



Missouri Association of Councils  
of Government (MACOG)  
213 East Capitol Avenue  
P.O. Box 1865  
Jefferson City, MO 65101

August 10, 2022

## **Request for Proposals**

### **Broadband Modeling and Engineering Feasibility Plans**

#### Statement of Purpose

The Missouri Association of Councils of Government (MACOG) – the statewide association comprising all 19 of Missouri’s regional planning commissions and councils of government – is requesting proposals from qualified firms to prepare detailed Broadband Modeling and Engineering Feasibility Plans to provide broadband infrastructure to nine (9) defined “county clusters” within the State of Missouri that have certain areas that currently lack broadband infrastructure.

#### Background Information

In 2022, the Missouri Association of Councils of Government (MACOG) and the State of Missouri were awarded a Technical Assistance Grant from the US Department of Commerce – Economic Development Administration (EDA) to fund a number of Broadband Modeling and Engineering Feasibility Plans. Subsequently, MACOG entered into a contract with the State of Missouri for matching funds to the EDA grant award. These funds are through CARES Act authorized grants from the U.S. Department of Housing and Urban Development (HUD), Office of Community Planning and Development (CPD), through the Community Development Block Grant (CDBG) Program (CDBG-CV Funds).

The goal of this planning project is to obtain detailed Broadband Modeling and Engineering Feasibility Plans to provide broadband infrastructure to nine (9) defined “county clusters” within the State of Missouri. The plans can then be used by local stakeholders, local jurisdictions, and broadband providers to explore the potential for broadband infrastructure development and investment including upcoming opportunities in the American Rescue Plan (ARPA) and the Infrastructure Investment and Jobs Act (IIJA). The planning project will also provide broadband technical assistance to certain Regional Planning Commissions to assist with immediate broadband planning needs where engineering consultants can assist on an as-needed basis.

The nine (9) defined “county clusters” are:

- County Cluster “A” – Nodaway and Holt Counties
- County Cluster “B” – Caldwell and Livingston Counties
- County Cluster “C” – Audrain and Randolph Counties
- County Cluster “D” – Morgan and Miller Counties
- County Cluster “E” – Hickory, Cedar and St. Clair Counties
- County Cluster “F” – McDonald and Barry Counties
- County Cluster “G” – Texas, Howell, Shannon, Oregon and Ripley Counties
- County Cluster “H” – Dent, Washington, Iron and Wayne Counties
- County Cluster “I” – Pemiscot, New Madrid and Mississippi Counties

#### Scope of Work, Project Criteria

Specific work activities are:

1. For each of the nine (9) defined “county clusters”, Contractor shall engage with local stakeholders and conduct a broadband infrastructure gap analysis and build an effective cost model business plan and preliminary engineering analysis utilizing telecommunications engineering best practices that estimates the costs to close the wireline and wireless broadband infrastructure gaps. Wireline infrastructure shall include fiber, cable, DSL, middle-mile, and backhaul networks. Wireless infrastructure shall include fixed wireless and cellular networks. Local stakeholder engagement shall include an opportunity for public review of a draft report and process for accepting public comments that may be reflected in the final report, and conducting a stakeholder session to review final reports and models with identification of action items for execution.
2. Contractor shall provide broadband technical assistance to certain Regional Planning Commissions that do not have a defined “county cluster” to assist with immediate broadband planning needs where the contractor can assist on an as-needed basis.

### Deliverables

1. Contractor shall provide a final detailed Broadband Modeling and Engineering Feasibility Plan for each defined ‘county cluster’. Contractor shall focus on assessing the infrastructure gap assessment on unserved and underserved areas of the “county cluster”. Assessed areas should not include areas that have a broadband provider that has been selected to receive, or is otherwise receiving, federal or state funding subject to enforceable build-out commitments (e.g. signed agreements or formal agency approvals to proceed with construction). The build-out commitments must be at minimum service of 100 Megabits per second download and 20 megabits upload. In addition, latency shall be of 95 percent or more of all peak period measurements of network round trip latency [i.e., the total round trip latency between the customer premises and the closest designated Internet core peering interconnection point] are at or below 100 milliseconds.<sup>1</sup>

Leveraging Contractor’s telecommunications and engineering experts, Contractor shall deliver a report and business models plus support data focused on all known methods of deployment, and must include at least Fiber-to-the-Home (FTTH) and fixed wireless infrastructure build-outs. Report must encompass the following activities:

- Background research (competitive scan)
- Engineering design and costs
- Financial business plan analysis (business models)
- Key findings
- Recommended next steps for cluster leaders

Contractor shall conduct data collection and analysis work using best available supply, labor, and construction estimates, broadband availability data, which may include public (federal, state, or local) and proprietary data sets. Use of proprietary data sets should be focused on data sets that Contractor currently has access to (or can rapidly obtain).

