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an EQUIX company

City of Superior – Connect Superior
Fiber Engineering Phase 2 RFP #24-34-IT
City of Superior, WI
September 10, 2024

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Company Information

Mi-Tech Services, Inc. provides engineering, environmental, laboratory, technical, and field services to the telecommunications and power delivery markets, water/wastewater industry, and municipal and private clients. Our more than 200 employees are dedicated to supporting America's infrastructure with proven expertise and experience in telecommunications design, power distribution design, storm damage assessment, land surveying, geographic information systems (GIS), easement and right-of-way management, utility pole inspection, fiber optic splicing and more.

Established in 1985 as Data-Tel Communication Services to serve the telecommunications industry, the company transitioned to Mi-Tech Services, Inc. in 2001 to represent an expansion of services beyond the telecommunications industry. Today, Mi-Tech supports the telecom, electric, gas and cable TV industries.

Mi-Tech is part of the Equix, Inc. umbrella of companies. Equix is headquartered in Fond du Lac, WI with offices in the Midwest, West Coast and Southeastern United States.

Mi-Tech is dedicated to exceeding our customers' expectations. This commitment to our customer is represented by our core values:

- ***We take pride in our reputation for quality work performed safely and with care for our environment***
- ***We have sustainable and profitable operations driven by our ability to execute swift decisions***
- ***Our people are dedicated, innovative and hardworking***
- ***Our actions are characterized by integrity, trust and respect***
- ***We are committed to teamwork***

mi-TECH
an EQUIX company

COMPANY STATS

9
OFFICES

4
STATES

200+
EMPLOYEES

STRENGTHENING CONNECTIONS
BUILDING COMMUNITY

September 10, 2024

City of Superior
Attn: Dan Shea, IT Director
1316 North 14th Street, Room 204
Superior, WI 54880

RE: RFP #24-34-IT – Connect Superior Fiber Engineering Phase 2

Enclosed, please find our proposal in response to your RFP for design and engineering services for Phase 2 of the proposed fiber network in Superior, WI.

We understand the project will encompass the proposed expansion of fiber optic cable to serve 11,235 new residences and 480 businesses. Approximately 20% of the proposed fiber cable should be installed on existing utility poles in the City of Superior. Remaining fiber cable will be designed for underground installation if existing utility poles are not available or are in poor condition.

Mi-Tech Services, Inc. (Mi-Tech) offers a qualified team to help make this project a success. We have extensive experience in fielding, designing, and permitting Fiber to the Premise (FTTP) projects throughout the country with current projects taking place in Wisconsin and Montana.

Our company offers a customer focused approach with an unmatched emphasis on quality, accuracy, and integrity. If awarded this project, our team will utilize their expertise to create a cost-effective design that follows all federal, state, and local guidelines and accomplishes the goals of the City of Superior.

Thank you for your time and consideration of our proposal. Should you have any further questions or need additional information, please don't hesitate to contact me directly.

Sincerely,

Lili Giertz, P.E.
Director of Communications
Mi-Tech Services, Inc.
lgiertz@mi-tech.us
920-370-8756

Experience and Credentials

Project Team Information

Below is the Mi-Tech Leadership Team which would be in place to ensure a successful completion of the project. Mi-Tech currently employs several project managers, designers, GIS technicians, fielders, etc., and will determine those individuals who would be assigned should Mi-Tech and the City of Superior come to an agreement.

Lili Giertz, P.E.
Director of Communications
Mi-Tech Services, Inc.
lgiertz@mi-tech.us
920-370-8756

Adam Pocernich
OSP Team Manager – Aerial Fielding, Design and Support Services
Mi-Tech Services, Inc.
apocerni@mi-tech.us
414-313-2973

Jonathon Whitley
OSP Team Manager – Telecom/FTTx Design and Permitting Services
Mi-Tech Services, Inc.
jwhitley@mi-tech.us
612-719-4214

Corporate Address:
Mi-Tech Services, Inc.
46 South Rolling Meadows Drive
Fond du Lac, WI 54937

Local Address:
Mi-Tech Services, Inc.
21330 John Milless Drive, 101
Rogers, MN 55374

Experience

Mi-Tech prides itself on being a one stop shop for design and engineering throughout the Country. The staff and management employed by Mi-Tech represent some of the most experienced and talented professionals in the industry. In house we have access to Professional Engineers, environmental engineers, Real Estate Brokers, and Professional Licensed Surveyors that can assist on projects as required.

