

# MBI

MASSACHUSETTS  
BROADBAND INSTITUTE



at the MassTech  
Collaborative

# Residential Retrofit RFP 1 Bidders Conference

June 2024

## Welcome!

While we wait for people to join the meeting, please use the chat to share what organization you are representing.

Post NBA Championship or Olympic event predictions too!

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## Webinar Guidelines

- This Bidders Conference is being recorded.
- All microphones are muted on entry; please stay muted throughout the presentation but feel free to post questions in the chat
- Please set your screen name as your full name and affiliated organization
- There will be time allocated after the presentation for Q&A with attendees
- Written Questions must be submitted electronically via the online form posted on the solicitation website before **June 10, 2024 @ 5:00 PM**
- Answers will be posted on MassTech's website and COMMBUYS by **June 19, 2024 @ 5:00 PM**
- MBI reserves the right to mute or dismiss participants that behave in an inappropriate manner

# Agenda

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- 01** | Program Overview
- 02** | Project Groups
- 03** | RFP Requirements, Application Process, and Scoring
- 04** | Post Application Submission Process
- 05** | Grant Agreement Terms and Conditions
- 06** | Questions and Answers Session



MASSACHUSETTS  
TECHNOLOGY  
COLLABORATIVE

**OUR MISSION:**

We strengthen the competitiveness of the tech and innovation economy by driving strategic investments, partnerships, and insights that harness the talent of Massachusetts.



*Administering ~\$530M in state and federal funds over the next 2 fiscal years.*



# Residential Retrofit Program



## Funding Source and Parameters:

- \$22M Grant Program
- No match requirement
- US Treasury ARPA Capital Projects Fund
- Quarterly RFP's until funds are expended
- Projects must be substantially completed by 12/31/2026

## Grants will be made directly to ISP's & MSP's to:

- Build fiber infrastructure into affordable housing buildings;
- Install fiber or CAT 6 cabling into units within affordable housing buildings – **service capability minimum 100/100**;
- Install smart panels or other needed in unit termination points for improved wiring within affordable housing buildings; and
- Other required cabling, RF, or telecommunications equipment as required by conditions within participating properties.

# Residential Retrofit Program Objective

## Program Objectives

1. Improve quality of service via infrastructure investment.
2. Leverage grant funds as an operational subsidy to decrease service costs for residents.
3. Incentivize innovative solutions such as bulk service and open access networks.
4. Encourage collaboration with workforce providers to build industry partnerships.

# Eligible Applicants

## Lead Applicants

### Internet Service Providers (ISPs)

- Entities currently providing internet services to consumers in Massachusetts and potential new market entrants. This may include entities that are not legacy providers of cable television or telephone services but who are interested in offering retail internet service over newly built infrastructure.

### Managed Service Providers (MSPs)

- Entities operating networks and providing service to residents and businesses by leveraging existing internet infrastructure or partnering with other entities to build networks.

## Potential Partners

### Owners of Broadband Infrastructure

- Entities currently operating or holding fiber infrastructure in Massachusetts and potential new market entrants who own middle- or last-mile fiber infrastructure.

### Builders of Broadband Infrastructure

- Entities who construct and/or deploy broadband infrastructure assets including fiber, low voltage cabling, and other relevant RF or telecommunications equipment.

### Other

- Entities supporting the deployment of broadband infrastructure under the Residential Retrofit Program.

# Grantee Requirements

- Own all assets funded by the Program (subject to the Federal Interest period through 12/31/2034)
- Allow MBI to retain rights to use three fiber strands for all fiber service constructed under this grant program. MBI will require that this will include accessible service coils at ingress/egress points of any fiber extension and drop to any Property funded under this program.
- Commit to not imposing data caps, surcharges, or usage-based throttling of residents of participating properties.
- Commit to participating in any future federal or state subsidy program similar to the Affordable Connectivity Program.
- Commit to not raise service prices as submitted in the Application by more than 3% in any year over year timeframe throughout the Federal Interest Period (i.e., through 2034).

