

**TOWN OF MILTON  
MUNICIPAL BROADBAND COMMITTEE**

**RFP To Replace Milton's  
Institutional Network**

**July 22, 2018**

# Committee Members

- **Mark Botelho**
- **Joe Chamberlin**
- **Mark Day**
- **Jay Fundling**
- **Steve Paxhia**
- **Jim Sgroi**
- **John Sullivan**

# Summary

The Town of Milton will be issuing a request-for-proposal (RFP) seeking:

“proposals from qualified respondents to outline, in a written study, the scope of work to construct a new, fiber optic institutional network (INET).”

- The Municipal Broadband Committee wrote the RFP’s initial draft.
- Milton’s Town Administrator (Mike Dennehy) and Chief Procurement Officer (Arlyn Zuniga) will finalize the document.
- The RFP will be issued after final approval by the Board of Selectmen, according to best practices as determined by Milton’s administrative officers.

# RFP Outline

## 1. Introduction

States Milton's intention to build a new INET, and contains a general description of our immediate goals and future possibilities for INET capabilities.

## 2. Background

General information about the current INET, including connected buildings, departmental functions, and a GIS map displaying the network's geographical layout.

## 3. General RFP Information

RFP "nuts and bolts", e.g. Milton's main contact information, schedule for response and evaluation, etc.

# RFP Outline (cont'd)

## 4. Project Scope and Criteria

Describes the areas of study we're asking respondents to address, and where appropriate provides guidance and other information that will be helpful to respondents.

See next slide for list of the areas of study. The finalization process may narrow what's included in the final RFP.

## 5. Appendix: Broadband Committee's Presentation to Board of Selectmen

This is a copy of the Broadband Committee's report presented to the Board of Selectmen on June 25, 2018. We included it in the RFP to add context for respondents, and to inform them of the process Milton went through bringing us to the point of issuing an RFP.

# RFP's "Project Scope and Criteria"

1. Evaluate town's current network capabilities
2. High Level Needs Assessment
3. Assess Town's rights to utility poles access
4. Business Model Options
5. High Level Network Design
6. Construction Costs
7. High Level Construction Schedule
8. Financing Options

# Copy of RFP

The actual RFP document will be available on the Town of Milton website.

The issue date isn't known at this time, but we anticipate it'll be issued shortly after this presentation.