Request for Proposals

For

High Speed Internet/Broadband Services

Date Issued 06/17/2018

Proposal Submission Deadline:
August 2, 2018 - 3:30 p.m. EDT

Mail or Hand Deliver Proposal to Primary Contact:
Jeremy Goldman
County Manager
501 Court Lane
Cambridge, MD
21613

WARNING: Prospective Proposer who have received this document from a source other than the Issuing Office should immediately contact the Issuing Office and provide their name and mailing address so that amendments to the RFP or other communications can be sent to them. A prospective Proposer who fails to notify the Issuing Office with this information assumes complete responsibility in the event that they did not receive communications from the Issuing Office prior to the closing date.
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Dorchester County, Maryland

RFP: High Speed Internet
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ADVERTISEMENT

Dorchester County Government is requesting proposals from Internet Service Providers (ISP) that will provide customer acquisition and support services that will serve educational, residential, commercial and government constituents within the boundaries of Dorchester County.


Each proposal received in response to this RFP will be evaluated on the criteria experience, coverage, speed, and the readiness to proceed. These criteria shall determine all applicants that meet the minimum qualifications. It is the County's intent to offer this proposal to one company who meets the minimum qualifications.

All proposals must be sealed, clearly marked “PROPOSAL – High Speed Internet Service” and must include all elements described in the information package.

One original and one (1) copy of the proposal must be delivered to Dorchester County Council Office ATT: Jeremy Goldman, 501 Court Lane, Cambridge, Maryland 21613 before 3:30 PM EDT August 2, 2018. Further information or questions can be addressed to Jeremy Goldman at jgoldman@docogonet.com.

Access to County data for the identification of demand and assets is available by request.
1. SUMMARY

Dorchester County, hereinafter referred to as “County,” is requesting proposals from all Internet Service Providers (hereafter “Internet”) that will provide customer acquisition and support services that will serve educational, residential, commercial and government constituents within the boundaries of Dorchester County.

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 an agreement resulting from this RFP.

Each proposal received in response to this RFP will be evaluated on the criteria described herein. All proposals must be sealed, clearly marked “PROPOSAL – High Speed Internet Service” and must include all elements described in the PROPOSAL CONTENT AND FORMAT REQUIREMENTS section of this RFP.

One original and one (1) copy of the proposal must be delivered to the address below before the date and time listed in the RFP 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.

Access to County data for the identification of demand and assets is available by request.

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

2. RFP SCHEDULE

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Publish RFP</td>
<td>June 17, 2018</td>
</tr>
<tr>
<td>Proposal Submission Deadline</td>
<td>August 2, 2018</td>
</tr>
</tbody>
</table>

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.

3.2. Assurance: Any agreement executed under this RFP must be carried out in full compliance with all laws of the State of Maryland.

3.3. The selected provider will enter into the agreement, without exception.

3.4. 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.

3.5. The County reserves the right to reject any and all proposals, in whole or in part, to negotiate specific terms, conditions, compensation, and provisions on any agreements 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 Dorchester County.

3.6. Dorchester 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.
• Award agreements to multiple offers

3.7 Amendments and Addenda to the RFP

If the County finds it necessary to revise any part of this RFP, an amendment or addendum will be provided to all vendors known to have received the RFP. Amendments and addenda will also be posted on the County’s website in the Request for Proposals section, www.dorchestercountymd.com.

3.8 Incurred Expenses

Neither Dorchester County nor any of its offices or employees shall be responsible for any cost incurred by a proposer in preparing and/or submitting a proposal.

3.9 Insurance Requirements

The selected vendor shall not commence services until original certificates of insurance evidencing all required insurance has been submitted to and approved by the County. The selected vendor shall be required to maintain, at its own expense, and provide satisfactory evidence of the required insurance, throughout the term of the agreement.

4. BACKGROUND

4.1. Dorchester County is looking for an Internet solution that will serve residents, business governments throughout the County. Because areas of Dorchester County are currently underserved or have no internet service, Dorchester County wishes to obtain access to high quality Internet services as that term is defined by the FCC (see https://www.fcc.gov/document/fcc-finds-us-broadband-deployment-not-keeping-pace) for its citizens and to encourage economic development.