# Grantee Requirements Cont.

- Grantees will be responsible for the procurement and installation of all materials, equipment, wiring and any other capital assets and ancillary services required to implement the awarded projects.
- Grantees will be responsible for submitting a draft agreement that they propose be signed by the Property Owner(s) that indicates the proposed service level(s) and price(s) along with building access requirements.

# Eligibility



## Eligible Costs

- Installation of fiber construction into affordable housing buildings
- Installation of fiber or CAT 6 cabling into units within affordable housing buildings
- Installation of smart panels or other needed in unit termination points for improved wiring within affordable housing buildings
- Other required cabling, RF, or telecommunications equipment as required by individual building conditions within affordable housing buildings.



## Ineligible Costs

- Acquisition of spectrum licenses;
- Operating expenses, other than grant administration costs;
- Short-term operating leases;
- Payment of interest or principal on outstanding debt instruments, or other debt service costs incurred prior to March 15, 2021
- Fees or issuance costs associated with the issuance of new debt;
- Satisfaction of any obligation arising under or pursuant to a settlement agreement, judgment, consent decree, or judicially confirmed debt restructuring plan in a judicial, administrative, or regulatory proceeding; or
- To support or oppose collective bargaining. This does not affect the ability to use funds to comply with 41 C.F.R. 60-1.4.

[Click here](#) for additional specific details of eligible and ineligible uses of funds – as defined by U.S. Treasury.

# Timeline

Milestone	Date
RFP 1 Opens	May 28, 2024
Bidder's Conference	June 4, 2024
Questions Submitted	June 10, 2024 at 5:00 p.m. Questions must be submitted through online form on solicitation website.
Questions Posted	On or before 5:00 p.m. on 6/19/2024 to MassTech Collaborative and COMMBUYS website(s).
RFP Closes	June 28, 2024 at 5:00 p.m.
Top Three Scoring Final Applicants Notified By	July 19, 2024
Site Visits	July 22 - August 2, 2024
Final Applicants Deadline for Resubmission of Application Materials	7 business days from site visit
Grant Award Notifications	August 2024
<p style="text-align: center;"><b>Quarterly RFP and Award Cycles to Follow until funding is expended</b></p> <p style="text-align: center;">*All RFP schedule descriptions and dates are tentative and subject to change.</p>	



