



19-033
REQUEST FOR PROPOSALS
COMMUNITY NETWORK SYSTEM (CNS) FEASIBILITY STUDY
PEND OREILLE PUBLIC UTILITY DISTRICT

Public Utility District No. 1 of Pend Oreille County (the District), is requesting proposals for a vendor to complete a North County Community Network System (CNS) Feasibility Study.

Project Goals

1. Determine the cost and infrastructure needs to extend broadband fiber to all residents of the north-end of Pend Oreille County.
2. Determine the cost and infrastructure needs to extend broadband fiber to only the residents in the cities, towns and densely populated areas of the north-end of Pend Oreille County.
3. Specifically the feasibility study will include the following:
 - i. A definition/identification of the project area broadband needs.
 - ii. An inventory of existing broadband infrastructure assets within the project area.
 - iii. A gap analysis defining the additional broadband infrastructure necessary to meet the identified goals.
 - iv. One or more potential network designs, cost estimates, operating models and business models.
 - v. A budget for the plan aligned to significant project plan milestones, costs and tasks.
 - vi. An assessment of municipal procedures, policies, rules and ordinances that impact or influence broadband infrastructure deployment within the project area.
 - vii. Identify potential sources of funding for the broadband infrastructure.
 - viii. Identify if the project area is unserved or underserved, and provide evidence of how this was determined.
 - ix. Evaluate how the project would benefit health and safety for the community.
 - x. Evaluate how this project would benefit education access (for all ages).
 - xi. Prepare Pro Forma Income Statement with estimated revenue and expenses for the project area, including estimated take-rate.

RFP Requirements

At a minimum, the response must include the following:

- Completed cover sheet with background of the vendor, proposed project team with resumes and identification of a point of contact.
- A list of proposed partnerships/subcontractors (if applicable).
- Reference sheet of similar projects.
- References.
- Sample fiber allocation and assignment drawings or strand maps.

RFP Submittals

- Proposals must be submitted no later than **November 27, 2019 at 2:00 p.m. Pacific Standard Time**. Submittals received after the above date and time for any reason will not be considered. The District is under no obligation to return submittals.
- Bids **MUST** be submitted using ProcureWare (the Districts online contracting portal): <https://popud.procureware.com>
- Questions related to this submittal should be sent via ProcureWare. Responses to these questions will be made available to all bidders via ProcureWare.
- Questions must be submitted no later than **November 18, 2019 at 4:00 p.m. Pacific Standard Time**.

Additional Information

The District will make available to the selected contractor access to its GIS mapping showing the location of its overhead and underground electric infrastructure to aid with fulfilling the analysis and proposal.

Evaluation of the RFP

The District will evaluate each submitted bid for completeness to the RFP. Bid submittals that do not meet the minimum requirements will not be considered. The District reserves the right to reject all submittals and modify or withdraw the RFP. The District will award the contract to the qualified bidder whose proposal is most advantageous to the District based upon the factors identified below. The District will engage the respondent with the highest scoring response to discuss a service agreement. Should the District fail to secure an agreement with the selected entity, the District may elect to pursue an agreement with the next highest scoring entity.

Proposals will be evaluated based on the following:

- Completeness of proposal.
- Qualifications of the vendor.
- Vendor experience in performing similar services.
- Qualifications of the proposed project team and staffing availability.
- References of project similar in nature.
- Demonstrate ability to commence services within 6 weeks of contract award.
- Price.
- Ability to meet the local broadband needs and goals and comply with the Broadband Planning Minimum Requirements as defined by the Community Economic Revitalization Board.

The District reserves the right to cancel this RFP at any time, or issue amendments or corrections. The District reserves the right to award this contract, or to not award this contract.

Women's, minority, and small business enterprises are encouraged to apply. The District is an equal opportunity employer.