4.2. The County is looking for an ISP that will be able to install and facilitate broadband services to the underserved rural areas of the County.

4.3. Proposed solutions must be highly reliable (90% or better) and provide low-link-latency capable of carrying multicast, real time streaming and video conferencing.

4.4. The County is willing to provide access to its vertical assets such as listed below for deployment of wireless services that will augment the internet deployments throughout the county. Fiber access is available at these sites.

4.5. The County may be willing to provide limited funding assistance for up to two (2) years of access to two (2) S non-county owned towers, located within Dorchester County. The County will not pay more than $50,000 over the term of the agreement.

4.6. The selected entities will be required to market their offerings to customers in Dorchester County.

4.7. Preference may be given to firms that can get high-speed internet to residents the quickest.
### List of Cell Towers:

<table>
<thead>
<tr>
<th>Owner Type</th>
<th>Tower Owner</th>
<th>Carrier</th>
<th>Address</th>
<th>City</th>
<th>Verified with 2016 Imagery</th>
<th>Households within 5 Miles</th>
</tr>
</thead>
<tbody>
<tr>
<td>Private</td>
<td>American Tower Corp</td>
<td>Not Provided</td>
<td>Near 306 Castle Haven Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>5,799</td>
</tr>
<tr>
<td>Private</td>
<td>C &amp; P Telephone</td>
<td>Bell Atlantic, Nextel, Shore Communications</td>
<td>405 Cherry Street</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,702</td>
</tr>
<tr>
<td>Private</td>
<td>C &amp; P Telephone</td>
<td>Nextel</td>
<td>829 Holden Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,965</td>
</tr>
<tr>
<td>Private</td>
<td>Dorchester County Commissioners</td>
<td>Not Provided</td>
<td>1549 Taylor Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,622</td>
</tr>
<tr>
<td>Private</td>
<td>Dorchester County Commissioners</td>
<td>Not Provided</td>
<td>7060 Redwood Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,865</td>
</tr>
<tr>
<td>Private</td>
<td>Hoffman</td>
<td>Not Provided</td>
<td>Near 315 Cedar Street</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,985</td>
</tr>
<tr>
<td>Private</td>
<td>Webster</td>
<td>Not Provided</td>
<td>Near 3304 Monticello Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>6,865</td>
</tr>
<tr>
<td>Private</td>
<td>Delmarva Power</td>
<td>Not Provided</td>
<td>1912 Milburn Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>7,204</td>
</tr>
<tr>
<td>Private</td>
<td>State of Maryland EMS</td>
<td>Not Provided</td>
<td>4765 Ocean Gateway</td>
<td>Virginia</td>
<td>Yes</td>
<td>999</td>
</tr>
<tr>
<td>Private</td>
<td>State of Maryland EMS</td>
<td>Not Provided</td>
<td>Near 3985 Secretary Road</td>
<td>East New Market</td>
<td>Yes</td>
<td>6,496</td>
</tr>
<tr>
<td>Private</td>
<td>National Guard</td>
<td>Not Provided</td>
<td>3835 Secretary Road</td>
<td>East New Market</td>
<td>Yes</td>
<td>3,437</td>
</tr>
<tr>
<td>Private</td>
<td>American Tower Corp</td>
<td>Not Provided</td>
<td>Near 3950 Pine Valley Road</td>
<td>Hurlock</td>
<td>Yes</td>
<td>2,871</td>
</tr>
<tr>
<td>Private</td>
<td>Lankford</td>
<td>Sprint PCS</td>
<td>6840 Eldorado Road</td>
<td>Federalsburg</td>
<td>Yes</td>
<td>975</td>
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<tr>
<td>Private</td>
<td>Wright</td>
<td>Nextel</td>
<td>7225 Hynson Road</td>
<td>Hurlock</td>
<td>Yes</td>
<td>2,023</td>
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<tr>
<td>Private</td>
<td>State of Maryland</td>
<td>Not Provided</td>
<td>Near 4165 Griffith Neck Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>307</td>
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<tr>
<td>Private</td>
<td>Dorchester County Commissioners/Luthy Farm</td>
<td>Not Provided</td>
<td>2946 Greenbrier Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>278</td>
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<tr>
<td>Private</td>
<td>Reid</td>
<td>Not Provided</td>
<td>4325 Maiden Forest Road</td>
<td>Vienna</td>
<td>Yes</td>
<td>1,012</td>
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<tr>
<td>Private</td>
<td>State of Maryland DNR</td>
<td>Not Provided</td>
<td>Near 4165 Griffith Neck Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>150</td>
</tr>
<tr>
<td>Private</td>
<td>Dorchester Dumping Co LLC</td>
<td>Not Provided</td>
<td>5749 Holly Road</td>
<td>East New Market</td>
<td>Yes</td>
<td>2,954</td>
</tr>
<tr>
<td>Private</td>
<td>Interstate Game and Fish</td>
<td>Not Provided</td>
<td>Near 4165 Griffith Neck Road</td>
<td>Cambridge</td>
<td>Yes</td>
<td>150</td>
</tr>
</tbody>
</table>