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# Project Groups

# Unified Expression of Interest

Apartment WiFi



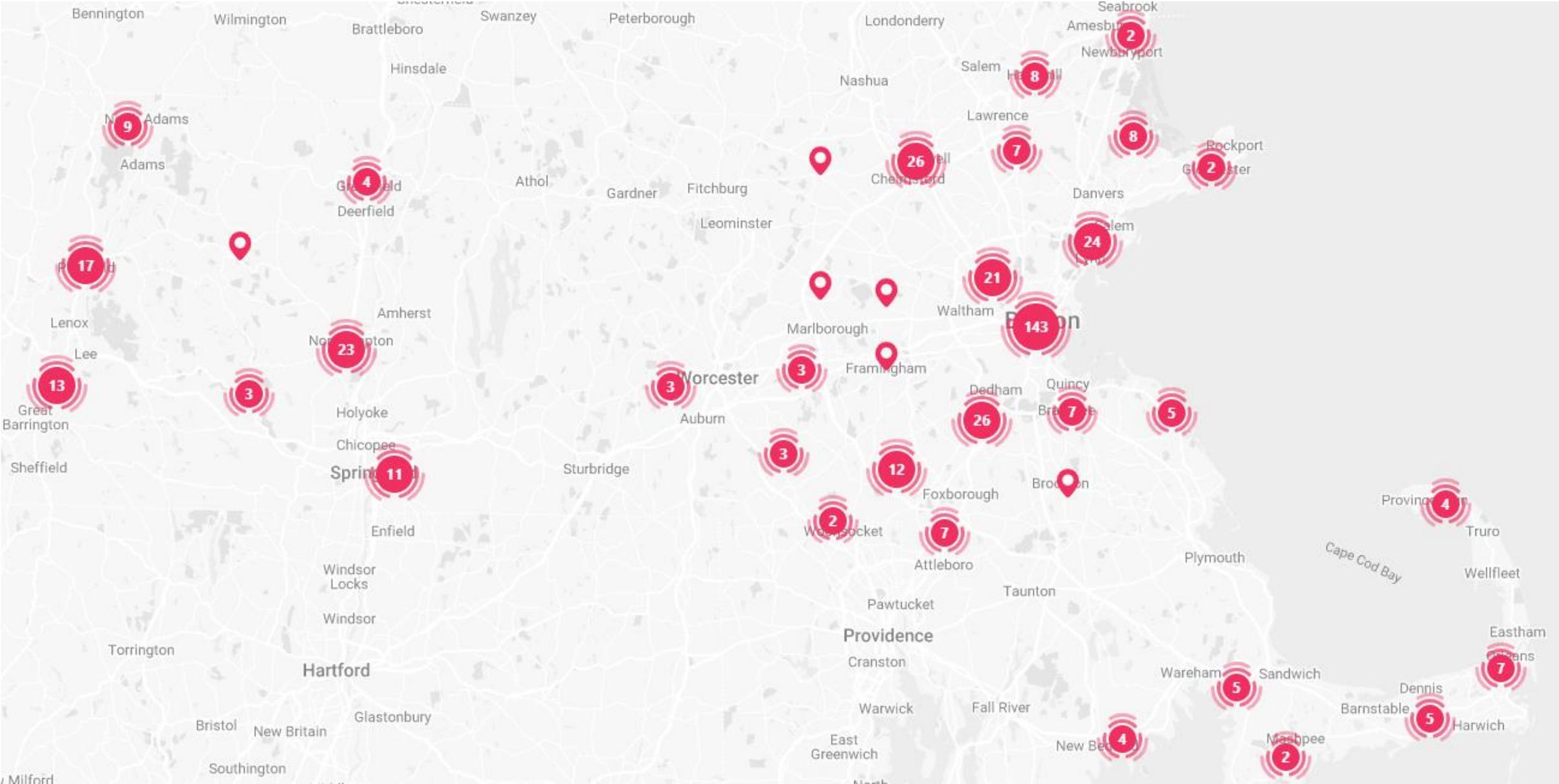
Residential Retrofit



[Submit an Expression of Interest!](#)

**Both Apartment WiFi and Residential Retrofit programs will use a unified Expression of Interest form.**

# MBI has received submissions for over 260 developments representing over 20,000 units across the state.



# Housing Site Eligibility



- State and federally funded public housing developments.
- Developments supported by Low Income Housing Tax Credits or other deed-restricted affordable housing developments.
- Housing developments that serve residents that fall at or below 300% of Federal Poverty Guidelines for household size or income at or below 65% of Annual Median Income.
- Mixed income affordable housing developments will only be eligible if they are located in “Qualified Census Tracts” (QCTs).
- MBI will not invest in properties where less than 50% of the units are deed restricted affordable unless the property owner can provide sufficient information regarding the long-term affordability of the property and that residents meet US Treasury definitions of “Impacted” or “Disproportionately Impacted”.
- MBI will not invest in properties where internal wiring upgrades have been made in the past five years or if there is fiber connectivity to the building and unit, or CAT 6 ethernet cabling to the unit.

# Round 1 Housing Partners

- Adams Housing Authority
- Berkshire Housing
- Bethany Community Services Inc.
- Boston Housing Authority
- Brookline Housing Authority
- The Caleb Group
- Carr Property Management, Inc.
- Coalition for a Better Acre
- Codman Square NDC
- Dorchester Bay Economic Development Corporation
- Just A Start
- Neighborhood of Affordable Housing, Inc. (NOAH)
- Norwood Housing Authority
- Preservation of Affordable Housing (POAH)
- Somerville Housing Authority
- Pittsfield Housing Authority.
- The Schochet Companies

**The Round 1 RFP represents 65 developments and 5,035 units.**

Future RFP's will solicit new sites.

