

**Request for Proposal
Facilities Database Mapping and
Network Management System**



**30 Van Horne Ave
Dryden, Ontario, P8N2A7**

Prepared By:



**65 Princess St.
Dryden, Ontario, P8N2A7**

Serial No. 12-01-08

Facilities Database Mapping and Network Management System

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1.0 DEFINITIONS

“CONTRACT” means an Agreement and any attachments approved by the City.

“CITY” means the Corporation of the City of Dryden

“CITY CLERK” means the Clerk for the Corporation of the City of Dryden

“DMTS” means Dryden Municipal Telephone System

“DIRECTOR of CORPORATE SERVICE” means the Treasurer of the Corporation of the City of Dryden or his/her designate.

“INTELLECTUAL PROPERTY” means all intellectual property, including without limitation, technical information, know-how, copyrights, patent rights, models, drawings, specifications, prototypes, inventions and software developed by the Successful Proponent in performance of the Services.

“MAY” used in this document denotes permissive.

“PROPONENT” means a vendor submitting a proposal in response to this RFP.

“REQUEST FOR PROPOSAL (RFP)” means the document issued by the Corporation of the City of Dryden.

“SELECTED PROPONENT” means the Proponent(s) whose proposal has been selected by the City for further consideration.

“SHALL” used in this document denotes imperative.

“SUCCESSFUL PROPONENT (S)” means Proponent(s) whose proposal (s) has been approved by the City.

2.0 INTRODUCTION

The City of Dryden currently owns and operates a municipally owned telecommunications network. The City of Dryden under the Dryden Municipal Telephone System (DMTS) name, provides telecom services to all residences and businesses inside the City. While the City of Dryden provides telecom services itself, its transport system will be “open access”. Open access is defined as allowing other service providers non-discriminatory access to the City’s transport network. Thus, it is imperative that any network transport system and subsequent cable architecture have the ability to support multiple service providers providing similar services simultaneously.

3.0 INSTRUCTION TO PROPONENTS

3.1 REGISTRATION

REGISTRATION IS REQUIRED TO HAVE YOUR PROPOSAL RECOGNIZED AS COMPLIANT AND TO ENSURE YOU RECEIVE ALL RELEVANT INFORMATION (i.e. ADDENDA).

To submit a proposal for this project you must register by submitting the attached Letter of Intent as per Schedule B by December 30th, 2008 via email (preferred) to cmcmillan@dryden.ca , or alternatively by fax to 807-223-1109 or in person at the Administration Office of the City of Dryden located at 30 Van Horne Ave. Dryden, Ontario.

3.2 COMPLETION OF THE PROPOSAL

The Form of Proposal and pricing schedule must be completed in hard copy. All entries in the Form of Proposal shall be clear and legible and made in ink. All items shall be made according to any instruction in the proposal documents. Entries must be made for unit price, lump sum, extensions and totals as appropriate.

Alterations may be made providing they are legible and initialled by the Proponent's signing officer. Proposals that fail to meet the minimum requirements; are incomplete, conditional, illegible or obscure; contain reservations, erasures, alterations incorrectly submitted, or irregularities of any kind may be rejected.

3.3 DELIVERY AND OPENING OF PROPOSALS

3.3.1 Proposals are to be sealed in an envelope and shall be clearly marked “Facilities Database Mapping and Network Management RFP” and will be received until proposal close on **January 21st, 2009 at 3:00 p.m. local time** to the attention of:

Colleen Brosseau, City Clerk
City of Dryden
30 Van Horne Ave
Dryden, Ontario P8N 2A7

Each proponent is asked to submit two (2) original submissions and one (1) electronic copy of their proposal on disc in pdf format.

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3.3.2 The Proposal envelope will be marked by the City Clerk's authorized representative with the time and date that the envelope was received in the Administrative Office. The use of any means of delivery of a Proposal shall be at the risk of the Proponent. Delivery before the above mentioned closing time to any other employee of the City will not be regarded as delivery to the City Clerk.

3.3.3 The proposal will be opened publicly according to the Corporation of the City of Dryden's Procurement By-law.

3.3.4 Proposals received after the specified time and date of this Proposal closing will not be considered and will be returned to the Proponent unopened.

3.3.5 All Proposals must be submitted on the proponent letterhead, duly signed and sealed by an authorized official. No electronic or facsimile responses will be accepted unless delivered by an outside agency to the City Administration Office.

3.3.6 All Proposal submissions must conform to the terms and conditions set out herein. Failure to do so may cause the submission to be rejected.

3.3.7 It is important to note that documents forwarded via Canada Post or Priority Courier are not delivered directly to the City Administration Office and will be delayed, in some cases up to forty-eight (48) hours. The use of any means of delivery of a response shall be at the risk of the Proponent.

3.3.8 To ensure similarity in proposal presentation and to facilitate the comparison of competing proposals by the evaluation team, Proponents shall include the required material using the sections as numbered below.

SECTION	DESCRIPTION
-	Cover Letter
1	Executive Summary
2	Qualifications and Reference
3	Documentation (Proposal)
4	Pricing schedule
5	Any Additional Information

3.4 WITHDRAWAL OR ALTERATION OF PROPOSALS

3.4.1 A Proponent who has submitted a Proposal may submit a further Proposal at any time up to the specified time and date for RFP closing. The last Proposal received shall supersede and invalidate all Proposals previously submitted by that Proponent for this contract.

3.4.2 A Proponent may withdraw or alter the Proposal at any time up to the specified time and date for Proposal closing by submitting a letter bearing the Proponent's signature and seal where applicable to the City Clerk or the authorized representative who will mark thereon the time and date of receipt. The Proponent's name and the contract number shall be shown on the envelope containing such letter. Telegrams, facsimiles (faxes), or telephone calls **will not be** accepted unless as in 3.3.5 above.

3.5 UNBALANCED PROPOSALS AND DISCREPANCIES

3.5.1 Proposals that contain prices which appear to be so unbalanced as likely to adversely affect the interests of the City may be rejected.

3.5.2 Wherever the amount proposed for an item does not agree with the extension of the proposal quantity and the proposed unit price, the unit price shall govern the amount and the Total Proposal Price shall be corrected accordingly.

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3.5.3 Mathematical discrepancies shall be corrected by the City by appropriate means to arrive at the correct Total Proposal Price. Where an error has been made in transferring an amount from one part of the Proposal to another, the amount shown before transfer shall, subject to any corrections as provided for above, be taken to be correct, and the amount shown after transfer and the Total Proposal Price shall be corrected accordingly.

