

RFP No. 2011-MBI-02 Field Data Collection Services – Answers to Questions from Vendors

1. Please confirm that the interactive database application storing survey report data will be owned and administered by service provider and the data is not required to be uploaded to an outside (MBI or Pole Owner) system.
 - a. Yes, that is correct. MTC and Pole Owners will take the data in the Excel file format and if they want to include it in their own databases, the Field Data Collection Services provider will not be responsible for any database loading.
2. What is the level of accuracy required for the pole, cables, and equipment measurements?
 - a. MTC is seeking to obtain data with as much accuracy as feasible and affordable. MTC prefers a method for measuring poles, cables, and equipment that is no less than 95% accurate. In your RFP response, please describe the accuracy of your method as well the quality assurance program you utilize to ensure and verify the accuracy.
3. Please define the role of the Engineer. Is the Engineer responsible for communication design only? i.e. it is assumed the Engineer as stated will not be providing electrical design. Electrical design for Make Ready work is governed by Pole Owners and the engineering teams in house or procured by the Pole Owners.
 - a. The Engineer is the person or entity with whom the Owner (as described in answer 4.a below) has contracted or will contract to perform the preliminary engineering and design services for the *MassBroadband 123* project required in order to issue an RFQ and RFP for procurement of the Design-Builder in compliance with Mass. G.L. ch. 149A, and such other professional services as may be included in its contract.
4. Please define the role of Owner's Project Manager?
 - a. The OPM is the entity with whom the Massachusetts Technology Collaborative (MTC, which is the Owner) will contract to provide project management services throughout the *MassBroadband 123* project. The Owners Project Manager will represent MTC's interests and coordinate and supervise other project vendors.
5. Please define the role of the Design-Builder?
 - a. The Design-Builder is the entity with whom the Owner (MTC) will contract to perform the final design and construction for the *MassBroadband 123* network.
6. Please explain the roles and relationships between MBI, Pole Owners, Field Surveyors, and Engineer. E.g. What are the commercial arrangements between roles?
 - a. All parties will contract with the MTC. The OPM will coordinate and supervise between other vendors, including Field Surveyors. MBI is a business division within MTC, and MBI staff will interact with all parties on various levels. The Engineer will use data from the Field Surveyors in performance of its responsibilities but will not direct Field Data Collection activities.
7. Is MBI expecting GPS accurate coordinates returned on existing features/new features? If yes, is there an accuracy requirement?

- a. Yes, 10 meters or better. In your RFP response, please describe the accuracy of the device you use as well the quality assurance program you utilize to ensure and verify the accuracy.
8. Is it possible to see an example of the type of data that we will be provided during the project?
 - a. National Grid could make pole information available to the vendor. Generally it would be Town, Street, Lat, Long, Pole size, National Grid pole ID, pole ownership. The data would be provided as a flat file although they will consider other formats.
 - b. Western Massachusetts Electric can provide the same data as National Grid with the exception that pole size and GPS data is not accurate in all cases.
9. Can you explain in a little more detail what expectations you have for a “sketch”? Is MBI expecting two dimensional, or three dimensional images?
 - a. MTC and the pole owners are eliminating the requirement for sketches of the pole and down guys. Digital photos will be required instead.
10. Is there a classification that has been identified for prevailing wage on this project?
 - a. This is not a prevailing wage contract
11. In the current spreadsheet provided, there are not necessarily fields for multiple features that may be found in the field. For example, if there are three transformers on a pole, it only gives the option to list one KVA size. Can you explain what the expectation would be in an example like this?
 - a. We expect the data collection vendor to collect all the data necessary to support an office review and determination of required make-ready. For the specific example noted the data collection vendor should note (3) transformers all 50kva or if different sizes, note difference.
12. Will the pole owners require to be present on the pole surveys and if so will they provide an individual for 8 hours per day 5 days per week?
 - a. Pole owners are not required to be present during the pole surveys.
13. On the cost proposal section we are being asked to put in the range of poles and then a price. How will pricing be compared if each bidder uses different quantities?
 - a. MTC anticipates that there will be limited ranges of pricing included, as this pricing should be a price per pole at certain levels. The various price ranges allow the vendor the option of pricing differently depending on the number of poles to be surveyed in a single order.
14. From this list of items, has it been determined that this in fact is the data that needs to be collected?
 - a. Yes, these are the items that need to be collected with the exception that MTC and the pole owners are eliminating the requirement for pole and down guy sketches and will accept digital photos instead.
15. We have never seen such a request for just a single strand and fiber cable to be placed in the communications space. The data requested is substantial and will require substantial

