



Corporation of the City of
NEW WESTMINSTER

REQUEST FOR PROPOSAL

NWRFP-11-28

Supply And Service Of Blackberry Smartphones

Closing Time:

Thursday, September 8th, 2011
3:00 PM, Local Time, Vancouver BC

Closing Location:

Main Reception Desk
City of New Westminister
511 Royal Avenue,
New Westminister, BC, V3L 1H9

Further requests for information :

Purchasing: Roy Moulder, SCMP

Purchasing Manager
Telephone: 604-527-4525
Facsimile: 604-527-4509
Email: rmoulder@newwestcity.ca

COMPANY NAME			
Address:			
(including Postal Code)			
Contact Name:			
Telephone number:			
Facsimile number:		Email:	
Signature: by officer with express authority to enter into contract		Dated	

CORPORATION OF THE CITY OF NEW WESTMINSTER

TABLE OF CONTENTS

1.0 DEFINITIONS 3

2.0 PROPOSAL INSTRUCTIONS 4

3.0 INTRODUCTION 4

4.0 KEY CONTENT 4

5.0 ADDENDA 5

6.0 GENERAL CONDITIONS 5

6.1 Ownership Of Proposals And Freedom Of Information 5

6.2 Ownership of Project Documentation 5

6.3 Confidentiality of City Information 5

6.4 Proponent’s Expenses 6

6.5 Limitation of Damages 6

6.6 Acceptance of Proposal 6

6.7 The Proponent Acknowledges and Agrees That: 6

6.8 Compliance With Laws and Regulations 6

6.9 Client / Service Agreement 7

6.10 Subcontract and Assignment 7

6.11 Conflict of Interest 7

6.12 Mediation 7

6.13 Force Majeure 7

6.14 Law 7

6.15 Litigation 8

7.0 BACKGROUND 8

8.0 EQUIPMENT REQUIREMENTS 8

9.0 SERVICE REQUIREMENTS 9

10.0 SUMMARY (SCOPE) OF WORK 9

11.0 SCHEDULE 10

12.0 PRICING 10

13.0 PROPOSAL EVALUATION AND SELECTION 10

14.0 REFERENCES 11

Appendix A – Hardware Specifications 1 Page

Appendix B – Sample Usage 3 Pages

Appendix C – Pricing Matrix 6 Pages

CORPORATION OF THE CITY OF NEW WESTMINSTER**1.0 DEFINITIONS**

“Service Agreement” “Agreement” “Contract” means the contract for services that will be issued to formalize with the successful Proponent through negotiation process with the City based on the proposal submitted and will incorporate by reference the Request for Proposals, any addenda issued, the Proponent’s response and acceptance by the City.

“City” “Owner” means City of New Westminster.

“Consultant” means the person(s) firm(s) or corporation(s) appointed by the City to carry out all duties, obligations, work and services first contemplated in the Request for Proposals and all associated documentation, which may also include mutually agreed revisions subsequent to submission of a Proposal. Both “Consultant” and “Proponent” are complimentary in terms of duties, obligations, and responsibilities contemplated at the Request for Proposals stage, through evaluation process, execution, and performance of the Project Management Services.

“Proponent” means responder to this Request for Proposals.

“Proposal” means the submission by the Proponent.

“RFP” “Request for Proposals” shall mean and include the complete set of documents, specifications, drawings, and addenda incorporated herein, and included in this Request for Proposals.

“Services” means and includes the provision by the successful Proponent of all services, duties, deliverables and expectations as further described in this RFP.

“Supply” “Provide” shall mean supply and pay for, and provide and pay for.

“Shall” “Must” “Will” “Mandatory” mean a requirement that must be met.

CORPORATION OF THE CITY OF NEW WESTMINSTER

2.0 PROPOSAL INSTRUCTIONS

One (1) electronic and three (3) hard copies of the Proposal, including one signed and initialled copy of this Request for Proposal, are to be submitted and clearly marked on the outside envelope or box as follows:

NWRFP-11-28 Supply And Service Of Blackberry Smartphones

The City of New Westminister will receive Proposals at the location and time indicated on the title page of this Request for Proposal. The clock at the MAIN RECEPTION DESK is the official clock.

It is the Proponent's responsibility to ensure that the City receives its Proposal **prior** to the stated Closing Time. The City does not accept facsimile, electronic mail, or other unsealed submissions. The City **will not consider** late proposals.

