



REQUEST FOR PROPOSALS

**FOR LAST MILE GRANTS TO PROVIDE BROADBAND SERVICE
TO UNSERVED TOWNS IN WESTERN MASSACHUSETTS**

RFP No. 2017-MBI-02

**Massachusetts Technology Collaborative
75 North Drive
Westborough, MA 01581-3340
<http://www.masstech.org>**

Solicitation Issued:	11/18/16
Team Leader:	Ed Donnelly
Applications Due:	1/11/17

1. INTRODUCTION

The Massachusetts Technology Collaborative (“Mass Tech Collaborative”), on behalf of the Massachusetts Broadband Institute (“MBI”), is issuing this RFP (No. 2017-MBI-02) for grant funding to support last mile broadband connectivity for 40 towns in western Massachusetts that do not currently have widely available residential access to broadband internet service (individually a “Town” and collectively the “Towns”). Mass Tech Collaborative is seeking responses from qualified companies (see eligibility criteria in section 2.2) that are interested in designing, building, owning, operating, managing and maintaining a communications network in one or more of the Towns that will provide residents, businesses, government offices and community institutions with broadband internet access that meets or exceeds the current Federal Communications broadband benchmark of 25 Mbps download and 3 Mbps upload speeds (the “Network”). The proposed Network in each Town must provide broadband internet access to at least 96% of Town residences.

MBI has allocated up to \$19,680,000, in the aggregate, for grant award(s) to broadband provider(s) to support the delivery of broadband service to the 40 unserved Towns consistent with the terms of this RFP. MBI will enter into grant agreements and award grant funds based on a Respondent’s application to provide broadband service to an individual town or a group of Towns. The MBI’s grant allocation for each Town is listed in Attachment D. Please note however, that a Respondent should only submit one grant application to cover all Town(s) that the Respondent proposes to serve. Each Town that Respondent proposes to serve should be referenced in the Grant Proposal Form in Attachment F.

MBI will make a grant award up to the amount of the Town grant allocation directly to the Respondent selected to serve each Town to subsidize the Respondent’s Network construction costs in that Town. In consultation with individual Towns, MBI may consider requests from Respondents for public funding that exceed the MBI’s grant allocations. Other than the funding provided through this RFP and through such other public funding as may become available, the selected Respondent will bear all network construction costs as well as all costs associated with owning, operating, and maintaining each Network.

MBI seeks to fund sustainable projects and therefore will only award grants to financially sound and stable companies with significant experience in building and operating residential broadband networks. Each grant award will be based on a determination by MBI of which Grant Application(s) provide the best value for each Town and the Commonwealth. Mass Tech Collaborative, acting as the contracting agent on behalf of MBI, will enter into a multi-year grant agreement with each selected Respondent that establishes the terms and conditions for the funding of the grant award by MBI and the provision of broadband services to subscribers in the Town by the selected Respondent.

2. GRANT OVERVIEW

2.1 Background

The Massachusetts Broadband Institute is the central broadband entity for the Commonwealth. The MBI was created by enactment of Chapter 231 of the Acts of 2008, An Act Establishing and Funding the Massachusetts Broadband Institute (the “Broadband Act”). The primary mission of the MBI is to extend high-speed Internet access to homes, businesses, schools, libraries, medical facilities, government offices and other public places across the Commonwealth, with a focus on hard-to-serve areas of western and central Massachusetts. For more information about the MBI and its programs and activities generally, please visit its website at <http://broadband.masstech.org>.

The MBI has completed deployment of MassBroadband123, a \$90 million fiber-optic, middle mile network that spans more than 1,000 miles across western and central Massachusetts. This network connects over 120 communities and over 1,100 community anchor institutions within the project footprint. Of the 123 towns and cities, 83 are served to varying degrees by an incumbent or new cable broadband provider but the remaining 40 towns in the MassBroadband123 footprint do not have an incumbent cable broadband provider and are referred to as “unserved.”

In 2014, the Massachusetts Legislature authorized state capital funds to MBI to develop and implement the program that supports broadband last mile solutions, including a \$40 million investment to support access to broadband service in the communities lacking any residential broadband access. Through the Last Mile Program, MBI works collaboratively with interested municipalities on innovative and sustainable strategies to extend broadband access.

In May 2016, the Baker-Polito Administration concluded an intensive program review in collaboration with the MBI. The outcome of that review was a new framework for the Last Mile program that adopts a flexible, responsive, and community-based approach to prioritizing affordable and sustainable broadband solutions for the Commonwealth’s unserved communities.

A major component of the revised MBI Last Mile Program Policy is a focus on developing broadband solutions by establishing partnerships with established private sector broadband providers. The revised Policy states: “Whenever possible, Towns should look to financially established, private sector partners with demonstrated experience in the residential broadband market for broadband solutions without municipal ownership of the broadband assets. This focus would remove the significant financial and administrative burden of owning and operating a broadband network.” This grant program is designed to support that strategy.

