



**SOUTH CENTRAL OREGON  
ECONOMIC DEVELOPMENT DISTRICT**

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**BROADBAND FEASIBILITY STUDY REQUEST FOR PROPOSAL (RFP)  
LAKE COUNTY & KLAMATH COUNTY (OUTSIDE KLAMATH FALLS)**

**INTRODUCTION**

Lake County of Oregon, along with and the contained area of Klamath County of Oregon that does not include the City of Klamath Falls (“Counties”), are requesting proposals for a broadband feasibility study (RFP).

The purpose of this RFP is to provide the Counties with the information needed to analyze, select and implement the best solution(s) to improve broadband connectivity across the region. The Counties recognize reaching our goal may require a mix of technologies and phased build-out plans.

The Vision:

*Lake and Klamath County, excluding the City of Klamath Falls, residents will be able to use convenient, affordable next-generation broadband networks that enable residents and businesses to thrive.*

To achieve this vision, we seek the best path to a broadband network that is ultimately scalable to at least **100 Mbps** both for **upload and download** for homes, businesses, and anchor institutions. We recognize that a variety of models could be used to achieve our vision. We are open to all of them, including obtaining private sector investment, engaging in a public-private partnership, forming a new cooperative or operating as a government utility.

We expect this to be a highly interactive and iterative process, with excellent and ongoing communications between the selected consultant and the Steering Committee. The final result should provide a clear roadmap which would enable the Steering Committee and/or Counties to seek grant opportunities.

**DESCRIPTION OF KLAMATH & LAKE COUNTIES**

Lake County at 8,340 square miles (5.34 million acres) is the third largest county in Oregon. Klamath County, excluding the City of Klamath Falls which already has viable broadband access, covers an area of 5920 square miles (3.79 million acres). Together, the total area of Lake County and Klamath County not in the city limits of Klamath Falls, cover over 14,260 square miles, with an average of 1 person per square mile in Lake County and 8 people per square mile in the designated Klamath County area.

A major highway route nearby includes U.S. Route 97, a north-south highway that runs through Oregon from the Oregon-California border, south of Klamath Falls, to the Oregon-Washington border on the Columbia River. Oregon Route 140 is the primary connection between the west side of the



- Build on existing networks (e.g., combine or collaborate with existing providers to provide middle and last-mile coverage to the underserved and unserved)
- Create new networks:
  - Open Access: The Counties would finance and contract to build the network and invite other service providers to contract to deliver services over the network.
  - Proprietary Network:
    - The Counties would build and operate the network, with or without private sector operating partners.
    - The Counties would incent a private sector partner, including existing cooperatives, create a new cooperative or other entity to invest and/or build and operate a network using development powers as necessary.
    - Other options might involve multiple local entities or different scenarios as the contractor sees appropriate.
- Analysis of alternative partnerships
  - ISP Providers, Telecoms, Cooperatives, Statewide telecom networks, Government entities, NGOs, K-12 and higher education, including library systems, healthcare providers, and the industry and business community.
- Work with the regional broadband Steering Committee to present recommendations to the regional partners and build consensus toward a final plan.
- Provide an assessment of the services available to our existing and prospective businesses and how that impacts our economic development efforts.
- Partner with existing mapping agencies on their mission to successfully define the area's broadband accessibility. Look at available broadband services, service costs, provider infrastructure/capacity, gaps in physical connectivity access, minimum service requirements and affordability.
- Identify existing inventory of vertical assets (e.g., where are usable poles, what is on them?), and underground assets (e.g., conduits).
- A visual display will be generated showing connectivity status across the region that can be overlaid on a future display showing existing infrastructure and potential build paths.
- Assist in identifying current aerial infrastructure and existing fiber assets in the region that could be leveraged for this project.

### Section B— Technology Options

- Determine the best technology path for our Counties:
  - What are the broadband capacities and considerations necessary now and, in the future, to enable our Counties to be economically competitive?
  - What technologies can provide broadband services at those speeds?
  - What are the technologies best suited to the various areas of the Counties, based on geography and demographics? (e.g., full fiber vs fiber & wireless).

- What opportunities exist to provide a protected-ring fiber network that would connect businesses and anchor institutions such as schools, libraries, hospitals, public safety, cities, institutions of higher education and community support organizations?
- Plans to scale to universal service in/around project area.
- Basic technical design with sufficient detail to enable rough cost projections.
- Discuss potential service options, such as:
  - A mix of technologies and phased build-out plans with multiple platforms scalable to 100 Mbps upload and download, including wireless, fiber, cable, etc.
  - Viability of redundancy (e.g., fiber optic loop infrastructure).
  - Options should include scenarios using what already exists within the Counties, with a minimum service level of 100 Mbps upload and download.
  - Business models and pro forma to be analyzed to include but not be limited to:
    - Build on existing networks: Options to combine or collaborate with existing providers to provide middle and last-mile coverage to the underserved and unserved, with particular emphasis on leveraging American Rescue Plan Act (ARPA) dollars.