**Total Households:** 15,919

**Total Households Served:** 15,398

*This number is not the sum of the table above due to overlapping coverage.*
<table>
<thead>
<tr>
<th>Firehouse Name</th>
<th>Address</th>
<th>City</th>
<th>Fiber Status</th>
<th>Households within 5 miles</th>
<th>Total Households:</th>
<th>Total Households served:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Taylors Island Volunteer Fire Company</td>
<td>510 Taylors Island Road</td>
<td>Taylors Island</td>
<td>Existing</td>
<td>338</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Madison Volunteer Fire Company</td>
<td>1154 Taylors Island Road</td>
<td>Madison</td>
<td>Existing</td>
<td>1,084</td>
<td></td>
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<tr>
<td>Rescue Fire Company</td>
<td>8 Washington Street</td>
<td>Cambridge</td>
<td>Existing</td>
<td>6,945</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hurlock Volunteer Fire Company</td>
<td>300 Charles Street</td>
<td>Hurlock</td>
<td>Potential Expansion</td>
<td>3,521</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Firehouse Name</td>
<td>Address</td>
<td>City</td>
<td>Fiber Status</td>
<td>Households within 5 miles</td>
<td>Total Households:</td>
<td>Total Households served:</td>
</tr>
<tr>
<td>Maryland Volunteer Fire Company</td>
<td>954 Cooks Point Road</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>793</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rescue Fire Company</td>
<td>1217 Elliott Island Road</td>
<td>Vienna</td>
<td>Existing</td>
<td>353</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elliott Volunteer Fire Company</td>
<td>3900 Ocean Gateway</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>550</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Neck District Volunteer Fire Company</td>
<td>2103 Farm Creek Road</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>2,230</td>
<td></td>
<td></td>
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<tr>
<td>Rescue Fire Company</td>
<td>301 Old Route 50</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>508</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lakes and Straits Volunteer Fire Company</td>
<td>5752 Rhodesdale Road</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>1,578</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Elyssa Volunteer Fire Company</td>
<td>1604 Hudson Road</td>
<td>Vienna</td>
<td>Potential Expansion</td>
<td>3,453</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Church Creek Volunteer Fire Company</td>
<td>1902 Church Creek Road</td>
<td>Church Creek</td>
<td>Potential Expansion</td>
<td>522</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Secretary Volunteer Fire Company</td>
<td>1992 Church Creek Road</td>
<td>Church Creek</td>
<td>Potential Expansion</td>
<td>2,094</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Station 36</td>
<td>1756 Hoopes Island Road</td>
<td>Church Creek</td>
<td>Potential Expansion</td>
<td>1,262</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**This is not a sum of values because of overlapping coverage.**
Dorchester County, Maryland

Map of Fire Stations with Fiber Coverage:

Fire Stations and 5 Mile Coverage
Existing Fiber
- Yes
- No
5. DESCRIPTION OF SERVICES REQUIRED

5.1. Scope of Services

5.1.1. Provide turn-key Internet access;

5.1.2. Provide local sales and technology support;

5.1.3. Provide pricing for residential internet access along with time-to-market for implementation to residential areas. This includes providing for the first year, plus promotional discounts.