2.2 Grantee Eligibility and Program Criteria

MBI may award millions of dollars of State grant funds under this RFP to support 15 year relationships with broadband providers who, in accepting these funds, will commit to delivering high speed internet services to residents, businesses and other entities. MBI accordingly has a fiduciary responsibility to ensure that Respondents awarded State grant funds are financially sound and stable, possess sufficient independent financial resources to complete and maintain any Network project undertaken, and can demonstrate a track record of successfully building, operating, and maintaining residential broadband networks. MBI has therefore established the following eligibility criteria for Respondents seeking grant funds.

- a. Minimum annual revenue of \$100 million or higher during each of the past three years.
- b. Minimum of five years of experience in building, operating, and maintaining residential broadband networks.
- c. Current residential subscriber base of not less than 10,000 customers in the United States.
- d. A sufficient base of existing residential broadband subscribers so that the total number of premises that the Respondent proposes to pass with the Network(s) to be funded through grants awarded under this RFP shall not result in an expansion of the Respondent’s residential broadband subscriber base greater than 10%.

The criteria listed above should be satisfied by the legal entity that will be the intended grant recipient. A special purpose limited liability corporation or a joint venture created by the Respondent to respond to this RFP and provide broadband service to one or more Towns will generally not be viewed favorably by MBI.

A Respondent that does not meet all of the eligibility criteria listed above may propose in its Grant Application alternative measures to address the MBI’s interests and the particular concerns that underlie these eligibility criteria. Respondents should include with such a proposal detailed information sufficient for MBI to evaluate the sufficiency of any alternative measure in addressing MBI’s interests and concerns.

3 APPLICATION PROCESS

3.1 Schedule

The grant award process will proceed according to the following anticipated schedule:

11/18/16	RFP issued
12/14/16	Deadline for all questions and clarification inquiries, preferably submitted via e-mail to proposals@masstech.org
12/21/16	Deadline for posting answers to Respondents’ questions.
1/11/17	Complete Responses due by 3:00 p.m.

Grant Applications will be due no later than 3:00 p.m. on January 11, 2017. Grant Applications received later than the date and time specified will be rejected or deemed non-conforming and may be returned to the Respondent unopened. Mass Tech Collaborative assumes no responsibility or liability for late delivery or receipt of responses.

3.2 Questions

Questions regarding this RFP must be submitted by electronic mail to proposals@masstech.org with the following Subject Line: “Questions – RFP No. 2017-MBI-02”. All questions must be received by 5:00 p.m. on December 14, 2016. All questions submitted to MBI about this RFP and MBI’s responses to all questions received will be posted on or before 5:00 p.m. on December 21, 2016 to the Mass Tech Collaborative and MBI websites.

3.3 Instructions for Submission of Grant Applications

Respondents are cautioned to read this RFP carefully and to conform to its requirements. Failure to comply with the requirements of this RFP may serve as grounds for rejection of a Grant Application.

- a. All Grant Applications must be submitted in writing, on 8 ½ x 11 paper (including all required submissions), with one (1) unbound original; and five (5) bound copies (no three ring binders); and one electronic version (.pdf or .doc with the budget in excel format) thereof.
- b. Grant Applications **must** be delivered to:
Request for Proposals No. 2017-MBI-02
Massachusetts Technology Collaborative
75 North Drive
Westborough, MA 01581
- c. A statement indicating compliance with the terms, conditions and specifications contained in this RFP must be included in the Grant Application. Submission of the signed Authorized Respondent's Signature and Acceptance Form (Attachment B) shall satisfy this requirement.
- d. Any and all responses, proposals, data, materials, information and documentation submitted to Mass Tech Collaborative in response to this RFP shall become Mass Tech Collaborative's property and shall be subject to public disclosure. As a public entity, the Mass Tech Collaborative is subject to the Massachusetts Public Records Law (set forth at Massachusetts General Laws Chapter 66). There are very limited and narrow exceptions to disclosure under the Public Records Law. If a Respondent wishes to have the Mass Tech Collaborative treat certain information or documentation as confidential, the Respondent must submit a written request to the Mass Tech Collaborative's General Counsel's no later than 5:00 p.m. on December 12, 2016. The request must precisely identify the information and/or documentation that is the subject of the request and provide a detailed explanation supporting the application of the statutory exemption(s) from the public records cited by the Respondent. The General Counsel will issue a written determination within ten business days of receipt of the written request. If the General Counsel approves the request, the Respondent shall clearly label the relevant information and/or documentation as "**CONFIDENTIAL**" in the grant application and shall only include the confidential material in the hard copy of the grant application. Any statements in a Grant Application reserving any confidentiality or privacy rights that is inconsistent with these requirements and procedures will be disregarded.
- e. **Respondents please note: By executing the Authorized Respondent's Signature and Acceptance Form and submitting a Grant Application in response to this RFP, Respondent certifies that it (1) acknowledges and understands the policies and procedures for handling materials submitted to Mass Tech Collaborative, as described in this RFP, (2) agrees to be bound by those policies and procedures, (3) acknowledges that the statutory exemptions from the Massachusetts public records law are very limited; and (4) agrees that Mass Tech Collaborative shall not be liable under any circumstances for any disclosure of materials submitted to in connection with this RFP that is required by law.**

