

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 Starbuck & E911 Broadband Project (Project) described below. The Touchet Valley Broadband Project is funded with Coronavirus Capital Project Funds distributed via the Washington State Community Economic Revitalization Board (CERB) and will be subject to both state and federal rules.

The Project is a fiber-to-the-home (FTTH) construction project with two geographically-distinct sections: The first will be located on existing utility poles and underground on public right-of-way within the Town of Starbuck and its adjacent outlying areas, and the second as an extension of the Dayton Community Broadband Project from the junction of North Touchet Road and Crall Hollow to the Thorn Tower communications hub. Aerial construction will be completed according to the utility pole owner's specification and permitted through existing pole attachment agreements with PacifiCorp and Columbia REA. Underground construction will be buried at depths of 3-4 feet in town or county rights-of-way.

The purpose of the project is to provide better communication for citizens and businesses in the small town of Starbuck, WA, and to improve communications for agencies that provide public safety services throughout the county, including the E911 system.

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 until 12 p.m., November 12, 2025, for Professional Services for the CERB-funded Starbuck & 911 Broadband Project.

Please identify proposals on the outside of the envelope as:

"CERB 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 "Starbuck & E911 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;
- Review 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;
- 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 by **November 12, 2025 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 before noon Friday, November 7, 2025. Responses to any questions received will be posted to www.portofcolumbia.org as an addendum by 3 p.m. Monday, November 10, 2025.

Minority and Women-owned businesses are encouraged to submit.

The Port is an Equal Opportunity and Affirmative Action Employer. This project is (funded/partially funded) through the Washington State Community Economic Revitalization Board with federal funds from the U.S. Treasury ARPA Capital Project Funds.

PROJECT LOCATION

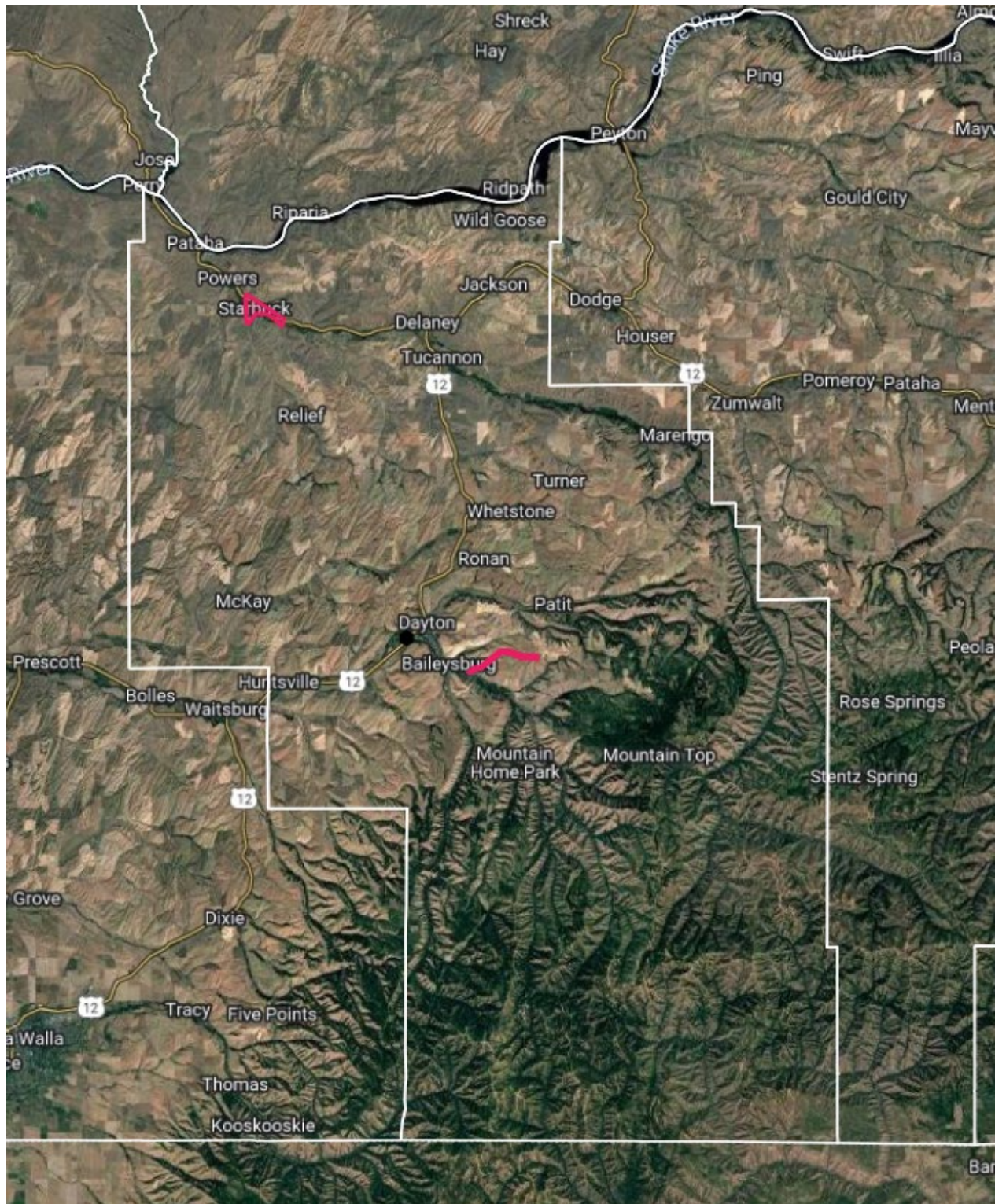
CERB RURAL BROADBAND PROGRAM

Port of Columbia County | 2025 Application

A KMZ of the proposed project can be found in the [Google Drive Folder](#)

OVERVIEW:

The proposed project will be in 2 areas within Columbia County, WA: The town of Starbuck and communications towers on Crall Hollow Road.



Area 1 – STARBUCK: The proposed project is in the small rural town of Starbuck, WA in Columbia County. Dayton's zip code is 99359.



Area 2 – CRALL HOLLOW ROAD TOWERS: The proposed project is southeast of the city of Dayton, WA in Columbia County. Dayton's zip code is 99328.

