



REQUEST FOR PROPOSAL PACKET

Request for Proposal (RFP)

Project Title: Multi-Site Fiber Optic Infrastructure Project

Date Issued: 10/27/25, October 27, 2025

Proposal Due Date: 11/20/2025, November 20, 2025, by 3 PM

Contact Information:

- **Name:** Richard Hein
 - **Title:** IT Director
 - **Organization:** Hutchinson County of Texas
 - **Address:** PO Box 850, Stinnett, TX 79083
 - **Phone:** 806-878-4053
 - **Email:** rhein@hutchinsoncnty.com
-

1. Introduction

Hutchinson County of Texas is seeking competitive sealed proposals from qualified vendors on an infrastructure project to provide fiber optic connectivity to three locations in Borger, Fritch and Stinnett, TX. The project involves the installation of new fiber optic laterals for all three sites and the provisioning of new network equipment at each location. The new infrastructure will connect back to the existing network backbone, which terminates at the 5800 Bell St. Amarillo, TX location. The purpose of this RFP is to identify and select a vendor or vendors, who can provide the lowest and best bid.

2. Scope of Work

The selected contractor will be responsible for the following tasks:

Note: This project is contingent upon all three locations being constructed and provisioned as a single, consolidated group.

2.0 General Outside Plant (OSP) Specifications

All new construction and pathway installations will adhere to the following standards:

- **Fiber Optic Cable:** All newly installed segments will utilize a **48-count** single-mode fiber optic cable.
- **Conduit/Ducts:** New underground pathways will consist of **two (2) 1.5-inch innerducts** to support the fiber cable and provide capacity for future expansion.
- **Handholes:** Where required for splicing and access, new **30" x 48" x 36"** polymer concrete handholes will be installed.
- **Permitting:** The vendor will be responsible for obtaining any needed permitting for the project.

3.0 Site-Specific Work Details

The project is divided into workstreams for three primary locations.

3.1 625 Weatherly St, Borger, TX (New Build)

- **New Lateral Construction:** This site requires the construction of a new underground fiber optic lateral extending approximately **3,121 feet** to connect the site to the nearest existing network access point. This build is contingent on the prior completion of the pending Region 16 fiber construction.

3.2 205 N Cornell Ave, Fritch, TX (New Build)

- **New Lateral Construction:** This site requires the construction of a new underground fiber optic lateral extending approximately **5,500 feet** to connect the site to the existing backbone.

3.3 500 N Main St, Stinnett, TX (New Build)

- **New Lateral Construction:** This site requires the construction of a new underground fiber optic lateral extending approximately **6,500 feet** to connect the site to the existing backbone.

4.0 Equipment & Network Integration

4.1 Customer Premise Equipment (CPE)

All three locations (Borger, Fritch, and Stinnett) will receive an identical **Service-Ready Equipment Package** to be installed at the customer's demarcation point. This infrastructure is capable of supporting services up to 1 Gbps and includes:

- **Network Interface Device (NID):** 1 x Cisco ASR-920 AC with 4-port 1G capability.
 - **Note:** All Cisco Equipment must be purchased from a certified cisco distributor.
 - **Licensing:** Cisco ASR Licensing: Metro IP Access License
 - **Alternative:** The ASR-920 is the preferred device. However, a Cisco NCS-520 may be substituted, Licensing for it – NCS 520 Series IP Access License
- **Optical Transceivers:** 2 x Cisco 1G SFP (LC 1310nm, LX, SMF, 10km, DDM).

4.2 Network Path & Infrastructure Readiness

- **Connectivity:** The newly installed equipment at all three locations will be connected via the fiber network to the **N Pampa Regen** site.
- **Transport:** The connection will traverse the existing network backbone from Pampa and ultimately aggregate at the **5800 Bell St, Amarillo, TX** on-net facility.
- **Map Data:** A sample KMZ map file is available from the Hutchinson County Website located at <https://www.co.hutchinson.tx.us/page/hutchinson.PublicNotices>
- **Final Deliverable:** The project will conclude with the delivery of tested and active fiber optic infrastructure to each of the three customer locations. This infrastructure will be ready to support high-speed data services, with equipment capable of delivering up to 1 Gbps upon service activation.
- **Deliverable Deadline:** All work and final acceptance must be completed and billed by **December 1st, 2026**.

3. Proposal Requirements

Proposals should include the following information:

- **Company Information:** Name, address, and contact details of the company
- **Cost:** Detailed cost breakdown for the project
- **References:** Contact information for at least three references
- **Bond/License:** A copy of the company's Licenses, Bond and/or declaration of company's declaration insurance/bond.
- **Affidavit:** Must sign all Affidavit(s) provided by Hutchinson County in this packet.

