



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

State of Delaware
Telephone and Data Transport Services
Request for Proposal
Contract No. GSS17580-TEL_DATA_SVC

April 6, 2017

- Deadline to Respond -
Thurs. May 18, 2017
1:00 PM (Local Time)

STATE OF DELAWARE
Office of Management and Budget
Government Support Services

CONTRACT NO. GSS17580-TEL_DATA_SVC

ALL SUPPLIERS:

The enclosed packet contains a "REQUEST FOR PROPOSAL" for Telephone and Data Transport Services. The proposal consists of the following:

- I. Introduction
- II. Scope of Work
- III. Format For Proposal
- IV. Proposal Evaluation Procedures
- V. Mandatory Pre-Bid Meeting
- VI. Definitions and General Provisions
- VII. Proposal Reply Section
 - a. Attachment 1 – No Proposal Reply Form
 - b. Attachment 2 – Non-Collusion Statement
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 - d. Attachment 4 – Company Profile and Capabilities
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 - h. Attachment 8 – Monthly Usage Report
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 - j. Attachment 10 – Office of Supplier Diversity Certification Application
 - k. Attachment 11 – Bond Form **BOND WAIVED**
 - l. Attachment 12 – Proposal Reply Requirements
 - m. Appendix A – Scope of Work Details
 - n. Exhibit A – Current Line Configurations
 - o. Exhibit B – Service Location Addresses
 - p. Exhibit C – DOC Security Requirements
 - q. Appendix B – Pricing Form(s) and Instructions

In order for your proposal to be considered, the Proposal Reply Section shall be executed completely and correctly and returned in a sealed envelope **clearly displaying the contract number and supplier name** by **Thurs. May 18, 2017 1:00 p.m.** Local Time to be considered.

Proposals must be mailed to:

**State of Delaware
Government Support Services
Contracting Section
100 Enterprise Place, Suite 4
Dover, DE 19904-8202**

Please review and follow the information and instructions contained in the General Provisions and this Request for Proposal (RFP). Should you need additional information, please contact Roxann Parker at 302-857-4555 or Roxann.parker@state.de.us

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I. INTRODUCTION

A. PURPOSE

The purpose of this Request for Proposal is to obtain sealed proposals for the Department of Technology and Information (DTI) to acquire Telephone and Data Transport Services on behalf of the State of Delaware, its Agencies, Charter Schools, and Public School Districts. It shall be made available to other municipalities, commissions and other State funded entities/non-profits that are authorized to participate in contracts for services.

It is the goal of this Request for Proposal to identify a responsive and responsible supplier(s) and execute a contract to provide Statewide delivery of Telephone and Data Transport Services.

Complete details are provided in the Appendix A – Scope of Work attached.

1. COMPETITIVE SEALED PROPOSAL

It has been determined by Director, Government Support Services, pursuant to **Delaware Code Title 29, Chapter 6924 (a)** that this solicitation be offered as a request for competitive sealed proposals because the use of competitive sealed bidding is not practical and/or not in the best interest of the State. The use of competitive sealed proposals is necessary to:

- Use a contract other than a fixed-price type; or
- Conduct oral or written discussions with suppliers concerning technical and price aspects of their proposals; or
- Afford suppliers an opportunity to revise their proposals through best and final offers; or
- Compare the different price, quality and contractual factors of the proposals submitted; or
- Award a contract in which price is not the determining factor.

2. CONTRACT REQUIREMENTS

This contract will be issued to cover the requirements for all State Agencies and shall be accessible to any School District, Political Subdivision, Municipality, Volunteer Fire Company or higher education entity receiving state funds. Furthermore, this contract shall be accessible to all other entities as identified by Del. Code, Chapter 69, Title 29 § 6910.

3. MANDATORY USE CONTRACT

REF: Title 29, Chapter 6911(d) Delaware Code. All Covered Agencies as defined in 29 Del. C. §6902(6) shall procure all material, equipment and nonprofessional services through the statewide contracts administered by Government Support Services, Office of Management and Budget. Delaware State University, Delaware Technical and Community College, school districts, and the Legislative Branch are specifically exempted from the requirements of this subchapter. In addition, the Delaware Transit Corporation is exempt from the entire procurement chapter. Pursuant to 29 Del. C. §6904(l) and (n) respectively, the Department of Elections and the Board of Pension Trustees have certain exemptions from the procurement chapter which may or may not apply to this Request for Proposals.

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4. COOPERATIVE USE OF AWARD

As a publicly competed contract awarded in compliance with 29 DE Code Chapter 69, this contract is available for use by other states and/or governmental entities through a participating addendum. Interested parties should contact the State Contract Procurement Officer identified in the contract for instruction. Final approval for permitting participation in this contract resides with the Director of Government Support Services and in no way places any obligation upon the awarded supplier(s).

5. MULTIPLE SOURCE AWARD

Government Support Services intends to Multi-award this contract to more than one supplier pursuant to 29 Del.C. §6926. Suppliers may offer pricing based on a portion of the contract or provide discount incentives on all elements of the service, for a singular award. Government Support Services reserves the right to reject any or all bids in whole or in part, to make multiple awards, partial awards, award by types, item by item, or lump sum total, whichever may be most advantageous to the State of Delaware.

6. POTENTIAL CONTRACT OVERLAP

Suppliers shall be advised that the State, at its sole discretion, shall retain the right to solicit for goods and/or services as required by its agencies and as it serves the best interest of the State. As needs are identified, there may exist instances where contract deliverables, and/or goods or services to be solicited and subsequently awarded, overlap previous awards. The State reserves the right to reject any or all bids in whole or in part, to make partial awards, to award to multiple suppliers during the same period, to award by types, on a zone-by-zone basis or on an item-by-item or lump sum basis item by item, or lump sum total, whichever may be most advantageous to the State of Delaware.

7. CONTRACT PERIOD

Each Supplier's contract shall be valid (16) month period from October 1, 2017 through June 30, 2019. Each contract may be renewed for three (3) one (1) year periods through negotiation between the Supplier and Government Support Services. Negotiation may be initiated no later than ninety (90) calendar days prior to the termination of the current agreement.

The State reserves the right to extend this contract on a month-to-month basis for a period of up to three months after the term of the full contract has been completed.

B. KEY RFP DATES/MILESTONES

The following dates and milestones apply to this RFP and subsequent contract award. Suppliers are advised that these dates and milestones are not absolute and may change due to unplanned events during the bid proposal and award process.

Activity	Due Date
RFP Availability to Suppliers	April 6, 2017
Mandatory Pre-bid Conference	NA
Written Questions Due No Later Than (NLT)	Thurs. April 13, 2017 3:00 p.m. local time
Written Answers Due/Posted to Website NLT	Thurs. April 20, 2017
Proposals Due NLT	Thurs. May 18, 2017 1:00 p.m. local time
Public Proposal Opening	Thurs. May 18, 2017 1:00 p.m. local time

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Proposal Evaluation/Presentations as required	To be determined
Supplier Best & Final Discussions, as required	To be determined
Contract Award	Will occur within 90 business days of bid opening

C. INQUIRIES & QUESTIONS

We welcome your interest in working with us, and we will be pleased to answer any questions you may have in formulating your response to this Request for Proposal.

This Request for Proposal contains detailed terms and conditions, scope of work, and instructions. Please review all Request for Proposal documents thoroughly and in their entirety. Questions with regard to the interpretation of this solicitation, drawings, or specifications, or any other aspect of this RFP must be received in writing **by Thurs. April 13, 2017, 3:00 p.m. local time**. All questions will be answered in writing by **Thurs. April 20, 2017** and posted on <http://bids.delaware.gov/> website. All questions must make specific reference to the section(s) and page numbers from this RFP where applicable. Oral explanations or instructions will not be binding.

D. RFP DESIGNATED CONTACT

All requests, questions, or other communications about this RFP shall be made in writing to the State of Delaware. Address all communications to the person listed below; communications made to other State of Delaware personnel or attempting to ask questions by phone or in person will not be allowed or recognized as valid and may disqualify the supplier. Suppliers should rely only on written statements issued by the RFP designated contact.

State of Delaware
Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904-8202
or
Roxann Parker: Roxann.parker@state.de.us

To ensure that written requests are received and answered in a timely manner, electronic mail (e-mail) correspondence is acceptable, but other forms of delivery, such as postal and courier services can also be used.

E. CONTACT WITH STATE EMPLOYEE

Direct contact with State of Delaware employees other than the State of Delaware Designated Contact regarding this RFP is expressly prohibited without prior consent. Suppliers directly contacting State of Delaware employees risk elimination of their proposal from further consideration. Exceptions exist only for organizations currently doing business in the State who require contact in the normal course of doing that business.

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II. SCOPE OF WORK

A. OVERVIEW

The Supplier(s) shall provide all equipment, materials and labor to supplement the State of Delaware's need for as described herein. The contract will require the Supplier(s) to cooperate with the ordering agency to insure the State receives the most current state-of-the-art material and/or services. Legacy equipment older than three (3) years is deemed not appropriate and will not be accepted.

B. DETAILED REQUIREMENTS

The technical requirements of this RFP are stated in Appendix A. Suppliers must provide pricing for the items listed in the Excel Spreadsheet, Appendix B.

Suppliers may offer pricing based on a portion of the contract or provide discount incentives on all elements of the service. For example proposals for Voice only, Data only, all services, or partial services contained in the Request for Proposals are acceptable.

FORMAT FOR PROPOSAL

A. INTRODUCTION

This section prescribes the mandatory format for the presentation of a proposal in response to this RFP. Each Supplier must provide every component listed in the order shown in this RFP, using the format prescribed for each component. A proposal may be rejected if it is incomplete or conditional.

B. PROPOSAL RESPONSE

The Request for Proposal may contain pre-printed forms for use by the supplier in submitting its proposal. The forms required by this solicitation shall be considered mandatory, prevailing documents.

When preprinted forms are used, the forms shall contain basic information such as description of the item and the estimated quantities and shall have blank spaces for use by the supplier for entering information such as unit bid price, total bid price, as applicable.

The Supplier's proposal shall be written in ink or typewritten on the form provided, and any corrections or erasures MUST be initialed by supplier's representative completing the bid submission.

If items are listed with a zero quantity, Supplier shall state unit price ONLY (intended for open end purchases where estimated requirements are not known). The proposal shall show a total bid price for each item bid and the total bid price of the proposal excluding zero quantity items.

Suppliers' proposal must respond to each and every requirement outlined in the RFP criteria in order to be considered responsive. Proposals must be clear and concise.

C. NON-CONFORMING PROPOSALS

Non-conforming proposals will not be considered. Non-conforming proposals are defined as those that do not meet the requirements of this RFP. The determination of whether an RFP requirement is substantive or a mere formality shall reside solely within the State of Delaware.

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D. CONCISE PROPOSALS

The State of Delaware discourages overly lengthy and costly proposals. It is the desire that proposals be prepared in a straightforward and concise manner. Unnecessarily elaborate brochures or other promotional materials beyond those sufficient to present a complete and effective proposal are not desired. The State of Delaware's interest is in the quality and responsiveness of the proposal.

E. COVER LETTER

Each proposal will have a cover letter on the letterhead of the company or organization submitting the proposal. The cover letter must briefly summarize the Supplier's ability to provide the services specified in the RFP. The cover letter shall be signed and dated by a representative who has the legal capacity to enter the organization into a formal contract with Government Support Services.

F. TABLE OF CONTENTS

Each proposal must include a Table of Contents with page numbers for each of the required components of the proposal.

G. DESCRIPTION OF SERVICES AND QUALIFICATIONS

Each proposal must contain a detailed description of how the Supplier will provide the goods and services outlined in this RFP. This part of the proposal may also include descriptions of any enhancements or additional services or qualifications the Supplier will provide that are not mentioned in this RFP.

H. DISCOUNT

Suppliers are invited to offer in their proposal value added discounts (i.e. speed to pay discounts for specific payment terms). Cash or separate discounts should be computed and incorporated into unit bid price(s).

I. SAMPLES OR BROCHURES

Samples or brochures may be required by the agency for evaluation purposes. They shall be such as to permit the Agency to compare and determine if the item offered complies with the intent of the specifications.

J. ACKNOWLEDGEMENT OF UNDERSTANDING OF TERMS

By submitting a bid, each supplier shall be deemed to acknowledge that it has carefully read all sections of this RFP, including all forms, schedules and exhibits hereto, and has fully informed itself as to all existing conditions and limitations.

K. BID BOND

The Bid Bond requirement has been waived.

L. PERFORMANCE BOND REQUIREMENT

The Performance Bond requirement has waived.

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M. NUMBER OF COPIES WITH MAILING OF PROPOSAL

To be considered, all proposals must be submitted in writing and respond to the items outlined in this RFP. The State reserves the right to reject any non-responsive or non-conforming proposals. Each proposal must be submitted with two (2) paper copies and Fourteen (14) electronic copies on CD, DVD media disk or USB Memory Stick. One of the copies shall be marked "Master Copy" and will contain original signatures in all locations requiring a supplier signature. The remaining copies do not require original signatures. CD, DVD media disk or USB memory Stick must contain the proposal response, excluding Appendix B, saved in PDF format. Appendix B Excel sheets is to be saved in Excel format.

All properly sealed and marked proposals are to be sent to the State of Delaware and received no later than **1:00 PM (Local Time) on Thurs. May 18, 2017**. The Proposals may be delivered by Express Delivery (e.g., FedEx, UPS, etc.), US Mail, or by hand to:

**State of Delaware
Government Support Services
Contracting Section
100 Enterprise Place, Suite 4
Dover, DE 19904-8202
Attn: Roxann Parker**

Any proposal submitted by US Mail shall be sent by either certified or registered mail. Any proposal received after the date and time deadline referenced above shall not be considered and shall be returned unopened. The proposing supplier bears the risk of delays in delivery. The contents of any proposal shall not be disclosed as to be made available to competing entities during the negotiation process.

Upon receipt of supplier proposals, each supplier shall be presumed to be thoroughly familiar with all specifications and requirements of this RFP. The failure or omission to examine any form, instrument or document shall in no way relieve suppliers from any obligation in respect to this RFP.

The State reserves the right to award the proposed contract to multiple Suppliers if the Head of the Agency determines that such an award is in the best interest of the State.

N. PROPOSAL EXPIRATION DATE

Prices quoted in the proposal shall remain fixed and binding on the bidder at least through the allowable ninety (90) business day review and negotiation period, which begins immediately after bids are opened. Delaware reserves the right to ask for an extension of time if needed.

O. WITHDRAWAL OF PROPOSALS

A Supplier may withdraw its proposal unopened after it has been deposited, if such a request is made prior to the time set for the opening of the proposal.

P. PROPOSAL MODIFICATIONS

Any changes, amendments or modifications to a submitted proposal requires that the original proposal be withdrawn, **prior** to the time set for the submission of the proposal, and a new proposal submitted **prior** to the deadline for submission of proposals.

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Changes, amendments or modifications to proposals shall not be accepted or considered after the hour and date specified as the deadline for submission of proposals.

Q. LATE PROPOSALS

Proposals received after the specified date and time will not be accepted or considered. To guard against premature opening, sealed proposals shall be submitted, plainly marked with the proposal title, supplier name, and time and date of the proposal opening. Evaluation of the proposals is expected to begin shortly after the proposal due date. To document compliance with the deadline, the proposal will be date and time stamped upon receipt.

R. ADDENDA TO THE REQUEST FOR PROPOSAL (RFP)

If it becomes necessary to revise any part of this RFP, revisions will be posted at <http://bids.delaware.gov/>. By submitting an offer to the State, suppliers have acknowledged receipt, understanding and commitment to comply with all materials, revisions, and addenda related to the Request for Proposal.

S. INCURRED EXPENSES

The State will not be responsible for any expenses incurred by the Supplier in preparing and submitting a proposal.

T. ECONOMY OF PREPARATION

Proposals should be prepared simply and economically, providing a straight-forward, concise description of the Supplier's offer to meet the requirements of the RFP.

U. DISCREPANCIES AND OMISSIONS

Supplier is fully responsible for the completeness and accuracy of their proposal, and for examining this RFP and all addenda. Failure to do so will be at the sole risk of supplier. Should supplier find discrepancies, omissions, unclear or ambiguous intent or meaning, or should any questions arise concerning this RFP, supplier shall notify the State of Delaware's Designated Contact, in writing, of such findings at least ten (10) calendar days before the proposal opening. This will allow issuance of any necessary addenda. It will also help prevent the opening of a defective proposal and exposure of supplier's proposal upon which award could not be made. All unresolved issues should be addressed in the proposal.

Protests based on any omission or error, or on the content of the solicitation, will be disallowed if these faults have not been brought to the attention of the Designated Contact, in writing, no later than ten (10) calendar days prior to the time set for opening of the proposals.

V. EXCEPTIONS

Some terms and conditions cannot be altered as statutory requirement dictate that these terms and conditions are contained in each State Contract, however Suppliers may elect to take **minor exception** to the terms and conditions of this RFP by completing Attachment 3. Government Support Services shall evaluate each exception according to the intent of the terms and conditions contained herein, but

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Government Support Services must reject exceptions that do not conform to State bid law and/or create inequality in the treatment of bidders. Exceptions shall be considered only if they are submitted with the bid or before the date and time of the bid opening.

Exceptions must be submitted utilizing Attachment 3 to be considered. Exceptions listed elsewhere in the Supplier's proposal will not be considered. Suppliers may use extra sheets as necessary. Government Support Services maintains sole discretion to reject any supplier exceptions that are submitted.

W. BUSINESS REFERENCES

Business references are to be provided via Attachment 6.

X. DOCUMENT(S) EXECUTION

All suppliers must complete and submit with its proposal the non-collusion statement that is enclosed with this Request for Proposal labeled as Attachment 2. The awarded supplier(s) will be presented with the contract form for signature and seal, if appropriate. Both of these documents shall be executed by a representative who has the legal capacity to enter the organization into a formal contract with Government Support Services.

The State of Delaware requires completion of the [Delaware Substitute Form W-9](#) to make payments to suppliers. Successful completion of this form enables the creation of a State of Delaware supplier record. The Taxpayer ID (SSN or EIN) and Applicant (supplier) name are submitted to the Internal Revenue Service for "matching." If the Taxpayer ID and name do not match, the supplier record cannot be approved.

It is the applicant's responsibility to select the appropriate 1099 Withholding Type and Class. If incorporated, a business is not subject to 1099 reporting unless the business is providing legal or medical services.

Any questions about completing this form or specific comments about a form that you have submitted, please contact supplier services by phone at 302-672-5000.

Y. SUBCONTRACTS

Subcontracting is permitted under this RFP and contract. However, every subcontractor shall be identified in the Proposal using Attachment 7.

Z. CONFIDENTIALITY

Subject to applicable law or the order of a court of competent jurisdiction to the contrary, all documents submitted as part of the supplier's proposal will be treated as confidential during the evaluation process. As such, supplier proposals will not be available for review by anyone other than the State of Delaware/Proposal Evaluation Team or its designated agents. There shall be no disclosure of any supplier's information to a competing supplier prior to award of the contract unless such disclosure is required by law or by order of a court of competent jurisdiction.

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The State of Delaware and its constituent agencies are required to comply with the State of Delaware Freedom of Information Act, [29 Del. C. § 10001, et seq. \("FOIA"\)](#). FOIA requires that the State of Delaware's records are public records (unless otherwise declared by FOIA or other law to be exempt from disclosure) and are subject to inspection and copying by any person upon a written request. Once a proposal is received by the State of Delaware and a decision on contract award is made, the content of selected and non-selected supplier proposals will likely become subject to FOIA's public disclosure obligations.

The State of Delaware wishes to create a business-friendly environment and procurement process. As such, the State respects the supplier community's desire to protect its intellectual property, trade secrets, and confidential business information (collectively referred to herein as "confidential business information"). Proposals must contain sufficient information to be evaluated. If a supplier feels that they cannot submit their proposal without including confidential business information, they must adhere to the following procedure or their proposal may be deemed unresponsive, may not be recommended for selection, and any applicable protection for the supplier's confidential business information may be lost.

In order to allow the State to assess its ability to protect a supplier's confidential business information, suppliers will be permitted to designate appropriate portions of their proposal as confidential business information.

Supplier(s) may submit portions of a proposal considered to be confidential business information in a separate, sealed envelope labeled "Confidential Business Information" and include the specific RFP number. The envelope must contain a letter from the Supplier's legal counsel describing the documents in the envelope, representing in good faith that the information in each document is not "public record" as defined by 29 Del. C. § 10002, and briefly stating the reasons that each document meets the said definitions.

Upon receipt of a proposal accompanied by such a separate, sealed envelope, the State of Delaware will open the envelope to determine whether the procedure described above has been followed. A supplier's allegation as to its confidential business information shall not be binding on the State. The State shall independently determine the validity of any supplier designation as set forth in this section. Any supplier submitting a proposal or using the procedures discussed herein expressly accepts the State's absolute right and duty to independently assess the legal and factual validity of any information designated as confidential business information. Accordingly, Supplier(s) assume the risk that confidential business information included within a proposal may enter the public domain.

AA. PRICE NOT CONFIDENTIAL

Suppliers shall be advised that as a publically bid contract, no Supplier shall retain the right to declare their pricing confidential.

BB. ATTACHMENTS

Attachment 1 – No Proposal Reply Form
Attachment 2 – Non-Collusion Statement
Attachment 3 – Exceptions
Attachment 4 – Company Profile and Capabilities
Attachment 5 – Confidentiality and Proprietary Information

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Attachment 6 – Business References
Attachment 7 – Subcontractor Information Form
Attachment 8 – Monthly Usage Report
Attachment 9 – Subcontracting (2nd Tier Spend) Report
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Appendix A – Scope of Work Details
Exhibit A – Current Line Configurations
Exhibit B – Service Location Addresses
Exhibit C – Dept of Corrections Security Clearance Requirements and forms
Appendix B – Pricing Spreadsheet and Instructions

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III. PROPOSAL EVALUATION PROCEDURES

A. GENERAL ADMINISTRATION

1. STATE'S RIGHT TO REJECT PROPOSALS

Government Support Services reserves the right to reject any or all proposals in whole or in part, to make multiple awards, partial awards, award by types, item by item, or lump sum total, whichever is determined to be the most advantageous to the State of Delaware. Suppliers submitting proposals may be afforded an opportunity for discussion. Suppliers may be requested to provide a best and final offer during the negotiation process. Negotiations may be conducted with responsible Suppliers who submit proposals found to be reasonably likely to be selected for award. The contents of any proposal shall not be disclosed so as to be available to competing Suppliers during the negotiation process.

2. STATE'S RIGHT TO CANCEL SOLICITATION

The State of Delaware reserves the right to cancel this solicitation at any time during the procurement process, for any reason or for no reason. The State of Delaware makes no commitments expressed or implied, that this process will result in a business transaction with any supplier.

This RFP does not constitute an offer by the State of Delaware. Supplier's participation in this process may result in the State of Delaware selecting your organization to engage in further discussions and negotiations toward execution of a contract. The commencement of such negotiations does not, however, signify a commitment by the State of Delaware to execute a contract nor to continue negotiations. The State of Delaware may terminate negotiations at any time and for any reason, or for no reason.

3. FORMAL CONTRACT AND/OR PURCHASE ORDER

No employee of the Supplier(s) is to begin any work prior to receipt of a State of Delaware Purchase Order signed by authorized representatives of the agency requesting service, properly processed through the State of Delaware Accounting Office. A purchase order, telephone call, email, fax or State credit card shall serve as the authorization to proceed with work in accordance with the bid specifications and the special instructions, once it is received by the Supplier(s).

4. DELIVERY OF PROPOSALS

Proposals shall be delivered in sealed envelopes, and shall bear on the outside the name and address of the Supplier as well as the designation of the contract. Proposals forwarded by U.S. Mail shall be sent first class to the address stated in this RFP. Proposals forwarded by delivery service other than the U.S. Mail or hand delivered must be delivered to the applicable addresses also stated in this RFP. All bids must clearly display the bid number on the envelope.

**State of Delaware
Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904-8202
Attn: Roxann Parker**

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All proposals will be accepted at the time and place set in the RFP. Supplier bears the risk of delays in delivery. Proposals received after the time set for public opening will be returned unopened.

5. PUBLIC OPENING OF PROPOSALS

The proposals shall be publicly opened at the time and place specified by the Agency. Suppliers or their authorized representatives are invited to be present.

Only the supplier's name and address will be read aloud during the bid opening process.

6. DISQUALIFICATION OF SUPPLIERS

Any one or more of the following causes may be considered as sufficient for the disqualification of a supplier and the rejection of its proposal or proposals:

- a. More than one proposal for the same contract from an individual, firm, or corporation under the same or different names.
- b. Evidence of collusion among suppliers.
- c. Unsatisfactory performance record as evidenced by past experience with the State of Delaware or on a State of Delaware central contract.
- d. Any suspension or debarment of the parent company, subsidiary or individual involved with the supplier by federal, any state or any local governments within the last five (5) years.
- e. If the unit prices are obviously unbalanced either in excess or below reasonable cost analysis values.
- f. If there are any unauthorized additions, interlineations, conditional or alternate bids or irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.
- g. Non-attendance of mandatory pre-bid meetings shall be cause of disqualification.

7. AUTHORITY OF AGENCY

On all questions concerning the interpretation of specifications, the acceptability and quality of material furnished and/or work performed, the classification of material, the execution of the work, and the determination of payment due or to become due, the decision of the Agency shall be final and binding.

8. OR EQUAL (PRODUCTS BY NAME)

Specifications of products by name are intended to be descriptive of quality or workmanship, finish and performance. Desirable characteristics are not intended to be restrictive. Substitutions of products for those named will be considered provided the supplier certifies that the function, characteristics, performance and endurance qualities of the material offered is equal or superior to that specified.

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B. RESPONSIVENESS AND RESPONSIBILITY OF SUPPLIER

Government Support Services shall award this contract to the most responsible and responsive supplier who best meets the terms and conditions of the proposal.

1. Rejection of individual proposals. -- A proposal may be rejected for 1 or more of the following reasons:
 - a. The person responding to the solicitation is determined to be nonresponsive or non-responsible;
 - b. It is unacceptable;
 - c. The proposed price is unreasonable; or
 - d. It is otherwise not advantageous to the State.
2. Suppliers whose proposals are rejected as non-responsive shall be notified in writing about the rejection.
3. Responsibility of suppliers. -- It shall be determined whether a supplier is responsible before awarding a contract. Factors to be considered in determining if a supplier is responsible include:
 - a. The supplier's financial, physical, personnel or other resources, including subcontracts;
 - b. The supplier's record of performance and integrity;
 - c. Any record regarding any suspension or debarment;
 - d. Whether the supplier is qualified legally to contract with the State;
 - e. Whether the supplier supplied all necessary information concerning its responsibility; and
4. Any other specific criteria for a particular procurement which an agency may establish
5. If a supplier is determined to be non-responsible, the supplier shall be informed in writing.
6. The State reserves the right to waive minor irregularities, or request additional information before determining the responsiveness of the Supplier. All Suppliers will be afforded the same or similar opportunities, as necessary, and will be treated with equal regard before such determinations are finalized.

C. PROPOSAL EVALUATION COMMITTEE

The Proposal Evaluation Committee ("Committee") is comprised of representatives of the State of Delaware.

The Committee reserves the right to:

- Select for contract or for negotiations a proposal other than that with lowest costs.
- Reject any and all proposals or portions of proposals received in response to this RFP or to make no award or issue a new RFP.
- Waive or modify any information, irregularity, or inconsistency in proposals received.
- Request modification to proposals from any or all suppliers during the contract review and negotiation.
- Negotiate any aspect of the proposal with any supplier and negotiate with more than one supplier at the same time.
- Select more than one supplier pursuant to 29 Del. C. §6926. Such selection will be based on the following criteria: The communicated ability of any one supplier to meet the needs of the entire State representative of the best value to the State

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Government Support Services reserves the right to reject any or all bids in whole or in part, to make multiple awards, partial awards, award by types, item by item, or lump sum total, whichever may be most advantageous to the State of Delaware.

D. REQUIREMENTS OF THE SUPPLIER

The purpose of this section is to assist the Proposal Evaluation Committee to determine the ability of the organization to provide the materials and services described in the application. The proposal response should contain at a minimum the following information:

- Brief history of the organizations, including accreditation status, if applicable.
- Applicant's experience, if any, providing similar services. At least three references are required (See Attachment 6).
- Brief history of the subcontractor of the organization, if applicable. At least three references of subcontractor, if applicable.
- Financial information (balance sheets and income statements) for the past three years.
- Experience of the Service Technicians.
- Describe the methodology/approach used for this project including details of required service and turnaround time.
- The supplier should take special care to address all items under criteria and scoring section below.

E. CRITERIA AND SCORING

	EVALUATION CRITERIA	POINTS
1.	The background, resources, reputation, financial resources, and years in business of the company. The qualifications and experience of the Project Manager and Technical Staff to be assigned to the development and implementation of the project.	20
2.	The ability to perform the work in the time allotted for the project, as demonstrated by the proposed commitment of management, personnel and other resources.	20
3.	The approach to performing the tasks set forth in the Scope of Work as expressed in the Work Plan. The understanding of the problem; details of the offering; how you plan to meet the requirements.	30
4.	The proposed project migration strategy.	20
5.	The Supplier's location relative to the location of the required services.	20
6.	The extent to which the Supplier can meet Delaware's basic contract terms and required provisions without seeking exception.	20
7.	Network Related Criteria: *Responsiveness (degree of fit) with the requirements, and apparent overall quality of proposed software, hardware, communications and services. *Quality of technical environment and advanced services *Degree of Interoperability with Supplier's own or other State suppliers' services.	20

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8.	The price proposal/pricing structure or Total Proposed Cost; life cycle costing over 5 years.	50
	TOTAL SCORE	200

Procurement Evaluation Committee members will assign up to the maximum number of points listed for each of the criteria listed above. For items having quantitative answers, points will be proportionate to each proposal's response. Items with qualitative answers will receive the average of points assigned by Proposal Evaluation Committee members.

F. BEST AND FINAL OFFERS

Once the proposals have been evaluated and negotiations have been held with the supplier(s) determined to be likely to receive an award, the Procurement Evaluation Committee issue a request for Best and Final Offers from the supplier(s).

G. REFERENCES

The Committee may contact any customer of the supplier, whether or not included in the supplier's reference list, and use such information in the evaluation process. Additionally, the State of Delaware may choose to visit existing installations of comparable systems, which may or may not include supplier personnel. If the supplier is involved in such site visits, the State of Delaware will pay travel costs only for State of Delaware personnel for these visits.

H. ORAL PRESENTATIONS

Selected suppliers may be invited to make oral presentations to the Committee. The supplier representative(s) attending the oral presentation shall be technically qualified to respond to questions related to the proposed system and its components.

All of the supplier's costs associated with participation in oral discussions and system demonstrations conducted for the State of Delaware are the supplier's responsibility.

IV. MANDATORY PREBID MEETING

A mandatory pre-bid meeting has not been established for this Request for Proposal.

V. DEFINITIONS AND GENERAL PROVISIONS

The attached Definitions and General Provisions apply to all contracts and are part of each Request for Proposal. The requirement to furnish a bid bond and performance bond is applicable unless waived. Should the General Provisions conflict with the Special Provisions, the Special Provisions shall prevail. Suppliers or their authorized representatives are required to fully acquaint themselves as to State procurement laws and regulations prior to submitting bid.

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A. DEFINITIONS: Whenever the following terms are used, their intent and meaning shall be interpreted as follows:

STATE: The State of Delaware

AGENCY: State Agency as noted on cover sheet.

BIDDER OR SUPPLIER: Any individual, firm, or corporation formally submitting a proposal for the material or work contemplated, acting directly or through a duly authorized representative.

BID INVITATION: The "invitation to bid" or "Request for Proposal" is a packet of material sent to suppliers and consists of General Provisions, Special Provisions, specifications, and enclosures.

BOND: The approved form of security furnished by the Suppliers and its surety as a guaranty of good faith on the part of the Supplier to execute the work in accordance with the terms of the contract.

CONTRACT: The written agreement covering the furnishing and delivery of material or work to be performed.

