



Converging Technologies Solutions

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Mr. Travis Rob
Chief Building Official
Facilities/Special Projects Coordinator
Town of Fort Frances
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Dear Travis:

Telcom New Systems – Why deal with us?

Telcom regularly works with clients who are upgrading and replacing systems of all sizes. One of our more recent projects we completed was for Wilson Memorial Hospital in Marathon Ontario and upgrading telecommunications infrastructure for Riverside Health Care and the Town of Fort Frances. I have over the year's written new system RFP's for all Government sectors. As you may know, the Ontario Government Broader Public Sector bidding guidelines must be followed. I not only write the RFP, but I vet the responses and assist you in making sure all users requirements are taken into consideration. It is not unusual to have a dozen plus suppliers send in responses.

The following is a brief listing of the extensive involvement in assisting a client in the process of selecting a new system:

- thorough investigation and analysis of your current system including ports, lines, extensions, usage, etc.
- needs analysis - this involves meeting with both yourself and other key personnel to assess both the shortfalls in the current system and future expansion needs.
- analyze current service suppliers specifically checking for current contractual obligations
- preparing a 'Request for Proposal' and ensuring that all available suppliers are of the RFP including inviting specific suppliers if necessary.
- meeting with client and vendors who are interested in putting forth proposals
- verifying and validating references of interested suppliers
- assisting the client with the procedure of choosing the 'cream of the crop'
- communicating with the selected suppliers to answer all their enquiries
- assisting the client in selecting the best system for their needs
- negotiating with the selected supplier to ensure that the client is obtaining the optimum pricing
- overseeing the installation of the new system
- verifying the end cost
- continuous contact with the client to ensure that they are fully involved and knowledgeable about the process.

Aside from relieving our clients senior staff of trying to set aside sufficient time to go through the process of investigation, analysis negotiating and obtaining a new system on their own, Telcom brings to the table our extensive expertise in the rapidly changing world of telecommunications. Our fee for conducting a comprehensive Review from an assessment of needs analysis through final implementation would be **Fifteen Thousand dollars (\$15,000.00) and travel of \$2,000.00 plus HST.**

It is important to note that in the vast majority of cases, our clients have been able to offset most, if not all, of the cost of our services through the reduced price for the new system that we have been able to negotiate on their behalf. The budget cost I would go with would be \$175,000.00 which could be significantly reduced if the appliances in Public Works etc. could continue to be utilized. A second factor would be if the Civic Centre telecommunications wiring network requires to be upgraded and how much you want to integrate your voice/data local area network.

In closing, it might be worthwhile to also do a second review of all your current telecommunications costs as there has been some changes with respect to competitive suppliers to Bell Canada in Fort Frances. As you will recall we were able to uncover **Sixty-Four Thousand Four Hundred twelve dollars and eighty-eight cents (\$64,412.88)** in annualized savings during our initial Review in 2013 and some of these additional savings could be redeployed toward the purchase of a new phone system. Our fees for this separate service remain unchanged and are:

- **Option One:** fifty percent (50%) of the monthly savings we are able to achieve over eighteen (18) months by completing an in-depth comprehensive review of your present telecommunications ongoing monthly expenses, plus fifty percent (50%) of any incorrect or overcharged billings, including wireless credit amounts, refunded or credited back to your organization.
- **Option Two:** thirty-five percent (35%) of the monthly savings over a thirty-six (36) month period, by completing an in-depth comprehensive review of your present telecommunications ongoing monthly expenses, plus fifty percent (50%) of any incorrect or overcharged billings including wireless credit amounts refunded or credited back to your organization.

Yours truly,



Norm Pollard
President - Telcom Enterprises



Member: Canadian Telecommunications Consultants Association