DATE: October 27, 2011
TO: All Prospective Proposers
FROM: Sharon Quinn
RE: UMBC Campus-Wide TV Services - RFP # BC-20768-Q
     ADDENDUM # 1

The following amends the above referenced RFP documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Technical Proposal you return to the University.

The due date and time for the Technical & Price Proposals to be submitted to the University has been EXTENDED to THURSDAY, NOVEMBER 3, 2011 by 2:00 p.m. to the issuing office.

A. Per your requests, on October 20, 2011, the University posted the Appendixes A & B in MSWord Format on the University’s website located at:
   http://www.umbc.edu/adminaffairs/procurement/EBidB.shtml

B. The following questions have been submitted to the University for a response:

1. QUESTION: Would we be permitted to perform a technical survey in advance of the October 18 Pre-Proposal Conference or must this be done at that time?

   ANSWER: The opportunity for the survey was provided at the Pre-Proposal Meeting.

2. QUESTION: Is it possible to provide a Word.doc of the RFP?

   ANSWER: The University has provided the forms in Appendix A & B in MSWord format. The RFP document will remain in a PDF.
3. QUESTION: Can you provide the Technical Proposal Forms and the Price Proposal Form in Microsoft Word electronic format?

ANSWER: Yes. These are posted on the University’s eBid Board website at: http://www.umbc.edu/adminaffairs/procurement/EBidB.shtml

4. QUESTION: Who or what is the current content provider currently?

ANSWER: Bulk TV is the current provider.

5. QUESTION: This is a request to modify the Appendix A submittal form to exclude the transponder, frequency, symbol rate, polarity, encoding protocol and encryption algorithm information. Our intent is to supply the signal via DirecTV and the transponder, frequency, symbol rate, polarity, encoding protocol and encryption algorithm information is not relevant, is proprietary and is dynamic which makes it subject to change at any time. This information is relevant only if satellite tracking is necessary (which was the case in the past with C-Band delivery systems) and with DirecTV it is not, so the information is again not relevant and is proprietary. You only have to be concerned with which satellite the desired channel is being broadcast on.

ANSWER: This solicitation is an open process and anyone who can provide the technology we are requesting may respond. Each bidder should provide whatever information will be required to receive each channel. Any field, in Appendix A, that does not apply to the bidder’s delivery system should be marked as “N/A”.

6. QUESTION: Can you provide a list of vendors who attended the Pre-Proposal Meeting?

ANSWER: The University usually provides this list if there is a subcontracting opportunity. There is no opportunity to subcontract under this contract as the University is going to contract directly with the provider.

7. QUESTION: Can you provide the location and number of existing cable TV drops located in public viewing areas?

ANSWER: The final port counts are:

Residential Ports - 1178 (1644 Ports Total - 15% usage in January, June, July, and August)
Ports in Food Service Spaces - 24
8. QUESTION: Can you confirm that UMBC will be able to provide an available electrical outlet (110v/15A) at the location where satellite antennas are mounted??

ANSWER: We can provide 110v / 15amp electrical power inside of the Roof Penthouse.

9. QUESTION: How many Blonder Tongue MICM-45S stereo micro modulator do you currently have?

ANSWER: This is not applicable to the RFP. The Proposers are required to be able to connect into a Blonder Tongue MICM-45S, but are not expected to provide them.

10. QUESTION: Can you explain the $25,000 for Sponsorship?

ANSWER: The Sponsorship is used for financial assistance to students that would lose housing due to an unexpected turn of events for them or their families (i.e.: loss of job, illness, etc. that would cause financial hardships and may result in them having to move out of the Halls and/or leave the University.)

The check would come directly to Residential Life once a year.

11. QUESTION: Will there be just one bill paid?

ANSWER: One invoice will be submitted to the University on a Quarterly Basis which will be paid quarterly.

12. QUESTION: How or who will determine the number of channels in which you will offer?

ANSWER: UMBC will determine how many and which channels we are delivering to our campus population. The channels that we carry are determined in consultation with the campus community.
13. QUESTION: Of the 1,644 residential ports, please provide the number of residential service locations by exterior front door count (this may be different from the number of residence hall rooms, apartments or beds). For the purposes of this question the following are all examples of one (1) service location or one (1) exterior front door:

a. An apartment with four bedrooms and one common area, all with coax connections, would be considered one (1) service location with one (1) exterior front door.

b. A residence hall room with (2) beds, each with a coax connection, would be considered one (1) service location with one (1) exterior front door.

ANSWER: All of our 1644 cable ports are located in common or shared space as you have described.

14. QUESTION: What average percentage of the 1,644 ports are occupied during the summer months?

ANSWER: We have 15% occupancy during the months of January, June, July, and August. The rest of the year, we have 100% occupancy. This comes to a yearly average of 1178 residential ports per month.

15. QUESTION: What average percentage of the 290 ports are used during the summer months?

ANSWER: 100%. The academic/administrative side of our campus operates year-round.