4. Evaluation Criteria

Proposals will be evaluated based on the following criteria:

- **Scope of Work/Requirements (10%):** Addresses the desired purpose of this RFP.
- **Experience and Qualifications (15%):** Demonstrated experience with similar projects and qualifications of the team.
- **Cost (50%):** Competitiveness and transparency of the cost proposal.
- **Compliance (10%):** Adherence to all regulatory requirements.
- **References (15%):** Feedback from previous clients.

5. Submission Instructions

Sealed Proposals must be submitted on or before November 20, 2025 no later than 3PM. All submissions can be made by

Mail: Hutchinson County Auditor's Office, PO Box 850, Stinnett, TX 79083 or 515 S. Main St. Stinnett, TX 79083.

Email: bids@hutchinsoncnty.com

Late submissions will not be considered.

6. Questions and Clarifications

Any questions or requests for clarification should be directed to Richard Hein on or before November 13, 2025. An addendum of any questions asked and answered will be posted on the county website November 17th, 2025.

7. Site Visit

A non-mandatory site visit will be conducted at 9:00 am on November 12th at 500 N Main St, Stinnett, TX

A non-mandatory site visit will be conducted at 10:00 am on November 12th at 625 Weatherly St, Borger, TX

A non-mandatory site visit will be conducted at 11:30 am on November 12th at 205 N Cornell Ave, Fritch, TX

8. Bid Bonds

- A bid bond in the amount of 5% of the bid issued by an acceptable surety shall be submitted with each bid [for contracts greater than \$100,000]. A certified check or bank draft payable to the locality or negotiable U.S. Government Bonds (as par value) may be submitted in lieu of the Bid Bond.
- The bid bond or its comparable will be returned to the bidder as soon as practical after the opening of the bids.

9. Execution of Agreement/Performance and Payment Bonds:

- Performance Bonds - All vendors which enter a formal contract in excess of \$100,000 must obtain a Performance Bond in the amount of the contract before commencing with work
- Payment Bonds- All vendors which enter a formal contract in excess of \$25,000 must furnish to the governmental entity a payment bond in the amount of the contract. The payment bond must be filed within 30 days from the date of the Notice of Award:
- The failure of the successful bidder to execute the agreement and supply the required bonds within thirty (30) days from the date of the notice of award-or within such extended period as the locality may grant, shall constitute a default and the locality may, at its option, either award the contract to the next lowest respondent, or re-advertise for proposals. In either case, the locality may charge against the bidder the difference between the amount of the bid, and the amount for which a contract is subsequently executed irrespective of whether this difference exceeds the amount of the bid bond. If a more favorable bid is received through re-advertisement, the defaulting bidder shall have no claim against the locality for a refund.

10. Wages and Salaries

Attention is particularly called to the requirement of paying not less than the prevailing Davis Bacon Related Acts (DBRA) wage rates. These rates are minimums to be paid during the life of the contract. It is therefore the responsibility of the Bidder to inform themselves as to local labor conditions.

11. Timeline

- 10/27/25 – RFP issued
- 11/12/25 – Onsite Visits
- 11/13/25 – Questions and clarifications due
- 11/17/25 – Addendum Posted
- 11/20/25 – 3:00 PM deadline for submitting RFP / Opening of RFPs
- 11/24/25 – (Tentative) Awarding of Proposal by Commissioners Court
- 12/1/26 – Final Deliverable deadline, all work completed and billed

Thank you for your interest in this project. We look forward to receiving your proposal.

Exhibit A

STATE OF TEXAS { }

AFFIDAVIT

COUNTY OF HUTCHINSON { }

BEFORE ME, the undersigned authority, on this day personally appeared _____
known to me to be the person whose name is subscribed to the following, who, upon oath, says:

I am the Manager, Secretary, or other agent or officer or the principal of the Bidder in the matter of the bids to which this affidavit is attached, and I have full knowledge of the relations of the Bidder with the other firms in this same line of business, and the Bidder is not a member of any trust, pool or combination to control the price of supplies bid on, or to influence any person to bid or not to bid thereon.

I further affirm that the Bidder has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant in connection with the submitted bid.

Affiant

SWORN TO AND SUBSCRIBED BEFORE ME by the above Affiant, who, on oath states that the facts contained in the above are true and correct, this _____ day of _____, 20____.

