



**LEWIS COUNTY NOTICE FOR:**

**Request for Proposals (RFP) re:**

**Winlock Broadband Project Archaeological Monitoring Plan**

Lewis County solicits proposals from qualified archaeologists or associated firms for an archaeological monitoring plan and plan implementation for the Winlock Broadband Expansion Project. The duration of the agreement will be determined by the proposals and subsequent negotiations; the Winlock Broadband Project itself will last until at least 2026.

Submit proposals in PDF format via email to [Eric.Eisenberg@lewiscountywa.gov](mailto:Eric.Eisenberg@lewiscountywa.gov). The filename and transmission email should indicate that it is a response to the RFP for archaeological work related to the Winlock Broadband Project.

**CLOSING DAY AND TIME: Responses will be accepted no later than 5:00PM PST on Jan. 12, 2023.**

Completed proposal packets are limited to ten (10) pages, double-sided if needed.

For more information about the project and submittal requirements contact Eric Eisenberg (360-740-1235, [eric.eisenberg@lewiscountywa.gov](mailto:eric.eisenberg@lewiscountywa.gov)) or Becky Butler (360-740-1198, [becky.butler@lewiscountywa.gov](mailto:becky.butler@lewiscountywa.gov)) or visit [www.lewiscountywa.gov/offices/commissioners/bocc-legal-notice](http://www.lewiscountywa.gov/offices/commissioners/bocc-legal-notice) for an information packet.

DATED this 13th day of December, 2022.

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Clerk of the Board of County Commissioners

Lewis County, WA

PUBLISH: The Chronicle – Dec. 15 & 17, 2022

The Seattle Daily Journal – Dec. 15 & 17, 2022

The Portland Daily Journal – Dec. 16 & 18, 2022

Office of Minority and Women's Business Enterprises – Dec. 15 (remains for several days)

Lewis County website @[www.lewiscountywa.gov](http://www.lewiscountywa.gov)

# **Lewis County's Request for Proposals (RFP) re: Winlock Broadband Project Archaeological Monitoring Plan**

Lewis County solicits proposals from qualified archaeologists or associated firms for an archaeological monitoring plan and plan implementation for the Winlock Broadband Expansion Project. The duration of the agreement will be determined by the proposals and subsequent negotiations; the Winlock Broadband Project itself will last until at least 2026.

**Deadline for Proposals: January 12, 2023 at 5:00PM PST, via electronic submission.**

## **PROJECT DESCRIPTION**

Lewis County obtained a Washington State Broadband Office grant, funded through the federal American Rescue Plan Act (ARPA), for the Winlock Broadband Expansion Project. The Project is a public-private partnership between Lewis County and a local internet service provider, ToledoTel. ToledoTel will install and maintain a fiber optic network connecting over 2,345 premises in the city of Winlock, WA and the surrounding rural areas to a fiber-to-the-home (FTTP) network infrastructure, and will light the network as an ISP, while Lewis County maintains ownership of the fiber network for at least 25 years. The vast majority of the premises served are residential lots, although there are a handful of businesses among them.

Fiber will be installed along existing road rights of way, through existing franchises with the city of Winlock, Lewis County, and the Washington State Department of Transportation. It will also extend up private roads and drives, in the previously disturbed area, to existing premises. When a property is undeveloped, a slack line will remain in the right of way, but it will not be run up into an undeveloped parcel or otherwise create a new disturbed area there.

This project includes some 250 miles of buried fiber and about 3 miles of attaching fiber to preexisting utility poles, consisting of all rights of way within the telephone exchange area containing Winlock and its surroundings. The fiber will be buried within existing rights of way in conduit, with buried vaults for splicing placed about every 1500-2000 feet. The vaults are a maximum of 24 inches wide, 24 inches deep, and 36 inches long. The process for laying the conduit is to use a utility plow that makes a narrow trench a few inches wide, into which the conduit is inserted. The trench then collapses and can be compacted back down around the conduit for stability and longevity. This process keeps ground disturbance to a minimum. Fiber is then blown or pulled through the conduit afterwards from surface access points, preventing the need to excavate the conduit or cable. Additional fiber can be added later through this same surface-access technique.