3.4 Information Required

Respondent's Grant Application should include a narrative that contains the following elements:

- a. Executive Summary. Respondents should provide a summary of their organization, their qualifications and their proposed technical and operational approach for providing last mile broadband connectivity for each Town that Respondent proposes to serve. This summary should be a maximum of three (3) pages in length.
Respondents that do not meet all of the eligibility criteria listed in Section 2.2 should explain the alternative measures that the Respondent proposes to address the MBI's interests and concerns that underlie these eligibility standards.
- b. Company History. Provide an overview of Respondent's history, organizational structure and current operations.
- c. Technical Proposal.
 1. Provide a high level technical description of the proposed Network, including:
 - i. Technology to be deployed (e.g. GPON, Active Ethernet, Hybrid Fiber-Coaxial Cable);
 - ii. Maximum bandwidth capacity; and

- iii. Design considerations related to long-term sustainability and network reliability, redundancy, security and future expansion.
 2. Describe Respondent's approach to upgrading the proposed Network(s) over time to account for future consumer demand and service developments over the next fifteen years.
 3. MBI is willing to consider options to allow the selected Respondent to leverage MassBroadband 123 infrastructure and assets for the purpose of reducing public sector costs, accelerating buildout of the Network or supporting cost effective operation of the Network. These options could include, but are not limited to, dark fiber leases and alienation of MassBroadband 123 network spurs, where appropriate and in furtherance of the MBI's public mission. The Respondent may describe its plans, if any, to utilize the MassBroadband 123 network.
- d. Proposed Coverage. The Respondent should describe the proposed coverage to be achieved in each Town included in the Grant Application. The Grant Application should include the following information. Respondents are encouraged to provide additional information and/or data useful to MBI's evaluation of the coverage area within each Town that the Respondent's proposed Network will serve.
1. Provide a map delineating the proposed coverage area in each Town that would be achieved upon completion of the Network(s). The Respondent may utilize the Town Profile maps posted on the MBI website (<http://broadband.masstech.org/sites/mbi/files/documents/building-the-network/mbi-unserved-town-profiles-2016-05-17.pdf>) to overlay the proposed coverage area. The Respondent should achieve coverage that meets or exceeds 96% of the Premises in each Town. "Premises" means standalone residential buildings, commercial properties, governmental buildings, healthcare facilities, K-12 schools, libraries, institutions of higher education, and other community institutions. A multi-dwelling or multi-tenant property should be counted as one Premise.
 2. Identify the number of premises and percentage of Premises in each Town that will be passed and become serviceable when construction of each Network is completed.
 3. Indicate whether the proposed coverage area includes premises located on private roads and ways.
 4. Indicate any support or cooperation or legal agreements that the Respondent will require from each Town to facilitate the development of the Network(s). Examples include access to right of ways, permitting, property for siting of a hut for electronics.
- NOTE:** Preliminary data on each Town is provided in Attachment E. If Respondent would like additional preliminary unserved premise location data and/or data on the MassBroadband 123 network, please submit an email to proposals@masstech.org for further details. MBI does not warrant the accuracy or completeness of this data. Respondents are responsible for verifying the accuracy of data used to compile their grant application.
- e. Broadband Service Offerings and Prices. Describe all proposed broadband and related or additional services that the Respondent plans to offer to residential customers.
1. Indicate speed tiers and proposed rates to be charged for each tier of residential broadband service.
 2. List any fees, charges and costs that would be paid by the subscriber, including any equipment or installation fees.
 3. Describe approach to pricing of residential broadband services. Include minimum period of time during which initial rates will be in effect. Indicate any targeted or discounted services for low income and senior citizen customers.
 4. If applicable, provide a rate sheet for a territory within the Respondent's existing service area that is relatively close in geographic proximity to each Town that Respondent proposes to serve.
 5. Indicate willingness to offer Triple Play (broadband, telephone, multi-channel video programming) services on a bundled and unbundled basis.
 6. Describe any proposed "value enhancements", such as offering a free baseline level of service to all residents, public wi-fi hotspots or free or reduced fee service for public users.
 7. Explain Respondent's approach to working with business and institutional customers to develop customized service offerings.

