

Utah Telecommunication
Open Infrastructure Agency



Request for Proposal for
OSP Fiber Splicing
RFP # 2025OSP1
January 16, 2025

The Utah Telecommunication Open Infrastructure Agency (UTOPIA) or UTOPIA Fiber, invites qualified respondents to submit a request for proposal (RFP) for Outside Plant (OSP) Fiber Splicing.

The RFP outlines the requirements that suitable qualified and experienced candidates must meet to be eligible to respond.

Please use email to direct all questions to Vince Tanner (vtanner@utopiafiber.com) by **February 21st, 2025**. Questions received after this date will not be answered.

Any questions received before the deadline, will be answered and provided to other respondents.

All proposals must be received by **5:00PM Mountain Time on March 14th, 2025**, via email to Vince Tanner (vtanner@utopiafiber.com). Proposals submitted after this deadline will not be considered.

We look forward to receiving your response.

Very truly yours,

A handwritten signature in black ink, appearing to read "Roger Timmerman", with a long horizontal flourish extending to the right.

Roger Timmerman
Executive Director
UTOPIA Fiber

UTOPIA Fiber Request for Proposal

Table of Contents

CHECKLIST FOR UTOPIA RFP# 2025OSP1	3
SECTION 1: GENERAL INFORMATION	4
1.1 INTRODUCTION	4
1.2 OBJECTIVES	4
1.2.1 AWARD PERIOD	4
1.2.2 ADDENDUMS, SUPPLEMENTS OR AMENDMENTS TO REQUEST FOR PROPOSAL	4
1.3 CALENDAR OF EVENTS	5
SECTION 2: PROPOSALS	6
2.1 PROPOSAL ORGANIZATION	6
2.2 ELECTRONIC PROPOSAL FORMAT	6
2.2.1 LETTER OF TRANSMITTAL	6
2.2.2 TABLE OF CONTENTS	7
2.2.3 EXECUTIVE SUMMARY	7
2.2.4 DEMONSTRATION OF UNDERSTANDING OF PROJECT GOALS AND EXPECTATIONS	7
2.2.5 QUALIFICATIONS AND EXPERIENCE	7
2.2.6 CLIENT REFERENCES	7
2.2.7 SUPPLEMENTAL INFORMATION	7
2.2.8 DETAILED RESPONSE TO OSP FIBER SPLICING	8
2.3 CLARIFICATIONS	8
2.4 PROPOSAL SUBMISSION	9
2.5 SELECTION PROCESS	9
2.5.1 EVALUATION PROCESS AND CRITERIA	9
2.5.2 ACCEPTANCE OF PROPOSAL	11
2.5.3 FALSE OR MISLEADING STATEMENTS	11
2.5.4 REJECTION OF PROPOSALS	11
SECTION 3: OSP FIBER SPLICING	12
3.1 ASSUMPTIONS	12
3.1.1 ANTICIPATED SCOPE OF OSP FIBER SPLICING	12
3.1.2 WARRANTY	12
3.2 SPECIFICATIONS	12
SECTION 4: COST/PRICING	15

SECTION 5: TERMS AND CONDITIONS	16
5.1 RESPONSE MATERIAL OWNERSHIP	16
5.2 PROPRIETARY INFORMATION	16
5.3 CONFLICTS OF INTEREST	16
5.4 INCURRING COSTS	17
5.5 CONTRACT/NEGOTIATIONS	17
5.5.1 CONTRACT NEGOTIATIONS	17
5.5.2 TYPE OF CONTRACT	17
5.5.3 VENDOR/MANUFACTURER RESPONSIBILITY	17
5.6 PAYMENT/DELIVERY/DEPLOYMENT SCHEDULE	18
5.7 MISCELLANEOUS	18
5.7.1 NO DISCRIMINATION IN EMPLOYMENT	18
5.7.2 NEWS RELEASES/ADVERTISING	18
SECTION 6: ATTACHMENT 1	19
SECTION 7: ATTACHMENT 2	20
SECTION 8: ATTACHMENT 3	21
SECTION 9: ATTACHMENT 4	22

