



Carroll County, Virginia REQUEST FOR PROPOSAL (RFP)

Service Provider Proposal – Neighborhood Pole Initiative

Provide Broadband Services to New Customers Utilizing Wired Road Authority Assets as
Part of the Neighborhood Pole Pilot Initiative

RFP ID: 102018-001

Prepared By: Carroll County Administration

Date: October 31, 2018

Service Provider Proposal – Neighborhood Pole Initiative

Carroll County, Virginia – Office of the Administrator

605-1 Pine St.

Hillsville, Virginia 24343

Phone: (276) 730-3001

Steve.Truitt@carrollcountyva.gov

NOTICE TO BIDDERS

RFP ID: 10312018-001

Prepared By: Carroll County Administration

Date: November 1, 2018

SUBMISSION DEADLINE: December 28, 2018, 5:00pm EST

SUBMITTAL: Proposers must submit one (1) original response and one (1) digital copy of the response to the address below:

Carroll County
Office of the Administrator
Attn: Steve Truitt
605-1 Pine St.
Hillsville, VA 24343

QUESTION SUBMISSION DEADLINE: November 16, 2018

Questions may be submitted in written form no later than November 16, 2018 to:

Steve Truitt, County Administrator - steve.truitt@carrollcountyva.gov

1. Carroll County (the County) is soliciting responses to this RFP based on the enclosed requirements and specifications which include describing responder's ability to participate in neighborhood pole site selection, ability to manage installation and ongoing maintenance of all required wireless equipment on neighborhood poles required to provide required service levels to customers, and ability to provide reports to ensure adequate service levels are achieved.
2. All proposals shall be in accordance with the specifications and information contained herein, plus any supplements included by the Proposer.
3. The contract shall be awarded to the most qualified Proposer based on and evaluated by criteria included in this document.
4. The County intends to make an award within 90 days of the submission deadline for this RFP. Any proposal submitted cannot be withdrawn for 90 days subsequent to the date of the RFP opening. The successful Proposer must be willing, at the Authority's discretion, within 10 days after written notification of an award, to execute a contract and immediately assume all responsibilities described in this RFP and the response.
5. The County will conduct pre-bid meetings or conferences with any potential bidder who requests one on or before November 30, 2018.
6. Proposed Pricing for leasing space on Wired Road assets shall be valid for 90 days from contract signing. Pricing proposed for end-user/customers will be subject to requirements included herein.
7. The resulting contract shall be an exclusive arrangement for three years with possible renewals, subject to performance requirements.

8. After an award is made, the County and the Proposer are not able for any reason to execute a contract, the Authority may reject the proposal and make the award to the next most qualified Proposer.
9. Proposers that intend to respond must contact the County Administrator (see "SUBMITTAL" Section) to express their interest, receive RFP / bid documents, resources, and receive any addenda made to the RFP. The failure of any Proposer to register their intent to respond and receive all addenda shall in no way excuse Proposers for material not included in their response, nor relieve the Proposer from any obligations described in their response or any resulting contract.

INTRODUCTION

Carroll County, Virginia, as a member of the Wired Road Authority (the Authority), is participating in a "Neighborhood Pole Broadband Pilot Project". The pilot will employ funds provided by the Tobacco Region Revitalization Commission (the Commission), the Wired Road Authority (the Authority) and Carroll County (the County) to build "neighborhood poles" in the Wired Road Region (specifically, Carroll County, for the purpose of this RFP). Technical details of the neighborhood poles are available under separate cover on the Carroll County, VA Website (www.carrollcountyva.gov) in RFP# WR1012018-1 RFP For Installation of Neighborhood Poles (<http://www.carrollcountyva.gov/RFP%20WR11012018%20Neighborhood%20Poles%20FINAL.pdf>).

Approximately six to ten poles will be erected in Carroll county in areas that are currently unserved or underserved with respect to high speed internet service. For the purposes of this RFP, we define "high speed" a 10Mbps download and 1Mbps upload (10/1Mbps). The County intends to work with the successful bidder to identify areas that will receive the most benefit from the pilot project in terms of maximizing the number of potential new high-speed broad customers and then construct the poles in those locations. Based upon studies conducted by the Authority, the County believes an achievable goal is to average 20 new customers or more per neighborhood pole.