It is the responsibility of each proponent to seek clarification on any matter relating to this proposal. Requests for clarification must be made in writing to Roy Moulder, SCMP, Purchasing Manager, City of New Westminister, email: rmoulder@newwestcity.ca

The City will respond to enquiries that it considers relevant to this RFP, which the City will determine in its sole discretion. The City or Purchasing Manager will only respond to those written queries received at least ninety-six (96) hours prior to the Closing Date and Time.

The City's representative will not answer enquiries directly. The City will record enquiries and post replies on the City's website at [City of New Westminister | Bid Opportunities | Business | Request for Bids & Proposals - Open](#) along with any additional information and addenda to this RFP.

It is solely the responsibility of the Proponent to check the City's [website](#) regularly for all information related to this RFP. The Proponent shall acknowledge any Addenda in its Proposal. Failure to acknowledge any Addenda may result in disqualification of the Proponent.

The City accepts no responsibility for any information provided by its employees or agents that is not in writing in accordance with this section. The City cautions Proponents that information obtained from any other source is not official and may be inaccurate.

Proposals shall be irrevocable for a period of sixty (60) from date of closing. Successful Proposals submitted may become part of contracts for services. The Proponent has not nor will not copyright the Proposal and offers it for any purposes of the City.

3.0 INTRODUCTION

The City is inviting experienced mobile voice and data service providers to respond the following RFP for the supply and servicer of Blackberry Smartphones.

4.0 KEY CONTENT

The following are considered key content that should be included as part of the Proponent's submitted Proposal. The City may not consider any Proposal that does not include all of the key content.

1. Makes and models of all equipment proposed;
2. Complete technical specifications of the equipment including all functional capabilities;
3. Information on other available options for the equipment, if any;

CORPORATION OF THE CITY OF NEW WESTMINSTER

4. Complete warranty information for each device;
5. Copy(ies) of proposed service/rate plan agreement(s);
6. Specific details on rate plans, additional costs, and other charges;
7. Guaranteed service response time;
8. Details of your process for unresolved or delayed service response;
9. Details of incentive programs, such as no charge cell to cell, with a description of the expected extra value to the City;
10. Any other pertinent information, not included above, that demonstrates the equipment offered has been proven reliable and cost effective.

5.0 ADDENDA

- 5.1 Should addenda to the Request for Proposal documents be required for any reason, it is the City's intention not to issue addenda during a period three (3) days prior to the Proposal Closing date and time.
- 5.2 Proponents are responsible for checking the City's website for any addenda or other information relating to this Request for Proposal.
- 5.3 All Addenda become part of the Proposal documents. Proponents are responsible for including any adjustment costs in their Proposal. The Proponent must acknowledge receipt of any Addenda in their Proposal.
- 5.4 Failure to acknowledge any Addenda may result in disqualification of the Proponent.

6.0 GENERAL CONDITIONS

6.1 OWNERSHIP OF PROPOSALS AND FREEDOM OF INFORMATION

All documents submitted to the City of New Westminster become the property of the City, and as such, the City advises Proponents that parts, or all, of their Proposals may be subject to the provisions of British Columbia's *Freedom of Information and Protection of Privacy Act (FOIPP)* and *Community Charter*. Proponent's who wish to ensure particular parts of their Proposals are protected from disclosure under the FOIPP Act should specifically identify any information or records provided with their proposals that constitute a) trade secrets, and b) that are supplied in confidence, and c) the release of which could significantly harm their competitive position. Information that does not meet all three of the foregoing categories may be subject to disclosure to third parties. Please refer to the Freedom of Information and Protection of Privacy Act for further information.

6.2 OWNERSHIP OF PROJECT DOCUMENTATION

All proposals submitted and subsequent related documents and information shall remain the property of the City of New Westminster and shall be provided to the City at any time during the Project and within a period of two (2) years after completion of the Project.

6.3 CONFIDENTIALITY OF CITY INFORMATION

Proponents must not disclose any information acquired about the City during this RFP process unless authorized in writing by the City, and this obligation will survive the termination of this RFP process. The awarding of any contract or the reaching of any agreement for the provision of services to the City will not permit any Proponent to advertise a relationship with the City without the City's prior written authorization.

