

Request for Proposals (RFP)

**Supply of Local Loop Infrastructure to Support
Broadband Connectivity for Nine (9) First Nations
including:**

**Bearskin Lake,
Cat Lake,
Kasabonika,
Kingfisher Lake,
Koocheching,
North Caribou Lake (Weagamow),
Peawanuck,
Sachigo Lake,
Wawakepewin**

Keewaytinook Okimakanak (K-Net Services)
Attn: Brian Beaton
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1.0 Project Overview

1.1 Purpose of the Project

The purpose of the broadband initiative for the nine remote First Nations, which comprise of

- **Bearskin Lake,**
- **Cat Lake,**
- **Kasabonika,**
- **Kingfisher Lake,**
- **Koocheching,**
- **North Caribou Lake (Weagamow),**
- **Peawanuck,**
- **Sachigo Lake,**
- **Wawakepewin**

is to facilitate the installation and delivery of affordable broadband telecommunications infrastructure to the residents, businesses, and public institutions. This service will fulfill the unique needs of these First Nations and will be a partnership that will also take into consideration the training, support and sustainability issues of the project. This service will be at a minimum, equal to what is considered broadband to the home commonly known as cable/modem or DSL service for the residents of each community. The final solution should be capable of providing and offering competitive monthly rates for users (\$39 -\$59) and higher end online services for local business and organizations, such as videoconferencing, VOIP, telemedicine, etc.

This service will allow residents access to services not previously possible with dial up services. Telehealth, distance education, online research and file transfer will now be possible for those that utilize the service. For small business and public institutions remote access to centralized systems, application service providers and tele-work will be possible.

1.2 Project Goal

The goal of the broadband project is to identify and select a Vendor to bring the necessary infrastructure to support broadband connectivity to the communities that best meets the requirements as identified in this RFP. The broadband Vendor will:

- Provide commercial broadband infrastructure for both public and private sector customers, which are capable of connecting with locations from across the community and with locations beyond the community;
- Residential customers will receive equivalent DSL/Cable modem type service while public sector customers will receive a minimum of 1.5 mbps downstream service and 768 kbps upstream;
- Provide a link from the national broadband network to the community in two communities (Koocheching and Wawakepewin);
- Connect public institutions and public access sites in the community to broadband services; and,
- Work with the local community Applications Service Provider to ensure broadband connectivity is available to all the local businesses and residents.

1.3 ***Service Definitions***

Responding Vendor(s) will be required to provide definitions and descriptions of the following:

Partnerships: demonstrate partnerships with community members that include training and community support,

Network: engineering, furnishing, installation, operations, maintenance and ownership;

Customer premises equipment: furnishing, installation, maintenance and ownership;

Management systems hardware and software: engineering, furnishing, installation, operations, maintenance and ownership; and,

Central services: customer service, sales, marketing, billing, collections, accounting, etc.

Open Access: the capability of a competitive service provider to gain access to the telecommunications infrastructure and associated elements, including bulk bandwidth, unbundled network elements, and co-location facilities on an equal basis and at prices comparable to those in the nearest urban center where competitive broadband services are available such that bandwidth is available at various data rates and prices, and in sufficient quantity to

accommodate the requirements of the existing network and any reasonable request from a competitive service provider, as is more fully described in Section 1.6

1.4 The Broadband Funding Programs

This request for proposals is issued with the intention of developing a business plan/case and submitting same for implementation funding to Industry Canada's FedNor and National Satellite Initiative program and Ontario's Northern Ontario Heritage Fund Corporation.

1.5 Submission Process

All completed proposals must be submitted to the following:

Brian Beaton, K-Net Coordinator
Keewaytinook Okimakanak
Box 1439, 115 King Street
Sioux Lookout, ON
P8T 1B9

Phone: 807-737-1135 ext 1251
Fax: 807-737-1720

Email: brianbeaton@knet.ca

The closing date for all submissions is: **July 20, 2007 at 4:00 pm.**

Please Note:

All proposals and/or submissions received after the above stated closing date and time will not be considered or opened.