ToledoTel will complete the minimum amount of mainline fiber construction necessary to begin connecting subscriber locations as soon as possible. The project's original goal was to connect 820 subscriber locations by the end of 2022; 1,640 locations by the end of 2023; 1,870 locations by the end of 2024; 2,100 locations by the end of 2025; and 2,220 locations by the end of 2026. Due to delays in obtaining the contract and beginning work, the goal is to connect as many of these locations as quickly as possible to catch up to this original timeline.

## **SCOPE OF WORK**

- A) Project-Specific Monitoring Plan – The selected consultant is to review the Project plans and area in light of appropriate cultural resource documentation and prepare an Archaeological Monitoring Plan. This plan should determine the locations for and manner

of monitoring in light of the project plans, area conditions, and methodology, taking into account what can be fruitfully monitored from utility plowing in such areas. The plan should contain or be accompanied by an explanation of what monitoring should be required, in what areas, and by what personnel, based on a standard of practice acceptable in Washington State. At a minimum, this should consist of a brief description of the natural and cultural setting of the project, types of archaeological materials that might be encountered in light of the area and methodology, a description of the role of the archaeological monitor, an assessment of potential discovery of archaeological and/or human remains, and notification protocols and setbacks to be implemented upon the discovery of either. The project already has an inadvertent discovery plan, which the monitoring plan may incorporate or revise for consistency.

- B) Construction Monitoring – Conduct archaeological monitoring to the extent needed in accordance with the monitoring plan for project-related ground disturbing activities. This includes monitoring the relevant project-related ground disturbance, recording its progress, and coordinating with Lewis County staff or their designated counterparts at ToledoTel regarding the construction schedule. If archaeological materials are encountered, the selected consultant shall implement the protocols and procedures outlined in the monitoring and discovery plans.
- C) Monitoring Reports – An archaeological monitoring report shall be prepared once construction monitoring is complete for a relevant portion of project work. This report shall include a project work description, methods, results of archaeological monitoring, and any technical recommendations.

#### **MINIMUM QUALIFICATIONS**

The minimum professional qualifications to be eligible this contract are as follows. The monitoring plan must be prepared, or supervised and approved, by an archaeologist with a graduate degree in archeology, anthropology, or closely related field plus:

1. At least one year of full-time professional experience or equivalent specialized training in archeological research, administration, or management;
2. At least four months of supervised field and analytic experience in general North American archeology;
3. At least one year, combined, of full-time professional experience at a supervisory level in the study of archeological resources of the pre-European introduction/settlement and post-European introduction/settlement periods in North America.
4. Demonstrated ability to carry the scope of work to completion.

If required by the monitoring plan, the construction monitoring and reports must be undertaken or supervised by a similarly qualified professional. Or, if the monitoring plan so directs, the monitoring and reporting may be undertaken by other field personnel or the on-site workers pursuant to a job-site training session and protocol.

## **ADDITIONAL REQUIREMENTS**

Applicants must be eligible to receive federal grant funds and not suspended, debarred, or otherwise on the Excluded Parties List System, as demonstrated by a Unique Entity ID number from SAM.gov registration. See <https://sam.gov> to register.

- If an applicant has registered with SAM to apply for a UEI number, but has not received it by the deadline for proposals, the applicant shall provide SAM registration documentation and attest via a form, which Lewis County will supply, that it is not debarred, suspended, or otherwise prohibited from receiving federal funds. However, delay in obtaining a UEI is a factor relevant to “availability and response time,” below.

Applicants must submit a non-collusion statement, signed by a person authorized to bind the applicant, in substantially the following form:

I certify that accompanying proposal is not the result of, or affected by, any unlawful act of collusion with another person or company engaged in the same line business or commerce, or with Lewis County or any employee or agent thereof.

Applicants will have to show proof of professional liability insurance by the time of contracting.