CORPORATION OF THE CITY OF NEW WESTMINSTER

6.4 PROPONENT'S EXPENSES

Proponents shall be solely responsible for their own expenses in preparing a proposal and subsequent negotiations with the City, if any. If the City elects to reject all proposals, the City will not be liable to any Proponent for any claims, whether for costs or damages incurred by the Proponent in preparing the proposal, loss of anticipated profit in connection with any final Contract, or any other matter whatsoever.

6.5 LIMITATION OF DAMAGES

Further to the preceding section, the Proponent, by submitting a proposal, agrees that it will not claim damages, for whatever reason, relating to the Contract or in respect of the competitive process, in excess of an amount equivalent to the reasonable costs incurred by the Proponent in preparing its proposal and the Proponent, by submitting a proposal, waives any claim for loss of profits if no Contract is made with the Proponent.

6.6 ACCEPTANCE OF PROPOSAL

The City reserves the right to accept or reject any or all proposals received in response to this RFP. The City is under no obligation to proceed with the RFP and, should it decide to abandon the same, it may, at any time, invite further Proposals for the provision of the Services or enter into discussions or negotiations with any party of the provision of such services.

The City at its sole discretion, at any time, may choose to terminate this RFP process.

No contractual, tort, or other legal obligations are created or imposed on the City, or any other individual, officer or employee of the City by the RFP documentation or by submission or consideration by the City of any Proposal.

6.7 THE PROPONENT ACKNOWLEDGES AND AGREES THAT:

1. Other City officers (except those stated on the Title page), City employees and elected officials will not be contacted directly or indirectly regarding this Request for Proposal;
2. This RFP is not a call for Tenders but is intended to invite Proponents to submit detailed Proposals by which the City's objectives, as stated herein, can be met, following which the City will enter into further negotiations with the successful Proponent for the provision of the required services;
3. The City has the absolute right to accept or reject any Proposal for any reason, to negotiate with any Proponent or Proponents and to evaluate the Proposals in accordance with all information submitted by the Proponents and to abandon the RFP at any stage, for any reason;
4. There shall be no obligation on the part of the City of New Westminster neither to receive further information, whether written or oral, from any Proponent nor to disclose the nature of any Proposal received. If the City accepts a Proposal, following negotiations with the City, the Proponent will be required to execute a formal Contract to provide the services, in a form acceptable to the City;
5. The City of New Westminster shall not be obligated in any manner whatsoever until a written agreement has been duly executed relating to an approved proposal.
6. In submitting a proposal, the proponent acknowledges and agrees that it has read, understood, and agreed to all terms and conditions described in the RFP and they have the necessary experience, skills, and ability to provide effectively the Services.

6.8 COMPLIANCE WITH LAWS AND REGULATIONS

Any successful Proponent must be prepared, at no extra cost, to give all the notices, and obtain all the licenses and permits required to provide the services in the City of New Westminster and to comply with all Federal Provincial and Municipal laws applicable to the services or the performance of the contract, including those of WorkSafe BC.

CORPORATION OF THE CITY OF NEW WESTMINSTER

6.9 CLIENT / SERVICE AGREEMENT

The successful Proponent will be required to enter into a contract with the City of New Westminster, based on the Proponent's own agreement. As noted in section 4.0.1 a service / rate plan agreement must be included in a Proponent's response to this RFP.

6.10 SUBCONTRACT AND ASSIGNMENT

In the event of any proposed sub-contracting arrangement (which includes a joint Proposal submitted by two bodies having no formal corporate links), the responsibility for the submission of a Proposal, any subsequent negotiation, and the administration of any resulting contract for service will be that of the first Proponent named on the title page.

Under no circumstances may any part of an executed contract resulting from this Request for Proposal be sub-contracted or assigned to another firm, person, or company without the prior written authorization of the City of New Westminster.

6.11 CONFLICT OF INTEREST

By submitting a proposal, the Proponent warrants that neither it nor any of its officers, directors, employees or subcontractors, has any financial or personal relationship or affiliation with any elected official or employee of the City of New Westminster or their immediate families which might in any way be seen or perceived (in the City's sole and unfettered discretion) to create a conflict of interest.

6.12 MEDIATION

The parties agree that, both during and after the performance of their responsibilities under the Service Agreement, each of them shall make bona fide efforts to resolve any disputes arising between them by amicable negotiations and provide frank, candid, and timely disclosure of all relevant facts, information, and documents to facilitate those negotiations.