# Project Groups

Eligible housing sites have been consolidated into **Project Groups** of not more than five developments under common ownership. Any given development can consist of one or more buildings.

## Project Group Summary

Housing Operator: Coalition for a Better Acre

Website: [coalitionforabetteracre.org](http://coalitionforabetteracre.org)

Total Units: 60

Total Buildings: 3

Town: Lowell

Notes: CBA has recently, in partnership with UMass Lowell, been offering community members computer literacy classes. Participants additionally are able to keep the devices after completing the class. Pairing this initiative with this program would be ideal for residents.



# Project Groups

Detailed development information can be found in the [online AirTable](#).

tailed ... 1 hidden field Filter Grouped by 1 field Sorted by 1 field Color Share and sync

Development Name	DevName	Address	City/Town	Zip	Latitude
PROJECT GROUP ": Mission Towers, .	Count 1				Sum 1830
1 Mission Towers	Mission Towers	180 WATER ST	HAVERHILL	1830	42.7750037
PROJECT GROUP "Adams Housing Authority: Columbia Valley, "	Count 1				Sum 1220
2 Columbia Valley	Columbia Valley	4 COLUMBIA ST - 2	ADAMS	1220	42.62643767
PROJECT GROUP "Berkshire Housing : Barrett House Apartments , "	Count 1				Sum 1220
3 Barrett House Apartments	Barrett House Apartments	17 Pleasant St	ADAMS	1220	42.6215318
PROJECT GROUP "Berkshire Housing : Cherry St., George St., Epworth Arms A,	Count 4				Sum 4804
4 Capitol Square APTS	Capitol Square APTS	379 North St	PITTSFIELD	1201	42.454062
5 Cherry St.	Cherry St.	65-67 Cherry St	PITTSFIELD	1201	42.455871
6 Epworth Arms Apartments	Epworth Arms Apartments	350 WEST ST	PITTSFIELD	1201	42.450468
7 George St.	George St.	18 George St	PITTSFIELD	1201	42.441552
PROJECT GROUP "Berkshire Housing : Clark Biscuit Apartments LLC , "	Count 1				Sum 1247

- Development Name
- Address
- City/Town
- Zip
- Latitude
- Longitude
- External Construction Material
- Interior Construction Materials
- Commercial Fiber Providers w/in 2000 Ft
- # of units by bedroom
- Total Units
- Stories
- Total Buildings
- Year Built
- Year Renovated
- Known asbestos in building
- Interior non-residential/public space

# Project Groups

Data can also be downloaded from the online AirTable.

The screenshot shows the AirTable interface for a project group. The top navigation bar includes 'Views', 'Retrofit Project Group Detailed', a dropdown menu (circled in red), '1 hidden field', 'Filter', 'Grouped by 1 field', 'Sorted by 1 field', 'Color', and 'Share and sync'. The dropdown menu is open, showing options: 'Collaborative view', 'Rename view', 'Edit view description', 'Duplicate view', 'Download CSV' (circled in red), 'Print view', and 'Delete view'. The main table displays project data with columns for Name, DevName, Address, City/Town, #, and Zip. The data is grouped by project groups, with summary rows for each group.

Name	DevName	Address	City/Town	#	Zip
Sum 1830					
Mission Towers		180 WATER ST	HAVERHILL	1830	42.7750037
Sum 1220					
Columbia Valley		4 COLUMBIA ST - 2	ADAMS	1220	42.62643767
Sum 1220					
Barrett House Apartments		17 Pleasant St	ADAMS	1220	42.6215318
Sum 4804					
Capitol Square APTS		379 North St	PITTSFIELD	1201	42.454062
Cherry St.		65-67 Cherry St	PITTSFIELD	1201	42.455871
Epworth Arms Apartments		350 WEST ST	PITTSFIELD	1201	42.450468
George St.		18 George St	PITTSFIELD	1201	42.441552



