REQUEST FOR PROPOSALS

PROJECT

The City of Iona is soliciting proposal from qualified firms for assistance in the following: Design, Build, and Own Broadband System.

SCOPE OF WORK

The City of Iona is seeking proposals from private for-profit internet service providers to provide all services, equipment, and construction to deploy, own and operate a fixed wireless or fiber broadband system to directly serve households, public safety and/or local government within the City of Iona city boundary.

The project would be funded through the State of Idaho Broadband Grant Program inasmuch project requirements will include:

1. Infrastructure, associated equipment, and accessories related to broadband capable of speeds of 1,000 Mbps download and 1,000 Mbps upload, symmetrical to at least one (1) designated government facility (examples of locations include a municipal building parking area or a municipal park);
2. Be related to broadband with fiber to:
    a. One (1) designated government facility: and
    b. One (1) location for public Wi-Fi access where 100 citizens could simultaneously access minimum broadband speeds while practicing physical distancing. The proposed area is the Iona City Park, located adjacent to the Iona City Hall at 3548 N. Main St. Iona ID, 83427.
3. The project must meet the American Rescue Plan Act (ARPA) criteria, which is designed to address key areas of public health and safety by improving opportunities to telework, facilitate distance learning, and improve public safety. (Satellite service is not eligible.)
4. Be a project that does not overbuild existing broadband infrastructure at the required speeds to a local government facility for public safety and local governance.
5. The Vendor may own and maintain the infrastructure but make such infrastructure open and available for broadband service from only for-profit companies.
6. The project must be built and made operational within a total investment by the City not to exceed $450,000.
    a. Vendor shall include a schedule of work with associated costs to connect each government facility.
7. The project must be completed and operational as per the deadline for use of ARPA funds.
8. The successful firm will be required to comply with all Idaho state building statutes, such as Idaho Public Works contractor licensing (Idaho Code Title 54, Chapter 19), purchasing by political subdivisions (Idaho Code Title 67, Chapter 28) and any county ordinances related to planning and building.
9. The firm must be sufficiently bonded and insured. The selected firm will be required to provide performance and payment bonds, each for 100% of the contract amount, issued by a surety

company authorized to conduct business within the State of Idaho. The selected firm will also be required to supply evidence of insurance coverage (worker's compensation, contractor's public liability and property damage, and contractor's vehicle liability) and to ensure that subcontractors do not commence work until the subcontractors' insurance requirements have been met.

10. The City of Iona is exempt from sales taxes; however, per Idaho statutes, the contractor is responsible for sales tax on materials used within the project.

PROPOSAL

The proposal must be organized in sections containing the following content information, and evaluated according to these criteria:

Capability to Perform Project: The firm's history, areas of expertise, address of office that will manage project, length of time in business, firm's legal structure, firm's commitment to provide necessary resources to perform and complete project. (20 points)

Relevant Project Experience: Description of other projects executed by the firm that demonstrate relevant experience. List of all public sector clients for whom you have provided services or performed similar work in the past five years, which should include name, address, and phone number of a person who can be contacted regarding the firm's performance on the project. (15 points)

Qualifications of Project Team: Resumes for the key people assigned to the project including sub-consultants. Key personnel roles and responsibilities on this project. Identify project manager who will be responsible for the day-to-day management of project tasks and will be primary point of contact. (20 points)

Benefits of the Project to the Community Served: A description of how you will ensure that the customers, specifically households and public entities, benefitting from this project will be served over the lifespan of telecommunications investment. The responder shall provide a concrete, measurable response including a pricing model over a five-year period for all customers served by this project, given the project is 100% grant funded.