The parties further agree to use their best efforts to conduct any dispute resolution procedures herein as efficiently and cost effectively as possible. The parties agree to attempt to resolve all disputes arising out of or in connection with this Service Agreement, or in respect of any legal relationship associated with it or from it by mediated negotiation with the assistance of a neutral person appointed by the British Columbia International Commercial Arbitration Centre administered under its Commercial Mediation Rules.

If the dispute cannot be settled within thirty (30) calendar days after the mediator has been appointed, or such other period agreed to in writing by the parties, the dispute shall be referred to and finally resolved by arbitration administered by the British Columbia International Commercial Arbitration Centre pursuant to its rules. Place of arbitration shall be Vancouver, British Columbia, Canada.

6.13 FORCE MAJEURE

Neither party shall be liable for any loss or damage suffered by the other party, directly or indirectly, as a result of the first party's failure to perform, or, delay in performing, any of its obligations contained in this agreement where such failure or delay is caused by circumstances beyond the first party's control or which make performance commercially impractical including but not limited to labour disruptions, fire, flood, storm, or, other natural disaster, accident or governmental regulations, or, restrictions of any kind but excluding financial incapacity.

6.14 LAW

The Proposal and any resultant award shall be governed by and construed in accordance with the laws of the Province of British Columbia, which shall be deemed the proper law thereof.

CORPORATION OF THE CITY OF NEW WESTMINSTER

6.15 LITIGATION

In addition to any other provision of this RFP, the City may, in its absolute discretion, reject a proposal if the Proponent, or any officer or director of the proponent, is or has been engaged directly or indirectly in a legal action against the City, its elected or appointed officers, representatives or employees in relation to any matter.

In determining whether or not to reject a Proposal under this section, the City will consider whether the litigation is likely to affect the Proponent's ability to work with the City, and its representatives and whether the City's experience with the Proponent indicates a risk the City will incur increased staff and legal costs in the administration of the contract if awarded to the Proponent.

7.0 BACKGROUND

- 7.1** The City owns approximately Seventy Five (75) Blackberry devices used by City staff for City business. The contracts for these devices expire on August 29, 2011. The present plan will operate on a month-to-month basis until a new contract is awarded.
- 7.2** The current Blackberry Devices are a combination of Curve 8330 and Curve 8530 devices.
- 7.3** The City intends to contract with a single provider for all Blackberry Devices and services.
- 7.4** Appendix B contains sample phone and data usage for the month of March 2011 for seventy four (74) of the current Blackberry devices.

8.0 EQUIPMENT REQUIREMENTS

- 8.1** The City has provided basic specifications for the required equipment in Appendix A – Hardware Specifications.
- 8.2** The successful Proponent must guarantee that all existing Blackberry phone numbers in the City can be successfully migrated to the new handset hardware.
- 8.3** The City intends to select a service provider that will offer the best overall value for airtime, data and hardware to the City for the next two (2) or three (3) years. Airtime providers that use Value Added Resellers (VAR), dealers or agents to provide the hardware and service proposed herein must clearly nominate one primary VAR, dealer, or agent to function on the Proponent's behalf.
- 8.4** The proposed Blackberry Devices must be new (not previously used, delivered to any customer, nor refurbished), at the beginning of their life cycle and adhere to the manufacturer's warranty.
- 8.5** The Proponent agrees to provide the City with electronic copies of all standard user manuals related to the equipment provided.
- 8.6** The Proponent agrees to advise the City of any product recalls or other technical failures and to correct such faults by replacement of any necessary components in question during the entire warranty period.
- 8.7** The City may increase the number of Blackberry Devices with these specifications from the current Seventy Five (75) to an estimated Eighty Five (85). The cost for extra Blackberry Devices, airtime plans and data plans will remain the same as stated herein and the contract end

CORPORATION OF THE CITY OF NEW WESTMINSTER

date of the extra phones will coincide with the same contract end date of the phones purchased based on this RFP.

- 8.8** The City will require accessories for the Blackberry devices such as car chargers, holsters, batteries, SD cards, etc. from time to time and would prefer to have a VAR, dealer or agent in our vicinity to supply these items directly to the City at our discounted rate.