3.5.4 Proponents who have submitted Proposals that have been rejected by the City shall normally be notified within 30 days of the specified time and date for Proposal closing.

3.6 ENQUIRIES, OMISSIONS, DISCREPANCIES AND INTERPRETATIONS

3.6.1 All Proposal inquiries shall be directed by email (preferred) to cmcmillan@dryden.ca or alternatively via fax (807) 223-1109 to:

The Corporation of the City of Dryden
Attention: Cam McMillan

3.6.2 Should the Proponent require clarification as to the meaning of any part of the RFP documents or should they have questions, the Proponent should notify in writing via email to cmcmillan@dryden.ca without delay. Questions shall be recorded and forwarded to the appropriate parties. Questions and answers shall be shared with all registered Proponents by means of fax in the form of a GENERAL INFORMATION bulletin, where in the opinion of the City Clerk and General Manager of DMTS, a fair and open process will be achieved by doing so.

3.6.3 Should a Proponent find omissions or discrepancies in any of the RFP documents that the City considers a correction, or if any correction or update to the RFP documents is made, an addendum will be issued to all REGISTERED Proponents who have requested RFP documents.

3.6.4 ELECTRONIC NOTICE – All General Information bulletins and Addendums shall be posted to the City website and all Proponents who registered a Letter of Intent shall receive ELECTRONIC NOTICE that an update has been posted for them to review. Proponents who have registered in person shall be notified via facsimile.

3.6.5 The City endeavors to respond to all inquiries within sixteen (16) business hours of receipt. Inquiries received after **3:00 p.m. January 21st, 2009** shall not receive a response. Records shall be retained of all inquiries and subsequent communications to Proponents.

3.6.6 Where extraordinary conditions occur the Corporation of the City of Dryden reserves the right to extend the RFP close date or time. Registered Proponents will be notified by email (preferred) and alternatively by fax in this case.

3.6.7 No oral explanation or interpretation shall modify any of the requirements or provisions of the RFP documents.

3.6.8 Any and all addenda which may be sent to Proponents before the closing of the RFP shall be considered part of the RFP documents and must be acknowledged as having been received on the Form of Proposal in the space provided.

3.6.9 If the Proponent discovers any provision in the specifications or RFP that is contrary to or inconsistent with any laws or regulations, he/she shall forthwith report it to the Director of Corporate Services for the City of Dryden in writing, prior to the closing of the Proposal.

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3.7 ACCEPTANCE OR REJECTION OF PROPOSALS

The lowest cost or any proposal will not necessarily be accepted. The City further reserves the right to reject any or all bids, to waive irregularities and informalities therein and to award the contract in the best interest of the City in its sole and unfettered discretion.

3.8 SUBJECT OF APPROVAL

3.8.1 Any contract resulting from the RFP process is subject to the approval of the Corporation of the City of Dryden.

3.8.2 The signed Proposal shall be taken as statement that:

- a) The Proponent understands the Instructions to Proponents and Scope of Work and agrees to comply with all terms and conditions and specifications stated in the RFP document.
- b) The Proponent shall honor the prices submitted on the pricing schedule.

3.9 IRREVOCABLE

All Proposals shall be irrevocable for a period of ninety (90) days from the closing date of the Proposal or until a contract is signed with the successful Proponent(s), whichever comes first.

3.10 PRICING SCHEDULE

Each Proposal shall include:

- Existing DMTS GIS Data Conversion
- Software licensing costs, priced on a per seat basis
- Estimated number of days and costs for:
 - FDMNMS Software Implementation
 - FDMNMS Training
 - FDMNMS Documentation
- Per diem cost inclusive of all disbursements and travel costs.
- Total proposed price.

All Proposals shall be submitted with the Goods and Services Taxes (G.S.T.) and Provincial Sales Tax (P.S.T.) shown separately.

3.11 AWARD

The City reserves the right to accept or reject any or all Proposals, to negotiate with the successful Proponent(s) and to waive irregularities and omissions, if in so doing the best interests of the City will be served. No liability shall accrue to the City for its decision in this regard. Any Proposal or any part of any Proposal will not necessarily be accepted. The lowest priced Proposal does not necessarily constitute an award.

The City is not obligated to award a contract to any Proponent pursuant to this RFP.

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3.12 ERRORS AND OMISSIONS

It is understood, acknowledged and agreed that while this Request for Proposal includes specific requirements and specifications, and while the City has used considerable efforts to ensure an accurate representation of information in this Proposal, the information is not guaranteed by the City to be accurate, nor necessarily comprehensive or exhaustive. Nothing in the Proposal is intended to relieve the Proponents from forming their own opinions and conclusions with respect to the matters addressed in the Proposal. There will be no consideration of any claim, after submission of Proposals, that there is a misunderstanding with respect to the conditions imposed by the contract.

3.13 LIMITATION OF DAMAGES

The Proponent waives any claim for loss of profits, overhead expense, liabilities, costs, expenses, loss or damage incurred, sustained or suffered by themselves prior or subsequent to or by reason of the acceptance or the non-acceptance by the City of any Proposal or by reason of any delay in the acceptance of a Proposal, or matters in respect of the competitive process, except as provided in the Proposal. All costs incurred in the preparation and presentation of the Proposal shall be wholly absorbed by the Proponent. All supporting documentation submitted with the Proposal shall become the property of the City of Dryden.

3.14 MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION PRIVACY ACT (MFIPPA)

In accordance with MFIPPA, this is to advise that any personal information Proponents provide is being collected under the authority of the Municipal Act and will be used exclusively in the selection process. All Proposals submitted become the property of the City. Proponents are reminded to identify in their Proposal material any specific scientific, technical, commercial proprietary, or similar confidential information, the disclosure of which could cause them injury. Complete Proposals are not to be identified as confidential. The information contained in this Proposal document may be utilized by the Proponent solely for the purpose of preparing a Proposal for submission to the City. Any other use of the information for any other purpose is not authorized by the City. Proponents must indicate clearly within their proposal information they consider to be confidential. The City is required to adhere to the requirements of the Municipal Freedom of Information and Protection of Privacy Act, as amended and once a proposal is submitted it does become public information and must be disclosed upon a request by any member of the public.