16. QUESTION: Are both the UMBC-owned residential & the UMBC-owned academic cable systems feed from the same head-end?

ANSWER: Yes.

17. QUESTION: Is the Proposal Bond to be included in the technical proposal or the cost proposal?

ANSWER: Under Appendix D, “General Information for Proposers”, Item 2.12, “Proposal Bonds”, it states, “A proposal bond is required for all construction contracts reasonably expected to exceed $100,000.” The University does not view this contract as
construction, so a Bid Bond is not required. However, the details
under Item 2.13, “Additional Security”, does apply and the
University will require a Performance Bond in the full amount of
the Contract; and this will submitted by the successful firm along
with their signed contract. So the Performance Bond is not due
now in either the Technical or Price Proposals, but the vendor
needs to figure the cost of this bond in their pricing. The
University will accept an annual value of this contract for this
bond, so that all three (3) years in the initial term does not have to
be paid at one time, but can be renewed each year of the contract.

18. QUESTION: Would UMBC be open to alternative Technical Proposals other
than that prescribed if they are not delivered through Blonder
Tongue MICM-45S stereo micro modulators?

ANSWER: No. We require that service be delivered as outlined in the RFP.

19. QUESTION: What is the rate currently being charged to UMBC for Campus-
Wide TV Services and to how many outlets?

ANSWER: This is not applicable to the current RFP. This solicitation is an
open process and anyone who can provide the technology we are
requesting should respond with their best price and solution.

20. QUESTION: If all channels on the minimum channel requirements in Appendix
A are not available, is this considered a Technical Proposal
disqualifier? Are alternative services an option?

ANSWER: All of the required channels must be provided. Additional
channels are welcome, but the required channels must be provided.

21. QUESTION: Under "Equipment Mandatories" Section 9 states “All of the tuning/
reception equipment must be rack mountable or include rack
shelving. All of the tuning and reception equipment must fit
within our existing racks. The current tuning and reception
equipment fits in four racks. In each of the first three racks, there
are 24 standard rack units of space available for tuning and
reception equipment. In the fourth rack, there are 12 standard rack
units worth of space available for tuning and reception equipment.”
Does space in the UMBC Head-End in Room 302 of the Academic
IV Building prohibit additional racks if the Proposer deems
necessary?

ANSWER: No. As shown during the Pre-Proposal Meeting, there is no room
for additional racks at the UMBC Head-End.

22. **QUESTION:** Point 1 of the “Service Mandatories” states “If a proposer uses a channel package to meet the minimum channel requirements in Appendix A, the University will have the right to distribute all the channels in the package. This includes the channels on the minimum channel list and any additional package channels that are not listed on the minimum channel list”. We would prefer that any changes to the “required” channels is mutually acceptable to both parties. Would this be considered a disqualifying factor to the Technical Proposal??

**ANSWER:** We are requiring that all the channels in Appendix A be provided as a part of the RFP. If channel packages are used to provide the required channels, we expect to have the right to carry all the channels in the package. We reserve the right to carry any channels that we are paying for, and that we are licensed to carry, without any future negotiations or future mutual acceptance. Proposers should include a list of any additional channels that we will have the right to carry as a part of their proposal. The full channel lineup offered by each proposer will be a factor that we weigh in evaluating each proposal. For example, if Channels A, B, and C are in a package and Channel A is required under the RFP, UMBC will have the right to carry channels A, B, and C on our system at our choice. Channel A should be listed as a required channel, and channels B and C should be listed as Additional Included Channels. For the term of this agreement, we will have the option of carrying and license to carry Channels A, B, and C for the price agreed upon in this RFP process.

23. **QUESTION:** The mandatory $25,000 Annual Sponsorship (Fee for Student Activities), the purpose and use thereof is undefined in the RFP. Can you direct us to any sections of the RFP or other source defining this purpose and use, or provide additional information as to its purpose and use?

**ANSWER:** See the response in # 10 above.

24. **QUESTION:** Any and all modifications or amendments to this RFP will be posted on http://www.umbc.edu/adminaffairs/procurement/EBidB.shtml/. Is this correct?

**ANSWER:** Yes
Enclosure:   Acknowledgement of Receipt of Addenda Form

Cc:       Procurement File

END OF ADDENDUM #1 DATED 10/27/11
This addendum was posted on the University's eBid Board and eMaryland Market on 10/27/11.
(Original with enclosures were not mailed)
RFP NO.: BC-20768-Q

TECHNICAL & PRICE PROPOSALS
DUE DATE: THURSDAY, NOVEMBER 3, 2011 AT 2:00 P.M.

BID FOR: UMBC CAMPUS-WIDE TV SERVICES

NAME OF BIDDER: _______________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1     dated 10/27/11
Addendum No. ______ dated ______
Addendum No. ______ dated ______
Addendum No. ______ dated ______
Addendum No. ______ dated ______
Addendum No. ______ dated ______

As stated in this Addendum, this form is to be returned within your Technical Proposal.

________________________________________
Signature

________________________________________
Printed Name

________________________________________
Title

________________________________________
Date

END OF FORM