

Please publish on February 9, 2023, and February 16, 2023.

---

**REQUEST FOR PROPOSAL  
PORT OF COLUMBIA  
BROADBAND PROJECT PROFESSIONAL SERVICES  
CONSTRUCTION MANAGEMENT, TECHNICAL SUPPORT, AND FIBER MAPPING**

The Port of Columbia (Project Owner) is seeking proposals for Construction Management, Technical Support, and Fiber Mapping from interested parties for its Public Works Board (PWB) funded project to build the Touchet Valley Broadband Project (Project), an extension of the Dayton Fiber-to-the-Home Project. The Project extends fiber infrastructure approximately six miles along Hwy 12 west of Dayton.

The services expected to be delivered as part of this procurement are: Assistance with project and construction management, fiber project technical support, and mapping of the dark fiber network.

Proposals must be in writing and address each of the elements outlined in the Request for Proposal (RFP). **Submittals should be mailed or delivered to 1 Port Way, Dayton, WA 99328 or emailed to [jennie@portofcolumbia.org](mailto:jennie@portofcolumbia.org) by March 9, 2023 at 12:00 PST.** Proposals received after that date shall be considered subject to the acceptance of a prior received proposal. Faxed submissions will not be accepted.

The Project Owner 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 Project Owner reserves the right to terminate negotiations for any reason. Applicants must be able to demonstrate the qualifications necessary to fully, properly and timely carry out all of the obligations described in the RFP.

The Port of Columbia is an equal opportunity and affirmative action employer. Small, minority and women-owned firms are encouraged to submit proposals.

This Project is being supported, in whole or in part, by federal award number CPFFN0145 awarded to State of Washington by the U.S. Department of the Treasury. This Project was awarded by the US Department of the Treasury. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the US Department of the Treasury. Grant funds are administered by the America Rescue Plan Act, Coronavirus Capital Projects Funds, Washington State Public Works Board.

Copies of the complete RFP packet may be obtained at the Port of Columbia website at <https://www.portofcolumbia.org/doing-work-for-the-port/requests-for-quotes-proposals-qualifications/>. For questions, contact the Project Owner at [jennie@portofcolumbia.org](mailto:jennie@portofcolumbia.org) or by calling 509-382-2577.

## REQUEST FOR PROPOSALS

---

### CONSTRUCTION MANAGEMENT, TECHNICAL SUPPORT & FIBER MAPPING FOR DARK FIBER FTTH

#### **Background:**

The Port of Columbia (Project Owner) continues to work on deployment of broadband service to citizens of Columbia County. As authorized by statute (RCW 53.08.005, 53.08.370 & 53.08.370), the Port builds telecommunications infrastructure and offers it for use to telecommunications providers on an open access platform. The Port is beginning work on the Touchet Valley Broadband Project (Project), an extension of the first “fiber-to-the-home” project in and around Dayton that is currently under construction. The Touchet Valley Broadband Project is funded with Coronavirus Capital Project Funds distributed via the Washington State Public Works Board and will be subject to both state and federal rules.

The Port of Columbia’s Touchet Valley Broadband Project extends fiber infrastructure approximately six miles along Hwy 12 west of Dayton. (Exhibit A). The Project Owners is seeking assistance with construction management, technical support, and fiber mapping for this project.

#### **Submission:**

**Proposals will be received by the Port of Columbia in person or by mail at 1 Port Way, Dayton, WA 99328 or by email to [jennie@portofcolumbia.org](mailto:jennie@portofcolumbia.org) until 12 p.m., March 9, 2023**, for Professional Services for the Public Works Board (PWB) Touchet Valley Broadband Project.

Please identify proposals on the outside of the envelope as:

**“PWB BROADBAND CONSTRUCTION PROFESSIONAL SERVICES- PROJECT MANAGEMENT, TECHNICAL ASSISTANCE, AND MAPPING ”**

#### **Statement of Need (Scope):**

This Request for Proposals (RFP) is intended to solicit proposals from firms capable of providing construction management, technical assistance and mapping services using Vetro Fiber software to assist the Port with management of and a final fiber map (by individual strand) for a project area referred to as “Touchet Valley Broadband Project.”