DESIGNATED OFFICIAL: The agent authorized to act for an Agency.

GENERAL PROVISIONS: General Provisions are instructions pertaining to contracts in general. They contain, in summary, requirements of laws of the State, policies of the Agency, and instructions to suppliers.

LOCAL TIME: Eastern Standard Time/Eastern Daylight Time

OPPORTUNITY BUY: A special offer from a supplier that is usually associated with a limited time to respond.

PROPOSAL: The offer of the Supplier submitted on the approved form and setting forth the Supplier's prices for performing the work or supplying the material or equipment described in the specifications.

RFP: Request for Proposal.

SPECIAL PROVISIONS: Special Provisions are specific conditions or requirements peculiar to the contract under consideration and are supplemental to the General Provisions. Should the Special Provisions conflict with the General Provisions, the Special Provisions shall prevail.

SURETY: The corporate body which is bound with and for the contract, or which is liable, and which engages to be responsible for the Supplier's payments of all debts pertaining to and for its acceptable performance of the work for which he has contracted

SUPPLIER'S DEPOSIT: The security designated in the proposal to be furnished by the Supplier as a guaranty of good faith to enter into a contract with the Agency if the work to be performed or the material or equipment to be furnished is awarded to it.

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B. GENERAL PROVISIONS

1. INTERPRETATION OF ESTIMATES/QUANTITIES

- a. Unless stated otherwise, the quantities given in the RFP are to be considered to be approximate only and are given as a basis for the comparison of bids. The Agency may increase or decrease the amount of any item as may be deemed necessary or expedient, during the period of the contract. Bidders shall recognize there are no guaranteed minimum contract quantities or values associated with this solicitation.
- b. An increase or decrease in the quantity for any item is not sufficient ground for an increase or decrease in the unit price.
- c. Supplier usage reports for previous awards, if applicable, may be found at <http://contracts.delaware.gov/> and referring to the prior award contract page. Past usage shall not be considered a guaranteed future volume.

2. SILENCE OF SPECIFICATIONS

The apparent silence of the specifications as to any detail, or the apparent omission from it of detailed description concerning any point, shall be regarded as meaning that only the best commercial practice is to prevail and only material and workmanship of the first quality are to be used. Proof of specifications compliance will be the responsibility of the supplier.

3. EXAMINATION OF SPECIFICATIONS AND PROVISIONS

The Supplier shall examine carefully the proposal and the contract forms for the material contemplated. The Supplier shall investigate and satisfy itself as to the conditions to be encountered, quality and quantities of the material to be furnished, and the requirements of any Special Provisions in the RFP and the contract. The submission of a proposal shall be conclusive evidence that the Supplier has made examination of the aforementioned conditions.

4. PRICES QUOTED

The prices quoted are those for which the material will be furnished F.O.B. Ordering Agency and include all charges that may be imposed during the period of the contract. **All prices quoted must be in U.S. Dollars.**

All suppliers that maintain a core list of products under this contract shall maintain the appropriate negotiated prices on their core list. Suppliers shall routinely offer to add to the core list materiel that has been identified as necessary. The Suppliers are expected to routinely update any changes to the core list with the appropriate discounts listed.

Any adjustments to a core list must receive prior written approval from the State before a core list can be changed by the Supplier. Changes include but are not limited to the migration of items on and off the core list as well as any price adjustments from the original agreed upon pricing.

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5. PUBLIC INSPECTION OF PROPOSALS

All documents submitted as part of the supplier's proposal will be deemed confidential during the evaluation process. Supplier proposals will not be available for review by anyone other than the State of Delaware/Proposal Evaluation Committee or its designated agents. There shall be no disclosure of any supplier's information to a competing supplier prior to award of the contract.

The State of Delaware is a public agency as defined by state law, and as such, it is subject to the Delaware Freedom of Information Act, 29 Del. C. Ch. 100. Under the law, all the State of Delaware's records are public records (unless otherwise declared by law to be confidential) and are subject to inspection and copying by any person. Supplier(s) are advised that once a proposal is received by the State of Delaware and a decision on contract award is made, its contents will become public record and nothing contained in the proposal will be deemed to be confidential except proprietary information.

Supplier(s) shall not include any information in their proposal that is proprietary in nature or that they would not want to be released to the public. Proposals must contain sufficient information to be evaluated and a contract written without reference to any proprietary information. If a supplier feels that they cannot submit their proposal without including proprietary information, they must adhere to the following procedure or their proposal may be deemed unresponsive and will not be recommended for selection. Supplier(s) must submit such information in a separate, sealed envelope labeled "Proprietary Information" with the RFP number. The envelope must contain a letter from the Supplier's legal counsel describing the documents in the envelope, representing in good faith that the information in each document is not "public record" as defined by 29 Del. C. § 10002(d), and briefly stating the reasons that each document meets the said definitions.

Upon receipt of a proposal accompanied by such a separate, sealed envelope, the State of Delaware will open the envelope to determine whether the procedure described above has been followed.

6. LAWS TO BE OBSERVED

The Supplier is presumed to know and shall strictly comply with all Federal, State, or County laws, and City or Town ordinances and regulations in any manner affecting the conduct of the work. The Supplier shall indemnify and save harmless the State of Delaware, the Agency, and all Officers, Agency and Servants thereof against any claim or liability arising from or based upon the violation of any such laws, ordinances, regulations, orders, or decrees whether by itself, by its employees, or by its subcontractor (s).

7. APPLICABLE LAW AND JURISDICTION

This bid, any resulting contract, and any and all litigation or other disputes arising therefrom, in connection with, or related hereto shall be governed by the applicable laws, regulations and rules of evidence of the State of Delaware. Bidder submits to personal jurisdiction in the State of Delaware. Any and all litigation or other disputes arising out of, in connection with, or relating to this bid, and any resulting contract, shall be brought exclusively in a court in the State of Delaware or the United States District Court of the District of Delaware as applicable.

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8. SEVERABILITY

If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable, the same shall not affect the other terms or provisions hereof or the whole of this Agreement, but such term or provision shall be deemed modified to the extent necessary in the court's opinion to render such term or provision enforceable, and the rights and obligations of the parties shall be construed and enforced accordingly, preserving to the fullest permissible extent the intent and agreements of the parties herein set forth.

9. PERMITS AND LICENSES

All necessary permits, licenses, insurance policies, etc. required by local, State or Federal laws, shall be provided by the Supplier at its own expense.

10. PATENTED DEVICES, MATERIAL AND PROCESSES

- a. The Supplier shall provide for the use of any patented design, device, material, or process to be used or furnished under this contract by suitable legal agreement with the patentee or owner, and shall file a copy of this agreement with the Agency.
- b. The Supplier and the surety shall hold and save harmless the State of Delaware, the Agency, the Director, their Officers or Agents from any and all claims because of the use of such patented design, device, material, or process in connection with the work agreed to be performed under this contract.

11. EMERGENCY TERMINATION OF CONTRACT

- a. Due to restrictions which may be established by the United States Government on material, or work, a contract may be terminated by the cancellation of all or portions of the contract.
- b. In the event the Supplier is unable to obtain the material required to complete the items of work included in the contract because of restrictions established by the United States Government and if, in the opinion of the Agency, it is impractical to substitute other available material, or the work cannot be completed within a reasonable time, the incomplete portions of the work may be cancelled, or the contract may be terminated.

12. TAX EXEMPTION

- a. Material covered by this proposal is exempt from all FEDERAL and STATE TAXES. Such taxes shall not be included in prices quoted.
- b. Any material which is to be incorporated in the work or any equipment required for the work contemplated in the proposal may be consigned to the Agency. If the shipping papers show clearly that any such material is so consigned, the shipment will be exempt from the tax on the transportation of property under provisions of Section 3475 (b) of the Internal Revenue Code, as amended by Public Law 180 (78th Congress). All transportation charges shall be paid by the Supplier. Each Supplier shall take its exemption into account in calculating its bid for its work.

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13. INVOICING

After the awards are made, the agencies participating in the bid may forward their purchase orders ("P.O.") to the successful Supplier(s) in accordance with State Purchasing Procedures. The State will generate a payment voucher upon receipt of an acceptable invoice from the supplier.

14. EQUALITY OF EMPLOYMENT OPPORTUNITY ON PUBLIC WORKS

During the performance of any contract for public works financed in whole or in part by appropriation of the State of Delaware, the supplier agrees as follows:

- a. The supplier, as set forth in Title 19 Delaware Code Chapter 7 section 711, will not discriminate against any employee or applicant for employment with respect to compensation, terms, conditions or privileges of employment because of such individual's race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. The supplier will take affirmative action to ensure that applicants are employed and that employees are treated equally during employment without regard to their race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following: advertising, lay-off or termination, rates of pay or other forms of compensation, and selection for training including apprenticeships. The supplier agrees to post in conspicuous places, notices to be provided by the contracting agency setting forth the provisions of this non-discrimination clause.
- b. During the performance of this contract, the supplier agrees as follows:
 1. The supplier, as set forth in Title 19 Delaware Code Chapter 7 section 711, will not discriminate against any individual with respect to compensation, terms, conditions or privileges of employment because of such individual's race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. The supplier will take positive steps to ensure that applicants are employed and that employees are treated during employment without regard to their race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The supplier agrees to post in conspicuous places available to employees and applicants for employment notices to be provided by the contracting agency setting forth this nondiscrimination clause.
 2. The supplier will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, marital status, genetic information, color, age, religion, sex, sexual orientation, gender identity, or national origin."
- c. The term "contractor for public works" means construction, reconstruction, demolition, alteration, and/or repair work, maintenance work, and paid for in whole or in part out of the funds of a public body except work performed under a vocational rehabilitation program. The manufacture or furnishing of materials, articles, supplies or equipment is not a public work within the meaning of this subsection unless conducted in connection with and at the site of the public work.

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15. PRICES

Prices and/or rates shall remain firm for the initial sixteen (16) month term of the contract, unless further negotiations are deemed necessary by the State.

The pricing policy that you choose to submit must address the following concerns:

- a. The structure must be clear, accountable and auditable.
- b. It must cover the full spectrum of services required.
- c. Costs and compensation must be consistent with the rates established or negotiated as a result of this RFP or P.O. issued based on this contract.

16. COOPERATIVES

Suppliers, who have been awarded similar contracts through a competitive bidding process with a cooperative, are welcome to submit the cooperative pricing for this solicitation.

17. PRICE ADJUSTMENT

The Supplier is not prohibited from offering a price reduction on its services or materiel offered under the contract. The State is not prohibited from requesting a price reduction on those services or materiel during the initial term or any subsequent options that the State may agree to exercise.

If agreement is reached to extend this contract beyond the initial sixteen (16) month period, Government Support Services shall have the option of offering a determined price adjustment that shall not exceed the current Philadelphia All Urban Consumers Price Index (CPI-U), U.S. City Average. If the CPI-U is used, any increase/decrease shall reflect the change during the previous published twelve (12) month period at the time of renegotiation.

18. SHIPPING TERMS

FOB Destination, freight prepaid.

19. ELECTRONIC CATALOG

At the discretion of Government Support Services, the successful supplier(s) may be required to submit their items list in an electronic format designated by the State.

By example, but not limited to, the following items may be required:

- Electronic catalogs,
- Electronic catalogs converted to a CSV format with contract specific pricing,
- Items designated by commodity/classification code: United Nations Standard Products and Services Code (UNSPSC), and/or
- A unique item ID for all items in your system and/or our award.

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20. INDEPENDENT SUPPLIERS

The parties to any contract from this solicitation shall be independent suppliers to one another, and nothing herein shall be deemed to cause the agreement to create an agency, partnership, joint venture or employment relationship between parties. Each party shall be responsible for compliance with all applicable workers compensation, unemployment, disability insurance, social security withholding and all other similar matters. Neither party shall be liable for any debts, accounts, obligations or other liability whatsoever of the other party or any other obligation of the other party to pay on the behalf of its employees or to withhold from any compensation paid to such employees any social benefits, workers compensation insurance premiums or any income or other similar taxes.

21. TEMPORARY PERSONNEL ARE NOT STATE EMPLOYEES UNLESS AND UNTIL THEY ARE DIRECTLY HIRED

Supplier agrees that any individual or group of temporary staff person(s) provided to the State of Delaware pursuant to this Solicitation shall remain the employee(s) of Supplier for all purposes including any required compliance with the Affordable Care Act by the Supplier. Supplier agrees that it shall not allege, argue, or take any position that individual temporary staff person(s) provided to the State pursuant to this Solicitation must be provided any benefits, including any healthcare benefits by the State of Delaware and Supplier agrees to assume the total and complete responsibility for the provision of any healthcare benefits required by the Affordable Care Act to aforesaid individual temporary staff person(s). In the event that the Internal Revenue Service, or any other third party governmental entity determines that the State of Delaware is a dual employer or the sole employer of any individual temporary staff person(s) provided to the State of Delaware pursuant to this Solicitation, Supplier agrees to hold harmless, indemnify, and defend the State to the maximum extent of any liability to the State arising out of such determinations.

Notwithstanding the content of the preceding paragraph, should the State of Delaware subsequently directly hire any individual temporary staff employee(s) provided pursuant to this Solicitation, the aforementioned obligations to hold harmless, indemnify, and defend the State of Delaware shall cease and terminate for the period following the date of hire. Nothing herein shall be deemed to terminate the Supplier's obligation to hold harmless, indemnify, and defend the State of Delaware for any liability that arises out of compliance with the ACA prior to the date of hire by the State of Delaware. Supplier will waive any separation fee provided an employee works for both the supplier and hiring agency, continuously, for a three (3) month period and is provided thirty (30) days written notice of intent to hire from the agency. Notice can be issued at second month if it is the State's intention to hire.

22. ACA SAFE HARBOR

The State and its utilizing agencies are not the employer of temporary or contracted staff. However, the State is concerned that it could be determined to be a Common-law Employer as defined by the Affordable Care Act ("ACA"). Therefore, the State seeks to utilize the "Common-law Employer Safe Harbor Exception" under the ACA to transfer health benefit insurance requirements to the staffing company. The Common-law Employer Safe Harbor Exception can be attained when the State and/or its agencies are charged and pay for an "Additional Fee" with respect to the employees electing to obtain health coverage from the Supplier.

The Common-law Employer Safe Harbor Exception under the ACA requires that an Additional Fee must be charged to those employees who obtain health coverage from the Supplier, but does not state the required amount of the fee. The State requires that all Suppliers shall identify the Additional Fee to

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obtain health coverage from the Supplier and delineate the Additional Fee from all other charges and fees. The Supplier shall identify both the Additional Fee to be charged and the basis of how the fee is applied (i.e. per employee, per invoice, etc.). The State will consider the Additional Fee and prior to award reserves the right to negotiate any fees offered by the Supplier. Further, the Additional Fee shall be separately scored in the proposal to ensure that neither prices charged nor the Additional Fee charged will have a detrimental effect when selecting supplier(s) for award.

23. FUNDING OUT or NON-APPROPRIATION

In the event the General Assembly fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds.

24. MANDATORY INSURANCE REQUIREMENTS

As a part of the contract requirements, the supplier must obtain at its own cost and expense and keep in force and effect during the term of this contract, including all extensions, the minimum coverage limits specified below with a carrier satisfactory to the State. All suppliers must carry the following coverage depending on the type of service or product being delivered.

- a. Commercial General Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,
and
- b. Medical/Professional Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,
or
- c. Miscellaneous Errors and Omissions - \$1,000,000 per occurrence/\$3,000,000 aggregate,
or
- d. Product Liability - \$1,000,000 per occurrence/\$3,000,000 aggregate,
and
- e. Automotive Liability Insurance covering all automotive units used in the work with limits of not less than \$100,000 each person and \$300,000 each accident as to bodily injury and \$25,000 as to property damage to other,

and
- f. The supplier shall maintain such insurance as will protect against claims under Worker's Compensation Act and from any other claims for damages for personal injury, including death, which may arise from operations under this contract. The supplier is an independent contractor and is not an employee of the State of Delaware.

All suppliers must carry (a), (e), and (f), and at least one of (b), (c), or (d), depending on the type of service or product being delivered.

Before any work is done with the State, a Certificate of Insurance referencing the name and contract number stated herein, shall be filed with the State. The certificate holder is as follows:

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State of Delaware
Government Support Services
Contract #GSS17580-TEL_DATA_SVC
100 Enterprise Place, Suite 4
Dover, DE 19904-8202

Note: The State of Delaware shall not be named as an additional insured.

Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

25. STATE OF DELAWARE BUSINESS LICENSE

Prior to receiving an award, the successful Supplier shall either furnish the Agency with proof of State of Delaware Business Licensure or initiate the process of application where required. An application may be requested in writing to: Division of Revenue, Carvel State Building, P.O. Box 8750, 820 N. French Street, Wilmington, DE 19899 or by telephone to one of the following numbers: 302-577-8778. <http://revenue.delaware.gov/services/BusServices.shtml>

Information regarding the award of this contract will be given to the Division of Revenue. Failure to comply with the State of Delaware licensing requirements may subject your organization to applicable fines and/or interest penalties.

26. INDEMNIFICATION

a. General Indemnification

By submitting a proposal, the proposing supplier agrees that in the event it is awarded a contract, it will indemnify and otherwise hold harmless the State of Delaware, its agents and employees from any and all liability, suits, actions, or claims, together with all costs, expenses for attorney's fees, arising out of the supplier's its agents and employees' performance work or services in connection with the contract.

b. Proprietary Rights Indemnification

Supplier shall warrant that all elements of its solution, including all equipment, software, documentation, services and deliverables, do not and will not infringe upon or violate any patent, copyright, trade secret or other proprietary rights of any third party. In the event of any claim, suit or action by any third party against the State of Delaware, the State of Delaware shall promptly notify the supplier in writing and supplier shall defend such claim, suit or action at supplier's expense, and supplier shall indemnify the State of Delaware against any loss, cost, damage, expense or liability arising out of such claim, suit or action (including, without limitation, litigation costs, lost employee time, and counsel fees) whether or not such claim, suit or action is successful.

If any equipment, software, services (including methods) products or other intellectual property used or furnished by the supplier (collectively ""Products") is or in supplier's reasonable judgment is likely to be, held to constitute an infringing product, supplier shall at its expense and option either:

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1. Procure the right for the State of Delaware to continue using the Product(s);
2. Replace the product with a non-infringing equivalent that satisfies all the requirements of the contract; or
3. Modify the Product(s) to make it or them non-infringing, provided that the modification does not materially alter the functionality or efficacy of the product or cause the Product(s) or any part of the work to fail to conform to the requirements of the Contract, or only alters the Product(s) to a degree that the State of Delaware agrees to and accepts in writing.

27. NON-PERFORMANCE

In the event the Supplier does not fulfill its obligations under the terms and conditions of this contract, in addition to proceeding with termination of the contract, the ordering agency may terminate any individual orders in accordance with General Provisions, Item 47 below and purchase equivalent product on the open market. Regarding any such open market purchase, payment for any difference in cost or expense in excess of the contract prices for reasonably equivalent products or services herein shall be the responsibility of the Supplier and shall be submitted to the State no later than 30 days following the delivery of the State's invoice detailing the open market purchase. Under no circumstances shall monies be due the Supplier in the event open market products can be obtained below contract cost. Any monies charged to the Supplier may be deducted from an open invoice.

28. FORCE MAJEURE

Neither the supplier nor the ordering agency shall be held liable for non-performance under the terms and conditions of this contract due, but not limited to, government restriction, strike, flood, fire, or unforeseen catastrophe beyond either party's control. Each party shall notify the other in writing of any situation that may prevent performance under the terms and conditions of this contract.

29. SUPPLIER NON-ENTITLEMENT

State of Delaware Suppliers for Materiel and for Services shall not have legal entitlement to utilize any Central Contract held by the State of Delaware. The Suppliers may not seek business from another Suppliers' Central Contract for the purpose of preparing a bid or proposal to the State of Delaware. Additionally, they shall not utilize other Central Contracts to fulfill the requirements of their respective contract unless they are considered a "Covered Agency" as defined by Title 29 Chapter 69 of the State Procurement Code or otherwise permitted by law.

This is not a prohibition from any Supplier choosing to work with another Supplier who holds a State Central Contract for private business.

30. OPPORTUNITY BUYS

The Director for the State of Delaware, Office of Management and Budget, Government Support Services can waive use of a central contract pursuant to 29 Del. C. §6911(e). A process has been developed to permit any supplier the opportunity to submit an Opportunity Buy offer to the State for goods and/or services for consideration despite the existence of a central contract. See [Opportunity Buy Flowchart](#). The Director will afford any supplier on an existing central contract an opportunity to match or to beat the Opportunity Buy offer made by a non-contracted supplier prior to a waiver being granted.

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31. I FOUND IT CHEAPER

Director for the State of Delaware, Office of Management and Budget, Government Support Services can waive use of a central contract pursuant to 29 Del. C. §6911(e). A process has been developed to permit any State employee or Supplier to identify a lower price for material and or services for consideration despite the existence of a central contract. See [I Found It Cheaper Flowchart](#). The Director will afford any Supplier on an existing central contact an opportunity to match or to beat the I Found It Cheaper suggestion and if not matched or beaten, approve the purchase via a waiver.

32. REQUIRED REPORTING

One of the primary goals in administering this contract is to keep accurate records regarding its actual value/usage. This information is essential in order to update the contents of the contract and to establish proper bonding levels, if they are required. The integrity of future contracts revolves around our ability to convey accurate and realistic information to all interested parties.

A complete and accurate Usage Report (Attachment 8) shall be furnished in an Excel format and submitted electronically, no later than the 15th (or next business day after the 15th day) of each month, detailing the purchasing of all items on this contract. The reports shall be submitted and sent as an attachment to supplierusage@state.de.us. Submitted reports shall contain accurate descriptions of the products, goods or services procured, purchasing agency information, including the six-digit department and organization code, quantities procured and prices paid. Any exception to this mandatory requirement or failure to submit complete reports, or in the format required, may result in corrective action, up to and including the possible cancellation of the award. Failure to provide the report with the minimum required information may also negate any contract extension clauses. Additionally, Suppliers who are determined to be in default of this mandatory report requirement may have such conduct considered against them, in assessment of responsibility, in the evaluation of future proposals.

In accordance with Executive Order 44, the State of Delaware is committed to supporting its diverse business industry and population. The successful Supplier will be required to accurately report on the participation by Diversity Suppliers which includes: minority (MBE), woman (WBE), veteran owned business (VOBE), or service disabled veteran owned business (SDVOBE) under this awarded contract. The reported data elements shall include but not be limited to; name of state contract/project, the name of the Diversity Supplier, Diversity Supplier contact information (phone, email), type of product or service provided by the Diversity Supplier and any minority, women, veteran, or service disabled veteran certifications for the subcontractor (State OSD certification, Minority Supplier Development Council, Women's Business Enterprise Council, VetBiz.gov). The format used for Subcontracting 2nd Tier reporting is shown as Attachment 9.

Accurate 2nd Tier reports shall be submitted to the contracting Agency's Office of Supplier Diversity at supplierusage@state.de.us on the 15th (or next business day) of the month following each quarterly period. For consistency quarters shall be considered to end the last day of March, June, September and December of each calendar year. Contract spend during the covered periods shall result in a report even if the contract has expired by the report due date.

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33. ORDERING PROCEDURE

Successful Suppliers are required to have either a local telephone number within the (302) area code, a toll free (800) number, or agree to accept collect calls. Depending on the nature and scope of the event, each State agency or other governmental entity shall be responsible for contacting the awarded supplier directly for all required resources. All consumables delivered by the Supplier and received by a State agency or other governmental entity, become the property of that State agency or entity. Orders may be accomplished by written purchase order, telephone, email, fax or computer on-line systems.

34. PURCHASE ORDERS

Agencies that are part of the First State Financial (FSF) system are required to identify the contract number **GSS17580-TEL_DATA_SVC** on all Purchase Orders (P.O.) and shall complete the same when entering P.O. information in the state's financial reporting system.

35. BILLING

The Supplier is required to "Bill as Shipped" to the respective ordering agency(s). Ordering agencies shall provide contract number, ship to and bill to address, contact name and phone number. The Supplier shall not charge a late fee that exceeds more than one percent (1%) per month, not to exceed twelve percent (12%) per annum.

Agencies will make every effort to achieve available discount opportunities under this contract. Suppliers shall be required to report semi-annually opportunities to enhance the discounts achieved.

36. METHOD OF PAYMENT

- a. For each P.O. issued as part of this contract, the State will pay Supplier monthly, within thirty (30) days of receipt of the Supplier's billing, the amount which is legitimately earned by the Supplier, and supported by payroll data and an itemized accounting of reasonable reimbursable direct non-salary costs. A current progress report of the work shall accompany each billing.

Final settlement for total payment to the Supplier will be made within thirty (30) days from the date of final written State acceptance of the work and services as agreed to in the P.O.

- b. No premium time for overtime will be paid without prior written State authorization. Indirect overhead cost shall not be applied to the premium portion of the overtime.
- c. The agencies or school districts using this award will authorize and process for payment each invoice within thirty (30) days after the date of receipt of a correct invoice. The State of Delaware intends to maximize the use of the P-Card for payment for goods and services provided under contract. Suppliers shall not charge additional fees for acceptance of this payment method and shall incorporate any costs into their proposals. Additionally there shall be no minimum or maximum limits on any P-Card transaction under the contract. While it is the State's intention to utilize the P-card payment method the State reserves, at its discretion, the right to pay by ACH/ACI or check. Should a Supplier wish to provide a financial incentive to not process payment by P-Card in their proposal, they are to prepare their proposals to clearly outline any incentives for alternative payment methods the Supplier is willing to accept.

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37. PRODUCT SUBSTITUTION

All items or services delivered during the life of the contract shall be of the same type and manufacture as specified or accepted as part of the proposal unless specific approval is given by the Agency to do otherwise. Awarded suppliers are highly encouraged to offer any like substitute product (s), either generic or brand name, at any time during the subsequent contract term, especially if an opportunity for cost savings to the state exists. In all cases, the state may require the submission of written specifications and/or product samples for evaluation prior to any approvals being granted. If a substitution is granted by the state, the Supplier must update its core list and maintain said list in a timely manner.

38. SCHEDULE FOR PERFORMANCE OF WORK

All work described in these specifications shall be completed with reasonable promptness. As used in this Section, the State of Delaware shall be the sole judge of the term “reasonable”. If the Supplier does not begin the work in a reasonable amount of time, they will be notified that if they fail to initiate the work promptly, the contract may be terminated and the State will forthwith proceed to collect for nonperformance of work.

39. SUPPLIER RESPONSIBILITY

The State will enter into a contract with the successful Supplier(s). The successful Supplier(s) shall be responsible for all products and services as required by this RFP whether or not the Supplier or its subcontractor provided final fulfillment of the order. Subcontractors, if any, shall be clearly identified in the Supplier’s proposal by completing Attachment 7, and are subject the approval and acceptance of Government Support Services.

40. SUPPLIER- OWNED RENTAL EQUIPMENT AND SUPPLIES REMOVAL

The awarded Supplier shall remove all rental equipment and supplies from the event location (s) no later than an agreed to date once all contract obligations by the Supplier have been met.

41. ENVIRONMENTAL PROCUREMENT REQUIREMENTS

- a. Energy Star - If applicable, the Supplier must provide products that earn the ENERGY STAR rating and meet the ENERGY STAR specifications for energy efficiency in order to keep overall event costs to a minimum. The Supplier is encouraged to visit www.energystar.gov for complete product specifications and updated lists of qualifying products.
- b. Green Products – third party certification of green products accepted from GSS w/approved green certification shall be offered wherever available in addition to or as a substitute for non-green products.
- c. Suppliers shall report all green items procured during the monthly reporting period using the Usage Report that will be provided to the awarded Supplier(s).
- d. Environmental Procurement Policies of the State shall determine acceptable consideration and credit for environmentally preferred products and services in the performance of this award. The State Environmental Procurement Policies may be found at:

[Environmentally Preferred Purchasing Policy](#)

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42. PERSONNEL, EQUIPMENT AND SERVICES

- a. The Supplier represents that it has, or will secure at its own expense, all personnel required to perform the services required under this contract.
- b. All of the equipment and services required hereunder shall be provided by or performed by the Supplier or under its direct supervision, and all personnel, including subcontractors, engaged in the work shall be fully qualified and shall be authorized under State and local law to perform such services. Legacy equipment, exceeding three (3) years old, will be considered inappropriate and will not be accepted.
- c. None of the equipment and/or services covered by this contract shall be subcontracted without the prior written approval of the State. Only those subcontractors identified in Attachment 7 are considered approved upon award. Changes to those subcontractor(s) listed in Attachment 7 must be approved in writing by the State.

43. FAIR BACKGROUND CHECK PRACTICES

Pursuant to 29 Del. C. [§6909B](#), the State does not consider the criminal record, criminal history, credit history or credit score of an applicant for state employment during the initial application process unless otherwise required by state and/or federal law. Suppliers doing business with the State are encouraged to adopt fair background check practices. Suppliers can refer to 19 Del. C. [§711\(g\)](#) for applicable established provisions.

44. SUPPLIER BACKGROUND CHECK REQUIREMENTS

Supplier(s) selected for an award that access state property or come in contact with vulnerable populations, including children and youth, shall be required to complete background checks on employees serving the State's on premises contracts. Unless otherwise directed, at a minimum, this shall include a check of the following registry:

- Delaware Sex Offender Central Registry at: <https://sexoffender.dsp.delaware.gov/>

Individuals that are listed in the registry shall be prevented from direct contact in the service of an awarded state contract, but may provide support or off-site premises service for contract suppliers. Should an individual be identified and the Supplier(s) believes their employee's service does not represent a conflict with this requirement, may apply for a waiver to the primary agency listed in the solicitation. The Agency's decision to allow or deny access to any individual identified on a registry database is final and at the Agency's sole discretion.

By Agency request, the Supplier(s) shall provide a list of all employees serving an awarded contract, and certify adherence to the background check requirement. Individual(s) found in the central registry in violation of the terms stated, shall be immediately prevented from a return to state property in service of a contract award. A violation of this condition represents a violation of the contract terms and conditions, and may subject the Supplier to penalty, including contract cancellation for cause.

Individual contracts may require additional background checks and/or security clearance(s), depending on the nature of the services to be provided or locations accessed, but any other requirements shall be stated in the contract scope of work or be a matter of common law. The Supplier(s) shall be responsible for the background check requirements of any authorized Subcontractor providing service to the Agency's contract.

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45. DRUG TESTING REQUIREMENTS FOR LARGE PUBLIC WORKS

Pursuant to 29 Del.C. [§6908\(a\)\(6\)](#), effective as of January 1, 2016, OMB has established regulations that require Contractors and Subcontractors to implement a program of mandatory drug testing for Employees who work on Large Public Works Contracts funded all or in part with public funds. The regulations establish the mechanism, standards and requirements of a Mandatory Drug Testing Program that will be incorporated by reference into all Large Public Works Contracts awarded pursuant to 29 Del.C. [§6962](#).

Final publication of the identified regulations can be found at the following:

[4104 Regulations for the Drug Testing of Contractor and Subcontractor Employees Working on Large Public Works Projects](#)

46. MINIMUM WAGE RATES

Work performed under this solicitation may fall under the [State of Delaware Minimum Wage Rates](#) or the Delaware Prevailing Wage rates. Prior to issuing a purchase order, the ordering agencies must obtain from the Department of Labor a determination if prevailing wage applies to the project and, if appropriate, what the applicable prevailing wage rates would be for the work to be performed. No work shall proceed without a determination by the Department of Labor. Request for prevailing wage certification can be found at: <http://dia.delawareworks.com/labor-law/prevailing-wage.php>.

47. PREVAILING WAGE

The prevailing wage law, 29 Del.C. [§6960](#), is enforced by the Department of Labor and states that the specifications for every contract or aggregate of contracts relating to a public works project in excess of \$500,000 for new construction (including painting and decorating) or \$45,000 for alteration, repair, renovation, rehabilitation, demolition or reconstruction (including painting and decorating of building or works) to which this State or any subdivision thereof is a party and for which the State appropriated any part of the funds and which requires or involves the employment of mechanics and/or laborers shall contain a provision stating the minimum wages to be paid various classes of laborers and mechanics which shall be based upon the wages that will be determined by the Delaware Department of Labor, Division of Industrial Affairs, to be prevailing in the county in which the work is to be performed.

