



**REQUEST FOR PROPOSAL FOR:
LONG DISTANCE SERVICE**

Work Order: [IT00928](#)

DIRECT QUESTIONS TO:

*Jo Noon
Network Administrator
Information Technology
416 West 4th Street
Davenport, Iowa 52801
(563) 326-8737*

SUBMITT PROPOSALS TO:

*Long Distance Service
Scott County Purchasing System
428 Western Avenue
Davenport, Iowa 52801*

GENERAL REQUIREMENTS

A. NOTICE

Scott County, Iowa is requesting proposals for a Long Distance Service based upon enclosed specifications. The chosen provider will work with Information Technology to serve the [long distance telephone](#) needs of Scott County, with respect to its goals and objectives. Scott County, Iowa reserves the right to reject any and/or all proposals or to accept any portions thereof. If none of the proposals are deemed to be acceptable, Scott County, Iowa reserves the right to negotiate with the contractor(s) whose proposal(s) is the closest to being acceptable or to seek additional proposals after the bid date. Scott County reserves the right to waive any irregularities and technicalities and may, at its discretion, request a re-bid. Cost shall **not** be the sole criterion for awarding the contract. Scope of service and service capabilities of the Long Distance [provider](#) will also be considered.

B. GENERAL TERMS AND CONDITIONS

1. The enclosed specifications constitute the complete set of specifications requirements. Contractors are requested to submit quotations on the basis of these specifications. Exemptions are to be identified. The proposal is to be submitted with (2) two copies of your proposal, sealed in an envelope bearing the proposal name on the outside and mailed or presented to Scott County Purchasing Department, 428 Western Ave. Davenport, IA 52801 on or before April 12, 2004 1:00 p.m.

The responsibility for getting the proposal to Scott County, Iowa on or before April 12, 2004 1:00 p.m. is solely and strictly the responsibility of the Proposer. The County will in no way be responsible for delays caused by any other occurrence. Offers by telephone or any other type of electronic communication will **not** be accepted. The specified date and time will be scrupulously observed.

2. If any contractor is in doubt as to the meaning of any part of the specifications, they may request a written interpretation thereof. Any written interpretation sent to one contractor will be made part of these specifications and will be issued as an addendum to all contractors to whom the specifications have been provided. For information regarding any matters of this proposal, please contact Jo Noon Network Administrator (563) 326-8737.
3. Scott County, Iowa is exempt from Federal and State taxes. Vendors or contractors doing business with Scott County, Iowa shall not be exempted from paying sales tax to their suppliers for materials to fulfill obligations with Scott County, Iowa, nor shall any vendor or contractor be authorized to use the County's Tax Exemption Number in securing such materials.
4. All contractors must disclose with their proposal the name of any officer, director, co-owner, or agent who is also an employee of Scott County, Iowa.
5. It shall be the responsibility of the successful Proposer to maintain Worker's Compensation Insurance and General Liability Insurance during the period of this contract. General Liability coverage shall not be less than \$1,000,000.00 (one million dollars.)
6. Contractor agrees to protect, defend, reimburse, and indemnify and hold Scott County, Iowa, its agents, employees, and elected officers and each of them free and harmless at all times from and against any and all claims, liability, expenses, losses, costs, fines and damages (including attorney fees) and causes of action every kind and character incurred by virtue of the performance under this agreement.

C. The following information shall be furnished by each contractor in addition to what is specified above:

1. The Contractor's name and address(es) and verification of 24 hour service capabilities.
2. Firm quotation in accordance with the attached forms.
3. Signature on the Proposal form of the person submitting the proposal.
4. Indicate any exceptions to specifications.
5. Certificates of Insurance.
6. Information on features or programs.
7. All guarantee and warranty statements.



Attachment A

Major Work Sites

Scott County Courthouse

416 W. 4th Street

Davenport, Iowa 52801

Attachment B

SYSTEM REQUIREMENTS

Long Distance service for Scott County should be provided on the following telephone lines.

TELEPHONE NUMBER OR CIRCUIT	DESCRIPTION
(563) 328-3240	Four T1 for Voice with 96 channels
(563) 326-0485	1FB
(563) 326-3772	1FB
(563) 381-1485	1FB
(563) 391-4212	1FB
(563) 326-0453	1FB
(563) 326-4453	1FB
(563) 326-5832	1FB
(563) 332-6603	1FB
(563) 359-4151	1FB
(563) 386-7136	1FB
(563) 386-6442	1FB
(563) 386-9007	1FB
(563) 326-3156	1FB
(563) 326-8628	1FB
(563) 326-4353	1FB
(563) 322-1269	1FB
(563) 326-0826	1FB
(563) 326-9184	1FB
(563) 322-2624	1FB
(563) 355-1057	1FB
(563) 386-2959	1FB
(563) 449-8819	1FB
(563) 386-7779	1FB
(563) 386-2886	1FB
(563) 326-8611	1FB
(563) 326-9927	911 for County Sheriff PSAP
(877) 397-3372	Toll Free line for State Court Administration

STATEMENT OF FACTS



PROPOSAL FORM

It is agreed that this proposal for Long Distance Service is in accordance with specifications except for any written exceptions herein noted.

Person Submitting Proposal

Title

Company

Date

Address

Telephone Number