- f. Operational Structure and Capacity. Describe planned approach, infrastructure and resources that Respondent will put in place to perform core operational functions, including construction, customer service, subscriber billing, subscriber marketing and acquisition, installing customer premises equipment, and operating and maintaining the Network. Respondent should indicate if existing operational capacity (e.g. staffing, resources and network monitoring infrastructure, including the Respondent's network operations center) will be sufficient to operate and maintain the new Network(s) that Respondent proposes to build. Respondent should also clearly identify the extent to which existing operational capacity will need to be expanded or augmented to construct, operate and maintain the new Networks.
- g. Assurance of Long-Term Service.
1. MBI's goal in providing the grant funding is to secure long-term access to broadband internet service for subscribers in the designated Towns on terms and at service levels comparable to those available elsewhere in Massachusetts. Accordingly, as a condition of any grant, MBI will require appropriate commitments and assurances from the Respondent that for a minimum period of fifteen (15) years from the date of final Network completion, Respondent will: (i) maintain each Network in a state of good operation and repair consistent with applicable industry standards; and (ii) continue to make broadband service available to Premises passed by each Network on terms, conditions, and prices comparable to those available for similar service in the region.
 2. Respondent should explicitly state its willingness to make these commitments. In doing so, a Respondent may identify specific terms or measures it proposes to employ as standards for measuring adherence to these commitments. Useful standards might include: (1) reference to the Respondent's description of its proposed offerings and terms of service in section (e) above; (ii) reference to published terms of service and pricing that Respondent now provides in similar, geographically proximate communities; and/or (iii) reference to relevant industry standards published by third-party authorities generally relied on within the telecommunications industry.
- h. Project Schedule. Provide a proposed schedule for the development of the Network in each Town that is included in the Grant Application broken out into the phases shown below. MBI's Grant Agreement with each selected Respondent will include a project schedule with defined milestones that the Respondent must satisfy to receive grant disbursements.
1. Planning and Design
 2. Make Ready
 3. Construction
 4. Network Turn-Up and Provisioning of Service, including the anticipated deployment strategy and scope and timing of the proposed rollout of the Network, including customer acquisition and onboarding of new customers.
- i. Proposed Grant Amount. Utilize the Grant Proposal Form in Attachment F and list the amount of the available grant funding (see Attachment D) that Respondent is requesting to achieve at least 96% coverage in each Town that Respondent proposes to serve. Additionally, Respondent should identify additional Town(s) that it would be willing to serve at the minimum 96% coverage level if additional funding were made available. In these instances please list the additional amount of funding requested by the Respondent.
- MBI may in its sole discretion and in consultation with the Towns consider grant requests that exceed the grant allocation amounts listed in Attachment D.
- j. Experience and References. Provide brief descriptions of all broadband networks of similar size, scope and characteristics located in the United States that the Respondent has built or significantly expanded within the past five years and that Respondent continues to operate. Provide contact information for municipal or other governmental references for each network.
- k. Financial Resources.
1. Provide three years of Respondent's most recent audited financial statements. If Respondent's most recent financials are over 180-days old, add the most recent interim statements. Should the Respondent not have audited financial statements, Respondent should provide an explanation as to why it does not have such audits and submit three years of the most recent set of audited financial statements of its parent company, together with an explanation of corporate organization that clearly demonstrates the relationship between the Respondent and its parent. Should neither the Respondent, nor its parent, have

audited financial statements, Respondent should: (1) submit a statement explaining why such audited financial statements do not exist; and (2) provide unaudited financial statements sufficient, in the determination of MBI, to allow MBI to evaluate the Respondent's financial condition, including three years of the Respondent's most recent income statements, balance sheets, and cash-flow statements.

2. Submit the completed Officer's Certificate (see Attachment C).
- l. Cable Television Licenses. If the Respondent intends to offer subscribers multi-channel video programming service in any Town, State law will require the Respondent to obtain a cable television license agreement with each such Town. MBI has prepared a Draft Cable Television License Agreement (which has been posted to the MBI website (<http://broadband.masstech.org/news-and-resources/procurements/rfp-last-mile-grants-provide-broadband-service-unserved-towns>) and the Mass Tech Collaborative website (<http://www.masstech.org/rfp-last-mile-grants-provide-broadband-service-unserved-towns-western-massachusetts>) to set a baseline framework for cable franchise negotiations between a Town and a Respondent. The Respondent should indicate its willingness accept the general terms of the Draft Agreement or in the alternative indicate any terms that it will seek to negotiate.
- m. Rights of Way Access. A cable television license provides a well understood arrangement for a network operator to obtain from a Town rights of way and other access rights necessary to the construction of a Network within the Town. Provide the Respondent's proposed approach to obtaining these necessary rights of way and other access rights in a Town(s) if such access will not be obtained via a cable television license(s).
- n. Administrative Forms.
 1. Grant Application Cover Sheet (see Attachment A)
 2. Authorized Respondent's Signature and Acceptance Form

