



Newport Utilities
Request for Proposal
Bid# 072024-01
Middle Mile Design & Engineering

1. **Date:** 7/31/2024
2. **Project Name:** Cocke County FTTH
3. **Project Number:** 072024-01
4. **Jobsite:** Cocke County, TN
5. **Client:** Newport Utilities
6. **Client Address:** 170 Cope Blvd, Newport TN 37821
7. **Contractor Name:**
8. **Contractor Address:**

Date: _____ Date: _____
Initial: _____ Initial: _____

9. Scope of Work

Contractor (name) _____ will complete the design, field verification, make-ready, construction documents, and as-built for the all homes within the areas identified as Wiley Town, Liberty Hill, South 340 and West Parrotsville.

- Perform all planning activities necessary to ensure each residence is passed with a single fiber
 - Propose cabinet locations
 - Propose splitter and splice closure locations
 - Propose fiber routes and fiber sizes
 - Propose the most appropriate & cost-effective construction method
- Perform field verification of the design
 - Evaluate routes for efficiency and constructibility based on conditions, while following existing power lines as much as possible.
 - Collect road widths and right-of-way (ROW) widths
 - Document surface features present within the ROW
 - Identify the most suitable construction method (bore, plow, trench, aerial)
 - Identify the most suitable locations for vaults, splice closures, slack loops, and cabinets
- Collect Pole Data
 - Measure and record existing attachment heights, span lengths, and mid-span heights
 - Record GPS locations
 - Capture 3 pictures per pole
 - Perform visual make-ready
- Perform Make-Ready Engineering
 - Determine guying requirements (e.g., new anchors, pole to pole, strand extension to existing anchors).
 - Prepare ‘Pole Data Sheets’ or equivalent requirement containing existing and proposed attachment heights for all utilities including ‘mid-span’ of lowest utility for pole attachment applications with pole owners and other pole users.
 - Prepare all applicable wind/ice loading calculations, when required, and any other requirements necessary to attach to poles.
- Produce detailed construction documentation sets
 - Construction drawings in PDF format
 - Bill-of-Materials (BOM), listing all labor and materials required to build the network
 - Splice Sheets
- Apply for and acquire ROW permits if necessary

Date: _____ Date: _____
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- Complete redline review and as-built updates
- Provide ESRI-compatible shapefiles of the design to Newport Utilities once as-builts are completed

The design services provided within the scope of this project will be billed at the following rates:

Description	UoM	QTY	Rate	Total
Wiley Town - Buried Design	FT	21,226		
Wiley Town - Aerial Design	FT	132,264		
Liberty Hill - Buried Design	FT	26,770		
Liberty Hill - Aerial Design	FT	579,005		
South 340 - Buried Design	FT	38,914		
South 340 - Aerial Design	FT	326,463		
West Parrotsville - Buried Design	FT	10,402		
West Parrotsville - Aerial Design	FT	176,564		

Invoicing Milestones

Description	Invoicing Milestone	Deliverables
Preliminary Design (HLD)	30% of Unit Rate	Completion of preliminary design per LCP area; Please provide KMZ and/or shapefiles of the design and a preliminary BOM.
Final Design (LLD)	30% of Unit Rate	Completion of all fielding activities, make-ready engineering, and all final design updates per LCP area. Please provide updated shapefiles and/or KMZ of the design.
Construction Documents	30% of Unit Rate	Completion of all documents necessary for construction, per LCP area. Please provide construction drawings in PDF format, splice matrices, final BOM, and approved permits.
As-Builts	10% of Unit Rate	Completion of all as-built updates. Please provide ESRI compatible shapefiles of the design that incorporate all construction changes documented in the redlines provided by the contractor.

Professional Fees

Additional services beyond the scope of services presented herein would be immediately identified as the need arises.

Date: _____ Date: _____
 Initial: _____ Initial: _____



1. Owner certifies that this *is not* a prevailing wage project at this time. In the event that this project is later deemed to be a prevailing wage project, Owner will re-evaluate rates with Contractor in order to ensure compliance for both Owner and Contractor.
2. No Liquidated Damages shall apply in the event of delay.
3. No retainage shall apply to this project.
4. The Owner shall provide the Works to be carried out under this project in a timely and logical fashion, so that the Contractor can properly plan for the workload and allocate resources. If the Owner suspends work or terminates the contract for convenience, the Contractor shall invoice for any deliverables or work-in-progress not yet invoiced prior to the termination or suspension date. If the Contractor incurs any stand-down costs caused by the suspension of work or termination of contract, those costs will be documented and passed through to the Owner.
5. *Invoice/Payment* - Contractor may submit a proper invoice while following the Invoicing Milestones on page 3. The Owner shall notify the Contractor of any deficiencies associated with the invoice within 3 business days of receipt. If payment is not received by the first day following the due date, a late payment fee of 1.5% per month on the balance due shall apply.
6. The points of contact for contractual and technical matters for this agreement are set forth below. Each party agrees to accept facsimiles (faxes) and e-mail where the agreement requires written notice. All notices and sent by either party shall be to the following addresses:

For Contractual Matters	For Contractual Matters
Newport Utilities	
PO Box 519	
Newport, TN 37822	
Jared Cox, Broadband Outside Supervisor	
(423) 532-3552	
Fax:	Fax:
jcox@newportutilities.com	

OWNER:
Approved by Newport Utilities

CONTRACTOR:
Accepted by:

Date: _____ Date: _____
Initial: _____ Initial: _____



By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

The work described in this Work Order shall be performed under all of the terms and conditions set forth in the "Agreement Between Newport Utilities. and Contractor, dated Month, Day, Year.

Date: _____ Date: _____
Initial: _____ Initial: _____