

JORDAN VALLEY WATER CONSERVANCY DISTRICT

**REQUEST FOR PROPOSALS TO PROVIDE
INTERNET SERVICE COMMUNICATION TO REPLACE
THE JWCD MICROWAVE RADIO SYSTEM**

Project # 4066

August 6, 2019

Summary

Jordan Valley Water Conservancy District (JVWCD) invites you to submit a proposal as defined in this request. SOQs shall be submitted in a sealed envelope to JVWCD's project manager, Travis Christensen, at 8215 S.1300 W., West Jordan, UT 84088, no later than 3:00 PM on Friday, August 23, 2019 for consideration.

Introduction

JVWCD was created under the Water Conservancy Act as a political subdivision of the State of Utah. JVWCD was organized as a regional water supply agency to develop a water supply for rapidly growing areas outside of the Salt Lake City service area. JVWCD currently serves as a wholesale supplier to 17 member agencies and also operates a retail distribution system in several parts of Salt Lake County. In 2018, JVWCD delivered approximately 106,800 acre-feet of municipal and industrial water to its wholesale and retail customers.

Project Background

In 2005, JVWCD installed a four path, carrier grade, backbone microwave radio communications system as part of a Supervisory Control and Data Acquisition (SCADA) upgrade project. The microwave radio system, in conjunction with fiber optic links, interconnects two unmanned sites and all four of the locations in the valley where personnel are stationed. In addition, many other sites connect to the backbone via unlicensed microwave radios and fiber optic links.

The initial purpose for the microwave radio system was to support SCADA with other uses expected to be added. Information Technology (IT) including telephones and Closed Circuit Television(CCTV) were soon added. Many more CCTV cameras are planned to be added in the future. A new water treatment plant has been built that is operated remotely from another plant on nights and weekends. This operation depends on the microwave communications system.

More data throughput is needed to accommodate more CCTV cameras, the JVWCD business network, and a new SCADA system that is currently being installed. The current microwave radio currently transmits data from four sites to JVWCD Headquarters.

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JWWCD has performed a cost-benefit and feasibility analysis and has determined that communication between these sites can be facilitated through an Internet Service Provider(s) and invite both ISPs and/or brokers to submit proposals.

Scope of Services

The successful proposer will assume complete responsibility for facilitating all engineering, design, and implementation for an internet service connection capable of providing internet service to the sites listed below.

- Jordan Valley Water Conservancy District Headquarters (JWWCD)
8215 South 1300 West
West Jordan, Utah 84088
 - Southeast Regional Water Treatment Plant (SERWTP)
11574 South Wyndcastle Drive
Sandy, Utah 84092
 - Jordan Valley Water Treatment Plant (JWWTP)
15305 South 3200 West
Herriman, Utah 84065
 - Terminal Reservoir
3815 West 5820 South
Taylorsville, Utah 84118
 - Point of the Mountain Flow Control (POTM)
16400 South Pony Express Road
Bluffdale, Utah 84065
- OR

The Jordan Valley Water Treatment Plant and Point of the Mountain Flow Control will be connected via an 8 pair fiber line as of August 15, 2019. Internet service only needs to be provided to Jordan Valley Water Treatment Plant or Point of the Mountain Flow Control since the two will be connected via fiber. The JWWCD preference would be to have internet service provided to the JWWTP.

1. Design

- a. Design of the internet service communication system which shall include, but is not limited to, the following:
 - i. Meeting the minimum criteria for each site
 - ii. Routing cable (Coaxial, DSL, T1, magic, or any other approved medium except any wireless mediums) and conduits from their

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existing location(s) to each of the JWCD sites listed above (See Attachment C).

2. Implementation

- a. Install an internet service connection to each specified location. JWCD will provide their own equipment to implement a VPN tunnel across the ISP's connections to interconnect its facilities.

3. Support

- a. Provide technical support to the JWCD as needed to connect to the internet service.
- b. The internet service provider shall host DNS A records for JWCD.

Preliminary Schedule

Award of Contract: on or after August 14, 2019

Contract Preparation: 60 calendar days

Design Phase: 30 calendar days

Implementation Phase: 30 calendar days

Proposal Evaluation

Proposals shall not exceed ten (10) pages in length (excluding resumes, sample projects, and references). Provide four (4) hard-copies and one (1) digital copy of each technical proposal for review by the evaluation committee.

The technical proposal should include the following information:

- **Minimum Service Criteria:** Identify how the internet service will meet the needs of the District for each site. Include evidence demonstrating compliance with the Minimum Service Criteria section of this Request for Proposal (RFP).

Work Plan: Include a work plan which addresses the scope of the work and identifies key issues. A final agreed upon work plan will be incorporated into Schedule A of the Agreement. **Do not include any billing rate or cost information in this work plan table.** All billing rate and cost information

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shall be submitted in a separate sealed envelope in accordance with the fee proposal instructions.