48. DISPUTE RESOLUTION

At the option of, and in the manner prescribed by the Office of Management and Budget (OMB), the parties shall attempt in good faith to resolve any dispute arising out of or relating to this Agreement promptly by negotiation between executives who have authority to settle the controversy and who are at a higher level of management than the persons with direct responsibility for administration of this Agreement. All offers, promises, conduct and statements, whether oral or written, made in the course of the negotiation by any of the parties, their agents, employees, experts and attorneys are confidential, privileged and inadmissible for any purpose, including impeachment, in arbitration or other proceeding involving the parties, provided evidence that is otherwise admissible or discoverable shall not be rendered inadmissible.

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If the matter is not resolved by negotiation, as outlined above, or, alternatively, OMB elects to proceed directly to mediation, then the matter will proceed to mediation as set forth below. Any disputes, claims or controversies arising out of or relating to this Agreement shall be submitted to mediation by a mediator selected by OMB, and if the matter is not resolved through mediation, then it shall be submitted, in the sole discretion of OMB, to the Office of Management and Budget, Government Support Services Director, for final and binding arbitration. OMB reserves the right to proceed directly to arbitration or litigation without negotiation or mediation. Any such proceedings held pursuant to this provision shall be governed by Delaware law and venue shall be in Delaware. The parties shall maintain the confidential nature of the arbitration proceeding and the Award, including the Hearing, except as may be necessary to prepare for or conduct the arbitration hearing on the merits. Each party shall bear its own costs of mediation, arbitration or litigation, including attorneys' fees.

49. TERMINATION OF INDIVIDUAL ORDERS OR PURCHASE ORDERS

As a central contract, the contract resulting from this RFP shall include individual orders from state agencies and other entities authorized by law to procure from this contract. The individual orders may be terminated as follows:

- a. **Termination for Cause:** If, for any reasons, or through any cause, the Supplier fails to fulfill in timely and proper manner his obligations, or if the Supplier violates any of the covenants, agreements, or stipulations of this contract, the Agency shall have the right to terminate the P.O. by giving written notice to the Supplier of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Supplier in the performance of the P.O. shall, at the option of the Agency, become its property, and the Supplier shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the Agency.
- b. **Termination for Convenience:** The Agency may terminate the P.O. at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the department, become its property and the Supplier shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials which are usable to the Agency.
- c. **Termination for Non-Appropriations:** In the event the General Assembly fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

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50. TERMINATION OF CONTRACT

As a central contract, the contract resulting from this RFP may be terminated as follows by Government Support Services.

- a. Termination for Cause:** If, for any reasons, or through any cause, the Supplier fails to fulfill in timely and proper manner its obligations under this Contract, or if the Supplier violates any of the covenants, agreements, or stipulations of this Contract, the State shall thereupon have the right to terminate this contract by giving written notice to the Supplier of such termination and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other material prepared by the Supplier under this Contract shall, at the option of the State, become its property, and the Supplier shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials which is usable to the State.

On receipt of the contract cancellation notice from the State, the Supplier shall have not less than five (5) days to provide a written response and may identify a method(s) to resolve the violation(s). A supplier response shall not effect or prevent the contract cancellation unless the State provides a written acceptance of the supplier response. If the State does accept the Supplier's method and/or action plan to correct the identified deficiencies, the State will define the time by which the Supplier must fulfill its corrective obligations. Final retraction of the State's termination for cause will only occur after the Supplier successfully rectifies the original violation(s). At its discretion the State may reject in writing the Supplier's proposed action plan and proceed with the original contract cancellation timeline.

- b. Termination for Convenience:** The State may terminate this Contract at any time by giving written notice of such termination and specifying the effective date thereof, at least sixty (60) days before the effective date of such termination. In that event, all finished or unfinished documents, data, studies, surveys, drawings, models, photographs, reports, supplies, and other materials shall, at the option of the State, become its property and the Supplier shall be entitled to receive compensation for any satisfactory work completed on such documents and other materials, and which is usable to the State.
- c. Termination for Non-Appropriations:** In the event the General Assembly fails to appropriate the specific funds necessary to enter into or continue the contractual agreement, in whole or part, the agreement shall be terminated as to any obligation of the State requiring the expenditure of money for which no specific appropriation is available at the end of the last fiscal year for which no appropriation is available or upon the exhaustion of funds. This is not a termination for convenience and will not be converted to such.

51. CHANGES

Both parties may, from time to time, require changes in the services to be provided by the Supplier under the Scope of Work. Such changes, including any increase or decrease in the amount of the Supplier's compensation, which are mutually agreed upon by and between the Agency and the Supplier shall be incorporated in written amendments to the Purchase Order or contract.

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52. INTEREST OF SUPPLIER

The Supplier covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree in providing products or performing services required under this contract. The Supplier further covenants, that in the performance of this contract, no person having any such interest shall be employed.

53. PUBLICATION, REPRODUCTION AND USE OF MATERIAL

No material produced in whole or part under this contract shall be subject to copyright in the United States or in any other country. The State shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, any reports, data, or other materials prepared under this contract; provided, however, that the State agrees not to use any design or engineering plans prepared by the Supplier for anything other than their intended purpose under this Contract. The Supplier shall have the right to publish any and all scientific findings. Appropriate acknowledgment and credit for the State's support shall be given in the publication.

54. RIGHTS AND OBLIGATIONS

The rights and obligations of each party to this agreement shall not be effective, and no party shall be bound by the terms of this agreement, unless and until a valid executed purchase order has been approved by the Secretary of Finance, and all procedures of the Department of Finance have been complied with. A separate purchase order shall be issued for every project or order.

55. ASSIGNMENT OF ANTITRUST CLAIMS

As consideration for the award and execution of this contract by the State, the Supplier hereby grants, conveys, sells, assigns, and transfers to the State of Delaware all of its right, title and interest in and to all known or unknown causes of action it presently has or may now or hereafter acquire under the antitrust laws of the United States and the State of Delaware, regarding the specific goods or services purchased or acquired for the State pursuant to this contract. Upon either the State's or the Supplier notice of the filing of or reasonable likelihood of filing of an action under the antitrust laws of the United States or the State of Delaware, the State and Supplier shall meet and confer about coordination of representation in such action.

56. TESTING AND INSPECTION

The State of Delaware reserves the right to conduct any test or inspection it may deem necessary to insure equipment, materials and services conform to contract requirements.

57. COVENANT AGAINST CONTINGENT FEES

The Supplier warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees. For breach or violation of this warranty, the State shall have the right to annul this contract without liability or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fees.

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58. GRATUITIES

- a. If it is found, after notice and hearing, by the State that gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the Supplier or any agent of the State with a view toward securing a contract, or securing favorable treatment with respect to the awarding, amending, or the making of any determinations with respect to the performance of this contract, the State may, by written notice to the Supplier, terminate the right of the Supplier to proceed under this contract and/or may pursue such other rights and remedies provided by law or under this agreement; provided that the existence of the facts upon which the State makes such findings shall be in issue and may be reviewed in proceedings pursuant to the Remedies clause of this contract; and
- b. In the event this contract is terminated pursuant to subparagraph "a", the State shall be entitled (i) to pursue the same remedies against the Supplier, and (ii) to exemplary damages, as a penalty in addition to any other damages to which it may be entitled by law, in an amount which shall be not less than three, nor more than ten, times the costs incurred by the Supplier in providing any such gratuities to any such officer or employee. The amount of such exemplary damages shall be in the sole discretion of the State.

59. AFFIRMATION

The Supplier must affirm that within the past five (5) years the firm or any officer, controlling stockholder, partner, principal, or other person substantially involved in the contracting activities of the business is not currently suspended or debarred and is not a successor, subsidiary, or affiliate of a suspended or debarred business.

60. AUDIT ACCESS TO RECORDS

The Supplier shall maintain books, records, documents, and other evidence pertaining to this Contract to the extent and in such detail as shall adequately reflect performance hereunder. The Supplier agrees to preserve and make available to the State, upon request, such records for a period of five (5) years from the date services were rendered by the Supplier. Records involving matters in litigation shall be retained for one (1) year following the termination of such litigation. The Supplier agrees to make such records available for inspection, audit, or reproduction to any official State representative in the performance of their duties under the Contract. Upon notice given to the Supplier, representatives of the State or other duly authorized State or Federal agency may inspect, monitor, and/or evaluate the cost and billing records or other material relative to this Contract. The cost of any Contract audit disallowances resulting from the examination of the Supplier's financial records will be borne by the Supplier. Reimbursement to the State for disallowances shall be drawn from the Supplier's own resources and not charged to Contract cost or cost pools indirectly charging Contract costs.

61. REMEDIES

Except as otherwise provided in this contract, all claims, counterclaims, disputes, and other matters in question between the State and the Supplier arising out of, or relating to, this contract, or a breach of it may be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State of Delaware.

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62. SUBCONTRACTS

Subcontracting is permitted under this RFP and contract. However, every subcontractor or reseller shall be identified in the Proposal (Attachment 7) and agreed to in writing by the State or as are specifically authorized in writing by the Agency during the performance of the contract. Any substitutions in or additions to such subcontractors, associates, or consultants will be subject to the prior written approval of the State.

The Supplier(s) shall be responsible for compliance by the subcontractor with all terms, conditions and requirements of the RFP and with all local, State and Federal Laws. The Supplier shall be liable for any noncompliance by any subcontractor. Further, nothing contained herein or in any subcontractor agreement shall be construed as creating any contractual relationship between the subcontractor and the State.

63. AGENCY'S RESPONSIBILITIES

The Agency shall:

- a. Examine and review in detail all letters, reports, drawings and other documents presented by the Supplier to the Agency and render to the Supplier in writing, findings and decisions pertaining thereto within a reasonable time so as not to delay the services of Supplier.
- b. Give prompt written notice to the Supplier whenever the Agency observes or otherwise becomes aware of any development that affects the scope or timing of the Supplier's services.
- c. When an ordering agency first experiences a relatively minor problem or difficulty with a supplier, the agency will contact the supplier directly and attempt to informally resolve the problem. This includes failure to perform by the date specified and any unacceptable difference(s) between the purchase order and the merchandise received. Ordering agencies should stress to suppliers that they should expedite correction of the differences because failure to reply may result in an unfavorable rating in the execution of the awarded contract.
- d. The state has several remedies available to resolve non-performance issues with the supplier. The Agency should refer to the Contract Terms and Conditions to view these remedies. When a default occurs, the Agency should first review the contract to confirm that the issue is a part of the contract. If the issue is not covered by the contract, the state cannot expect the supplier to perform outside the agreement. If the issue is a part of the contract, the Agency or GSS - Contracting must then contact the supplier, discuss the reasons surrounding the default and establish a date when the supplier will resolve the non-performance issue.
- e. If there is a performance deficiency, a Corrective Action Report (CAR) may be used. Complete this form to report concerns with suppliers or commodities. Be sure to furnish as much detail as possible.

[Corrective Action Report](#)

64. CONTRACT DOCUMENTS

The Definitions and General Provisions and any Special Instructions, Specifications, Request for Proposal, Proposal, Purchase Order, and Contract shall be a part of and constitute the entire Agreement entered into by the State of Delaware and any Supplier. In the event there is any

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discrepancy between any of these contract documents, the following order of documents governs so that the former prevails over the latter:

- Contract
- Request for Proposal
- Specifications or Scope of Work
- Definitions & General Provisions
- Proposal
- Purchase Order
- Special Instruction

65. ASSIGNMENT

This contract shall not be assigned except by express prior written consent from the Agency.

66. NOTICE

Any notice to the State of Delaware required under the contract shall be sent by registered mail to:

**State of Delaware
Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904-8202**

67. SUPPLIER EMERGENCY RESPONSE POINT OF CONTACT

The awarded supplier(s) shall provide the name(s), telephone, or cell phone number(s) of those individuals who can be contacted twenty four (24) hours a day, seven (7) days a week where there is a critical need for commodities or services when the Governor of the State of Delaware declares a state of emergency under the Delaware Emergency Operations Plan or in the event of a local emergency or disaster where a state governmental entity requires the services of the supplier. Failure to provide this information could render the proposal as non-responsive.

In the event of a serious emergency, pandemic or disaster outside the control of the State, the State may negotiate, as may be authorized by law, emergency performance from the Supplier to address the immediate needs of the State, even if not contemplated under the original Contract or procurement. Payments are subject to appropriation and other payment terms.

68. NO PRESS RELEASES OR PUBLIC DISCLOSURE

The State of Delaware reserves the right to pre-approve any news or broadcast advertising releases concerning this solicitation, the resulting contract, the work performed, or any reference to the State of Delaware with regard to any project or contract performance. Any such news or advertising releases pertaining to this solicitation or resulting contract shall require the prior express written permission of the State of Delaware.

The State will not prohibit or otherwise prevent the awarded supplier(s) from direct marketing to the State of Delaware agencies, departments, municipalities, and/or any other political subdivisions, however, the Supplier shall not use the State's seal or imply preference for the solution or goods provided.

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C. AWARD AND EXECUTION OF CONTRACT

1. CONSIDERATION OF PROPOSALS

The right is reserved to waive technicalities, to reject any or all bids, or any portion thereof, to seek new proposals, to proceed to do the work otherwise, or to abandon the work, if in the judgment of the Agency or its agent, the best interest of the State will be promoted thereby.

2. MATERIAL GUARANTY

Before any contract is awarded, the successful Supplier may be required to furnish a complete statement of the origin, composition and manufacture of any or all of the material to be used in the contract together with such samples as may be requested for the purpose of testing.

3. AWARD OF CONTRACT

Within ninety (90) days from the date of opening proposals, the contract will be awarded or the proposals rejected.

4. EXECUTION OF CONTRACT

The Supplier (s) to whom the award is made shall execute a formal contract within twenty (20) days after date of official notice of the award of the contract.

5. WARRANTY

The successful Supplier(s) shall be required to extend any policy guarantee usually offered to the general public, FEDERAL, STATE, COUNTY, or MUNICIPAL governments, on material in this contract against defective material, workmanship, and performance.

6. THE CONTRACT(S)

The contract(s) with the successful Supplier(s) will be executed with Government Support Services acting for all participating governmental entities.

7. INFORMATION REQUIREMENT

The successful Supplier's shall be required to advise and provide Government Support Services of the gross costs associated with this contract.

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VI. PROPOSAL REPLY SECTION for CONTRACT NO. GSS17580-TEL_DATA_SVC

TELEPHONE AND DATA TRANSPORT SERVICES

Please fill out the attached forms fully and completely and return with your proposal in a sealed envelope clearly displaying the contract number to the State of Delaware, Government Support Services by **Thurs. May 18, 2017 1:00 p.m. (Local Time)** at which time bids will be opened.

NO MANDATORY PRE-BID MEETING

Proposals must be mailed to:

**State of Delaware
Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904-8202**

PUBLIC PROPOSAL OPENINGS

The public proposal opening insures the citizens of Delaware that contracts are being proposed fairly on a competitive basis and comply with Delaware procurement laws. The agency conducting the opening is required by law to publicly open the proposals at the time and place specified and the contract shall be awarded within ninety (90) days thereafter. The main purpose of the proposal opening is to reveal the name(s) of the Supplier(s), not to serve as a forum for determining the apparent low Suppliers. The disclosure of additional information, including prices, shall be at the discretion of the contracting agency until such time that the responsiveness of each proposal has been determined.

After receipt of a fully executed contract(s), the Delaware public and all Suppliers are invited to make an appointment with the agency in order to review pricing and other non-confidential information.

NOTE: ONLY THE SUPPLIER'S NAME AND ADDRESS WILL BE READ AT THE OPENING

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Attachment 1

NO PROPOSAL REPLY FORM

Contract No.: **GSS17580-TEL_DATA_SVC** Contract Title: **TELEPHONE AND DATA TRANSPORT SERVICES**

To assist us in obtaining good competition on our Request for Proposals, we ask that each firm that has received a proposal, but does not wish to bid, state their reason(s) below and return in a clearly marked envelope displaying the contract number. This information will not preclude receipt of future invitations unless you request removal from the Supplier's List by so indicating below, or do not return this form or bona fide proposal.

Unfortunately, we must offer a "No Proposal" at this time because:

- _____ 1. We do not wish to participate in the proposal process.
- _____ 2. We do not wish to bid under the terms and conditions of the Request for Proposal document. Our objections are:

- _____ 3. We do not feel we can be competitive.
- _____ 4. We cannot submit a Proposal because of the marketing or franchising policies of the manufacturing company.

- _____ 5. We do not wish to sell to the State. Our objections are:

- _____ 6. We do not sell the items/services on which Proposals are requested.
- _____ 7. Other: _____

_____ FIRM NAME _____ SIGNATURE

_____ We wish to remain on the Supplier's List **for these goods or services.**

_____ We wish to be deleted from the Supplier's List **for these goods or services.**

PLEASE FORWARD NO PROPOSAL REPLY FORM TO THE CONTRACT OFFICER IDENTIFIED.

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Attachment 2

CONTRACT NO.: **GSS17580-TEL_DATA_SVC** DEADLINE TO RESPOND: **Thurs., May 18, 2017 1:00 p.m.**
CONTRACT TITLE: **TELEPHONE AND DATA TRANSPORT SERVICES**

NON-COLLUSION STATEMENT

This is to certify that the undersigned Supplier has neither directly nor indirectly, entered into any agreement, participated in any collusion or otherwise taken any action in restraint of free competitive bidding in connection with this proposal, **and further certifies that it is not a sub-contractor to another Supplier who also submitted a proposal as a primary Supplier in response to this solicitation** submitted this date to the State of Delaware, Office of Management and Budget, Government Support Services.

It is agreed by the undersigned Supplier that the signed delivery of this bid represents, subject to any express exceptions set forth at Attachment 3, the Supplier's acceptance of the terms and conditions of this solicitation including all specifications and special provisions.

NOTE: Signature of the authorized representative **MUST** be of an individual who legally may enter his/her organization into a formal contract with the State of Delaware, Office of Management and Budget, Government Support Services.

COMPANY NAME _____ (Check one)

<input type="checkbox"/>	Corporation
<input type="checkbox"/>	Partnership
<input type="checkbox"/>	Individual

NAME OF AUTHORIZED REPRESENTATIVE _____

SIGNATURE _____ TITLE _____

COMPANY ADDRESS _____

PHONE NUMBER _____ FAX NUMBER _____

EMAIL ADDRESS _____ VENDOR SPIN NUMBER _____

FEDERAL E.I. NUMBER _____ STATE OF DELAWARE
LICENSE NUMBER _____

COMPANY CLASSIFICATIONS: CERT. NO.: _____	Certification type(s)	Circle all that apply	
	Minority Business Enterprise (MBE)	Yes	No
	Woman Business Enterprise (WBE)	Yes	No
	Disadvantaged Business Enterprise (DBE)	Yes	No
	Veteran Owned Business Enterprise (VOBE)	Yes	No
	Service Disabled Veteran Owned Business Enterprise (SDVOBE)	Yes	No

[The above table is for informational and statistical use only.]

PURCHASE ORDERS SHOULD BE SENT TO:

(COMPANY NAME) _____

ADDRESS _____

CONTACT _____

PHONE NUMBER _____ FAX NUMBER _____

EMAIL ADDRESS _____

AFFIRMATION: Within the past five (5) years, has your firm, any affiliate, any predecessor company or entity, owner, Director, officer, partner or proprietor been the subject of a Federal, State, Local government suspension or debarment?
YES _____ NO _____ if yes, please explain _____

THIS PAGE SHALL BE SIGNED, NOTARIZED AND RETURNED FOR YOUR BID TO BE CONSIDERED

SWORN TO AND SUBSCRIBED BEFORE ME this _____ day of _____, 20 _____

Notary Public _____ My commission expires _____

City of _____ County of _____ State of _____

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Attachment 4

Contract No.: **GSS17580-TEL_DATA_SVC**
Contract Title: **TELEPHONE AND DATA TRANSPORT SERVICES**

COMPANY PROFILE & CAPABILITIES FORM

Suppliers are required to provide a reply to each question listed below. Your replies will aid the evaluation committee as part of the overall qualitative evaluation criteria of this Request for Proposal. Your responses should contain sufficient information about your company so evaluators have a clear understanding of your company's background and capabilities. Suppliers may use additional pages if necessary.

Failure to respond to any of these questions may result in your proposal to be rejected as non-responsive.

Complete is form in Microsoft Word format. Do not handwrite this page for your proposal.

1.	Describe your company's background, resources, reputation, financial resources, and years in business. Describe the qualifications and experience of the persons to be assigned to this project.
2.	Provide your company's ability to perform the work in the time allotted for the project as demonstrated by commitment of management, personnel and resources.
3.	Describe your approach to performing the tasks as expressed in the Scope of Work and your understanding of the problem, details of the offering, and how you plan to meet the requirements.
4.	Describe your proposed migration strategy, conversion plan for changing carriers, and implementation of new network service and infrastructure, including timetable and milestones.
5.	Provide details on how you intend to meet the State's Network Criteria: Responsiveness (degree of fit) with requirements and apparent overall quality of software, hardware, communications and services. Quality of technical environment and advanced services; and Degree of interoperability with company's own or other State suppliers services

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Attachment 5

Contract No.: **GSS17580-TEL_DATA_SVC**
Contract Title: **TELEPHONE AND DATA TRANSPORT SERVICES**

CONFIDENTIALITY FORM

☐ By checking this box, the Supplier acknowledges that they are not providing any information they declare to be confidential or proprietary for the purpose of production under 29 Del. C. ch. 100, Delaware Freedom of Information Act.

Complete is form in Microsoft Word format. Do not handwrite this page for your proposal.

Confidentiality and Proprietary Information

Note: Supplier may use additional pages as necessary, but the format shall be the same as provided above.

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Attachment 6

Contract No.: **GSS17580-TEL_DATA_SVC**
Contract Title: **TELEPHONE AND DATA TRANSPORT SERVICES**

BUSINESS REFERENCES FORM

List a minimum of three business references, including the following information:

- Business Name and Mailing address
- Contact Name and phone number
- Number of years doing business with
- Type of work performed

Please do not list any State Employee as a business reference. If you have held a State contract within the last 5 years, please provide a separate list the contract(s).

Complete is form in Microsoft Word format. Do not handwrite this page for your proposal.

1.	Contact Name & Title:	
	Business Name:	
	Address:	
	Email:	
	Phone # / Fax #:	
	Current Supplier (YES or NO):	
	Years Associated & Type of Work Performed:	
2.	Contact Name & Title:	
	Business Name:	
	Address:	
	Email:	
	Phone # / Fax #:	
	Current Supplier (YES or NO):	
	Years Associated & Type of Work Performed:	
3.	Contact Name & Title:	
	Business Name:	
	Address:	
	Email:	
	Phone # / Fax #:	
	Current Supplier (YES or NO):	
	Years Associated & Type of Work Performed:	

STATE OF DELAWARE PERSONNEL MAY NOT BE USED AS REFERENCES.

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Attachment 7

SUBCONTRACTOR INFORMATION FORM

PART I – STATEMENT BY PROPOSING SUPPLIER		
1. CONTRACT NO. GSS17580-TELEPHONE	2. Proposing Supplier Name:	3. Mailing Address
4. SUBCONTRACTOR		
a. NAME	4c. Company OSD Classification: Certification Number: _____	
b. Mailing Address:	<div style="display: flex; justify-content: space-between;"> <div> 4d. Women Business Enterprise 4e. Minority Business Enterprise 4f. Disadvantaged Business Enterprise 4g. Veteran Owned Business Enterprise 4h. Service Disabled Veteran Owned Business Enterprise </div> <div> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No </div> </div>	
5. DESCRIPTION OF WORK BY SUBCONTRACTOR		
6a. NAME OF PERSON SIGNING	7. BY (<i>Signature</i>)	8. DATE SIGNED
6b. TITLE OF PERSON SIGNING		
PART II – ACKNOWLEDGEMENT BY SUBCONTRACTOR		
9a. NAME OF PERSON SIGNING	10. BY (<i>Signature</i>)	11. DATE SIGNED
9b. TITLE OF PERSON SIGNING		

Use a separate form for each subcontractor

Attachment 8

State of Delaware - Monthly Usage Report

Contract Number / Title: _____

E-mail report to **vendorusage@state.de.us** no later than the 15th of each month for prior calendar month usage

Report Start Date: _____
Report End Date: _____
Today's Date: _____

[illegible]

Completed reports shall be saved in an Excel format, and submitted to the following email address: supplierusage@state.de.us

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Attachment 9

SAMPLE REPORT – FOR ILLUSTRATION PURPOSES ONLY

State of Delaware																		
Subcontracting (2nd tier) Quarterly Report																		
Prime Name:							Report Start Date:											
Contract Name/Number							Report End Date:											
Contact Name:							Today's Date:											
Contact Phone:							*Minimum Required			Requested detail								
Supplier Name*	Supplier TaxID*	Contract Name/Number*	Supplier Contact Name*	Supplier Contact Phone*	Report Start Date*	Report End Date*	Amount Paid to Subcontractor*	Work Performed by Subcontractor UNSPSC	M/WBE Certifying Agency	Veteran/Ser vice Disabled Veteran Certifying Agency	2nd tier Supplier Name	2nd tier Supplier Address	2nd tier Supplier Phone Number	2nd tier Supplier email	Description of Work Performed	2nd tier Supplier Tax Id	Date Paid	

Note: A copy of the current 2nd Tier Usage Report will be sent by electronic mail to the Awarded Supplier

Completed reports shall be saved in an Excel format, and submitted to the following email address: supplierusage@state.de.us

**State of Delaware
Office of Supplier Diversity
Certification Application**

The most recent application can be downloaded from the following site:

<http://gss.omb.delaware.gov/osd/certify.shtml>

Submission of a completed Office of Supplier Diversity (OSD) application is optional and does not influence the outcome of any award decision.

The minimum criteria for certification require the entity must be at least 51% owned and actively managed by a person or persons who are eligible: minorities, women, veterans, and/or service disabled veterans. Any one or all of these categories may apply to a 51% owner.



Complete application and mail, email or fax to:

Office of Supplier Diversity (OSD)
100 Enterprise Place, Suite 4
Dover, DE 19904-8202
Telephone: (302) 857-4554 Fax: (302) 677-7086
Email: osd@state.de.us
Web site: <http://gss.omb.delaware.gov/osd/index.shtml>

**THE OSD ADDRESS IS FOR OSD APPLICATIONS ONLY.
THE OSD WILL NOT ACCEPT ANY SUPPLIER BID RESPONSE PACKAGES.**

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Attachment 11

BOND HAS BEEN WAIVED
BOND TO ACCOMPANY PROPOSAL
(NOT NECESSARY IF CERTIFIED CHECK IS USED)

KNOW ALL MEN BY THESE PRESENTS That _____ of _____ of the County of _____ and State of _____ principal, and _____ of _____ of the County of _____ and the State of _____ as surety, legally authorized to do business in the State of Delaware, are held and firmly bound unto the State of Delaware in the sum of _____ Dollars or _____ per cent (not to exceed _____ Dollars) of amount bid on Contract No. _____ to be paid to said State of Delaware for the use and benefit of the _____ of said State, for which payment well

(hereinafter referred to as Agency)

and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators, and successors, jointly and severally for and in the whole, firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH That if the above bounden principal _____ who has submitted to said Agency of the State of Delaware, a certain proposal to enter into a certain contract to be known as Contract No. _____, for the furnishing of certain products and/or services within the said State of Delaware shall be awarded said Contract No. _____, and if said _____ shall well and truly enter into and execute said Contract No. _____ and furnish therewith such surety bond as may be required by the terms of said contract and approved by said Agency, said contract and said bond to be entered into within twenty days after the date of official notice of the award thereof in accordance with the terms of said proposal, then this obligation to be void or else to be and remain in full force and virtue.

Sealed with _____ seal and dated this _____ day of _____ in the year of our Lord two thousand and _____ (20____).

SEALED AND DELIVERED IN THE

Presence Of _____

Name of Bidder (Principal) (Seal)

Witness

_____ BY

_____ (Seal)

Corporate
Seal

Title

_____ BY

_____ (Seal)
Name of Surety

_____ (Seal)

Title

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Attachment 12

PROPOSAL REPLY REQUIREMENTS

The response should contain the following minimum information:

1. A brief Cover Letter signed including an Applicant's experience, if any, providing similar services.
2. Supplier shall provide a detailed description of services to be provided, and shall respond to the Scope of Work identified. Failure to adequately describe the extent of their abilities may affect how the state evaluates and scores the supplier proposal.

Include catalogs or links, if that is what is asked for.

Suppliers are encouraged to review the Evaluation criteria to see how the proposals will be scored and verify that the response has sufficient documentation to support each scoring criteria identified.

3. One (1) complete, signed and notarized copy of the Non-Collusion Agreement (Attachment 2). **MUST HAVE ORIGINAL SIGNATURES AND NOTARY MARK** – Form must be included. Suppliers must use official business name when completing this form. If dba or T/A is applicable, please indicate so on the form.
4. One (1) completed RFP Exception Form (Attachment 3) – please check box if no information – Form must be included. State will not consider exceptions taken within the body of the RFP document.
5. One (1) completed Profile and Capabilities Form (Attachment 4)
6. One (1) completed Confidentiality Form (Attachment 5) – please check if no information is deemed confidential – Form must be included.
7. One (1) completed Business Reference Form (Attachment 6) – please provide references other than State of Delaware contacts – Form must be included.
8. One (1) complete and signed copy of the Subcontractor Information Form (Attachment 7) for each subcontractor – only provide if applicable.
9. One (1) complete OSD Application (see link on Attachment 10) – optional, only provide if applicable

The items listed above provide the basis for evaluating each supplier's proposal. **Failure to provide all appropriate information may deem the submitting supplier as "non-responsive" and exclude the supplier from further consideration.** If an item listed above is not applicable to your company or proposal, please make note in your submission package.

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PROPOSAL REPLY REQUIREMENTS (CONT'D)

Suppliers shall compile all documentation noted above, and all other documents as required in the Scope of Work, Appendix A, and shall provide in the following format(s):

1. Two (2) paper copies of the supplier proposal paperwork.
2. Fourteen (14) electronic copies of the supplier proposal saved, in word format, to CD or DVD media disk, or USB memory stick. Electronic copy of price files shall be included on the same electronic media, but shall be saved as a separate file (in excel format) from proposal responses. Supplier name shall be on each form of electronic media submitted.

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**APPENDIX A
SCOPE OF WORK**

I. CONTRACT SPECIFIC DEFINITIONS:

CABLE MODEM: A type of modem that connects a computer or local area network to broadband Internet service through the same cable that supplies cable television service. A device used to connect one or more computers to a cable company's Internet service. The same coaxial cable coming into the house or office also provides TV and voice over IP (VoIP) service. Cable Internet Service can increase the bandwidth between the user's computer and the Internet. In order to manage high-traffic Web servers, the cable's upload speed is generally much slower than the download speed. In addition, the cable company may routinely change the IP address assigned to the modem. Cable modems typically connect to a computer or router via Ethernet; however, some cable modems connect to one computer via USB. Cable Internet is a shared service, and the speed will vary depending on how many customers are sending or receiving data on that cable segment at the same time.

CABLE MODEM – BUSINESS A type of network bridge and modem that provides bi-directional data communication via radio frequency channels on a hybrid fibre-coaxial (HFC) and radio frequency over glass (RfOG) infrastructure. Cable modems are primarily used to deliver broadband Internet access in the form of cable Internet, taking advantage of the high bandwidth of a HFC and RfOG network

CARRIER ETHERNET OR TRANSPARENT LAN SERVICE (TLS): Is a data transport service from a carrier linking together remote Ethernet networks. TLS connects customer locations together at native LAN speeds and Ethernet interfaces of 10 Mbps, 100 Mbps, and 1 Gbps, 10 Gbps, 40 or 100 Gbps

CENTREX LINES: Centrex or a similar local dialtone circuit is a PBX-like service offering providing local dialtone, call control features and switching from the a central office with the termination equipment located at the carrier instead of at the customer premises.