CHECKLIST FOR UTOPIA RFP# 2025OSP1

To be considered as a potential participant for the UTOPIA Fiber project you must:

- Submit your RFP Acknowledgement Form by January 27, 2025
- Submit questions IN WRITING by February 21, 2025
- Deliver proposal via email NO LATER THAN 5:00 PM, MDT, March 14, 2025, to:

Vince Tanner
Inside Plant Manager
5858 S 900 E
Murray, UT
(801) 613-3800

Submission must include:

- Letter of Transmittal
- One electronic copy containing the entire proposal, including text, spreadsheets, graphics, equipment specifications and diagrams, submitted in the Appendices of the proposal.

1.1 Introduction

The Utah Telecommunication Open Infrastructure Agency (UTOPIA) or UTOPIA Fiber is a political subdivision of the State of Utah created by interlocal agreement among 15 municipalities for the purpose of solving the last mile challenge in advanced broadband communications for its member cities.

UTOPIA Fiber's goal is to provide every household and every business access to advanced broadband communications infrastructure using fiber optic cable to provide said communications. To facilitate this goal, UTOPIA Fiber is accepting bids from suitable qualified, experienced, and responsible vendors for Outside Plant (OSP) Fiber splicing.

1.2 Objectives

This RFP is soliciting pricing proposals from qualified candidates to partner and collaborate in providing installation, management, and documentation of fiber optic network infrastructure for the following splicing elements:

- Aerial
- Underground
- Hut/Cabinet
- Maintenance and Repair

1.2.1 Award Period

UTOPIA Fiber intends to award a three-year base contract with up to four one-year options for renewal.

1.2.2 Addendums, Supplements or Amendments to Request for Proposal

If it becomes necessary to revise any part of this RFP, an addendum, supplement, or amendment to this RFP will be provided only to respondents who returned their Acknowledgement Form (see Attachment 1).

1.3 Calendar of Events

The following table outlines UTOPIA Fiber’s planned calendar of major events related to the RFP distribution, proposal submission, evaluation, and selection processes.

1. RFP released to prospective respondents	1/20/2025
2. RFP Acknowledgment Form returned to UTOPIA	1/27/2025
3. Last date for submission of written questions	2/21/2025
4. Responses to Questions	2/28/2025
5. Proposal submission deadline	3/14/2025
6. Review Proposals	3/21/2025
7. Select preferred respondent(s)	3/25/2025
8. Notify selected respondent(s)	3/25/2025
9. Negotiate and Finalize purchase contract(s)	4/16/2025

UTOPIA Fiber reserves the right to amend the above schedule as necessary.

PROPOSALS

Proposals must follow the format prescribed below and must include the requested information and the enclosed Proposal Response Forms. **Failure to complete and furnish all information requested in the form and format specified could result in disqualification. Proposals will not be accepted from any Vendor or Manufacturer that did not submit an Acknowledgement form (See Attachment 1) as specified in paragraph 1.2.2. If you intend to partner with another Vendor or Manufacturer in making a proposal, the submission must be by the Vendor or Manufacturer that submitted the Acknowledgement form.**

2.1 Proposal Organization

Your proposal must be organized and indexed in the following format and must contain all items listed below through section 7 in the sequence indicated.

- a. Letter of Transmittal
- b. Table of Contents
- c. Section 1: Executive summary
- d. Section 2: Project Goals
- e. Section 3: Qualifications and Experience
- f. Section 4: Client references
- g. Section 5: Supplemental information
- h. Section 6: OSP Fiber Splicing
- i. Section 7: Cost / Pricing

Respondents will be required to organize their proposals in the order outlined in this RFP.

Any proposal that does not adhere to these requirements may be deemed non-responsive and may be rejected on that basis.

*Respondents may attach other materials that you feel may improve the quality of your responses. These materials must be included as items in Category 2 with a cross-reference.

2.2 Electronic Proposal Format

At a minimum, respondents must submit their entire proposal electronically via email including text, spreadsheets, graphics and diagrams, and other materials submitted in the Appendices. Electronic files must be submitted as follows: word processing documents and graphics/diagrams in Microsoft Word and Adobe Acrobat (.pdf); spreadsheets in Microsoft Excel. The email or package and files must be clearly marked with the Vendor's name and the RFP number.

