

# **Pitt County, North Carolina**



## **Request for Proposals**

### **For**

## **High-Speed Internet Services**

**Date Issued:**  
**November 17, 2023**

**Proposal Submission Deadline:**  
**December 18, 2023**

**Submit Proposal To:**

**Michael Taylor**  
**Deputy County Manager – Chief Information Officer**  
**Pitt County Office Building**  
**1717 W. 5<sup>th</sup> Street**  
**Greenville, NC 27834-1696**

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### 1. Summary

Pitt County, hereinafter referred to as “County”, is requesting proposals from all interested providers of High-speed Internet (hereinafter “Internet”) access service for affordable, reliable High-speed Internet access.

The term “Offeror” shall refer to providers submitting proposals in response to this Request for Proposals (RFP). The term “Contractor” or “Provider” is also used to describe the successful Offeror(s) in the context of providing services under a contract resulting from this RFP.

An electronic copy may be downloaded from [www.pittcountync.gov](http://www.pittcountync.gov).

Each proposal received in response to this RFP will be evaluated as described herein. All proposals must be sealed, clearly marked “Proposal – High-speed Internet Access Service” and must include all elements described in the Proposal Content and Format Requirements section of this RFP.

One original and five (5) copies of the proposal must be delivered to the address below before the date and time listed in the Contract Award Schedule section of this RFP. The County will not be responsible for proposals delivered to a person or location other than that specified herein, and reliance on the postal service will not excuse late proposals.

Any amendment or addendum to this RFP is valid only if issued in writing by Pitt County.

### 2. CONTRACT AWARD SCHEDULE

Issue and Publish RFP:	November 17, 2023
Proposal Submission Deadline:	December 18, 2023 11:00AM
Opening of Proposals	December 18, 2023 11:00AM
Award of Contract	TBD

### **3. GENERAL CONDITIONS**

- 3.1 Prime Responsibility: The selected Provider will be required to assume full responsibility for all services and activities offered in its proposal(s), whether or not provided directly. Further, the County will consider the selected Contractor(s) to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the Contract.
- 3.2 Assurance: Any contract award under this RFP must be carried out in full compliance with all laws of the State of North Carolina. Pitt County prohibits discrimination in employment or in the provision of services because of race, color, religion, religious creed, sex, age, marital status, ancestry, national origin, political affiliation, physical disability or medical condition. This clause does not require the hiring of unqualified persons.
- 3.3 Independent Contractor: In performance of the work, duties and obligations assumed by the Offeror, it is mutually understood that the Offeror, and all of the Offeror's officers, agents and employees, will at all times be acting and performing in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner or associate of the County.
- 3.4 The County reserves the right to reject any and all proposals, to negotiate specific terms, conditions, compensation and provisions on any contracts that may arise from this solicitation; to waive any informalities or irregularities in the proposals; and to accept the proposal(s) that appear(s) to be in the best interest of Pitt County. In determining and evaluating the proposals, costs will not necessarily be controlling; the experience of those who will be providing services under the contract, quality, equality, efficiency, utility, suitability of the services offered, and the reputation of applications will be considered, along with other relevant factors as described in Section 7 herein.
- 3.5 Pitt County reserves the right to:
- Request clarification of any submitted information;
  - Not enter into any agreement;
  - Not select any applicant;
  - Amend or cancel this process at any time;
  - Interview applicants prior to award and request additional information during the interview;
  - Negotiate a multi-year contract or a contract with an option to extend the duration;
  - Issue similar RFPs in the future.
- 3.6 Prior to commencement of services, the Contractor must provide evidence of the following insurance coverages in amounts satisfactory to the County: Worker's Compensation, Commercial General Liability (naming Pitt County as additional insured), Comprehensive Business or Commercial Automobile Liability for Owned Automobiles and Non-owned/Hired Automobiles.

The Contractor will be required to maintain the required coverages, at its sole cost and expense, throughout the entire term and any subsequent renewal terms of the contract.

#### **4. BACKGROUND**

- 4.1 Pitt County is looking for Internet solutions that will serve residents, businesses and governments throughout the County. Because areas of Pitt County are currently underserved or unserved, Pitt County wishes to obtain access to high quality Internet access service for its citizens in these underserved and unserved areas to encourage economic development in the County and to aid the quality of life for Pitt County citizens.
- 4.2 The County is looking for an Internet company to partner with to support Pitt County's efforts to close the digital divide throughout the county.
- 4.3 The County has set aside funds to begin an initial project as part of the aforementioned partnership. The goal of the initial project is to serve the unserved and underserved locations of the Town of Bethel in Northern Pitt County.
- 4.4 Proposed solutions must be highly reliable and provide service capable of carrying multicast, real time streaming and video conferencing.
- 4.5 Preference may be given to firms with reasonable funding options.
- 4.6 All proposers must be unaffiliated qualified providers of High-speed Internet access service as that term is defined in N.C.G.S. 160A-340(4).

#### **5. DESCRIPTION OF SERVICES REQUIRED**

Scope of Services: Provide turn-key High-speed Internet access service capable of synchronous multi-Gig capabilities to all unserved and underserved locations within the Town of Bethel in Northern Pitt County, NC, as shown on the attached map. All potential customers along the infrastructure should be able to access the Internet.

