



**Waupaca County
Planning & Zoning Office**

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RE: Broadband Expansion Study – RFP23-003-41

Questions and Answers

- 1. Bid bonds are more typical for engineering and construction projects. This project is more about professional services and technology; is a bid bond required for this project?**

Yes, it is listed as a requirement of the RFP, but we are willing to waive this requirement.

- 2. Regarding the request in the RFP for Quality Control, is the County interested in QC procedures for the project management of the project, data QC, or other QC?**

The context behind this request for quality control is related to the project as a whole. What is your process (or any other entities that gets used) for ensuring that the information that ultimately is reported is factual and therefore of a high quality.

- 3. Regarding the request for employee salaries (rates of pay), overhead, and profit, we do reveal employee salaries in documents that are subject to FOI requests. Would the County accept a loaded rate that includes salaries/overhead/etc. for each staff person?**

Yes, a loaded rate would be acceptable.

- 4. The Submittal Checklist appears to indicate that Attachment C – Standard Terms and Conditions should be included in the bidder's proposal. Is that correct?**

Yes, please include the Standard Terms and Conditions with the proposal.

- 5. Is the certified check or bid bond equal to at least 5% of the bid amount a requirement?**

Yes, it is listed as a requirement of the RFP, but we are willing to waive this requirement.

- 6. Would you accept a Software As a Service license agreement in place of your Attachment C?**

No, we would prefer our Attachment C, as presented.

- 7. Attachment D refers to Tower Installations, but this does not appear to be a request for construction.**

That is correct, this is not a request for construction of towers. That was included in error.

- 8. We could offer a feasibility study which provides most but not all of your tasks and requirements. Would this be acceptable?**

The RFP does specify that we are looking for a firm to satisfy all mandatory tasks. If, however, there are no firms that can, the County will look at the scope of the project with fresh eyes and either look the proposals again or re-post the original request.

- 9. Can the Bid Bond requirement be waived?**

Yes, the County is willing to waive bid bond requirement.

- 10. Can you please elaborate on what is required regarding “research and evaluate the current usage, needs and supply of broadband communication assets, products, and services in the County”? Is this an exploration of what applications that are used by the business and residential community? Is it the volume of usage? Is it an assessment of the gaps associated with devices (regarding needs)? Or, is this an assessment of the usage of broadband infrastructure assets? Please note that ISPs are unlikely to share what the usage is of their assets and providing this information is subject to any restrictions they may have (e.g., NDA).**

This is meant to assess to the gaps in overall coverage while assessing the best way to fill those gaps based on existing infrastructure and usage.

- 11. Regarding “evaluate the current and future demand”, is there an expectation of surveying the community for how their net usage, and types of usage are expected to change in the future? Please elaborate on the expectations of this task. Have broadband assessment surveys already been conducted to date. If so, can the County provide a copy of the survey to support the RFP development?**

Understanding the current and future needs\demands could come from several ways, but a survey could be used. It is not specifically required though. The County did perform an informal survey several years ago and a copy of those findings can be made available to the successful firm. The age of the survey makes the findings of questionable value since a lot has occurred since then.

- 12. Regarding the gathering of input from public and private stakeholders, can the County please provide an idea of the scale of this information gathering? This requirement implies interviews and includes local businesses and business organizations, healthcare providers, and interest groups. How many interviews with each type of organization are required?**

There is no specific amount of interviews required for this study. What is more important is that this study takes into account the current and future needs of our business partners.

- 13. Please clarify the scope of “a completed engineering and assessment report”. Is an actual design required for this effort, or is this effort simply an explanation of the technologies and architectures required to deliver service to underserved/unserved areas? We would dissuade the County from any engineering designs. What a consultant would design to address any gaps is unlikely to consider all infrastructure available to operating ISPs in the County, and therefore, is unlikely to reflect the true cost and architecture of the actual system. Additionally, such a design is of no value to the ISPs who will seek funding for the buildout and will add little value to the project. Only if the County’s sole option is service provided by the County would it be advisable to conduct such a study, and only to the extent that a grant would be secured for a specific sum of money, and to the design requirements of the grantor.**

This is an effort to explain the technologies and architecture required to deliver service to unserved or underserved areas in the County. This is certainly not meant to be actual engineering plans given that the specifics necessary for that level of detail is unnecessary within the scope of this project.

- 14. Regarding item F, ISPs are unlikely to share the location of their facilities. We can tell, generally, where they have assets, but not specifically. Please confirm that this is sufficient for assets that are held privately and not shared with our team.**

We understand that ISP’s might be reticent to share specific locations of assets. Our aim to receive the best data available to ensure a meaningful study.

- 15. Regarding evaluation and mapping of current levels of cellular coverage, is this a request to conduct drive testing of the cellular networks, or is the expectation to leverage the most recent FCC data (which provides broadband speed level tiers)? If so, please identify the types of “levels” the County would like to map (service availability, data speed, signal level, other).**

The expectation is to illustrate and leverage existing cellular coverage as it relates to broadband availability. Showing how and to what degree cellular broadband could satisfy overall need is beneficial. This study is specific to broadband internet and not cellular coverage so we are only concerned with broadband specific features like availability, speeds etc.

- 16. Would you please remove the bid bond? Bid bonds are more customary for construction and system implementation projects and we have never had to submit a bid bond for a consulting project.**

The County is agreeable to waiving the bid bond requirement.

- 17. What is the budget for this project?**

There is no specific budget amount for this portion of the overall project.

- 18. Will you please extend the due date for this proposal by two weeks? We will not receive the responses to these questions early enough to alter our approach.**

There are far too many other aspects of this project that are tied to the proposal due date to make adjustments.