3.15 NEGOTIATIONS

The City may award the RFP on the basis of Proposals received, without discussion. Each proposal should, therefore, contain the Proponent's best terms and complete detailed information. The City reserves the right to enter into negotiations with the selected proponent(s). If the City and the selected Proponent(s) cannot negotiate a successful agreement, the City may terminate the negotiations and begin negotiations with the next selected Proponent(s). This process will continue until an agreement has been executed or all of the Proponent(s) have been rejected. No Proponent shall have any rights against the City arising from negotiations.

The Proponent will assume all costs incurred in providing responses to the RFP and for providing any additional information required by the City of Dryden to facilitate the evaluation process. The City of Dryden reserves the right to discontinue the RFP process at any time and makes no commitments, implied or otherwise, that this process will result in a business transaction with one or more Proponents.

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3.16 PROOF OF ABILITY

The City reserves the right not to award the Contract to any Proponent who does not furnish satisfactory evidence that it has ability and experience in this class of work and that it has sufficient capital and equipment to enable it to complete the work successfully within the time required in the Contract.

3.17 HISTORICAL PERFORMANCE

The City Clerk and Director of Corporate Services or designate reserve the right to disqualify and remove from the proposal process those Proponents whose historical performance has been unsatisfactory in terms of failure to meet contract specifications, terms and conditions or for Health and Safety violations, of which the City Clerk and Director of Corporate Services shall be the sole judge.

3.18 INDEMNIFICATION

3.18.1

In carrying out these works, the successful bidder agrees to indemnify and save harmless the City, its officials, officers, employees and agents against any and all actions, causes of action, interest, claims, costs, damages, demands, expenses including defence costs or loss that may be brought, made or which may arise in respect of anything done or omitted to be done by the bidder's employees or agents who shall be, and remain at all times and for all purposes, the servants or employees of the bidder.

The successful bidder furthermore covenants that the indemnity herein contained shall extend to all claims, loss, costs and damages by reason of or arising out of improper or faulty work performed in connection with this Agreement by the successful bidder, its servants or agents, whether or not these have been approved by the City, its servants or agents. The rights to indemnity contained in this paragraph shall survive any termination of this Agreement, anything in this Agreement to the contrary notwithstanding.

3.18.2 INSURANCE

In connection with this indemnification, the successful bidder agrees to acquire and maintain in force, and at its expense, including the payment of all deductibles, a policy of **Professional Liability Insurance** acceptable to the City in the amount of not less than ONE MILLION DOLLARS (\$1,000,000.00), and to deliver a Certificate of the Policy originally signed by an authorized agent of the insurance company issuing the policy, and a certified copy of the policy, to the City upon the bidder's execution of this Agreement. It is expressly provided that the Policy is:

- (1) not to be construed as a limit on the liability of the bidder in the performance by the bidder of its professional services under this Agreement;
- (2) notwithstanding anything to the contrary contained herein, kept in force and in effect for a period of time ending no earlier than One (1) year after completion of the Project;
- (3) to be in a form and with an insurance company acceptable to the City.

In addition, the successful bidder agrees to acquire, and to maintain in force, and at its own expense, including the payment of all deductibles, and for the duration of this Agreement, the following policies of insurance, which policies of insurance shall be in a form and with an insurance company acceptable to the City and be specific and exclusive to this Project, each in the amount of TWO MILLION DOLLARS (\$2,000,000.00), with a Certificate of these policies originally signed by an authorized agent of the insurance company issuing the policies, and a certified copy of these policies, being delivered to the City upon the bidder's execution of this Agreement:

- (1) Commercial General Liability (IBC2100 or as amended), with
 - (a) The Corporation of the City of Dryden added as an additional insured;

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- (b) Provisions for cross-liability and severability of interest as between the bidder and The Corporation of the City of Dryden;
 - (c) Not less than THIRTY (30) day's prior written notice to the City of any cancellation, termination, expiry or amendment of or change or revision to the policy, and
- (2) Standard Automobile Liability of ONE MILLION DOLLARS (\$1,000,000.00).

3.18.3 OCCUPATIONAL HEALTH and SAFETY

The successful bidder warrants that all service and items supplied to the City in respect of any subsequent contract between the bidder and the City shall conform in all respects to the standards as set forth by Federal and Provincial agencies. Failure to comply with this condition will be considered a breach of contract.

The Occupational Health and Safety Act, and Regulations, and as may be amended from time to time, shall govern the operation of these projects. Responsibility for compliance with the Act and Regulations rests exclusively with the bidder and may be subject to scrutiny by City authorities. Regulations are available from the Ministry of Labour offices.

3.19 ASSIGNMENT AND SUB-LETTING

The Successful Proponent shall not assign or sub-let the Contract or any part thereof or any benefit of interest therein or there under, without the prior written consent of the City of Dryden. The Successful Proponent shall be held as fully responsible to the City of Dryden for the acts and omissions of its sub-contractors and of persons directly or indirectly employed by it.

3.20 CITY INFORMATION

All City information obtained by the Proponent in connection with this Proposal is the property of the City of Dryden and shall be treated as confidential and not used for any other purpose by the Proponent other than for replying to this Request for Proposal, and for fulfillment of any subsequent contract.

3.21 CONFIDENTIALITY STATEMENT

The successful Proponent shall at all times maintain confidentiality of all materials, information and all business related to the City that the successful Proponent may come into contact through implementation and any continued relationship as the contract may warrant.

3.22 WORK PLACE SAFETY AND INSURANCE BOARD (WSIB)

- 3.22.1 Prior to contract commencement the Successful Proponent shall submit a copy of its current WSIB clearance certificate or declaration of Independent Operator Status.
- 3.22.2 At the time of entering into the Contract with the City the Successful Proponent shall make a statutory declaration that all premiums or compensations payable to the Workplace Safety and Insurance Board have been paid. The City may at any time during the performance or upon completion of the Contract require a statement or clearance certificate from the Workplace Safety and Insurance Board indicating that the premiums or compensation have been paid.
- 3.22.3 The Successful Proponent shall ensure that any premiums or compensation required to be paid pursuant to the Workplace Safety Insurance Act are paid. If the Successful Proponent fails to ensure that these premiums are paid, the City may pay them and may deduct or collect the cost of the payments from the Successful Proponent under the provisions of Part XII, Section 141 of the Act.

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3.23 INTELLECTUAL PROPERTY

3.23.1 **Ownership.** All right, title and interest in and to all Intellectual Property shall vest in the City as and when developed by the Successful Proponent.

