

Announce Network Services RFP 13 Jan 17

Subj: RFP for IETF Meeting Network Services

The IETF Administrative Oversight Committee (IAOC), on behalf of the Internet Engineering Task Force (IETF), announces this Request for Proposals for IETF Meeting Network Services.

The IAOC is seeking vendors to perform network services for IETF meetings beginning in 2017 for a three-year (3) period, with an opportunity for two (2) one-year extensions.

Generally, the services would include: storage of IETF-owned equipment between meetings, pre-staging of equipment between meetings; performing a pre-meeting site survey; developing a detailed network design; shipping all needed equipment to and from the meeting; installing all equipment at the meeting site; conducting tests; providing operations, systems management, and user support functions during the meeting; and performing any required remedial work post meeting.

The Internet Society may enter into Master Service Agreements with more than one qualified vendor. The Master Service Agreements are indefinite delivery, indefinite quantity (IDIQ) contracts. IDIQ contracts are a contracting vehicle that provide an opportunity for delivering services at a future IETF meeting, but are not a guarantee of an engagement for an IETF meeting.

The IETF conducts three one-week meetings a year throughout the world, generally, one each in Europe, America, and Asia in March, July and November. Attendance is in the range of 1,000 to 1,400 attendees per meeting. These meetings are in furtherance of the IETF's mission of standards development for the Internet. Attendees include engineers, computer scientists, network operators, and academics; attendees require "always on" connectivity with one or more devices. Meeting venues include hotels with conference space (the preference), as well as standalone conference centers. Meeting space requirements are typically 40,000 square feet, comprised of 8 meeting rooms holding between 100 – 500 people each; one Plenary room holding 1,000 people; a 120-seat terminal room; 8 offices; and a registration area.

Generally, the wireless network must service all meeting rooms, terminal room, offices, the registration area, and public spaces. Limited wired services are required in the meeting rooms and registration area, however the terminal room requires upwards of 50 drops. Remote participation services, audio streaming, video streaming, and Jabber conference rooms are provided in addition to the wired and wireless network services for the meeting. These additional services will require network support, but are not to be supplied through this request.

In addition to the meeting rooms, the meeting network must extend to the public spaces, such as restaurants and bars within the facility, as well as the guest rooms of the headquarters hotel. The IETF will have worked with the venue during the contracting phase to ensure this is possible and permitted. The vendor will collaborate with the venue staff to implement a mutually acceptable design and implementation.

The IETF meeting site shall be connected to the Internet through a pair of redundant circuits. These links are often brought in specifically for the event. The circuits are often donated from ISPs/PTTs that are friendly with the IETF, but must be ordered and purchased if no contributions can be arranged. Circuit arrangements are not to be done by the vendor.

The IETF has equipment available to be used by the vendor, which is subject to change over time. Vendor is to provide all other networking equipment which may include network servers, routers, switches, access points, cabling, and any equipment required by its staff in fulfilling the requirements of this contract.

Performance goals of the network are support of up to 3000 simultaneous connected devices with uninterrupted connectivity availability. Network links must all be sized to meet or exceed the bandwidth demands of the users, within the constraints of available technology. Vendor shall provide sufficient performance monitoring data to demonstrate that adequate performance is being delivered during the required periods.

The RFP can be found at: <<https://iaoc.ietf.org/rfps.html>>

The anticipated schedule is as follows:

a. RFP Issued: 16 January 2017

b. Questions must be submitted by 23 January to [tmc@ietf-bids.org](mailto:tmc@ietf-bids.org).

Responses will be posted by 25 January at  
< <https://iaoc.ietf.org/rfps.html> >

c. Proposal submitted by email due 8 February to [tmc@ietf-bids.org](mailto:tmc@ietf-bids.org).

d. Proposal Review Period: 8 - 22 February.

e. Notification of selection for negotiation: 23 February

f. Contract execution: 6 March

The point of contact regarding this RFP is the IETF Administrative Director, Ray Pelletier, [iad@ietf.org](mailto:iad@ietf.org).

Ray Pelletier