## **SUBMITTAL**

Interested consultants shall provide a statement of qualifications, experience and extent of involvement for the assigned personnel on similar projects, including include the project name, description and a reference’s contact information for each similar project. Proposals should additionally address:

- the applicant’s approach, strategy, and/or ability to understand, facilitate, and complete the tasks in the scope of work, above;
- any familiarity with utility installation or prior experience determining the appropriate method and intensity of monitoring for utility installation projects;
- availability and response times typically, including response times after contact as well as typical turnaround times for document preparation and revisions;
- a specific estimate for when work can begin on, and likely completion of, the monitoring plan herein;
- the applicant’s UEI number from SAM.gov;
- a cost proposal for the services herein. Per ARPA regulations, total-cost proposals for the project will be preferred over time-and-expense proposals. However, in light of the construction monitoring being dependent on a not-yet-formulated monitoring plan, cost breakdowns are permissible. They must include hourly rates per Classification along with fixed fee and overhead, and they must propose a maximum contract compensation price for the scope of work; and
- the authority of the person submitting the proposal to commit the applicant.

Proposals should be no more than 10 pages in length, double-sided if needed.

Proposals shall include the non-collusion statement alluded to above.

Submit proposals in PDF format via email to Eric.Eisenberg@lewiscountywa.gov. The filename and transmission email should indicate that it is a response to the RFP for archaeological work related to the Winlock Broadband Project.

## **Proposals must be electronically received by Lewis County by January 12, 2023 at 5:00PM Pacific Time.**

Late proposals will not be considered, unless Lewis County discovers a receive-email problem that caused a timely-submitted proposal not be received before the deadline.

### **QUESTIONS AND CLARIFICATION**

Lewis County will endeavor to answer questions or requests for further information submitted on or before January 12, 2023. Please direct such inquiries to Eric Eisenberg (360-740-1235 or eric.eisenberg@lewiscountywa.gov) or alternatively to Becky Butler (360-740-1198 or becky.butler@lewiscountywa.gov). Lewis County may, in its discretion, ask any applicant to clarify materials relevant to its application at any time throughout the process, and/or may seek additional information from all applicants.

### **EVALUATION AND SELECTION**

Submittals will be evaluated by the following, equally-ranked criteria:

- 1) Qualification of key personnel (including DMWO status);
- 2) Relevant experience and references;
- 3) Availability and response time;
- 4) Quality of method/approach to complete the scope of work herein;
- 5) Costs associated with Services; and
- 6) Ability to meaningfully consider this project's methodology in the monitoring plan design.

The winning applicant will be the one that presents the best value to Lewis County, in light of the above criteria, as determined solely by Lewis County in its absolute discretion. Lewis County will thereafter seek to contract with the winning applicant for the scope of work herein. If the parties cannot agree upon a contract, Lewis County will seek to contract with the next-highest-scoring applicant, etc. However, Lewis County reserves the right to reject all of the proposals, or to narrow the scope of the project and seek to contract for only a portion of the scope of work, or to select two or more winning applicants for discrete portions (if any) of the scope of work, attempting to contract with each for the relevant portion of its proposal.

### **TIMELINE**

This RFP process will proceed according to the following estimated timeline.

Formal Release/Announcement of RFP:	Dec. 13, 2022
Publication of RFP:	Dec. 15 & 17, 2022
Last day for questions:	Jan. 5, 2023 at 5PM PST
Answers to questions provided by or before:	Jan. 9, 2023
<b>Deadline for submissions:</b>	<b>Jan. 12, 2023 at 5PM PST</b>
Consideration of submissions:	Jan. 13 through 20, 2023

Interviews, if any:  
Selection of Winning Applicant:  
Contract signed, work begins:

Week of Jan. 23, 2023  
Jan. 31, 2023  
TBD

Except for the deadline for submissions, which is firm, the above timeline is an estimate and may be adjusted in Lewis County's discretion. Lewis County will notify applicants of changes.

## **NOTICES AND ADDITIONAL INFORMATION**

Lewis County is an equal opportunity and affirmative action employer. Disadvantaged, minority, and women-owned (DMWO) firms are encouraged to submit proposals.

