

Surry County Broadband Authority Request for Proposals RFP 10-02 Engineering Consultant Broadband Support Services

Responses to Questions from Perspective Consultants:

1. Can we get a copy of the implementation and operation plans?

PDF files of the Phase One and Phase Two Planning Grant studies funded in part by the Virginia Department of Housing and Community Development are posted on the Surry County website at Surrycountyva.gov.

2. Does the County's project budget include the costs for VDOT permitting and right-of-way usage?

The proposed project budget does not specifically itemize costs for VDOT permitting and right-of-way usage. Typically, publicly owned infrastructure improvements are permitted within the right-of-way with an approved resolution, see attached document.

3. It appears that the project requirements will have two distinct paths: the engineering and design of the network, to include the communication towers and fiber layout; and the oversight of the implementation of aforementioned tasks. As such, will the County seek to make a single award for "all or nothing" or will the County seek to make two separate awards to cover both paths of work?

We do not anticipate making separate awards.

4. Has the County identified a vendor who will construct the towers and install the network infrastructure or is it the County's intent to incorporate these task into the award of this project?

No vendors have been identified or selected.

The scope of work identified in the RFP includes the following language "...The Authority seeks a firm(s) to provide professional services associated with this project including but not limited to---*writing and evaluating the responses from vendors to provide electronics and hardware (construction bid documents) associated with providing services.*" The language permits the selected consultant to assist in the selection of vendors for the construction phase of the project.

5. Is an Environmental Assessment required for the project and is it part of the scope of work outlined in the RFP?

The Environmental Review is not part of the scope of work outlined in the RFP. Surry County and the Crater Planning District Commission completed this task as part of the pre-contract conditions with the Virginia Department of Housing and Community Development.

- 6. The RFP indicates Fiber Optics, which will not include Verizon Wireless, but it also stated offering wireless for surrounding business and possible homes. Is that referring to WiFi?**

It is not referring to WI-FI, but any business with the service can offer it.

- 7. The RFP does not mention what kind of contract is planned – fixed price, cost plus, hourly rates for various categories. Please clarify. We assume fixed price and hourly rates for additional services.**

Fixed price for scope of work outlined. Additional services will require an approved change order. In the past these services have been authorized with maximum budgetary limit based on costs outlined in original contract.

- 8. Is the Surry County Broadband Authority (“Authority”) a part of the Surry County Government or a development entity working in conjunction with Surry County?**

The Broadband Authority was created by the Surry County Board of Supervisors to manage all the assets and resources of the community’s broadband infrastructure. Currently, the Authority members are the members of the Board of Supervisors. As Authority members are reappointed, we envision that the membership will include representatives of business, Et. Al. leaders in the community.

- 9. The professional services listed in the RFP indicate that the successful consulting entity will be “assisting” in various tasks. Who will the consulting entity be assisting and what will the parameters for the scope of work require in such assistance?**

The scope of work is prescriptively outlined in the RFP. The selected consultant will work primarily with Surry County staff members. Namely, Mrs. Melissa Rollins, Finance & IT Director, Ms. Rhonda Russell Mack, Grant Administrator, Mr. Steven Blount, Network Administrator and Ms. Frances Bailey, Assistant Grant Administrator.

- 10. The RFP states that a project management team composed of various community stakeholders will provide oversight and direction to the consulting entity. Will there be a single point of contact to interface with the consulting entity?**

The primary points of contact will be either Mrs. Mack or Mrs. Melissa Rollins. Both parties work closely together and informally, so any communication shared with one will be discussed and vetted with both.

- 11. Please clarify if “Writing and evaluating responses from vendors to provide electronics and hardware (construction bid documents)..” refers to writing the RFP documents, including evaluation criteria, reviewing the proposals, and providing a recommendation for award based on score.**

Yes

- 12. With regards to “Addressing all required Environmental Matters and Assessments”: How broad is this scope? Is the consulting entity to identify the requirements only; or the expectation is to undertake all the studies, reports, remediation actions that may be necessary to accomplish the project?**

This was also asked by another consultant. The project is being funded in part by the U.S. Department of Housing & Urban Development, which requires an Environmental Impact Assessment. The assessment is currently underway and being coordinated by Surry County staff and the Crater Planning District Commission. Based on a cursory review, we don't anticipate potential environmental conflicts. The fiber portion of the project is planned to deploy within the VDOT-right-of-way. The proposed tower sites are all publicly controlled properties.

- 13. Price is not mentioned in the evaluation criteria. How will price be weighted in the selection process?**

I don't understand the question. Obviously, there are budgetary limits as there would be in any construction project.

- 14. Please advise what the billing cycle is for the project?**

The Surry County Board of Supervisors reviews all payables on the 1st Thursday of each month. Invoices submitted and approved within two weeks of this time frame are customarily paid the following Friday.

- 15. Have tower types and sizes been determined? If not, are we going to do a TOPO report based on location or are we going to be required to do a balloon test to verify heights?**

Yes, proposed tower height is 150'. Lattice style structures are envisioned.

- 16. Are these going to be set up for multiple carriers in the future? These are critical to know when ordering the tower for structural purposes.**

The tower design should have capacity of multiple carriers.

- 17. For the point to point microwave backhaul shots, have there been any pre-determined ACL's (antenna center lines) to achieve line of sight?**

No. This work would be included in the proposed scope of work for this RFP. The sites initially selected are all government owned and selected to enable wireless services to be offered to the County's most populated areas.

18. Concerning the address where the towers are to be placed, do we foresee having any issues with NEPA or SHPO?

No.

19. If these sites have a pre-determined height/size, are they located near an airport? Should we plan for an FAA filing?

There are two private air strips located in Surry County. The proposed towers are not located in close proximity to either, nor are the towers expected to exceed 199 ft in height. However, FAA review and FCC filings are expected tasks in the proposed scope of work.

20. Has there been a land survey done for the 3 tower locations? No. If not, do you require a 1A or 2C survey?

No, however, site plans are required for each tower site.

21. Are you aware of zoning issues concerning stealthing, setbacks, etc.

Stealthing? Flag poles, trees, etc., is this your reference? If so, there are no zoning requirements for use of structures like this. We will post an excerpt of the zoning ordinance for the placement of communication towers.

22. If the HUD EA component is currently underway and not part of this RFP, then what does the scope "Addressing all required Environmental Matters and Assessments" entail? New tower construction usually requires coordination through the Federal Communications Commission through preparation of an FCC "New Tower Submission Packet – FCC Form 620," however; since this project is funded by HUD, it is unclear if completion of Form 620 for submittal to FCC would also be required.

Completion of FCC Form 620 is required in the proposed scope of work. The successful respondent should be prepared to assist Surry County with any environmental review issues that may arise. Furthermore, the successful respondent will be required to assist the County with applying for any necessary environmental permitting required.

23. Your answer to your question 12 (19) is unclear to us. If FAA and FCC fillings are SOP, does that mean that FAA and FCC fillings should be conducted? Yes