DID STATIONS (PRICE=BLOCKS OF 20): Direct Inward Dialing station extension numbers obtained from the carrier to give the ability for an outside caller to dial directly to a station without going through an attendant or auto-attendant. Usually terminate in a SIP trunk or ISDN-PRI circuit.

DSL – BUSINESS: Digital Subscriber Line technology is delivered simultaneously with wired telephone service on the same telephone line. This is possible because DSL uses higher frequency bands for data. On the customer premises, a DSL filter on each non-DSL outlet blocks any high frequency interference to enable simultaneous use of voice and DSL services. The Bit rate of DSL services typically ranges from 256 kbit/sec to over 100 Mbit/sec in the direction to the customer (downstream), depending on DSL technology, line conditions, and service-level implementation.

FLAT RATE BUSINESS LINES (1FB): Flat rate business lines or 1FB have fixed charges for the cost of a dialtone connection to the nearest exchange. The equipment to monitor that phone line and the use of that line to make local calls are usually paid on a monthly basis at a flat or fixed rate. The installation charges are variable and are also used to pay for the cost of the equipment to route a call from the caller's exchange to the recipient's exchange.

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ISDN-BRI: Integrated Services Digital Network (ISDN) Business Rate Interface configuration intended primarily for use in subscriber dialtone lines similar to those that have long been used for voice-grade telephone service. The BRI configuration provides 2 bearer channels (B channels) at 64 kbit/sec each and 1 data channel (D Channel) at 16 kbit/sec. The B channels are used for voice or user data, and the D channel is used for any combination of data, control/signaling, and X.25 packet networking.

ISDN-PRI: The Primary Rate Interface (PRI) is a standardized telecommunications service level within the Integrated Services Network (ISDN) specification for carrying multiple DSO voice and data transmissions between a network and a user. It is based on the T-carrier (T1) line and consists of 24 channels, typically utilizing one data channel (D Channel) for signaling and carrier overhead only, with 23 bearer (B Channel) paths for voice and/or data. Speeds are 64-kbit/sec on the B Channels and 64-kbit/sec on the D channel.

POTS: (Plain old telephone service) is a voice-grade, analog telephone service employing analog signal transmission, implemented over copper twisted pair wires.

SIP: Session Initiation Protocol is a signaling protocol widely used for controlling multimedia communication sessions such as voice and video calls over Internet Protocol (IP). A SIP trunk connects a company's private branch exchange (PBX) telephone system or Voice over Internet Protocol (VoIP) system to the public switched telephone network (PSTN) via the Internet.

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**APPENDIX A
SCOPE OF WORK**

II. STANDARD PRACTICES

With respect to work provided to or conducted for the state by a supplier, the supplier(s) shall be responsible for the professional quality, technical accuracy, timely completion, and coordination of all services furnished to the state. The supplier(s) shall follow practices consistent with generally accepted professional and technical policies and standards. The supplier(s) shall be responsible for ensuring that all services, products and deliverables furnished to the state are coordinated with the Department of Technology and Information (DTI) and are consistent with practices utilized by, or policies and standards promulgated by DTI published at <http://dti.delaware.gov/information/standards-policies.shtml> If any service, product or deliverable furnished by a supplier(s) does not conform to State policies, standards or general practices, the supplier(s) shall, at its expense and option either (1) replace it with a conforming equivalent or (2) modify it to conform to State policies, standards or practices.

III. SPECIFICATIONS

The Department of Technology and Information (DTI) will acquire local exchange voice services and transport services on the behalf of the State of Delaware, its Agencies and Public School Districts and Charter Schools. It shall be made available to other municipalities, commissions and other State funded entities/non-profits that are authorized by the State to participate in contracts for services.

The following specifications are for the establishment of a requirements-type contract, with firm fixed prices, for the delivery and installation of local exchange and transport services.

Voice Services – Required

- Flat Business Lines
- Centrex Service
- Voice Mail
- Direct Inward Dialing Capability/Direct Outward Dialing
- Directory Assistance Services
- 9-1-1 calling

Carrier Data Transport Services - Required

- ISDN BRI / PRI
- DSL
- Cable Modem
- Lit Fiber Optic Service
 - Point to Point lit fiber service
- Transport Circuits (Carrier, Ethernet, TLS, or equivalents)
 - 10Mb, 100Mb, 1Gb, 40Gb or 100Gb

For current contract information, please refer to: http://contracts.delaware.gov/contracts_detail.asp?i=2399

See Exhibit A for breakdown of quantities and locations.

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1. SERVICE COMMENCEMENT DATES:

Supplier shall deliver/install the requested Services identified ready for use effective October 1, 2017.

2. SECURE FACILITY REQUIREMENT:

The Supplier and all project staff including its subcontractor(s) must complete and sign confidentiality and non-disclosure agreements provided by the State. It shall be the Supplier's responsibility to ensure that any new staff sign the confidentiality agreement within one month (30 calendar days) of the employees' start date.

Security clearance/background check for all Suppliers and project staff must be obtained and provided to the State (to protect the State of Delaware from losses resulting from Supplier employee theft, fraud or dishonesty) upon request. Refer to the National Institute of Standards and Technology (NIST) Special Publication (SP) 800-12, An Introduction to Computer Security: The NIST Handbook, Section 10.1.3, Filling the Position – Screening and Selecting.

Supplier will comply with security procedures when providing services to all facilities, including secure and/or locked facilities in state-controlled buildings and schools. Supplier's employees shall relinquish their Company Identification and State or Federal recognized identification card prior to entry into a State Correctional facility. Upon exiting of the facility they must relinquish the facility identification card. Only then will their surrendered identification be returned to them. Department of Corrections Clearance Requirements, Clearance Application, PREA Acknowledgement Form and Contractor Tool Inventory Form are included for reference, in Exhibit C at the end of this RFP.

3. MANDATORY TECHNICAL REQUIREMENTS - LOCAL SERVICE:

- a. The Supplier shall have local calling service available at all locations, all three counties, within the State of Delaware. All local service requested as part of this RFP must be provided 24 hours a day, 365/366 days a year, with service to meet or exceed 99.95% availability.
- b. Digital. Analog and IP Centrex: Centrex or Centrex-like services must include Centrex group local telephone network access, and access to the State's long distance network/provider, Verizon Business with a preferred carrier code of 222. Station to station calling Within and between Centrex groups within the local calling area in selected locations is desired. All Centrex service requested as part of this RFP must be provided 24 hours a day, 365/366 days a year, with service to meet or exceed 99.95% availability.
- c. The State requires service comparable to services currently provided by the existing provider. Please state all features available within this service.
- d. The State cannot undergo any telephone number changes. Suppliers must provide for local number portability at no charge to the State. Suppliers must define the process of enacting local number portability.
- e. Each Centrex line shall be capable of being configured with inbound and outbound calling, minimum four (4) digit station-to-station calling (intercom) within the same Centrex block, ability to selectively allow or deny lines / trunks the ability to place long distance (toll) calls, call hold, call transfer all calls (internal and external), consultation hold, three-way calling (conference), and call forwarding-busy and no-answer

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(within the system), call forwarding-variable (inside and outside system), and call pick-up. Access to the State's outbound facilities should not exceed 1% blockage based on total busy hour blockage/total hour attempts.

- f. The Centrex lines shall be capable of being configured for DTMF and loop start signaling.
- g. Upon request, the Supplier must agree to suspend Centrex service on any line or group of lines for a temporary period at a reduced line rate, not to exceed 50% of the normal monthly rates. The State expects that no non-recurring charge will be assessed for this service. This service suspension capability is required for State entities during seasonal or unique situations.
- h. Supplier must agree to make all requested changes for moves, adds, and changes to Centrex line features and attributes including changes to trunk groups and call hunting, etc. within 48 hours from the receipt of request, unless the required change is service affecting, in which case the changes must be made immediately upon receipt of request. This is a requirement for all State entities.
- i. The State may employ services to remotely access selected central office switches to make moves, additions and changes to Centrex line features and attributes on both a near real-time and batch basis. A graphical user interface (GUI) is highly desirable. This functionality should be provided at the awarded suppliers' expense to accommodate future requirements. The ability to access control tables relational to translation tables to administer trunk groups, call hunting tables, etc. that will enable the user to fully administer and run reports mirroring a PBX administration environment is highly desirable. The specific functionality desired will be negotiated with the awarded supplier. If the Supplier is unable to provide this functionality to the State, the Supplier must agree to make all requested changes within 48 hours from the receipt of request, unless the required change is service affecting, in which case the changes must be made immediately upon receipt of request. This is a requirement for all State entities.
- j. Supplier must provide network intercept to recorded announcement as an inherent network capability when a call cannot be completed. On request by the State, the Supplier must also provide customized announcements including call referral to another number. The Supplier must allow intercept announcements for a minimum of six (6) months for number changes or until the new number is published in a directory of the most commonly used LEC in the respective service area.
- k. The ability to restrict lines from dialing certain NPA's such as 700, 900 and 976 and the ability to restrict lines from receiving Collect and Third Party Billed calls is required.
- l. Integrated Voice Mail Service shall be available with the Centrex lines. Each voice mailbox shall be configured to provide a minimum of fifteen (15) minutes of storage for recorded voice messages and greetings. The Voice Mail Service shall allow interactive messaging among voice mailboxes to provide capabilities such as message forwarding, broadcast messages, etc.

All available options for provisioning Voice Mail Service are to be offered with pricing options clearly itemized. The Voice Mail Service shall be integrated with the local line service to automatically activate visual message waiting indicators of system-compatible analog and digital telephone sets. The visual signals shall be activated when messages have been received in the voice mailboxes associated with the lines to which the telephones are connected. The Voice Mail System shall also be capable of generating an audible message waiting indication (stutter dial tone) to signal that a message has been left in the voice

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mailbox assigned to a line connected to a telephone that is not equipped with visual message waiting indication. The message waiting indicators (visual and audible) shall be automatically deactivated when the messages in the voice mailboxes have been reviewed and properly processed.

- m. The Voice Mail System shall provide callers the option to dial a single digit (preferably "0") to automatically transfer their calls to a pre-assigned "live operator", upon accessing a voice mailbox. System users shall be capable of designating any line as the line to which "operator revert" calls are transferred.
- n. Directory Services: Supplier must provide full Directory Services to the State at no additional cost. Supplier must publish a directory listing in the Blue-page directory of the most commonly used LEC in the respective service area. Any cost associated must be disclosed. Supplier must provide 24 hours-a-day directory assistance and must provide number-referral services, if required, at no cost to the State.

Directory assistance service must be provided to include requests for all domestic locations to the extent that listings are available. Directory Assistance Call Completion Service must not be allowed unless it is provided without charge.

- o. E911 and 911 Emergency calls via E911 must be carried and be compatible with all E911 emergency notification networks within the proposed areas. The Supplier must ensure that calls to E911 centers indicate the actual street level address of the calling number.
- p. The State's current Preferred Intra-/Inter-exchange Carrier (PIC) is VERIZON BUSINESS with a PIC code of 222. To be responsive, the supplier's facilities must provide "Equal Access" to all interexchange carriers (IXCs) to allow the State to route all of its outgoing long distance calls to Verizon Business, or any other IXC that the State may select to use in the future. In the space provided on the Price Schedule, suppliers shall quote the firm fixed price the State will be charged to change its inter-LATA and intra-LATA PICs to another IXC at any time during the term of the contract or its renewal periods.
- q. The State currently operates a Verizon Advanced Integrated Network with Advanced Intelligent Network (AIN) connections from its three county hubs (Wilmington, Dover, Georgetown) to a master network switch. This enables the State to access its contract long distance carrier, Verizon Business, via dedicated access PRI trunks to obtain intraLATA and interLATA long distance service at dedicated access rates. Supplier must describe how they propose to carry the State's intraLATA and interLATA calling volumes to the Verizon Business point of presence to obtain the same dedicated access rates for long distance.
- r. The State currently operates a number of remotely located Centrex blocks that are provided access from those blocks to the county hubs via VPN connections so that the remote sites enjoy the same dedicated access rates for long distance as the on-network hubs. Supplier must describe how they propose to carry the State's remote sites' intraLATA and interLATA calling volumes to the Verizon Business point of presence to obtain the same dedicated access rates for long distance.

4. MANDATORY TECHNICAL REQUIREMENTS - TRANSPORT SERVICES:

- a. ISDN Service: All geographic areas within the State for both BRI and PRI types are required. Provide ISDN Primary Rate Interface (PRI) trunks with combinations of 23B+D, 24B, and 23B/Backup D. Other PRI features should include Caller-ID, with number and name, Call-by-Call, Combination DID/DOD Trunk services, and any other features available on PRI circuits.

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- b. DSL Service: Digital Subscriber Line for business service. Describe the availability of DSL in all geographic areas of the State.
- c. SIP Trunking: Describe the availability of SIP transport in all geographic areas within the State.
- d. TLS Services: Describe the supplier's method of TLS, TLS equivalent, or TLS-like implementation. The State assumes that most suppliers require a host port at one end which can support multiple circuit terminations. Describe how the customer interfaces to the Supplier's network. Interfaces would include the type of equipment is used and include termination media types.
- e. QoS: With deployment of a converged network, the State recognizes that Quality of Service will become a critical feature for the end to end data transport network. The State deploys QoS settings to enforce various priorities for applications such as Voice over Internet Protocol and Video Conferencing.
- f. Rate of Bandwidth: Define how the supplier's network performs, if any, rate limitations for the traffic traversing the supplier's network. If rate limiting is performed is there an additional cost associated with the customer's ability to achieve the maximum rate of bandwidth of a given class of service? State all bandwidths offered.
- g. Security: Suppliers must describe how data is secured in transit from one location to another.
- h. Diagnostics: Describe any tools, systems, or services offered as part of the network(s) provided for proactive problem detection, response, and notification of State personnel. If this is offered on an optional cost basis, please include cost.
- i. Notification: Specify the method by which the supplier will notify the customer of service impacting events, maintenance and/or outages.
- j. Dedicated Circuits (includes Dark Fiber and/or SONET services): The State uses various types of dedicated digital facilities in various bandwidth increments. Specify the types of circuits available and in what increments these circuits are available. Include all geographic locations within the State in which these circuits are available.
- k. Route Diversity: Describe arrangements currently in use to provide physical route diversity for LEC-provided special access facilities between customer premises and supplier's point of presence (i.e., alternative access providers, microwave facilities, etc.).
- l. Point to Point: Describe availability of leased dedicated lines (Optical Carrier), that may or may not be conditioned, installed between two or more points and carries signaling and information totally provided by the State; include Ethernet and Dark Fiber. Usage must include radio control lines and video surveillance with alarm system which includes video surveillance, WAN networks and other data signaling.

5. WORK ORDER REQUESTS - EXPENSE MANAGEMENT SYSTEM (EMS):

DTI has the authority to order all Services delineated herein for State agencies. Other contract users such as the Public Schools and Charter Schools will be responsible for placing their own service orders. DTI will issue an electronic version of a Work Order Request for Services identified herein. DTI uses a third-party suppliers' proprietary system from Tangoe EMS version 11.13.24.5.1. The EMS Order must identify the

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Service(s) to be acquired, the price for each Service and the required Service Commencement Date for each Service.

Upon receipt of an EMS Order via email, the awarded supplier(s) shall process the Work Order, reply via email, and update EMS with the following information:

- a. Verification that the EMS Order is technically correct;
- b. Date Services will commence or be disconnected along with applicable billing start/stop date;
- c. Identification of Working Telephone Number or Circuit Number, Service Order Number, and Billing Telephone Number (BTN), and;
- d. Other applicable administrative information necessary to deliver the Services requested on the EMS Order.

6. TERMINATION OF INDIVIDUAL ORDERS:

Any individual EMS Work Order under this Agreement may be terminated, in whole or in part, by the State for its convenience, at any time prior to the completion of the EMS Order via written notice to the Supplier. There are no other costs or obligations for termination for convenience, i.e. circuit or service life. The State may be held responsible for any costs solely associated with circuit or service cancellation after installation.

7. ADDITIONAL SERVICE OFFERINGS:

The State may order new or additional Services during the Term or any extensions thereof, from this Contract. Both parties agree that as the supplier adds new or additional Services, the Contract may be amended to include them as evidenced by a writing signed and dated by both parties.

8. SUPPLIER INITIATED SERVICE REPLACEMENT AND DISCONTINUATION:

The Supplier is responsible for any replacement services, products and features where the replacement is initiated by the Supplier or its manufacturer. All financial and project management obligations resulting from business decisions made by the Supplier or manufacturer will be the responsibility of the Supplier and may not impact the State's cost negatively in monthly or non-recurring charges.

Any service discontinued by the Supplier that negatively impacts the State's ability to conduct business, shall be replaced by the Supplier with an equivalent or greater technology. In such cases, the State shall not be responsible for any increase in costs beyond what the State is paying for services prior to the Supplier initiated replacement.

The replacement services or products must have the same or better functionality as the services or products contained in the original proposal. The substitution may not violate any contract provisions or state procurement laws. Time is of the essence.

9. ADDITIONAL SERVICE QUANTITIES:

The State may order additional quantities of Services during the Term, or any extensions thereof, from this Contract at the computed unit prices expressly stated herein for any locations within the Contract area.

10. MINIMUM QUANTITIES:

The Supplier may not set minimum quantities for services, products, features, or dollar commitments and may not establish penalties for failure to maintain any minimum quantities.

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11. REQUIRED SERVICE DELIVERY INTERVALS:

- a. Initial Service: Subsequent to award of a Contract, after receipt of a properly executed Customer Service Request from DTI, the Supplier shall deliver and install the initial service. Supplier shall provide service delivery intervals for all services in their proposal.

MAC's - (Moves, Adds, Changes): After service has been established at a location within the specified service area, the Supplier shall deliver and install additions and/or make changes to in-place services, and/or de-install or disconnect existing service after receipt of the order from DTI. Supplier shall provide service delivery intervals for all services in their proposal, starting with the receipt of a properly executed and received Customer Service Request as Day #1.

12. MANDATORY INSTALLATION REQUIREMENTS:

- a. The Supplier shall terminate all services on an appropriate Supplier-provided network interface device (NID) located in the facility's building main telecommunications equipment room (MTE). The NID shall be labeled with the seven (7) -digit telephone numbers or circuit identifications to clearly identify the location of each line on the interface. The NID shall be located in each facility's building main telecommunications equipment room. The Supplier may utilize existing in-house wiring to the main telecommunications equipment room.

Additionally the Supplier shall provide and install voltage surge suppressors on each line installed in the facility. If no in-house wiring is available, the Supplier is responsible to extend the NID to the MTE Room using Supplier provided wiring.

The State will be responsible for all in-building cabling from the NID to the telecommunications outlets for Telephone sets, facsimile machines, etc. The State may request that the Supplier provide in-house wiring from the NID to the outlet at the State's expense.

- b. The Supplier shall be responsible for cross-connecting the lines to the building's in-place telecommunications cabling system to provide service in the locations identified by the agency, to the extent of available, existing in-house wire.
- c. It shall also be the responsibility of the Supplier to fully test the installed service to certify that the service and all features are functioning properly from the CO to the NID.
- d. During the course of the installation, the Supplier shall not interfere with the current operational telephone system and/or telecommunications cabling system in a manner that causes operational outages. In the event that temporary modifications to the existing telephone and/or cabling systems become necessary to complete the installation of the new service, the Supplier shall notify the on-site contact person of such need in order to schedule a mutually agreeable time for the State to have the modifications completed.
- e. The Supplier shall be responsible for obtaining all rights-of-way, licenses, and/or permits required by applicable authorities in order to install the services at the locations specified on the Customer Service Request issued by DTI.

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- f. Supplier must be able to interface with the State's Expense Management System (EMS) from Tangoe, Inc., for placing orders with the local service carrier, providing basic information about the order, updating the inventory of phone numbers, circuits, etc., and calculate billing records to recover costs from the various agencies and school districts. Access to EMS and training on the use of EMS will be provided to the supplier.

13. ACCEPTANCE, TESTING AND COMPLIANCE WITH SPECIFICATIONS:

All Services (each installation) are subject to inspection and testing by the State to ensure Services delivered are in accordance with all requirements delineated herein and any which do not meet or exceed the specifications or other requirements of the Contract may be rejected. The State shall be given seventy-two (72) hours from the completion of installation by the Supplier to test, evaluate and accept the Services delivered or furnished under this Contract (provided that the using agency, in its sole discretion, may accept the same prior to expiration of the seventy-two (72) hour period). If the Suppliers Services fail to meet the Contract specifications or other requirements, or those required by the Supplier's own technical documentation, then the same may be rejected and returned to the Supplier. Such rejection will terminate the individual customer service request issued under this Contract, and at the sole option of the State, the Contract. Such termination shall exempt the State from all costs incurred by Supplier.

Acceptance shall be effective for the purpose of making payment for Services delivered, however, acceptance by the State following testing and evaluation during the seventy-two (72) hour period shall not be conclusive that the Services conform in all respects to the Contract specifications and other requirements. In the event that nonconformance therewith is discovered by the State after acceptance, whether due to a latent defect or otherwise, the Supplier shall take whatever action is necessary to conform the Services to the Contract specifications and other requirements, including but not limited to modification or replacement of the same. The Supplier's failure to do so shall constitute breach of Contract for which the State may exercise the applicable remedies provided herein.

14. TROUBLE REPORTING:

Supplier shall provide designated point-of-contact name, address, email address and toll-free telephone number for the reporting of Service problems encountered by the State while using the Services. The point of contact shall be staffed and available twenty-four (24) hours per day, seven (7) days per week, including weekends and holidays. This list must be current at all times. Hold times to submit a help desk ticket should not exceed 3 minutes. A tracking number shall be issued for each trouble ticket.

15. SERVICE RESPONSE TIMES:

Supplier shall respond to reports of repairs and work order requests in accordance with the targets in the chart the LIQUIDATED DAMAGES section of this document. Supplier's response may be on-site or from a remote location. Service may be delivered via remote diagnostics with on-site response if the service cannot be delivered remotely.

16. WARRANTY AND MAINTENANCE REQUIREMENTS:

- a. The local exchange service shall be warranted to operate free from failure and shall be available for use by the State twenty-four (24) hours per day, seven (7) days per week, including weekends and holidays. The cost of the warranty shall be included in the monthly cost for the service.

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- b. The Supplier shall respond to reports of interruptions of the normal operation of the local exchange services within one (1) hour after receipt of notification from the State. Return receipt shall be issued with date and time stamped. The Supplier's response may be on-site or from a remote location based on the Supplier's determination of the source of the failure. If an on-site response is required, the Supplier's repair personnel shall be on-site and working to restore service within four (4) hours after receipt of the initial report of the failure.
- c. Supplier shall guarantee response time of within two (2) hours for emergency service as defined by the owner agency. That service may be delivered via remote diagnostics with on-site response if the problems cannot be corrected remotely. Regular repair service must be guaranteed a response within 4 hours. The Supplier shall provide help desk services and remote diagnostics to the State of Delaware on purchases made from this contract. The Supplier shall provide technicians with assistance from trainers and manufacturer-certified system experts via a local or toll free number. Problem determination, tracking, reporting and follow-up with callers must be provided.

The Supplier must provide help desk and remote diagnostics for services provided. The Supplier's help desk services and remote diagnostics must be available fulltime, 24 hours per day, 365/366 days per year. Help desk services must be available from the Supplier directly and must be handled by dedicated account resources.

- d. Dedicated Service Managers must be assigned by the Supplier to handle all contract service and repair escalations, billing management and business office support at no cost to the State.
- e. All Services purchased under this Agreement remain under warranty for the time period commencing after acceptance by the State and continuing through expiration of the Agreement, or discontinuance of the Services at the discretion of the State.

17. MANAGEMENT REPORTS:

The Supplier shall be responsible for all aspects of service, quality, reliability, interconnectivity, and interoperability of the services offered. The Supplier must provide at no cost to the State, on a quarterly written report, a report that details:

- a. The percentage blocking of the State's access facilities for all requested locations.
- b. Percent availability of all required services and features at requested locations.
- c. Dedicated circuit outages to include circuit description, down time, repair time, reason for failure, and corrective action to prevent reoccurrence.
- d. Switched service outages at requested locations to include facilities description, down time, repair time, reason for failure, and corrective action to prevent reoccurrence. Suppliers must provide the media type options available for the above reports.
- e. Busy studies, when requested, must be provided to the State within 15 business days of the last day of the study. In lieu of a written report, the State prefers on-line retrieval via the Internet within 48 hours. Any charges associated with this service must be disclosed.
- f. Supplier must describe all standard reports and any special reports available to the State for local services including quarterly inventories of all local services provided.

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18. TRAINING REQUIREMENTS:

- a. The Supplier shall be responsible for providing training on the use of the products, services and features when requested. Supplier shall submit a training plan with their proposal.
- b. Training Materials, i.e., operation manuals, instruction cards, logs, etc., shall be provided in conjunction with a verbal explanation of the features and configuration. Soft copies and remote technical support required. On premises engineers required for system transition designs..
- c. All costs for training and training materials shall be included in the basic cost of services to be provided.

19. MANDATORY BILLING AND INVOICING REQUIREMENTS:

- a. Each monthly invoice shall include both monthly recurring charges and non-recurring charges for one-time installation costs, partial month's service charges, etc. The non-recurring charges are often referred to as "Other Charges and Credits (OC&C)". The invoice shall specifically delineate State and Federally mandated charges and fees, including but not limited to: 9-1-1, Relay Service, Universal Service Fund, Federal Access Fees, etc. No invoice may include any costs other than those identified in the Price Schedule. The State is exempt from paying all Delaware State Taxes.
- b. All charges must be identified at the lowest level of detail (i.e., phone level, circuit number, etc.). Failure to submit adequate, timely billing details will result in non-payment of the invoice.
- c. Supplier invoices/bills must include the Suppliers Federal Employee Identification Number (FEIN).
- d. Supplier invoices/bills must be submitted within thirty (30) days after the services are delivered. Any disputed charges must be formally responded to by the supplier within thirty (30) days.
- e. Supplier invoices/bills will be paid in accordance with the Del. Code, which requires payment within thirty (30) days of receipt of goods and/or services or a proper invoice, whichever is later.
- f. Charges shall be provided on electronic media at the detail level. All additional instructions pertaining to invoices and billing are also identified in other sections of this RFP.

The State requires that billing records for all proposed services be made available to the State in electronic format. Describe in detail which types of media, and formats, the billing invoices can be made available for each of the service types being proposed. The State can import data from either a compact disk, or an SFTP file, or EDI transmission (preferable) or via download from a web-based, online portal. Describe in detail the supplier's proposal to meet this requirement.

Describe how your company uses E-mail to deliver billing invoices or notification of invoice posting to an online portal.

- g. CD ROM - The State requires one (1) CD to be provided as invoicing on CD at no additional charge to the State. The CD provided must be compatible for use with computer equipment (hardware and software) used by the State and must be operational.
- h. If at any time, the Supplier is unable to submit accurate invoice information in the required format, the State may, at its sole option, refuse payment of the supplier's invoice, or may delay payments without penalty.

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All requests for credits made ten (10) calendar days or more before the close of a billing cycle must be reflected on the next invoice. If the supplier does not include the credits requested and due on the invoice, the State will deduct a like amount from future bills.

Supplier invoicing contact information shall be updated with billing services, when changes in personnel occur during the full contract term.

20. DOWNTIME CREDITS:

The State shall be rebated, or credited, a prorated portion of the applicable monthly service charges for each occurrence during which the State is denied use of the service for eight (8) hours or more during any consecutive thirty (30) day period. The rebate shall apply to the initial eight (8) hours and all additional hours or portions thereof, during which the State is denied access to the service, or provide a credit to the Authorized User for each eight (8) hours or portion thereof that the State is denied access to the service. These credits apply in addition to any liquidated damages as defined in the LIQUIDATED DAMAGES section of this document.

“Service” means Local Service as delivered to the customer. In the case of this RFP, that could be a line, a circuit or a feature.

21. SERVICE LEVEL AGREEMENT:

The State reserves the right to negotiate service performance levels with any finalist during actual contract negotiations.

Suppliers are invited to submit service performance level metrics and/or benchmarks used to measure service performance levels and request the bidder explain how they are analyzed or reported. These can be added to Appendix B in your response.

22. LIQUIDATED DAMAGES:

If a correction is unsatisfactory or not timely made, without waiver of the right to declare a termination and other remedies, Supplier may be required to pay a liquidated damage retroactive to the original notice date until it is corrected.

The liquidated damages shall be deducted from the Supplier’s next invoice or may be billed to the Supplier directly.

If the Supplier fails to meet the contract requirements, within the time specified, or within such additional time as may be granted by the formal action of the State, the Supplier shall pay to the State liquidated damages.

This sum shall be considered as reimbursement, in part, to the State, for the loss of the use of the services agreed to in this document.

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The State reserves the right to assess the following liquidated damages for service.

Type of State Request				
<u>Supplier Action</u>	<u>Work Order</u>	<u>Urgent Work Order</u>	<u>Support Request (Repair Ticket)</u>	<u>Major Outage</u>
Acknowledge the Request & Communication	24 Hours Written	2 hours Verbal	2 hours Ticket Number assigned	Immediate Ticket Number assigned
Response Interval & Communication	3 Days Verbal	2 hours Verbal	2 hours Verbal	1 hour Verbal
First Report Interval & Communication	5 Days Verbal	4 hours Verbal	4hours Verbal	2 hours Verbal
Progress Report & Communication	None Required	4 hours Verbal	4 hours Verbal	2 hours Verbal
Resolution Report & Communication	10 days Written	5 days Written	5 days Written	3 days Written
Liquidated Damages	\$500/day	\$1000/day	\$1000/day	\$2500/outage per day
For unresolved requests, the Supplier shall pay the full amount of liquidated damages starting immediately following the missed action and then every 24 hours until the action is resolved.				

Note:

Respond: To start or schedule the work

First Report: The assessment of the problem

Resolution: The work is complete or the problem resolved, as applicable.

Written: Report of root cause analysis, remediation & processes implemented to prevent future reoccurrence

Repair Ticket: Any State-originated Trouble/Problem/Repair Request typically originated by DTI or other State Agency or School entity, resulting in a supplier-created dispatch or tracking document issued to address the problem.

Major Outage: Any State-originated Trouble/Problem/Repair Request typically originated by DTI or other State Agency or School entity, defined as a Major Outage and/or requiring escalated response times as denoted by the customer (refer to "Type of State Request" chart below) resulting in a supplier-created dispatch or tracking document issued to address the problem. Major Outages are defined by the customer due to the severity of impact and urgency according to the following matrices.

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SEVERITY LEVEL – QUICK REFERENCE CARD

1.	Apply Impact of the dysfunction: e.g., the number of customers affected. Due to the nature of the customer's organization, the hierarchical position of the customer is included in this variable. (Business Process) .
CUSTOMER IMPACT	Description (From DTI ISO Business Impact Analysis)
1	CRITICAL (affects public safety/health) – Loss of this business function threatens the ability for the State to operate. Loss of business function disrupts the security and well-being of the State.
2	SIGNIFICANT (revenue generating) – Loss of this business function significantly reduces the effectiveness of the State's operations. Loss of business function has a negative citizen impact and affects the financial well-being of the State.
3	MODERATE – loss of this business function affects multiple State agencies/school districts and their ability to operate. Loss of business function has a negative citizen impact.
4	LIMITED – loss of this business function is limited to only the person and/or department using the application. Loss of business function has little or no effect on the State's ability to carry on business.
5	MINIMAL – loss of this business function does not have a direct impact on the department's ability to do business.

2.	Apply Urgency: i.e. how severely the customer's work process is affected. This influences the timeframe that is allowed to solve the problem. (How severe is the issue?)
URGENCY	Description
1	Business function is a STANDSTILL .
2	Business function is IMPACTED , with limited ability to circumvent dysfunction. Effectiveness is compromised.
3	LIMITED business impact.
4	NEGLIGIBLE business impact. Dysfunction can be circumvented.
5	NO IMPACT – Work around available. No affect at all.