4. EVALUATION PROCESS AND CRITERIA

A team from the Mass Tech Collaborative and MBI will evaluate each Grant Application that meets the threshold criteria and requirements listed in Sections 2.2. Grant Applications that comply with the requirements in this RFP and pass threshold review will be evaluated based on the following criteria:

- a. Extent to which Respondent's financial resources, strength, stability and outlook provide assurance of Respondent's ability to address MBI's concerns about execution of the grant obligations and long term operation of broadband network(s) and delivery of broadband services
- b. Extent to which Respondent's organizational structure supports fulfilment of grant program goals and requirements
- c. Extent to which Respondent's experience exceeds threshold requirements and demonstrates successful construction, operation, and maintenance of broadband networks of similar size, scale and characteristics. Mass Tech Collaborative will view more favorably Respondents that provide evidence of successful networks that are currently being operated in the region. Mass Tech Collaborative will also view more favorably Respondents that demonstrate experience serving or demonstrate ability to serve rural broadband markets.
- d. Quality of technical proposal, including, but not limited to, the capacity of the proposed Network(s) to deliver higher broadband speeds, initially and over time to meet evolving subscriber needs.
- e. Outcome of reference checks
- f. Number of Towns that Respondent proposes to serve. MBI seeks to achieve the maximum coverage of currently unserved Towns with limited State bond funds and achieve a broadband solution for each Town. MBI will view more favorably Grant Applications that propose to cover multiple Towns (particularly if the Respondent is not requesting additional funds beyond the grant allocations listed in Attachment D). If more than one Grant Application is received for a particular Town, MBI will view more favorably the Respondent that has proposed to serve the most Towns.

Respondents that propose to serve more than one Town should be aware that MBI reserves the right to negotiate adjustments or modifications to the grouping of Towns proposed by the Respondent.
- g. Level of proposed broadband coverage. MBI will view more favorably proposed Networks that

exceed the minimum 96% residential coverage requirement.

- h. Amount of grant funding requested. MBI seeks to deliver broadband service to the greatest number of residential premises with the support of limited State funding. MBI will evaluate the amount of grant funding requested within the overall objectives of the RFP while seeking to maximize the number of residences receiving new broadband service.
- i. Proposed arrangement, if any, to cover premises along private roads and ways. MBI will view favorably approaches that extend coverage to private roads and ways in a cost effective manner.
- j. Timing of proposed project schedule and roll-out of service. Mass Tech Collaborative will view more favorably, proposed schedules that minimize the time frame to complete the Network and provision service to residents and businesses.
- k. Quality, range and pricing of broadband service options, including extent to which pricing is comparable to similar, geographically proximate, communities currently receiving broadband service. MBI will view more favorably Grant Applications that: (1) include commitments to offer broadband services at speeds that exceed the minimum 25/3 standard; (2) provide an approach to increasing the speed of broadband service offerings over time to meet evolving subscriber needs; and (3) include a commitment to offer subscribers a range of services, such as so-called Triple Play services (broadband, telephone and multi-channel video programming) on a bundled and unbundled basis.
- l. MBI will view more favorably Respondents that offer "value enhancements," such as free baseline internet service, public wi-fi hotspots, free or reduced fee service for public users.
- m. Quality of consumer protections and terms of service proposed by Respondent and evidence that Respondent delivers on these standards in markets that Respondent currently serves.
- n. If the Respondent intends to offer multi-channel video programming services, MBI will view more favorably Grant Applications that include a commitment by the Respondent to submit a cable television license application to the Town and, if selected by the Town, negotiate a cable television license agreement that generally aligns with the Draft Cable License Agreement.

MBI will make grant awards based on MBI's determination of which Grant Application(s) provides the best overall economic value for the Commonwealth's investment of grant funding. The best value determination will rely on common sense decision-making to meet the objectives of the RFP in the most efficient and effective manner possible. MBI will weigh competing proposals by considering comparative pricing and quality along with relative measures of financial and operational risk, the need for timely performance of grant objectives, and the prospects for each applicant's ability in the long-term to meet all of the objectives expressed in the RFP.

The order of criteria listed above does not necessarily reflect the relative order of importance. Mass Tech Collaborative may consult with individual Towns in weighing the above factors. Mass Tech Collaborative also reserves the right to interview Respondents, request supplemental and clarifying information, and request best and final offers.