2.2.1 Letter of Transmittal

A single letter of transmittal must accompany any proposal. The letter must accompany the proposals as a standalone page or file and must:

- a. Identify the submitting organization.
- b. Identify the name and title of the person authorized to contractually obligate the organization.

- c. Identify the name, title and telephone number of the person authorized to negotiate the contract.
- d. Identify the names, titles, and telephone numbers of persons to be contacted for clarification.
- e. Be signed by the person authorized to contractually obligate the organization.

2.2.2 **Table of Contents**

The table of contents must be placed immediately after any cover page and before the Executive Summary.

2.2.3 **Executive Summary**

Label this section “Section 1: Executive Summary” in your proposal. In two pages or less, highlight the significant aspects of your proposal including an outline of your organization, your management processes, financial strength and production capacities, qualifications and experience, client references, and anything else that is pertinent.

2.2.4 **Demonstration of Understanding of Project Goals and Expectations**

Label this section “Section 2: Project Goals” in your proposal. Proposals must indicate your understanding of project goals and expectations as well as adherence to UTOPIA Fiber splicing standards. This section should explain, at a high level, how your proposal addresses the key project goals and criteria. Communication protocols and response times are an important facet to facilitating UTOPIA Fiber’s project goals.

2.2.5 **Qualifications and Experience**

Label this section “Section 3: Qualifications and Experience” in your proposal. Provide information on relevant personnel from your company with whom UTOPIA Fiber would work, should you win a contract; this is essentially your proposed UTOPIA Fiber Team. Also include their general availability – will they be dedicated to UTOPIA Fiber and where will they be located.

Additionally, in a subsection, provide information regarding the financial stability, track record, and support capabilities of your company. We require that you include the following:

- The two most recent audited financial statements
- Ownership of your company
- Number of years in business
- Geographical location(s)
- Other resources available to support the products offered

2.2.6 **Client References**

Label this section “Section 4: References” in your proposal. Please provide a list of **at least five** paying customers of your company. The list must provide a customer name, description of the products provided, and a brief description of the project history (timelines, challenges, etc.). For each customer reference, include contact names, phone numbers, and email addresses for staff related to procurement and project management.

2.2.7 **Supplemental Information**

If included, label this section “Section 5: Supplemental Information” in your proposal.

Company brochures and other supplementary and marketing materials may be included in this section of the proposal.

2.2.8 Detailed Response to OSP Fiber Splicing

Label this section “Section 6: OSP Fiber Splicing” in your proposal. Deliver a point-by-point responses to its corresponding Specifications section (Section 3.2) of this RFP.

2.2.8.1 *Footprint Construction*

Label this category “Category 1: Footprint Construction” in your proposal and a narrative on how you will assist with footprint, or service area, construction, quality control processes, inspection, testing standards, splicer calibration, etc.

2.2.8.2 *Asset Management*

Label this category “Category 2: Asset Management” in your proposal and a narrative on how inventory will be tracked, replacement procedures, etc.

2.2.8.3 *Work Order & Ticket Management*

Label this category “Category 3: Work Order & Ticket Management” in your proposal and a narrative on how you will manage and track work.

2.2.8.4 *Restoration*

Label this category “Category 4: Restoration” in your proposal and a narrative can include the items in Footprint Construction, as well as items related to availability, repercussions or penalties for lack of compliance, etc.

2.2.8.5 *Break/Fix*

Label this category “Category 5: Break/Fix” in your proposal and a narrative can include items in Footprint Construction and Restoration.

UTOPIA Fiber’s service level agreements with enterprise level customers require a 4-hour repair time including holidays and weekend. This may not be feasible depending on the size of the outage. Once notified, provide details on how you will assist UTOPIA Fiber with repairs.

2.3 Clarifications

You may request clarification of any part of this RFP, but you must do so in writing – no other type of request for clarification will be honored. All responses to requests for clarification will be published to all registered respondents simultaneously.

