

RESOLUTION NO. 2024- 212

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 \$80,466.40.

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 May 1, 2024 through December 31, 2024 in an amount not to exceed \$80,466.40; 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 May 1, 2024 through December 31, 2024 in an amount not to exceed \$80,466.40.
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)**

4/23/2024
(DATE)

1. Service (detailed description): Bonfire Fiber, LLC. Broadband Utility Consulting & Project Management.

2. Amount to be Awarded: \$ 80,466.40

- 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: 4-05-55-502-9006-53414 E923

6. Contract Period: Approximately 8 Months (May 1st - April 24 - December '24)

7. Date To Be Awarded: 05/28/2024

8. Recommended Vendor and Address: Bonfire Fiber, LLC. 4500 Cherry Creek Dr.
South, Denver, CO 80246

9. Justification for Vendor Recommendation:(attach additional information for Council review)
See attached Proposal For 2024

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

10. Evaluation Performed by: IS Division

11. Approved by:

12. Attachments:

- Awarding Proposal
 Other: Quote

- 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 Extension**

Quotation No. BFVNNJ03-19-24

**External
March 19th, 2024**

**By
Drew Pappas
Director of Business Development
970-980-6574
drew.pappas@bonfirelg.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.

4500 Cherry Creek Drive South
Suite 1200
Denver, CO 80246

contact@bonfirelg.com | bonfirelg.com

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private and confidential



Introduction

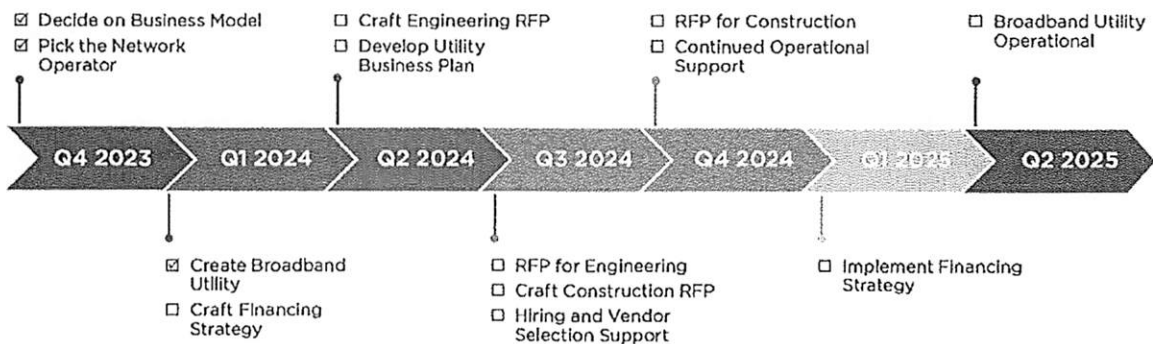
Bonfire Fiber (Bonfire) a Company located in Denver, CO and serving clients throughout North America having its principal office at: 4500 Cherry Creek Drive South, Suite 1200, Denver, CO 80246. Bonfire is supplying the City of Vineland, NJ (Vineland) with an updated proposal to extend our existing broadband utility consulting and project management contract.

In February 2024, the City of Vineland, NJ established a Broadband Utility within the Department of Administration to meet the needs of the City for affordable, high-speed broadband service. Through its provision of broadband services, the City aims to enhance economic development opportunities, support existing businesses, attract new businesses, improve educational resources, and enhance the overall quality of life for its residents.

Bonfire has worked side by side with Vineland since 2021 to envision, design and create this broadband utility Our team looks forward to renewing our efforts as we work towards the goal of having an operational utility in Q2 2025.

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:



- Utility Business Plan
 - o Offer strategic guidance and advice on operations best practices, e.g., crafting employment plans, vetting and selecting hardware and software vendors, etc.
 - o Work with Broadband Utility staff to create runbooks for both Network startup and continuing operations tasks.
 - o Identify financing solution for Network construction and early-stage operations.



- Discuss the feasibility, potential risks, and benefits associated with each step of the process and work with Vineland to streamline efforts towards completion.
 - Provide expert recommendations and strategic insights on the most viable steps forward.
 - Ad-hoc strategic guidance and advice during the broadband utility stand-up process.
 - Regular communication, progress updates and consultation with the Vineland team throughout the project duration.
 - Timely responses to queries and requests for review, opinions, meetings, etc.
- **RFP Management**
 - Develop Request for Proposal (RFP) documents for both Network Engineering and Network Construction
 - End-to-end management of RFP response process including:
 - Selection of invited applicants.
 - Coordination, meetings, and questions/answers with respondents.
 - Review and scoring of applications.
 - Interviews and meetings, and
 - Recommendation of a shortlist and finalist for each project.
 - **Project Management**
 - Facilitate weekly or bi-weekly meetings with Vineland and all necessary stakeholders.
 - Document the outcome of these meetings, including any key ideas, insights, and potential areas of further exploration.
 - Create project plan to document key steps, action items needed, and track completion of tasks on an ongoing basis.
 - **Continued Operational Support**
 - Review and update operational model costs focused on a municipal owned and operated network.
 - Educate Vineland team on the operational costs and support required to manage this broadband utility network.
 - Continued support of exploratory grant conversations.

Pricing

Bonfire proposes including the above services as an extension of Contract C23-0108, at the existing monthly run rate of **\$10,058.30 Per Month**, from April 1, 2024, to December 31, 2024.

bonfire

- The scope of work under this consulting engagement is to be completed by 12/31/24. Additional work necessary in Q1 or Q2 of 2025 may occur but will need to be priced out separately and will result in additional costs under a new contract.
- Bonfire and Vineland to continue meeting "bi-weekly" with additional meetings occurring throughout the engagement as deemed necessary.
- 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 new contract begins in April 2024). Invoices will be sent out at the end of each month through December 2024.
 - o \$10,058.30 Per Month.
- Net 30 Day payment terms.

Notes

The pricing for the above services is estimated & not inclusive to specifics 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 March 19th, 2024.

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

CITY OF VINELAND, NJ

Anthony R. Fanucci
Name

Date

4/10/2024


Signature

Title

Mayor

BONFIRE FIBER, LLC

Justin Roller
Name

Date

04/03/24

Justin Roller
Justin Roller (Apr 3, 2024 09:42 MDT)
Signature

Title

President

4500 Cherry Creek Drive South
Suite 1200
Denver, CO 80246

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City of Vineland - Broadband Utility Consulting and Project Management Extension - Bonfire 3_20_24

Final Audit Report

2024-04-03

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