3.23.2 **Waiver of Moral Rights.** The Successful Proponent waives for the benefit of the City and anyone who may claim through the City, all of the Successful Proponent's moral rights (including without limitation rights of integrity), if any, that it has or may have or in future in any manner acquire under the *Canadian Copyright Act* and other corresponding legislation or international convention world-wide, in and to the Intellectual Property.

3.23.3 **Representations and Warranties.** The Successful Proponent represents and warrants that no third party has or will have any rights in the Intellectual Property.

3.23.4 **Disclosure.** The Successful Proponent shall disclose all Intellectual Property to the City Clerk as and when developed by the Successful Proponent. All Intellectual Property shall be deemed to be the City's Confidential Information.

3.23.5 **Assistance.** At the City's request, the Successful Proponent shall take all steps reasonably deemed necessary to give effect to the rights in Intellectual Property granted to the City herein.

3.24 EVENT OF DEFAULT

3.24.1 All work performed under this Contract shall be supervised by the City of Dryden and must be performed to the satisfaction of the City Clerk and the DMTS General Manager. Where, in the opinion of the Clerk and DMTS General Manager, the Proponent has been in default of any portion of the Contract, the Clerk or DMTS General Manager may request the Successful Proponent to take immediate action to remedy the situation.

3.24.2 The City of Dryden shall inform the Successful Proponent of the Event of Default in writing.

3.24.3 The City of Dryden shall have the exclusive option of terminating this contract for any substantial breach of this Contract by the Successful Proponent that continues unresolved after the expiry of two (2) working days from receipt of the written notice from the Corporation of the City of Dryden of the substantial breach of the Contract by the Successful Proponent.

3.25 TERMINATION

3.25.1 In the event that the Proponent fails to comply with any of the terms and conditions set forth in the signed contract\agreement, the Proponent shall be notified in writing and due to the required timelines shall be given two (2) days to comply with the violated sections. At the expiration of the stated period of time, if the Proponent has not complied to the satisfaction of the City, the contract can be terminated. Any termination of the contract by the City shall be without prejudice to any other rights or remedies the City may have.

3.25.2 The City of Dryden shall have exclusive option of terminating the Contract, immediately, at any time for any fraud or dishonesty on the part of any officer, employee, agent, servant or shareholder or the Successful Proponent.

3.25.3 The City reserves the right to terminate the contract at any time without penalty with sixty (60) day written notice.

3.26 LAWS AND REGULATIONS

The successful Proponent shall comply with the relevant federal, provincial and municipal statutes, regulations and by-laws pertaining to the work and its performance. The Proponent shall be responsible for ensuring similar compliance by its suppliers (if applicable).

3.27 GOVERNING LAW

The Parties agreed that this Agreement shall be interpreted in accordance with and governed by the laws of the Province of Ontario.

4.0 EVALUATION AND APPROVAL

Process:

All proposals shall be submitted with the understanding that the selection of a proposal for discussion by the City shall not thereby result in the formation of a contract nor shall it create any obligation on the City to enter into such discussions. The City believes all of the information in the RFP to be correct, but shall not accept any liability with respect to it.

All proposals shall be submitted by the Proponents on the understanding that the proposals shall become the property of the City and may be made public after appropriate consultation with the Proponent involved.

Note that the City shall attempt to meet all dates noted in this RFP, but reserves the right to modify any or all dates at its discretion.

The successful Proponent shall not commence with the project until all required documentation has been received and validated by the City, and subsequent to the above, completion of the signed contract.

Evaluation Criteria:

All Proposals shall be evaluated by a selection committee. The lowest price received shall not be the sole selection criteria. Proposals shall be evaluated using the criteria:

- **Software Feature Set**
- **Proposed Cost**
- **Implementation**
- **Training & Support**

5.0 CONTRACT DOCUMENTS

The eventual contract document shall consist of:

- a. The executed Agreement / Purchase Order
- b. Addenda to the RFP
- c. The RFP document
- d. The Proposal and any subsequent negotiated changes

The City reserves the right to include additional terms and conditions during the process of contract negotiations. These terms and conditions shall be within the scope of the original RFP and contract documents and shall be limited to cost, clarification, definition and administrative and legal requirements.

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PAYMENT

Upon award of this contract, a Purchase Order shall be issued by the City. At the end of services provided the Proponent shall provide the City (Accounts Payable) with an invoice for payment detailing the fees to be paid based on the deliverable works during that period if applicable.

The City normally makes payment within thirty days of the receipt of a payment certificate.

6.0 REQUIREMENTS

6.1 PROPOSAL MINIMUM REQUIREMENTS

Proposals shall be clear and concise and at a minimum, contain the following information. Proposals that fail to meet minimum requirements may not be considered.

- ◆ Proponent Profile and Experience
 - Company name, contact name and title, phone, fax, email address.
 - Proponent history – brief overview including years in business.
 - Proponent shall provide at least two reference accounts with Fiber mapping functionality and management capabilities, functional bidirectional interface to a Quintrex billing system, and bidirectional interface to an ArcGIS Server v9.2 using an Oracle backend GIS system.
 - At least 3 FDMNMS references with full contact information. Submissions must include a full description of the scope of work provided and functionality requested and delivered.
- ◆ Complete Feature List
- ◆ Proposed cost as detailed in section 14.0.
- ◆ Implementation Plan including details on implementation team and / or associated partners.
- ◆ Tentative schedule of Implementation.
- ◆ Training & Support details as per section 11.0 and 12.0.
- ◆ Availability for project completion within required timeline (**May 29th, 2009**).

6.2 GENERAL REQUIREMENTS

In addition to the minimum requirements above, Proponents should address the following in their submission.

- ◆ Municipal knowledge and experience.
- ◆ Flexibility to meet with City staff on short notice.
- ◆ Demonstrated understanding of the project.

7.0 SPECIFICATIONS

7.1 General Information

7.1.1 Introduction

The City of Dryden currently owns and operates a municipally owned telecommunications network. The City of Dryden under the Dryden Municipal Telephone System (DMTS) name, provides telecom services to all residences and businesses inside the city, wireless internet services to the City of Dryden and surrounding area, and cellular services to residents in Northern Ontario. While the City of Dryden provides telecom services itself, its transport system will be “open access”. Open access is defined as

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allowing other service providers non-discriminatory access to the City's transport network. Thus, it is imperative that any network transport system and subsequent cable architecture have the ability to support multiple service providers providing similar services simultaneously.