Any questions regarding content, technical, or procurement procedures must be directed, via email to Vince Tanner (vtanner@utopiafiber.com).

Include RFP# in subject line of email.

UTOPIA Fiber reserves the right to obtain clarification of any point in a respondent's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Your failure to respond to such a request for additional information or clarification may result in rejection of your proposal.

2.4 Proposal Submission

Complete proposal package, if selected, must be delivered via email to:

Vince Tanner
Inside Plant Manager
vtanner@utopiafiber.com

A Letter of Transmittal will be submitted with the following information:

- Respondent's Name, Contact, Phone number, and Email address
- Proposal – UTOPIA RFP #2025OSP1
- Proposal due: **March 14th, 2025**

Person(s) legally authorized to contractually bind the respondent must sign the Letter of Transmittal.

2.5 Selection Process

UTOPIA Fiber's evaluation committee is comprised of the UTOPIA Fiber procurement officer and members of UTOPIA Fiber's deployment staff. This committee will review all eligible proposals and, through an interactive process, determine which responses will be best for the UTOPIA Fiber network. This determination will be based on the criteria described in section 2.6.1 below.

To receive consideration, responses must address **all** aspects of the requirements specified in the RFP. Failure to address all requirements of the request could disqualify a response from consideration.

To continue building a superior network, UTOPIA Fiber recognizes that specific detailed processes must be created and followed. Consequently, UTOPIA Fiber considers your response to the categories in section 3.2 as the elements to be used in the evaluation/selection process. The responses will be ranked based on their responses to these sections.

UTOPIA Fiber is not obligated to select the least expensive vendor or manufacturer: instead, selection will be based on the criteria indicated below. Additionally, UTOPIA Fiber retains the right, at its sole discretion, to select or not select respondents to be included in further negotiations at any point during the evaluation process. Finally, UTOPIA Fiber retains the right at its sole discretion to engage in further negotiations with multiple respondents toward the most advantageous agreement.

2.5.1 Evaluation Process and Criteria

UTOPIA Fiber will use different criteria, during different steps of the evaluation process, to select responses for further consideration. The criteria include, in order of application:

- 1) Conformance to submission requirements (10%)
- 2) Corporate qualifications, experience, financial stability, and production capacity (30%)
- 3) Proposed products and specifications (10%)
- 4) Cost/Pricing (50%)

The selection process, including the sequence of applied evaluation criteria and explanations of individual steps, is described below.

2.5.1.1 *Submission Conformance Review*

Proposals that fail to conform to the format and content requirements described in this RFP may be disqualified.

2.5.1.2 *Corporate Experience and Qualifications*

All proposals passing the Conformance Review will be evaluated for corporate experience, qualifications including certifications and length of splicing experience, financial stability, and production capacity. The review committee will determine how well the respondent(s) is(are) qualified.

2.5.1.3 *Products and Specifications Review*

The review committee will determine how well the proposed products coincide with UTOPIA Fiber goals that include quality, timely delivery, and reducing and controlling costs. Those responses not meeting these goals will be eliminated from consideration.

The responses with detailed product information and clear explanations will be given additional consideration.

2.5.1.4 *Price Proposals*

Vendors and/or manufacturers, who submitted the top proposals from the Products and Specifications Review, will be further analyzed.

Cost is the criterion by which you will be ranked for final consideration.

Proposal prices must include applicable Federal, State, or Local taxes and indicate how any shipping and/or handling costs would apply.

Proposal pricing must not include charges for out-of-pocket expenses tangential to the delivery of your proposal. Note that no expenses related to the submission of this proposal are reimbursable.

2.5.1.5 *Oral Presentation*

UTOPIA Fiber **may** require respondents, at their own expense, to make an oral presentation of their proposals either in person or via phone/video conference. During this presentation, UTOPIA Fiber will look for evidence of the stability, experience, and qualifications of the company. Additionally, the presentation is to enable the respondent(s) to explain its processes and to allow the UTOPIA Fiber review committee to get to know the individuals with whom they might eventually be working. Given this purpose, this oral presentation must include those individuals who will work most closely

with UTOPIA Fiber staff in providing the specified equipment shelters and products.