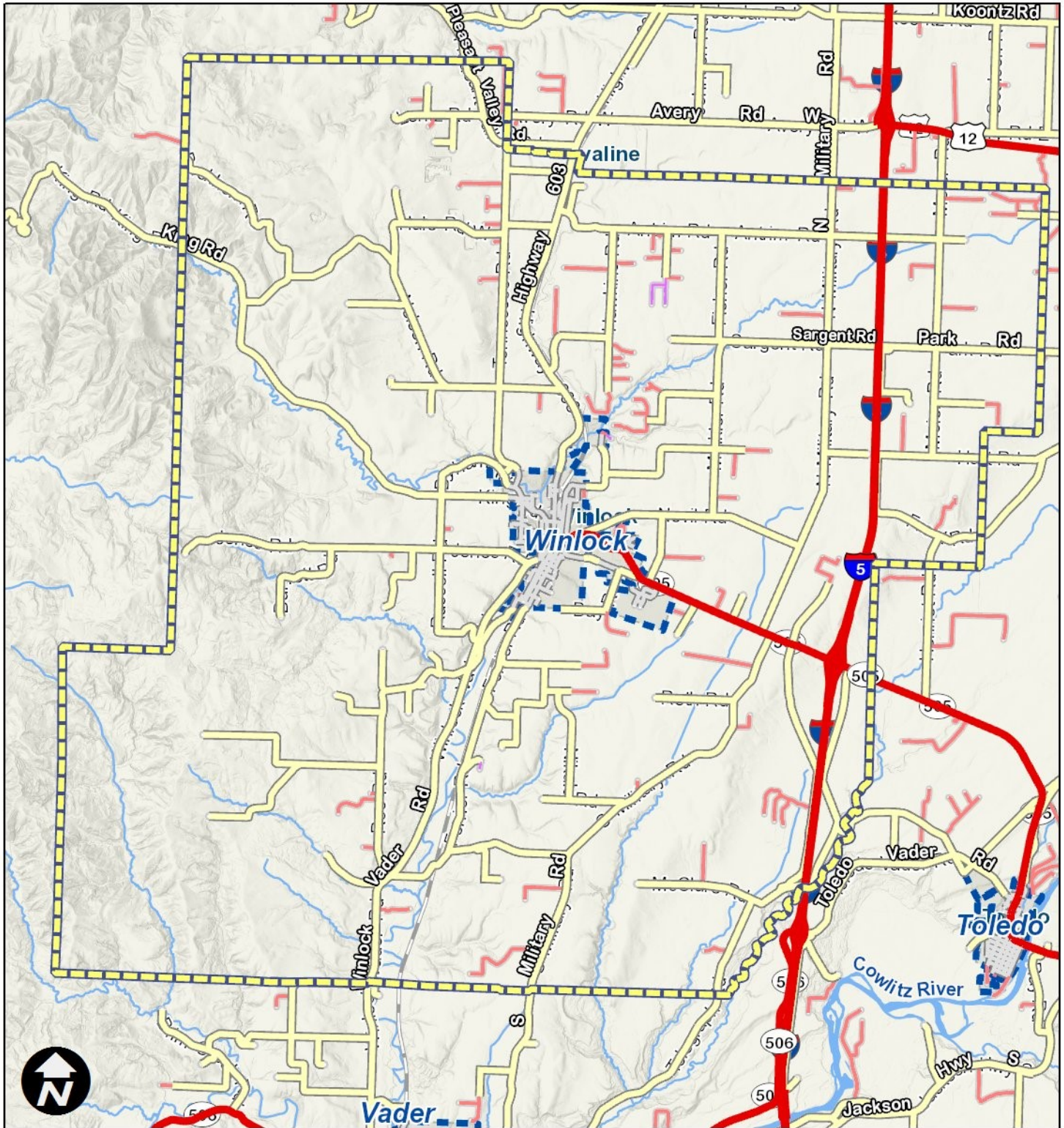
The Recipient, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000a to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, subtitle A, Office of the Secretary, Part 21, nondiscrimination in federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all applicants that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

Applicants bear all costs of their submission to this RFP. Any information submitted is presumed to be open to public inspection following the deadline for submissions in accordance with the Washington Public Records Act. (Ch. 42.56 RCW) and the Freedom of Information Act (Public Act 442). Applicants should clearly label and explain any portion of a submission that the applicant believes should not be subject to public inspection or copying, and will be required to defend any withholding from such inspection or copying if the document is requested.

