\_\_

Database Used: \_\_\_\_\_ Server Platform: \_\_\_\_\_

## 5. KEY PERSONS SPECIALISTS AND INDIVIDUALS IN YOUR FIRM TO BE ASSIGNED TO THIS PROJECT

\*Indicate Project Manager with an asterisk. Include a one-page resume of each member of your staff to be assigned to this project as required by the RFP.

NAME:	TITLE:	DISCIPLINE/PROJECT ROLE:

**Application to the Town of Salem for Communications Services, Part 2**

NAME:	TITLE:	DISCIPLINE/PROJECT ROLE:

6. ADDITIONAL INFORMATION OR DESCRIPTION OF RESOURCES SUPPORTING YOUR FIRM'S QUALIFICATIONS FOR THIS PROJECT: (If joint venture, indicate previous experience with this joint venture.)

\_\_\_\_\_  
Name of Person Authorized to sign proposals

\_\_\_\_\_  
Title of Person Authorized to sign proposals

\_\_\_\_\_  
Signature of Above Person

## REQUIREMENTS CHECKLIST

For each line item, the VENDOR must respond in one of the two columns. Only **ONE** column should have a response.

Column

Yes

Response

"X" means that the vendor is clearly providing, supplying, including, achieving the objective indicated without caveats, exclusions, or considerable modifications.

No

"X" means that the vendor is unable to provide, supply, include, and achieve the objective indicated without caveats, exclusions, or considerable modifications. If modifications in any form or extent are required then the vendor should respond with "Mod" and attach a narrative not exceeding one half of a page explaining the nature of those modifications.

**Will the VENDOR and/or the intended service as submitted in this RFP:**

	<b><u>Objective</u></b>	<b><u>Yes</u></b>	<b><u>No</u></b>
1.	Provide reliable local and long distance service and service for existing and future radio, alarm, sewer, water and other circuits as indicated on pages 12-17.		
2.	Provide reliable service for existing and future radio, alarm, sewer, water and other circuits.		
3.	Provide reliable T1, ISDN or other facility-to-facility service.		
4.	Assign and maintain a selected VENDOR representative who will serve as Salem's primary point of contact. Inquiries, orders, service calls and modifications may be initiated through this contact. This representative will also provide contact information for after-hours communications. Response or acknowledgement from this contact and/or a designee is required to be within 2 hours.		
5.	Provide an escalation list for after-hours use.		
6.	Provide technician response to service calls within 4 hours.		
7.	Provide a toll-free phone number for service inquiries.		
8.	Provide a single bill for all services, grouped by location.		