5.2. Detailed Description(s) of Services Required

5.2.1. Residential wireless network

   a. High Speed Internet delivery of Internet access for remote customers;
b. Best Effort offering of at least 5Mbps down / 1Mbps up, with additional delivery speeds available;
c. Longest connection distance from tower is 5 miles ‘Line of Sight’;
d. Initial residential offers must be made available within three (3) months of towers becoming active.

5.2.2. Commercial wireless network
a. Wireless backhaul to proposed towers;
b. 99.99% reliability (or better);
c. Low-link-latency (preferably 25ms or less);
d. Network speed of not less than 10Mbps preferably closer to 50Mbps;
e. Longest connection distance is no more than 5 miles ‘Line of Sight’;
f. Equipment located on any roof must be efficiently placed to minimize roof footprint;
g. Installation is preferred to be on the roof and set back from the roof edge so that any dish or antenna is not visible from the streets, or as approved by County.

5.2.3. Space on County-owned Structures
a. Agreement not to exceed 5-year term at an agreed upon free rate.
b. New agreement may be able to be entered at a fair market rate.

6. PROPOSAL CONTENT AND FORMAT REQUIREMENTS
Interested offerors shall submit one original plus one (1) copy of their proposal.
Proposals shall be delivered no later than the date and time listed in the RFP 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 officer, or agent authorized by the Contractor.

6.2. Wireless Network
6.2.1. Provide a detailed description of the Primary Wireless Solution that you are providing,
a. Provide equipment specifications in adequate detail to document the performance.
b. Provide the electrical requirements for the proposed system.
c. Provide installation sketches or drawings showing what the vertical asset installations will look like and what connections you are proposing.
d. Describe any benefits that your proposed system may provide that exceed specifications or enhance performance in ways that are not otherwise documented in your proposal.
6.2.2. Provide details on residential access
   a. Provide maps detailing when each underserved or unserved area will have access to Internet.

6.2.3. Provided a detailed description of your proposal for use of County-owned towers
   a. Provide Installation sketches or drawings showing what the roof installations will look like and what connections that you are proposing to make to the building.
   b. Describe any electrical requirements you may wish to include in the lease agreement.
   c. Describe any other requirements you have for your proposed lease agreement.

6.3 Organization Information
   6.3.1 Background and Experience
   a. Provide at least three references that substantiate your organization's experience in providing wireless solutions.

   6.3.2 Provide a description of all available equipment and installation warranties provided in your proposed system(s).

7. SELECTION PROCEDURES

Proposals will be evaluated on the criteria experience, coverage, speed, and the readiness to proceed. The County may negotiate with 1 contractor without terminating negotiations with another contractor and may negotiate with 1 or more contractors during the same period. At any point in the negotiation process, the County may, at its discretion, terminate negotiations with any or all firms.

It is the intent to award this arrangement with multiple vendors who meet the minimum criteria listed in the PROPOSAL CONTENT AND FORMAT REQUIREMENTS section.

The Contractor(s) selected for this project will be required to accept the County's agreement and to comply with insurance standards listed in the agreement. No agreement with the County is in effect until both parties have signed an agreement.
ATTACHMENT A: COVER SHEET

<table>
<thead>
<tr>
<th>Name of Person, Business or Organization:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Type of Entity</strong>: (e.g. Sole-Proprietorship, Partnership, Corp., Non-Profit, Public Agency)</td>
<td></td>
</tr>
<tr>
<td>Federal Tax ID Number:</td>
<td></td>
</tr>
<tr>
<td>Contact Person – Name</td>
<td></td>
</tr>
<tr>
<td>Contact Person – Address</td>
<td></td>
</tr>
<tr>
<td>Contact Person – Phone Number(s)</td>
<td></td>
</tr>
<tr>
<td>Contact Person – e-mail address</td>
<td></td>
</tr>
</tbody>
</table>

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 Dorchester County Government, including any amendments or addenda thereto except as explicitly noted or revised in my submitted proposal.

<table>
<thead>
<tr>
<th>Signature of Authorized Representative</th>
<th>Printed Name of Authorized Representative</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>Printed Title of Authorized Representative</td>
</tr>
</tbody>
</table>