

REQUEST FOR PROPOSALS

TECHNICAL SUPPORT FOR DARK FIBER FTTH PROJECT & FIBER MAPPING

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 West 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.

The Port of Clarkston operates under the “dark fiber model” wherein it builds infrastructure and leases fiber to for-profit entities that are licensed Internet Service Providers (ISPs) in the state of Washington. The ISPs provide lit services to customers.

Statement of Need (Scope):

This Request for Proposals (RFP) is intended to solicit proposals from telecommunications technical support and fiber mapping firms to supply the Port with technical assistance and final clarity (mapping) on fiber paths 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 project management as follows:
 - Assistance with procuring design services;
 - Assistance with design firm selection, design process overview & recommendations—including design submissions to utility companies for pole attachments, as necessary;
 - Assistance with permitting, pole contact agreements, and franchise acquisition;
 - Assistance with acquiring any additional land or right-of-way for named project;
 - Providing support on bid documents, contractor bonding, and bid process management (including advertising, and re-bidding if this becomes necessary);
 - Providing support on awarding of bids, including suspension, debarment, bid tabulation;
 - Reviewing and providing oversight of the design and construction of the fiber optic infrastructure;
 - Reviewing project as-built plans;
 - Mapping the infrastructure down to individual fibers, using Vetro Fiber software;
 - Preparation splice documentation required for splicing the network;
 - Assistance with grant management and funding compliance, as needed;
 - Assistance with public outreach for beneficiaries of the project, and the general public; and,
 - Physically make no fewer than three on-site meetings or visits to assure progress matches documentation.

Evaluation Criteria:

Proposals will be evaluated on the following criteria:

- A minimum of three years' experience working with municipalities building the dark fiber model for fiber infrastructure delivery in the state of Washington
- A complete understanding of state fiber funding mechanisms utilizing ARPA SLFRF (federal) funding¹
- Experience mapping using Vetro Fiber software to blend this new construction into an existing Port of Clarkston fiber map
- Key staff qualifications/experience
- Experience with rural broadband design, permitting, funding, 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
- Cost to perform the proposed scope of work

Contract:

The Port will select the most responsible and responsive firm, with decisions based on qualifications and price.

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 the address which follows with remarks on the envelope or subject line: "*FTTH Technical Assistance RFP—West Clarkston Heights.*"

Attn: Wanda Keefer, Executive Director, Port of Clarkston, 849 Port Way,
Clarkston, WA 99403 or wanda@portofclarkston.com

Responses must be received by **3 p.m., Tuesday, June 28, 2022**. 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.

Questions may be submitted by calling 509-758-5272 before noon Thursday, June 23, 2022. Responses to any questions received will be posted to www.portofclarkston.com by 3 p.m. Friday, June 24, 2022.

Minority and Women-owned businesses are encouraged to submit.

¹ ARPA = American Rescue Plan Act; SLFRF = Coronavirus State and Local Fiscal Recovery Funds

Project Service Area Boundaries -- Attachment A