- Past Performance: Provide information about past completed projects which satisfy the Minimum Qualifications requirements and provide additional information regarding the selection criteria. Information about additional completed projects which the Proposer feels would be relevant may also be submitted. The past project performance information should include:
 - 1) Brief description of project and scope of services performed,
 - 2) Name of owner and owner's contact information,

Incomplete projects (on-going work) may be used but may result in a lower grade for this section in the evaluation phase.

- Fee Proposal: Submit one hard-copy and one digital copy of the fee proposal as outlined in the Fee Proposal Instructions section of this request for proposal.
- Contract from the ISP(s). The Contract(s) will be reviewed by the JWCD attorney to ensure there are no issues which would prevent JWCD from entering an agreement. If the attorney determines that the JWCD cannot accept or abide the terms of the contract(s) the proposal may be deemed non-responsive. Contract does not count towards the 10 pages of the proposal.

Professional Consulting Services Agreement

Comment on the acceptability of the enclosed Professional Consulting Services Agreement (Agreement) (Attachment B) with attached Schedule B-Requirements for Engineering Services. Any suggested changes to the Agreement must be identified with the proposal (as an attachment), although JWCD reserves the right to reject any suggestions. No changes will be considered after the proposal due date.

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Selection Method

Selection of a consultant will be done in accordance with the State of Utah's Procurement Code for Design Professional Services (Utah Code Title 63G, Chapter 6a, Part 15).

Service Requirements

Proposers are required to meet the following service requirements to be considered responsive to the RFP:

- Internet access speeds will be a minimum of 1 Gbps symmetrical (1 Gbps upload/1 Gbps download).
- Internet Service up-time of 99.9% guaranteed.
- No data cap usage limits on the Internet connection will be allowed.
- Proposer must supply monthly data usage statistics to the JWCD.
- Proposer must clearly identify capabilities and associated charges for Internet Access for JWCD.
- The Internet connection should be dedicated and not shared with other customers.
- Proposer must supply the District with at least 10 usable public IPv4 IP addresses that are dedicated to the District.
- Proposer must provide a primary contact number for all billing inquires.
- Proposer must provide a primary contact number and email address for technical support related inquires and issues.
- Response time to support tickets should be no more than 4 hours (24/7/365).
- The Internet service solution must use a wired medium to provide Internet access. A solution which incorporates a wireless medium will not be accepted.

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- Any equipment needed to provide Internet access to JWCD will be provided by the Proposer. This equipment will be installed, configured, and maintained by the Proposer.
- Any JWCD premise equipment needed will be installed onto a shared rack or cabinet inside a secure location at a JWCD facility.
- Any construction costs associated with wiring, conduit, pathways, drilling, tunneling, trenching, patching, city permits, etc. are the responsibility of the Proposer and not JWCD.
- Hand-off of the Internet service connection will be via RJ45 Ethernet.

Any proposals not meeting the service requirements may be deemed non-responsive and removed from further consideration.

Evaluation Criteria

An evaluation committee appointed by JWCD's Chief Engineer including representatives from JWCD will convene to consider all responsive RFPs submitted and to rank the RFPs based on each criterion stated in this section.

Evaluation criteria are assigned a maximum number of points for evaluation purposes with a cumulative total of 100 points. Each RFP will be evaluated based on the following evaluation criteria:

<u>Evaluation Criteria</u>	<u>Grade</u>	<u>Weight</u>	<u>Maximum Points</u>
1. Minimum Service Criteria			
a. JWCD Headquarters Upload/Download Speed	0-5	1	5
b. SERWTP Upload/Download Speed	0-5	1	5
c. JWTP Upload/Download Speed or POTM Upload/Download Speed	0-5	1	5
d. Terminal Reservoir Upload/Download Speed	0-5	1	5
e. Minimum uptime for all sites listed above	0-5	1	5
2. Responsiveness of Work Plan:			
a. Clearly written work plan responding to the requirements of this RFP which indicates an understanding of the key issues	0-5	2	10

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and deliverables required for this project. Higher scores may be given to proposals which note suggested revisions to the scope of work which would lead to an enhanced outcome. b. Project schedule which identifies completion dates for key milestones and a final completion date.	0-5	2	10
3. Past Performance/References	0-5	1	5
4. Three (3) Year Term Contract Fee			50
TOTAL			100

Each criteria will be graded on a scale of 0-5 with 5 being the highest grade. The grades will be multiplied by the appropriate weighing factor to determine the total score.

