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Attachment 3 – Vendor Financial Proposal

The vendor must respond to all paragraphs in this attachment by restating point-by-point the understanding and acceptance of requirements, providing a detailed description of its proposed service, and providing a specific description of methods by which the proponent shall comply with State requirements. For all paragraphs requiring a response, the vendor must provide a complete and separate response for the service it is proposing. **Vendors must fully answer all questions in this *Attachment 3* by inserting its response immediately after each numbered paragraph. Failure to do so may result in disqualification of vendor’s proposal.**

1. Rates, Fees and Costs

The vendor is responsible for ensuring that all telephone services and rates comply with all applicable regulations including but not limited to the CT Department of Public Utility Control and the Federal Communications Commission. All rates must be fixed for the term of the contract unless re-negotiated and approved by the State as defined below.

The State has provided in this RFP (Attachment 18) the current usage, by facility, of the current Inmate Telephone Service.

The vendor shall affirm it will comply.

* 1. Commission Rate

The vendor shall pay a monthly commission to DOIT of at least, but not limited to 45% of the Commissionable Revenue. Commissions must be based upon revenue as follows: “Commissionable Revenue” is the revenue from Operator Service Calls generated by the inmate telephones, excluding: (i) amounts billed, but not paid; (ii) taxes; (iii) credits; and (iv) amounts otherwise paid to third parties in support of regulatory programs. The latter category includes the Universal Service Fund, the State 911 charge, the State Universal Service Fund, and the Carrier Cost Recovery Charge. If some future regulatory development establishes a new charge, the vendor and the State will mutually determine the exemption of such charge from Commissionable Revenue at that time. The commission must be received by DOIT within 30 days of the end of each month’s billing cycle.

All revenue payments to the State for services/equipment shall be made payable to “Treasurer, State of Connecticut” and submitted to the Department of Information Technology, Fiscal Office or designee.

The vendor shall affirm it will comply with the above requirements (do not state the commission rate here).

* + 1. Commission Rate Spreadsheet – MANDATORY

The vendor must provide a single commission rate for the commissionable revenue generated by both the discounted pre-paid calls and non-discounted standard collect calls in the Commission Rate Spreadsheet at the end or Attachment 3 and include it in the financial response to this RFP.

* 1. Rate Structure
		1. Domestic Calls Placed to Connecticut Telephone Numbers

The rate proposed and charged by the vendor shall be a single flat per minute rate exclusive of all applicable fees, surcharges, and taxes for all collect calls made to Connecticut telephone numbers. The rate for the discounted pre-paid calls must be, at a minimum, 25% less than the standard collect call rate.

The vendor shall affirm it will comply.

* + 1. Domestic Calls Placed to Non-Connecticut Telephone Numbers

The rate proposed and charged by the vendor shall be a single flat per minute rate exclusive of all applicable fees, surcharges, and taxes for all collect calls made to non-Connecticut telephone numbers within the continental United States, Alaska and Hawaii. The rate for pre-paid calls must be, at a minimum, 25% less than the flat collect call rate.

The vendor shall affirm it will comply.

* + 1. Calls Placed to International Telephone Numbers

The vendor shall propose a rate structure for international calls detailing rates by country exclusive of all fees, taxes, connect charges or other costs. Any location not within the area defined as covered by the domestic rates as detailed above shall be treated as international. The rate for pre-paid calls must be, at a minimum, 25% less than the standard collect call rate.

The vendor shall affirm it will comply.

* + 1. Per Minute Call Rates Spreadsheet – MANDATORY

The vendor must fully complete the Per Minute Call Rates Spreadsheets at the end of Attachment 3 and include them in the financial response to this RFP. The vendor rates included in the spreadsheet will be used to correct any vendor mathematical discrepancies.

1. Alternate Rates, Fees and Costs (No Commission)

The vendor shall provide an alternate rate structure for calls if the State were to eliminate commissions at a later date. The alternate rate structure would be fixed for the term of the contract unless re-negotiated and approved by the State as defined below.

The State has provided in this RFP (Attachment 18) the current usage, by facility, of the current Inmate Telephone Service.

The vendor shall affirm it will comply.

* 1. Alternate Rate Structure
		1. Domestic Calls Placed to Connecticut Telephone Numbers (Alternate Rate)

The rate proposed and charged by the vendor shall be a single flat per minute rate exclusive of all applicable fees, surcharges, and taxes for all collect calls made to Connecticut telephone numbers. The rate for the discounted pre-paid calls must be, at a minimum, 25% less than the standard collect call rate.

The vendor shall affirm it will comply.

* + 1. Domestic Calls Placed to Non-Connecticut Telephone Numbers (Alternate Rate)

The rate proposed and charged by the vendor shall be a single flat per minute rate exclusive of all applicable fees, surcharges, and taxes for all collect calls made to non-Connecticut telephone numbers within the continental United States, Alaska and Hawaii. The rate for pre-paid calls must be, at a minimum, 25% less than the flat collect call rate.

The vendor shall affirm it will comply.

* + 1. Calls Placed to International Telephone Numbers (Alternate Rates)

The vendor shall propose a rate structure for international calls detailing rates by country exclusive of all fees, taxes, connect charges or other costs. Any location not within the area defined as covered by the domestic rates as detailed above shall be treated as international. The rate for pre-paid calls must be, at a minimum, 25% less than the standard collect call rate.

The vendor shall affirm it will comply.

* + 1. Alternate Per Minute Call Rates Spreadsheet – MANDATORY

The vendor must fully complete the Alternate Per Minute Call Rates Spreadsheet at the end of Attachment 3 and include it in the financial response to this RFP. The vendor rates included in the spreadsheet will be used to correct any vendor mathematical discrepancies.

1. Reports for DOIT and DOC

The vendor shall provide monthly management reports to DOIT/Communications Services and DOC identifying the revenue and commission paid by telephone number by facility. In addition, the vendor shall provide information detailing the calculations based on the various provisions of the vendor’s commission rate schedule. The vendor shall also provide the total minutes by call type by facility.

The vendor shall provide various other reports as required including but not limited to detail of amount of deposit made to prepaid accounts, international calls processed, and wireless numbers added to authorized call lists.

The vendor shall include in its response samples of the above reports as well as describe any other available reports.