5. OTHER PROVISIONS

5.1 General Information

- a) If a Respondent's Grant Application fails to meet any material terms, conditions, requirements or procedures, its response may be deemed unresponsive and disqualified. The Mass Tech Collaborative reserves the right to waive omissions or irregularities that it determines to be not material.
- b) This RFP, as may be amended by Mass Tech Collaborative, does not commit Mass Tech Collaborative to select any firm(s), pay any costs incurred in preparing a Grant Application, or award any grants. Mass Tech Collaborative reserves the right, in its sole discretion, to make no grant awards, or to award less than the maximum amount of funds potentially available through this RFP. Mass Tech Collaborative reserves the right, in its sole discretion, to accept or reject any or all Grant Applications received, to request supplemental or clarifying information, to negotiate with any or all qualified Respondents, and to request modifications to Grant Applications in accordance with negotiations.
- c) Unless otherwise specified in this RFP, all communications, responses, and documentation must be in English, and all cost proposals or figures in U.S. currency. All Grant Applications must be submitted in accordance with

the specific terms of this RFP.

- d) On matters related to this RFP that arise prior to an award decision by the Mass Tech Collaborative, Respondents shall limit communications with the Mass Tech Collaborative to the Procurement Team Leader and such other individuals as the Mass Tech Collaborative may designate from time to time. No other Mass Tech Collaborative employee or representative is authorized to provide any information or respond to any questions or inquiries concerning this RFP. Respondents may contact the Procurement Team Leader for this RFP in the event this RFP is incomplete.
- e) The Mass Tech Collaborative may provide reasonable accommodations, including the provision of materials in an alternative format, for Respondents with disabilities or other hardships. Respondents requiring accommodations shall submit requests in writing, with supporting documentation justifying the accommodations, to the Procurement Team Leader. The Mass Tech Collaborative reserves the right to grant or reject any request for accommodations.
- f) Respondent's Grant Application shall be treated by the Mass Tech Collaborative as an accurate statement of Respondent's capabilities and experience. Should any statement asserted by Respondent prove to be inaccurate or inconsistent with the foregoing, such inaccuracy or inconsistency shall constitute sufficient cause for Mass Tech Collaborative in its sole discretion to reject the Grant Application and/or terminate of any resulting Grant Agreement.

5.2 Posting of Modifications/Addenda to RFP

This RFP has been distributed electronically using the Mass Tech Collaborative and MBI websites. If the Mass Tech Collaborative determines that it is necessary to revise any part of this RFP, or if additional data is necessary to clarify any of its provisions, an addendum will be posted to the Mass Tech Collaborative and MBI websites. It is the responsibility of each potential Respondent to check the Mass Tech Collaborative and/or MBI websites for any addenda or modifications to the RFP. The Mass Tech Collaborative accepts no liability and will provide no accommodation to Respondents who submit a response based on an out-of-date RFP.

Attachment A
Grant Application Cover Sheet

Respondent Information	
Primary Respondent – Organization	
DUNS Number	Respondent Taxpayer ID# and jurisdiction (e.g., “a Massachusetts corporation”)
Mailing Street Address:	Total Funding Requested
State:	City/ Town:
Website	Zip Code:
Brief Summary of Project:	

Point of Contact Information	
Respondent’s Designated Representative: Authorized to commit organization; notified upon decision of grant award	
Name:	Title:
Organization: <i>If different from Respondent</i>	Phone:
Email Address:	Fax:
Mailing Street Address: <i>If different from Respondent</i>	City/ Town: <i>If different from Respondent</i>
State: <i>If different from Respondent</i>	State: Zip +4 Code: <i>If different from Respondent</i>
Respondent’s Project Manager: Contact over course of project	
Name:	Title:
Organization:	Phone:
Email Address:	Fax:
Mailing Street Address:	City/ Town:
State:	State: Zip +4 Code:

Attachment B

**RFP for Last Mile Grants to Provide Broadband Service to
Unserviced Towns in Western Massachusetts**

Authorized Respondent’s Signature and Acceptance Form

The undersigned is a duly authorized representative of the Respondent listed below. The Respondent has read and understands the requirements of this RFP.

The Respondent specifically acknowledges the application of the procedures regarding submission of sensitive information as set forth in this RFP, and specifically agrees that it shall be bound by those procedures. The Respondent understands that all materials submitted as part of the grant application are subject to disclosure under the Massachusetts Public Records Law unless an exemption applies as determined in writing by the Mass Tech Collaborative’s General Counsel. Respondent acknowledges that the statutory exemptions from the Massachusetts public records law are very limited and agrees that Mass Tech Collaborative shall not be liable under any circumstances for any disclosure of materials submitted to in connection with this RFP that is required by law.

Respondent acknowledges and agrees that the Mass Tech Collaborative has no obligation, and retains the sole discretion to fund or choose not to fund the application set forth herein, and that Mass Tech Collaborative’s receipt of a grant application does not imply any promise of funding at any time.