Our staff has more than 20 years of experience fielding, designing, and permitting. We have successfully completed projects totaling over 4,700 miles nationwide. Mi-Tech has designed FTTH networks on behalf of various cities and counties across the country. We have completed countless telecommunications projects varying in size from a single handhole replacement to overbuilding an entire metropolitan area. We have extensive experience permitting through all manner of permitting agencies, including DOT, DNR, Army Corps of Engineers, Cities, Counties, etc. Our designs follow local, state, and federal code requirements.

Services Available:

- Full OSP Design and Drafting Services
- Full FTTH Design and Drafting Services
- Fielding and Pole Audits
- Right of Way/Easement Research and Acquisition (i.e., deeds, leases, easements)
- Land Surveying Property and Easement Staking
- Fiber Schematics/Splicing details
- Environmental/Civil Engineering
    - Wetland Delineation, Wetland Avoidance, Endangered Resources Review, Archaeological/Cultural/Historical Review, WDNR Stormwater Permitting, Permitting – Environmental Requirements
- Professional Engineer Signature and Seal
    - Railroad Crossings
    - Traffic Control Plans
    - Pole Attachments/Structural Reports
    - Local Municipality, State, and Federal Permit Applications
    - Plan and Profile Drawings
- Foreign Owner Manhole/Conduit Audits (i.e. third-party conduit system)
    - Manhole Butterflies (includes pumping and ventilation of manhole)
    - Conduit Audit
- Verification of Customer's Existing Networks
    - Manhole Butterflies (includes pumping and ventilation of manhole)
    - Conduit Audit
- Full Time Inspection Services (Quality Control)

Project Examples

- FTTH Projects (2024-2027):
  - Mi-Tech is currently designing and permitting approximately 580 miles of FTTH design for new construction. We will provide continued assistance with permitting and locate needs through the life of construction.
- FTTH Projects (2020-2024):
  - Mi-Tech designed and permitted approximately 1,390 miles of FTTH design for an Incumbent LEC, effectively overbuilding entire cities with fiber. This project is currently in the last phases of construction and will be completed before the end of the year. Project has been completed within budget and estimated schedule.
- Fond du Lac Reservation, Cloquet MN, FTTH:
  - Mi-Tech completed GIS Data Collection for a FTTH project for the Fond du Lac Reservation in Minnesota. This project was completed on time and within budget, providing vital field data to the company that was completing the full design.
- Municipal FTTP projects successfully completed in the following states (information under NDA)
  - Illinois – 40 Miles
  - Texas – 152 Miles
  - Tennessee – 267 Miles
- Inspection of FTTH overbuild (2020-2021):
  - Mi-Tech inspected the construction for an Incumbent LEC's fiber to the home project in WI. We had (8) inspectors working to provide quality control and inspection, also managing restoration and permitting issues that arise. Inspection was completed within budget. Schedule was created by the incumbent and the construction contractor.
- CAF (Connect America Fund) projects (2018-2020):
  - Mi-Tech designed, permitted, and inspected thousands of miles for a WI/MN Incumbent LEC for their recent CAF project initiative. This process also involved working closely with Tribal entities (BIA and Tribal representatives) for permitting through Tribal land.
- Fiber Densification Project (2018 – 2020):
  - Mi-Tech designed and permitted 1,190 miles for fiber overbuilds for an Incumbent Wireless provider throughout the Minneapolis / St. Paul / 7 County Metro Area. Design process included completing High Level Designs, permit drawings, construction diagrams/packages and detailed splicing diagrams.
- Twin Cities (Minneapolis/St Paul) backbone and small cell fiber build (2014-2015):
  - Mi-Tech designed and permitted 200 miles of backbone and small cell design for a Fiber Backhaul Provider within the Minneapolis / St. Paul / 7 County Metro Area.

Project Understanding and Innovation/Project Scope of Work

Mi-Tech shall complete the following services:

- Mi-Tech will provide recommendation for a cost effective FTTH solution that will meet the needs of the City of Superior.
- Mi-Tech will review the completed High-Level Design to understand proposed routes and any potential permitting or environmental concerns that may occur along the route.
- Mi-Tech will develop base mapping and provide field engineering services required to prepare comprehensive design, engineering and permit drawings to support the completion of the city's desired backbone and FTTH project.
- The design will include aerial and underground fiber infrastructure, drops, and network equipment and will be limited to the city's phases as defined within the RFP. Design considerations will be included for future expansion beyond the scope of this RFP.
- Mi-Tech will provide pole review/analysis to determine attachment height and make ready needed to attach on all existing utility poles.
- Coordination with existing utilities will be completed as part of the field services and base mapping phase of the project.
- Environmental review and compliance:
    - Based on a preliminary review, the project will require a series of environmental reviews and permits, including:
        - Wetland and waterway delineation – design team will work with the environmental team to avoid wetland and waterway impacts to the extent practicable. For unavoidable wetlands, a field review will be required to confirm, which will be completed by a qualified Mi-Tech wetland professional. Field delineated wetlands will be surveyed and recorded with a GPS unit with sub-meter accuracy. A complied shapefile will be provided to the Mi-Tech designers to incorporate into the final design. These services are included in this scope of work.
        - Endangered Resources Review – Mi-Tech will complete a review of this project for Endangered Resources. It is anticipated that this project will qualify for a Broad Incidental Take Permit. Additional field coordination and assessments for threatened and endangered species and habit is not included in this scope of work.
        - Archaeological/Cultural/Historical Review – Mi-Tech will screen the project for presence of Archaeological, historical, and cultural sites through the Wisconsin Historic Preservation Database. The environmental team will work with the designers to avoid listed sites where possible. Unavoidable sites will require further coordination with WHS and are not included in this scope of work.
        - State (WDNR) Storm Water Construction General Permit – per Mi-Tech preliminary review, this permit will be required. Mi-Tech will prepare the Maps and Stormwater Pollution Prevention Plan (SWPPP) for submittal to

the WDNR. Application submission will be completed with the WDNR – permit fee of $358.75 plus 10% will be a pass-through cost back to the City of Superior.
        - Contaminated Sites – Mi-Tech will screen through the WDNR to identify any potential conflicts with contaminated sites. The environmental team will work with the designers to avoid high-probability sites wherever possible. Unavoidable sites will be described in the final deliverables.
        - A final deliverable document detailing required permitting and environmental conditions identified for the project.
    - Mi-Tech's Environmental Division is available to provide all environmental review and permitting required for the project. The design team and environmental team will work together to avoid environmental concerns wherever feasible.
- Mi-Tech will review the proposed design to ensure logical constructability and will avoid any difficult areas where possible.
- Deliverables will include design files, construction prints, bill of materials, construction phases plans, redline prints received from contractor and final as built drawings.
    - The following files will account for the deliverables, AutoCAD, PDF and Excel BOM.
- Mi-Tech recommends utilizing the selected construction vendor for input regarding field related services within the scope of work, i.e. procedures for disposition of surplus materials, preparation of construction schedules, quality control procedures regarding splicing and testing results, etc.
- Construction Management services can be provided my Mi-Tech on an hourly basis and would be billed bi-monthly based upon a proposed hourly rate that can be provided to City of Martinsville if requested.
- Mi-Tech intends to utilize in-house employees in lieu of utilizing sub-contractors. Mi-Tech reserves the right to engage subcontractors should project demands dictate and with upfront discussions with the City of Superior.
- Mi-Tech permit submittals, as required, are covered within the per foot estimate. Any cost associated with permit fees paid by Mi-Tech will be billed as a pass-through cost plus 10%.

Mi-Tech Quality Control and Assurance

At Mi-Tech, quality is second only to safety – we believe safety must come before all other aspects of the project. One of our core values speaks to acquiring and maintaining long term customers through building meaningful relationships; we believe that to achieve this, quality of work is of the highest importance.

We strive for 100% accuracy for all projects but know that the more complex the projects are that 100% becomes more difficult to attain. There are several ways to improve our quality and we strive to do this at every opportunity throughout the process. The first way we achieve a

high degree of quality is through hiring competent employees that either possess the knowledge necessary for the task or have the capacity to be trained to achieve a high degree of accuracy on a given specification. We feel we do a better job at both hiring and training than any of our competition and concentrate on recruiting and hiring procedures that allow us to find the best employees.

In addition to hiring competent employees, we put a lot of effort into keeping employees long term. We do this by treating our employees well, paying living wages, and offering benefit packages to all full-time employees. Our employee turnover at Mi-Tech is extremely low and we believe this translates into an overall better customer experience than our competitors can provide. Low turnover in employees equals higher qualified employees which directly translates into higher project quality outcomes.

Mi-Tech Quality Control Process

On a typical Mi-Tech design project, quality control checks are performed on a regular basis. Once an area or segment is completed, the project is reviewed by a project lead or manager for adherence to customer requirements as well as overall design criteria.

Discrepancies found during the QC process are corrected immediately at our cost. Every reasonable effort is made toward correcting further discrepancies through re-training of personnel and/or clarification of the specifications and process.