9.0 SERVICE REQUIREMENTS

- 9.1** The successful Proponent must deliver the new Blackberry Devices to the City's authorized representative(s) commencing September 19, 2011. The successful Proponent must complete delivery and activation of all Blackberry devices by Friday, September 29, 2011.
- 9.2** The successful Proponent will assist users and authorized City staff with the transfer of contacts, phone numbers, and other information from the existing hardware to the new hardware and provide user training on the new Blackberry devices.
- 9.3** If the phone reception for a particular user is not adequate in any locations within the lower mainland, and the issue cannot be resolved within five (5) business days, the City reserves the right to cancel the phone and data contract for that unit at any time during the contract and return the hardware without additional cost or penalty. The City retains the right to choose an alternate service provider for that unit.
- 9.4** Proponents must identify their strategies to assist the City in minimizing the time and effort of City employees in:
- i. Receiving after-sales service for equipment that needs maintenance or repair, and
 - ii. Administrating the billing process for monthly charges
- 9.5** The Proponent agrees to provide diagnostic, repair and replacement services with a maximum eight (8) hour response time. The Proponent must include a guaranteed service response time in their Proposal.
- 9.6** The City will monitor and review service response times during the Contract period. The City reserves the right to return equipment and cancel telephone/data service, without penalty or residual monthly charges, if the response time is not within twenty percent (20%) of the guaranteed response time. This applies to any or all units covered by the Contract.
- 9.7** The successful Proponent will conduct a semi-annual review meeting of cellular telephone and data usage and make recommendations for cost savings (if any).
- 9.8** The successful Proponent agrees to hold all rates, including but not limited to service charges and suspension fees firm for the life of the contract as determined at the start of the contract.
- 9.9** The successful Proponent agrees to provide a minimum of 30 days notice prior to any other policy change the provision of services under this contract.

10.0 SUMMARY (SCOPE) OF WORK

- 10.1** The Successful Proponent is required to supply, deliver, activate, and provide cellular and data service for the required Blackberry Devices.

CORPORATION OF THE CITY OF NEW WESTMINSTER

10.2 The Successful Proponent is required to provide repair services, if and as when required, for the Blackberry Devices.

10.3 The City will not agree to any 'evergreen' or automatic renewal clauses within the successful Proponent's Service Agreement.

11.0 SCHEDULE

11.1 The successful Proponent must deliver and activate the Blackberry devices between September 19, 2011 and September 29, 2011.

12.0 PRICING

12.1 The Proponent shall complete and submit with their Proposal, Schedule C – Pricing as presented in this Request for Proposal.

12.2 The Proponent is to provide pricing for each piece of equipment (FOB Destination), exclusive of harmonized (HST) or federal (GST) and provincial (PST) sales taxes.

12.3 Based on the phone and data usage shown in Appendix B, the Proponent must indicate:

- i. the plan(s) to be applied,
- ii. the cost of the recommended plan,
- iii. the total cost to the City based on the sample March 2011 usage for each handset, and
- iv. the total cost to the City for both a two (2) year and a three (3) year contract for each device.

12.4 The Proponent shall price different Blackberry device options separately.

13.0 PROPOSAL EVALUATION AND SELECTION

13.1 The City of New Westminster will evaluate all submitted valid Proposals. The object of the evaluation and selection process is to identify the Proposal that, in the City's opinion offers the best value for the products and/or services requested.

13.2 The City is not obligated to accept the lowest or any Proposal, and may reject all submissions.

13.3 The City may award the Contract to the Proponent whose submission, in the City's sole discretion, provides the best overall value to the City for the work. In evaluating the overall value to the City for the work in respect of each submission received, the City, in addition to price, will have in mind its critical goals of obtaining a high quality product in accordance with the schedule established under the Request for Proposal documents.

13.4 In evaluating overall value, the City may consider, without limitation, price, hardware specifications, past experience of Proponents, availability of necessary after-award support resources, proposed methodology and schedule for completing the initial equipment roll-out, the past performance of Proponents on similar initiatives in respect of quality of customer service, timeliness of responses, costs of contract administration to the City, and hidden costs and contract limitations. In this regard, considerations other than price may be of greater weight in the City's evaluation of submissions received.