The services expected to be delivered as part of this procurement must include but are not limited to: ASSIST WITH CONSTRUCTION MANAGEMENT, TECHNICAL ASSISTANCE, AND FIBER MAPPING USING VETRO FIBER SOFTWARE ON THE FOLLOWING STEPS:

- Provide support relating to design goals and construction efficiencies;
- Assist with design firm activities, design process overview & recommendations—including review of “make-ready” for aerial attachments, as necessary;
- Assist with permitting, pole contact agreements, easements (where needed) and franchise acquisition, if necessary;
- Assist with acquiring any additional land or right-of-way for named project;
- Provide support on bid documents, contractor bonding, and bid process management (including advertising, and re-bidding if this becomes necessary);
- Provide support on awarding of bids, including suspension, debarment, bid tabulation;
- Review and provide oversight of the design and construction of the fiber optic infrastructure;
- Review project as-built plans, including pole contacts and make-ready for accuracy;
- Map the infrastructure down to individual fibers, using Vetro Fiber software;

- Prepare splice documentation required for splicing the network;
- Assist with grant management and funding compliance, as needed;
- Assist with public outreach for beneficiaries of the project, and the general public; and,
- Meeting expectations: Physically make no fewer than three on-site visits for construction observation to assure progress matches documentation, as well as facilitate and participate in meetings with the Port and other parties; in addition, provide regular virtual coordination between the Port, construction company and other parties.

**Evaluation Criteria:**

Proposals will be evaluated on the following criteria:

- A minimum of three years' experience working with municipalities building the dark fiber model for fiber infrastructure delivery in the state of Washington;
- Key staff qualifications/experience;
- A working understanding of state fiber administrative and procurement as well as administration processes utilizing federal Coronavirus Capital Projects funding and familiarity with the Public Works Board Broadband Construction Policies Handbook, effective December 3, 2021;
- Experience mapping using Vetro Fiber software to blend this new construction into an existing Port of Columbia fiber map;
- Experience with rural broadband fiber-to-the-home design, permitting, funding, construction and mapping;
- Quality of outline of project elements and proposed timeline for completion; and,
- Ability to deliver the services as outlined in the statement of need

**Proposal Elements:**

Proposals must include submission of the following information:

- Company profile, including qualifications (background, experience, applicable business licenses)
- Company experience in performing similar services
- References for previous construction management, technical assistance and mapping, 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 to perform the proposed scope of work

**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 in person or mailed to 1 Port Way, Dayton, WA 99328 or emailed to [jennie@portofcolumbia.org](mailto:jennie@portofcolumbia.org) by March 9, 2023 at 12:00 PST. Proposals received after that date shall be considered subject to the acceptance of a prior received proposal. Faxed submissions will not be accepted. All submissions become the property of the Project Owner and will not be returned. All conditions contained in this RFP are considered accepted by the Proposer in any proposal submitted. The proposal pricing will remain in effect for at least ninety (90) days after the date of submission. Proposers shall submit signed proposals on company letterhead. Proposals by a partnership should be signed with the partnership name by one of the members of the partnership or by an authorized representative, followed in either case by the signature and title of the person signing. Proposals by corporations must be signed with the name of the corporation, followed by the signature and designation of the president, vice president, or person authorized to legally bind the corporation to a contract. By signing the Proposal, the signer acknowledges that they are authorized and

duly bound to execute the document on behalf of the Proposer and that their signature is binding upon the Proposer.

The Project Owner reserves the right to request clarification of information submitted, and to request additional information to any submission. The Project Owner reserves the right to reject any and all proposals or to waive any irregularity. The Port of Columbia is an equal opportunity and affirmative action employer.

Questions may be submitted by emailing [jennie@portofcolumbia.org](mailto:jennie@portofcolumbia.org) before noon Wednesday, December 7, 2022. Responses to any questions received will be posted to [www.portofcolumbia.org](http://www.portofcolumbia.org) as an addendum by 3 p.m. Thursday, December 8, 2022.

**Minority and Women-owned businesses are encouraged to submit.**

This Project is being supported, in whole or in part, by federal award number CPFFN0145 awarded to State of Washington by the U.S. Department of the Treasury. This Project was awarded by the US Department of the Treasury. Points of view in this document are those of the author and do not necessarily represent the official position or policies of the US Department of the Treasury. Grant funds are administered by the America Rescue Plan Act, Coronavirus Capital Projects Funds, Washington State Public Works Board.

**EXHIBIT A**  
**PROJECT LOCATION**

Public Works Board Broadband Application 2021  
Port of Columbia

This project will be located southwest of Dayton, WA in Columbia County. Dayton's zip code is 99328. The project is expected to be along Highway 12 and crossing the Touchet River.

A KMZ and shapefile of the proposed project can be found in the Google Drive file here:

<https://drive.google.com/drive/folders/1hjGhXTYlaLIKQVSkfRbSCOCWfW--6Ez?usp=sharing>

See below a map of the proposed area with the longitude/latitude of a few service locations.