Contractor should also document and analyze current efforts to expand broadband in the

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<sup>1</sup> *Connect America Fund*, WC Docket No. 10-90, Report and Order, 28 FCC Rcd 15060 (2013) (*Phase II Service Obligations Order*) (adopting specific latency, usage allowance, and pricing requirements for deployments by price cap carriers that accept Connect America Phase II model-based support).

private and public sectors, including those providers and/or areas currently leveraging state and federal broadband programs.

Contractor should also analyze the following:

- a. Assess potential environmental challenges and/or vulnerability of the current and potential broadband network in order to determine key goals for the sustainability and resiliency of the network; and
  - b. Identify existing backbone and right-of-way infrastructure that can be leveraged to expand services (e.g., state or municipal rights-of-way, utility poles, existing public or private conduit or fiber).
2. Contractor shall provide broadband planning technical assistance to certain Regional Planning Commissions that do not have a defined “county cluster” to assist with immediate broadband planning needs, based on an established rate for contractor services. MACOG has budgeted up to \$8,000 for six (6) Regional Planning Commissions. The technical assistance can include activities including, but not limited to (MACOG is open to other suggested activities that can be accomplished within the budgeted amount listed above):
- a. Development of vertical asset survey to be deployment at a later date,
  - b. Development of a speed testing campaign and recommendation for which speed test tool(s) to utilize to crowdsource households and business needs, initiative launch at a later date,
  - c. Issue brief on emerging models for public-private partnerships tailored to the region, especially those with little or no broadband providers capable or willing to expand broadband infrastructure,
  - d. One (1) advisory consult on infrastructure grant submission request to a municipality, county, state or federal governments,
  - e. Targeted GIS consult and development of broadband layers for RPC utilization post cluster analysis, or
  - f. Post cluster report development host a strategy session with cluster leaders on execution of the identified top priority and create action steps for implementation.

#### Contractual Terms and Conditions

Contract will be between the Missouri Association of Councils of Government (MACOG), a Missouri 501(c)6 Corporation, and the preferred vendor(s).

Contract will specify that the period of performance will end no later than September 30, 2023.

Contract will include “Federal Terms and Conditions for CDBG-CV Funds” – available for review upon request.

Contract will include requirement to only employ personnel authorized to work in the United States in accordance with applicable federal and state laws. This includes but is not limited to the Illegal Immigration Reform and Immigrant Responsibility Act (IIRIRA) and INA Section 274A. Vendor will be required to enroll in and maintain enrollment and participation in the E-Verify federal work authorization program with respect to the employees hired after enrollment in the program who are proposed to work in connection with the contracted services.

Contract will include requirements to comply with the Anti-Discrimination Against Israel Act Contractor Requirements.

Contract will include requirements to complete and submit a signed copy of form HUD-2992 for “Certification A: Certification Regarding Debarment, Suspension, and Other Responsibility Matters – Primary Covered Transactions.” Vendor will be required to ensure it does not use the services of any contracting organization which is, or whose principals are, suspended or debarred from federal programs.

Contract will include requirements to ensure contractor is in compliance with the laws regarding conducting business in the State of Missouri – additional information at the Missouri Business Portal at <http://business.mo.gov> .

The State of Missouri Department of Economic Development will not be a party to the contract but will be a third-party beneficiary. As such, the Missouri Sunshine Law (Chapter 610, RSMo) applies to retained records.