2.5.1.6 *Winner(s) Selected and Notified*

On March 25th, 2025, UTOPIA Fiber will select a winner(s). UTOPIA will then notify the Vendors and/or manufacturers and begin reference checks and contract negotiations.

2.5.2 Acceptance of Proposal

The contents of the proposal of the successful respondent may become contractual obligations if acquisition action ensues. Failure of the successful respondent to accept these obligations in a purchase agreement, purchase order or contract, or similar acquisition instrument may result in cancellation of the award and such respondent may be removed from future solicitations.

2.5.3 False or Misleading Statements

If, in the opinion of UTOPIA Fiber, a proposal contains false or misleading statements or references, it may be rejected.

2.5.4 Rejection of Proposals

Issuance of this RFP in no way constitutes a commitment by UTOPIA Fiber to award a contract. If it is deemed in the best interest of UTOPIA Fiber to do so, UTOPIA Fiber reserves the right to reject any or all proposals and to waive any informalities or minor irregularities in proposals received or to accept any portion of a proposal or all items proposed, or to reject any and all proposals received in response to this RFP, or to cancel the RFP for any reason. Further, if funds are not available or are terminated, no contract resulting from this RFP will be executed.

3.1 Assumptions

Along with the goals listed in Section 1 above, UTOPIA Fiber has made these various high-level assumptions/requirements regarding OSP Fiber Splicing

3.1.1 Anticipated Scope of OSP Fiber Splicing

UTOPIA Fiber network has expanded to include tens of thousands of subscribers. With additional future city partnerships, as well as future demand-based business builds, UTOPIA Fiber will include hundreds of thousands of subscribers over its lifetime.

3.1.2 Warranty

All respondent(s) shall specify all warranty related information in proposal. Vendor shall warranty all work for a period of two years from date of placement.

3.2 Specifications

3.2.1 UTOPIA Fiber uses a variety of single mode, SMF-28e, fiber cable in our plant. These cables can range from Microfiber, gel-filled loose buffer tube, gel-free loose buffer tube, gel-filled ribbon, and gel-free ribbon. The smallest cable size used in the OSP construction is 24F (loose tube) and the largest is 864F (ribbon). All cables 144F and below are loose tube; fiber cables greater than 192F are typically ribbon except in the case of 288F Double Density Microfiber.

3.2.2 UTOPIA Fiber provides the splice enclosures used for deployment in the network; these are AFOSC, FOSC-400-A8, FOSC-450-A4, FOSC-450-B6, FOSC-450-D6, and FOSC-600-D6 or equivalent. See Attachment 1 for last two years historical data.

3.2.2.1 AIR-FOSC-A-GEN-12 or equivalent are used for customer premises drops from aerial cables. The number of A-FOSC are typically about 10% of the total customer premises enclosures. These splice cases require ring-cutting for placement.

3.2.2.2 FOSC-400-A8 and FOSC-450-A4 or equivalent are used for customer premises drops and a single footprint will require ring-cutting and placement of 200 to 250 of these cases. These splice cases can also be used for tie-point splice enclosures connecting two or more small count cables together.

3.2.2.3 FOSC-450-B6 or equivalent are used as tie-point splice enclosures for multiple tie-point cables typically with fiber counts to 144F.

3.2.2.4 FOSC-450-D6 or equivalent are used as tie-point splice enclosures for multiple tie-point cables typically with total number of splices in the enclosure greater than 192.

3.2.2.5 FOSC-600-D6 or equivalent is the largest splice enclosure used to tie high-capacity feeder cables from a hut or node to a distribution location.

3.2.2.6 Premises drop splice enclosures can be placed on cables sizes up to 96F. Underground placement has a 25ft slack loop to facilitate cutting in the enclosure; aerial placement has an 8ft slack loop to facilitate cutting in the enclosure.

Most premises drop splice enclosures are underground.

3.2.2.7 Tie-point splice enclosures are typically placed in underground handholds, even when the primary running line may be aerial. We have found the quality of the splicing and ease of access especially for high count fiber cables is better with this deployment strategy.

