Request for Proposals: Broadband Data Collection and Mapping Services
(*RFP No. 2022-MBI-02)*
Questions submitted

Deadline to Submit Questions: February 3, 2022 5:00PM

	Question	Answer
1.	How does this fit into the new FCC mapping that is supposed to be done the fourth quarter or early next year, because the requirements of the new legislation are that the FCC database will be the authoritative source on any reviews and considerations as far as approval of projects. What is the plan for integrating the Massachusetts database with the FCC database?	MassTech has an agreement with the NTIA to support their National Broadband Availability Map (NBAM) program, which will allow us to share data from this effort so that it can be integrated into the NBAM for use by Congress and other federal decision makers. The updated maps that will be produced by the FCC will be subject to challenge if interested parties believe that there are inaccuracies. MBI wants to be fully prepared to engage in that process, to quality check what the FCC produces and identify any discrepancies to ensure that all of the unserved premises that we have identified are appropriately reflected in the federal maps and are eligible for funding under the IIJA's Broadband Equity, Access and Deployment Program.
2.	We are wondering about the evolution of the inputs that would be needed in order to grade the performance of networks. We've had discussions with NTIA with regard to classes or categories of users beyond connecting people's Netflix, such as public safety, distance learning, and healthcare. Understanding that NTIA and others will be developing performance criteria over a period of time, which will vary based on topography and other location factors, have you thought about developing a method for continuous updating of the data that is collected and the ability to add different parameters as those are developed?	MBI has not made a decision about this yet. It's possible we will want to continue collecting and updating the data and adding more information, but we will address that issue after we analyze the results of this project.
3.	Since you are standardized on Esri licensing, do you want to make your Esri license available to the winning bidders, instead of them	Right now MBI only has two ArcGIS desktop licenses. We do not have any Enterprise licenses to share.

	bringing their own licenses and the cost associated with those applications?	
4.	Can you review the evaluation of proposals process?	MBI has identified the evaluation process and criteria in Section 4 of the RFP. MBI may ask for clarification on proposals or ask for best and final pricing proposals based on additional information or follow-up questions. MBI may also contract for specific portions of the project over time, rather than all at once, because not all of these services will roll out on day 1, particularly the QoS work. Since MBI is seeking a suite of services, we may contract with multiple consultants to provide the services. Not hearing from us immediately does not mean that you have not been selected to provide services.
5.	Will MBI execute NDAs with providers, or will the contractor need to do that?	Providers may require the execution of a NDA as a condition of voluntarily providing data. MBI has not yet determined how it wants to receive the data. Final decisions about the entity that takes possession of the data will impact any potential discussions with providers about the execution of NDAs. If MBI executes NDAs with providers, the consultant(s) will need to sign agreements acknowledging their understanding and compliance with the terms of each NDA. Please note that even with a NDA, as a public entity, MBI may be required by law to disclose confidential information it receives.
6.	What is the amount of the EDA planning grant and how much of it will go towards this project.	The EDA grant is $1,000,000 and all of it may go toward this project, including the cost of the Ookla speed test data and MBI project costs.
7.	Is the current MassGIS dataset available for public download?	Yes, it can be found on the data download page on the MassGIS website or directly from this link: https://www.mass.gov/info-details/massgis-data-master-address-data.
8.	Are there incumbents there an incumbent? If so, who is the company?	No, MBI does not currently have a contract for any of the services listed in the RFP.

9.	What is the budget for this project?	Please refer to the answer to Question #6.
10.	What is the project duration?	MBI expects the full scope of services to be completed within 9-12 months with shorter timeframes for the services described in the individual scope of services sections, some sequentially and some overlapping.
11.	Will there be any onsite work or traveling requirements? If so, what is the percentage?	No, MBI does not anticipate onsite work or travel to be required. It is possible that the QoS Data Collection (Section 2.2.5) tasks could involve minimal field work for outreach purposes.
12.	Will there be any field data collection or verification?	No, MBI does not expect field data collection or verification to be included in proposals. Please see the answer to Question #11.
13.	How many firms do you plan to hire to support the project?	The number of firms MBI selects will depend on the firms' qualifications, proposed services and budget for each sub-section in the Scope of Services and how integrated the tasks in those sub-sections are. MBI may select a single firm to implement all of the work or may select more than one firm.
14.	Are you planning to obtain the Enterprise GIS License for Esri?	MBI is willing to purchase software licenses, if needed, to support the Broadband Mapping Portal, but does not currently have any specific plans to make any purchases. Any purchases MBI makes would be based on the recommendation of the firm selected to do the work.
15.	Will be you be emailing us the meeting recording before the question deadline?	A link to view or download the Respondents Teleconference recording was emailed to all registered attendees on 2/1/22, the morning following the teleconference. Attendees that did not receive the email should check their spam folder for an email from proposals@masstech.org. MBI did not have email addresses for unregistered attendees.
16.	Does MBI anticipate field data collection in this effort, i.e., utility pole inventory or doorhanger placement to distribute survey information?	MBI does not anticipate field data collection to do asset inventories. Please see the answer to Question #11.