- All documents, data, reports, supplies, equipment, and accomplishments prepared, furnished or completed by the vendor pursuant to the terms of the contract shall become the property of both MACOG and the State of Missouri.
- Vendor proposals and related documents shall not be available for public review until a contract has been awarded or all proposals have been rejected.
- All provisions of the Missouri Sunshine Law are to be “liberally construed and their exceptions strictly construed” to promote the public policy that records are open unless otherwise provided by law.
- All material submitted by a vendor in conjunction with an RFP is subject to release after the award of a contract in relation to a request for public records. Only information expressly permitted to be closed pursuant to the strictly construed provisions of Missouri’s Sunshine Law will be treated as a closed record and withheld from any public request. It is not MACOG’s intention to have requested any confidential material as part of the RFP. Therefore, vendors should NOT include confidential material with their proposal.
- In no event will the following be considered confidential or exempt from the Missouri Sunshine Law:
  - a. Vendor’s entire proposal
  - b. Vendor’s pricing
  - c. Vendors product specifications unless specifications specifically disclose scientific and technological innovations in which the owner has a proprietary interest (see subsection 15 of Section 610.021 RSMo)

#### Requirements for Proposal Preparation

Vendors are invited to submit proposals for the Broadband Modeling and Engineering Feasibility Plans for all or any number of the defined “county clusters”.

Responsive proposals must include the following:

1. Pricing
  - (a) Vendors shall assign a firm fixed price for completing the Broadband Modeling and Engineering Feasibility Plans for all or any number of the defined “county clusters”.
  - (b) Vendors shall provide a list of available technical assistance items that can be offered to six (6) Regional Planning Commissions that do not have a defined

“county cluster” to assist with immediate broadband planning needs and an hourly rate or firm fixed price for said technical assistance items.

2. Approach and Work Plan

- (a) Vendor shall articulate how it will meet the scope of work and provide the final deliverables and include details of approach(es) that will be used, assumptions being made, sources that will be consulted, and requests for data that Vendor expects to make from the State. In addition, for each Final Deliverable, Vendor shall articulate risks, if any, to successful completion of the respective Final Deliverable.
- (b) Vendor should describe the expected level of granularity and precision for each Final Deliverable, including where greater granularity and precision could be pursued in subsequent projects beyond the scope of this RFP.

3. Firm and Team Experience narrative (300 words or less)

- (a) Articulate Vendor’s firm’s experience in similar projects and how that relates to the needs of this project.
- (b) Articulate qualifications of Vendor’s team members actively contributing to completion of this project. Qualifications should identify participating team members’ roles in Vendor’s firm and with respect to the RFP deliverables (e.g., managing partner, contributing member, team leader, subcontractor); and include applicable and explicitly stated telecommunications engineering expertise and credentials of participating team members, which may include subcontracted personnel.
- (c) Provide links to external sources of information as needed.
- (d) Relevant Projects
  - (a) Describe at least two relevant broadband gap analyses and/or cost modeling engagements led by Vendor.
  - (b) Include the following engagement details: start and end dates, client name, scope, and achievements. Make sure similarities to DED’s Scope of Work and Final Deliverables are clearly identified and articulated.
  - (c) Provide links to external sources of information as needed.

Interested vendors must submit their proposal on or prior to close of business on **August 31, 2022**. Proposals will be accepted by mail or in password protected PDF form.

Proposals must be delivered to:

Missouri Association of Councils of Government (MACOG)  
Gamble & Schlemeier  
213 East Capitol Avenue  
P.O. Box 1865  
Jefferson City, MO 65101  
DJHermes@kc.rr.com

Evaluation and Award Process

An evaluation committee comprising four regional planning commission Executive Directors (MACOG Board of Director members) and a representative of the State of Missouri will review all complete proposals received by MACOG prior to the submission deadline. The evaluation

committee will identify the top proposals based on responsiveness of proposal, qualifications of firm or organization and key individuals assigned to the project, ability of firm or organization to complete the scope of work within the contract period, and proposed cost to complete the scope of work. The evaluation committee will provide a recommendation on project award to the MACOG Board of Directors for consideration.

Process Schedule

RFP Release Date: August 10, 2022  
Deadline for submissions: **August 31, 2022**  
Evaluation of submissions: September 1 – September 9, 2022  
Award date: September 13, 2022

Point of Contact

Questions regarding this Request for Proposals may be directed to:

Doug Hermes  
Statewide Planning Coordinator  
Missouri Association of Councils of Government  
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Email: DJHermes@kc.rr.com

MACOG reserves the right to reject any or all proposals. MACOG reserves the right to modify specific terms and conditions in this RFP prior to execution of any contract

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