7.1.2 Background

In 1996 time frame the City of Dryden/DMTS purchased Telecom GIS software and converted existing Outside Plant data from all existing sources to electronic GIS format. In 1998 the software platform was upgraded to CADTEL LOGIC 5.1 software level and remains at this level today. The existing platform is unable to incorporate fiber architecture or communicate with the City of Dryden's current GIS platform or the DMTS billing system in anyway.

DMTS, a department within the City of Dryden wishes to purchase a geospatial facilities database mapping and network management system. This system will be an integral part of the record keeping function of the organization to include the tracking of fiber strand counts as it relates to the deployment of a Passive Optic Network (PON) and or a Point to Point Network as well as all copper related assets. The system will be able to determine optical budgets, set up fiber splicing schematics and keep record of optical splits (i.e. 1x32, 1x16, etc...) within the network design,(aerial and buried). Additionally, the system will have management capabilities of the Central office structure to include fiber loop tracing, copper loop tracing, card inventory management and rack equipment identification. The system also needs to design, map, and manage as well as generate work order staking sheets and other automated reports such as CPR's (Continuous Property Records). The telecom assets shall actively share the same subscriber landbase.

This RFP is for a software application that is specific to managing telecom plant assets and subscriber service related data. Billing and Provisioning are not a part of this RFP, but the proposed system will need to integrate fully and bidirectionally with the DMTS billing system and the City of Dryden ArcGIS Server v9.2 using an Oracle backend GIS system.

Finally, the basic configuration for this system will be PC based and reside on the City of Dryden Local Area Network and support multiple users, some with full editing capabilities and some with view only capabilities.

Any software products proposed must be generally available and fully functional as of the RFP submission date.

The City would like to confirm a decision on a preferred product / Proponent by January 30th, 2009 and engage in a deployment plan which will continue to mid February 2009.

7.1.3 Business Objectives

The overarching business objectives for the City of Dryden in acquiring and implementing a FDMNMS software solution include the following:

- Facilitate fiber mapping and strand tracking
- Manage and track Central Office facilities
- Facilitate network design
- Bi-directional integration with DMTS billing systems
- Bi-directional integration with City of Dryden GIS systems

7.2 Software Specifications

Proponents are asked to respond to the following under this RFP:

7.2.1 Proponent Provided Details

- a. How many user defined fields may be added to each OSP element and how may they be reported?
- b. May those user defined fields be assigned a database index to speed retrieval?
- c. Describe the flexibility of such support and any limitations to its use?
- d. What are the limiting criteria for names [data fields] for OSP elements such as Cable, Pedestals, and Locations?
- e. Describe the security features of the system. Does the Proponent's software allow inactivity time outs to be set for users?
- f. If changes are performed in the database, are they automatically reflected on the map? If so, are changes flagged for review? If not, what steps are involved in updating the graphics?
- g. The Proponent shall describe how a graphic query is generated, i.e. is the graphic data that is generated the result of opening a drawing file, the result of a user defined polygon boundary, or user specified radius within the area of a certain house or plant item?
- h. If the system uses separate maps, how are facilities spanning different maps handled? For example, pedestal 1 is on map A, pedestal 2 is on map B, and Cable11 spans between the two pedestals. Are the separate line segments [Map A and B] for the cable each linked to the same database element? If both drawings were tabulated separately would the quantity be duplicated?
- i. Describe in detail the manner by which OSP database elements are retrieved by use of SQL statements or other query language. If, for example, the data is queried by SQL, show the SQL statement that would be used to retrieve information about the preferred count associated with all pedestals beyond PedB251 on route A out of the Dryden C.O. Serving Area.
- j. With any export of spatial data from the vendor's software, what associated attribute information is exported with the spatial data?
- k. What formats can the spatial data be exported as?
- l. What types of data can be imported into the Proponent's software?
- m. Can the Proponent's software take Geodatabase files from the City of Dryden's property information and view it with telephone data?
- n. If Geodatabase file are able to be viewed will the telephone data line up with the City of Dryden data or be shifted and not line up?

7.2.2 Software Capability

- a. The Proponent provided software shall have the capability to maintain the following information: Exchange, Central Office, route/lead/cable name, enclosure name, enclosure size, splice, and splitter information.
- b. The Proponent shall describe any limitation of the above requirements and the

Facilities Database Mapping and Network Management System

method utilized to maintain the above list.

- c. The Proponent provided software shall have the capability to maintain Cable Span Data (enclosure to enclosure and/or pole to pole).
- d. The Proponent provided software shall have the capability to maintain the following information: Exchange or Central Office, route/lead/cable name, length, size, physical count, dedicated count, dead count, bad cable pairs or fibers, date, source and work order number.
- e. The Proponent provided software shall have the capability to maintain the following Location Data: Exchange, Central Office, route/lead/cable name, pair and fiber assignments, MDF and OMDF, field, channel, extension, name, E911 address, map name or ID number, and Work Order number.
- f. The Proponent shall describe if the fiber assets database is separate from the graphic landbase/facility map.
- g. The Proponent shall describe the features and limitations of the View Only software.

7.2.3 Graphic Mapping Engine

- a. The Proponent shall indicate if the proposed system uses AutoCAD, ArcCAD, a proprietary CAD system, or other.
- b. The Proponent shall address any issues regarding functionality for importing and exporting of DXF, DGN, proprietary, or other graphic formats. These issues include but are not limited to: elliptical distortions, entity omissions, scale inaccuracies, and inadvertent property changes to color, line weight, layers, etc.
- c. The Proponent shall indicate if the properties of individual map entities can be modified i.e. the color and/or size of an individual structure or pedestal.
- d. Can the Proponent's software view/display imagery (orthophotography)?

7.2.4 Database Structure

- a. The Proponent shall describe the database used to store the OSP facilities.
- b. What type of architecture is used?
- c. Describe the flexibility of the OSP database and the relationship to such tables as Central Office, routes, cable, enclosures, cable spans, cable fibers, etc.
- d. Describe security functionality to limit "Edit and View" access to the database.

7.2.5 System Expansion

- a. **Additional Licensing**
What terms apply to the future possibility of DMTS deciding to increase the number of CAD Engineering and/or View Stations in its record management department.
- b. The Proponent shall describe how the system map is "locked" by multi-users.