1.6 Proposal Format

All submissions to this request for proposals must be delivered in a sealed envelope and labeled with the Vendor name and project title. Submissions will include all financial details in the sealed envelope with their proposal. Submissions will also be accepted by e-mail.

As well a single electronic copy of the proposal should be included in the envelope. Electronic copies should be saved in either Microsoft Word or Adobe Acrobat formats.

All submissions must include but are not limited to the following sections within their proposal:

- Cover Letter (containing legal name, address and contact information)
- Executive Summary (maximum 2 pages)
- Description of Proposed Broadband Service (including technical solution)
- Project Management Description
- Vendor Qualifications and References
- Timeline
- Pricing Section
- Contact Information

All questions with regard to this proposal must be submitted using one of the following:

- In writing by regular mail to address in Section 1.3
- Faxed including cover page to fax number in Section 1.3
- By e-mail addressed to brianbeaton@knet.ca

All responses to any questions with regard to this proposal will be provided to all vendors who have indicated that they are planning to provide a submission.

The final date for the submission of questions regarding this request for proposal is: **July 12, 2007 at 4:00 pm.**

1.7 Notice of Intent to Submit

In order to receive copies of any questions and responses, as well as any addendums to this RFP, vendors should notify K-Net of their intention to submit a proposal. Due to the compressed timeframe of this project notification should be submitted by one of the following:

- Faxed including cover page; or
- By e-mail addressed to brianbeaton@knet.ca

Notification should include complete contact information for the Vendor.

1.8 Lead Vendor

In cases where multi-party groups or consortiums submit a proposal, the proposal shall clearly indicate who will be acting as the Lead Vendor. The Lead Vendor will be required to demonstrate the ability to assume full project responsibility from project design and implementation to operation. The communities, and/or their representatives, will enter into one contract only. This contract will be with the Lead Vendor.

1.9 Evaluation Process

All proposals will be evaluated based on the following criteria and scoring;

Understanding of Scope of Work	25 Points
Administrative (Compliance) Requirements	25 Points
Technical Requirements	100 Points
Project Management Requirements	25 Points
Price and Sustainability	75 Points
Presentation, Demonstration, References	50 Points
Total:	300 Points

The successful vendor will be notified in writing on the following date: **July 27, 2007.**

- All materials submitted in response to the RFP become the property of Keewaytinook Okimakanak. Proposals and supporting materials will not be returned to vendors.
- The award of the contract will not necessarily go to the proposal with the lowest bid.
- The signing of an agreement between Keewaytinook Okimakanak and a Vendor is dependent on the receipt of a one-time government subsidy by the necessary funding bodies.
- Keewaytinook Okimakanak reserves the right to determine which First Nation communities will be included in the final project based on available funding resources.

- Keewaytinook Okimakanak reserves the right to reject any or all proposals.

1.10 Collaborative Proposals and Local Participation

Vendors are encouraged to explore collaborative proposals utilizing a combination of technologies to provide appropriate solutions for the wide variety of situations present in the project area. Vendors are also encouraged to explore the potential for partnerships with local and regional service providers, suppliers, and community agencies.

2.0 Project Administration

For the purpose of the development of this project the participating First Nations are being represented by Keewaytinook Okimakanak.

The contact within Keewaytinook Okimakanak is as follows:

Brian Beaton, K-Net Coordinator
Keewaytinook Okimakanak
Box 1439, 115 King Street
Sioux Lookout, ON
P8T 1B9

Phone: 807-737-1135 ext 1251
Fax: 807-737-1720

Email: brianbeaton@knet.ca

3.0 Project Area

The geographical area of concern for this project is characterized by large area with dispersed population base. All of the communities are fairly small with the largest being approximately 800 people and the smallest 60 residents. The communities are grouped in northwestern Ontario north and east of Thunder Bay, bounded by Kasabonika Lake First Nation on the east, Sachigo Lake First Nation to the west, and Peawanuck First Nation to the north. All the communities are considered remote, fly-in communities with limited access by winter road for a short period in February.