17.	Section 2.2.3, Broadband Mapping Portal, states "Any software or cloud usage fees associated with the operation of the portal should be included in the budget." Does MBI anticipate hosting these applications or would MBI prefer a hosted solution via a licensed product?	MBI is open to hosting applications or using a hosted solution via a licensed product. Respondents should propose whichever solution they feel is best. Any proposed solution to be hosted by MBI would require assistance with initial set-up and would need to be relatively straightforward to maintain.
18.	Section 2.2.2, Broadband Coverage Data Collection, Analysis, and Mapping, references collecting data from Internet Service Providers (ISPs). Does MBI anticipate a one-time collection, periodic refresh cycle (i.e., every six months), or constant updating of datasets as submitted by ISPs to MBI?	At this time, MBI is only focused on the single data collection and mapping process defined in this scope. Once that data collection and mapping work is complete, MBI will evaluate if future periodic refreshes are desired. Periodic refreshes are not considered part of the scope of services for this RFP.
19.	Is the attached Services Agreement the applicable one for this project? (Services Agreement & SOW.pdf)	No, MassTech has posted a specific Mapping Services Agreement template with all required terms and conditions. The Mapping Services Agreement template can be found at the bottom of the MassTech Procurements Page (HERE) and the RFP Page (HERE).
20.	Are there any other agreements other than the attached? (2022-MBI-02 Attachment C Budget Template.xlsx, Services Agreement & SOW.pdf, Attachment B Authorized Respondent's Signature & Acceptance Form.pdf)	All agreements are posted on the RFP page (HERE). This includes a specific Mapping Services Agreement template with all required terms and conditions, which contains additional required State and Federal flow down terms and conditions attached thereto, Attachment C – Grant Budget Template. Other attachments are included in the RFP document.
21.	If we do not agree to the deliverables being a work for hire / owned by MA, and make it a license, with various restrictions, will MA entertain that option?	No, MBI will not consider this option.
22.	What is the operational definition of "performance or reliability" as applied to this project? Is that a definition (e.g., specific measurable criteria) that the consultant will develop with MBI, or do you have a working definition in mind?	MBI would like assistance in defining metrics for performance or reliability of service and should include some measurable criteria in addition to speed, such as latency, jitter, packet loss, etc. MBI will also seek to align the definition with relevant federal funding guidelines.

23.	Can you provide more information on the scoring or weighting for the evaluation of proposals, e.g., total cost vs experience vs approach factors?	The evaluation will follow the process and apply the criteria stated in Section 4 of the RFP. MBI does not use weighting of criteria to evaluate responses.
24.	Can you provide more detail on which OOKLA data products/elements you plan to license? Or is this something that will be determined in consultation with the chosen vendor?	MBI will be purchasing the speed test data for fixed networks, which includes one year of access to Ookla's Speedtest Intelligence Portal and raw data. MBI may consider the purchase of mobile speed test data as well, if recommended by the chosen vendor, which would require similar analysis and mapping work. Proposals for QoS Analysis and Mapping services that include mobile speed test data should segregate the level of effort and budget for the fixed and mobile related services.
25.	Can you provide clarification of how the cost information will be used to develop the eventual contract agreement? Specifically, there is a high likelihood that the distribution of hours (level of effort) across staff will be adjusted during the project in response to MBI input, the insights gained from data development and analysis, and other factors. Does the proposal review and the resulting award accommodate such flexibility as long as the total cost is not exceeded?	Budgets should reflect the services and level of effort described in the proposal. Contracts awarded pursuant to this RFP will contain a cap on the fees charged for the covered tasks. Any adjustments to the contract will be addressed in a contract amendment subject to mutual agreement of the parties.
26.	Can the line items in the cost details refer to titles or roles? Since those titles or functional roles may refer to one or more proposed staff.	Yes, line items in the cost details can refer to title or roles as long as everyone with that title or role has the same rate.
27.	The project relies on the cooperation of private sector entities (ISPs) to provide business confidential data. What is the recourse if ISPs choose not provide the required data?	If an ISP does not cooperate and provide data, they will not be included in the data processing and analysis tasks and will not be included on the map. MBI will make every effort to solicit cooperation from providers.
28.	Given the confidentiality or business sensitivity of data that ISPs will be asked to provide through the project (address level BB service details), there may be concern about the public records terms and conditions under which MBI will contract for this work. Can MBI	MBI has not yet determined how it wants to receive the data. Final decisions about the entity that takes possession of the data will determine contractual language needed to protect the data. This could take the form of a NDA between the provider and consultant or