Facilities Database Mapping and Network Management System

7.2.6 Data Conversions

The Proponent shall describe in detail the following conversion specific questions:

- a. Can any ODBC compliant database be converted into the proposed system?
- b. Can a proprietary object oriented database be converted?
- c. Is the linking of separate databases to the graphical map a manual process? If so describe?
- d. What ties the database record to the map? (i.e. ID number or reference X / Y coordinates)

7.2.7 Land Base Creation

- a. The Proponent shall describe what tools are available to allow the user to add additional land base to their maps i.e. GPS or Digitizer, etc.
- b. Can GPS instruments input directly into the landbase in real time, if so what MFG and model.
- c. Can the Proponent's system utilize USGS, Tiger, ETAK and other purchased landbase formats?
- d. Are tools available for the user to offset, widen, and hatch landbase objects? If so, describe the steps necessary to widen the roads in a mass area.
- e. Does the system provide telecom industry standard symbol library i.e. NIDS, network access points, various splitters, splice enclosures, convergence cabinets, distribution panels etc.
- f. Can the Proponent's system import an existing landbase from an ArcGIS Server v9.2 using an Oracle backend GIS system and can this landbase be updated automatically on a time based schedule?

7.2.8 Database Linking

- a. The Proponent shall describe the connectivity between the database and the map and if the connectivity link is stored in the graphic application or in the database?
- b. Do the facilities placed on the map automatically generate a link to the database or does this require separate steps?
- c. Are graphical items removed from the map automatically if a linked record is removed from the database by an external application that shares the database?
- d. Are database items removed from the database automatically when graphic entities are removed from the map?
- e. Describe how is the user made aware that there are orphaned records in either the graphics or the database?
- f. How are orphaned records located?
- g. What type of validation rules are there to prevent erroneous data entry?

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7.2.9 CAD Layers

- a. The Proponent shall describe how layers are defined and utilized in their software.
- b. How many layers and/or themes are available for use and how are they defined?
- c. What are the advantages of having a GIS software application with themes?

7.2.10 Label Options (for Text Annotation)

- a. The Proponent shall describe the Labeling options available.
- b. If an object label has 4 lines of text in its label, can each line be independently turned off or on?
- c. What functionality is available to handle text size from rural areas to residential areas?
- d. What Label rules are user defined?
- e. Is the Proponent's software able to weight label items to prevent multiple label overlap?
- f. Can labels be custom orientated?
- g. Can the user edit font, size, color, and formatting of the label text?
- h. Can duplicate labels be eliminated or created in the vendor's software?

7.2.11 User Defined Data Elements and Symbols

- a. The Proponent shall describe the features and limitation of any user defined elements and symbols in the mapping system.
- b. What is the process that allows the user to define symbols to represent telephone facilities, how many symbols can be custom designed, and how many are provided?
- c. Are the data elements stored for such things as enclosures, cable, and locations user defined or are they hard coded and require custom programming?
- d. Can the user define which data fields are required and which ones are optional?

7.2.12 Web Access

- a. The Proponent shall describe what features or functions are available via web.
- b. Are features available with the standard mapping/database system or is it a separate module? If separate module, define costs to incorporate?
- c. Can the users access their graphical maps over the web?
- d. Can the user accept and clear work orders over the web?

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- e. What browsers are supported?
- f. Is there a separate process needed to prepare a map to be accessed over the web?
- g. Are the changes made on the web reflected on the original maps? Describe the flow for the data back to the original spatial data. Describe any error checking systems for web spatial data edits.
- h. Describe the Login/Security available for the web interface to the Proponent's software?
- i. Describe any licensing issues required for web editing?

7.2.13 Continuing Property Records

- a. The Proponent shall describe in detail all features related to the software's ability to provide CPR records.
- b. Is the CPR available with the standard mapping/database system or is it a separate module?
- c. Is the report layout user defined, i.e. vintage year, date installed, account, township, municipality, school district or tax district etc.?

7.2.14 Work Order

- a. The Proponent shall describe any work order integration into the mapping system.
- b. Is this available with the standard mapping/database system or is it a separate module?
- c. Describe any work order functionality including the various statuses [proposed, in progress, and as-built] and associated reports and costs for material and labor.
- d. Are multiple concurrent work orders supported on the same OSP element? If so, what are the steps to merge the separate orders

7.2.15 Cut Sheets

- a. The Proponent shall describe what work order cut sheet feature is inherent in the system.
- b. Is this available with the standard mapping/database system or is it a separate module? If so what costs are associated?
- c. Describe functionality for tracking old and new counts, and partial cuts.
- d. Describe the abilities for Reporting or querying available facilities?

7.2.16 Trouble Tickets

- a. The Proponent shall describe what integration exists with trouble ticket functionality.

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- b. The Proponent shall address functionality to route trouble tickets to specific technicians and address manner of notification.
- c. Is this available with the standard mapping/database system or is it a separate module?
- d. Is there web access available for the trouble ticket functionality?
- e. Does the Proponent have trouble ticket reporting functionality?
- f. Is there the ability to view pending trouble tickets by technician and/or Central Office to observe work load and performance.

7.2.17 Staking Sheets

- a. The Proponent shall describe how staking sheets are integrated into the Proponent's mapping system.
- b. Is this available with the standard mapping/database system or is it a separate module?
- c. Is this a snapshot of a particular area typically used for work orders?
- d. If available, is this a separate database or do the changes on the staking sheet reflect on the map?
- e. Do the Staking sheets have user defined title blocks and tabulation blocks?
- f. Are the staking sheets linked to the exchange map?
- g. Are the staking sheets data integrated or separate from the mapping system's database? If separate, how are the maps updated from staking sheets?
- h. Are multiple staking sheets for a given area supported?

7.2.18 GPS Facility Input

- a. The Proponent shall describe any available integration with GPS and the process involved.
- b. Can GPS coordinate data for enclosures, cable, Plant etc. be downloaded and generate the respective symbol and location?
- c. Describe any error checking functionality available in the Proponent's software for imported GPS data prior to integration with the production data.
- d. Can data existing in the Proponent's software be uploaded to a GPS unit and if so describe the process?

7.2.19 CO Equipment Tracking

- a. The Proponent shall describe any CO equipment tracking, relay rack inventory and DS-0 to OC 48/12 facility tracking.

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- b. Is this available with the standard mapping/database system or is it a separate module?
- c. The Proponent shall describe functionality available to track DS-0 to OC48/12 and view bay, rack, shelf, card, and port levels.

7.2.20 Tracing Functionality

- a. The Proponent shall describe tracing functionality from defined starting and termination points. For example, from CO through a backbone & distribution fiber, to location and then from location to CO and/or from CO through exchange cable 2 & cross connect box through distribution cable, to location then from location to CO.
- b. Can the system generate a report of the facilities affected in the trace?
- c. Can the tracing functionality route through Cross Connects or splitters? If so, can it trace through multiple cross-connects or splitters on the same line.
- d. Can the trace functionality route through Digital Carrier Systems?