3.1 **Community Locations**

All the communities are located in the far northern region of Northwestern Ontario.

3.2 **Community Overview – Bearskin Lake First Nation**

The community of Bearskin Lake is located four hundred and twenty-five (425) kilometres north of Sioux Lookout. This isolated remote Northwestern Ontario community is accessible only by air or ice road. During the coldest months the road extends from Windigo Lake north through Muskrat Dam. The community is located on Lake Michikan. Three settlements make up the Bearskin Lake First Nation. The main village is situated on the west shore of the lake and all three communities are tied to one another by all weather gravel roads. For more information visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn207.html>

Population	
Membership (2007)	827
On-reserve (2007)	422
Community Information	
Location	Remote, on Severn River, 425 km N of Sioux Lookout
Total number of dwellings (2004)	135
Local data carrier	Bell Canada
Cable modem service	No
DSL service	No

3.3 **Community Overview – Cat Lake First Nation**

Cat Lake First Nation is an isolated Native community accessible by aircraft only. It is situated approximately 179 kilometres due north of Sioux Lookout in Northwestern Ontario. The nearest urban centre is Pickle Lake, approximately 115 air kilometres northeast of Cat Lake. The Cat Lake Reserve is approximately 538 acres in size

and situated on the north shores of the Cat Lake river system. The community is located on the southeast corner of the Reserve.

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn216.html>

Population	
Membership (2007)	607
On-reserve (2007)	493
Community Information	
Location	179 Km north of Sioux Lookout
Total number of dwellings (2004)	92
Local data carrier	K-Net (C-Band satellite)
Cable modem service	No
DSL service	No

3.4 Community Overview – Kasabonika Lake First Nation

For more information visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn210.html>

Population	
Membership	913
On-reserve (2007)	863
Community Information	
Location	Approx 300Km NE of Sioux Lookout on the Asheweig River
Total number of dwellings (2004)	185
Local data carrier	K-Net (C-Band satellite)
Cable modem service	None
DSL service	None

3.5 Community Overview – Kingfisher Lake First Nation

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn212.html>

Population	
Membership (2005)	468
On-reserve (2007)	436
Community Information	
Location	Approx 260Km NE of Sioux Lookout
Total number of dwellings (2004)	87
Local data carrier	Bell Canada
Cable service	No

3.6 Community Overview - Koocheching First Nation

Koocheching is a small community located approximately forty (40) miles (65 kilometres) north-east of Sandy Lake and fifty (50) miles (80 kilometres) west of Round Lake. Koocheching is accessible by boat or float-plane in summer and ski-plane in winter from Sandy Lake or Round Lake. The community is also served by winter roads from the above mentioned reserves. There are approximately seventy (70) members in the Koocheching Band. With thirty (30) living off reserve. The Band's population will increase primarily in response to Koocheching's future Reserve Status.

For more information, visit
<http://www.windigo.on.ca/koocheching.htm>

Population	
Membership (2007)	70
On-reserve (2007)	40
Community Information	
Location	300 miles N2 of Sioux Lookout
Total number of dwellings (2004)	12
Local data carrier	KA-Band (K-Net)
Cable modem service	No
DSL service	No

3.7 Community Overview – North Caribou Lake First Nation

North Caribou Lake First Nation (also known as Weagamow or Round Lake) is located on the north shore of Weagamow Lake. It is approximately 320 km or 202 air miles north of Sioux Lookout. The reserve is 32.5 square miles or 8,350 hectares. The principle language spoken is Oji-cree and English. Access to the community is by air or winter road. The gravel airstrip with directional beacons provides daily scheduled air services year round. A winter road provides seasonal access for approximately two months of the year.