3.2.3 Footprint Construction

Footprint construction is a carefully coordinated endeavor between Engineering, Outside Plant Construction, Outside Plant Splicing, GIS, and Marketing. The objective is to translate a design plan that meets a Marketing target into concise engineering that the OSP Construction team builds, OSP Fiber splices, and GIS pushes into orderable status.

3.2.3.1 Vendor shall define the make and model of their splicing equipment.

3.2.3.2 Vendor shall describe vehicle and/or trailer assets available for placing splice cases and performing splices.

3.2.4 Asset Management – identifying all manner of fiber cables is essential for management of the physical plant. OSP construction teams will place at least one cable tag on each cable entering and/or exiting a handhold and/or splice enclosure. As fiber cables are ring-cut and introduced into splice cases, it is essential that both sides of the cable are tagged. Engineering files call out the fiber size and the numbering scheme used within the UTOPIA Fiber system.

3.2.4.1 Buffer tubes or ribbons landed in a splice tray shall be “FEED” or “DISTRIBUTION” to annotate whether the fibers face back towards the UTOPIA ADS electronics (FEED) or face further into the cable running line (DISTRIBUTION)

3.2.4.2 Buffer tubes or ribbons landed in a splice tray shall be in accordance with the Splicing Schematic that delineates fibers that will be connected in a splice case. Buffer tubers or ribbons that do not break out in a particular splice case shall be expressed through and placed in the appropriate fiber management tray in the splice case.

3.2.5 Work Order and Ticket Management – all work issued by UTOPIA Fiber will have a job number or trouble ticket assigned to it.

3.2.5.1 Major projects are issued by the outside plant group with the engineered drawings and associated Bill of Materials

3.2.5.2 Each splice case location has a unique DCID called out on the engineering plans and must be included in the invoicing for placement. This DCID is a unique identifier for that splice case’s geo location. This billing report triggers the asset attribute changing from “Designed” to “As Built” in the GIS system of record.

3.2.5.3 Trouble tickets are issued by outside plant, field services, and/or customer service for minor repairs of the physical plant.

3.2.6 Restoration – underground construction is the most disruptive endeavor of the program with rear lot aerial construction coming in as second. Vendor shall detail process and procedures to have splice crews minimize disruption to customer premises, especially flower beds and/or gardens, and cleanup of site post splicing completion.

3.2.6.1 Vendor shall survey the area of a splicing location prior to commencing

- work and document any pre-existing disruption.
- 3.2.6.2 UTOPIA Fiber shall notify vendor of any complaints/issues that come directly to UTOPIA Fiber for resolution.
 - 3.2.6.3 Damage reported to vendor and/or UTOPIA Fiber Customer Service shall be repaired within two business days.
- 3.2.7 Break/Fix – despite best efforts for reporting installed UTOPIA Fiber infrastructure to Blue Stakes, occasional damage occurs to both aerial and underground plant by other parties. UTOPIA Fiber assesses any fiber cut based on the number of affected customers and shall notify vendor of damage, number of conduits, and number/size of fibers affected.
- 3.2.7.1 Vendor shall obtain any requisite splice enclosures for a restoration from the UTOPIA Fiber warehouse.
 - 3.2.7.2 Typical restoration events can involve multiple splice locations (pits) to effect butt-splice repairs. Vendor shall describe their ability to have multiple crews available to effect splicing.
 - 3.2.7.3 Vendor shall have the ability to dispatch splicing restoration crews within four hours of notification. UTOPIA Fiber typically has the OSP construction crews dispatch within two hours to begin repair of conduit, placement of new handholds if required, and pulling restoration fiber. The staggered approach to deploying the fiber restoration crew allows for restoration efforts to be ready for the splicing crews at a more realistic timeframe to begin work.
 - 3.2.7.4 A critical part of Break/Fix is identifying active fibers to verify active traffic on the fibers. Vendor shall describe the equipment crews have for traffic identification.

COST/PRICING

UTOPIA Fiber, in coordination with our engineering design teams and our internal GIS system, has developed a defined set of unit codes that are used to specify the construction elements required. These unit codes, along with DCID elements assigned to each element in a design drawing are used for reporting construction completed and invoicing construction work performed.