time at each pole for retrieval of this data. Will any other format be allowed from any other bidder on this RFP?

- a. No other format will be accepted.

16. Can MBI provide the naming convention for each pole data collection sheet and will this be based on territory?

- a. MTC and the selected vendor will mutually agree upon a naming convention for data collected. Respondents are encouraged to submit their suggestions for such naming conventions as part of their RFP response.

17. Assuming a territory schedule will be maintained. Will the schedule be required to be tracked and delivered within a spreadsheet or database?

- a. The selected vendor will work according to an agreed upon territory and time schedule, both to be tracked electronically and discussed during weekly project management meetings.

18. Will a MBI provide a web site to input and track poles surveyed?

- a. No.

19. Will Exhibit D-2 & E need to be a part and included on the RFP response?

- a. Yes.

20. Please define the proper format in Exhibit F; Does MBI want section question to be responded to within the box provided or can the response be in our own format just using sections and flow of Exhibit F?

- a. The box will expand to allow entry within the form, and if necessary, attachments may be used.

21. Will all questions from all respondents be shared?

- a. Yes, all questions and answers will be shared with all potential respondents.

22. Will ice and wind loading be required for this bid?

- a. Ice and wind loading is not a part of the scope for this bid. Vendors can include pricing for ice and wind loading as part of the optional preliminary load analysis.

23. Page 2 Scope of Work Section item 3; you have listed MSEXcel or in another format... has the other format been determined or is MBI requesting suggestion within the RFP response?

- a. MTC will require the data to be delivered in MSEXcel format.

24. Page 3 Scope of Work Section item 7; if awarded the contract will the checkpoint phase take place or be required for each territory?

- a. Yes.

25. Page 6 Proposal Process and Requirements section B second bullet; MBI is requesting work experience with pole owners. Does the experience required need to be within the New England area?

- a. No. Please describe any previous work experience with the pole owners.

26. Is the Lat Long reading in Sub Meter or +/- 3 meter accuracy?
 - a. This depends on the accuracy of the device being used by the vendor. Please provide statistics on the accuracy of the device you will be using. +/- 3 meter accuracy is acceptable.
27. Will the parent or pole owner provide the year the pole was placed information
 - a. No. This only needs to be collected if it is available in the field and/or the pole has a stencil.
28. Will any of the information be provided by the parent company or pole owner
 - a. See the answer to #8 above.
29. What is the accuracy of the pole span distances (back span and fore span) to be retrieve +/- 2%
 - a. This depends on the accuracy of the device being used by the vendor. Please provide statistics on the accuracy of the device you will be using. +/- 2% accuracy is acceptable
30. Span Angle is this in "relative bearings"
 - a. Span Angle can be in relative bearings
31. Down Guy Sketches, will these be in CAD format or Hand Drawn (please provide format if in CAD).
 - a. MTC and the pole owners are eliminating the requirement for sketches of the down guys and require these to be digital photographs instead.
32. Data Sheet shows Down Guy #1 and #2, if more guys are in place shall we retrieve all down guy information
 - a. Yes. MTC expects the data collection vendor to collect all the data necessary to support an office review and determination of required make-ready.
33. Data Sheet shows Primary and Secondary Risers, if pole has multiple of each or communications risers shall we also retrieve this information
 - a. Yes. MTC expects the data collection vendor to collect all the data necessary to support an office review and determination of required make-ready.
34. Please provide what is required to be shown in the photos and is a specific number required. We would like to assess what to purpose so that we might estimate the organizing time of these photos.
 - a. Photographs need to provide sufficient details on the utility pole's features that an engineer can evaluate the pictures and collected information to determine make-ready requirements and cost allocations. A photograph of the pole stencil and a photo that captures the entire pole is required. If multiple angle shots are necessary to capture down guys then they would be expected. On a clean pole with sufficient room, this may be one or two photographs. On a complex pole, separate photographs may be required for each feature.

