

**REQUEST FOR PROPOSAL – PARKWAY ELEMENTARY SERVICE AREA
AND PEOLA ROAD – SILCOTT PROJECT AREA FOR
FIBER-TO-THE-HOME DESIGN WORK**

Background:

As the fiscal agent for the Asotin County Broadband Action Team (ACBAT), Asotin County Rural Library District is looking for opportunities to enhance telecommunication services within Asotin County. The ACBAT is seeking design services for fiber optic cable and facilities as part of a fiber-to-the-home project to connect fiber to the premises within Parkway Elementary School Service Area and Peola Road – Silcott Project Area, based on the Asotin County Broadband Plan published at asotincountybat.org (click on View the Report)".

Statement of Need (Scope):

This Request for Proposals (RFP) is intended to solicit proposals from fiber design firms to supply the ACBAT with a fiber-to-the-home design for Parkway Elementary School Service Area and Peola Road – Silcott Project Area as shown in Attachments A and B, with the deliverable being a 30% design plan set and rough order of magnitude cost estimate (ROM). The 30% design plan will include analysis of site/route alternatives and recommendations related to cost effectiveness, long-term benefit and "passings" (the number of households benefitting from the project).

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
- The selected firm must have qualifications for and interest in completing or assisting with the completion of future subsequent phases, including:
 - 100% design
 - Coordination with utility companies for aerial design review and approval for make-ready
 - Key placement of cabinets (if appropriate) for distributing fiber-to-the-home
 - Construction management for problem-solving and to assist with fiber mapping.

Proposal Elements:

Proposals must include submission of the following information:

- Completed Asotin County Library Vendor Roster application
- 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

Contract:

The ACBAT may negotiate a contract with the firm it determines the most qualified, but the ACBAT shall have no obligation to enter any such negotiations and, if it does so, the ACBAT 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: Jennifer Ashby, Director, Asotin County Library, 417 Sycamore, Clarkston, WA 99403, yourlibrary@aclib.org by **3 p.m., Monday, January 15, 2024**. Proposals received after that date shall be considered subject to the acceptance of a prior received proposal. Faxed submissions will not be accepted.

The ACBAT reserves the right to request clarification of information submitted and to request supplemental information on any submission. The ACBAT 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 ACBAT reserves the right to terminate negotiations for any reason.

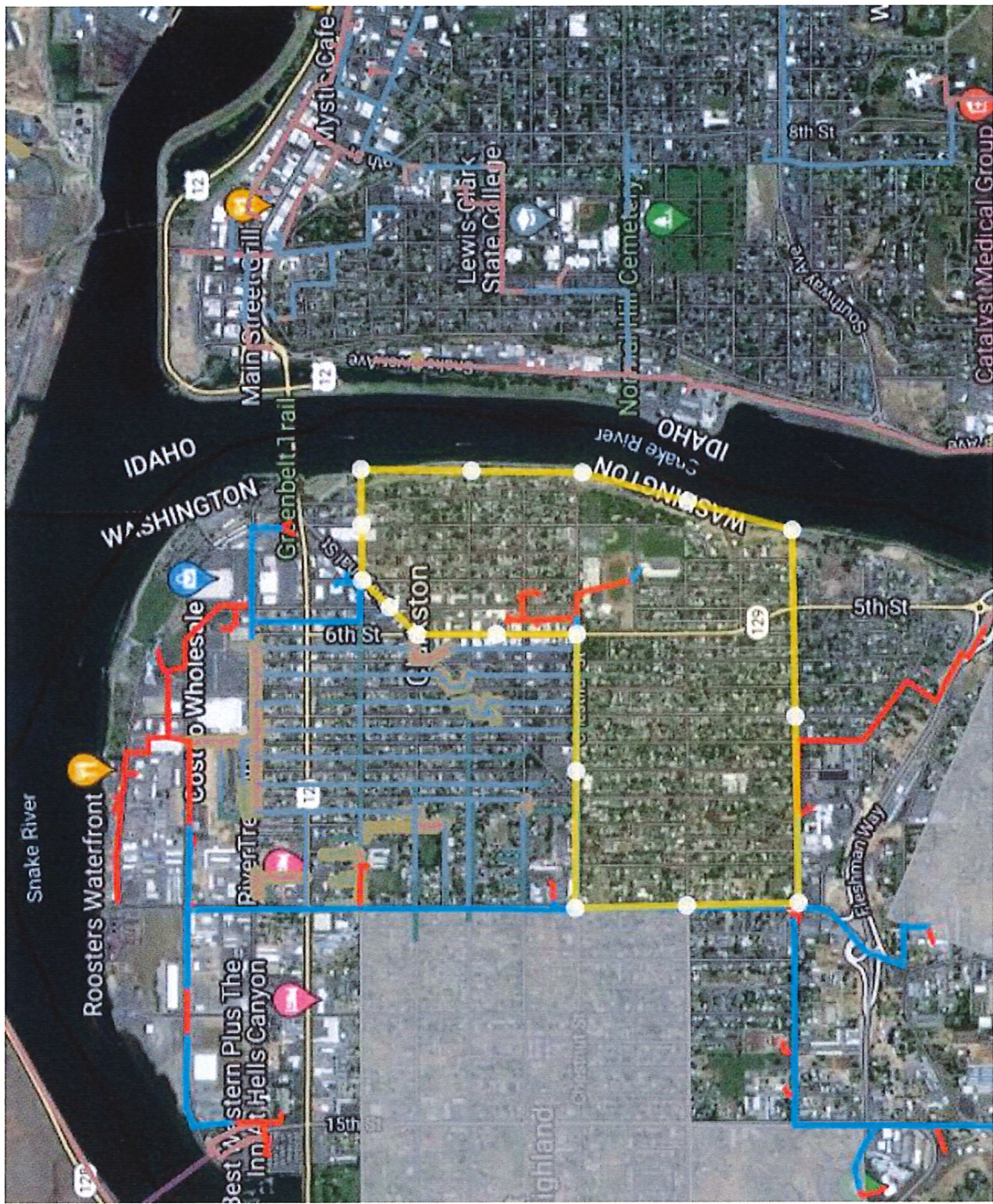
Women-owned and minority-owned firms are encouraged to apply.