3.	Apply IMPACT and URGENCY matrix to determine the Severity Level of the Incident.					
Impact		1	2	3	4	5
Urgency	1	1	1	1	2	2
	2	1	2	2	2	3
	3	1	2	3	3	4
	4	2	2	3	4	5
	5	2	3	4	5	5

4.	Notification updates to the client and associated resolution times for each severity level.	
Severity	Notification Updates	Resolution Time
1 CRITICAL	Every ½ hour until resolution	4 hours
2 SIGNIFICANT	Every 1 hour until resolution	12 hours
3 MODERATE	Every 4 hours until resolution	3 days
4 LIMITED	Every two (2) business days until resolution	4 days
5 MINIMAL	Every 2.5 business days until resolution	5 days

IMPACT with URGENCY = SEVERITY
(1 through 5, with 1 being most severe)

Any questions please direct them to DTI_ITC@ITC.state.de.us

For the purposes of liquidated damages, the number of days that the State causes a time delay will be added to the awarded supplier's due date.

Charter and Public School Districts Severity Levels Requirements:

For the purposes of this contract, Public School Districts and Charter Schools shall fall under severity level 2 of customer impact, in the chart above.

It is imperative that K12 user peak, between 7:00 a.m. and 5:00 p.m. local time, meets or exceeds 99.99%

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23. PROJECT MIGRATION PLAN:

Due to the potential transition of services, and moving to next generation, advanced services, Suppliers shall submit a Project Migration Plan, as a part of their response. This plan should be complete and inclusive of all associated charges, both recurring and non-recurring and include a detailed timeline of all steps necessary to install/cutover the requested products and services from the point of receiving a request to the point of advising the State that these services are ready for acceptance by the State. The plan must include survey, engineering, installation, cutover, etc.

Additionally, the plan must include:

- a. how the identification of circuit numbers and end locations will be done;
- b. how the new replacement circuits will be identified;
- c. how end-to-end tests will be conducted and results reported;
- d. how disconnect orders and billing department change notifications will be made.

This plan must be finalized with the State not later than two (2) weeks after receiving final notice of contract approval by the State.

24. PROJECT MANAGEMENT:

Project Management of major/extended implementations by the Supplier may be required. Any terms, costs, limitations, etc., must be fully disclosed.

25. UNIVERSAL SERVICE FUND E-RATE PROGRAM:

1. The FCC empowered the Universal Service Administrative Company (USAC) to administer the E-rate program. A division within USAC known as the Schools and Libraries Division (SLD) now administers the program known as E-rate. Schools and libraries must apply for eligible services, from eligible service providers, every year. The eligible services fall into one of two categories:
Category One: Data Transmission Services and Internet Access, and Voice Services
Category Two: Internal Connections, Managed Internal Broadband Services, and Basic Maintenance of Internal Connections
2. All services and products requested in this RFP will be made available to the identified schools and/or libraries. Proposals must meet all E-rate guidelines for eligible services and products, service providers, and contracts.
 - A provider's failure to prove eligibility for E-rate will eliminate them from consideration for these contracts.
 - A provider's failure to commit to all required participation guidelines will eliminate them from consideration.
3. No price increases may occur during the period of this contract. However, price decreases will be acceptable upon mutual agreement of both parties.
4. Vendor Requirements for participation include certain qualifications to be eligible to provide products/services and receive USAC reimbursement.
 - File an FCC Form 498, Service Provider Information Form
 - Obtain a Service Provider Identification Number (SPIN) through the Form 498

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- File an FCC Form 473, Service Provider Annual Certification (SPAC) on an annual basis
 - File an FCC Form 499
5. Red Light Rule: The FCC shall withhold action on any request for benefits made by any applicant or service provider that is delinquent in its non-tax debts owed to the Commission. USAC shall dismiss any outstanding requests for funding if a service provider (or applicant) has not paid the outstanding debt, or made otherwise satisfactory arrangements, within 30 days of being notified. The result of a Red Light could be that all payments are stopped on all Funding Request Numbers (FRN) and no invoices will be paid.
6. Service Provider Responsibilities:
- Provide as part of the RFP response, the name, phone number, fax number, and e-mail address of the person responsible for E-rate within the Service Provider's company.
 - Provide, as part of the RFP response, the Service Provider's SPIN.
 - Maintain the Service Provider Annual Certification (SPAC) Form.
 - Notify the State in the event the Service Provider has been subjected to the Red Light Rule.
 - Ensure, to the best of the Service Provider's ability, that all services for which E-rate discount is sought are indeed eligible services as described in the current year's Eligible Services List: <http://www.usac.org/sl/applicants/beforeyoubegin/eligible-services-list.aspx>
 - Abide by all E-rate rules, regulations, and limitations as described by FCC, USAC, and SLD. For complete program overview, please visit <http://www.usac.org/sl/>
7. E-Rate Funding: The E-rate funding year starts July 1st and ends June 30th of the following year. SLD generally is unable to issue Funding Commitment Decision Letters (FCDL) before the July 1st start date of the current year. Therefore, service providers will be unable to get USAC reimbursements until sometime later in the year; in some cases even in the last quarter of the calendar year and beyond. Most applicants simply do not have the budgets to pay full, undiscounted prices for services, especially non-recurring services, until the time they get notification of funding approval. Any service provider that is able to offer discounted product or service rates at a rate close to the applicant's projected discount, will receive additional consideration during evaluation. Offerors should detail any and all costs related to USF and E-rate. Information provided should specifically detail the offeror's intent to either absorb all related costs or pass these charges to the applicant
- Failure to detail these costs will prevent the contractor from having the opportunity to pass these charges to the applicant.
 - Offerors will merit higher scores in the evaluation process if they are able to absorb these costs as a part of doing business.
 - Contractors not electing to absorb these costs must provide a price cap on (USF) and (PIC-C) charges to be honored throughout the length of the contract.
 - Offerors must omit any State Tax from their submissions since all Delaware Schools and Public Charters are exempt from paying State Taxes.
 - All respondents will verify their familiarity with Federal and State statutory and regulatory requirements regarding the provision of telecommunications services in accordance with the Universal Service Administrative Company and the Schools & Libraries Division as it relates to the provisions of the E-Rate Program.
 - Service Providers should know about the E-rate invoicing methods. That link is: <http://www.usac.org/sl/service-providers/step05/default.asp>

The FCC has given the invoicing option choice to applicants so this District chooses to use the SPI method of invoicing for Category 2 applications.

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Once the Service Provider sends a discounted invoice, the District will pay it, then the Service Provider completes Form 474 with their paid invoices and receipts. They will be paid in full by E-rate within one to two weeks barring any Invoicing Review by the E-rate auditors.

26. ADA FOR EFFECTIVE COMMUNICATION:

Revised regulations under Titles II and III of the Americans with Disabilities Act affect how public entities (state and local governments) and private businesses must provide effective communication with individuals with disabilities. These regulations, issued by the Department of Justice, took effect March 15, 2011. They require public and private entities to provide appropriate auxiliary aids and services where necessary to make sure that individuals with speech, hearing, and vision disabilities understand what is said or written and can communicate effectively. (ref. §35.104, §35.160, §36.104, §36.303)

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EXHIBIT A
CURRENT LINE CONFIGURATION

STATE AGENCY LINE COUNTS: (updated 12/16/16)

Centrex Lines	6288	
Flat Business Lines	170	
ISDN-PRI	173	
ISDN-BRI	99	
DSL	14	
TLS	371	(120@10Mb; 155@100Mb; 96@1000Mb; 4@10G)
DID Stations	19,497	
800 Numbers	135	
SIP Trunks	2	(1@302-577; 1@302-739 – both with 99 concurrent calls)
SIP Locations	159	with total of 919 assigned concurrent calls
SIP DID Stations	16,592	

STATE AGENCY CENTREX LINES: (updated 12/16/16)

NNX	Quantity	NNX	Quantity	NNX	Quantity
302 226	12	302 451	46	302 764	14
302 227	56	302 453	46	302 798	16
302 238	23	302 577	1064	302 834	51
302 284	28	302 628	71	302 836	105
302 323	151	302 633	82	302 854	92
302 324	27	302 644	22	302 856	697
302 326	89	302 645	48	302 875	59
302 337	46	302 653	138	302 934	53
302 349	12	302 659	196	302 995	193
302 368	148	302 684	10		
302 378	87	302 697	64		
302 398	22	302 732	32		
302 422	140	302 739	1933		
302 424	97	302 761	179		
302 436	18	302 762	27		

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SCHOOL DISTRICT CENTREX LINES:

**Total Number of K-12 Public and Charter School District Centrex Lines
4,236 (more detail shown below)**

<u>Billing Telephone Number Exchange</u>	<u>K-12 School District</u>	<u>Component Account Exchanges</u>	<u>Number of Centrex Lines</u>
302-674	Academy of Dover Charter		7
302-378	Appoquinimink School District		204
302-832	Appoquinimink School District		9
302-189	Brandywine School District	302 475	117
	Brandywine School District	302 479	78
	Brandywine School District	302 762	219
302-697	Caesar Rodney School District		153
302-736	Campus Community Charter School	302-736	7
302-227	Cape Henlopen School District		12
302-645	Cape Henlopen School District		117
302-684	Cape Henlopen School District		40
302 189	Capital School District	302 189	--
	Capital School District	302 492	15
	Capital School District	302 672	273
302-429	Christina School District		177
302-452	Christina School District		8
302-454	Christina School District		552
302 834	Christina School District		15
302 836	Christina School District		7
302-323	Colonial School District		186
302-429	Colonial School District		75
302 834	Colonial School District		65
302-322	DE Academy of Public Safety & Security	302-654	7
302 762	DE College Prep Academy Charter		11
302-846	Delmar School District		48
302-762	Eastside Charter School		9
302 633	Gateway Lab Charter		10
302-436	Indian River School District		72

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302 436	Indian River School District		6
302-537	Indian River School District		13
302 732	Indian River School District		55
302-856	Indian River School District		82
302-934	Indian River School District		81
302-945	Indian River School District		17
302 537	Indian River School District		1
302-284	Lake Forest School District		54
302-335	Lake Forest School District		13
302-398	Lake Forest School District		38
302 398	Lake Forest School District		4
302 292	Las Americas Aspira		11
302-875	Laurel School District		88
302 424	Milford School District		97
302-376	MOT Charter School		10
302 995	NCC Vo-Tech School District		7
302 995	NCC Vo-Tech School District		5
302 576	NCC Vo-Tech School District		4
302 834	NCC Vo-Tech School District		9
302 571	NCC Vo-Tech School District		8
302-369	Newark Charter School		33
302-994	Odyssey Charter		5
302-697	Positive Outcomes	302-697	5
302 762	Prestige Academy		9
302 653	Providence Creek		14
302-654	REACH Academy	302-654	6
302 189	Red Clay School District -- Summary Account		--
	Red Clay School District	302-239	48
	Red Clay School District	302-454	107
	Red Clay School District	302-651	233
	Red Clay School District	302-992	400
302-629	Seaford School District		14
302-629	Seaford School District	302-629	47
302 653	Smyrna School District		94
302-856	Sussex Academy of Arts & Sciences		6
302-856	Sussex Tech		29
302-337	Woodbridge School District		68
302-349	Woodbridge School District		22

STATE OF DELAWARE
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Delaware Division of Libraries data circuit locations (added 12/8/16 bens)

Site Name	Site Address	Site Address 2	Speed
DDL			
Division of Libraries	121 Duke of York St	Dover 19901	1000M
Data Centers			
Dover Data Center	801 Silver Lake Blvd	Dover, 19901	10G
Georgetown Data Center	22215 Dupont Hwy	Georgetown 19947	10G
Sussex County Libraries			
Bridgeville Library	600 S. Cannon St	Bridgeville 19933	100M
Delmar Library	38481 Sussex Hwy	Delmar 19940	100M
Frankford Library	8 Main Street	Frankford, 19945	100M
Georgetown Library	123 West Pine Street	Georgetown, 19947	1000M
Greenwood Library	100 Mill Street	Greenwood, 19950	100M
Laurel Library	101 E 4th St.	Laurel 19956	100M
Lewes Library	111 Adams Ave	Lewes 19958	1000M
Millsboro Library	217 W. State St.	Millsboro 19966	100M
Milton Library	121 Union Street	Milton 19968	100M
Rehoboth Beach Library	226 Rehoboth Avenue	Rehoboth Beach 19971	1000M
Seaford Library	600 N. Market St Ext	Seaford 19973	1000M
Selbyville Library	11 Main St	Selbyville 19975	100M
South Coastal Library	43 Kent Ave	Bethany Beach 19930	1000M
Kent County Libraries			
Dover Library	35 Loockerman Street	Dover, 19901	1000M
Harrington Library	110 E. Center Street	Harrington 19952	100M
Kent County Library	497 South Red Haven Ln	Dover, 19901	100M
Milford Library	11 SE Front Steet	Milford, DE 19963	100M
Smyrna Library	107 South Main Street	Smyrna 19977	100M
New Castle County			
Appoquinimink Library	118 Silver Lake Road	Middletown 19709	100M
Bear Library	101 Governors Place	Bear 19701	1000M
Brandywine Hundred Library	1300 Foulk Rd	Wilmington 19803	1000M
Claymont Library	400 Lenape Way	Claymont 19703	100M
Corbit-Calloway Library	115 High St	Odessa 19730	100M
Delaware City Library	250 Fifth Street	Delaware City 19706	100M
Elsmere Library	30 Spruce st.	Wilmington 19805	100M
Garfield Park Library	26 Karlyn Drive	New Castle 19720	100M
Hockessin Library	1023 Valley Rd	Hockessin 19707	100M
Kirkwood Library	6000 Kirkwood Highway	Wilmington 19808	1000M
Newark Library	750 Library Ave	Newark 19711	1000M
New Castle Library	424 Delaware Street	New Castle 19720	100M
Woodlawn Library	2020 W 9th St	Wilmington 19805	1000M

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Gilliam / Tech Services	77 Reads Way	New Castle 19720	100M
Route 9 library	3022 New Castle Ave,	New Castle 19720	1000M
Wilmington Institute Library	10 E. 10th St	Wilmington, 19801	1000M
Wilmington North Library	3400 N. Market St.	Wilmington, 19802	100M

Exhibit B- Service Location Addresses*

(Updated 122216)

DESCRIPTION	ADDRESS 1	CITY	STATE	POSTAL CODE
Oberle Elementary	1015 Porter Rd	BEAR	DE	19701
Lums Pond Park	1068 HOWELL SCHOOL RD	BEAR	DE	19701
Lums Pond Park	1072 HOWELL SCHOOL RD.	BEAR	DE	19701
Governor Bacon Health Center	138 LAKE ARROWHEAD CIRCLE	BEAR	DE	19701
OLIVE B. LOSS	200 BRENNAN BLVD	BEAR	DE	19701
DE Veteran Memorial Cemetery	2465 Chesapeake City Rd	BEAR	DE	19701
DelDOT Canal District Office & Yards 10 & 23	250 BEAR CHRISTIANA RD	BEAR	DE	19701
Foxrun Corporate Center	2540 WRANGLE HILL RD	BEAR	DE	19701
Eden Technology Center	925 Bear-Corbit Rd	BEAR	DE	19701
Camera Cabinet	Red Lion Rd & Wrangle Hill Rd	BEAR	DE	19701
TRAFFIC CABINET	ROUTE 7	BEAR	DE	19701
Lums Pond Park	ROUTE 71	BEAR	DE	19701
DelDot Communications Hub	SR 1 & SR 40	BEAR	DE	19701
NCAM-104	SR 896 & SR 71, Bear	BEAR	DE	19701
DOT Newark Park & Ride	1 E Chestnut Hill Rd	NEWARK	DE	19702
DSP - TROOP 2	100 LA GRANGE AV	NEWARK	DE	19702
Leasure Elementary	1015 S Church Rd	NEWARK	DE	19702
Brader Elementary	107 Four Seasons Pkwy	NEWARK	DE	19702
PRIVATE RESIDENCE	119 BARTLEY DR	NEWARK	DE	19702
Newark Toll Plaza	1200 Whitaker Rd	NEWARK	DE	19702
Trail Crew Headquarters	121 Smith Mill Rd	NEWARK	Dw	19702
DOL	1301 E DRUMMOND PLAZA	NEWARK	DE	19702
Statewide Autistic	140 Brennan Dr	NEWARK	DE	19702
ROBSCOTT BLDG	153 E CHESTNUT HILL RD	NEWARK	DE	19702
DE Design Lab School	179 Stanton Christina Rd	NEWARK	DE	19702
Christiana High School	190 Salem Church Rd	NEWARK	DE	19702

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Glasgow High School	1901 S College Ave	NEWARK	DE	19702
Labor/200	200 EXECUTIVE DR	NEWARK	DE	19702
Wm B Keene Elementary	200 Lagrange Ave	NEWARK	DE	19702
Newark Senior Center	200 WHITECHAPEL DR	NEWARK	DE	19702
HUDSON SSC	2029 SUNSET LAKE RD	NEWARK	DE	19702
Stockton Building	216 CHAPMAN RD	NEWARK	DE	19702
Newark Municipal Bldg	220 ELKTON RD	NEWARK	DE	19702
DOT NRK MiniHub	220 S Main St	NEWARK	DE	19702
Pencader Corp Center	225 Corporate Blvd	NEWARK	DE	19702
New Castle Conservation District Office	2430 OLD COUNTY RD	NEWARK	DE	19702
Newark Transit Hub	250 E. Delaware Ave	NEWARK	DE	19702
DHSS - UPlaza Oxford	256 Chapman Rd	NEWARK	DE	19702
Hodgson VoTech	2575 Glasgow Ave	NEWARK	DE	19702
Hodgson-Spoke	2575 Summit Bridge Rd	NEWARK	DE	19702
Stockton	261 CHAPMAN RD	NEWARK	DE	19702
Stockton Bldg (DSCYF)	263 Chapman Rd	NEWARK	DE	19702
University Plaza	263 Chapman Rd	NEWARK	DE	19702
DNREC Monitoring Site	340 NEW LONDON RD	NEWARK	DE	19702
Albert Jones Elementary	35 W Main St	NEWARK	DE	19702
DelDOT North District, Area 13 & 14 Yards	39 East Regal Blvd	NEWARK	DE	19702
DTCC Stanton Campus	400 STANTON CHRISTIANA RD	NEWARK	DE	19702
U OF D - PUBLIC SAFETY BLDG	413 ACADEMY ST	NEWARK	DE	19702
TRAFFIC CABINET	414 E CLEVELAND AVE	NEWARK	DE	19702
White Clay Creek	425 WEDGEWOOD RD	NEWARK	DE	19702
Newark Train Station	450 S COLLEGE AVE	NEWARK	DE	19702
HUDSON STATE SERVICE CENTER	501 OGLETOWN RD	NEWARK	DE	19702
Suite 208	56 W MAIN ST	NEWARK	DE	19702
DE School for the Deaf	630 E Chestnut Hill Rd	NEWARK	DE	19702
Deerfield	655 PAPER MILL RD	NEWARK	DE	19702
Ferris, White Building	74 TIVERTON CIRCLE	NEWARK	DE	19702
White Clay Creek Park	750 THOMPSON STATION RD	NEWARK	DE	19702
White Clay Creek Park	76 POLLY DRUMMOND HILL RD	NEWARK	DE	19702
Dayette Mills	904 OLD BALTIMORE PIKE	NEWARK	DE	19702
North District Admin. M & O Building	99 CHAPMAN RD	NEWARK	DE	19702
Traffic Cabinet	BROOKHILL DR	NEWARK	DE	19702
Traffic Cabinet	CAPITOL TRAIL	NEWARK	DE	19702

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AHN 2 (Traffic Cabinet?)	CAPITOL TRAIL	NEWARK	DE	19702
Traffic Cabinet	CHRISTIANA PARKWAY	NEWARK	DE	19702
CHRISTIANA MALL	CHRISTINA MALL RD	NEWARK	DE	19702
TRAFFIC CAMERA Cam015	E MAIN ST	NEWARK	DE	19702
Traffic Camera	ELKTON RD	NEWARK	DE	19702
NCAM-152	Elkton Rd & Apple Rd	NEWARK	DE	19702
SIGNAL CABINET	ELKTON RD.	NEWARK	DE	19702
traffic cabinet	JFK MEMORIAL HWY	NEWARK	DE	19702
traffic cabinet	KIRKWOOD HIGHWAY	NEWARK	DE	19702
Signal Cabinet	New Castle Ave & Municipal Blvd	NEWARK	DE	19702
Traffic Cabinet	PULASKI HWY.	NEWARK	DE	19702
TRAFFIC CABINET	ROUTE 273	NEWARK	DE	19702
weather station	Rt 896 & Rt 40	NEWARK	DE	19702
TRAFFIC SIGNAL CABINET	S. COLLEGE AVE.	NEWARK	DE	19702
	STANTON OGLETOWN RD	NEWARK	DE	19702
Traffic Signal	W. Main St & Hillside Rd	NEWARK	DE	19702
Maple Lane Elementary	100 Maple Lane	CLAYMONT	DE	19703
Claymont Train Station	101 MARION AVE	CLAYMONT	DE	19703
JP Court 15	130 Hickman Rd	CLAYMONT	DE	19703
Claymont State Service Center	3301 GREEN ST.	CLAYMONT	DE	19703
DOT NCAM 066	3310 Philadelphia Pike	CLAYMONT	DE	19703
Claymont Elem/Education Campus	3401 Green St	CLAYMONT	DE	19703
NCAM 132	3596 Wrangle Hill Rd	CLAYMONT	DE	19703
Darley Elementary	500 Darley Rd	CLAYMONT	DE	19703
NCAM-067	I-495 & Yale Rd.	CLAYMONT	DE	19703
NCAM-066	Philly Pike & Gov Printz Blvd	CLAYMONT	DE	19703
Robinson House	1 NAAMANS RD.	CLAYTON	DE	19703
Waters Residence	208 Clayton Ave	CLAYTON	DE	19703
???	30 HICKMAN RD.	CLAYTON	DE	19703
Claymont State Service Center	3301 GREEN ST	CLAYTON	DE	19703
CLAYTON PD	414 MAIN ST.	CLAYTON	DE	19703
TRAFFIC CAMERA	PHILADELPHIA PIKE	CLAYTON	DE	19703
800 MHz Site	Philadelphia Pike	CLAYTON	DE	19703
Claymont 800 MHz Site	Philadelphia Pike	CLAYTON	DE	19703
	ROUTE 95	CLAYTON	DE	19703
GOVERNOR BACON HEALTH CENTER	1 WILMINGTON AVE	DELAWARE CITY	DE	19706
Fort Delaware Park	100 OLD REEDY POINT BRIDGE RD	DELAWARE CITY	DE	19706

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Grassdale Office	108 OLD REEDY POINT BRIDGE RD.	DELAWARE CITY	DE	19706
Governor Bacon Health center	2 5TH ST.	DELAWARE CITY	DE	19706
Gov Bacon Health Center	28 Kent Ave	DELAWARE CITY	DE	19706
DHSS - Governor Bacon	284 Kent Ave	DELAWARE CITY	DE	19706
Delaware City Police Dept.	407 CLINTON ST.	DELAWARE CITY	DE	19706
DELAWARE CITY PD	45 CLINTON ST	DELAWARE CITY	DE	19706
DNREC	Wilmington & Sussex Ave.	DELAWARE CITY	DE	19706
BLDG WEATHR CABINET 4	@ LIMESTONE RD,	HOCKESSIN	DE	19707
North Star Elementary	1340 Little Baltimore Rd	HOCKESSIN	DE	19707
William Cooke Elementary	2025 Graves Rd	HOCKESSIN	DE	19707
Auburn Heights Preserve	3000 Creek Rd	HOCKESSIN	DE	19707
DSP	318 Lantana Dr	HOCKESSIN	DE	19707
DelDOT NCAM 015	5708 Limestone Rd	HOCKESSIN	DE	19707
Pike Creek	5926 Limestone Rd	HOCKESSIN	DE	19707
Trailer	6525 LANCASTER KIKE	HOCKESSIN	DE	19707
Traffic Signal	7250 Lancaster Pike	HOCKESSIN	DE	19707
H B Dupont Middle School	735 Meeting House Rd	HOCKESSIN	DE	19707
Hockessin	7645 LANCASTER PIKE	HOCKESSIN	DE	19707
DOT NCAM149	DOT NCAM 149	HOCKESSIN	DE	19707
Traffic Camera	SW Corner SR7 and Valley Rd	HOCKESSIN	DE	19707
DelDot	1017 Jamison Corner Rd	MIDDLETOWN	DE	19709
Appoquinimink High School	1080 Bunker Hill Rd	MIDDLETOWN	DE	19709
MOT Charter School	1156 Levels Rd	MIDDLETOWN	DE	19709
Appoquinimick State Service Center	120 SILVERLAKE RD	MIDDLETOWN	DE	19709
Cedar Lane Elementary	1259 Cedar Lane Rd	MIDDLETOWN	DE	19709
MOT Charter School	1275 Cedar Lane Rd	MIDDLETOWN	DE	19709
DOT Cam121 301 Weigh Station	1280 Middletown Warwicki Rd	MIDDLETOWN	DE	19709
SILVER LAKE ELEMENTARY	200 E COCHRAN ST	MIDDLETOWN	DE	19709
Redding Middle School	201 New St	MIDDLETOWN	DE	19709
Biddles Toll Plaza	2111 DUPONT PKWAY	MIDDLETOWN	DE	19709
Community Health	214 N. BROAD ST.	MIDDLETOWN	DE	19709
Central Office	216 N BROAD ST	MIDDLETOWN	DE	19709
BRICK MILL ELEMENTARY	378 BRICK MILL RD	MIDDLETOWN	DE	19709
Public Service Commission	380 PORT PENN RD.	MIDDLETOWN	DE	19709
NCAM 022	3821 Dupont Pkwy	MIDDLETOWN	DE	19709

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DSP AVIATION	4 TROOPERS WAY	MIDDLETOWN	DE	19709
DE STATE HOUSING AUTHORITY - MAINT SHOP	400 N BROAD ST	MIDDLETOWN	DE	19709
DelDOT Summit Bridge Public Works	4914 Summit Bridge Rd	MIDDLETOWN	DE	19709
DSCYF Middletown office	493 E. MAIN ST	MIDDLETOWN	DE	19709
Middletown RTC	495 E MAIN ST	MIDDLETOWN	DE	19709
Everett Meredith Middle School	504 S Broad St	MIDDLETOWN	DE	19709
DelDOT Area 9 - Middletown Yard	5369 Summit Bridge Rd	MIDDLETOWN	DE	19709
St. Georges Tech	555 Hyetts Corner Rd	MIDDLETOWN	DE	19709
Middletown High School	560 Middletown-Odessa Rd	MIDDLETOWN	DE	19709
New Castle County PD	605 N BROAD ST	MIDDLETOWN	DE	19709
Middletown Walmart	705 Middletown Warwick Rd	MIDDLETOWN	De	19709
JP Court 9	757 N. Broad St	MIDDLETOWN	DE	19709
DelDOT Odessa Yard - Area 22	785 MIDDLETOWN ODESSA RD.	MIDDLETOWN	DE	19709
TRAFFIC CABINET	DUPONT PKWY	MIDDLETOWN	DE	19709
TRAFFIC CABINET	HYETTS CORNER RD	MIDDLETOWN	DE	19709
C&D canal bridge	LOREWOOD GROVE RD	MIDDLETOWN	DE	19709
WEATHERSTATION BOX	LOREWOOD GROVE RD	MIDDLETOWN	DE	19709
Traffic Cabinet	Middletown Warwick Rd	MIDDLETOWN	DE	19709
TRAFFIC CABINET	POLE BRIDGE RD	MIDDLETOWN	DE	19709
TRAFFIC CABINET	POLE BRIDGE RD	MIDDLETOWN	DE	19709
TRAFFIC CABINET	RT 13	MIDDLETOWN	DE	19709
traffic cabinet	RT 896	MIDDLETOWN	DE	19709
NCAM-100	SUMMIT BRIDGE RD & BOYDS CORNER RD	MIDDLETOWN	DE	19709
Traffic Camera	US 301 & Bunker Hill Rd	MIDDLETOWN	DE	19709
Traffic Signal Box	WARWICK RD	MIDDLETOWN	DE	19709
Marshall Elementary	101 Barrett Run Dr	NEWARK	DE	19711
DOT NCAM 139	1105 Elkton Rd	NEWARK	DE	19711
Incorporators Ltd.	12 Timber Creek Lane	NEWARK	DE	19711
E.J. Wilson Elementary	14 Forge Rd	NEWARK	DE	19711
DelOne Newark	141 E Main St	NEWARK	DE	19711
Shue-Medill Middle School	1500 Capitol Trail	NEWARK	DE	19711
West Park Place Elementary	193 W Park Place	NEWARK	DE	19711
Newark Charter HS	200 McIntire Dr	NEWARK	DE	19711
Newark Charter School	2001 Patriot Way	NEWARK	DE	19711
DOT NCAM 072	201 Suburban Dr	NEWARK	DE	19711
Downes Elementary	220 Casho Mill Rd	NEWARK	DE	19711
DELJIS - Newark PD	220 Elkton Rd	NEWARK	DE	19711

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BIE ALLIANCE	226 W. Park Place	NEWARK	DE	19711
McClary Elementary	300 St Regis Dr	NEWARK	DE	19711
Las Americas Aspira Charter	326 Ruthar Dr	NEWARK	DE	19711
Gauger-Cobbs Middle School	50 Gender Rd	NEWARK	DE	19711
Hudson State Service Center	501 Ogletown Rd	NEWARK	DE	19711
Forest Oak Elementary	55 S Meadowood Dr	NEWARK	DE	19711
DOC NCAAM 071	631 S College Ave	NEWARK	DE	19711
Newark High School	750 E, Delaware Ave	NEWARK	DE	19711
NCAM-072	DE 2 & DE 4 / Elkton Rd.	NEWARK	DE	19711
DOT NCAM 070	E Main St & College Ave	NEWARK	DE	19711
Traffic Cabinet	Elkton Rd & Otts Chapel Rd	NEWARK	DE	19711
NCAM-071	SR 896 & DE 4	NEWARK	DE	19711
Robscott Bldg	153 E Chestnut Hill Rd	NEWARK	DE	19713
NCC Learning Center	30 Blue Hen Dr	NEWARK	DE	19713
DelDOT North District, Area 13 & 14 Yards	39 East Regal Blvd	NEWARK	DE	19713
Brookside Elementary	800 Marrows Rd	NEWARK	DE	19713
Gallagher Elementary	800 N Brownleaf Rd	NEWARK	DE	19713
McVey Elementary	908 Janice Dr	NEWARK	DE	19713
CCTV Cabinet	SR896 & SR4	NEWARK	DE	19713
DART Mid County	1423 S. Dupont Hwy	NEW CASTLE	DE	19720
DPL pole 46644/40036	@ RT 13	NEW CASTLE	DE	19720
TERRY CENTER	10 CENTRAL AVE	NEW CASTLE	DE	19720
Sheriff's House (Museum)	10 MARKET ST	NEW CASTLE	DE	19720
NATIONAL GUARD	100 FIRST REGIMENT RD	NEW CASTLE	DE	19720
Carrie Downie Elementary	1100 Delaware St	NEW CASTLE	DE	19720
Family Foundations Academy- Elem	1101 Delaware St	NEW CASTLE	DE	19720
Delaware Solid Waste Authority	1101 LAMBSON LN	NEW CASTLE	DE	19720
Walmart ATM	117 Wilton Blvd	NEW CASTLE	DE	19720
USPFO	1197 River Rd	NEW CASTLE	DE	19720
Colwyck Elementary	12 Landers Lane	NEW CASTLE	DE	19720
DEMA	12 PENNS WAY	NEW CASTLE	DE	19720
Ommelanden Range	1205 RIVER RD	NEW CASTLE	DE	19720
New Castle City Police	1306 WASHINGTON ST.	NEW CASTLE	DE	19720
Dart - Mid-County	1423 S DupontHwy	NEW CASTLE	DE	19720
NEW CASTLE POST OFFICE	147 QUIGLEY BLVD	NEW CASTLE	DE	19720
DMV	151 Airport Rd	NEW CASTLE	DE	19720
PLEASANTVILLE ELEMENTARY	16 PLEASANT PLACE	NEW CASTLE	DE	19720
Colonial School District	161 AIRPORT RD	NEW CASTLE	DE	19720