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn204.html>

Population	
Membership (2007)	920
On-reserve (2007)	669
Community Information	
Location	320 km north of the town of Sioux Lookout.
Total number of dwellings (2005)	199
Local data carrier	K-Net (C-Band satellite)
Cable modem service	No
DSL service	No

3.8 Community Overview – Peawanuck (Weenusk) First Nation

The Peawanuck Indian Settlement is within the boundaries of the territory described by the 1929-30 Adhesion to the James Bay Treaty of 1905 - Treaty No. 9. Members of Weenusk First Nation Formerly resided on Winisk I.R. No. 90, but they were forced to move 30km southwest to Peawanuck in May of 1986 when spring floods swept away much of the original settlement, which had been located 6 km upriver from Hudson Bay. "Peawanuck" is a Cree work meaning "a place where flint is found." Weenusk is approaching the completion (March 1991) of the negotiations to establish a reserve.

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn146.html>

Population	
Membership (2007)	266
On-reserve (2007)	516
Community Information	

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Location	Remote, Winisk River on Hudson Bay
Total number of dwellings (2004)	Approx 80
Local data carrier	K-Net (C-Band satellite)
Cable modem service	No
DSL service	No

3.9 Community Overview – Sachigo Lake First Nation

Sachigo Lake First Nation is located approximately 425 kilometers north of Sioux Lookout and 150 kilometers west of Big Trout Lake. Access to Sachigo Lake is provided by a year round airport which is operated by the Ontario Ministry of Transportation and Communication. Regular air service is available to the regional centres of Sioux Lookout, Thunder Bay and Winnipeg. The Sachigo Lake airport, which was completed in 1980, is located approximately 2 kilometers (1.25 miles) north of the main community. Road access between the airport and Sachigo Lake is by a gravel, all weather road.

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn214.html>

Population	
Membership (2007)	455
On-reserve (2007)	756
Community Information	
Location	425 km north of Sioux Lookout
Total number of dwellings (2004)	131
Local data carrier	K-Net (C-Band satellite)
Cable modem service	No
DSL service	No

3.10 Community Overview – Wawakepewin First Nation

Wawakepewin lies on the inland portion of the great drainage system that makes its way to the Arctic Ocean. Viewed from the air, the land looks like one large lake with many islands. The northeast, southwest tending lakes and rivers were created by the retreating

glaciers as much as 9,000 years ago. Wawakapewin First Nation is located on Long Dog Lake in far northwestern Ontario. The community is situated along the southeast shoreline of the Ashewieg River which is a tributary of the Winisk River at 53 degrees and 26' north latitude and 89 degrees 4' west longitude.

For more information, visit

<http://www.aboriginalcanada.gc.ca/acp/community/site.nsf/en/fn234.html>

Population	
Membership (2007)	55
On-reserve (2007)	37
Community Information	
Location	Remote, approx 350 km NE of Sioux Lookout
Total number of dwellings (2004)	15
Local data carrier	KA-band (K-Net)
Cable modem service	No
DSL service	No

3.11 Current Levels of Connectivity

The current levels of connectivity in the communities vary widely by individual community. A number of factors impact these levels, not the least of which is having a local internet service provider. In addition, community sales and support of computer systems, community access sites, and community champions influence the connectivity levels.

4.0 Technical Requirements

4.1 Service Descriptions

All Vendors responding to this request for proposal must provide a full description of the broadband service being offered and must include the following:

- The broadband infrastructure and architecture (Including network diagrams for how the local broadband network will connect to regional, provincial and national systems and how

users will access the local service) and technologies for broadband communication of voice, video, data and graphics.

- How the proposed service will meet the broadband connectivity requirements of the community.
- Broadband applications and the bandwidth required supporting these applications.
- The technical standards that will be used for this project.
- How the broadband service will connect to the specific customers.
- The terms under which a third party service provider could interconnect to the vendor's facilities to offer their own broadband services.
- How the service can be extended to the new customers who may wish to sign up for the service at a later date.
- How the level of service can be upgraded to provide a higher level of service to the customers who have already signed up for the service.
- The security of the physical infrastructure and the safeguarding from unauthorized access established for the service.
- The redundancy (if any) of the facilities.