# 03

## RFP Requirements, Application Process, & Scoring

# RFP Sections

## Threshold Requirements

Section 7.1 of RFP

- Network Design
- Customer Premise Equipment
- Project Schedule
- Fiber Reservation of Rights
- Service Level Agreement
- Affordability
- Agreement with Property Owners

## Scored Criteria

Section 7.2 of RFP

- Service Subscription Costs
- Proposed Project Costs
- Experience implementing Similar Projects.
- Community Benefits
- Organizational Capacity and Resources
- Labor and Workforce Standards
- Financial Capability

## Bonus Points

Section 7.3 of RFP

- Use of Public Broadband Infrastructure.
- Open Access Network
- Bulk Service

**MBI recommends reviewing and becoming familiar with the RFP prior to beginning the online application!**

# Online Application

The Application is structured around four main sections:

1. General Applicant Information
2. Standard Business Practices
3. Project Group Information Scored Criteria
4. Project Group Information Bonus Points Criteria

Applicants will only need to provide General Applicant and Standard Business Practices Information once.

After completing the General Applicant and Standard Business Practices Information sections, the applicant will select which of the **Project Groups** they are interested in providing improved broadband service to under this grant program. They will then provide specific information for each Project Group they have selected as Scored and Bonus criteria.

**All RFP responses must be submitted through  
the online application portal!**

# Project Group Application Process

## Project Group Selection

You will now have the opportunity to select which project groups you are interested in serving under the Retrofit program. Project Group details and summary information can be found on the Retrofit solicitation website. For each project group you select, there will be a series of questions you are required to answer. You will have the ability to review your answers for each project group before moving to the next and click back to any previous project group using the back button at anytime.

Please select the Project Groups you are interested in serving:

- Boston Housing Authority: Peabody/Englewood, Torre Unidad, Washington Manor
- Boston Housing Authority: Hassan Apartments, MLK Towers, Codman (2 units are offices)
- Adams Housing Authority: Columbia Valley
- Preservation of Affordable Housing (POAH): Temple Landing
- Preservation of Affordable Housing (POAH): Bay Meadow Apartments
- Pittsfield Housing Authority: Christopher Arms, Providence Court, Francis Plaza, Columbia Arms
- Pittsfield Housing Authority: ROSE MANOR
- Norwood Housing Authority: Willowood
- Codman Square NDC: 157 Washington, Whittier Place
- Bethany Community Services, Inc.: Mission Towers
- The Schochet Company: Weldon, T
- Carr Properties: Seniority House, Highland House, Independence House South, Costello House
- Beacon Properties: Bay State Apartments
- Caleb Group: Mohawk Forest
- Caleb Group: The Sirk Building
- Berkshire Housing : Cherry St., George St., Epworth Arms Apartments, Capitol Square APTS
- Berkshire Housing : Clark Biscuit Apartments LLC
- Berkshire Housing : Pittsfield April Lane LLC
- Berkshire Housing : Barrett House Apartments

Applicants can select one or more Project Group from this list.

These project groups correspond to the data in the downloadable PDF and online AirTable list.

# Evaluation Criteria Scoring

RFP Section	Scoring Criteria	Points will be awarded up to:
7.2.1	Service that will still be low cost or free without subsidy	20
7.2.2	Proposed Project Costs	20
7.2.3	Experience in implementing projects of similar size and complexity	16
7.2.4	Community benefits	12
7.2.5	Organizational capacity and resources	12
7.2.6	Labor and workforce standards	10
7.2.7	Financial capability	10
<b>TOTAL POINTS</b>		<b>100</b>

**Applicants must meet a minimum score of 50 to be eligible for a grant, as outlined in section 7.2 of the RFP**

# Add'tl Scoring Details

## Affordability of Service w/out Subsidy

- MBI is targeting \$10 month price point for 100/20 service **(18 pts)**.