Funding for this project derives from the Coronavirus State and Local Fiscal Recovery Funds, a subset of the American Rescue Plan Act of 2021. The applicant would be a contractor, not a sub-award recipient, of the federal funding. The federal expenditure category for this contract is 5.19 "Broadband: Last Mile."



Some of the requirements of this RFP derive from constraints on this funding. Applicants must be familiar with and able to comply with the Equal Employment Opportunity Act, Americans with Disabilities Act, Civil Rights Act, Work Hours and Safety Standards Act, Clean Air Act, Federal Water Pollution Control Act, Byrd Anti-Lobbying Amendment, section 60023 of the Solid Waste Disposal Act concerning procurement of recovered materials, and Public Law 115-232 prohibiting acquisition of certain telecommunications and video surveillance equipment under circumstances detrimental to national security. Moreover, the contract for the work described herein must include all of the mandatory terms specified in 2 CFR 200 Appendix II, available at <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200?toc=1> .

# Winlock Broadband Project Area



3/24/2022, 1:56:16 PM

1:82,000

- |  |   |
|--|---|
|  Winlock Broadband Project Area |  Private       |
| <b>Roads</b>   |  USFS          |
|  State                          |  Out of County |
|  County                         |  Other         |
|  City                           |  City Limits   |

0 3,600 7,200 14,400 ft  
NAD 1983 StatePlane Washington South FIPS 4602 Feet



Lewis County does not guarantee the accuracy of the information shown on this map and is not responsible for any use or misuse by others regarding this material. It is provided for general informational purposes only. This map does not meet legal, engineering, or survey standards. Please practice due diligence and consult with licensed experts before making decisions.

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON**

**IN THE MATTER OF:**

RESOLUTION NO. 22-406

ISSUE A REQUEST FOR PROPOSALS (RFP) FOR  
THE WINLOCK BROADBAND PROJECT  
ARCHAEOLOGICAL MONITORING PLAN

**WHEREAS**, Lewis County obtained a \$23.5 million grant, in cooperation with ToledoTel, to install fiber-optic broadband in the city of Winlock and the surrounding rural area; and

**WHEREAS**, a professional archaeological monitoring plan is required for the project to safeguard any cultural or historic resources that may accidentally be discovered during the installation; and

**WHEREAS**, the County Manager's office has prepared the attached RFP, consistent with the requirements of the grant, its accompanying policy handbook, and federal and state law, to obtain the necessary services.

**NOW THEREFORE BE IT RESOLVED** that the County Manager is authorized to issue the RFP to procure these services via full, fair, and open competition; evaluate responses; select the winning consultant; and negotiate a contract. The Clerk of the Lewis County BOCC may proceed with all appropriate and necessary notifications, posting and publication as required and as advisable.

DONE IN OPEN SESSION this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

APPROVED AS TO FORM:  
Jonathan Meyer, Prosecuting Attorney

BOARD OF COUNTY COMMISSIONERS  
LEWIS COUNTY, WASHINGTON

Kevin A. McDowell  
\_\_\_\_\_  
By: Kevin A. McDowell,  
Deputy Prosecuting Attorney

Lindsey R. Pollock, DVM  
\_\_\_\_\_  
Lindsey R. Pollock, DVM, Chair

ATTEST:

Sean D. Swope  
\_\_\_\_\_  
Sean D. Swope, Vice Chair

\_\_\_\_\_  
Rieva Lester,  
Clerk of the Lewis County Board of  
County Commissioners

Scott J. Brummer  
\_\_\_\_\_  
Scott J. Brummer, Commissioner