4.2 *Functional Requirements*

- Addressing (IP addressing)
- Interoperability with other products
- Conferencing features
- Electronic mail interface

4.3 *Technical Requirements*

- Alarm reporting capability
- Compliance with standards
- Physical interface requirements

- Emergency backup, power outage protection and power conditioning
- Remote maintenance and testing capability
- Security and firewall provisions
- Self-diagnostic capability
- Support for specific protocols
- Traffic and usage data collection
- Range of speeds
 - Bandwidth for customer packages
 - Bandwidth for each community
- Media access method
- Switching method
- Transmission medium
- Blockage or congestion factors
- System redundancy

4.4 Support Requirements

- Remote monitoring capability
- Continuing availability of spares
- Documentation provided
- Installation and setup requirements
- Generic program updates
- Required in-service dates
- Project management requirements
- Training for users and administrators

4.5 Compatibility

- Physical interface
- Protocols supported
- Networks supported

4.6 Open Access / Minimum Standards Requirements

The following represents the requirements to meet the open access conditions related to federal funding of telecommunications facilities. The Recipient must ensure that prospective service providers supply a detailed description of the way in which these requirements will be met.

- *Local access services*

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A competitive service provider must be able to offer a competitive service via the local access infrastructure facilities of the existing service provider. The existing service provider must make its services and/or facilities available to competitive service providers such that the latter may offer service:

- on a resale basis, and
- using unbundled wholesale services in combination with its own facilities, where technologically feasible.

In cases where the existing service provider is subject to CRTC regulation, it shall comply with the tariffs currently in place and any succeeding tariffs. Where no tariff applies, the existing service provider must offer its services and/or facilities to any qualified competitive service provider at a rate equal to the existing service provider's lowest retail price minus 25 per cent.

- *Bandwidth*

Bandwidth must be available at various data rates and prices (e.g. x1 mbps @ \$y1/mth, x2 mbps @ \$y2/mth, etc.) to accommodate the various classes of users and their different requirements, i.e. residential, businesses, institutions and other service providers. Access to physical facilities (e.g. strands or wavelengths in the case of fibre) must also be offered where possible.

Sufficient additional bandwidth must be available beyond that which is currently being used for traffic on the existing service provider's network, or reasonably forecast to be used on such a network, to ensure scalability and to be able to satisfy any reasonable request from a competitive service provider.

In cases where the existing service provider selected for the project is subject to CRTC regulation, it shall comply with the tariffs currently in place and any succeeding tariffs. Where not tariffed, the retail rates charged for broadband services must be comparable to those in the nearest urban center where competitive broadband services are available.

- *Co-location*

Co-location includes access to and use of space, associated power, and environmental conditioning at a Point of Presence (PoP).

Co-location facilities must be made available at each PoP created or upgraded with the assistance of Government of Canada funding,

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to allow competitive service providers to co-locate transmission and interconnection equipment. Space and facilities must be available to satisfy any reasonable co-location requests from competitive service providers:

- a) in existing buildings, this is subject to space and availability considerations; or
- b) for new facilities, these must be built to accommodate competitive co-location needs.

Co-location tariffs will apply in the case of regulated companies. In the case of non-regulated companies, access must be made available to competitive service providers at rates and charges not to exceed those included in the co-location tariffs of the nearest major incumbent local exchange carrier.

- *Service Availability*

The Recipient must ensure that all interconnections between the existing service provider and the competitive service providers use open standard protocols.

Where technologically feasible, the service provider must have the ability to provide, upon request, the same data services in the parts of its network funded by the Government of Canada that it provides in other parts of its network.

5.0 Project Management

Responses to this request for proposal are required to provide a descriptive detailed breakdown of their proposed project management. Any description must address but is not limited to the following items:

5.1 *Management*

A description of your management team for this project, listing all key personnel.

5.2 *Implementation Schedule*

An implementation schedule for the broadband service, including delivery dates, implementation milestones, task relationships and dependencies, and a timeline.

5.3 *Design and Development*

Descriptions of how the broadband service will be designed, including details of customer testing and final implementation, the extent to which broadband connectivity to the community will be guaranteed, how the broadband service will deliver differentiated levels of service depending on the different bandwidth needs of the potential users.