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Colonial SC Tech Ctr	168 S Dupont Hwy	NEW CASTLE	DE	19720
Family Foundations Elementary	170 Lukens Dr	NEW CASTLE	DE	19720
Rose Hill Comm Ctr	19 LAMBSON LANE	NEW CASTLE	DE	19720
DHSS CAMPUS	1901 N DuPont Hwy	NEW CASTLE	DE	19720
JP Court 11	2 Penn's Way	NEW CASTLE	DE	19720
Wilmington Manor Elementary	200 E Roosevelt Ave	NEW CASTLE	DE	19720
Elections Warehouse	200 Lisa Dr	NEW CASTLE	DE	19720
Museums -New Castle Court House	209 DELAWARE ST	NEW CASTLE	DE	19720
DMV Delaware City	2101 Mid County Dr	NEW CASTLE	DE	19720
Delaware River Bay Authority Admin Bldg	2162 NEW CASTLE AVE	NEW CASTLE	DE	19720
McCullough Elementary	22 Chase Ave	NEW CASTLE	DE	19720
Elections	220 Lisa Dr	NEW CASTLE	DE	19720
DMV Wilmington	2230 Hessler Blvd	NEW CASTLE	DE	19720
	23 SOUTHGATE BLVD	NEW CASTLE	DE	19720
New Castle Fire Marshal-Spoke	2307 MacArthur Rd	NEW CASTLE	DE	19720
Fire Marshall	2311 MacArthur Dr	NEW CASTLE	DE	19720
FIRE PREVENTION COMMISSION	2311 MCARTHUR DR	NEW CASTLE	DE	19720
DE Alliance Federal Credit Union	2320 N. DUPONT HWY	NEW CASTLE	DE	19720
National Guard HQ	250 Airport Rd	NEW CASTLE	DE	19720
NCC Hodgson Votech	2575 GLASGOW AVE.	NEW CASTLE	DE	19720
RESIDENCE - REP TERRY SPENCE	26 FREEPORT RD	NEW CASTLE	DE	19720
New Castle Probation & Parole	26 PARKWAY CIRCLE	NEW CASTLE	DE	19720
Eisenberg Elementary	27 Landers Ln	NEW CASTLE	DE	19720
Community Plaza	287 CHRISTIANA RD	NEW CASTLE	DE	19720
McCullough Elementary	29 Chase Ave	NEW CASTLE	DE	19720
New Castle Court House Museum	30 MARKET ST	NEW CASTLE	DE	19720
Wilmington PD	300 N. WALNUT ST.	NEW CASTLE	DE	19720
Northern New Castle Probation & Parole	314 CHERRY LANE	NEW CASTLE	DE	19720
George Read Middle School	314 E Basin Rd	NEW CASTLE	DE	19720
Colonial Admin	318 E Basin Rd	NEW CASTLE	DE	19720
Revenue	36 READS WAY	NEW CASTLE	DE	19720
DSP Recom	3601 N Dupont Hwy	NEW CASTLE	DE	19720
DNREC - Lukens Dr	391 Lukens Dr	NEW CASTLE	DE	19720
Wilbur elementary	4050 Wrangle Hill Rd	NEW CASTLE	DE	19720
DNREC FW Gov Bacon-Spoke	470 Wilmington Ave	NEW CASTLE	DE	19720
DeLaWarr SSC	500 ROGERS RD	NEW CASTLE	DE	19720
Castle Hills Elementary	502 Moores Lane	NEW CASTLE	DE	19720

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	504 LAMBSON LN.	NEW CASTLE	DE	19720
DOL Corporate Commons	56 Reads Way	NEW CASTLE	DE	19720
Colonial School District Transportation	61 Airport Rd	NEW CASTLE	DE	19720
DOC - Hazel D Plant	620 Baylor Blvd	NEW CASTLE	DE	19720
Buena Vista	659 S Dupont Hwy	NEW CASTLE	DE	19720
Baylor Womens Correctional Inst.	660 BAYLOR BLVD.	NEW CASTLE	DE	19720
Buena Vista Mansion & Greenhouse	661 S DUPONT HWY	NEW CASTLE	DE	19720
Head Start	701 E BASIN RD	NEW CASTLE	DE	19720
William Penn High School	713 E Basin Rd	NEW CASTLE	DE	19720
Grantham Lane Office	715 GRANTHAM LN	NEW CASTLE	DE	19720
McCrone House	751 S DUPONT HWY	NEW CASTLE	DE	19720
Southern Elementary	795 Cox Neck Rd	NEW CASTLE	DE	19720
DeOne	80 Christiana Rd	NEW CASTLE	DE	19720
Gunning Bedford Middle School	801 Cox Neck Rd	NEW CASTLE	DE	19720
Del Academy of Public Safety	801 N Dupont Hwy	NEW CASTLE	DE	19720
Community Mental Health Center	809 WASHINGTON ST.	NEW CASTLE	DE	19720
NEW CASTLE PD	820 WILMINGTON RD	NEW CASTLE	DE	19720
Churchman's Corporate Center	84 CHRISTIANA RD	NEW CASTLE	DE	19720
New Castle Middle School	900 Delaware St	NEW CASTLE	DE	19720
Private Residence - Whitlock	900 WASHINGTON ST	NEW CASTLE	DE	19720
Vocational Rehab	908 CHURCHMANS RD EXT	NEW CASTLE	DE	19720
JIC	92 Reads Way	NEW CASTLE	DE	19720
Creek Wood Office Center	920 W. BASIN RD	NEW CASTLE	DE	19720
New DTCC Location	97 Christiana Rd	NEW CASTLE	DE	19720
O.S.C.C.E. Offices	97 PARKWAY CIRCLE	NEW CASTLE	DE	19720
DPL pole #48353 over 41517, DST pole # 15A5 over 215	CROSS AVE	NEW CASTLE	DE	19720
CT BLDG	CT BLDG - DHSS CAMPUS	NEW CASTLE	DE	19720
Pole VZ41 48133/42048	N DUPONT HWY	NEW CASTLE	DE	19720
TRAFFIC SIGNAL	New Casstle Ave & West Ave	NEW CASTLE	DE	19720
TRAFFIC SIGNAL	New Castle Ave & Cherry St	NEW CASTLE	DE	19720
Traffic Cabinet	New Castle Ave & North St	NEW CASTLE	DE	19720
TRAFFIC SIGNAL	NEW CASTLE AVE & TERMINAL AVE	NEW CASTLE	DE	19720
TRAFFIC CABINET	ROSE LANE	NEW CASTLE	DE	19720
DPL pole 46644 over 40036	S Dupont Hwy, AHN 1	NEW CASTLE	DE	19720
NCAM-096	Tybouts Corner, Rt 13 & Hamburg Rd	NEW CASTLE	DE	19720

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Appoquinimink Admin Training Ctr	118 S 6th St	ODESSA	DE	19730
TROOP 9	414 E. MAIN ST	ODESSA	DE	19730
Fort Delaware Park	1 W. MARKET ST	PORT PENN	DE	19731
Augustine Wildlife Building	303 N CONGRESS ST.	PORT PENN	DE	19731
Fort Delaware Park	E MARKET ST.	PORT PENN	DE	19731
TRAFFIC CABINET	ROUTE 9	PORT PENN	DE	19731
weather station cabinet	@ PINE TREE RD,	TOWNSEND	DE	19734
Townsend Elementary	126 Main St	TOWNSEND	DE	19734
DELAWARE SOLID WASTE AUTHORITY	224 WIGGINS MILL RD	TOWNSEND	DE	19734
DSP WEIGH STATION	4580 DUPONT PKWY	TOWNSEND	DE	19734
DSP SCALE HOUSE	4580 N. DUPONT HWY	TOWNSEND	DE	19734
Construction Trailer	5023 DUPONT PKWY	TOWNSEND	DE	19734
DelDOT Area 9 - Middletown Yard	5369 Summit Bridge Rd	TOWNSEND	DE	19734
Old State Elementary	580 Tony Marchio Dr	TOWNSEND	DE	19734
Blackbird Creek Reserve	802 BLACKBIRD LANDING RD	TOWNSEND	DE	19734
Cedar Swamp Deer Check Station	Collins Beach Rd	TOWNSEND	DE	19734
TRAFFIC CABINET	DUPONT PKWY	TOWNSEND	DE	19734
DST pole 47910 over 30376	FLEMINGS LANDING RD	TOWNSEND	DE	19734
pole# 45378/31445 - TRAFFIC SIGNAL	HARRIS RD	TOWNSEND	DE	19734
pole# 45187/30389 - TRAFFIC SIGNAL	NEW DISCOVERY RD	TOWNSEND	DE	19734
Signal Cabinet	PINE TREE RD	TOWNSEND	DE	19734
NCAM-022	Rt 13 & Pinetree Rd	TOWNSEND	DE	19734
TRAFFIC CABINET	Rt 301	TOWNSEND	DE	19734
Port of Wilmington	1 Hausel Rd	WILMINGTON	DE	19801
Circuit Drop - Richard, Layton, & Finger	1 Rodney Square - 10th Fl.	WILMINGTON	DE	19801
DART BLDG	1 S. MONROE ST.	WILMINGTON	DE	19801
DART	100 S. French St	WILMINGTON	DE	19801
First State Montessori Charter School	1000 N French St	WILMINGTON	DE	19801
Dupont Bldg	1007 N MARKET ST	WILMINGTON	DE	19801
Insurance - Nemours Bldg	1007 N Orange St	WILMINGTON	DE	19801
DART Bldg	101 BEECH ST	WILMINGTON	DE	19801
Dugan Bridge House over Christiana River	102 S. WALNUT ST.	WILMINGTON	DE	19801
Herrmann Court	1020 N. KING ST.	WILMINGTON	DE	19801
Wilmington Public Library	10th & Market Sts	WILMINGTON	DE	19801
Traffic Managment Center	10TH ST	WILMINGTON	DE	19801

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Wilmington Parking Garage	110 S French St	WILMINGTON	DE	19801
Multi-Drop Circuit - Wilmington Trust St Services	1105 N. Market St	WILMINGTON	DE	19801
Community Education Bldg	1200 N French St	WILMINGTON	DE	19801
Stubbs Elementary	1200 N Pine	WILMINGTON	DE	19801
Chase Manhattan Centre	1201 N MARKET ST	WILMINGTON	DE	19801
CT Corp	1209 Orange St	WILMINGTON	DE	19801
Elbert-Palmer Elementary	1210 Lobdell St	WILMINGTON	DE	19801
DSU Academic Dean	1300 CLIFFORD BROWN WK.	WILMINGTON	DE	19801
Howard R Young Correctional Institution	1301 East 12th Street	WILMINGTON	DE	19802
Office of Forensic Science	200 Adams St	WILMINGTON	DE	19801
Amtrak Police Dept	200 E. FRONT ST	WILMINGTON	DE	19801
Bayard Elementary	200 S Dupont St	WILMINGTON	DE	19801
Wilmington Train Station	200 S French St	WILMINGTON	DE	19801
Supreme Court	200 W. 9TH ST.	WILMINGTON	DE	19801
Friere Charter School	201 W 14th St	WILMINGTON	DE	19801
B&M Meats	21 Commrece St	WILMINGTON	DE	19801
DVI Material Center	300 Cornell Dr	WILMINGTON	DE	19801
Wilmington Police Dept	300 N Walnut St	WILMINGTON	DE	19801
Division for the Visually Impaired	305 W. 8TH ST	WILMINGTON	DE	19801
Elwyn	321 E. 11TH ST.	WILMINGTON	DE	19801
DTCC Wilmington Campus	300 N. Orange St.	WILMINGTON	DE	19801
DART	400 S Madison St	WILMINGTON	DE	19801
Howard High Votech	401 E 12th St	WILMINGTON	DE	19801
Martin Luther King Monitoring Station	404 MARTIN LUTHER KING BLVD.	WILMINGTON	DE	19801
Supreme Court	405 N King St	WILMINGTON	DE	19801
NCC Courthouse	500 N King St	WILMINGTON	DE	19801
NCC COURT HOUSE	501 N KING ST	WILMINGTON	DE	19801
Christiana Care Health System	501 W 14TH ST	WILMINGTON	DE	19801
Porter State Service Center	509 W 8th St	WILMINGTON	DE	19801
Port of Wilmington	51 HAUSEL RD	WILMINGTON	DE	19801
Drew Admin	600 N LOMBARD ST	WILMINGTON	DE	19801
DART 3 Paratransit Maint.	600 W 2ND ST	WILMINGTON	DE	19801
DSU - Wilmington Campus	621 N. MARKET ST.	WILMINGTON	DE	19801
Bancroft Elementary	701 N Lombard St	WILMINGTON	DE	19801
First Federal Plaza	702 N KING ST.	WILMINGTON	DE	19801
First Federal Plaza	704 N KING ST	WILMINGTON	DE	19801
Insurance Commissioner	710 N. KING ST.	WILMINGTON	DE	19801
DART - Mall Ticket Booth	718 N. MARKET ST.	WILMINGTON	DE	19801
Winchester Bridge	800 E. 4TH ST.	WILMINGTON	DE	19801

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???	800 E. 7TH ST.	WILMINGTON	DE	19801
New Castle County Building	800 FRENCH ST.	WILMINGTON	DE	19801
Multi-Drop Circuit	802 West St	WILMINGTON	DE	19801
DART	806 N Market St	WILMINGTON	DE	19801
Carvel Bldg	820 N French St	WILMINGTON	DE	19801
DEL-ONE	824 N. MARKET ST	WILMINGTON	DE	19801
US DISTRICT COURT	844 N KING ST	WILMINGTON	DE	19801
Family Court	900 N. KING ST.	WILMINGTON	DE	19801
DelOne	901 N Market St	WILMINGTON	DE	19801
Child Advocate	913 N MARKET ST	WILMINGTON	DE	19801
DE MET Charter	920 N French	WILMINGTON	DE	19801
Traffic Camera	9th St & N. Adams St.	WILMINGTON	DE	19801
TRAFFIC CABINET	AHN 1, N MARKET ST	WILMINGTON	DE	19801
Radio Transmission Tower	C STREET	WILMINGTON	DE	19801
DelDot - C Street	1 C Street	WILMINGTON	DE	19802
BRANDYWINE ZOO	1001 N. PARK DR.	WILMINGTON	DE	19802
JP Court 13	1010 Concord Ave	WILMINGTON	DE	19802
Bellevue State Park	1021 W. 18TH ST.	WILMINGTON	DE	19802
Prestige Academy	1121 Thatcher St	WILMINGTON	DE	19802
DSCYF	1400 TODDS LN.	WILMINGTON	DE	19802
Brandywine Dist Transportation	1409 Eastlawn Ave	WILMINGTON	DE	19802
Northeast State Ser Ctr	1600 JESSUP ST	WILMINGTON	DE	19802
Wilmington Prob & Parole	1601 N. PINE ST.	WILMINGTON	DE	19802
DSAMH - Treatment Access Center,	1602 JESSUP ST	WILMINGTON	DE	19802
Northeast SSC	1624 JESSUP ST	WILMINGTON	DE	19802
CHERRY ISLAND LANDFILL	1706 E. 12TH ST.	WILMINGTON	DE	19802
DTC	2 N. MONROE ST.	WILMINGTON	DE	19802
Thomas Edison Charter School	2200 N Locust St	WILMINGTON	DE	19802
East Side Charter School	3000 N Claymont St	WILMINGTON	DE	19802
New Plummer Cntr Bldg	3202 N Market St	WILMINGTON	DE	19802
NORTH WILMINGTON BRANCH	3400 N. Market St	WILMINGTON	DE	19802
DAVID HARLAN ELEMENTARY	3601 JEFFERSON ST	WILMINGTON	DE	19802
Plummer Community Corrections Ctr	38 TODDS LANE	WILMINGTON	DE	19802
???	400 W. MATSON RUN PARKWAY	WILMINGTON	DE	19802
Fox Valley	4301 N MARKET ST	WILMINGTON	DE	19802
Fox Valley	4425 N Market St	WILMINGTON	DE	19802
DE College Prep Academy	510 W. 28th St	WILMINGTON	DE	19802
P.S. Dupont Middle School	601 W 24th St	WILMINGTON	DE	19802
Warner Elementary	727 W 18th St	WILMINGTON	DE	19802

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16th & Thatcher	910 E. 16TH ST	WILMINGTON	DE	19802
NCAM-063	Philly Pike & 12th St.	WILMINGTON	DE	19802
Brandywine Zoo	1001 N Park Dr	WILMINGTON	DE	19803
Day Camp Bldg	12 Adams Dam Rd	WILMINGTON	DE	19803
NCAM 063	1201 Northeast Blvd	WILMINGTON	DE	19803
DeIDOT Area 12 - Talley Yard	1300 Talley Rd	WILMINGTON	DE	19803
construction trailer	1301 Carruthers Lane	WILMINGTON	DE	19803
DeIDot	1320 TALLEY RD	WILMINGTON	DE	19803
Brandywine High Schho	1400 Foulk Rd	WILMINGTON	DE	19803
Out Building	1601 ROCKLAND RD.	WILMINGTON	DE	19803
DeIDOT NCAM 054	1706 E 12 St	WILMINGTON	DE	19803
DOT NCAM 051	1801 Foulk Rd	WILMINGTON	DE	19803
WILMINGTON PARKS	1910 ROCKLAND RD	WILMINGTON	DE	19803
Blue Ball Barn	1914 W PARK DR	WILMINGTON	DE	19803
Springer Middle School	2220 Shipley Rd	WILMINGTON	DE	19803
Brandywood Elementary	2523 Berwyn Rd	WILMINGTON	DE	19803
James Ford Memorial Troop 1A	3001 BRANDYWINE PKWY	WILMINGTON	DE	19803
Brandywine Operations Center	4 Mount Lebanon Rd	WILMINGTON	DE	19803
LOMBARDY ELEMENTARY	412 FOULK RD	WILMINGTON	DE	19803
???	4701 THOMPSON BRIDGE RD.	WILMINGTON	DE	19803
CARRCROFT ELEMENTARY	503 CREST RD	WILMINGTON	DE	19803
DOT NCAM 064	601 Philadelphia Pike	WILMINGTON	DE	19803
DeIDOT NCAM 138	900 N Adams St	WILMINGTON	DE	19803
NEWPORT PD	15 N AUGUSTINE ST	NEWPORT	DE	19804
NEWPORT TOWN OFFICES	226 N JAMES ST	NEWPORT	DE	19804
Suite 203	240 N. JAMES ST.	NEWPORT	DE	19804
DELDOT - Newport Yard Area 23	415 WASHINGTON AVE	NEWPORT	DE	19804
Delaware Park	777 DELAWARE PARK BLVD	STANTON	DE	19804
DART	101 S Maryland Ave	WILMINGTON	DE	19804
Richey Elementary	105 E Highland Ave	WILMINGTON	DE	19804
Delaware Military Academy	112 Middleboro Rd	WILMINGTON	DE	19804
DeICastle NCC VoTech	1417 Newport Rd	WILMINGTON	DE	19804
Frank Stern Readiness Center	1420 Newport Gap Rd	WILMINGTON	DE	19804
Ashley Mansion	15 Ashley Place	WILMINGTON	DE	19804
Richardson Park Elementary	16 Idella Ave	WILMINGTON	DE	19804
Stanton Middle School	1800 Limestone Rd	WILMINGTON	DE	19804
Conrad School of Science	201 Jackson Ave	WILMINGTON	DE	19804
Shorlidge Elementary	201 W 18th St	WILMINGTON	DE	19804
Belvedere SSC	310 Kiamensi Rd	WILMINGTON	DE	19804

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Fishing Company	434 E Ayre St	WILMINGTON	DE	19804
DelDOT Area 11 - Kiamensi Yard	815 Stanton Rd	WILMINGTON	DE	19804
DART Bldg	1 S Monroe St	WILMINGTON	DE	19805
Elsmere Town Hall	11 POPLAR AVE	WILMINGTON	DE	19805
Parking Garage	110 French St.	WILMINGTON	DE	19805
DTC	119 Lower Beech St	WILMINGTON	DE	19805
Pulaski Elementary	1300 Cedar St	WILMINGTON	DE	19805
Baltz Elementary	1500 Spruce Ave	WILMINGTON	DE	19805
4th Street Office	1715 W. 4TH ST.	WILMINGTON	DE	19805
Joseph H. Douglas Kindergarten	1800 PROSPECT RD.	WILMINGTON	DE	19805
DSCYF Admin Bldg	1825 FAULKLAND RD.	WILMINGTON	DE	19805
Canby Shopping Park	1904 MARYLAND AVE	WILMINGTON	DE	19805
Canby Park	1928 Maryland Ave	WILMINGTON	DE	19805
Bayard Elementary	200 S Dupont St	WILMINGTON	DE	19805
B&M Meats	2201 W 7TH ST	WILMINGTON	DE	19805
LA BIBLIOTECA DEL PUEBLO	403 N. VanBuren St	WILMINGTON	DE	19805
Odyssey Charter School	4319 Lancaster Pike	WILMINGTON	DE	19805
Odyssey Charter Bldg 23-Spoke	4321 Lancaster Pike	WILMINGTON	DE	19805
Academia Antonio Alonso	4403 Lancaster Pike, Bldg 26	WILMINGTON	DE	19805
Barley Mill	4417 Lancaster Pike	WILMINGTON	DE	19805
DELUXE MEAT COMPANY	507 N LINCOLN ST	WILMINGTON	DE	19805
Westend Neighborhood House	710 N. Lincoln St.	WILMINGTON	DE	19805
DSAMH Treatment Access Center	801 S Harrison St	WILMINGTON	DE	19805
New Castle County Detention Center	963 CENTRE RD.	WILMINGTON	DE	19805
William Lewis Elementary	99 N Van Buren St	WILMINGTON	DE	19805
Highlands Elementary	2100 Gilpin Ave	WILMINGTON	DE	19806
Shortlidge Elementary	2501 W 18th St	WILMINGTON	DE	19806
Heritage Elementary	2815 Highlands Ave	WILMINGTON	DE	19806
William Lewis Elementary	999 N Van Buren St	WILMINGTON	DE	19806
Cab Callaway School	100 N Dupont Rd	WILMINGTON	DE	19807
Circuit Drop	2959 Barley Mill Rd	WILMINGTON	DE	19807
A.I. Dupont Middle School	3130 Kennett Pike	WILMINGTON	DE	19807
Park Office	36 ADAMS DAM RD	WILMINGTON	DE	19807
Powder Mill Square	3834 KENNETT PIKE	WILMINGTON	DE	19807
Brandywine Creek Park	39 Adams Dam Rd	WILMINGTON	DE	19807
???	3907 HEATHER DR	WILMINGTON	DE	19807
A.I. Dupont High School	50 Hillside Rd	WILMINGTON	DE	19807
Wilmington Walmart	1251 Centerville Rd	WILMINGTON	DE	19808
Marshallton VoTech	1703 School Ln	WILMINGTON	DE	19808

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Dickinson HS	1801 Milltown Rd	WILMINGTON	DE	19808
DSCYF Ferris/Admin	1825 Faulkland Rd	WILMINGTON	DE	19808
SIGNAL CABINET	2007 NEWPORT GAP PIKE	WILMINGTON	DE	19808
Community Health	2055 LIMESTONE RD	WILMINGTON	DE	19808
JP Court 10	210 Greenbank Rd	WILMINGTON	DE	19808
Marbrook Elementary	2101 Centerville Rd	WILMINGTON	DE	19808
Anna Mote Elementary	2110 Edwards Ave	WILMINGTON	DE	19808
Gateway Lab Charter School	2501 Centerville Rd	WILMINGTON	DE	19808
Skyline Elementary	2900 Skyline Dr	WILMINGTON	DE	19808
Brandywine Springs Elem	2916 Duncan Rd	WILMINGTON	DE	19808
Emily Bissel Hospital	3000 Newport Gap Pike	WILMINGTON	DE	19808
McKean HS	301 McKennans Church Rd	WILMINGTON	DE	19808
DSP TROOP 6	3301 KIRKWOOD HWY	WILMINGTON	DE	19808
Linden Hill Elementary	3415 Skyline Dr	WILMINGTON	DE	19808
LOMBARDY ELEMENTARY	412 FOULK RD	WILMINGTON	DE	19808
DeIDOT Area 11 - Kiamensi Yard	815 STANTON RD	WILMINGTON	DE	19808
Bellevue State Park	1016 PHILADELPHIA PIKE	WILMINGTON	DE	19809
Bellevue State Park	122 HAY RD.	WILMINGTON	DE	19809
DeIDOT Talley Yard-Spoke	1300 Talley Rd	WILMINGTON	DE	19809
DeIDOT NCAM 068	1534 Seton Ave	WILMINGTON	DE	19809
DOT NCAM 065	1603 Philadelphia Pike	WILMINGTON	DE	19809
Multi-Drop Circuit	22 Delaware Ave	WILMINGTON	DE	19809
Hanby Elementary	2523 Berwyn Rd	WILMINGTON	DE	19809
Mt Pleasant Elem/District Office	500 Duncan Rd	WILMINGTON	DE	19809
Mt Pleasant HS	5201 Washington St, Ext	WILMINGTON	DE	19809
DSS Wonder	6 Denny Rd	WILMINGTON	DE	19809
DSP Troop 1	603 PHILADELPHIA PIKE	WILMINGTON	DE	19809
Bancroft Elementary	701 N Lombard St	WILMINGTON	DE	19809
Bellevue State Park	720 CARR RD.	WILMINGTON	DE	19809
Bellevue State Park Office	800 Carr Rd	WILMINGTON	DE	19809
Bellevue Art Center	800 CARR RD	WILMINGTON	DE	19809
DeIDOT NCAM 067	8103 Governor Prinz Blvd	WILMINGTON	DE	19809
900 N King St	900 N King St	WILMINGTON	DE	19809
Darley House	901 Philadelphia Pike	WILMINGTON	DE	19809
Traffic Cabinet	I-495	WILMINGTON	DE	19809
NCAM-064	Philly Pike & Washington St.	WILMINGTON	DE	19809
TRAFFIC CAMERA CABINET	W HOLLY OAK RD	WILMINGTON	DE	19809
Talley Middle School	1110 Cypress Rd	WILMINGTON	DE	19810

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FORWOOD ELEMENTARY	1900 WESTMINSTER DR	WILMINGTON	DE	19810
Lancashire Elem	2000 Naamans Rd	WILMINGTON	DE	19810
Brandywood Elementary School	2115 ANSON RD	WILMINGTON	DE	19810
Concord HS	2501 Ebright Rd	WILMINGTON	DE	19810
Bonsall Park	3086 Silverside Rd	WILMINGTON	DE	19810
DSCYF - Concord Plaza	3411 Silverside Rd	WILMINGTON	DE	19810
NCAM-051	Faulk Rd & Silverside Rd	WILMINGTON	DE	19810
Kent County Elections	100 Enterprise Place	DOVER	DE	19901
MIFFLIN MEADOWS (DSHA)	100 MIFFLIN MEADOWS	DOVER	DE	19901
DNREC Penny Lane Spoke	100 Penny Lane	DOVER	DE	19901
Rose Cottage	102 S. STATE ST.	DOVER	DE	19901
Attorney General's Office	102 W. WATER ST.	DOVER	DE	19901
WOODBROOK	1056 S. GOVERNORSAVE	DOVER	DE	19901
Tudor Park	1070B S Little Creek Rd	DOVER	DE	19901
Elections Commissioner	111 S WEST ST	DOVER	DE	19901
Carroll's Plaza	1114 S Dupont Hwy	DOVER	DE	19901
Delaware Solid Waste Authority	1128 S BRADFORD ST	DOVER	DE	19901
Dover Downs	1131 N. DUPONT HWY	DOVER	DE	19901
Historical & Cultural Affairs	1155 S. LITTLE CREEK RD.	DOVER	DE	19901
Delaware State Housing Authority	118 BANK LANE	DOVER	DE	19901
DELAWARE STATE UNIVERSITY	1200 N. DUPONT HWY	DOVER	DE	19901
DE Energy Office	1203 College Park Dr	DOVER	DE	19901
Delaware Public Archives	121 Martin Luther King Jr Blvd North	DOVER	DE	19901
Brenford RTC	136 WATERVIEW LANE	DOVER	DE	19901
KCAM 124	1380 S State St	DOVER	DE	19901
DelDOT Sign Shop	14 Sign Shop Rd	DOVER	DE	19901
DSP HQ Tower site	1407 N. DUPONT HWY.	DOVER	DE	19901
DSP HQ	1441 N Dupont Hwy	DOVER	DE	19901
DSP Training Academy	1453 N. DUPONT HWY.	DOVER	DE	19901
KIRK BLDG	15 THE GREEN	DOVER	DE	19901
DEL-ONE	150 E. WATER ST	DOVER	DE	19901
Tatnall Bldg	150 WILLIAM PENN ST.	DOVER	DE	19901
Woodburn	151 SW KINGS HWY.	DOVER	DE	19901
DNREC PRISCILLA BLDG-Spoke	152 S State St	DOVER	DE	19901
DNREC - State Street	156 S. STATE ST.	DOVER	DE	19901
PUBLIC SERVICE COMM	1560 S DUPONT HWY	DOVER	DE	19901
Early College HS Charter	1570 N Dupont Hwy	DOVER	DE	19901

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SAM'S CLUB	1572 N. DUPONT HWY	DOVER	DE	19901
WALMART	1574 N, DUPONT HWY.	DOVER	DE	19901
Delaware State Housing Authority	16 THE GREEN	DOVER	DE	19901
Dover High School	1650 Forrest Ave	DOVER	DE	19901
DSHA	18 THE GREEN	DOVER	DE	19901
DTCC Terry Campus	1832 N. DUPONT HWY.	DOVER	DE	19901
DTCC Terry Campus	1898 N. DUPONT HWY.	DOVER	DE	19901
DelDOT	192 Transit Lane	DOVER	DE	19901
Dover Toll Plaza	200 PLAZA DR.	DOVER	DE	19901
Short Bldg	21 THE GREEN	DOVER	DE	19901
Central Middle School	211 Delaware Ave	DOVER	DE	19901
Family Court	22 THE GREEN	DOVER	DE	19901
TRAFFIC CABINET	2233 N. DUPONT HWY	DOVER	DE	19901
KENT COUNTY LIBRARY	2319 S. Dupont Hwy	DOVER	DE	19901
AGRICULTURE	2320 S DUPONT HWY	DOVER	DE	19901
DSHA	24 THE GREEN	DOVER	DE	19901
25 The Green	25 The Green	DOVER	DE	19901
Housing Management Section	26 THE GREEN	DOVER	DE	19901
DEL-ONE	2636 S. STATE ST.	DOVER	DE	19901
WALMART ATM	264 WALMART DR.	DOVER	DE	19901
Public Advocate-Spoke	29 S State St	DOVER	DE	19901
Lord Building	30 S. AMERICAN AVE.	DOVER	DE	19901
DOVER PD	300 S. NEW ST.	DOVER	DE	19901
MORRIS CORRECTIONAL FACILITY	300 W WATER ST	DOVER	DE	19901
Little Creek Fisheries	3002 Bayside Drive	DOVER	DE	19901
DMV	303 Transportation Circle	DOVER	DE	19901
CORRECTIONS	303 W. WATER ST	DOVER	DE	19901
DSP - DIV OF COMMUNICATIONS	3050 UPPER KING RD	DOVER	DE	19901
DAFB Middle School	3100 Hawthorne Dr	DOVER	DE	19901
Medical Examiner	315 S. STATE ST.	DOVER	DE	19901
Meeting House Gallery	316 S. GOVERNORS AVE.	DOVER	DE	19901
Dickinson Mansion	318 KITTS HUMMOCK RD.	DOVER	DE	19901
Capitol Corporate Services	32 W Loockerman St	DOVER	DE	19901
Little Creek Deer Check Station	3338 BAYSIDE DR.	DOVER	DE	19901
DSP Starlifter	34 Starlifter Ave	DOVER	DE	19901
Dickinson Mansion	340 KITTS HUMMOCK RD.	DOVER	DE	19901
W. Reily Brown Elementary	360 Webbs Lane	DOVER	DE	19901