The Respondent understands that, if selected by the Mass Tech Collaborative, the Respondent and the Mass Tech Collaborative will negotiate a written agreement specifying the terms of the grant funding and the respective rights and obligations of each party.

I certify that Respondent is in compliance with any and all corporate filing requirements and State tax laws.

I certify that the statements made in this application, including all attachments and exhibits, are true and correct to the best of my knowledge.

Respondent: _____
(Printed Name of Respondent)

By: _____
(Signature of Authorized Representative)

Name: _____

Title: _____

Date: _____

Attachment C
Officer's Certificate

The following questions must be answered by the Respondent.

1. Is your organization in compliance with of all its obligations under all bank lending and other credit (e.g., equipment leases) arrangements and has it been in compliance with these requirements during the past 12 months?
Yes No
2. During the past 5 years has your organization filed for bankruptcy or has any Principal (more than 5% stockholder or other type of ownership) or officer been an officer or Principal of another firm that filed for or been the subject of any bankruptcy or insolvency proceeding?
Yes No
3. Has your organization complied with all of its obligations to federal, state and local taxing authorities over the past three years?
Yes No
4. Has your organization been a named party (either voluntarily or involuntarily) in any legal proceedings, administrative proceedings or arbitrations initiated by a local, state or federal governmental body within the past 5 years that resulted in your organization being sanctioned or ordered to pay fines or penalties in excess of \$10,000?
Yes No
5. Has your organization or any officer or Principal been convicted in any criminal proceeding (other than minor traffic and other non-felony offenses) during the past 7 years or currently the subject of any similar criminal proceeding?
Yes No
6. Are your organization's financial statements audited? and,
Yes No
7. If so, have you received a "going concern" opinion from such audit firm during the past three years?
Yes No
8. Are more than 25% of your revenues derived from any single customer?
Yes No
9. Did your organization have positive net income in each of the three most recent fiscal years?
Yes No
10. Do your organization's tangible current assets (current assets less goodwill) exceed its current liabilities?"
Yes No
11. Has your organization been terminated or failed to complete work within the past 5 years on a project funded in whole or in part with public funds (local, state or federal).
Yes No
12. Certify your organization has internal accounting controls as required by Massachusetts General Laws Chapter 30, Section 39R(c).
Yes No

If you have answered 'Yes' to questions 2, 7 or 8 please explain.

If you answered 'Yes' to questions 4 or 5 please provide appropriate details.

If you answered 'Yes' to question 11 please provide appropriate details.

If you have answered 'No' to questions 1, 3, 6, 9, 10, or 12 please explain.

Attach additional sheets if necessary.

Certification

The undersigned, _____, hereby certifies

(Name and Title)

that I am a duly authorized representative of _____

(Organization Name)

and that all of the foregoing answers and all statements contained in any explanation are complete, true and correct. Providing false or misleading information or failure to provide all required information will be considered grounds for disqualification. I attest to the accuracy of all information contained in this application and verify that the information submitted is in fact complete, accurate and true.

Signed and sworn under the penalties of perjury

Dated at: _____

(Location)

This _____ day of _____, 201_.

By: _____

(Signature)

Name: _____

(Printed or Typed)

Title/Position: _____

ATTACHMENT D**MBI Town-by-Town Grant Allocations**

Municipality	Grant Allocation
ALFORD	270,000
ASHFIELD	770,000
BECKET	1,290,000
BLANDFORD	560,000
CHARLEMONT	530,000
CHESTERFIELD	500,000
COLRAIN	690,000
CUMMINGTON	450,000
EGREMONT	660,000
FLORIDA	350,000
GOSHEN	450,000
HANCOCK	480,000
HAWLEY	250,000
HEATH	440,000
LEYDEN	370,000
MIDDLEFIELD	310,000
MONROE	130,000
MONTEREY	680,000
MONTGOMERY	300,000
NEW ASHFORD	150,000
NEW BRAINTREE	380,000
NEW MARLBOROUGH	920,000
NEW SALEM	400,000
OTIS	1,080,000
PERU	380,000
PETERSHAM	460,000
PLAINFIELD	350,000
PRINCETON	910,000
ROWE	220,000
ROYALSTON	610,000
SANDISFIELD	620,000
SAVOY	350,000
SHUTESBURY	510,000
TOLLAND	430,000
TYRINGHAM	260,000
WARWICK	450,000
WASHINGTON	270,000
WENDELL	410,000
WINDSOR	450,000
WORTHINGTON	590,000

