



CITY OF CHICO
REQUEST FOR PROPOSAL (RFP)

Fiber Network Design Services

Issue Date:

03-16-22

Proposal Due Date:

04-01-22 by 4:00 PM PDT

1. Submission

The due date to submit a proposal is April 1st by 4:00 PM PDT. If further information is needed, contact Josh Marquis via email at josh.marquis@chicoca.gov Proposers must ensure any externally referenced or linked information is included in the proposal to ensure it is considered.

Proposals should be emailed to: josh.marquis@chicoca.gov

or printed copies can be delivered to:

City of Chico
Fiber Network Design Services RFP
Attn: Josh Marquis
411 Main Street
P.O. Box 3420
Chico, CA 95927

Physically delivered proposals must be sealed and clearly labeled "Fiber Network Design Services RFP".

It is the responsibility of the proposer to see that any proposal submitted shall have sufficient time to be received by the Information Systems division prior to proposal due date and time.

2. General

a. Proposal Submissions

All proposals must be signed by an authorized representative of the vendor.

b. Proposal Withdrawal

Proposals may be withdrawn by written request received before the hour set for the opening. After that time, the vendor may not withdraw proposals for a period of ninety (90) days from the date of the opening.

c. Late Proposals

It is the responsibility of the vendor to see that any proposal submitted shall have sufficient time to be received by the Information Systems division prior to the proposal due date and time.

d. Right Reserved

The right is reserved by the City of Chico to reject any or all proposals or to waive any informality or technical defect in a proposal.

e. Receiving Time

The receiving time in the Administrative Services Department will be the governing time for acceptability of proposals. Vendors are encouraged to submit their proposals electronically to ensure any staffing, site, or mail service closures do not affect their timely submission.

f. Compliance with Laws

All proposals shall comply with current federal, state, and other laws relative thereto. Vendor further agrees that the services proposed comply with all applicable Federal and State Occupational Safety and Health laws, standards for regulations, and that vendor will indemnify and hold the City harmless for any failure to so conform.

g. Reference to Selected Vendor

The terms vendor, supplier, proposer, or contractor may be used interchangeably in these specifications and shall refer exclusively to the vendor(s) with whom the City enters into a contract as a result of this request for proposal.

h. Inquiries

Refer inquiries in writing via email to Josh Marquis at: josh.marquis@chicoca.gov Inquiries related to this RFP must be completed 24 hours prior to proposal due date and time.

i. Award of Base Proposal or Alternate Proposal

The City of Chico reserves the right to award either the Base Proposal or any Alternate or Optional Proposals offered, whichever is in the best interest of the City.

3. Scope

The Fiber Utility is looking for a qualified Vendor to provide fiber network design services.

Proposals should include pricing that is **all inclusive** including Data Prep (DP), Feasibility Level Design (FLD), High Level Design (HLD), Low Level Design (LLD), Splicing Design (SD), tax (if applicable), shipping, travel

costs, etc. The pricing should be conveyed in a way that makes it clear and easy to identify the full costs for a selected set of addresses.

Proposals should primarily focus on the City's jurisdictional boundaries. However, pricing for Optional Areas as defined below is desired as it may help in future planning for the City or surrounding agencies.

4. Evaluation of Proposals and Scoring of RFP

Vendors will be evaluated based on their ability to deliver the services outlined in this RFP. A committee will evaluate and recommend from all proposals based on the following criteria:

- A. Range of related services provided. (45 points)
- B. Experience related to applicable design services and references of similar services provided for municipalities. (25 points)
- C. Fiscal impact to the City, either by estimated cost recovery or cost of services (be it flat fee, per linear foot or per address). Explain how and when services will be billed if different steps of design and buildout of the proposed system is broken into phases or improvement districts. (30 points)

The City, at its discretion, may request an oral interview with the Vendors as part of the evaluation of the proposals.

5. Specifications

a. Target Areas

The following link to an ArcGIS Online Map Project has the basic information needed. Additional information can be provided upon request:

<https://www.arcgis.com/apps/mapviewer/index.html?webmap=fd992558372146378e82d5f5d19f9485>

i. Pilot Area

The City has just over 49,000 identified addresses within the City limits.

The Pilot area is expected to be between 2,000 and 4,000 residential and commercial addresses in the Chapman/Mulberry Neighborhood and will include some City and allied agency addresses (Included Locations in the above Map Project) inside and near that area.

Included Locations

1. 1460 Humboldt Rd
2. 1163 E 7th St
3. 1071 16th St
4. 411 Main St
5. 842 Salem St

ii. Optional Areas

The City's current priority and funding is for the Pilot area. However, the City is already exploring additional funding to expand beyond this initial area and also any possible opportunities for collaboration with surrounding areas.

Pricing for these Optional Areas should be kept clearly separate.

1. City of Chico (City limits)

The area currently within City limits including any non-annexed 'pockets' currently surrounded by City limits.

2. City's Sphere of Influence (SOI)

The area intended for eventual annexation into the City of Chico but excluding addresses within City limits.

https://www.buttelafco.org/s/Final-Chico-MSR-SOI-Plan-Oct-2018_2.pdf

3. County of Butte

All addresses in the County of Butte's limits excluding addresses previously included in City limits or the City's SOI.

b. Pricing

The Fiber Utility plans to immediately purchase FLD for the City limits and all levels of design services for the Pilot area from the selected Vendor. The City will purchase services for future areas as funding is identified for those areas.

All pricing should clearly state the date range for which it will be honored. Vendors who can offer pricing that will be honored over a long period and/or with a defined inflator such as CPI will be preferred.

The City reserves the right to continue using the selected Vendor for future projects or go back out to RFP at any time or for any reason.

c. Integration(s)

The ability to integrate with Construction Management (CM), Project Management (PM), Fiber Management (FM), Geographic Information System (GIS), Asset Management (AM), and Network Management (NM) systems is highly desirable. Vendors should outline examples of third party or in-house tools they utilize or support.

d. Collaboration

Vendors should outline their ability to ingest and incorporate data from the Fiber Utility (for example: boundary layers, address layers, points of interest, existing City resources, soil maps, etc.) and their ability to share data with Vendors involved in CM/PM/FM/GIS/AM/NM.

Vendors should address their ability to have ongoing, iterative collaboration and what processes and tool(s) they currently utilize. For example, if staff wants to make speculative design changes, what does that process look like and what impacts to cost and schedule are likely to result.

e. Deliverable(s)

The design data format is expected to be compatible with ESRI. However, a platform that can be used for Collaboration (5.d) is strongly desired. The City must have the ability to export the data at any time.

Staff will take the information provided in response to 5.c and 5.d when considering compatibility of the deliverable(s).

6. Vendor's References

Vendors will provide (3) recent clients which are applicable examples of similar work performed by their firm, which demonstrate their ability to provide services in accordance with the specifications in Section 5. References must include the following information for each example: agency name, individual contact, address, phone number, year work was performed, description of work.

The City reserves the right to contact each of the references listed for additional information regarding their qualifications.

7. Attestation

Award shall be based upon the evaluation criteria included with this document. Where there is a discrepancy between words and figures, WORDS SHALL GOVERN.

The undersigned Vendor agrees to provide fiber network design services in accordance with the specifications. I/We have stated herein the services and fees that I/we will furnish and deliver as specified.

Name of Vendor (Person, firm, Corp.)

Address

Telephone

Email

Name and Title (Print)

Signature of Authorized Representative

Date