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The score for the fee criteria for the Three (3) Year Term Contract Fee will be 50 points awarded to the firm which submits a responsive proposal with the lowest fee. The fee criteria score for other firms will be prorated in relation to the lowest fee (e.g. if a fee is 10% higher than lowest the fee, a score of 10% less than 50 will be awarded, if a fee is 20% higher than the lowest fee, a score of 20% less than 50 will be awarded, etc.).

Discussions may be conducted with proposers who submit proposals determined to be reasonably susceptible of being selected for award, followed by an opportunity to make best and final offers, but proposals may be accepted without discussions.

JWWCD reserves the right to reject all proposals.

Fee Proposal Instructions

A fee proposal should be included under separate cover which will define the compensation required for the project. The fee proposal shall be provided in a spreadsheet format similar to the sample fee proposal template in Attachment B.

If the required information is not present, the fee proposal may be considered non-responsive. The total proposed fee for the implementation of the Internet Service Communication system will be considered a **maximum not-to-exceed** fee amount.

Upon execution of the Agreement by both parties, the provider/broker will receive authorization to proceed with only those services identified in the Agreement. The provider/broker must receive prior written authorization before performing any services outside the scope and fee amount identified in the Agreement.

The fee proposal shall be submitted in a separate sealed envelope. The Evaluation Committee will consider and rank the proposals based upon the qualifications, work plan, and past performance information included in the proposal. If the Evaluation Committee determines that a proposal is non-responsive, the fee proposal will not be opened and the firm will be removed from consideration.

It is the intent of the JWWCD to enter into a three (3) year term contract for internet service with an option to extend on a yearly basis for two (2) additional years at JWWCD's discretion. The intent of the Three (3) Year Term Contract Fee is to allow the internet service provider the ability to recoup their initial capital costs associated with installing new fiber to the JWWCD facilities. The One (1) Year Renewal Fee is the pricing once the 3-year term is complete. JWWCD may decide to continue internet service with the ISP(s) at JWWCD's discretion for up to two (2) additional years at the pricing provided, at that

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time, if JWWCD desires to continue to receive internet service a new rate could be negotiated.

Questions or Suggestions

Proposers may ask questions or make suggestions to JWWCD on any element of this RFP. Questions or suggestions should be submitted to JWWCD's Project Manager, Travis Christensen, at 565-4300 or travisc@jvwcd.org

CONFIDENTIALITY: All information, documents, records and paperwork, including but not limited to SOQs, bids, exhibits, or brochures (collectively, the "Paperwork") submitted to the District shall not be regarded by the District as secret or submitted in confidence, except as otherwise provided in writing signed by the District. Please do not mark your Paperwork with legends such as "confidential," or "proprietary," or "not to be disclosed to third parties." The District is a Utah local district and is subject to the provisions of the Utah Government Records and Management Act ("GRAMA," Utah Code Ann. (1953) §§63-2-101 et seq.). Paperwork submitted to the District may be subject to disclosure to third parties under the District's interpretation of the provisions of GRAMA.

Questions or Suggestions

Proposers may ask questions or make suggestions to JWWCD on any element of this Request for SOQs. Questions or suggestions should be submitted to JWWCD's Project Manager, Travis Christensen, at 565-4300 or travisc@jvwcd.org

ATTACHMENT A

PROFESSIONAL CONSULTING SERVICES AGREEMENT

ATTACHMENT B

SAMPLE FEE PROPOSAL

Project Name
Fee Proposal Template Example

Client: Jordan Valley Water Conservancy District

Firm Name:

Date:

Three (3) Year Term Contract Fee						
	JVWCD	SERWTP	JVWTP	POTM	Terminal Res.	Total
Year 1	\$	\$	\$	\$	\$	\$
Year 2	\$	\$	\$	\$	\$	\$
Year 3	\$	\$	\$	\$	\$	\$
3 Year Term Contract:						\$

One (1) Year Renewal Fee						
	JVWCD	SERWTP	JVWTP	POTM	Terminal Res.	Total
Year 4	\$	\$	\$	\$	\$	\$
Year 5	\$	\$	\$	\$	\$	\$
One Year Renewal 5 (Up to 2 Years):						\$

Principal's Name

Principal's Signature

Date

ATTACHMENT C

JVWCD SITES

1. Jordan Valley Water Conservancy District Headquarters (JVVCD)
8215 South 1300 West
West Jordan, Utah 84088



2. Southeast Regional Water Treatment Plant (SERWTP)
11574 South Wyndcastle Drive
Sandy, Utah 84092



- Jordan Valley Water Treatment Plant (JVVTP)
15305 South 3200 West
Herriman, Utah 84065



- Point of the Mountain Flow Control (POTM)
16400 South Pony Express Road
Bluffdale, Utah 84065



- 5. Terminal Reservoir
3815 West 5820 South
Taylorsville, Utah 84118