The attached spreadsheet (see Attachment 4) has a complete listing of the unit codes, a short description of the work, a unit of measure (UOM), and the associated labor rate. As UTOPIA Fiber will be providing the splice enclosures and hut trays, you shall not be providing any material pricing. Please do not modify the organization of the spreadsheet, as your response will be integrated with the UTOPIA Fiber master pricing schedule that further associates individual unit codes to the respective GL account within the UTOPIA system.

As you prepare pricing, be aware that ***your proposal must provide total price commitments valid from the date of signed agreement for the duration of the project planned for a period of two years. Pricing reviews may occur annually after that point.***

TERMS AND CONDITIONS

5.1 Response Material Ownership

All material submitted regarding and in response to this RFP becomes the property of UTOPIA Fiber and will only be returned to the respondent at UTOPIA Fiber's option. Any person may petition to review responses after final selection has been made. UTOPIA Fiber has the right to use any or all system ideas presented in reply to this request, subject to limitations outlined below in "Proprietary Information." Disqualification of a respondent does not eliminate this right.

5.2 Proprietary Information

UTOPIA Fiber is subject to the disclosure requirements of the Government Records Access and Management Act ("GRAMA"), Title 63, Chapter 2, Utah Code Annotated. UTOPIA Fiber generally considers Agreements, Contract Documents, and all accompanying material to be public and subject to disclosure. A written claim of confidentiality and a concise written statement of reasons supporting the claim must accompany any material considered by respondents to be proprietary. Blanket claims that the entire Agreement or Contract Documents are confidential will be denied by UTOPIA Fiber. UTOPIA Fiber cannot guarantee that any information will be held confidential. Under Section 63-2-304 of the Government Records Access and Management Act, if a respondent makes a claim of confidentiality, UTOPIA Fiber, upon receipt of a request for disclosure, will determine whether the material should be classified as public or protected, and will notify the respondent of such determination. UTOPIA Fiber agrees to hold all information classified as protected in confidence and protect it from public disclosure in accordance with such statutes to the greatest extent permitted by Utah law. UTOPIA Fiber may disclose such information to the extent required by law; however, UTOPIA Fiber shall provide respondents prompt notice of a request for disclosure of such protected information and shall cooperate with respondents in seeking the issuance of a protective order.

Respondents are entitled under the Government Records Access and Management Act to appeal an adverse determination regarding the classification of information. UTOPIA Fiber is not required to notify respondents of a request for non-protected information and will not consider a claim of confidentiality unless the respondent's claim of confidentiality is made on a timely basis and in accordance with the Government Records Access and Management Act.

5.3 Conflicts of Interest

Proposed solutions to this RFP must be defined in such a way as to prevent and prohibit conflict of interest between the respondent, UTOPIA Fiber, and all potential service providers that may offer services across the UTOPIA Fiber network. Specifically, respondents must avow that they have no intention of offering services across the UTOPIA Fiber network, either in the short term or at any point in the future, or they must acknowledge their intent. Furthermore, respondents must disclose any relationships, either formal or informal, with companies that may at any time

offer competitive retail services across the network.

If respondents intend to offer competitive retail services at any point across the UTOPIA Fiber network, you must provide a complete explanation of how your proposed solution to this RFP does not advantage you in any way over potential competitors. Failure to do so will result in your permanent disqualification from offering competitive retail services across the UTOPIA Fiber network.

5.4 Incurring Costs

UTOPIA Fiber is not liable for any costs you incur prior to issuance of a formally signed and executed written agreement, contract, or purchase order. Costs of developing the proposals, oral presentations or any other such expenses incurred by the respondent in responding to the RFP are entirely your responsibility and will not be reimbursed in any manner by UTOPIA Fiber.

5.5 Contract/Negotiations

UTOPIA Fiber will negotiate individually with each vendor or manufacturer.