Town of Salem - List of Circuits and Numbers

Number	Type	Town Location	E-Location	Town Circuit ID
(603) 401-8834	Basic Business Line Measured	33 Geremonty/161 N Policy	161 N Policy	73hbda77561ne
(603) 404-0241	Basic Business Line Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 404-1282	Basic Business Line Measured	18 Hitching Post/161 N Policy	161 N. Policy/Hitching	73bana161092ne
(603) 404-1512	Basic Business Line Measured	21 Cross/10 Howard	21 Cross St	73rna161155ne
(603) 404-3256	Basic Business Line Measured	Howard St	10 Howard St	73rna30105ne
(603) 404-6595	Basic Business Line Measured	41 Salem St/N Policy	41 Salem St/N Policy	73fdda34075ne
(603) 404-6595	Basic Business Line Measured	N Policy/41 Salem	N Policy/41 Salem	73fdda75505ne
(603) 407-3256	Basic Business Line Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	73bana13107ne
(603) 408-1100	Basic Business Line Measured	Howard/N Policy	2 North Policy	73fmna1287ne
(603) 408-1560	Business Line Measured 5 yr		152 Main St.	73plna31161ne
(603) 408-1644	Basic Business Line Measured	44 Lawrence/N Policy	161 N Policy	73tnca40794ne
(603) 408-3670	Basic Business Line Measured		21 Cross St	73rna21657ne
(603) 685-0134	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 685-0136	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 685-0379	Centrex Measured	33 Geremonty Drive	33 Geremonty	
(603) 685-0412	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 685-6361	Basic Business Line Measured	1 Sally Sweet's Way	1 Sally Sweet's Way	
(603) 685-6371	Basic Business Line Measured	287 Lawrence Road	33 Geremonty	
(603) 685-6372	Basic Business Line Measured	21 Cross Street	33 Geremonty	
(603) 685-6373	Basic Business Line Measured	161 N Policy	33 Geremonty	
(603) 685-6374	Basic Business Line Measured	1 Sally Sweet's Way	33 Geremonty	
(603) 685-6400	DID Individual Number	33 Geremonty		
(603) 685-6401	DID Individual Number	33 Geremonty		
(603) 685-6402	DID Individual Number	33 Geremonty		
(603) 685-6403	DID Individual Number	33 Geremonty		
(603) 685-6404	DID Individual Number	33 Geremonty		
(603) 685-6405	DID Individual Number	33 Geremonty		
(603) 685-6406	DID Individual Number	33 Geremonty		
(603) 685-6407	DID Individual Number	33 Geremonty		
(603) 685-6408	DID Individual Number	33 Geremonty		
(603) 685-6409	DID Individual Number	33 Geremonty		
(603) 685-6410	DID Individual Number	33 Geremonty		
(603) 685-6411	DID Individual Number	33 Geremonty		
(603) 685-6412	DID Individual Number	33 Geremonty		
(603) 685-6413	DID Individual Number	33 Geremonty		
(603) 685-6414	DID Individual Number	33 Geremonty		
(603) 685-6415	DID Individual Number	33 Geremonty		
(603) 685-6416	DID Individual Number	33 Geremonty		
(603) 685-6417	DID Individual Number	33 Geremonty		
(603) 685-6418	DID Individual Number	33 Geremonty		
(603) 685-6419	DID Individual Number	33 Geremonty		
(603) 685-6420	DID Individual Number	33 Geremonty		
(603) 685-6421	DID Individual Number	33 Geremonty		
(603) 685-6422	DID Individual Number	33 Geremonty		
(603) 685-6423	DID Individual Number	33 Geremonty		
(603) 685-6424	DID Individual Number	33 Geremonty		
(603) 685-6425	DID Individual Number	33 Geremonty		
(603) 685-6426	DID Individual Number	33 Geremonty		
(603) 685-6427	DID Individual Number	33 Geremonty		
(603) 685-6428	DID Individual Number	33 Geremonty		
(603) 685-6429	DID Individual Number	33 Geremonty		
(603) 685-6430	DID Individual Number	33 Geremonty		
(603) 685-6431	DID Individual Number	33 Geremonty		
(603) 685-6432	DID Individual Number	33 Geremonty		
(603) 685-6433	DID Individual Number	33 Geremonty		
(603) 685-6434	DID Individual Number	33 Geremonty		
(603) 685-6435	DID Individual Number	33 Geremonty		
(603) 685-6436	DID Individual Number	33 Geremonty		
(603) 685-6437	DID Individual Number	33 Geremonty		
(603) 685-6438	DID Individual Number	33 Geremonty		
(603) 685-6439	DID Individual Number	33 Geremonty		
(603) 685-6440	DID Individual Number	33 Geremonty		
(603) 685-6441	DID Individual Number	33 Geremonty		
(603) 685-6442	DID Individual Number	33 Geremonty		
(603) 685-6443	DID Individual Number	33 Geremonty		
(603) 685-6444	DID Individual Number	33 Geremonty		
(603) 685-6445	DID Individual Number	33 Geremonty		
(603) 685-6446	DID Individual Number	33 Geremonty		
(603) 685-6447	DID Individual Number	33 Geremonty		
(603) 685-6448	DID Individual Number	33 Geremonty		
(603) 685-6449	DID Individual Number	33 Geremonty		

[illegible]

[illegible]

[illegible]



(603) 890-2142	Centrex Measured	111 East Broadway	111 E. Broadway	
(603) 890-2143	Centrex Measured	55 Lowell	55 Lowell	
(603) 890-2150	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2151	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2152	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2153	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2154	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2155	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2156	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2157	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2158	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2159	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2160	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2161	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2162	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2163	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2164	Centrex Measured	1 Sally Sweet's Way	33 Geremonty	
(603) 890-2165	Centrex Measured	8 Industrial Pkwy	8 Industrial Pkwy	
(603) 890-2170	Centrex Measured	21 Cross St	21 Cross St	
(603) 890-2171	Centrex Measured	161 N. Policy	161 N. Policy	
(603) 890-2172	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2173	Centrex Measured	161 N. Policy	161 N. Policy	
(603) 890-2174	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2175	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2176	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2179	DID Individual Number	33 Geremonty		
(603) 890-2180	Centrex Measured	329 Main St.	329 Main St.	
(603) 890-2190	Centrex Measured	1 Sally Sweet's Way	287 Lawrence Rd	
(603) 890-2191	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2192	Centrex Measured	1 Sally Sweet's Way	1 Sally Sweet's Way	
(603) 890-2193	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2199	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2200	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2201	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2202	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2203	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2204	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2205	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2208	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2209	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2210	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2215	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2216	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2217	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2220	Basic Business Line Measured	33 Geremonty	33 Geremonty	
(603) 890-2280	Centrex Measured	152 Main St.	152 Main St.	
(603) 890-2285	Centrex Measured	53 Old Rockingham Rd	53 Old Rockingham Rd	
(603) 890-2286	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2290	Basic Business Line Measured	170 Lawrence Road	170 Lawrence Rd	
(603) 890-2291	Centrex Measured	115 E N Broadway	115 E. Broadway	
(603) 890-2292	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2300	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2301	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2302	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2310	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2311	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2312	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2313	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2314	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2315	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2316	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2317	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2318	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2319	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2320	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2321	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2322	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2323	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2330	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2331	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2332	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2333	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2340	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2341	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2342	DID Individual Number	33 Geremonty	33 Geremonty	

