

# Memorandum



CITY OF DALLAS

DATE December 8, 2023

TO Honorable Mayor and Members of the City Council

SUBJECT **Update on Request for Proposals for Broadband and Digital Divide Infrastructure**

The purpose of this memorandum is to provide an update on the Request for Proposals (RFP) in support of the City's Digital Divide efforts.

The Broadband & Digital Divide (BQZ23-00023217) RFP was first posted on Thursday, September 28, with a second posting on Thursday, October 5. Two pre-solicitation meetings were held with the first occurring on October 23, and the second occurring on November 14. These meetings were well-attended by potential vendors and provided the opportunity to present the details of the solicitation and to solicit feedback and questions for clarification from interested parties. In addition to these two meetings, interested vendors were provided an opportunity to submit questions in writing to the City by November 17. City staff reviewed submitted questions and formulated responses. Questions and responses were published to the Bonfire system by December 7 to allow all interested parties to view them.

Multiple potential respondents to the solicitation have requested an extension on the original December 15, submission deadline to provide adequate time to review the updated solicitation documentation (including responses to questions submitted) and prepare submissions. As such, the deadline for submissions has been extended to Friday, December 29, 2023, at 1:00 p.m. CST. Further information can be found at the City's website at <https://dallascityhall.bonfirehub.com/opportunities/108119>.

As a reminder, during the solicitation process, there can be no contact or communication with any City staff or Council members with the vendors. The only permissible communication is that between those designated in the text of the Solicitation (named OPS buyer) and the vendor. Non-compliance with this provision will result in rejection of the solicitation proposal from the vendor. In accordance with Dallas City Code and Texas Local Government Code, staff and council will be subject to the penalties listed in these policies, if non-compliance takes place during this or any other active procurement.

Should you have any questions or concerns, please contact Chief Information Officer, Bill Zielinski at [william.zielinski@dallas.gov](mailto:william.zielinski@dallas.gov) or Director of Procurement Services, Danielle Thompson at [danielle.thompson@dallas.gov](mailto:danielle.thompson@dallas.gov).



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