5.5.1 Contract Negotiations

After selecting winning proposals, we will issue a letter of intent and, during the validation period, negotiate terms of the contract with the successful respondent(s). A contract must be completed and signed by all parties. You must state in your proposal that the terms and conditions in the proposal will remain valid and in effect for 120 days. UTOPIA Fiber reserves the right to negotiate with the respondent selected in the evaluation process for this RFP to acquire the combination of functionality, integration, and implementation assistance that best meets our needs within any limitations of available funding.

5.5.2 Type of Contract

Contracts negotiated in response to this RFP will be on a unit price basis as determined by a uniform set of pricing units. UTOPIA Fiber reserves the right to negotiate final contracts in connection with this RFP based on functionality, integration, financing, and levels of respondent implementation.

5.5.3 Vendor/Manufacturer Responsibility

If you propose a multi-respondent or sub vendor approach, clearly identify the responsibilities of each party and the assurances of performance you offer, and then indicate which company will serve as the primary vendor. The primary vendor will be responsible, and must take responsibility, for the entire contract performance whether sub vendors and/or manufacturers are used.

If use of sub vendors and/or manufacturers is planned, your proposal must include specific designation of the role the sub vendor is to perform. Failure to provide information for sub vendors and/or manufacturers will disqualify the proposal. Under this RFP, UTOPIA Fiber retains the right to approve all sub vendors and/or manufacturers. Once a contract has been executed, sub vendors and/or manufacturers may not be added, substituted, replaced, or eliminated without the written approval of UTOPIA Fiber.

5.6 Payment/Delivery/Deployment Schedule

As part of the contract negotiation process, UTOPIA Fiber will work with the winning respondent(s) to determine an anticipated payment and delivery schedule.

5.7 Miscellaneous

5.7.1 No Discrimination in Employment

In connection with the performance of work for this project, the respondent(s) agrees not to refuse to hire, discharge, promote or demote, or to discriminate in matters of compensation against any person otherwise qualified, solely because of race, creed, color, religion, sex, age, national origin, ancestry, or sexual orientation; and further agrees to insert the foregoing provision in all subcontracts hereunder.

5.7.2 News Releases/Advertising

News releases and/or advertising pertaining to this procurement or any part of the subject may not be made without prior, written approval of UTOPIA Fiber.

ATTACHMENT 1

RFP Acknowledgment Form

UTAH TELECOMMUNICATION OPEN INFRASTRUCTURE AGENCY (UTOPIA) or UTOPIA Fiber

RE: RFP No. 2025OSP1

ACKNOWLEDGMENT OF RECEIPT FORM

In acknowledgment of receipt of this Request for Proposal the undersigned agrees that he/she has received a complete copy, beginning with the title page and table of contents, and ending with appendix A.

The acknowledgment of receipt should be signed and received by the UTOPIA Fiber Purchasing Agent **no later than 5:00 PM on March 14th, 2025** (Email submissions are acceptable if the sender confirms receipt with the purchasing agent). Only potential Respondents who elect to return this form completed with the indicated intention of submitting a proposal will receive copies of all respondents written questions and UTOPIA Fiber's written responses to those questions as well as RFP amendments, if any are issued.

FIRM: _____

REPRESENTED BY: _____

TITLE: _____

PHONE (____) _____ FAX (____) _____ Email _____

ADDRESS: _____

CITY: _____ STATE _____ ZIP: _____

SIGNATURE: _____ DATE: _____

Firm's intention to respond to this Request for Proposals.

Does Does Not

Return completed form to:

Vince Tanner
Inside Plant Manager
vtanner@utopiafiber.com

ATTACHMENT 2

Two-year Historical Data

Year	Case Type	Unit Code	Qty
2023/2024	FOSC-450-A4	600-1	5953
	FOSC-450-B6	600-2	69
	FOSC-450-D6	600-3B	238
	FOSC-600-D6	600-3C	36
	A-FOSC	600-10	411
Splicing			
Hut			
Tie-Cable			

ATTACHMENT 3

UTOPIA Fiber Splicing Standards
(see associated PDF called UTOPIA Fiber Splicing Standards)

SECTION 9: ATTACHMENT 4

UNIT Codes Spreadsheet
(see attached unitcodes.xls file)