Please carefully read and become familiar with the proposal requirements. All proposals submitted for consideration must be received by the time as specified above under the "SUBMISSION DEADLINE."

PROJECT AND LOCATION

The bid proposal is being requested for services which is or shall be located at through-out Carroll County, VA, but can be managed from the proposer's place of business.

PROJECT OBJECTIVE(S)

The objectives of the project are to:

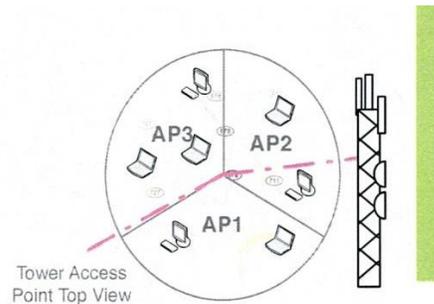
- Provide a definitive proof-of concept that the neighborhood pole approach to providing affordable high-speed internet is practical and serviceable in Carroll County
- Provide high-speed internet services to up to 200 (or possibly more) internet customers that are currently underserved or unserved
- Locate desirable locations to install between 6 to 10 (or more if feasible) neighborhood poles, depending on availability of funds for construction

- Serve an average of 20 or more previously unserved or under-served customers on each pole
- Provide a minimum network speed of 10/1 Mbps with a goal of obtaining speeds of 25/3 Mbps or better for all customers
- Provide this level of service at an economical rate (minimal initial costs and affordable monthly rates)
- Build a successful “public/private partnership” with the successful bidder that lays the foundation for further expansion of services in Carroll County in the future – it is anticipated the successful bidder will be granted exclusive access to the customer base served by the neighborhood poles enabled by the pilot project
- The successful bidder will be encouraged to join the Wired Road and to obtain additional customers utilizing its resources

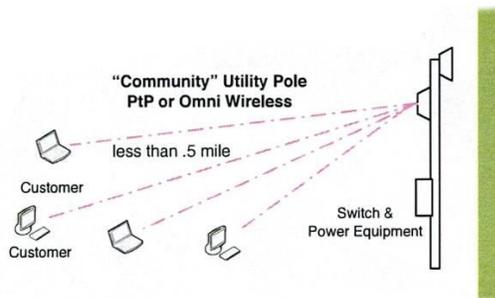
PROJECT GENERAL REQUIREMENTS, SCOPE AND SPECIFICATIONS

FIGURE1: CONCEPTUAL DESIGN OF NEIGHBORHOOD POLE PILOT

- ▶ Service providers can install their own local access radios on the Distribution towers, using both point to multi-point and point-to-point radios to deliver service to their customers.



- ▶ A utility pole (or inexpensive steel lattice tower) can be installed near a cluster of homes (e.g. a rural residential sub-division, several homes in close proximity on a rural road). Service providers can install their point to multi-point radios on this pole and provide economical service to several customers from a single pole.



Each neighborhood pole will be constructed on public property or private property where the County or the Authority holds or intends to negotiate a lease for installation of the pole. Please note that in many cases the County intends to offer long-term availability of broadband internet services as the inducement to allow installation of a pole on private property. Proposer will not be required to coordinate any part of the lease but will be invited and encouraged to participate in selecting favorable sites for the poles within Carroll County. Proposer will be responsible for arranging for the installation

and management of any equipment required to receive the broadband signal originating from a network poles on a customer's residence or place of business.

The successful bidder will include a proposal including pricing for leasing space on these poles where they will install equipment required to achieve project objectives. Bidders are encouraged, but not required, to join the Wired Road and to describe how they would make use of the network resources available from the Wired Road.

The successful bidder will identify point to point network configurations(s) required to provide a minimum network speed of 10/1 Mbps with a goal of obtaining speeds of 25/3 Mbps or better. The successful bidder shall describe a mechanism whereby this equipment will be left in place should the relationship between the County and the bidder terminate for any reason.