Attachment E

Information on Unserved Towns

Municipality	Maintenance Responsibility	Power Distribution Provider (Service Area)	Estimated Premise Count*	Estimated Unit Count*	Estimated Number of Poles	Estimated Aerial Route Miles for Existing Poles per Town	Square miles
ALFORD	NGRID	NGrid - MassElectric (Baystate West)	342	357	730	21	11.5
ASHFIELD	VZ	Eversource Energy (Northern Division)	815	934	1743	77	40.3
BECKET	EVERSOURCE	Eversource Energy (Northern Division)	1823	1862	3560	119	47.8
BLANDFORD	SPLIT	Eversource Energy (Northern Division)	587	612	1385	55	53.6
CHARLEMONT	NGRID	NGrid - MassElectric (Baystate West)	588	671	1783	52	26.4
CHESTERFIELD	VZ	Eversource Energy (Northern Division)	601	618	1320	47	31.3
COLRAIN	SPLIT	Eversource Energy (Northern Division)	804	908	1802	74	43.4
CUMMINGTON	VZ	Eversource Energy (Northern Division)	463	533	1275	49	21.3
EGREMONT	NGRID	NGrid - MassElectric (Baystate West)	920	1034	1837	47	18.9
FLORIDA	NGRID	NGrid - MassElectric (Baystate West)	380	383	1108	36	24.6
GOSHEN	SPLIT	NGrid - MassElectric (Baystate West)	585	636	1324	35	17.7
HANCOCK	EVERSOURCE	Eversource (Northern Division)/Ngrid (Baystate West)	682	755	758	30	35.8
HAWLEY	VZ	NGrid - MassElectric (Baystate West)	198	218	833	28	30.9
HEATH	VZ	NGrid - MassElectric (Baystate West)	401	403	1563	49	24.9
LEYDEN	VZ	Eversource Energy (Northern Division)	334	350	817	34	18
MIDDLEFIELD	EVERSOURCE	Eversource Energy (Northern Division)	280	287	781	33	24.2
MONROE	NGRID	NGrid - MassElectric (Baystate West)	81	88	260	13	10.8
MONTEREY	NGRID	NGrid - MassElectric (Baystate West)	874	994	1900	55	27.4
MONTGOMERY	EVERSOURCE	Eversource Energy (Northern Division)	360	372	722	27	15.2
NEW ASHFORD	EVERSOURCE	Eversource Energy (Northern Division)	107	114	228	12	13.48
NEW BRAINTREE	NGRID	NGrid - MassElectric (Baystate West)	379	400	1510	49	20.9
NEW MARLBOROUGH	NGRID	NGrid - MassElectric (Baystate West)	1086	1116	2818	88	47.9
NEW SALEM	NGRID	NGrid - MassElectric (Baystate West)	464	472	1289	37	58.6
OTIS	VZ	Eversource Energy (Northern Division)	1687	1751	2421	80	38
PERU	EVERSOURCE	Eversource Energy (Northern Division)	427	433	971	33	26
PETERSHAM	NGRID	NGrid - MassElectric (Baystate West)	534	713	1561	50	68.3
PLAINFIELD	VZ	Eversource Energy (Northern Division)	347	361	979	41	21.3
PRINCETON	PRINCETON MUNICIPAL	Princeton Municipal Light Department	1325	1394	2373	74	35.8
ROWE	NGRID	NGrid - MassElectric (Baystate West)	227	249	942	29	24
ROYALSTON	VZ	NGrid - MassElectric (Baystate West)	651	673	2000	62	42.5
SANDSFIELD	SPLIT	Eversource Energy (Northern Division)	687	766	1762	70	53
SAVOY	EVERSOURCE	Eversource Energy (Northern Division)	372	388	735	34	36
SHUTESBURY	SPLIT	NGrid - MassElectric (Baystate West)	845	881	1350	37	27.2
TOLLAND	EVERSOURCE	Eversource Energy (Northern Division)	537	566	868	38	32.8
TYRINGHAM	VZ	Eversource Energy (Northern Division)	308	338	750	22	18.9
WARWICK	VZ	NGrid - MassElectric (Baystate West)	392	399	1570	47	37.7
WASHINGTON	EVERSOURCE	Eversource Energy (Northern Division)	268	269	562	26	38.8
WENDELL	VZ	NGrid - MassElectric (Baystate West)	461	471	1150	43	32.2
WINDSOR	EVERSOURCE	Eversource Energy (Northern Division)	498	510	1310	55	35.2
WORTHINGTON	VZ	Eversource Energy (Northern Division)	635	698	1623	61	32.1
TOTALS			23,355	24,977	54,273	1,869	1,264.7

Explanatory Notes:

1. Premises are standalone buildings that are single family or multi-dwelling unit (MDU's), such as condos, or single or multi-unit business or government complexes.
2. Units, acquired from assessor records and town feedback, are households or businesses consisting of one or more people living or working together that occupy all or part of a standalone building.
3. The mileage numbers are rough estimates of existing aerial routes only and do not account for areas that will require new pole sets or underground installation.

ATTACHMENT F

Grant Proposal Form

See Word File Attachment F