

**Alleghenies Broadband, Inc. NTIA Site Survey
Request for Qualifications**

Issued by: Alleghenies Broadband, Inc.



Deadline for Submission: April 14, 2023, at 4:00 PM

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I. General Guidelines

Introduction

The purpose of this Request for Qualifications (RFQ) is to solicit work by a qualified firm or team of firms to complete site surveys for the development of new telecommunication towers in Bedford County. As part of this RFQ, Alleghenies Broadband, Inc. (ABI) requests information regarding the products, services, experience, and qualifications of interested firms, as it relates to the proposed project.

Bedford County is committed to ensuring that all residents and businesses in the County have access to reliable, high-speed internet service. As part of that commitment, Bedford County partnered with Huntingdon County, Fulton County, Alleghenies Broadband, Inc. (ABI), Upward Broadband, and Crowsnest Broadband to secure a grant from the National Telecommunications and Information Administration (NTIA) to expand access to reliable, high-speed internet throughout the County. The grant award totals \$20,463,175, a portion of which will be utilized for the construction of 6 (six) new telecommunication towers in Bedford County and for the installation of telecommunication equipment on those tower sites to support the expansion of fixed wireless service. To ensure the successful completion of the project, Mission Critical Partners (MCP) was selected to oversee project management efforts in Bedford County. To assist MCP with their efforts, ABI is releasing this RFQ to solicit a firm or team of firms to complete surveying services for the aforementioned tower sites in Bedford County. ABI is requesting that Respondents submit their qualifications, rates, experience and technical competence demonstrating their ability to manage and oversee this type of project.

Broadband in Bedford County

Through its Speed Zone Initiative, Bedford County has been active in developing a Master Plan that identifies broadband coverage gaps and collaborates with partners to provide broadband service to the identified unserved and underserved areas. Bedford County remains committed to its goal of expanding high-speed internet access to at least 95% of the County population.

Response Information

1. **Closing Submission Date:** Responses must be submitted electronically no later than **4:00 PM on April 14, 2023**. It is the responsibility of all Respondents to ensure that ABI receives their response by the date and time specified above. Late submissions will not be considered.
2. **Submission Instructions:** Responses should be submitted in pdf format via email to Dustin Bishop at dbishop@allegheniesbroadband.com.
3. **Submissions Assistance:** For technical questions regarding the project or the RFQ, please contact Dustin Bishop at dbishop@allegheniesbroadband.com.
4. **Selection Date:** ABI will evaluate the responses and anticipates the selection of a firm or team of firms on **April 28, 2023**.
5. **Anticipated Project Start Date:** It is anticipated that the project will begin immediately after a consultant is selected.
6. **Completion of Work:** ABI anticipates the project will be completed approximately 8 (eight) weeks after the initial project kick-off meeting, which will be scheduled once the consultant is selected.

Who May Respond

Parties submitting responses to this RFQ are referred to herein individually as “Respondent” or collectively as “Respondents”. Respondents may be any legal entity, including a private corporation, a cooperative, or a limited liability company.

Conditions of Response

All costs incurred in responding to this RFQ will be the responsibility of the Respondent and shall not be reimbursed by Bedford County.

Right to Reject

Alleghenies Broadband, Inc. (ABI) reserves the right to reject any and all responses received in response to this RFQ. A contract for the accepted Respondent will be based upon the factors described in this RFQ.

Notice of Decision

It is expected that a decision selecting the successful Respondent will be made on April 28, 2023. Upon conclusion of final negotiations with the successful Respondent, all other Respondents submitting responses to this RFQ will be informed, in writing, of the name of the successful Respondent.

Non-Discrimination Provision

In selecting a Consultant or group of Consultants for the completion of the scope of work outlined below, ABI will not discriminate on the basis of gender, race, religious creed, color, handicap, ancestry, or national origin. In the acquisition of a Consultant or group of Consultants for the completion of the scope of work outlined below, the Consultant(s) or any person acting on behalf of the Consultant(s) shall not, by reason of gender, race, religious creed, color, handicap, ancestry, or national origin, discriminate against any citizen of the United States who is qualified and available to perform the work to which the employment relates.

Period of Performance

The anticipated period of performance for the project is approximately 8 (eight) weeks after the consultant has been selected and has attended the project kick-off meeting.

The site surveys will be completed on the following tower site locations in Bedford County:

- 1) New Enterrpise (40.14934460426559, -78.45802980954772)
- 2) Yellow Creek (40.1096782997127, -78.3667623571074)
- 3) Kinton Knob (40.013360766983595, -78.5540474970515)
- 4) Bakers Summit (40.20991008775453, -78.46553216016413)
- 5) Buck Falls (39.93156820190747, -78.55330075807467)
- 6) Chaneyville (39.813858, -78.4799053)

Project Timeline

| Activity | Deadline |
|---------------------------------|--|
| Application Submission Deadline | April 14, 2023 |
| Firm(s) Selected | April 28, 2023 |
| Completion of Work | 8 weeks after project kick off meeting |

Scope of Work

The scope of work for the activities and responsibilities outlined in the Request for Qualifications (RFQ) are listed below. The Respondent should describe how it intends to carry out these various tasks and detail its experience in performing the tasks. The scope of work for this project should include, but is not limited to the following:

- 1) A description of the specific activities and services to be performed. Respondents should provide an overview of the tasks associated with the completion of site surveys. The Respondents will be expected to:
 - a) visit the sites and become fully informed of the conditions affecting the site and obtain sufficient information to permit the completion of the project.
 - b) identify existing conditions and utilities at the sites, including a description of all structures and their condition, such as existing or abandoned wells, and site limitations such as water, sewer, electric, and gas limitations.
 - c) provide comments and suggestions for the design and construction of telecommunication towers at the sites.
 - d) identify suitability for site development, building, and other problem areas based upon site drawings and topographical surveys.
- 2) Provide pricing and rates for various positions that will undertake the proposed tasks outlined in the scope of work.
- 3) A project timeline with project milestones outlining the timeframe for accomplishing the items outlined in the scope of work.

II. Response Guidelines

Response Outline

1. **Staff Qualifications:** To achieve the objectives outlined in the proposed scope of work, Bedford County is seeking a qualified and innovative firm or collaborative team of firms with a demonstrated ability to perform the necessary project management activities associated with this broadband expansion effort. The selected Respondent must possess a demonstrated understanding of the process involved and requirements associated with using federal funds to plan, design, and construct telecommunication towers.

The Respondent should identify all personnel that will be assigned to the project and describe the relevant qualifications of staff to perform the proposed service, including technical, educational, and work background.

- Statements of qualifications and resumes for project team members with specific mention of related projects including their role specific knowledge and experience.
2. **Pricing and Rates:** Respondents should include rates for the various staff that would be assigned to complete the scope of work.

III. Response Evaluation

Response Contents

All responses must follow the specified format and include all required elements listed in Section II of this RFQ.

Ineligible Responses

Proposals may be judged ineligible and removed from further consideration if any of the following occur:

1. The response is not received timely in accordance with the terms of this RFQ.
2. The response does not follow the specified format.
3. The response is not adequate for the reviewers to form a judgment that the proposed undertaking would comply with federal and state requirements.