	confirm that it will work with the contractor to finalize contractual language that will protect the confidentiality of business information? Will allowance be made for the contractor to hold business sensitive data in confidence (non-deliverables), and for MBI to access certain types of data or analytical results (deliverables)?	the provider and MBI. If MBI executes NDAs with providers, the consultant(s) will need to sign agreements acknowledging their understanding and compliance with the terms of each NDA. Please note that even with a NDA, as a public entity, MBI may be required by law to disclose confidential information it receives.
29.	At the bottom of page 5 in section 2.2.3, the RFP states "MBI will be provided with the access and tools to perform basic configuration tasks or data updates." Does this mean MBI is anticipating having access to vendor's application development systems in order to configure web maps and conduct data updates?	MBI is not requesting access to vendor's application development systems, but MBI does expect to obtain the rights to use any independent scripts, tools or templates developed by the vendor for the specific purpose of processing Massachusetts broadband data. Some examples include scripts/tools used to: (1) convert from a provider specific data format to a standardized format created for Massachusetts, (2) load data into the MBI mapping portal, (3) import updates from the MassGIS master address data.
30.	On page 6 under section 2.2.5, it indicates speed testing should be incorporated into surveys. Does MBI anticipate adding the Ookla speed test link or capturing speed tests in a separate system?	We do anticipate using Ookla speed tests, but are leaving the option open for another solution.
31.	What is MBI's targeted period of performance?	Please refer to the answer to Question #10.
32.	We are assuming that MBI will be responsible for the cost associated with the web portal/hosting. Please confirm if the statement is accurate	This will depend on the proposed solution. If the proposed solution assumes that MBI will pay for web portal/hosting costs independently, an estimate of those costs should be included for evaluation purposes.
33.	Should the Respondent include an ArcGIS Enterprise license or will MBI be providing the licenses?	Please refer to the answer to Question #14.
34.	Should the Respondent include pricing for other data sources and licenses that might be beneficial to the project, or should we recommend sources that MBI will acquire?	A respondent may recommend other data sources that it is aware of as part of its application. The pricing for the data source(s) and any associated licenses should be itemized and provided as optional components of their proposed budget.

35.	Should digital outreach be considered in scope or out of scope for this project?	Any outreach, including digital outreach, required to complete the work defined in the scope of services should be included in the application for the service(s).
36.	2.2.5 – "*Develop surveys and promoting participation through targeted partner organization"*: Will MBI be providing us the targeted partner organization, or will that be the responsibility of the Respondent?	MBI will take the lead on identifying and establishing relationships with targeted partner organizations.
37.	Would the Massachusetts Technology Collaborative consider extending the "Responses Due Date" from February 23, 2022 to March 10th, 2022?	No, the deadline to submit an application will not be extended.
38.	2.2.2 Pg 4: What kind of summary statistics would this list want to capture? For example, transmission technologies, speeds offered, and percent population served.	Section 2.2.2 (Pg 4) does not reference summary statistics, but Section 2.2.3 (Pg 5) does. Assuming this question is related to Section 2.2.3, the key statistics will need to be discussed and agreed upon at the start of this work and will be informed in part by input MBI receives from various stakeholders. These statistics and data may include speeds, number of providers, number of unserved locations, percent of population or households unserved, and broadband adoption statistics from credible sources, such as the American Community Survey (ACS).
39.	2.2.4 Pg 6: Does MBI have a methodology they would like to use to process the raw Ookla speed test data or is MBI looking for a proposed methodology? For instance, how will the methodology handle multiple speed tests run by the same device, on the same network, in the same geography?	MBI has not decided on a specific methodology for processing the raw Ookla speed test data and would like to obtain recommendations for a proposed methodology.
40.	2.2.4 Pg 6: Which geographies does MBI envision the speed tests to be summarized by? For instance, counties, tracts, block groups, blocks, sub-block level bins (100 meters).	MBI has not determined which geographies should be used and is open to recommendations. The goal is to aggregate the data in ways that make it easy for users to digest, derive meaning from and integrate with other data, such as American Community Survey (ACS) data. It will likely include at least one of the smaller geographies,

			such as blocks or sub-block bins, and possibly one or two larger geographies.
41.		For category 2.2.2, are internet service providers required or obligated under state law, regulation, policy, or contract to provide information regarding their services to MBI? If so, please describe those requirements or obligations. If not, please describe any efforts that MBI is willing to engage in to assist the vendor in encouraging services providers to be responsive.	No, service provider participation will be voluntary. MBI will handle all outreach to providers regarding participation. For the purpose of developing proposals, use the assumption in the RFP regarding number of participating providers and assume that the vendor's responsibility begins once data has been received from a provider or a provider has requested technical assistance.
42.		For category 2.2.2, can vendors reasonably assume that service providers will submit information in an electronic format with discrete data elements, rather than on paper or in a document format like a pdf?	Yes, based on past experience, MBI believes that most, if not all, providers will submit data in an electronic format with discrete data elements and the request sent to service providers will indicate that MBI would like data to be provided in that way. However, it is possible that providers with small service areas will submit data in a PDF or image formats.