### Section C – Financing Considerations

- Provide alternate cost projections for underground vs aerial (short + long term including Operations & Maintenance costs).
- Basic cash-flow analysis (3-5 years)
- Construction + overhead costs for network support (NOC, ROW's, etc.)
- Pro-forma financial projections and alternative scenario analyses (e.g. scenario testing, could the project survive with only partial grant funding)

### **PROPOSED SCHEDULE**

- All proposals due May 23, 2022.
- Project implementation schedule and phasing - Please provide an estimated project timeline.
- The consultant will provide biweekly updates on progress during the work period via email or phone calls to the designated County Representatives and/or Steering Committee.
- The consultant will provide copies of the final feasibility study along with digital copies.
- Final deliverable not to exceed six months from date of Consultant Selection.

### **REQUEST FOR PROPOSALS**

The following will be considered minimal contents of the proposal:

1. Provide a restatement of the goals, objectives and project tasks to demonstrate the responder's view of the project and your approach to this project. Please reference the Study/Report Requirements: Sections A— C in your responses.
2. Provide your background and experience in the following areas:

- Network: Outline the direct knowledge and experience your company has regarding broadband solutions.
  - Financial: Describe your company's direct experience and knowledge in creating and analyzing financial plans and models, including capital requirements, operational programs, and financing options.
  - Regulatory/Legal: Describe any direct experience and knowledge your company has in analyzing and interpreting the regulatory and legal landscape and providing analysis and guidance on these issues as they pertain to the various options contained in the proposal.
  - Services: Describe any direct experience and knowledge your company has in providing community and business community analysis and guidance surrounding broadband services.
  - Project Management: Outline your company's direct knowledge and experience with structured project management.
  - Partnerships: Share your company's experience in working with state and local governments and public-private sector collaborations.
3. Conflicts of Interest: Provide any information on prospective conflicts of interest, including existing or financial relations with equipment consultants, ISPs or other firms.
  4. References: Include at least three (3) references from previous similar projects. Identify key personnel who will conduct the project and provide detail of their training and work experience. No change in key personnel assigned to the project will be allowed without the approval of the local project team. Address experience in working with rural communities, schools and townships regarding this type of study.
    - Note: Subcontractors working for the contractor must meet all the requirements of the RFP and any contract between the contractor and the subcontractor must include all contract terms agreed to between the Counties and the successful contractor.
  5. Detailed work plan to include:
    - Tasks to be accomplished and the budget hours to be expended for each task and subtask (this will be used as a work plan and managing tool for the basis of invoicing).
    - Identify project timeline with deliverables and key milestones.
    - Provide detail regarding local involvement and services expected to complete the project. A minimum of three (3) status meetings are to be contained in the work plan to track progress in addition to any data collection or input/review meetings.
    - Outline the project management approach your company will employ to execute this project and identify individual(s) responsible for the various areas in the outline.
    - Identify areas of risk for the project based on your detailed work plan and schedule for all aspects of the project, including but not limited to financial, construction, legal, product availability, environmental and archaeological.
    - Provide a detailed cost estimate of the study, including known project expenses, professional hourly rates, multipliers, and estimated service/task hours with a "Not to Exceed" cap. Other ancillary expenses related to the completion of the study will be discussed on a case-by-case basis.

- Commit to working closely with Steering Committee.

## EVALUATION CRITERIA

The local project team will evaluate all proposals using the following criteria to conduct a best-value evaluation:

- Experience and qualifications of the consultant and personnel assigned to this project.
- A clear understanding of this project.
- Project work plan and timeline.
- Work experience in small and rural communities, including counties, cities and townships.
- Pricing. Pricing shall not exceed \$85,000.

After evaluating all proposals, the local project team may choose to interview the top candidates. After selecting, the review team will submit their recommendation to the county board for final approval to pursue a professional services agreement with the chosen candidate.

## SELECTION

The selection of the consultant for this project will be based on the criteria noted above. Upon approval, the Counties will negotiate with the selected consultant to develop a Professional Services Agreement and finalize the work plan, including budget hours. Should the Counties and the selected consultant fail to agree to the work plan, including budget satisfactorily, the Counties are not liable and may enter into negotiations with the respondent judged second in the evaluation process, or the Counties may re-advertise for proposals and search for another consultant.

The Counties reserve the right to reject any and all proposals regardless of merit.

## RFP TIMELINE

Release RFP	Day 1 – May 9, 2022
Questions due to Counties	Day 5 – May 13, 2022
Counties responses provided	Day 10 – May 18, 2022
Proposals due	Day 15 – May 23, 2022
Interviews, if necessary,	Day 27 – May 25, 2022
Approval of contract by Steering Committee	Day 36 – June 6, 2022
Consultant Selection	TBD

Any proposal-related questions should be emailed to Levi Fuller ([levi@scoedd.org](mailto:levi@scoedd.org)). *The above dates are subject to change at the discretion of Klamath & Lake Counties.*

Please email your proposal to Levi Fuller ([levi@scoedd.org](mailto:levi@scoedd.org)). Generic marketing or advertising materials not specific to your bid should not be included with your proposal.

## Primary Contacts

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