35. What format will the pole data be delivered to the contractor(s); Excel (xls(x)) Access (dbf) or some other format?
 - a. MSEXcel format.
36. Will the utilities provide maps of their lines and if so will they be electronically in CAD format, PDF, JPEG or some other format?
 - a. No.
37. Will the routes require the use of Transmission or Sub-Transmission poles?
 - a. No.
38. If the Contractor is required to issue "Pole Attachment Permits" to the pole owner, will they also need to send notifications to all the pole users indicating a need to rearrange or transfer and what height to attach at if change out or make ready is necessary?
 - a. The contractor will not be required to issue pole attachment permits or to determine make-ready work.
39. When providing pricing for Item# 7 Pg 3 (Optional) Prepare preliminary pole loading analysis for each pole surveyed using the data collected in the Field Data Collection", do all the power companies use the same software, forms and format or will we provide our own?
 - a. National Grid currently uses O'Calc but would entertain review of other software.
40. On the Ind. Pole Data Sheet lines D96-D100 show mid-span as N/A but on Summary Sheet V9:V15-Z9:Z15 shows they are required should they be listed in both areas or neither?
 - a. Mid-span clearance is required on the data sheet, not summary sheet.
41. Indication is this is a prevailing wage contract. Are the wages approved by someone at MTC/MBI?
 - a. This is not a prevailing wage contract.
42. Are digital pictures required for all locations?
 - a. Yes.
43. Should stub pole and push Brace pole stats be captured?
 - a. Yes.
44. Will VZ grant permission to access / utilize their Pole Record System (PRS)?
 - a. No.
45. Will NGrid provide their GIS based pole records via hard copy (excel)?
 - a. No hard copy. NGrid will supply electronic flat file
46. Will the municipal utility companies provide pole records via hard copy?
 - a. This is undetermined at this time.
47. Will billing be allowed monthly by completed municipality?
 - a. Yes

48. Will utility companies provide network circuit maps?
- a. No.
49. Will the inventory of poles to be surveyed be sorted by the 14 service areas?
- a. No. See answer to Question #50 below.
50. Will work orders be issued by the 14 service areas?
- a. Work orders will be issued by town and pole owner territory.
51. Does span angle = pull on pole in feet / the corner?
- a. The pole owners do not understand this question.
52. Is there a corner / angle conversion tool available?
- a. The pole owners do not understand this question.
53. Can we assume established schedules will be adjusted when weather conditions / snow plowing limit fielding capability?
- a. Yes.
54. Will it be possible to have one coordination meeting with MBI and pole owners?
- a. Yes.
55. Can you elaborate on Section 8, Page 12 of the Master Agreement for Services? We are assuming this does not apply to this project as it doesn't address survey, but construction, alteration or repair. Are we correct in this assumption?
- a. [These are notes from George Dean – “The question is not clear. There is no section 8 on page 12 of the MSA. There is a section 8 on page 13 that recites the prevailing wage requirements. It is not clear what elaboration is necessary. Perhaps there was a typo beyond a missed page citation.”]
56. Will an award for this RFP exclude a contractor from bidding on future make ready work?
- a. No.
57. If we respond to the RFP for Field Data Collection Services (RFP No 2011-MBI-02) and are awarded this contract, can we continue to be eligible for award of the Design and Build Out of the network itself?
- a. Yes.