Statement of Investigation and Research

Mi-Tech Services, Inc. has completed their own examination, investigation, and research regarding the method of doing the work, all conditions affecting the work to be done, the labor, equipment and materials, and the quantity of the work to be performed. Mi-Tech Services, Inc. agrees that we have satisfied itself by our own investigation and research regarding all such conditions. Mi-Tech Services, Inc. will review and enter into the Service Agreement with the City of Superior should our proposal be chosen for this RFP. The agreement with the city will be based upon the assumptions and estimates made in this proposal document and as outlined in the RFP document from the city.

Fee Proposal

Below is Mi-Tech's proposed pricing for this project. Footages and number of poles are estimations and are subject to change to actual footage designed and number of poles fielded after project start.

DESCRIPTION	UNIT	ESTIMATED UNIT AMOUNT	UNIT RATE	TOTAL
Fielding, Make Ready Analysis, Structural	Cost per Pole	850 poles (this number is an estimation based on 20% aerial identified in Addendum 2)	$130.00	$110,500.00
Design/Permitting	Cost per Foot	528,000 ft (this number is based on the estimation of 100 miles from the RFP)	$0.84	$443,520.00
Permit Cost	Pass-through + 10%	-	Per Permit	-
		Approximate Grand Total		$554,020.00

Assumptions:

- Assumes 850 utility poles. Mi-Tech will invoice for the actual number of poles fielded.
- Assumes 528,000 ft of design based on the estimation of 100 miles of fiber included in the RFP document. Mi-Tech will invoice for the actual footage that is designed based on routing and service locations.
- Assumes a structural report is required for each utility pole. This is included in the per pole pricing.
- Permit fees will be invoiced at a pass-through cost of the permit fee plus 10%.
- Environmental review is included as outlined in the project approach in this proposal. Excluded environmental items, as described in the project approach, are additional field coordination and field assessments for threatened and endangered species and habit, additional coordination with the WHS, additional coordination with WDNR or required sampling/testing due to contaminated sites.
- Traffic control is excluded.
- Pricing includes (2) revisions. Additional revisions will be invoiced at an agreed upon rate between Mi-Tech and the City of Superior.
- Pricing includes direct and indirect costs for travel expenses and meetings.
- Mi-Tech will invoice the City of Superior at different milestones throughout the project. Proposed milestones include fielding, environmental, partial design, and final deliverables. Milestones will be identified and finalized with the City of Superior prior to project start.

9. Engineering Services for Fiber Phase 2 Engineering

Date: 09/10/24

City of Superior, Wisconsin

I/we, the undersigned, being familiar with your local conditions, having made a field inspection and investigation that I/we deemed necessary, having studied the plans and specifications for the work and being familiar with all the factors and other conditions affecting the work, are hereto attaching the following documents:

1) Subcontractors & Suppliers List
2) Addenda Acknowledgment
3) Qualification & Evaluation Checklist
4) References

I/we, the undersigned, hereby propose to furnish all labor, tools, materials, skills, equipment and all else necessary to execute the work, in accordance with the specifications and are hereby submitting the following proposal:

Total Cost (Not-to-Exceed): $ 554,020.00 (based on assumptions identified on page 8, 9, and 12 of proposal)

Amount in written figures: Five hundred fifty-four thousand, twenty dollars and 00/100 (based on assumptions identified on page 8, 9, and 12 of proposal)

Completion Date: May 15, 2025 **(date)**

Interested firms may, at their discretion, suggest additional services not explicitly requested by this RFP. Proposals should include line item costs for additional services. Please note that additional services may or may not be awarded by the City and that costs for additional services are excluded from the base proposal.

SIGNATURE Lilian Giertz Date 09/10/24

Print Name Lili Giertz

Name of Company Mi-Tech Services, Inc.

Address 46 S. Rolling Meadows Drive, Fond du Lac, WI 54937

Phone 920-370-8756 Fax

E-mail Addrees lgiertz@mi-tech.us

10. Subcontractors Listing (Must be submitted with proposal.)

Engineering Services for Fiber Phase 2

The undersigned agrees to employ the following listed **subcontractors** for the following enumerated classes of work and not to alter or add to such list without the written consent of the City of Superior, WI. Use separate sheet as necessary.

	SUBCONTRACTOR	CLASS OF WORK
1)	n/a	
2)	n/a	
3)	n/a	
4)	n/a	
5)	n/a	

Submitted by:

COMPANY Mi-Tech Services, Inc.