#### **6. PROPOSAL CONTENT AND FORMAT REQUIREMENTS**

Interested Offerors shall submit one original plus five (5) copies of their proposal to the location listed on Page 1 of this RFP.

Proposals shall be delivered no later than the date and time listed in the Contract Award Schedule and shall contain at a minimum the following items:

- 6.1 Cover Sheet (Attachment A)
  - 6.1.1. Provide the full legal name of the Contractor who will execute the contract. Provide specific information concerning the agency, including: the agency's legal name, type of entity and Federal Tax ID #.

6.1.2. The cover sheet must be signed by an owner, corporate office or agent authorized by the Contractor.

## 6.2 Required Information

Pursuant to N.C.Gen.Stat. 160A-340.6, Public-private partnerships for communication service, as part of the proposal, please provide the following:

- a. Information regarding the proposer's experience and qualification to perform the requirements of the proposal.
- b. Information demonstrating the proposer's ability to secure financing needed to perform the requirements of the proposal.
- c. Information demonstrating the proposer's ability to provide staffing, implement work tasks and carry out all other responsibilities necessary to perform the requirements of the proposal.
- d. Information demonstrating the proposer's ability to construct and deploy infrastructure in difficult to reach, rural areas.
- e. Information clearly outlining the initial project proposed as part of the partnership, including project maps, homes served, and timeline.
- f. Information clearly identifying and specifying all elements of cost of the initial project proposed, including the cost of the purchase or lease of equipment and supplies, design, installation, operation, management and maintenance of any system, and any proposed services.
- g. Information outlining the ways above and beyond the initial project that the proposer seeks to work together with the County as part of the ongoing partnership.
- h. Information outlining the proposer's commitment to digital inclusion, including but not limited to participation in the Affordable Connectivity Program.
- i. Any other information proposer believes has a material bearing on its ability to perform.

Pursuant to N.C.Gen.Stat. 153A-459, please provide:

- a. Information supporting the proposer's status as a qualified private provider of broadband service, as that term is defined in NCGS 160B-1373 (a)(2), prior to the issuance of this proposal.

## 6.3 Proposed Costs

In addition to the customer pricing provided in Attachment B, provide the amount

of any additional grant and funds required to be paid by Pitt County to construct the infrastructure and a timeline for implementation. Grants shall be awarded on a technology neutral basis and will require at least matching funds by the private provider. Any grants paid by Pitt County to the Contractor may be used by the Contractor to offset capital expenditures incurred in this project.

## **7. SELECTION PROCEDURES**

In evaluating proposals, the County may consider any relevant factors, including proposed partnership dynamic, system design, system reliability, location of existing network infrastructure, speed of implementation, location of technicians, operational experience, operational costs, headquarters proximity to Pitt County, compatibility with existing systems and equipment, and emerging technology. The County may negotiate aspects of any proposal with any responsible proposer with regard to these factors to determine which proposal is the most responsive. A determination of most responsive proposer by the County shall be final.

After an initial review and evaluation of each of the proposals, the Offerors submitting the most responsive proposals may be invited for interviews prior to final selection, to further elaborate on their proposals. The County reserves the right to negotiate a contract without holding interviews, in the event the written proposals provide a clear preference on the basis of the criteria to be considered.

## **8. INQUIRIES**

Direct all inquiries regarding the proposal process or proposal submissions to:

Michael Taylor  
Deputy County Manager – Chief Information Officer  
Pitt County Office Building  
1717 W. 5<sup>th</sup> Street  
Greenville, NC 27834-1696  
[michael.taylor@pittcountync.gov](mailto:michael.taylor@pittcountync.gov)  
Phone: 252-902-3800  
Fax: 252-830-6361

**ATTACHMENT A: COVER SHEET**

<b>Name of Person, Business or Organization:</b>	
<b>Type of Entity:</b> (e.g. Sole-Proprietorship, Partnership, Corp., Non-Profit, Public Agency)	
<b>Federal Tax ID Number:</b>	
<b>Contact Person – Name:</b>	
<b>Contact Person – Address:</b>	
<b>Contact Person – Phone Number (s):</b>	
<b>Contact Person – Email Address:</b>	

By signing this Cover Sheet I hereby attest: that I have read and understood all the terms listed in the RFP; have read and understood all terms listed in this proposal; that I am authorized to bind the listed entity into this Agreement; and that should this proposal be accepted, I am authorized and able to secure the resources required to deliver against all terms listed within the RFP as published by Pitt County, North Carolina, including any amendments or addenda thereto except as explicitly noted or revised in my submitted proposal.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Title of Authorized Representative



## **ATTACHMENT B: SPECIFICATIONS AND PRICING**

### **Target Service Standard**

Scope of Service: Provide turn-key High-speed Internet access service capable of synchronous multi-Gig capabilities to all unserved and underserved locations within the Town of Bethel in Northern Pitt County, NC. All potential customers along the infrastructure should be able to access the Internet.

### **Service Map**

Provide a map that identifies proposed service areas and levels of service, along with a spreadsheet that shows estimated costs for service areas.

### **Pricing List**

Provide a complete list of products to be offered to customers (such as businesses, governments and residential) and associated pricing (promotional and non-promotional) for each.

**ATTACHMENT C:**  
**MAP OF INITIAL PROJECT**  
**TOWN OF BETHEL**

