

# Brentwood IT Master Plan RFP Addendum 1

## Questions/Answers

### General Questions

1. Two questions related to funding for the project:

Does the City have an estimated cost, or range, for the entire plan? Does the City have an approved budget (i.e., range, or a not-to-exceed amount) for this project?

**Answer: The City has approximately \$125,000 currently budgeted for the project.**

2. Page 7 4iii) states, "Include a sample format of work to be performed." Is this referring to a detailed description of work to be performed or actual examples of final report deliverable components from prior projects?

**Answer: The City is looking for examples of final report deliverable components from prior projects (please include sample pages from each component). The examples would include the formatting of the report. The consultant may submit full reports if available.**

**The detailed description of work to be performed would be provided in response to #5 (Understanding of Scope of Work and Proposed Plan of Work).**

3. If the consultant does not have the inside expertise to perform all three tasks, can the consultant partner with another consultant to complete the requested tasks?

**Answer: The consultant may partner with a third party with subject matter expertise to complete the tasks. (Page 20 of RFP)**

### Task 2 GIS Project

4. Which functional areas are to be interviewed as a part of Task 2: GIS?

**Answer: The consultant can expect 8 – 10 functional area interviews.**

### Task 3 Fiber Project

**NOTE: The City has attached the SONIC agreement to provide background information related to the Fiber project.**

5. What is the total length, in feet or miles, of fiber optic cable? (Attachment B SOW, Task 3)

**Answer: The City's GIS shows 389 miles of fiber.**

6. Does the City have drawings showing the current fiber optic cable Installed? Can these be provided to the selected Consultant?

**Answer: The City has GIS maps to show 389 miles of fiber. Yes, they can be provided to the selected Consultant.**

7. Does the City have drawings showing the current available fiber optic pathways installed? Can these be provided to the selected consultant?

**Answer: In the past, staff has found some drawings that show where conduit has been installed, but locating the documents (if they exist) has been a manual process for City staff.**

8. Does the City have a listing of the type of fiber optic cable used in the various installation projects over the years of construction?

**Answer: Not Currently. The City is asking SONIC if they can provide this data.**

9. Is any of the fiber optic infrastructure aerial?

**Answer: There is less than 2000 feet of aerial.**

10. Could the City provide further detail about the desired scope of task Attachment B SOW, Task 3, Number 3, focusing on the following:

Is this right-of-way installation standards, including permitting and inspections, pole attachment installations, pole attachment agreements, standalone installations on public or private property, and/or aesthetic standards for such installations?

**Answer: Yes. The City is requesting recommendations on the above and anticipates IT, Public Works and Community Development would be involved in these discussions.**

11. Does the City have access to the SONIC existing contracts? Can they be provided to the selected consultant?

**Answer: Yes, the City has an existing agreement and it can be provided to the selected consultant.**

- a. Drawings of cable routes?

**Answer: The cable routes are in GIS.**

- b. Construction drawings of how the pathways were built?

**Answer: Unknown. The City is asking SONIC if they can provide this data.**

- c. Listing of the cable plant products used for the pathways?

**Answer: Unknown. The City is asking SONIC if they can provide this data.**

12. Does the City own the Fiber optic cable installed in the SONIC Conduits?

**Answer: Based on the agreement, 12 strands of fiber are dedicated to the City. The City leases back the 12 strands to SONIC. (Refer to agreement)**

13. Does the City own the conduit pathways installed by SONIC?

**Answer: Yes, the City owns the conduit pathways, but leases the conduits to SONIC. (Refer to agreement)**

14. Is there a long-term contract with SONIC for installation and maintenance of the pathway, fiber optic cable and termination points?

**Answer: The current agreement expires in 2024 but has provisions for 10-year extensions.**

15. Is SONIC Responsible for maintenance and support of the cable termination points within buildings?

**Answer: SONIC is responsible within City facilities to the MPOE (main point of entry).**

16. What type of outside plant route installation products were used for the installation?

**Answer: Unknown, asking SONIC if they can provide.**

a. Conventional Manholes

**Answer: Unknown. The City is asking SONIC if they can provide this data.**

b. Does the City have the needed trained staffing, tools and safety equipment to provide access to manholes or is the selected consultant required to address access to the manholes as part of their scope?

**Answer: The City will not provide any staff to support access.**

c. Shallow pull boxes

**Answer: Unknown. The City is asking SONIC if they can provide this data.**

d. Above ground termination points

**Answer: Unknown. The City is asking SONIC if they can provide this data.**

e. Will the City provide the selected consultant with City staff to access manholes including street/lane blockages/closures?

**Answer: The City will not provide City staff for blockages or closures.**

17. If the selected consultant needs further details regarding the installation, products, etc., to perform the engagement, does the City require that consultant to perform whatever field work is needed to obtain the information or will the City provide information requested?

**Answer: If the information is not collected via City documents, interviews with SONIC and/or City staff, the selected consultant may be required to perform some field work.**

18. Item 2 – Does the City envision the selected consultant conducting discovery meetings with each of the groups listed?

**Answer: Discovery meetings would be with City Staff only and would be conducted after the consultant has documented the existing fiber infrastructure.**

a. If so, will the City work with the selected consultant to coordinate the meetings with the various groups, especially the Business Community and Residential participants?

**Answer: This is not part of scope currently.**

b. Does the City envision the consultant developing formal surveys to obtain the business community and residential input?

**Answer: This is not part of scope currently.**

19. Item 2 – Is the focus of this step on the physical installation and construction of 3rd party broadband services?

**Answer: The focus is on providing recommendations regarding the effective use of the existing/future fiber assets.**

a. Does the City expect to contract with 3rd party providers and share in the revenue from these providers?

**Answer: No, at this time, the City does not expect to contract with 3<sup>rd</sup> party providers and share revenue.**

b. Is the consultant scope to include the evaluation of partnering opportunities or more focused on the physical installation aspects of the project?

**Answer: Evaluating of partnering opportunities or revenue sharing opportunities is not**

**part of the project scope. The focus is on providing recommendations regarding the effective use of the existing/future fiber assets.**

20. Item 3 – Is it the intent of the City to allow 3rd party consultants access to the fiber optic pathway or to lease 3rd party providers access to the installed fiber optic cable? Or is the consultant required to provide recommendations regarding the best approach?

**Answer: The consultant is to provide recommendations as to the best approaches.**

21. Item 6 – Does the City require the selected consultant to search for various grants for this item or simply provide identified opportunities for partnership, joint construction and service sharing?

**Answer: No, the consultant is to simply identify opportunities for partnership, joint construction and service sharing.**

#### **City Agreement**

22. Does the City require any subcontractor(s) to carry the same level of insurance as the prime consultant?

**Answer: Yes, the City requires any subcontractor(s) to carry the same level of insurance.**

23. Would the City be open to extending the notice recognition period to ten (10) days? The basis for this request is geographic location of east coast locations.

**Answer: No. To clarify, the 5-days is referring to notices mailed by USPS. In other words, "[Written Notices] relating to this Agreement ... shall be deemed sufficiently given ... five (5) days after deposit in the United States mail."**