Include a pro forma financial statement, identifying projected capital outlays, ongoing operational costs, and expected revenues from wholesale and retail services for at least the first, fifth, and tenth years of construction and operation. The plan should identify and quantify all key assumptions underlying the calculations. Additionally, the pricing model in Attachment A must be completed. The pricing model will be utilized when the project starts. The Vendor shall identify all costs used to formulate the pricing model including but not limited to operation costs, maintenance costs, overhead, and profit. (25 points)

Project Approach and Schedule: The tasks that must be accomplished to complete the project. How the firm proposes to execute the tasks. Unique aspects of the project and alternative approaches the owner might wish to consider. (20 points)

Evidence of Legal Capacity – The Vendor shall include copies of Vendor's most recent federal and state annual reports and current licenses to provide telecom/communications services, together with a certification that all state business and regulatory registrations/filings/taxes are current, and all internal corporate documents are kept and up to date (e.g. meeting minutes, bylaws, etc.). (20 points)

PROPOSAL DUE DATE AND SUBMISSION

1. Proposals are due in the office of the Iona City Clerk by 5:00 p.m. Mountain Standard Time (MST) on Thursday, May 19, 2022. The City Office is located at 3548 N. Main Street, Iona, ID 83427. The mailing address is P.O. Box 487, Iona, ID 83427.
2. Proposals received after the deadline will not be considered.
3. Proposals must be submitted electronically or via priority or certified mail. Two (2) hard copies and one (1) complete electronic version are required for any proposal submitted in hard copy format. Faxed proposals will not be accepted. RFP Respondents assume the risk of the methods of dispatch or delivery chosen. Office hours for receipt of mailed or expressed proposals are: Monday through Thursday, 9:00 am – 5:00 pm (MST)
4. Electronic proposals must be submitted to the following email address: cityclerk@cityofiona.org. All electronic files must be submitted in editable format in order to facilitate evaluation and planning. Word, Excel, GIS and PDF formats are acceptable. (Total attachment size for a single email should not exceed 100 MB.)

SELECTION Proposals will be evaluated on the criteria listed above.

CRITERIA

Selected references may be contacted. The City may conduct such other investigations as the City deems necessary to assist in the evaluation of any proposal and to establish the responsibility, qualifications, and financial ability of the design-build firm or team.

The City of Iona will seek to negotiate a contract, a detailed scope of work, fee schedule, etc. with the preferred firm.

This solicitation is being offered in accordance with OMB Circular A-102 and the Idaho statutes governing procurement of professional services. The City of Iona reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject all responses deemed unqualified, unsatisfactory, or inappropriate.

QUESTIONS ABOUT THE RFP

1. The primary RFP contact for the City project team is the Public Works Director, Zech Prouse.
2. All general correspondence and any questions about this RFP must be submitted in writing to him at publicworks@cityofiona.org.
3. The City of Iona Mayor, Council or other employees will not entertain any oral contacts regarding this RFP.
4. The last date for questions will be 12:30 pm MST on Thursday, May 19, 2022.
5. RFP Respondents should not make contact with anyone other than the designated city contact. Any attempts to contact City staff regarding this RFP other than via the approved process may be grounds for the City to reject your submission.

CLARIFICATION OF PROPOSALS

1. Notwithstanding any other provision of this RFP, the City reserves the right to:

(i) Conduct discussions with any or all potential vendor for the purpose of clarification of proposals;

(ii) Waive, or decline to waive, any defect in any proposal;

(iii) Accept, reject, or negotiate any or all proposals or the terms of any proposal, or any parts thereof, for the purpose of obtaining the best and final offer;

(iv) Cancel or amend this RFP or issue other requests for proposals;

(v) Select a vendor or vendors based on its analysis and evaluation of proposals submitted and request presentations on proposals if it believes further information is appropriate to the decision-making process;

(vi) Select no proposals at all; or

(vii) Use any and all concepts presented in any proposal to obtain the most beneficial and effective path to achieving its desired goals for the project.

ATTACHMENT A: SPECIFICATIONS AND PRICING

Proposed Rates	Specification or (N/A)
Residential — Standard	**$**
Residential — Promotional (Include length of promotional	**$**
Government — Standard	**$**
Government- Promotional (Include length of promotional	**$**
Business - Standard	**$**
Business - Promotional (Include length of promotional	**$**

PRICING LISTS	
Provide a complete list of products to be offered and associated pricing for any connection costs.	Residential Business Government