CORPORATION OF THE CITY OF NEW WESTMINSTER

13.5 The City, in assessing best value:

- a) May not necessarily accept the lowest or any Proposal and may, in its sole discretion, accept any Proposal and may waive any minor informality or irregularity in Proposals received;
- b) Has no obligation to receive further information, whether written or oral, from any Proponent, not to disclose the nature of any Proposals received;
- c) May negotiate changes to the scope of work with any one or more Proponents without having any duty or obligation to advise any other Proponent(s) or to allow them to vary their Proposal(s) due to changes to the scope of work.

13.6 Proposals will be evaluated based on the following criteria:

- a) Proposed Equipment;
- b) Contract Terms and Conditions;
- c) Completeness of Proposal;
- d) Roll-out Schedule;
- e) Customer Support / Services;
- f) References; and
- g) Cost.

14.0 **REFERENCES**

14.1 **NOTE: Failure To Provide References May Result In Disqualification**

14.2 Proponents shall provide sources for three (3) references (companies for whom contracts of a similar magnitude and nature completed in the past two (2) years, including the City of New Westminster).

CORPORATION OF THE CITY OF NEW WESTMINSTER

APPENDIX A

Hardware Specifications

Blackberry 9900 or Equivalent	Basic Specification	Meet Specification (Yes/No)	Alternate Specification
Camera	5.0 mega pixel		
Voice Activated Dialling	Yes		
Speakerphone	2 Way		
Text Messaging	2 Way		
Bluetooth capable	Yes		
Vibration Alert	Yes		
Built In GPS	Yes		
Charger	Yes		
Standby Time	300 hours		
Talk Time	6 hours		
Warranty – parts and labour	1 year		

CORPORATION OF THE CITY OF NEW WESTMINSTER

APPENDIX B

Sample Usage

CORPORATION OF THE CITY OF NEW WESTMINSTER

Existing Blackberry Device Use and Data Use March 2011

USER	DAY	EVENING	WEEKENDS	DATA	CONTRACT EXPIRY
Device # 1	330:17	23:06	17:04	3.7313	2011-08-29
Device # 2	272:51	18:56	192:58	2.8949	2011-08-29
Device # 3	0:00	0:00	0:00	0	2011-08-29
Device # 4	41:25	0:00	8:01	2.7403	2011-08-29
Device # 5	3:41	0:00	5:30	1.7949	2011-08-29
Device # 6	654:26	53:16	95:57	9.3087	2011-08-29
Device # 7	48:23	0:00	9:39	6.9075	2011-08-29
Device # 8	6:53	0:00	0:00	0.9379	2011-08-29
Device # 9	24:17	0:00	1:00	14.3569	2011-08-29
Device # 10	0:00	0:00	0:00	1.0148	2011-08-29
Device # 11	0:00	8:18	0:00	0.7754	2011-08-29
Device # 12	86:27	2:58	16:51	4.362	2011-08-29
Device # 13	5:19	0:00	2:00	0.5478	2011-08-29
Device # 14	32:38	0:00	2:54	1.9699	2011-08-29
Device # 15	4:00	0:00	0:00	2.0451	2011-08-29
Device # 16	144:23	0:00	21:00	11.2312	2011-08-29
Device # 17	421:58	21:22	98:03	5.9728	2011-08-29
Device # 18	217:02	78:20	155:38	4.2577	2011-08-29
Device # 19	343:37	2:14	36:13	1.376	2011-08-29
Device # 20	419:03	2:00	0:00	2.5566	2011-08-29
Device # 21	465:10	11:00	66:06	5.0703	2011-08-29
Device # 22	204:37	10:44	75:39	8.3044	2011-08-29
Device # 23	145:40	0:00	34:01	4.7568	2011-08-29
Device # 24	1427:12	33:31	260:17	4.0302	2011-08-29
Device # 25	735:06	68:46	148:31	4.6661	2011-08-29
Device # 26	20:45	0:00	5:59	1.8066	2011-08-29
Device # 27	149:59	0:00	20:25	4.6064	2011-08-29
Device # 28	71:43	0:00	12:30	34.5877	2011-08-29
Device # 29	192:13	3:00	17:11	1.3572	2011-08-29
Device # 30	0:00	0:00	0:00	0	2011-08-29
Device # 31	52:36	1:00	50:47	2.5508	2011-08-29
Device # 32	85:47	4:15	26:04	1.1649	2011-08-29
Device # 33	48:52	0:00	24:14	2.2717	2011-08-29
Device # 34	199:21	8:13	41:23	2.2773	2011-08-29
Device # 35	153:40	12:17	33:50	6.544	2011-08-29
Device # 36	190:55	6:18	19:21	9.8799	2011-08-29
Device # 37	68:09	0:00	6:40	3.5546	2011-08-29
Device # 38	186:09	10:00	7:30	2.1768	2011-08-29
Device # 39	305:22	0:00	8:28	3.9406	2011-08-29
Device # 40	30:15	0:00	1:00	0.2379	2011-08-29