7.2.21 Fill Rates

- a. The Proponent shall describe functionality for tracking fill rates on defined Cables and generate graphical representations.
- b. Can the system notify a user when a defined cable gets to a defined fill rate?

7.2.22 Route Kilometers

4.22.1 Does the proposed system have a method to report on Fiber route kilometers?

7.2.23 Boundary Tools

- a. The Proponent shall describe any boundary tool that exists in the software.
- b. Can the system then report on facilities and locations in a defined distance from a defined point based on cable length?

7.2.24 Navigation Functionality

- a. Describe the navigation functionality. Can the User quickly navigate to a user defined Boundary, Enclosure, Township, Location, Address, or Map numbers?

7.2.25 Count Designation for OMDF or ONUs

- a. The Proponent shall describe available functionality for tracking physical count, dedicated count and dead counts.
- b. Are the records exchange/Central Office based or system based?
- c. Is the physical and dedicated cable count information attached to the enclosures

Facilities Database Mapping and Network Management System

or the cable?

7.2.26 Ductwork Tracking

- a. The Proponent shall describe what functionality if available for tracking ductwork and facilities inside ducts, manholes and cable vaults.
- b. Can the system link files to a Visio files, Word, Excel and Digital pictures? Describe how the vendor's software links to these files. Will a central location for storage of these files be required?

7.2.27 Carrier System and Channel

- a. The Proponent shall describe the systems capabilities for tracking analog and digital carrier.
- b. Can the system identify carrier systems by name, track individual carrier banks in enclosures and channels dropped off to defined locations?
- c. Ability to Label the location with the carrier system name and channel used.
- d. Can new counts be associated with the field side of a carrier system?

7.2.28 Cross Connect Cabinets

- a. The Proponent shall describe in detail how fiber and copper cross-connects and optical splits are integrated into the map and database.
- b. The Proponent shall describe the systems capabilities for tracking fiber cross-connects and optical splits?

7.2.29 Auto Cable Locate

- a. The Proponent shall describe any functionality their system has to integrate with One-Call Centers for Cable Locates. This should include any functionality to navigate the map by Long/Lat and/or Township/Range/Section number.
- b. Is there any automatic electronic order flow available from One-Call to the facilities management system?

7.2.30 Plotting

- a. The Proponent shall describe their mapping system capability and limitations regarding the plotting of maps.
- b. Is plotting done by view, defined boundary or exchange?
- c. Can title blocks be added to the plot?
- d. Can multiple areas (i.e. subdivisions) be placed on one map for plotting?

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- e. Are the print size of maps customizable or predefined?

7.2.31 Reporting

- a. The Proponent shall describe all of the systems capabilities for generating Reports. This shall include any necessary additional software required.
- b. Are Reports hard coded or user defined?

- c. Check the items the proposed system is capable of reporting on and describe the type of report it produces:

☐

System Report?

☐

Exchange Report?

☐

Cable Types?

☐

User defined boundary?

☐

Route or Cable name?

☐

Abandoned?

☐

Enclosure Types/Sizes?

☐

Fiber Strand Assignment [Location name and E911 address assigned]

- d. Does the OSP database report on all splices and optical splits and cable spans beyond a particular splice including those on all subsequent branches?
- e. Can graphs, charts, and maps be included in reports and describe any licensing issues related to this?

7.2.32 Billing and Customer Care Interface

- a. The Proponent shall describe any interface available with any existing billing platforms on the market today.

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- b. The Proponent shall describe in detail the integration and advantage that would be available to the telephone company.
- c. Does the mapping system share customer and plant data with the Billing & Customer Care Interface?
- d. Is the interface a dynamic interface or is it access to a system file dump?
- e. If a Service Order is generated to add an additional line at an existing customer, and that customer is already on the map with links to the database, will the added copper or fiber assignment show up in the Mapping database?
- f. Will the added assignment show up on the map?

7.2.33 Software Compatibility

- a. The Proponent shall describe the software's ability to interface with Microsoft Windows Se 2003.
- b. The Proponent shall describe the software's ability to interface with Microsoft Windows XP Pro and higher.
- c. The Proponent shall describe the software's ability to interface with Oracle 10g Standard edition.

8.0 PRODUCT WARRANTY

8.1 Specify standard warranty on each component and describe the type and duration of coverage of the warranty, prior to any future service agreement fees.

8.2 List available extended warranty options and describe the type and duration of coverage of the extended warranty in lieu of annual service agreement fees.

8.3 What are T&E support fees in lieu of an annual service agreement.

9.0 SOFTWARE LICENSING REQUIREMENT

The City anticipates the following required roles and number of users in the day to day management and use of the FDMNMS application:

Design Editors:	2
Data Viewing:	5
Site Administrators:	2
Customer Data Entry:	4

10.0 IMPLEMENTATION

The City of Dryden intends to work closely with the winning Proponent to structure and execute the implementation plan with the following parameters:

- Conversion of existing GIS data from CADTEL environment
- The selected Proponent shall supply the professional services of a team of experts to work collaboratively with the City staff to ensure the success of the site implementation. An implementation plan must be included in the response to this RFP which includes major tasks, milestones and personnel resources provided by the Proponent.
- The Proponent shall configure the software meet the organization's mandatory requirements (as outlined in this RFP) for all features where the Proponent indicated built-in functionality of their product.
- The requirement of the City is to be largely self sufficient at the end of the site implementation such that City staff can work with the proponent's software to such a level as to update and maintain new and existing data and work orders.

11.0 TRAINING

The selected Proponent shall supply the following:

- Appropriate training for DMTS Data Editors on City premises
- Appropriate training for DMTS Software Users on City premises
- Appropriate training for DMTS Customer Data Entry Staff
- Comprehensive online documentation to assist the City of Dryden personnel in their use of the software solution.
- Comprehensive documentation for FDMNMS system administrators on system installation, configuration, technical support and troubleshooting.
- A plan to ensure knowledge transfer between the consulting team and the City team.

12.0 ONGOING SUPPORT

- Help desk support is required for reporting / resolving technical issues and receiving advice regarding standard usage issues.
- Product maintenance and support must be provided for an initial 1 year period as part of the quoted RFP costs.
- The Proponent must indicate the nature, extent, and cost of both technical support and software maintenance options beyond the first year.

