



HetNet
Forum

Checklist for Issuing an RFP for a Distributed Antenna System

Overview

Like water and electricity, reliable and ubiquitous wireless communications have become an operational imperative to support the daily activity that takes place within the building structure. Building occupants rely heavily on wireless devices to support the way they live and work. First responders need reliable communications within the building during routine and emergency operations. Enterprises are integrating wireless services into their operational processes to support mission-critical outcomes, whether they be enhanced learning for students in higher education campuses, better health outcomes for patients in medical facilities, or a superior experience for guests in a hospitality complex.

Building owners and enterprise CIOs realize that limited or poor wireless services can significantly impair their ability to attract their core customers – tenants, students, faculty, physicians or convention goers. However, the wireless environment is complex, usually involving multiple radio services, protocols, frequencies and applications. It is also extraordinarily dynamic, constantly evolving to accommodate the latest technology, service or application. Together, these characteristics make planning for a comprehensive, “future proof” indoor wireless strategy a daunting task.

Whether outsourcing the entire wireless network to a third-party or contracting for specific services to build and maintain the indoor communications network, this request for proposal checklist is designed to help building owners and enterprise CIOs consider what to ask for and what to expect from a prospective bidder to design, install, operate, and/or maintain an indoor wireless communications system. It is recommended that the review of RFP responses be undertaken by a team representing a variety of interested stakeholder groups, such as procurement, legal, finance/business, telecommunications, information technology and facility engineer/property manager.

Major Topics

A Request for Proposal for an indoor wireless system solution should consider and/or address the following major topics:

- Introduction / Overview
- Scope
- Requirements
- Venue Description
- Specifications
- Maintenance and Support Services
- Performance Guarantee
- Regulatory Compliance
- Training
- Vendor Information
- Design Proposal
- Statement of Work
- Bid Response Information

To request the full whitepaper, please contact Tracy Ford, Director of the HetNet Forum, via email at Tracy.Ford@pcia.com. Please write RFP Checklist in the subject line and provide your name, title, company, e-mail and telephone contact information in the body of the e-mail.