



ADDENDUM #2

RFP # 1998-21 Migration of On Premises to Cloud Hosted VoIP Phone System

Original Notice of RFP Issued on: Thursday, August 5, 2021

Response Due Date: Thursday, August 26, 2021 @ 2:00 pm

August 24, 2021

To All Prospective Respondents:

The purpose of this addendum is to provide an answers to a questions raised by a potential respondents.

QUESTION 1: 1 - In order to give you the best pricing, would you categorize the 85 licenses into the following categories please:

- A) User Extensions - includes voice, voicemail, mobility, etc 70
- B) Voicemail Only Extensions 0
- C) Common Area Extensions - ideal for breakrooms, etc. Does not include voicemail or mobility 7

QUESTION 2: 2 - I see that bids are due on August 26 by 2pm, but what format are you looking for? **Can they be emailed to bids@hartfordhousing.org** or should they be physically dropped off at 180 John D. Wardlaw Way? **Do not bring any documents to the office.**

ANSWER: All bids are due via email prior to 2:00 and should be emailed to bids@hartfordhousing.org
Only one set of documents are needed.

QUESTION 3

1. **Section 4, Proposal Submittal:** How do we submit the RFP document? Do we email it? If yes, what is the email address and contact person? **Email to bids@hartfordhousing.org** Or do we mail it? **Do not mail it**
What is the mailing address? **Please see Question 2**

ANSWER: All bids are due no later than 2 p.m. on Thursday, August 25, 2021.

2. **Section 4, Proposal Submittal:** How many RFP copies should be delivered?

ANSWER: One electronic copy is all that is needed.

3. **Invitation and Forms:** Will [Hartford Housing Authority] accept electronic signatures (i.e. DocuSign) and waive the requirement for an original signature?

ANSWER: Submissions must include this entire solicitation form filled out and signed. HACH will waive the requirement for an original signature.

QUESTION 4

Is the new Gigabit connection at the main site already ordered or are you interested in seeing bids for this? **The service has already been ordered; we are not interested in seeing bids for this.**

Comcast is at the remaining locations - are you interested in quotes for alternatives? **We are not interested in quotes for alternatives.**

What will your firewall(s) be - are those being upgraded? **Each location has Sonicwall TZ-400 firewalls and we do not plan on upgrading them at this time.**

Do you only require an electronic/mailed submission of the Proposal? **Electronic emailed responses are requested.**

All other terms and conditions of the RFP remain the same.

Kim Cotharin, Contracting Officer
Housing Authority of the City of Hartford
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