

GUIDELINES AND REQUIREMENTS FOR COST ESTIMATES SUBMITTED IN RESPONSE TO PPPL RFI 04-041-G

NON-RECURRING COSTS	GUIDELINES & REQUIREMENTS
A. Common Equipment, Materials, Supplies, Hardware to provide service and features currently specified by PPPL	List and describe all common equipment, materials, supplies, hardware, and software to be provided in a solution that reflects PPPL's current state and other requirements as described in the RFI. Provide cost estimate with cost detail for major pieces of equipment.
B. System Redundancy	Describe solution for providing redundancy for the installed system and provide cost estimate for this requirement.
C. UPS Backup	Describe solution for providing UPS Backup for the installed system and provide cost estimate for this requirement.
D. Call Accounting Billing System	Describe solution for providing a Call Accounting Billing System as a part of the installed system and provide cost estimate for this requirement.
E. Equipment, Material, Supplies Hardware for add-ons or options not currently specified by PPPL	List and describe any options or add-ons not currently specified by PPPL and provide cost estimate for each discrete option or add-on.
F. Telephone Desk sets and Key System Replacement	Tell us if your solution requires that any existing Desk sets or key systems be replaced and the incremental cost of doing this. Do not include costs for this unless it is MANDATORY that existing sets be replaced. Firms wishing to supply costs for <i>optional</i> replacement of Deskset equipment should be included in E above.
G. Project Mgt & Technical Services for entire project through cutover and system acceptance	Provide estimated level of effort and cost estimate to provide these services.
H. On-site hardware and software installation & connection to existing house wiring	Provide estimated level of effort and cost estimate to provide these services.
I. Setup and Programming	Provide estimated level of effort and cost estimate to provide these services.
J. Facility Modifications	Any necessary modifications to PPPL's facility to accommodate your solution should be listed and described. This work would not be included in any future scope of work and would be performed or subcontracted by PPPL separately. PPPL will estimate costs for this item based on listed modifications provided by responding firms.
K. Administrator and User Training	Provide estimated level of effort and cost estimate to provide these services.
L. Other	Address any non-recurring costs or tasks that would be applicable that are not included in cost estimates or tasks described above.

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<i>RECURRING COSTS</i>	<i>GUIDELINES & REQUIREMENTS</i>
A. Maintenance & Support of Installed System	Describe available system maintenance and/or warranty which includes parts, labor, onsite response, and telephone/web access to Technical Support. Provide monthly recurring cost for this
B. System Administration & Onsite Telecom Technician Staffing	Provide recommended level of staffing for these activities and monthly recurring cost estimates to provide these services.
C. Per Line Charges	Describe any applicable “per line charges” for the recommended solution
D. Feature Charges	List available features and applicable monthly charges per line for each.
E. Local Number Portability Charges (DIDs)	Provide monthly charge for this service.
F. Order processing charges to add, delete, or modify features	Provide per incident charges for these services applicable to the recommended solution.
G. Lease Costs	If a lease arrangement is provided, please address any applicable monthly lease costs here.
H. Other	Address any recurring costs or tasks that would be applicable that are not included in cost estimates or tasks described above.