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Tech Prep	371 W. NORTH ST.	DOVER	DE	19901
Kent Superior Court	38 THE GREEN	DOVER	DE	19901
HAASS FAMILY BUTCHER SHOP	3997 HAZLETTVILLE RD	DOVER	DE	19901
Kent Family Court	400 Court St	DOVER	DE	19901
DSHA - Capitol Green	400 E. WATER ST.	DOVER	DE	19901
Dover P.D	400 S. QUEEN ST.	DOVER	DE	19901
TOWNSEND BLDG	401 FEDERAL ST	DOVER	DE	19901
BIGGS MUSEUM	406 FEDERAL ST.	DOVER	DE	19901
Margaret O'Neil Bldg	410 FEDERAL ST.	DOVER	DE	19901
LEG HALL	411 LEGISLATIVE AVE.	DOVER	DE	19901
New Kent Co Court House	414 Federal St	DOVER	DE	19901
Kent Superior Court	414 FEDERAL ST.	DOVER	DE	19901
Jesse Cooper Bldg	417 Federal St	DOVER	DE	19901
VICE CHANCELLOR OFFICE	417 S. STATE ST.	DOVER	DE	19901
TRAFFIC BOX	422 W. WATER ST	DOVER	DE	19901
DeIDOT Area 8 - Cheswold Yard	4275 SEVEN HICKORIES RD	DOVER	DE	19901
Div. of Libraries	43 S. DUPONT HWY	DOVER	DE	19901
Bell House	43 The Green	DOVER	DE	19901
PDDN	449 N. DUPONT HWY.	DOVER	DE	19901
Historical/Cultural Affairs	45 S State St	DOVER	DE	19901
Sykes Bldg	45 THE GREEN	DOVER	DE	19901
DTC Dover Bus Depot	450 W Water St	DOVER	DE	19901
ELECTIONS	455 COURT ST.	DOVER	DE	19901
DSHA - Capitol Green	479 RIVER RD.	DOVER	DE	19901
JP COURT 7/16	480 BANK LANE	DOVER	DE	19901
Weyant Building	5 E. REED ST.	DOVER	DE	19901
DUNCAN CENTER	500 W LOOCKERMAN ST	DOVER	DE	19901
DNREC State St Commons-Spoke	506 S State St	DOVER	DE	19901
DOVER PROBATION & PAROLE	511 MAPLE PKWY	DOVER	DE	19901
George V. Massey Station	516 W. LOOCKERMAN ST.	DOVER	DE	19901
DSWA	54 FORK BRANCH RD	DOVER	DE	19901
THOMAS COLLINS BLDG	540 S DUPONT HWY	DOVER	DE	19901
Supreme Court	55 The Green	DOVER	DE	19901
Bank Commissioner Office	555 E. LOOCKERMAN ST	DOVER	DE	19901
DOC Admin	558 McKee Rd	DOVER	DE	19901
State House	59 The Green	DOVER	DE	19901
Star Hill Elementary	594 Voshells Mill Rd	DOVER	DE	19901

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Tudor Park	604 OTIS DR.	DOVER	DE	19901
DelOne	635 Bay Rd	DOVER	DE	19901
Kent General Hospital	640 S. STATE ST.	DOVER	DE	19901
Bluehen Corporate Center	655 BAY RD.	DOVER	DE	19901
Paradee Center	69 TRANSPORTATION CIRCLE	DOVER	DE	19901
Octagonal School	6938 BAYSIDE DR.	DOVER	DE	19901
TOWNE POINT ELEMENTARY	701 BUCKSON DR	DOVER	DE	19901
DeIDOT	722 Public Safety Blvd	DOVER	DE	19901
TRANSPORTATION	778 BAY RD	DOVER	DE	19901
DeIDOT Dover Admin	800 Bay Rd	DOVER	DE	19901
Tudor Park	800 OTIS DR.	DOVER	DE	19901
WILLIAMS STATE SERVICE CENTER	805 RIVER RD.	DOVER	DE	19901
DNREC St Jones Reserve	818 Kitts Hummock Rd	DOVER	DE	19901
Polytech High School	823 Walnut Shade Rd	DOVER	DE	19901
Eden Hill Farmhouse	836 W North St	DOVER	DE	19901
Woodside	841 Walnut Shade Rd	DOVER	DE	19901
EAST DOVER ELEMENTARY	852 S. LITTLE CREEK RD	DOVER	DE	19901
Cannon Bldg	861 SILVER LAKE BLVD.	DOVER	DE	19901
DNREC R&R Bldg	89 Kings Hwy	DOVER	DE	19901
TREADWAY TOWERS SUITE 302	9 E. LOOCKERMAN ST.	DOVER	DE	19901
Commissioner of Elections	905 S. Governors Ave	DOVER	DE	19901
Kent County Public Safety	911 PUBLIC SAFETY BLVD.	DOVER	DE	19901
Central District Headquarters	930 PUBLIC SAFETY BLVD	DOVER	DE	19901
Woodside Day Center	941 WALNUT SHADE RD.	DOVER	DE	19901
SOUTH DOVER ELEMENTARY	955 S STATE ST	DOVER	DE	19901
DeIDOT Resource Center	96 Sign Shop Rd	DOVER	DE	19901
Delaware Economic Dev-Spoke	99 SW Kings Hwy	DOVER	DE	19901
JESSE COOPER BLDG	JESSE COOPER BLDG	DOVER	DE	19901
LEGISLATIVE COUNCIL	LEGISLATIVE HALL	DOVER	DE	19901
TRAFFIC CABINET	N. DUPONT HWY.	DOVER	DE	19901
Traffic Camera	Puncheon Run Connector & S State St	DOVER	DE	19901
TRAFFIC CABINET	ROAD 195	DOVER	DE	19901
TRAFFIC CABINET	ROAD 88	DOVER	DE	19901
TRAFFIC CABINET	ROUTE 1	DOVER	DE	19901
TRAFFIC CABINET	ROUTE 1	DOVER	DE	19901
TRAFFIC CABINET	ROUTE 113	DOVER	DE	19901

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TRAFFIC CABINET	ROUTE 13	DOVER	DE	19901
TOWNSEND BLDG	TOWNSEND BLDG, FEDERAL ST	DOVER	DE	19901
General Arnold School	650 Center Rd	DOVER	DE	19902
DOVER AIR FORCE BASE	DOVER AIR FORCE BASE	DOVER	DE	19903
DeOne FiOS	1 Dover High Drive	DOVER	DE	19904
Enterprise Park	100 ENTERPRISE PL.	DOVER	DE	19904
GSS Enterprise Park	100 Enterprise Place	DOVER	DE	19904
DEA Office	1012 COLLEGE RD	DOVER	DE	19904
DOJ - Water St	102 W Water St	DOVER	DE	19904
Academy of Dover	104 Saulsbury Rd	DOVER	DE	19904
Woodbrook	1056 S Governors Ave	DOVER	DE	19904
St. John's Lutheran Church	1156 WALKER RD.	DOVER	DE	19904
Delaware Energy Office	1203 College Park Dr	DOVER	DE	19904
OMB Haslet Armory-Spoke	122 Martin Luther King Jr Blvd South	DOVER	DE	19904
De State Housing Authority - Liberty Court	1289 WALKER RD.	DOVER	DE	19904
	131 WINDING RIDGE RD.	DOVER	DE	19904
FIRE SCHOOL	1461 CHESTNUT GROVE RD	DOVER	DE	19904
Fire Commission	1463 CHESTNUT GROVE RD	DOVER	DE	19904
Fire Marshal	1537 Chestnut Grove Rd	DOVER	DE	19904
DPH Warehouse	1572 McKee Rd	DOVER	DE	19904
Lottery	1575 McKee Rd	DOVER	DE	19904
Dover HS-Spoke	1650 Forrest Ave	DOVER	DE	19904
Capital School District Office	196 Commerce Way	DOVER	DE	19904
DOC Admin	237 MCKEE RD	DOVER	DE	19904
DOC ADMIN	245 MCKEE RD	DOVER	DE	19904
Del-One Main Branch	270 Beiser Blvd	DOVER	DE	19904
Collette Center	35 Commerce Way	DOVER	DE	19904
Campus Community High School	350 Pear St	DOVER	DE	19904
DART	900 Public Safety Blvd	DOVER	DE	19901
DeIDOT Cheswold Yard	4275 Seven Hickories Rd	DOVER	DE	19904
JP Court 7/16	480 Bank Lane	DOVER	DE	19904
Fairview Elementary	700 Walker Rd	DOVER	DE	19904
DEL-ONE	780 WALKER RD.	DOVER	DE	19904
DOT ADMIN BLDG	800 BAY RD.	DOVER	DE	19904
Richardson Bldg	800 SILVER LAKE BLVD	DOVER	DE	19904
William Penn Bldg	801 Silver Lake Blvd	DOVER	DE	19904
ROBBINS BLDG	802 SILVER LAKE BLVD	DOVER	DE	19904

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DELJIS-Spoke	802 Silver Lake Blvd	DOVER	DE	19904
WEBB BLDG	820 SILVER LAKE BLVD.	DOVER	DE	19904
Barratt Bldg	821 Silver Lake Blvd	DOVER	DE	19904
Eden Hill Farmhouse	836 W North St	DOVER	DE	19904
Insurance Commission	841 Silver Lake Blvd	DOVER	DE	19904
North Dover Elementary	855 College Rd	DOVER	DE	19904
State Pension Office	860 Silver Lake Blvd	DOVER	DE	19904
PSC 861 Silver Lake-Spoke	861 Silver Lake Blvd	DOVER	DE	19904
Booker T Washington	901 Forest St	DOVER	DE	19904
Statewide Benefits	97 Commerce Way	DOVER	DE	19904
Fleet Services	97 Commerce Way	DOVER	DE	19904
TRAFFIC CABINET	ROUTE 8	DOVER	DE	19904
Bethany Training Center	163 Scannell Blvd	BETHANY BEACH	DE	19930
SCAM 002	300 Garfield Parkway	BETHANY BEACH	DE	19930
DELAWARE SEASHORE PARK	39465 S. Inlet Rd	BETHANY BEACH	DE	19930
TRAFFIC CAMERA Cam002	RT 1	BETHANY BEACH	DE	19930
LAVERTY LANE (DSHA)	1 LAVERTY LANE	BRIDGEVILLE	DE	19933
Laverty Lane	1 Laverty Lane	BRIDGEVILLE	DE	19933
DSP - Troop 5	16359 SUSSEX HWY	BRIDGEVILLE	DE	19933
BRIDGEVILLE PUBLIC LIBRARY	210 MARKET ST	BRIDGEVILLE	DE	19933
BRIDGEVILLE PD	302 MARKET ST.	BRIDGEVILLE	DE	19933
Woodbridge High	307 Laws St	BRIDGEVILLE	DE	19933
Bridgeville State Service Center	400 MILL RD	BRIDGEVILLE	DE	19933
DSHA - Laverty Lane	413 S. MAIN ST	BRIDGEVILLE	DE	19933
Woodbridge Middle School	48 CHURCH ST.	BRIDGEVILLE	DE	19933
DOT Bridgeville Yard	8583 E Newton Rd	BRIDGEVILLE	DE	19933
Sussex Alt School North	8600 E Newton Rd	BRIDGEVILLE	De	19933
Sussex County Radio Shop	8744 E NEWTON RD	BRIDGEVILLE	DE	19933
SCAM095	9202 Commercial Centre Dr	BRIDGEVILLE	DE	19933
DSP Troop 5-Spoke	9265 Public Safety Hwy	BRIDGEVILLE	DE	19933
TROOP 5	9265 PUBLIC SAFETY WAY	BRIDGEVILLE	DE	19933
SCAM-095	AHN 210 Rt 13	BRIDGEVILLE	DE	19933
Traffic Cabinet	Federalsburg Rd nr Callaway Rd	BRIDGEVILLE	De	19933
State Service Center	N. CANNON ST.	BRIDGEVILLE	DE	19933
DSWA	ROAD 576	BRIDGEVILLE	DE	19933
Traffic Cabinet	ROUTE 13	BRIDGEVILLE	DE	19933

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Traffic Cabinet	US 13 and SR 404	BRIDGEVILLE	DE	19933
Wyoming Town Office	1 N.RAILROAD AVE.	CAMDEN-WYOMING	DE	19934
Fifer Middle School	109 E Camden-Wyoming Ave	CAMDEN-WYOMING	DE	19934
Caesar Rodney Admin	219 Old North Rd	CAMDEN-WYOMING	DE	19934
Dept of Agriculture	2320 S Dupont Hwy	CAMDEN-WYOMING	DE	19934
Alan Frear/Postlewaite Middle	238 Sorghum Mill Rd	CAMDEN-WYOMING	DE	19934
Caesar Rodney High School	239 Old North Rd	CAMDEN-WYOMING	DE	19934
Camden PD	261 E.CAMDEN WYOMING AVE.	CAMDEN-WYOMING	DE	19934
Positive Outcomes Charter	3337 S Dupont Hwy	CAMDEN-WYOMING	DE	19934
???	3500 S. DUPONT HWY	CAMDEN-WYOMING	DE	19934
DSP - Troop 3	3759 S State St	CAMDEN-WYOMING	DE	19934
Nellie Stokes Elementary	3874 Upper King Rd	CAMDEN-WYOMING	DE	19934
Woodside Day Center	941 WALNUT SHADE RD.	CAMDEN-WYOMING	DE	19934
Del-One ATM - Camden Shore Stop	Camden Shore Stop	CAMDEN-WYOMING	DE	19934
Division of Communications	CAMDEN-WOODSIDE RD.	CAMDEN-WYOMING	DE	19934
Traffic Cabinet	US 13 & SR 10	CAMDEN-WYOMING	DE	19934
CHESWOLD PD	333 MAIN ST.	CHESWOLD	DE	19936
Traffic Cabinet	N Dupont Hwy	CHESWOLD	DE	19936
TRAFFIC CABINET	N. DUPONT HWY	CHESWOLD	DE	19936
Providence Creek Charter	273 Duck Creek Rd	CLAYTON	DE	19938
First State Military Academy	355 W Duck Creek Rd	CLAYTON	DE	19938
Clayton Elementary	510 Main St	CLAYTON	DE	19938
Clayton Intermediate	86 Sorrento Dr	CLAYTON	DE	19938
DelDOT Area 5 - Dagsboro Yard	27643 Dagsboro Rd	DAGSBORO	DE	19939
DE NAT'L GUARD DAGSBORO READINESS CTR	29757 ARMORY RD	DAGSBORO	DE	19939
Indian River High School	29772 Armory Rd	DAGSBORO	DE	19939
DelOne	3065 Dupont Blvd	DAGSBORO	DE	19939
DAGSBORO PD	MAIN ST.	DAGSBORO	DE	19939
Area # 5	RD 334	DAGSBORO	DE	19939
TRAFFIC CABINET	RT 26	DAGSBORO	DE	19939
DELMAR PUBLIC LIBRARY	101 N. Bi-State Blvd	DELMAR	DE	19940
Delmar HS/MS	200 N Eighth St	DELMAR	DE	19940

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Traffic Counter	Rt 54 Delmar De & Columbia Rd	DELMAR	DE	19940
DeIDOT Area 3 - Ellendale Yard	20368 MILTON ELLENDALE HWY	ELLENDALE	DE	19941
DeIDOT Area 3 - Ellendale Yard	20368 Milton-Ellendale Hwy	ELLENDALE	DE	19941
Ellendale Detox	700 Main St	ELLENDALE	DE	19941
ELLENDALE PD	MCCAULLEY ST	ELLENDALE	DE	19941
Traffic Cabinet	ROAD 579	ELLENDALE	DE	19941
TRAFFIC CABINET	ROUTE 113	ELLENDALE	DE	19941
DETOX	RT 16	ELLENDALE	DE	19941
Hwy Maint Bldg	RT 16	ELLENDALE	DE	19941
Delaware Solid Waste Authority	1107 WILLOW GROVE RD	FELTON	DE	19943
FELTON PD	24 E. SEWELL ST.	FELTON	DE	19943
???	2995 Firetower Rd	FELTON	DE	19943
Lake Forest North Elementary	320 E Main St	FELTON	DE	19943
Killens Pond	5013 Killens Pond Rd	FELTON	DE	19943
Maintenance Shop	5025 Killen's Pond Rd	FELTON	DE	19943
Lake Forest Tower Transmitter Site	5399 Killen's Pond Rd	FELTON	DE	19943
Lake Forest (Campus)	5423 Killens Pond Rd	FELTON	DE	19943
Traffic Cabinet	5649 CANTERBURY RD	FELTON	DE	19943
KILLEN'S POND OFFICE	645 McGinnis Pond Rd	FELTON	DE	19943
Traffic Cabinet	Willow Grove Rd & Draper's Mill Rd	FELTON	DE	19943
John M Clayton	252 Clayton Ave	FRANKFORD	DE	19945
Carver Elem	30207 Frankford School Rd	FRANKFORD	DE	19945
Sussex Alternate School South	33576 Wilgus Cemetery Rd	FRANKFORD	DE	19945
Pyle SSC	34314 Pyle Center Rd	FRANKFORD	DE	19945
FRANKFORD PUBLIC LIBRARY	8 MAIN ST	FRANKFORD	DE	19945
JP Court 1	9 Main St	FRANKFORD	DE	19945
Assawoman Wildlife - Shop	RD 2 Box 137B	FRANKFORD	DE	19945
Lake Forest East Elementary	124 W. Front St	FREDERICA	DE	19946
FREDERICA PD	14 E. DAVID ST.	FREDERICA	DE	19946
DeIDOT KCAM 111	18 Bowers Beach Rd	FREDERICA	DE	19946
DOT KCAM 128	5863 Bay Rd	FREDERICA	DE	19946
Unit Store 5	7888 Bay Rd	FREDERICA	DE	19946
Traffic Cabinet	Route 113, AHN 2	FREDERICA	DE	19946
Traffic Cabinet	West side of SB SR 1, North Frederica	FREDERICA	DE	19946
STOCKLEY CENTER		GEORGETOWN	DE	19947
STOCKLEY CENTER		GEORGETOWN	DE	19947

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STOCKLEY CENTER		GEORGETOWN	DE	19947
COURT ADMIN BLDG	1 S. RACE ST	GEORGETOWN	DE	19947
Sussex County Court House	1 The Circle	GEORGETOWN	DE	19947
GEORGETOWN PUBLIC LIBRARY	10 WEST PINE ST	GEORGETOWN	DE	19947
SUSCOM	100 AIRPORT RD.	GEORGETOWN	DE	19947
State Police Fed Credit Union	100 N. DUPONT HWY.	GEORGETOWN	DE	19947
DTCC Owens Campus	103 W. PINE ST.	GEORGETOWN	DE	19947
Parent Information Center	109 N. BEDFORD ST.	GEORGETOWN	DE	19947
Attorney General's Office	111 E. MARKET ST.	GEORGETOWN	DE	19947
Attorney General Office	114 E. MARKET ST.	GEORGETOWN	DE	19947
Early Choices	115 S. BEDFORD ST.	GEORGETOWN	DE	19947
Sussex County Elections Office	119 N. RACE ST.	GEORGETOWN	DE	19947
Public Defender	13 The Circle	GEORGETOWN	DE	19947
Early Choices	132 E. MARKET ST.	GEORGETOWN	DE	19947
doj-Spoke	132-C E Market St	GEORGETOWN	DE	19947
DTCC Owens Campus	13640 E. Collins Pond Rd	GEORGETOWN	DE	19947
CIRCLE Georgetown-Spoke	14 The Circle	GEORGETOWN	DE	19947
Sussex Tech High School	17099 County Seat Hwy	GEORGETOWN	DE	19947
Agriculture	18074 REDDEN FOREST DR.	GEORGETOWN	DE	19947
Redden Forest	18192 Redden Rd	GEORGETOWN	DE	19947
DOL Georgetown Plaza	2 Georgetown Plaza	GEORGETOWN	DE	19947
LABOR	20093 Office Circle	GEORGETOWN	DE	19947
DCSE	20105 Office Circle	GEORGETOWN	DE	19947
DeIDOT Area 4 - Gravel Hill Yard (back)	20106 Gravel Hill Rd,	GEORGETOWN	DE	19947
Ennis Elementary	20346 Ennis Rd	GEORGETOWN	DE	19947
Fiber Termination - Dover to Georgetown	205 N Race St	GEORGETOWN	DE	19947
DNREC Water Resources	20653 Dupont Blvd	GEORGETOWN	DE	19947
DCSE Georgetown	20793 Professional Park Blvd	GEORGETOWN	DE	19947
Sussex Conservation District	21 SHORTLEY RD.	GEORGETOWN	DE	19947
La Red Health Center	21144 Carmean Way	GEORGETOWN	DE	19947
Sussex Academy	21150 Airport Rd	GEORGETOWN	DE	19947
DNREC	21309 Berlin Rd	GEORGETOWN	DE	19947
DSP Aviation & Troop 4	21365 RUDDER LN.	GEORGETOWN	DE	19947
DTCC Airframe Training	21499 Rudder Lane	GEORGETOWN	De	19947
Bureau of Alcohol & Drug Abuse	219 S. RACE ST.	GEORGETOWN	DE	19947
Suscom 911	21911 Rudder Lane	GEORGETOWN	DE	19947
Family Court Bldg	22 THE CIRCLE	GEORGETOWN	DE	19947

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SUSSEX COUNTY DEPT OF LIBRARIES	22215 Dupont Hwy	GEORGETOWN	DE	19947
Leg Hall Georgetown-Spoke	223 Market St	GEORGETOWN	DE	19947
Fire Marshall	22705 PARK AVE	GEORGETOWN	DE	19947
FIRE PRVENTION ADMIN BLDG	22705 PARK AVE	GEORGETOWN	DE	19947
Probation & Parole	22855 S Dupont Hwy	GEORGETOWN	DE	19947
PROBATION & PAROL - DAY REPORTING	22883 Dupont Blvd	GEORGETOWN	DE	19947
Sussex Correctional	23203 S Dupont Hwy	GEORGETOWN	DE	19947
CREST - UNIT 1	23207 DUPONT BLVD	GEORGETOWN	DE	19947
DNREC Enforcement Spoke	23530 Campbell Ct	GEORGETOWN	DE	19947
DSP Troop 4	23652 Shortly Rd	GEORGETOWN	DE	19947
DeIDOT South District Bldg	23697 Dupont Hwy	GEORGETOWN	DE	19947
JP Court 3	23730 Shortly Rd	GEORGETOWN	DE	19947
DMV Georgetown	23737 DUPONT BLVD	GEORGETOWN	DE	19947
Sussex Conservation District	23818 Shortly Rd	GEORGETOWN	DE	19947
DeIDOT Area 20 - Gravel Hill Yard (front)	24450 Lewes Georgetown Hwy	GEORGETOWN	DE	19947
Sussex Central	26026 Patriots Way	GEORGETOWN	DE	19947
Stockley Center	26351 Patriots Way	GEORGETOWN	DE	19947
SUSCOM	28518 Rudder Lane	GEORGETOWN	DE	19947
SUSSEX COUNTY COURTHOUSE	3 THE CIRCLE	GEORGETOWN	DE	19947
DeIDOT	30 Georgetown Plaza	GEORGETOWN	DE	19947
Georgetown Elementary	301 W Market St	GEORGETOWN	DE	19947
Georgetown SSC	308 N. RAILROAD AVE.	GEORGETOWN	DE	19947
???	317 N DUPONT HWY	GEORGETOWN	DE	19947
DSP Troop 4	330 S Dupont Hwy	GEORGETOWN	DE	19947
GEORGETOWN PD	335 N RACE ST.	GEORGETOWN	DE	19947
Chancery Court (Georgetown)	34 The Circle	GEORGETOWN	DE	19947
DOJ - Confidential Service	403 N Bedford St	GEORGETOWN	DE	19947
GEORGETOWN FIELD SERVICE CENTER	408 N. DUPONT HWY	GEORGETOWN	DE	19947
Revenue	418 N. DUPONT HWY	GEORGETOWN	DE	19947
Revenue	422 N DUPONT HWY	GEORGETOWN	DE	19947
Community Services	5 ACADEMY ST	GEORGETOWN	DE	19947
JP Court 14	5 E. PINE ST.	GEORGETOWN	DE	19947
DEL-ONE	509 N. DUPONT HWY	GEORGETOWN	DE	19947
FIRE MARSHALL	510 N DUPONT HWY	GEORGETOWN	DE	19947
Consolidated Electric	542 S. BEDFORD ST.	GEORGETOWN	DE	19947
Thurman Adams SSC	546 S Bedford St	GEORGETOWN	DE	19947
DeIDOT	547 S Bedford St	GEORGETOWN	DE	19947

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Office of Child Advocate-Spoke	6 W Market St	GEORGETOWN	DE	19947
Law Offices	6 W. Market St	GEORGETOWN	DE	19947
DEPT OF LABOR SUITE	600 N DUPONT HWY	GEORGETOWN	DE	19947
N Georgetown Elem	664 N Bedford St	GEORGETOWN	DE	19947
Grace United Methodist Church	7 S. KING ST.	GEORGETOWN	DE	19947
Labor - Georgetown Plaza	8B Georgetown Plaza	GEORGETOWN	DE	19947
Division of Child Support Enforcement	9 ACADEMY ST	GEORGETOWN	DE	19947
Sussex Sheriff Office	9 S. DUPOINT HWY	GEORGETOWN	DE	19947
SIGNAL CABINET	AHN 18 @ S BEDFORD ST	GEORGETOWN	DE	19947
SCAM-094	AHN 332 RT 113	GEORGETOWN	DE	19947
Facilities Mgmt	FLAT BUSINESS LINE	GEORGETOWN	DE	19947
DTCC Owens Campus	21179 COLLEGE DR.	GEORGETOWN	DE	19947
Traffic Cabinet	ROAD 18	GEORGETOWN	DE	19947
Stockley Center, Admin Bldg	ROAD 318	GEORGETOWN	DE	19947
DELDOT - Sussex Dist Maintenance Yard	ROAD 431	GEORGETOWN	DE	19947
Agriculture	ROAD 565	GEORGETOWN	DE	19947
Motor Vehicles	ROUTE 113	GEORGETOWN	DE	19947
Traffic Cabinet	ROUTE 113	GEORGETOWN	DE	19947
TRAFFIC CABINET	ROUTE 113	GEORGETOWN	DE	19947
DEL-ONE	ROUTE 113	GEORGETOWN	DE	19947
DelOne	Route 113, AHN 2	GEORGETOWN	DE	19947
DTCC Owens Campus	ROUTE 18	GEORGETOWN	DE	19947
Facilities Mgmt	Route 404	GEORGETOWN	DE	19947
TRAFFIC CABINET	ROUTE 9	GEORGETOWN	DE	19947
	RT 113	GEORGETOWN	DE	19947
Traffic Camera	US 113 & SR 9	GEORGETOWN	DE	19947
Dart	545 S. Bedford St.	GEORGETOWN	DE	19947
GREENWOOD PUBLIC LIBRARY	100 MILL ST	GREENWOOD	DE	19950
Greenwood City Offices	100 W. MARKET ST.	GREENWOOD	DE	19950
Woodbridge HS-Spoke	14712 Woodbridge Rd	GREENWOOD	DE	19950
New Woodbridge High School	14714 Woodbridge Rd	GREENWOOD	DE	19950
Woodbridge Elementary	400 Governor's Ave	GREENWOOD	DE	19950
TRAFFIC CABINET	Route 16, AHN 4797	GREENWOOD	DE	19950
Traffic Cabinet	Rt 13, AHN 133	GREENWOOD	DE	19950
Traffic Cabinet	RT 16	GREENWOOD	DE	19950
Traffic Cabinet west of Marshy Hope Dtc	Rt 404, AHN 592	GREENWOOD	DE	19950
Traffic Cabinet	Seashore Hwy	GREENWOOD	DE	19950

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Scale House	29997 JOHN P HEALY DR	HARBESON	DE	19951
TRAFFIC BOX	ROUTE 9	HARBESON	DE	19951
Harrington PD	10 MECHANIC ST.	HARRINGTON	DE	19952
Lake Forest South "B" Elementary	100 E Mispillion St	HARRINGTON	DE	19952
Early Childhood	100 West Mispillion St	HARRINGTON	DE	19952
HARRINGTON PUBLIC LIBRARY	110 Center St	HARRINGTON	DE	19952
DelDOT Harrington Yard	129 Jackson Ditch Rd	HARRINGTON	DE	19952
Justice of the Peace Court	17111 S DUPONT HWY	HARRINGTON	DE	19952
Area 6 new office building	17256 S DUPONT HWY	HARRINGTON	DE	19952
Taber State Forest	1953 Burrsville Rd	HARRINGTON	DE	19952
utility pole DEC 53336	2976 VERNON RD	HARRINGTON	DE	19952
W T Chipman Middle/South	301 Dorman St	HARRINGTON	DE	19952
JP Court 6	35 CAMS FORTUNE WAY	HARRINGTON	DE	19952
Delaware State Fair grounds	42 CHAMBERS CIRCLE	HARRINGTON	DE	19952
DSHA - Clark's Corner	52 Clark's Corner	HARRINGTON	DE	19952
DOT KCAM 102/103	7181 Milford-Harrington Hwy	HARRINGTON	DE	19952
Kirby & Holloway Provision Co.,	966 JACKSON DITCH RD	HARRINGTON	DE	19952
Traffic Cabinet	AHN 100, S Dupont Hwy	HARRINGTON	DE	19952
DECC	MISSIPILLION & WEST STS.	HARRINGTON	DE	19952
Traffic Cabinet	Rt 12 nr 837 Burnite Mill Rd	HARRINGTON	DE	19952
Traffic Cabinet	Rt 13	HARRINGTON	DE	19952
Traffic Cabinet	RT 13	HARRINGTON	DE	19952
DELDOT WEATHER STATION	RT 13 & RT 14	HARRINGTON	DE	19952
Traffic Cabinet	Rte 13	HARRINGTON	DE	19952
TRAFFIC CABINET	RTE 13	HARRINGTON	DE	19952
DOT KCAM 20	US 13 & Fair Driveaway	HARRINGTON	DE	19952
Traffic Cabinet	Vernon Rd	HARRINGTON	DE	19952
Hartly Elementary	2617 Arthursville Rd	HARTLY	DE	19953
DOT CAM129	6538 Halltown Rd	HARTLY	DE	19953
Traffic Counter	Rt 11 Gunter Rd	HARTLY	DE	19953
Smyrna School District Office	22 MAIN ST	KENTON	DE	19955
Traffic Counter	300 Sudlersville Rd & 44 Everetts Cr Rd	KENTON	DE	19955
DelDOT Area 1 - Laurel Yard	10930 Salt Barn Rd	LAUREL	DE	19956
Laurel State Service Center	111 MECHANIC ST	LAUREL	DE	19956
Dunbar Elementary	1110 W 6th St	LAUREL	DE	19956
Laurel Middle/High	1131 S Central Ave	LAUREL	DE	19956