5.4 *Training*

Detailed description of all training that is required for this project and how this will be accomplished.

5.5 *Maintenance and Assistance*

Details of all maintenance activities and how assistance will be provided.

Such as:

- Will 24/7 maintenance support be provided?
- What is the response time for major problems and minor problems?
- How will the service be monitored on a continuous basis for any problems?
- How will service growth be accommodated?
- What software will be used to generate utilization reports and service availability reports?

5.6 Documentation

The vendor will provide Information or manuals that are required for the delivery and usage of the broadband service.

6.0 Vendor Qualifications and References

All responses to this RFP must include the following information:

- Full legal company name;
- Year business was established;
- Number of people currently employed;
- If a public company most recent annual report;
- An outline of the relationship between any product manufacturers that supply the vendor;
- Description's of the qualifications, experience, capability and/or capacity to successfully provide the broadband service and complete the project in a timely manner;
- Description of the qualifications of the members of the proposed project team that will be assigned to the project;
- Information on current broadband clients including:
 - Total number of current clients;

- A list of broadband services provided to similar communities; and,
 - Evidence of successful completion of a project of a similar size and complexity.
-
- References: Contact information for three references from projects similar in size, application and scope and a brief description of their broadband installations.

7.0 Pricing and Cost

7.1 *Term of Agreement*

All response to this RFP may become part of a legal binding document; as such it is imperative that you clearly outline the following:

- Details on the full length of the initial agreement;
- All increases throughout the term;
- A full description of any escape or termination expected;
- Assumptions regarding revenue and expense forecasts;
- Critical project milestones; and,
- A sample agreement document.

7.2 *Detailed Cost Breakdown*

All proposal submissions must include, for each community, full detailed information of all costs and pricing related to the following areas:

- **Hardware:** Each piece of hardware should be listed and priced separately;
- **Software:** Any System and Application Software, including software license fees;
- **Installation:** Labour, equipment and supplies;
- **Ongoing:** Operating, maintenance and connection to the Internet;
- **Training:** Administration, users and support staff;

- **Documentation:** Product literature, manuals, numbers of copies;
- **Project Management:** Staffing, Testing and Travel;
- **Miscellaneous:** Any items or services that would generate a cost to the project either one time or ongoing that would be exclusive of the previous headings;
- If the transport network is to be provided by a different subcontracted vendor than the access network (community last mile), the pricing for each must be presented separately; and,
- Acknowledgement that all pricing details will remain in effect for a minimum of 120 business days from submission closing date.

7.3 Cost Alternatives

Where Vendors identify areas of cost concern impacting on the project viability, they are invited to identify lower cost alternatives. Any functional or operational limitations associated with these alternatives should be detailed.

7.4 Revenue Estimates

All proposal submissions should provide clear estimates on revenue based on accepted industry take-up rates and penetration and proposed pricing models. Any, and all, assumptions used in developing revenue estimates should be detailed. This would include but not be limited to a five-year forecast of the number of subscribers by community and by service type.

7.5 Project Sustainability

Proposals should clearly demonstrate the ongoing sustainability of the project over the long term. This would include but not be limited to a five-year cash flow including ongoing costing assumptions. In addition, any threats to this sustainability should be documented.

8.0 Agreements and Licenses

8.1 *Nondisclosure*

If the project details are to be kept confidential or if proprietary information is contained in the submission a nondisclosure agreement must be submitted together with your proposal.

8.2 *Liability Insurance*

All submissions must include full details on the type and levels of any liability insurances carried including areas of coverage.

8.3 *Submission Detail*

All proposals shall include an acknowledgement that the details of the proposal may be incorporated into any final agreement and may be provided to Industry Canada as part of a BRAND business plan submission.

8.4 *Compliance*

All proposals shall include an acknowledgment that in the implementation of the vendor's proposed deployment of infrastructure, the vendor and agents will comply with the *Canadian Environmental Assessment Act*, as amended.

8.5 *Withholding of Payment*

All proposals shall acknowledge that there will be a withholding of (10%) of the contract price until it is clear that the network or service is fully and successfully operational.