## Community Benefits

- MBI is encouraging applicants to provide any of the following community benefits: Free WiFi in public spaces (hallways, community rooms, lobbies, outdoor areas, etc), devices at a ratio of 1:4 units, and digital skills courses. **(4 pts for any of the above)**

## Workforce and Labor

- MBI seeks to foster partnerships between applicants and workforce training provider via demonstrated commitments to support recruitment/training activities in any sector relevant to the Residential Retrofit Program (low voltage cabling, fiber construction, network design/management, IT support, or other relevant sector). **(4 pts)**

# Evaluation Criteria Scoring

Evaluation Criteria		Maximum Scoring
7.3	Optional Bonus Criteria	25 pts
	#1 – Leveraging Public Broadband Infrastructure	5 pts
	#2 – Open Access	10 pts
	#3 – Bulk Service	10 pts

**Bonus criteria does not count towards the 50 point scoring minimum requirement.**

# Add'l Bonus Scoring Details

## Leveraging Public Broadband Infrastructure

- Applicants that commit to using backhaul or ISP service offered over a publicly owned network will receive **5 points**.

## Open Access Infrastructure

- Applicants may propose open-access arrangements ranging from provision lit fiber services for other ISPs, to installation of second pathways or shared conduits to Properties that allow other ISPs to provide their own service (or other arrangements that would lower barriers to entry for serving Properties by other ISPs). **(Up to 10 Pts)**

## Bulk or Enterprise Service Options (Up to 10 Pts)

- If the Applicant chooses to propose a bulk service option they must:
  - (1) guarantee service levels of at least 100/20 to each unit;
  - (2) be able to provide individual units an opportunity to upgrade their service levels on a unit-by-unit basis; and
  - (3) propose backhaul service in alignment with the applicants proposed oversubscription ratio as outlined in the response to section 7.1.1.



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# Post Submission Process

# Post Submission

1. Applications that meet Threshold Criteria are reviewed for scored and bonus criteria.
2. The top three scoring applicants for each Project Group will be invited to a site visit with the housing operator.
  - MBI will provide the applicants with three potential date/time options for a site visit.
  - Applicants must respond to MBI within 2 business days regarding their preference.
  - The date/time that is most preferable between the three applicants will be selected. **MBI will not coordinate more than one site visit per project group.**
3. Applicants will be allowed to resubmit components of their original application based on additional information gleaned during the site visit within 7 days of the site visit.
4. MBI will then rescore any materials resubmitted by applicants.
5. The top scoring applicant will be awarded the Project Group.

# Change Orders

MBI will allow applicants to submit change orders and cost adjustments after award, but only for items that would have been unforeseeable at the time of the application.

MBI intends to use the site visit process to minimize change orders and ensure reasonable cost submissions at the time of application.

MBI encourages applicants to thoroughly review their cost estimates and assumptions prior to submission to minimize the amount of change orders required upon award.

Change orders will be evaluated on a case-by-case basis and will be awarded at the sole discretion of MBI.



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# Grant Agreement Terms and Conditions



# Grant Terms and Conditions

- The Funding Agreement will include terms and conditions including, but not limited to:
  - Description of the services
  - Roles and responsibilities
  - Grant payment schedule (payment on a reimbursement basis upon completion of milestones)
  - Eligible uses of funds
  - Period of performance
  - Accounting and reporting requirements
  - Compliance requirements
  - Remedies for noncompliance
  - Audit practices
  - Recording keeping
  - Internal controls, and
  - Other terms required by federal law



# Documentation Disclaimer

- All responses, applications, data, materials, information, and documentation submitted in response to the Residential Retrofit Program shall become MBI's property and shall be subject to public disclosure.
- MassTech/MBI is public entity and is subject to the Massachusetts Public Records Law. Every document submitted to MassTech/MBI is a public record unless an exemption applies.
- If an Applicant wishes to have MassTech treat certain information or documentation as confidential, the Applicant must submit a written request to MassTech's General Counsel prior to submission to MassTech/MBI. The details for this process are in Section 6.1.2 of the grant solicitation.



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# Questions and Answers Session