Facilities Database Mapping and Network Management System

13.0 FORM OF PROPOSAL:

FOR: FACILITIES DATABASE MAPPING AND NETWORK MANAGEMENT SYSTEM

PROPOSED BY:

FIRM NAME

CONTACT NAME

ADDRESS

TELEPHONE NUMBER

HEREINAFTER CALLED THE "PROPONENT"

TO:

THE CORPORATION OF THE CITY OF DRYDEN

HEREINAFTER CALLED THE "CITY"

I (we) _____ having carefully examined the area of the proposed work and all documents relating thereto, do hereby include all and offer in accordance therewith to supply all necessary services, as required by the City as outlined in this RFP.

I (we) acknowledge receipt of addendum number _____ to number _____.

THE PROPONENT AGREES:

1. That this RFP is subject to the acceptance of the Corporation of the City of Dryden.
2. To undertake to provide any services as required by the City in accordance with the RFP.
3. Attached hereto and forming part of this RFP are the following:

SECTION 8FORM OF PROPOSAL

SECTION 9.....SCHEDULE OF ITEMS & PRICES

DATED AT _____ THIS _____ DAY OF _____ 2008.

SIGNATURE OF PROPONENT

The lowest cost or any proposal will not necessarily be accepted. The City further reserves the right to reject any or all bids, to waive irregularities and informalities therein and to award the contract in the best interest of the City in its sole and unfettered discretion.

Facilities Database Mapping and Network Management System

PROPONENT DECLARES:

1. No person, firm or corporation, other than the Proponent, has any other interest in this RFP.
2. This RFP is made without any connection, comparison of figures, or arrangements with, or knowledge of any other corporation, firm or person submitting an RFP for the same work and is in all respect fair and without collusion or fraud.
3. This RFP is made in accordance with the Municipal Conflict of Interest Act, Ontario.
4. The submitted Price in this RFP is valid for a period of ninety (90) days from the opening of this proposal by the City.
5. The Proponent has fully reviewed the Information and the Specifications for Proponent and submits this proposal in anticipation of the fulfillment of the specifications at the price quoted.
6. This RFP has been executed by a duly authorized signing officer and the corporate seal has been affixed, where applicable.

THE PROPONENT SUBMITS:

The following information has been included as a mandatory part of the RFP submission. Please indicate:

CIRCLE

- | | |
|-------------------------------|-----|
| 1) Form of Proposal | Yes |
| 2) Schedule of Items & Prices | Yes |

DATED AT _____ THIS _____ DAY OF _____, 2008

SIGNATURE OF WITNESS

SIGNATURE OF SIGNING OFFICER

NAME, TITLE

PROPONENT

14.0 SCHEDULE OF ITEMS AND PRICES

Per Diem pricing must be inclusive of all disbursements and travel costs.

All Proposals shall be submitted with the Goods and Services Taxes (G.S.T.) and Provincial Sales Tax (P.S.T.) shown separately.

	Price per seat/Per Diem If Applicable	Proposed Price
Existing DMTS Data Conversion	\$	\$
FDMNMS Licensing	\$	\$
FDMNMS Implementation & Documentation	\$	\$
FDMNMS Training	\$	\$
FDMNMS Ongoing Support	\$	\$
Sub-Total	\$	
GST	\$	
PST	\$	
TOTAL	\$	

Proponents Proposed Completion Date _____

Facilities Database Mapping and Network Management System

SCHEDULE A UNDERTAKING TO COMPLY



The City of Dryden

UNDERTAKING TO COMPLY

Name of Contractor: _____

Description of the Contract: _____

Name of Authorized Representative of the Contractor: _____

1. I/We hereby undertake:
 - (a) To comply with all health and safety and environmental legislation in the performance of this contract;
 - (b) to maintain a safe and healthy work environment during the performance of this contract.
2. I/We hereby agree:
 - (a) that compliance with all health and safety and environmental legislation is a condition of the contract and that non-compliance with same may, in The Corporation of The City of Dryden (hereinafter the Corporation or the City) discretion, lead to the termination of this Contract;
 - (b) to permit the Corporation to audit my/our health and safety and environmental records during the term of the contract and upon its conclusion and to co-operate fully with any such audit(s).
3. (a) .I/We understand that contractor safety deficiencies will be addressed by the Corporation in the following progressive steps:
 - (i) The problem will be identified to the Contractor (site supervisor).
 - (ii) The Contractor's head office will be contacted about the problem, orally and later in writing.
 - (iii) If required by law to immediately report the problem to a provincial and/or federal Ministry, the Corporation will immediately do so.
 - (iv) If not required by law to immediately report the problem, and the problem remains unsolved, the Corporation may report the problem to the appropriate Ministry(ies).
 - (v) The Contract may, in the Corporation's discretion, be suspended or terminated and/or payment withheld by the Corporation.
 - (b) I/We acknowledge and agree that, depending upon the nature and/or seriousness of the deficiency, the Corporation reserves the right to bypass any or all of the steps described in subsection 3(a).
4. I/We hereby acknowledge:
 - (a) receipt of this Undertaking to Comply and that I/we understand and undertake to adhere to the health and safety and environmental legislation and to co-operate with the Corporation in its efforts to ensure compliance thereunder.
 - (b) that I/We have the authority to bind the Contractor.

Date

SIGNED, SEALED and DELIVERED
In the presence of

Signed

Per:

Print

Print

Facilities Database Mapping and Network Management System

SCHEDULE B LETTER OF INTENT

December 1st, 2008

**RE: CITY OF DRYDEN REQUEST FOR PROPOSAL
FACILITIES DATABASE MAPPING AND NETWORK MANAGEMENT SYSTEM**

The City of Dryden is inviting proposals from Responsible Proponents for the supply and implementation of a Facilities Database Mapping and Network Management System (FDMNMS) and training of designated staff. The FDMNMS must be capable of integrating with and operating within the existing business and technical environments as described in this Request for Proposal (RFP). The FDMNMS Project will deliver a working fully integrated solution for mapping and records management of the City of Dryden Telephone Department.

In order to ensure that interested parties received the appropriate proposal documents we ask that you indicate your intent to participate in this opportunity by providing the following company information and returning this document to the City of Dryden at cmcmillan@dryden.ca.

Regards,

Cam McMillan
DMTS Outside Plant Manager
City of Dryden

Company Name: _____

Contact: _____

Mailing
Address: _____

Phone: _____ Fax: _____

Email: _____