Bidders can assume backhaul connections to the neighborhood poles can be made through the Wired Road Authority but are not required to do so. Any arrangements with other providers for backhaul must be described in detail.

The successful bidder will define and commit to costs for customers for both initial installation as well as ongoing service rates, with schedules for rates increases over time that will not be exceeded without justification and review and approval by the county. If the bidder contemplates proposing multiple service tiers these should be fully defined as well.

The successful bidder will demonstrate a comprehensive reporting mechanism to demonstrate its progress against all project goals to the County on a regular basis, and in no case less often than every other month.

It is anticipated the winning bidder will be awarded an exclusive three-year contract to provide these services related to the neighborhood poles, with the right to terminate on either side with appropriate notice and the option to continue after delivery of services with an acceptable level of quality and customer service.

PROPOSAL BIDDING REQUIREMENTS

PROJECT PROPOSAL EXPECTATIONS

Carroll County, Virginia shall award the contract to the proposal that best accommodates the various project requirements. Carroll County, Virginia reserves the right to award any contract prior to the proposal deadline stated within the "Scheduled Timeline" or prior to the receipt of all proposals, award the contract to more than one Bidder, and refuse any proposal or contract without obligation to either Carroll County, Virginia or to any Bidder offering or submitting a proposal.

PROPOSAL SELECTION CRITERIA

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections including both the proposed

lease rates on the neighborhood poles as well as the total value provided to new customers as a result of the bidder's proposed customer tier structure and pricing. Furthermore, the following criteria will be given considerable weight in the proposal selection process:

- Bidder's performance effectiveness of their proposal's solution regarding the Project Objective of Carroll County, Virginia.
- Bidder's performance history and described ability to timely deliver proposed services.
- Bidder's ability to provide and deliver qualified personnel having the knowledge and skills required to effectively and efficiently execute proposed services.
- Overall cost effectiveness of the proposal both to Carroll County and to new Broadband customers of the Bidder.

Carroll County reserves the right to cancel, suspend, and/or discontinue any proposal at any time they deem necessary or fit without obligation or notice to the proposing bidder/contractor.

PROPOSAL SUBMISSION FORMAT

The following is a list of information that the Bidder should include in their proposal submission:

Summary of Bidder Background

- Bidder's Name(s)
- Bidder's Address
- Bidder's Contact Information (and preferred method of communication)
- Legal Form of Bidder (e.g. sole proprietor, partnership, corporation)
- Date Bidder's Company Formed
- Description of Bidder's company in terms of size, range and types of services offered and clientele.
- Bidder's principal officers (e.g. President, Chairman, Vice President(s), Secretary, Chief Operating Officer, Chief Financial Officer, General Managers) and length of time each officer has performed in his/her field of expertise.
- Bidder's Federal Employee Identification Number (FEIN)
- Evidence of legal authority to conduct business in (e.g. business license number).
- Evidence of established track record for providing services and/or deliverables that are the subject of this proposal.
- Financial Information
- State whether the Bidder or its parent company (if any) has ever filed for bankruptcy or any form of Reorganization under the Bankruptcy Code.
- State whether the Bidder or its parent company (if any) has ever received any sanctions or is currently under investigation by any regulatory or governmental body.
- Proposed Outcome
- Summary of timeline and work to be completed
- List any or equipment or services required of a subcontractor, along with a brief explanation.

- List any accommodation, services, or space required from Carroll County, Virginia, along with a brief explanation.

COST PROPOSAL SUMMARY

- A detailed list of any and all expected costs or expenses related to the proposed project.
- Summary and explanation of any other contributing expenses to the total cost.
- Summary of the total cost of the proposal
- Detailed business arrangements for ongoing management and leasing activities

LICENSING AND BONDING/REFERENECES

- Provide details of licenses and bonds (if any) for any proposed services that the bidder/contractor may plan on providing for this project.
- Provide 2 references. Bidder agrees that Carroll County, Virginia may contact all submitted references to obtain any and all information regarding Bidder's performance.