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Laurel District Office	1160 S CENTRAL AVE	LAUREL	DE	19956
Laurel PD	201 MECHANIC ST.	LAUREL	DE	19956
LAUREL PUBLIC LIBRARY	201 WEST ST	LAUREL	DE	19956
North Laurel elem computer line	300 WILSON ST	LAUREL	DE	19956
Laurel SSC	31039 N Poplar St	LAUREL	DE	19956
TRAP POND STATE PARK	33587 BALD CYPRESS LANE	LAUREL	DE	19956
Laurel SSC	440 N POPLAR ST	LAUREL	DE	19956
Fish Hatchery building	4918 Red House Rd.	LAUREL	DE	19956
P.L. Dunbar Elem	499 W 6TH ST	LAUREL	DE	19956
North Laurel Elementary	600 Wilson St	LAUREL	DE	19956
Spencer Home - DDDS	712 W 6th st	LAUREL	DE	19956
Laurel Middle School	801 S CENTRAL AVE	LAUREL	DE	19956
LAUREL HS	815 S CENTRAL AV	LAUREL	DE	19956
Trap Pond	RD 449, ahn 10	LAUREL	DE	19956
DelDOT Laurel Yard	RD 451, AHN 2	LAUREL	DE	19956
Nanticoke Wildlife Area	RD 494	LAUREL	DE	19956
Trailer	RD 72, AHN 547	LAUREL	DE	19956
	Road 492	LAUREL	DE	19956
TRAP POND	ROAD 72	LAUREL	DE	19956
Traffic Counter	Rt 24 & Rider Rd	LAUREL	DE	19956
Dept of Justice	105 W, 4th St	LEWES	DE	19958
LEWES PUBLIC LIBRARY	111 ADAMS AVE	LEWES	DE	19958
Huling Cove (DSHA)	1142 SAVANNAH RD.	LEWES	DE	19958
Cape Henlopen High School	1250 Kings Hwy	LEWES	DE	19958
Cape Henlopen District Office	1270 Kings Hwy	LEWES	DE	19958
DSP Troop 7	1304 Highway One	LEWES	DE	19958
DNREC Cape Henlopen Spoke	14875 Bay Lane	LEWES	DE	19958
Lewes Public Health Clin	1632 SAVANNAH RD.	LEWES	DE	19958
Fiber Termination - Georgetown to Lewes	16612 Kings Hwy	LEWES	DE	19958
DOJ	16686 Kings Hwy	LEWES	DE	19958
TROOP 7	18006 COASTAL HWY	LEWES	DE	19958
Beacon Middle School	19483 John J Williams Hwy	LEWES	DE	19958
PD	229 REHOBOTH AVE.	LEWES	DE	19958
DOJ	34385-B Carpenter's Way	LEWES	DE	19958
DPR-Cape Dorm	37017 Post Rd	LEWES	DE	19958
DNREC - Biden Center	37565 Dune Rd	LEWES	DE	19958
SEASHORE STATE PARK	39368 INLET RD	LEWES	DE	19958
MILFORD PD	400 NE FRONT ST.	LEWES	DE	19958
Cape Henlopen Park	42 CAPE HENLOPEN DR	LEWES	DE	19958

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Del Riv Bay Auth Ferry	43 CAPE HENLOPEN DR.	LEWES	DE	19958
WALMART	4493 HIGHWAY ONE	LEWES	DE	19958
Sussex Consortium	520 Dupont Ave	LEWES	DE	19958
Zwaanendael Museum	71 KINGS HWY	LEWES	DE	19958
	820 Savannah Rd	LEWES	DE	19958
Lewes Industrial Park	901 Industrial Park	LEWES	DE	19958
SOIL & WATER CONSERVATION OFFICE	901 PILOTTOWN RD	LEWES	DE	19958
Lewes Soil Facility	901 PILOTTOWN RD.	LEWES	DE	19958
Richard Shields Elementary	910 Shields Ave	LEWES	DE	19958
LEWES PD	E. 3RD ST.	LEWES	DE	19958
TRAFFIC CABINET	ROUTE 23	LEWES	DE	19958
SCAM-012	SR 1 & Rt 268A	LEWES	DE	19958
SCAM-003	SR 1 & SR 9 @ 5-Points	LEWES	DE	19958
Evelyn Early Childhood	8609 THIRD ST	LINCOLN	DE	19960
TRAFFIC SIGNAL	RT 113 & FITZGERALD RD	LINCOLN	DE	19960
Stone Tavern	254 Main St	LITTLE CREEK	DE	19961
DNREC Little Creek-Spoke	3002 Bayside Dr	LITTLE CREEK	DE	19961
DBREC Hunter Ed Spoke	3018 Bayside Dr	LITTLE CREEK	DE	19961
Mcllvaine Elementary	11 E Walnut St	MAGNOLIA	DE	19962
DelDOT Area 21 -Specialized Yard	1229 BRIARBUSH RD.	MAGNOLIA	DE	19962
DelDOT Area 7 - Magnolia Yard	1235 Briarbush Rd	MAGNOLIA	DE	19962
TRAFFIC CABINET	373 PLAIND DEALING RD	MAGNOLIA	DE	19962
Milford State Svc Ctr	10 N. CHURCH ST.	MILFORD	DE	19963
DeOne	100 Credit Union Way	MILFORD	DE	19963
VETERANS HOME	100 DELAWARE VETERANS BLVD	MILFORD	DE	19963
Milford High School	1019 N Walnut St	MILFORD	DE	19963
Milford State Service Center	11 N. CHURCH ST	MILFORD	DE	19963
MILFORD PUBLIC LIBRARY	11 SOUTH EAST FRONT ST	MILFORD	DE	19963
Milford State Service Center	11-13 CHURCH AVE.	MILFORD	DE	19963
DNREC Mosquito Control Office	1161 Airport Rd	MILFORD	DE	19963
Causey Bldg	117 CAUSEY AV	MILFORD	DE	19963
Milford Transfer Station	1170 S. Dupont Hwy	MILFORD	DE	19963
	121 CAUSEY AVE.	MILFORD	DE	19963
Milford Museum	121 S Walnut St	MILFORD	DE	19963
Milford SSC Annex	13 SW FRONT ST.	MILFORD	DE	19963
Abbotts Mill	15411 ABBOTTS POND RD	MILFORD	DE	19963
DSAMH - Administration,	16 SW FRONT ST	MILFORD	DE	19963

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Milford State Service Center	18 N Walnut St	MILFORD	DE	19963
DHSS - PSYCHIATRIC EMERG. SRVS	219 S. WALNUT ST.	MILFORD	DE	19963
LABOR	24 NW Front St	MILFORD	DE	19963
The Windsor	24 NW FRONT ST.	MILFORD	DE	19963
	24420 Bay Ave	MILFORD	DE	19963
Riverwalk	245 NE Front St	MILFORD	DE	19963
Milford State Service Center	253 NE Front St	MILFORD	DE	19963
FIRST STATE SENIOR CENTER	291A N. REHOBOTH BLVD.	MILFORD	DE	19963
Mispillion	2992 LIGHTHOUSE RD	MILFORD	DE	19963
Lulu Ross Elementary	310 Lovers Lane	MILFORD	DE	19963
Island Field Museum	3498 South Bowers Rd	MILFORD	DE	19963
MILFORD PD	400 NE FRONT ST	MILFORD	DE	19963
Benjamin Banneker Elementary	449 North St	MILFORD	DE	19963
Milford Middle School	612 Lakeview Ave	MILFORD	DE	19963
Fiber Termination - Dover to Milford	615 NW Front St	MILFORD	DE	19963
???	6307 GRIFFITH LAKE DR.	MILFORD	DE	19963
DeOne	662 N Dupont Blvd	MILFORD	DE	19963
People's Place II	6632 SHARPS RD	MILFORD	DE	19963
Stevenson House	700 N. DUPONT BLVD	MILFORD	DE	19963
Special Units	720 MCCOLLEY ST	MILFORD	DE	19963
Stevenson House-Spoke (DSCYF)	750 N Dupont Blvd	MILFORD	DE	19963
DSS Wonder	771 Masten Circle	MILFORD	DE	19963
Stevenson House	9 CAUSEY AVE.	MILFORD	DE	19963
Milford Admin	906 LAKEVIEW AVE	MILFORD	DE	19963
WALMART ATM	939 N DUPONT BLVD	MILFORD	DE	19963
Vocational Rehab	DEPT OF LABOR	MILFORD	DE	19963
Marine Interpretive Center	LIGHTHOUSE RD	MILFORD	DE	19963
DNREC - MOSQUITO CONTROL	RD 407	MILFORD	DE	19963
TRAFFIC CABINET	ROUTE 1	MILFORD	DE	19963
TRAFFIC CABINET	ROUTE 113	MILFORD	DE	19963
Pole #: DEC 54791/BA 208	Route 113, AHN 2	MILFORD	DE	19963
DETOX	ROUTE 16	MILFORD	DE	19963
TRAFFIC CABINET	ROUTE 36	MILFORD	DE	19963
Milford Traffic Signal (overpass)	SR1	MILFORD	DE	19963
KCAM-092	West side of Rt 113 at intersection of T	MILFORD	DE	19963
Traffic Counter Station	Rt 8	MARYDEL	DE	19964
	@ ROUTE 113	MILLSBORO	DE	19966

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Pole #Q7 HA6 DSTCo	@ ROUTE 24	MILLSBORO	DE	19966
MILLSBORO PUBLIC LIBRARY	217 W. State St	MILLSBORO	DE	19966
Long Neck Elem	26064 School Lane	MILLSBORO	DE	19966
VETERANS CEMETERY SUSSEX	26669 Patriots Way	MILLSBORO	DE	19966
SCAM 084/085	28863 Dupont Blvd	MILLSBORO	DE	19966
East Millsboro Elem	29346 Iron Branch Rd	MILLSBORO	DE	19966
Millsboro Middle School	302 E State St	MILLSBORO	DE	19966
MILLSBORO PD	307 MAIN ST.	MILLSBORO	DE	19966
SCAM-085	AHN 1, RT 113	MILLSBORO	DE	19966
RESIDENCE - STARKEY	LAKEVIEW DR.	MILLSBORO	DE	19966
Veteran Memorial Cemetery	ROAD 318	MILLSBORO	DE	19966
TRAFFIC CABINET	ROUTE 113	MILLSBORO	DE	19966
Millsboro Enforcement	ROUTE 24	MILLSBORO	DE	19966
TRAFFIC CABINET	ROUTE 24	MILLSBORO	DE	19966
traffic camera	RT 113	MILLSBORO	DE	19966
SCAM-084	Rt 113 & SR 24	MILLSBORO	DE	19966
Traffic Camera	RT 24	MILLSBORO	DE	19966
DNREC	Rt 24	MILLSBORO	DE	19966
Traffic Counter	Rt 26 Millsboro Hwy & Betts Rd	MILLSBORO	DE	19966
	Rte 113	MILLSBORO	DE	19966
DeIDOT	W State St	MILLSBORO	DE	19966
1FB for DSL	416 ATLANTIC AVE	MILLVILLE	DE	19967
Milton PD	101 FEDERAL ST.	MILTON	DE	19968
MILTON PUBLIC LIBRARY	121 UNION ST	MILTON	DE	19968
DOT SCAM162	13386 Coastal Hwy,	MILTON	DE	19968
Mariner Middle School	16391 Harbeson Rd	MILTON	DE	19968
H.O. Brittingham Elem	400 Mulberry St	MILTON	DE	19968
Milton Elem	512 Federal St	MILTON	DE	19968
DeIDOT	Rt 1	MILTON	DE	19968
Traffic Cabinet	@ OCEAN HWY	OCEAN VIEW	DE	19970
Lord Baltimore Elem	120 Atlantic Ave	OCEAN VIEW	DE	19970
Ocean View PD	201 CENTRAL AVE	OCEAN VIEW	DE	19970
OCEAN VIEW PD	32 WEST AVE.	OCEAN VIEW	DE	19970
Indian River Inlet	39368 Inlet Rd	OCEAN VIEW	DE	19970
	402 EVERGREEN RD.	OCEAN VIEW	DE	19970
DOT SCAM 093	57 Atlantic Ave	OCEAN VIEW	DE	19970
SCAM-093	6 CENTRAL AVE	OCEAN VIEW	DE	19970
FENWICK PD	800 COASTAL HWY	OCEAN VIEW	DE	19970
Bureau of Alcohol & Drug Abuse	800 COASTAL HWY.	OCEAN VIEW	DE	19970
	GARFIELD PKWY	OCEAN VIEW	DE	19970

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Holts Landing Park	Rd 346	OCEAN VIEW	DE	19970
	Rd 50A	OCEAN VIEW	DE	19970
	Route 26	OCEAN VIEW	DE	19970
	Rt 1	OCEAN VIEW	DE	19970
Traffic Cabinet	RT 1	OCEAN VIEW	DE	19970
TRAFFIC CABINET	RT 1	OCEAN VIEW	DE	19970
SCAM-001	SR1 & SR54	OCEAN VIEW	DE	19970
Dewey Beach PD	105 RODNEY ST.	REHOBOTH BEACH	DE	19971
DNREC-Indian River Life Saving Station	130 Coastal Highway	REHOBOTH BEACH	DE	19971
Rehoboth Public Library	226 Rehoboth Ave	REHOBOTH BEACH	DE	19971
Rehoboth Beach Police Dept	229 Rehoboth Ave	REHOBOTH BEACH	DE	19971
Indian River Life Saving Station	25025 Coastal Hwy	REHOBOTH BEACH	DE	19971
JP Court 2	35252 Hudson Way	REHOBOTH BEACH	DE	19971
JP COURT 2	35252 HUDSON WAY	REHOBOTH BEACH	DE	19971
Community Resource Center	37439 Oyster House Rd	REHOBOTH BEACH	De	19971
Burton Village	37511 Burton Village Ave	REHOBOTH BEACH	DE	19971
Delaware Seashore State Park	38917 Tower Bay Rd	REHOBOTH BEACH	DE	19971
Delaware Seashore State Park	38964 TOWER OCEAN RD	REHOBOTH BEACH	DE	19971
Delaware Seashore State Park	39184 Key Box Rd	REHOBOTH BEACH	DE	19971
Delaware Seashore State Park	39252 Conquest Rd	REHOBOTH BEACH	DE	19971
Indian River Inlet	39368 INLET RD	REHOBOTH BEACH	DE	19971
Indian River Campground (South)	39415 Inlet Rd	REHOBOTH BEACH	DE	19971
traffic cabinet	4364 HIGHWAY ONE	REHOBOTH BEACH	DE	19971
Rehoboth Elem	500 Stockley St	REHOBOTH BEACH	DE	19971
Gordons Pond	80 Ocean Dr	REHOBOTH BEACH	DE	19971
North Lot Fee Booth	850 Inlet Rd	REHOBOTH BEACH	DE	19971
Del Seashore Park	DEL SEASHORE STATE PARK	REHOBOTH BEACH	DE	19971
Rehoboth 800 MHz Site	Rehoboth Ave AHN 68	REHOBOTH BEACH	DE	19971
AHN 2 (Traffice Cabinet?)	ROUTE 1	REHOBOTH BEACH		19971

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Maintenance Office	Route 1, AHN 184	REHOBOTH BEACH	DE	19971
Boat Launch	Route 1, AHN 187	REHOBOTH BEACH	DE	19971
Rehoboth park and ride		REHOBOTH BEACH	DE	19971
Trailer - DAST Parking Lot	Routes 1 & 273	REHOBOTH BEACH	DE	19971
Delaware Seashore State Park	Rt 1	REHOBOTH BEACH	DE	19971
SCAM-011	SR 1 & SR 24	REHOBOTH BEACH	DE	19971
Frederick Douglas Elementary	1 Swain Rd	SEAFORD	DE	19973
Nanticoke Network Health Bldg	121 S. FRONT ST.	SEAFORD	DE	19973
Blades PD	20 W. 4TH ST.	SEAFORD	DE	19973
Medical Examiner	201 N. PINE ST.	SEAFORD	DE	19973
Shipley Center	215 HIGH ST.	SEAFORD	DE	19973
DelDOT Area 2 - Seaford Yard	22136 Bridgeville Highway	SEAFORD	DE	19973
DOT SCAM112	22898 Sussex Hwy & Herring Run Rd	SEAFORD	DE	19973
DelOne	24488 Sussex Hwy	SEAFORD	DE	19973
Old Body Shop	24799 Sussex Hwy	SEAFORD	DE	19973
EARLY CHOICES-SUSSEX CHURCH OF NAZARENE	25668 FAITH LANE	SEAFORD	DE	19973
Seaford PD	300 VIRGINIA AVE	SEAFORD	DE	19973
TRAFFIC CABINET	302 E. KING ST.	SEAFORD	DE	19973
Western Sussex Boys and Girls Club	310 VIRGINIA AVE.	SEAFORD	DE	19973
SEAFORD STATE SERVICE CENTER	350 VIRGINIA AVE	SEAFORD	DE	19973
Seaford High	399 N Market St	SEAFORD	DE	19973
SEAFORD DISTRICT LIBRARY	402 N. Porter St	SEAFORD	DE	19973
JP Court 4	408 Stein Hwy	SEAFORD	DE	19973
SCAM 083	500 High St	SEAFORD	DE	19973
Woodland Ferry	5145 Woodland Ferry Rd	SEAFORD	DE	19973
West Seaford Elementary	519 Sussex Ave	SEAFORD	DE	19973
NANTICOKE MEMORIAL HOSPITAL	801 MIDDLEFORD RD	SEAFORD	DE	19973
Blades Elementary	900 S Arch St	SEAFORD	DE	19973
Traffic Camera	Herring Run Rd	SEAFORD	DE	19973
TRAFFIC CABINET	HIGH ST	SEAFORD	DE	19973
SCAM-083	HIGH STREET & FRONT ST	SEAFORD	DE	19973
sign flasher	ROAD 490	SEAFORD	DE	19973
TRAFFIC CABINET	ROUTE 13	SEAFORD	DE	19973
TRAFFIC CABINET	STEIN HWY	SEAFORD	DE	19973

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HICKORY TREE (DSHA)	1 HICKORY TREE LANE	SELBYVILLE	DE	19975
SELBYVILLE PUBLIC LIBRARY	11 Main & McCabe Sts	SELBYVILLE	DE	19975
Keenwick on the Bay	19 BEACHTREE CT	SELBYVILLE	DE	19975
Indian River Admin	31 Hoosier St	SELBYVILLE	DE	19975
DeIDOT SCAM 101	36345 Lighthouse Rd	SELBYVILLE	DE	19975
	38 Keenwick Rd	SELBYVILLE	DE	19975
Hickory Tree	38083 Community Lane	SELBYVILLE	DE	19975
PRIVATE RESIDENCE	38258 KEENWIK RD	SELBYVILLE	DE	19975
Phillip C Showell Elem	41 Bethany Rd	SELBYVILLE	DE	19975
Selbyville PD	68 W Church St	SELBYVILLE	DE	19975
Selbyville Middle School	80 Bethany Rd	SELBYVILLE	DE	19975
Unknown	Rd 381	SELBYVILLE	DE	19975
DeIDOT	Rt 54	SELBYVILLE	DE	19975
Traffic Camera	SR 54 & SR 20	SELBYVILLE	DE	19975
Radio Transmitter Cabinet	US113 and Rt 54	SELBYVILLE	DE	19975
JP COURT 8	100 N. MONROVIA AVE.	SMYRNA	DE	19977
DPH WELLNESS CENTER	100 SUNNYSIDE RD	SMYRNA	DE	19977
National Guard - Smyrna Readiness Center	103 ARTISAN DRIVE	SMYRNA	DE	19977
SMYRNA PUBLIC LIBRARY	107 S. MAIN ST	SMYRNA	DE	19977
Sunnyside Elementary	123 Rabbit Chase Lane	SMYRNA	DE	19977
Brenford RTC	136 WATERVIEW LANE	SMYRNA	DE	19977
DHCI	150 SUNNYSIDE RD.	SMYRNA	DE	19977
Knotts 800 MHz Site	159 BRICK STORE LANDING RD.	SMYRNA	DE	19977
TMC	165 BRICK STORE LANDING RD	SMYRNA	DE	19977
DEMA	165 BRICK STORE LANDING RD	SMYRNA	DE	19977
511 Center	169 Brick Store Landing Rd	SMYRNA	DE	19977
Agriculture	1968 HARVEY STRAUGHN RD.	SMYRNA	DE	19977
John Bassett Moore Elem	20 W Frazier St	SMYRNA	DE	19977
Smyrna SSC	200 S Dupont Blvd	SMYRNA	DE	19977
DeOne	201 Pharmacy Dr	SMYRNA	DE	19977
DHCI	30 SUNNYSIDE RD.	SMYRNA	DE	19977
DE STATE HOUSING AUTHORITY	32 MONROVIA AVE.	SMYRNA	DE	19977
SMYRNA PD	325 W GLENWOOD AVE.	SMYRNA	DE	19977
DSHA - PEACH CIRCLE	327 PAUL DR.	SMYRNA	DE	19977
DOC Admin, Internal Affairs	355 Brickstore Landing Rd	SMYRNA	DE	19977
North Smyrna Elementary	365 N Main St	SMYRNA	DE	19977

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DSP Firing Range-Spoke	391 Clark Farm Rd	SMYRNA	DE	19977
Smyrna Elementary	405 S School Lane	SMYRNA	DE	19977
Woodland Beach Deer Check Station	4875 Haypoint Landing Rd	SMYRNA	DE	19977
AQUATIC RESOURCES EDUCATION CTR	4876 HAY POINT LANDING RD	SMYRNA	DE	19977
Smyrna HS	500 DUCK CREEK PKWY	SMYRNA	DE	19977
Blackbird Forest	502 Blackbird Forest Rd	SMYRNA	De	19977
Blackbird Forest	506 Blackbird Station Rd	SMYRNA	DE	19977
BELMONT HALL	512 S. DUPONT BLVD	SMYRNA	DE	19977
Mallard Lodge	5128 HAY POINT LANDING RD.	SMYRNA	DE	19977
Smyrna Rest Area	5500 Dupont Hwy	SMYRNA	DE	19977
McKay House	6180 Hay Point Landing Rd	SMYRNA	DE	19977
DCET	655 W. GLENWOOD AVE.	SMYRNA	DE	19977
Smyrna District Office	80 Monrovia Ave	SMYRNA	DE	19977
Thomas Clayton School	80 MONROVIA AVE.	SMYRNA	DE	19977
James T Vaughn Correctional	867 Smyrna Landing Rd	SMYRNA	DE	19977
VOP Center	875 Smyrna Landing Rd	SMYRNA	DE	19977
TRAFFIC CABINET	Between TMC building and SR1 - near Virt	SMYRNA	DE	19977
Traffic Counter	Clayton Rd & Delaney Rd	SMYRNA	DE	19977
	DUCK CREEK PKWY & ROUTE 13	SMYRNA	DE	19977
Trabauda Residence	LISA CT	SMYRNA	DE	19977
TRAFFIC CABINET	ROUTE 1	SMYRNA	DE	19977
TRAFFIC CABINET	ROUTE 13	SMYRNA	DE	19977
TRAFFIC CABINET	ROUTE 6	SMYRNA	DE	19977
TRAFFIC CABINET	ROUTE 9	SMYRNA	DE	19977
Traffic Counter	Rt6 Millington Rd & Hollett's Corner Rd	SMYRNA	DE	19977
DEPT OF CORRECTION	SMYRNA LANDING RD	SMYRNA	DE	19977
Wilder Wildlife Area	782 KERSEY RD.	VIOLA	DE	19979

* This list represents all the State and K-12 locations that require a high capacity bandwidth circuit for internet access.

It does represent approximately 80% of all service addresses and certainly covers the primary, major sites for the State and K-12.

It does not represent any State or K-12 location that only require low bandwidth or no bandwidth for internet access.

It does not represent every location that has voice dial tone service.

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Exhibit C

DELAWARE DEPARTMENT OF CORRECTION
SECURITY REQUIREMENTS & PROCEDURES

I. REQUIREMENTS FOR ALL VENDORS/CONTRACTORS:

The Delaware Department of Correction (DDOC) has established criteria for authorized entry into a correctional facility by Vendors/Contractors conducting business with the Department and requires the Vendor/Contractor to complete a Security Clearance Application (Attachment 1) and complete the Prison Rape Elimination (PREA) Acknowledgement Form (Attachment 2) prior to entering a DDOC facility. This security criterion shall be observed by all professional service visitors, volunteers, vendors, contractors, subcontractors (if any) and any applicable employee providing services in relation to the contract. While working inside the prison facilities, it must be clearly understood that prison security requirements will at all times take precedence over service and/or construction operations. The vendor shall comply with all such regulations and consider the regulations when preparing their bid response.

II. CONTRACTORS PERFORMING CONSTRUCTION/REPAIR SERVICES:

A. Site Security

The following regulations must be observed by all persons having any association with the construction of this project (employees, subcontractors, workmen, service men, manufacturer's representative, etc.):

- 1) Prime contractor shall submit a list of all proposed workers who will be working on site to the Regional Maintenance Superintendent or Security Superintendent. The list shall include name, social security number, age, sex, race and date of birth. This list shall include all sub-contractors (if any) and any vendors requiring access to the secure perimeter of the facility.
- 2) Each trade subcontractor shall notify the Maintenance Superintendent twenty four (24) hours in advance, but not later than 12:00 Noon, on the previous work day before sending men to the project site so an officer can be assigned to accompany all his personnel.
- 3) Contractors are required to notify the Regional Maintenance Superintendent/or Security Superintendent upon the termination of worker's services in order that the identification card on file can be pulled and rendered inactive.
- 4) Contractor must carry a Photo Identification Card.
- 5) It is essential that construction operation and debris removal be conducted in a manner to assure that materials that may be used as weapons do not fall into the hands of inmates.
- 6) Anything of unusual nature as loss of a key, identification cards, tools, piping, etc., shall be reported immediately to the escorting officer.
- 7) In the event that construction requires the disruption of plumbing, electrical power, etc., the

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Regional Maintenance Superintendent must receive at least twenty four (24) hours advance notice in order to preserve security and not to disrupt routine activities. When temporary shutdown of service is unavoidable, the work shall be completed at night during a time when the institution's routine will not be interfered.

- 8) Workers will be denied access to controlled areas should they have relatives or close friends incarcerated in the facility.
- 9) Workers shall be subjected to all rules and regulations and shall comply with the escorting officers' instruction accordingly.
- 10) Construction Personnel Vehicle Parking
 1. Parking spaces for privately owned vehicles operated by construction personnel may be limited.
 2. The Maintenance Superintendent will assign areas within the prison site for parking. Sufficient space will be provided to park privately owned vehicles operated by construction personnel on site.
 3. Parked vehicles must always have the ignition and doors locked.
- 11) Prison Records - Where a workman or representative visiting the institution has a prison record, the trade subcontractor shall be responsible for obtaining the particulars concerning his record and notifying the institution at least seventy two **(72) hours in advance of his visit. The institution will then notify the trade subcontractor and either provide or deny permission for that person to enter the institution. Any workman denied entrance to the institution must be replaced by the trade subcontractor or subcontractor at no additional cost.**
- 12) Workmen Lunch Area/Searches
 1. Workmen are expected to stay in their respective working areas during their lunch period unless leaving the grounds is permitted.
 2. All workmen are expected to submit to a search of themselves, toolboxes, lunch containers, and vehicles at any time if the search is deemed necessary.
- 13) It is forbidden to aid or abet the escape of any inmate, or to advise, connive or assist in any escape, or to conceal any inmate after escape, or withhold information pertaining thereto. Violation of this prohibition can result in prosecution and the law provides for punishment of fine and imprisonment.
- 14) It is forbidden to bring into or take out of the prison either for pay, or for favor, for any inmate, any article, without the proper authorization from the Maintenance Superintendent.
- 15) It is forbidden to roam at will throughout the prison. Workers are restricted to going directly to those places where the work is conducted and remaining away from all areas where they have no business to conduct.
- 16) It is prohibited to socialize, exchange pleasantries, or conduct business with inmates in traffic areas hallways, center areas, etc. Affectionate or intimate behavior between official visitors and inmates is prohibited.
- 17) No photographs may be taken without proper authorization. No public news releases may be given without similar authorization.

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- 18) Escorting of any person, not previously approved, onto the prison grounds or into the prison is prohibited.
- 19) The offering and giving of any tips, gratuities, fees, etc. to any inmates or prison personnel are strictly prohibited.
- 20) The use of indecent, abusive, or profane language is forbidden anywhere on the prison property.
- 21) Civilian or other clothing should not be left carelessly in places where it may be acquired and worn by inmates.
- 22) In the event an acquaintance, friend, or relative of contractor's employee should be an inmate of the institution at which work is being conducted, it is advisable that the contractor communicate this confidentially to the Maintenance Superintendent.

B. Equipment/Tool Inventory

- 1) Inventory of all tools, equipment and supplies shall be taken by the Contractor at the beginning and end of each workday (Attachment 3). All unnecessary tools and equipment should be left at the shop. An assigned DDOC employee shall escort the Contractor or other non-employee workers while in the institution. At entry control points, vehicles and personnel will be searched to include any tools or related equipment. No tools will remain on the work sites upon departure. Activities must be performed as authorized with proper security and safety precautions
- 2) Restricted Tools: The DDOC classifies a restricted tool as one that can be used by inmates either in effecting an escape or causing death or serious injury. The following tools are typical examples of a tool classified as restricted and shall not be considered all inclusive:
 1. Diamond-point drills
 2. Ice picks
 3. Hones and sharpening stock
 4. Metal cutters, blades
 5. Bolt cutters
 6. Cleaners
 7. Cutting torches
 8. Electric drills, portable
 9. Electric bench and portable grinders
 10. Files
 11. Gear pullers
 12. Diamond point and regular hacksaw blades
- 3) Flammable Liquids: Maintain flammable liquid (e.g., gasoline, fuels, etc.) in secure containers at all times, in compliance with OSHA regulations.
- 4) Powder Actuated Tools: Comply with Owner's and Maintenance Superintendent directions for control of powder used and stored.

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- 5) Lost or stolen tools must be reported to security of the Department of Correction immediately.
- 6) Broken saw blades must be removed from the property (not left or discarded on site).
- 7) Trucks should be kept clean of debris. Trash within the vehicle increases the amount of time required to inspect the vehicles.
- 8) Contractors shall include, in their bid, a sufficient amount of time to enter and depart the facility in a given day. As an example, it takes between one half hour to one hour to enter or leave the facility.
- 9) Proper construction clothing is required. Short pants are not permitted.
- 10) Contractors are advised that only limited movement will be permitted while inside the compound.
- 11) Completion of a Security Clearance Form is required for all employees working on the project and will remain on file for one (1) year from clearance date.

C. Special Requirements

- 1) Materials shall be moved through the buildings using rubber tire vehicles which shall be properly controlled at all times to avoid damage to existing walls, floors, and ceiling surfaces, including doors and door and/or window frames.
- 2) Water damage will not be tolerated and it is incumbent upon the contractor to take all steps necessary to keep the existing premises dry at all times.
- 3) All welding and cutting shall be performed by qualified and certified welders. Certificates shall be on file with the Construction Manager prior to commencement of any welding.
- 4) Existing streets, pavements, lawns, curbs and other finished surfaces disturbed or damaged by excavation or other construction activities shall be repaired and restored to their original conditions to the satisfaction of the Owner and local authorities.

III. CONTRABAND

- A. Title 11, Section 1256 of the Delaware Code specifies that “a person is guilty of promoting prison contraband when: (a) The person knowingly and unlawfully introduces any contraband into detention facility; or (b) The person possesses with intent to deliver any contraband to any person confined within a detention facility; or (c) Being a person confined in a detention facility, he knowingly and unlawfully makes, obtains, or possesses any contraband.”
- B. The following items are considered contraband and shall not be permitted near , in possession of or on the grounds of any DDOC facility:
 - 1) Intoxicating beverages.
 - 2) Narcotics, hypnotics, barbiturates, hallucinogenic drugs, central nervous stimulants, tobacco or drugs, except as authorized or approved by an institution affiliated physician.

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- 3) Firearms or instruments customarily used or designed to be used as a dangerous weapon, or an explosive device, except as authorized or approved by an institution and/or Departmental Administrator.
- 4) Instruments that may be used as an aid in attempting an escape.
- 5) Hypodermic needles, syringes, or other articles, instruments or substances specifically prohibited by the institution administration, except as authorized by an institution and/or Departmental Administrator.

C. In addition to above, no inmate may possess:

1. Tools, instruments or implement which could be used as a dangerous weapon except as are assigned by and used under the supervision of authorized personnel.
2. Money.

**Suppliers should familiarize themselves with the additional DOC Documents
provided for Reference, below:**

Attachment 1 – DOC Security Clearance Application
Attachment 2 – DOC PREA Acknowledgement Form
Attachment 3 – DOC Daily Contractor Tool Inventory Form



ATTACHMENT 1_DOC
SECURITY CLEARANCE



ATTACHMENT 2_DOC
PREA ACKNOWLEDGM



ATTACHMENT 3_DOC
DAILY CONTRACTOR