CORPORATION OF THE CITY OF NEW WESTMINSTER

USER	DAY	EVENING	WEEKENDS	DATA	CONTRACT EXPIRY
Device # 41	444:05	14:00	75:37	5.6485	2011-08-29
Device # 42	53:55	1:13	30:15	5.7998	2011-08-29
Device # 43	235:59	3:07	21:04	2.7433	2011-08-29
Device # 44	467:36	19:33	97:45	3.029	2011-08-29
Device # 45	42:33	0:00	1:00	2.5956	2011-08-29
Device #46	275:34	13:01	53:48	3.4569	2011-08-29
Device # 47	204:00	3:00	5:12	2.1319	2011-08-29
Device # 48	200:15	61:13	136:58	5.1174	2011-08-29
Device # 49	1:00	0:00	0:00	7.1622	2011-08-29
Device # 50	258:40	13:16	150:37	78.5273	2011-08-29
Device # 51	521:58	12:52	132:54	2.9783	2011-08-29
Device # 52	3:59	0:00	1:03	1.5028	2011-08-29
Device # 53	38:54	2:08	6:06	64.5207	2011-08-29
Device # 54	129:39	2:00	18:51	4.855	2011-08-29
Device # 55	25:01	0:00	1:00	9.8961	2011-08-29
Device # 56	129:03	137:12	144:46	3.5498	2011-08-29
Device # 57	30:57	12:25	37:48	1.8339	2011-08-29
Device # 58	55:52	6:27	26:38	1.2601	2011-08-29
Device # 59	282:44	32:09	100:06	3.4994	2011-08-29
Device # 60	70:24	1:00	8:40	1.6816	2011-08-29
Device # 61	221:22	12:16	37:25	2.9978	2011-08-29
Device # 62	84:09	0:00	7:53	2.0968	2011-08-29
Device # 63	189:43	49:51	96:28	2.5029	2011-08-29
Device # 64	0:00	0:00	0:00	0	2011-08-29
Device # 65	1203:37	12:12	49:34	2.9719	2011-08-29
Device # 66	188:25	76:56	107:34	3.9963	2011-08-29
Device # 67	37:11	1:25	33:43	1.8145	2011-08-29
Device # 68	235:01	8:06	145:23	16.7724	2011-08-29
Device # 69	14:48	0:00	0:00	10.753	2011-08-29
Device # 70	64:33	3:29	41:46	2.394	2011-08-29
Device # 71	6:16	7:05	6:51	1.2012	2011-08-29
Device # 72	1029:04	118:48	151:45	5.056	2011-08-29
Device # 73	21:18	2:00	5:05	4.045	2011-08-29
Device # 74	0:00	0:00	0:00	2.4543	2011-08-29
TOTAL:	14557:46	1006:18	3256:19	453.4116	
Monthly Average	196:43	13:35	44:00	6.127183784	

CORPORATION OF THE CITY OF NEW WESTMINSTER

APPENDIX C

Pricing

CORPORATION OF THE CITY OF NEW WESTMINSTER

C-1 BLACKBERRY DEVICE (3 Year Contract)

Provide pricing for a Blackberry Device on a three (3) year contract, based on the hardware specifications in Appendix A, and the sample usage in Appendix B.

If the Proponent’s cost for an item listed below is included with the cost of another item, enter the price as \$0.00, and provide explanation in the Notes column.

