

## REQUEST FOR PROPOSAL

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### FOR FIBER-TO-THE-HOME DESIGN WORK

**Background:**

The Port continues to look for opportunities to enhance telecommunication services within and without its district. As authorized by statute, the Port builds telecommunications infrastructure and offers it for use to telecommunications providers on an open access platform. The Port is proposing to build fiber optic cable and facilities as part of a "fiber-to-the-home" project to connect Fiber to the Premises in Northwest Clarkston Heights (the Project). The Port applied to the Washington State Community Economic Revitalization Board (CERB) for financial aid for the Project. CERB extended an initial offer of financial aid for the project.

**Statement of Need (Scope):**

This Request for Proposals (RFP) is intended to solicit proposals from fiber design firms to supply the Port with a fiber-to-the-home design for the portion of the Northwest Clarkston Heights as defined by Attachment A (in and around Valley View Drive to Ben Johnson Road, Clarkston, WA).

The services expected to be delivered as part of this procurement must include but are not limited to:

- Assist with right-of-way acquisition as required
- Aerial and underground design and construction drawings, including drops to each premise identified in the project boundaries
- Pole contact design
- Pole contact application
- Electronic survey of poles and the ability to provide the survey work to the pole owner, if requested, and the GPS data for each pole
- Ability to interface with multiple municipalities and agencies to coordinate route requirements
- Assist in preparation of construction bid documents and participate in any pre-bid or pre-contract meeting
- Oversight of construction process
- Review of as-builts and ability to provide GPS data of as-built system if requested
- Provide any documentation for permitting, as required

**Evaluation Criteria:**

Proposals will be evaluated on the following criteria:

- Key staff qualifications/experience
- Experience with rural broadband design, permitting, and construction
- Quality of outline of project elements and proposed timeline for completion
- Ability to deliver the services as outlined in the statement of need

**Proposal Elements:**

Proposals must include submission of the following information:

- Company profile, including qualifications (background, experience, applicable business licenses)
- Company experience in performing similar services
- References for previous fiber design work, including project descriptions

- Other information demonstrating the firm's capabilities and qualifications to perform the anticipated services
- Outline of project elements and timeline for completion of each
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**Contract:**

The Port may negotiate a contract with the firm it determines the most qualified, but the Port shall have no obligation to enter any such negotiations and, if it does so, the Port reserves the right to terminate the negotiations without obligation and not execute a contract for the services.

**Proposal Terms and Conditions:**

Proposals must be in writing and address each of the elements outlined in the Request for Proposal (RFP). Submittals should be delivered or emailed to Attn: Wanda Keefer, Manager, Port of Clarkston, 849 Port Way, Clarkston, WA 99403 or wanda@portofclarkston.com by **3 p.m., Thursday, August 19, 2021**. Proposals received after that date shall be considered subject to the acceptance of a prior received proposal. Faxed submissions will not be accepted.

The Port reserves the right to request clarification of information submitted and to request supplemental information on any submission. The Port reserves the right to reject any and all proposals or to waive any irregularity. The terms of any final contract will be established by negotiation. The Port reserves the right to terminate negotiations for any reason.

Questions may be submitted by calling 509-758-5272.

# Attachment A: Project Service Area Boundaries