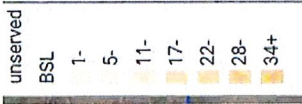
Please restrict your response to a maximum of twenty pages.

Questions may be submitted via email at yourlibrary@aclib.org. A pre-bid conference may be requested. If clarifying information evolves, it will be posted at www.asotincountybat.org before the deadline for response.

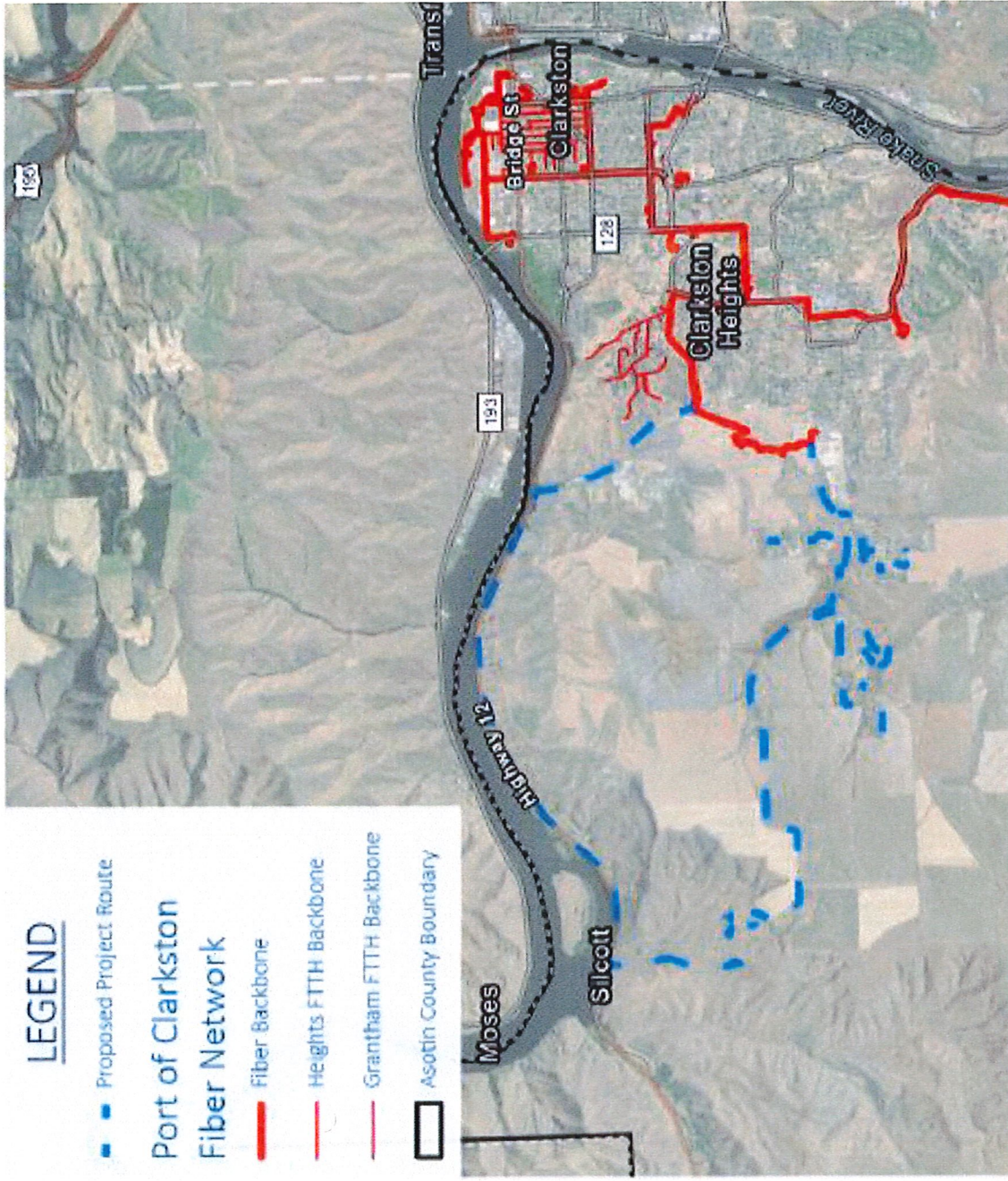
Parkway
Elementary
School
Service Area
identified in
yellow

Attachment A





Peola Road – Silcott Project Area



Attachment B