ADDRESS 46 S. Rolling Meadows Drive, Fond du Lac, WI 54937

COMPANY REPRESENTATIVE Lili Giertz

13. Statement of Qualifications Reference Form

Applicant Firm Name: Mi-Tech Services, Inc.

Contact Person: Lili Giertz

Address: 46 S. Rolling Meadows Drive

City, State, and Zip Code: Fond du Lac, WI 54937

Telephone: 920-370-8756

Reference #1

Owner or Company Name: CEC Facilities Group

Contact Person: Nathan Milas

Type of Service(s) Provided: FTTx Design and Engineering

Calendar Year(s) of Service(s) Provided: 2023-Present

City, State, and Zip Code: Irving, TX 75061

Telephone: 817-734-0040, Nmilas@cecfg.com

Reference #2

Owner or Company Name: Miller Pipeline

Contact Person: Jason Anderson

Type of Service(s) Provided: FTTx Design and Engineering

Calendar Year(s) of Service(s) Provided: 2021-2024

City, State, and Zip Code: Denmark, WI 54208

Telephone: 262-574-5100, Jason.Anderson@millerpipeline.com

Reference #3

Owner or Company Name: TDS Telecom

Contact Person: John Deegan

Type of Service(s) Provided: FTTx Design and Engineering

Calendar Year(s) of Service(s) Provided: 2021-2024

City, State, and Zip Code: Ashwaubenon, WI 54304

Telephone: 608-225-1463, John.deegan@tdstelecom.com

12. Qualification Evaluation Checklist

Owner: Mi-Tech Services, Inc.

Contact Person: Lili Giertz

Address: 46 S. Rolling Meadows Drive

City: Fond du Lac State: WI

Zip: 54937

Telephone: 920-370-8756

Instructions:

1. When filling out the checklist check "YES" only to those services provided "in-house" by your firm (or prior experience of key personnel anticipated to perform a substantial amount of the project work) and check "SUB" for services you intend to subcontract out. List the subcontracting firm in the "Comments/Explanation" area.
2. Respondents are encouraged to add comments and to attach more detailed information where appropriate in response to checklist items. Such clarification can greatly assist the evaluation process. **Firms may include other information as they deem appropriate.**
3. Attach to this checklist any appropriate licenses, certification, degrees, or appropriate training that will assist in qualifying your firm for these services.
4. Consultant qualifications will be determined using this checklist along with the information provided as outlined in the "Requirements for Statement of Qualifications".
5. Firms are expected to answer "YES" to some of the checklist items, but not all of them.
6. False, inaccurate or misleading information shall be grounds for disqualification at any time during and after the selection process. When in doubt attach a detailed answer or call for clarification.

Yes	Sub	No	#	Question
			1.	How many years has your firm been engaged in the consulting business under the present firm name? 23 years - since 2001
☐		☒	2.	Has your firm ever failed to complete any work awarded to you? Comment/Explanation:

Yes	Sub	No	#	Question
☒		☐	3.	Is your firm willing to provide (at no cost to the City) an on-site presentation to the City regarding your firm's qualifications? Comment/Explanation: Mi-Tech Services, Inc. would be happy to meet with the city for the interview process.
☒	☐	☐	4.	Does your firm have experience developing construction costs and ongoing maintenance costs for a similar project? Comments: We are able to develop/understand construction costs and maintenance costs associated with these projects.
☒	☐	☐	5.	Does your firm possess all of the necessary licenses and credentials to perform the work as specified? Is your firm licensed in Wisconsin? Comment/Explanation: Mi-Tech Services, Inc. currently completes work in Wisconsin and we are fully licensed to do business in Wisconsin. We also have (2) on staff Professional Engineers licensed in Wisconsin.

11. Addenda Acknowledgement (Must be submitted with Proposal)

Engineering Services for Fiber Phase 2

I/we hereby acknowledge receipt of the following addenda(s):

Addendum No. 1 Dated 09/04/24
Addendum No. 2 Dated 09/04/24
Addendum No. _____ Dated
Addendum No. _____ Dated

I/we further certify that no agreement has been entered into to prevent competition for said work and that I/we carefully examined the site where the work is to take place, and the plans, specifications, form of contract and all other contract documents.

I/we further agree to enter into the contract, as provided in the contract documents, under all the terms, conditions and requirements of those documents.

* If no addenda were issued, the consultant/firm shall so indicate and sign this document.

Mi-Tech Services, Inc.
Company

Lilian Giertz
Representative Signature