

RESOLUTION NO. 2023 - 513

A RESOLUTION AUTHORIZING AWARD OF A CONTRACT TO BONFIRE FIBER, LLC, DENVER CO, FOR BROADBAND UTILITY CONSULTING & PROJECT MANAGEMENT, IN AN AMOUNT NOT TO EXCEED \$50,291.52.

WHEREAS, there exists a need for Broadband Utility Consulting & Project Management; and

WHEREAS, the City of Vineland has a need to acquire such service as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the purchasing agent has determined and certified in writing that the value of said services will exceed \$17,500.00; and

WHEREAS, the Director of Information Systems has recommended that a contract be awarded to Bonfire Fiber, LLC, Denver, CO, for Broadband Utility Consulting & Project Management for the period beginning November 1, 2023 through March 31, 2024 in an amount not to exceed \$50,291.52; and

WHEREAS, Bonfire has completed and submitted a Business Entity Disclosure Certification for Non-Fair and Open Contract which certifies that Bonfire has not made any reportable contributions to a political or candidate committee in the City of Vineland in the previous one year and that the contract will prohibit Bonfire from making any reportable contributions through the term of the contract to a political or candidate committee in the City of Vineland; and

WHEREAS, the availability of funds for said contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the City of Vineland has certified that this meets the statute and regulations governing the award of said contracts.

NOW THEREFORE BE IT RESOLVED, by the Council of the City of Vineland that:

1. The Purchasing Agent be and the same is hereby authorized to issue contract to Bonfire Fiber, LLC, Denver, CO, for Broadband Utility Consulting & Project Management for the period beginning November 1, 2023 through March 31, 2024 in an amount not to exceed \$50,291.52.
2. That the Business Disclosure Entity Certification, the Political Contribution Disclosure Form and the Determination of Value be placed on file with the Resolution.
3. Notice of this action shall be printed once in the Daily Journal.

Adopted:

President of Council

ATTEST:

City Clerk

**REQUEST FOR RESOLUTION FOR CONTRACT AWARDS
UNDER 40A:11-5 EXCEPTIONS
(PROFESSIONAL SERVICES, EUS, SOFTWARE MAINTENANCE, ETC)**

(DATE)

1. Service (detailed description): _____

2. Amount to be Awarded: \$ _____

- Encumber Total Award
 Encumber by Supplemental Release

3. Amount Budgeted: \$ _____

4. Budgeted: By Ordinance No. _____
Or Grant: Title & Year _____

5. **Account Number to be Charged: _____

6. Contract Period: _____

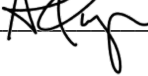
7. Date To Be Awarded: _____

8. Recommended Vendor and Address: _____

9. Justification for Vendor Recommendation:(attach additional information for Council review)
See attached quote
Broadband Utility Consulting - \$26,401.83
Business Model Updates - \$23,889.69

- Non-Fair & Open (Pay-to-Play documents required)
 Fair & Open: How was RFP advertised? _____

10. Evaluation Performed by: _____

11. Approved by:  _____

12. Attachments:

- Awarding Proposal
 Other: _____

- **Send copies to:**
Purchasing Division
Business Administration

**** If more than one account #, provide break down**

Bonfire Fiber, LLC

Proposal for City of Vineland – Vineland, NJ Broadband Utility Consulting and Project Management

Quotation No. BFVNNJ10-23-23

External
October 23rd, 2023

By
Drew Pappas
Director of Business Development
970-980-6574
drew.pappas@bonfireig.com

Bonfire Fiber, Confidential:

The information contained in this document is the property of Bonfire Fiber. Except as specifically authorized in writing by Bonfire Fiber, the holder of this document shall keep the information contained herein confidential and shall protect same in whole or in part from disclosure and dissemination to third parties and use same for evaluation, operation, and maintenance purposes only.

Introduction

Bonfire Fiber (Bonfire) a Company located in Denver, CO and serving clients throughout North America having its principle office at: 4500 Cherry Creek Drive South, Suite 1200, Denver, CO 80246. Bonfire is supplying the City of Vineland, NJ (Vineland) with a quote for broadband utility consulting and project management.

Bonfire first began working with Vineland in the fall of 2021 and we completed the broadband feasibility study in spring of 2022. Bonfire's broadband feasibility study included: a full analysis of competition throughout the City, City-wide engineering design cost modeling, and full business cases and financial models for four different operational business models. The report, data, and excel analysis that Bonfire delivered to the City was the foundation for actionable decision making, and ultimately, implementation of the City's selected strategy.

Bonfire will provide consulting and project management services to push Vineland forward in creating their broadband utility and provide an updated look at the operational costs, business case, and financial modeling associated with Vineland becoming a municipal service provider.

Scope of Work

Bonfire to act as a broadband advisor for Vineland in the evaluation and creation of their broadband utility. The scope of work will include the following:

- Broadband Utility Consulting
 - o Review and analyze all requirements/regulations associated with Vineland creating their broadband utility
 - o Gain understanding of all key stakeholders and work with them to drive completion of necessary tasks
 - o Discuss the feasibility, potential risks, and benefits associated with each step of the process and work with Vineland to streamline efforts towards completion
 - o Provide expert recommendations and strategic insights on the most viable steps forward
 - o Offer strategic guidance and advice during the broadband utility process
 - o Regular communication and consultation with the Vineland team throughout the project duration
 - o Timely responses to queries and requests for review, opinions, meetings, etc.
- Project Management
 - o Facilitate weekly or bi-weekly meetings with Vineland and all necessary stakeholders
 - o Document the outcome of these meetings, including any key ideas, insights, and potential areas of further exploration
 - o Create project plan to document key steps, action items needed, and completion of tasks

- Business Model Updates
 - o Review and update operational model costs focused on a municipal owned and operated network
 - o Educate Vineland team on the operational costs and support required to manage this broadband utility network
 - o Offer strategic guidance and advice on best operations practices

Pricing

Bonfire proposal includes the above services at a total of \$50,291.52. Pricing is based on the scope of work listed above. Pricing table below shows the pricing breakdown between consulting/project management and business model updates.



Vineland, NJ - Broadband Utility Consulting and Project Management			
Task	Description	UoM	Price
Broadband Utility Consulting	Consulting & Project Management	Each	\$ 26,401.83
	Business Model Updates		
Business Model Updates	Business Model Review/Updates	Each	\$ 23,889.69
Total Fee			\$ 50,291.52

Notes

- Bonfire would like to have a kickoff meeting on-site in Vineland to begin this work. This should include all necessary stakeholders that will be involved in creating the broadband utility.
- This consulting engagement is to be completed by 3/29/24. Any consulting work after that date can occur, but will need to be priced out separately and will result in additional costs.
- The engagement has been priced as an "All-In" cost and is to be billed at a monthly rate for the length of the contract (assuming work begins in November). Invoices will be sent out at the end of each month through March '24.
 - o \$10,058.30 Per Month

Payment Terms

Net 30 Day terms.

Price

The pricing for the above services is estimated & not inclusive to specific additional charges that may be discovered as a result of delivering such services. All additional services outside of the scope of this estimate will be subject to approval by Vineland.

Bonfire is submitting this proposal based on the request of Vineland on Sept 28th, 2023.

This quote expires Nov 10th, 2023.

By signing below, Vineland acknowledges and accepts the scope of work outlined above, as well as the associated payment terms and confidentiality requirements.

Name

Date

Signature

Title