Item		Cost	Notes
Unit Cost (specify model)		\$ /each	
Activation fee		\$	
911 and System Access fee		\$ /month	
Basic Voice mail		\$ /month	
Incoming Caller ID		\$ /month	
Call waiting		\$ /month	
Call forwarding		\$ /month	
Text Messaging		\$ /month	
Data Plan		\$ /month	
Per second billing?	Yes or No		
Detailed billing?	Yes or No		
Pooled voice minutes for consolidated City account	Yes or No		
Pooled data for consolidated	Yes or No		
Consolidated City account billed by City sub account	Yes or No		
Roaming charges for phones used within the lower mainland will be borne by service provider	Yes or No		
GPS Location (Optional)	Yes or No	\$ /month	

CORPORATION OF THE CITY OF NEW WESTMINSTER

C-2 BLACKBERRY DEVICE (2 Year Contract)

Provide pricing for a Blackberry Device on a two (2) year contract, based on the hardware specifications in Appendix A, and the sample usage in Appendix B.

If the Proponent’s cost for an item listed below is included with the cost of another item, enter the price as \$0.00, and provide explanation in the Notes column.

Item		Cost	Notes
Unit Cost (specify model)		\$ /each	
Activation fee		\$	
911 and System Access fee		\$ /month	
Basic Voice mail		\$ /month	
Incoming Caller ID		\$ /month	
Call waiting		\$ /month	
Call forwarding		\$ /month	
Text Messaging		\$ /month	
Data Plan		\$ /month	
Per second billing?	Yes or No		
Detailed billing?	Yes or No		
Pooled voice minutes for consolidated City account	Yes or No		
Pooled data for consolidated	Yes or No		
Consolidated City account billed by City sub account	Yes or No		
Roaming charges for phones used within the lower mainland will be borne by service provider	Yes or No		
GPS Location (Optional)	Yes or No	\$ /month	

CORPORATION OF THE CITY OF NEW WESTMINSTER

C-3 LIFETIME COSTS – BLACKBERRY DEVICE (3 Year Contract)

Provide the total costs for a Blackberry Device for a three (3) year term, based on the pricing shown in item 1.3 above.

Item		Cost	Notes
Unit Cost (specify model)		\$ /each	
Start up costs		\$ /each	
Monthly cost of airtime service for 36 months	Based on recommended plan	\$ /36 months	
Monthly cost of data service for 36 months	Based on recommended plan	\$ /36 months	
Other Costs		\$ /contract term	
Total cost for thirty six months		\$	

C-4 LIFETIME COSTS – BLACKBERRY DEVICE (2 Year Contract)

Provide the total costs for a Blackberry Device for a two (2) year term, based on the pricing shown in item 2.3 above.

Item		Cost	Notes
Unit Cost (specify model)		\$ /each	
Start up costs		\$ /each	
Monthly cost of airtime service for 24 months	Based on recommended plan	\$ /24 months	
Monthly cost of data service for 24 months	Based on recommended plan	\$ /24 months	
Other Costs		\$ /contract term	
Total cost for twenty four months		\$	

CORPORATION OF THE CITY OF NEW WESTMINSTER

C-5 ADDITIONAL COSTS

Provide pricing for these additional items, based on the Blackberry devices specified in items 1.3 and 2.3 above.

The Proponent will provide these services at the costs listed below for either the twenty four (24) or thirty-six (36) month term of the contract.

Item		Cost	Notes
Repair Service Blackberry device		\$ /hour	
Pick up / delivery charge for repairs and service		\$ /each	
Suspension Fee		\$ /month	

C-6 ADDITIONAL COSTS – ADDITIONAL BLACKBERRY DEVICE

Provide pricing for additional devices, purchased in September 2011, but not activated, as per Summary of Work, Article 2.8 of the this RFP

Item		Cost	Notes
Blackberry device as per Item 1.3 or 2.3 above		\$ /each	
Blackberry device (alternate)		\$ /each	

C-7 ADDITIONAL COSTS – REPLACEMENT BLACKBERRY DEVICES (3 Year Contract)

Provide pricing for replacement devices due to loss or damage not covered under warranty without extending the contract.

Item		Cost	Notes
Blackberry device as per Item 1.3 or 2.3 above		\$ /each	
Blackberry device (alternate)		\$ /each	

CORPORATION OF THE CITY OF NEW WESTMINSTER

C-8 ADDITIONAL COSTS – REPLACEMENT BLACKBERRY DEVICES (2 Year Contract)

Provide pricing for replacement devices due to loss or damage not covered under warranty without extending the contract.

Item		Cost	Notes
Blackberry device as per Item 1.3 or 2.3 above		\$ /each	
Blackberry device (alternate)		\$ /each	