



**TOWN OF EGREMONT**  
**Office Administrator**  
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May 10, 2016

**Invitation for Request for Proposal (RFP)**  
**Design, Engineering, and Consulting Services**  
**for a Last-Mile Fiber-to-the-Premises (FTTP) Broadband Network**

The Town of Egremont, Massachusetts, (“the Town”) is seeking proposals from qualified network design and consulting contractors (“Design Contractor”) for professional design, engineering, and consulting services for a Broadband Fiber Optic Network capable of providing internet and optional telephone services to all homes and business in the Town. The Request for Proposals may be obtained by sending an email to [tegremont@egremont-ma.gov](mailto:tegremont@egremont-ma.gov), or it may be found on the town’s web page at [www.egremont-ma.gov](http://www.egremont-ma.gov).

Although residents and businesses may not choose to subscribe, we believe that interest is high; there are approximately 950 residential and business premises in the Town. The Town has approximately 47 miles of roads, including state highways (portions of state routes 23 and 41), Town roads, and private roads.

The Design Contractor will be required to perform all work (the “Work”) described in the Request for Proposals, which includes specifying network architecture and technology, identifying permitting requirements, designing optimal fiber routes, surveying utility poles, overseeing the pole and conduit licensing process, overseeing utility pole “make ready” work (performed by National Grid or Verizon, depending on pole ownership), preparing the construction bid package, specifying testing procedures, performing construction quality assurance/quality control, developing detailed project budgets, and any other functions that may be needed to ensure successful construction and operation of a fiber optic broadband network in the Town.

Sealed Proposals must be received at Egremont Town Hall no later than 2:00pm on Wednesday, June 15, 2016 at which time they will be opened publicly. The contract will be awarded to the bidder offering the most advantageous proposal, taking into consideration responsiveness to requirements, other comparative evaluation criteria set forth in this RFP, and price. Proposals that are incomplete, not properly endorsed or signed, or otherwise contrary to instructions may be rejected by the Town as non-responsive.

The contract will be awarded by the Egremont Select Board on recommendation of the Egremont Ad Hoc Technology Committee. The Town reserves the right to reject any and all proposals in whole or in part, and to waive irregularities and informalities, at its sole discretion and to the extent permitted by law, if and when it is deemed to be in the best interest of the Town.

Services for network construction, operation, and maintenance shall be procured through a separate RFP process or processes. The Design Contractor on this design, engineering, and consulting services project shall not be eligible to bid on these follow-on services; instead, the Town expects that the Design Contractor will provide independent advisory and project management services during the construction phase.

Sealed proposals must be clearly marked "*Egremont Broadband Network Design and Consulting Services Proposal*", price proposal must be in a separate sealed envelop marked "*Price Proposal Egremont Broadband Network Design and Consulting Services*, and must be received by Mary Brazie, Egremont Town Procurement Officer, by US Mail at PO Box 368, South Egremont, MA 01258, *or* by physical delivery at Town Hall, 171 Egremont Plain Road (Rt 71), Egremont MA 01230 no later than Wednesday, June 15, 2016, at 2:00pm. Seven (7) Hardcopy proposals must also be accompanied by a complete digital copy.

Chief Procurement Officer,  
Mary Brazie