(603) 890-2343	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2350	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2351	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2352	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2360	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2361	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2362	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2370	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2371	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2372	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2373	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2374	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2380	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2381	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2382	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-2383	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2384	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2385	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2387	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2390	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2392	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2393	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2394	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2397	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-2398	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 890-3882	Centrex Measured	21 Cross St	21 Cross St	
(603) 892-1911	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 890-6303	Different Premise Address	152 Main St.	152 Main St.	
(603) 893-1911	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 893-3190	Centrex Measured	287 Lawrence Road	287 Lawrence Rd	
(603) 893-3606	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 893-3621	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 893-3789	Basic Business Line Measured	152 Main St.	152 Main St.	
(603) 893-3816	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 893-6597	Centrex Measured	9 Veterans Memorial Pkwy		
(603) 893-6600	DID Individual Number	33 Geremonty	33 Geremonty	
(603) 894-4861	Centrex Measured	9 Veterans Memorial Pkwy	9 Veterans Memorial Pkwy	
(603) 894-4981	Centrex Measured	35 Geremonty	33 Geremonty	
(603) 894-6255	Different Premise Address		152 Main St.	
(603) 894-6276	Centrex Measured	6 School St	6 School St.	
(603) 894-6488	Different Premise Address		152 Main St.	
(603) 894-6546	Different Premise Address		152 Main-St.	
(603) 898-1223	Centrex Measured	33 Geremonty	33 Geremonty	
(603) 898-1517	Basic Business Line Measured	152 Main St.	152 Main St.	
(603) 898-5428	Centrex Measured	1 Cluff Crossing Rd	1 Cluff Crossing Rd	
1800-498-4040	Toll Free Number	33 Geremonty Drive	33 Geremonty Drive	
	Point to Point T1	152 Main St.	152 Main St.	
	Point to Point T1	161 N Policy	161 N Policy	
	Point to Point T1	279 N Main St	279 N Main St	
	Point to Point T1	170 Lawrence Rd	170 Lawrence Rd	
	Netflex Dynamic DS1	33 Geremonty	33 Geremonty	
	Analog Data Circuit	21 Cross Street		
	Analog Data Circuit	21 Cross Street		
	Analog Data Circuit	21 Cross Street		
	Analog Data Circuit	21 Cross Street		
	Analog Data Circuit	21 Cross Street		
	Analog Data Circuit	10 Howard St		
	Analog Data Circuit	10 Howard St		
	Analog Data Circuit	44 Lawrence Rd		
	Analog Data Circuit	44 Lawrence Rd		
	Analog Data Circuit	9 Veterans Memorial		
	Analog Data Circuit	279 N Main St		
	Analog Data Circuit	9 Veterans Memorial		

### **Certificate of Non-Collusion**

The undersigned certifies under penalties of perjury that this proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

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(Typed or Printed name of Person Signing Proposal)

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Signature

---

Name of Business

**Affirmative Action**

The VENDOR shall not discriminate against any qualified employee or applicant for employment because of race, color, national origin, ancestry, age, sex, religion, or physical/mental handicap. The VENDOR agrees to comply with all applicable Federal and State statutes, rules and regulations prohibiting discrimination in employment.

If a complaint or claim alleging violation by the VENDOR of such statutes, rules, or regulations is presented, the VENDOR agrees to cooperate in the investigation and disposition of complaint or claim.

I understand that non-compliance with the provisions in this section, the Town of Salem shall impose such sanctions as it deems appropriate, including but not limited to the following:

Withholding of payments due the VENDOR until the VENDOR complies, and, termination or suspension of any contract or agreement pursuant to this RFQ.

---

(Typed or Printed name of Person Signing Proposal)

---

Signature

---

Name of Business

## Reference Form

Vendor's Name: \_\_\_\_\_

[illegible]

## Reference Form

Vendor's Name: \_\_\_\_\_

[illegible]

## Reference Form

Vendor's Name: \_\_\_\_\_

[illegible]

## Cost Proposal for Communications Service Proposal

The below signature shall certify and agree to the following:

1. That *any and all of the costs* associated with the provision of the VENDORS services and products are included in the attached cost proposal provided by the VENDOR.
2. That the VENDOR understands that the Town will not be able to reimburse expenses nor pay invoices for work conducted prior to contracting.
3. That by filing a proposal the VENDOR is aware of and will be subject to all requirements of this RFP and the proposal filed by the VENDOR.
4. That any and all fee, licenses, leases, subcontracts with other vendors, and any and all agreements, are addressed through the cost proposal.
5. That the cost proposal shall be sufficiently itemized by rational cost sectors as proposed by the VENDOR in a form and manner that allows the reviewer a clear understanding of the division of costs between services, fees, and products.
6. That the cost proposal is organized in a manner that provides monthly itemized costs for the complete due diligence and operations

Business Name \_\_\_\_\_

Business Address \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax \_\_\_\_\_

Business Type: \_\_\_\_\_  
Individual, Partnership, Corporation etc.

\_\_\_\_\_  
Name of Person Authorized to sign proposals

\_\_\_\_\_  
Title of Person Authorized to sign proposals

\_\_\_\_\_  
Signature of Above Person