Notary Public in and for
_____ County, Texas

Name of Bidder	_____
Signed by	_____
Title	_____
Address	_____
Phone Number	_____
E-Mail Address	_____
	Vendor Tax ID _____

NOTE: BIDS NOT ACCOMPANIED BY THIS AFFIDAVIT WILL NOT BE CONSIDERED

The County of Hutchinson does not discriminate on the basis of race, color, national origin, sex, religion, age, and disability in employment or the provision of services.

EXHIBIT B

VENDOR REFERENCES

Please list references of past and current customers who can verify the quality of service your company provides. The County prefers customers of similar size and scope of work to this proposal. ***THIS FORM MUST BE RETURNED WITH YOUR PROPOSAL/BID***

REFERENCE ONE:

GOVERNMENT /COMPANY/BUSINESS NAME:	
ADDRESS/CITY/STATE/ZIP:	
CONTACT NAME/TITLE:	
BUSINESS PHONE/FAX:	
CONTRACT PERIOD:	SCOPE OF WORK:

REFERENCE TWO:

GOVERNMENT /COMPANY/BUSINESS NAME:	
ADDRESS/CITY/STATE/ZIP:	
CONTACT NAME/TITLE:	
BUSINESS PHONE/FAX:	
CONTRACT PERIOD:	SCOPE OF WORK:

REFERENCE THREE:

GOVERNMENT /COMPANY/BUSINESS NAME:	
ADDRESS/CITY/STATE/ZIP:	
CONTACT NAME/TITLE:	
BUSINESS PHONE/FAX:	
CONTRACT PERIOD:	SCOPE OF WORK:

EXHIBIT C

RESIDENCE CERTIFICATION

Pursuant to Texas Government Code §2252.001 *et seq.*, as amended, Hutchinson County requires a Residence Certification. §2252.001 *et seq.* of the Texas Government Code provides some restrictions on the awarding of governmental contracts; pertinent provisions of §2252.001 are stated below:

- (1) "Nonresident bidder" refers to a person who is not a resident.
- (2) "Resident bidder" refers to a person whose principal place of business is in this state, including a contractor whose ultimate parent company or majority owner has its principal place of business in this state.

☐ I certify that _____ is a Resident Bidder of Texas
(Company Name)
as defined in Texas Government Code §2252.001.

☐ I certify that _____ is a Nonresident Bidder as
(Company Name)
defined in Texas Government Code §2252.001 and our principal place of business is

(City and State)

EXHIBIT D

CERTIFICATION OF ELIGIBILITY

(This provision applies if the anticipated contract exceeds \$25,000)

By submitting a Statement of Qualifications in response to this solicitation, the Respondent certifies that at the time of submission, it is **NOT** on the **State of Texas** list of suspended, ineligible, or debarred contractors.

In the event of placement on the list between the time of Statement of Qualification submission and time of award, the Respondent will notify the Hutchinson County Auditor. Failure to do so may result in terminating this contract for default.

<https://comptroller.texas.gov/purchasing/programs/vendor-performance-tracking/debarred-vendors.php>

Authorized Signature

Company Name

THIS FORM MUST BE SIGNED AND THE ORIGINAL COPY RETURNED WITH BID

Compliance with Federal and State Laws

Certification of Eligibility (This provision applies if the anticipated contract exceeds \$25,000)

By submitting a bid in response to the solicitation, Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of bid submission and time of award, the Bidder will notify the Hutchinson County Purchasing Agent. Failure to do so may result in terminating the contract for default.

Relating to State Contracts with and Investments in Companies that Boycott Israel

Effective September 1, 2017, Contractor/Vendor verifies that it/he/she does not boycott Israel and will not boycott Israel during the term of this contract. The term "boycott Israel" is defined by Texas Government Code Section 808.001, effective September 1, 2017.

Relating to State Contracts with and Investment in Companies that do Business with Iran, Sudan, or any known foreign terrorist organizations

Effective September 1, 2017, Contractor/Vendor verifies that it/he/she does not do business with Iran, Sudan, or any known foreign terrorist organizations and will not do business with Iran, Sudan, or any known foreign terrorist organizations during the term of this contract. The term "foreign terrorist organization" is defined by Texas Government Code Section 806.001, effective September 1, 2017.

Disclosure of Interested Parties

By submitting a bid in response to the solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. **Bidder agrees to provide Hutchinson County Purchasing Agent, and/or requesting department, the Certificate of Interested Parties Form 1295 as required**, within ten (10) business days from notification of pending award, renewal, amended or extended contract.

Visit https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm for more information.

8.3 By submitting a bid in response to the solicitation, the bidder verifies that it complies with Texas Government Code Chapter 2274 and further verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and, will not discriminate during the term of the contract against a firearm entity or firearm trade association.

8.4 By submitting a bid in response to the solicitation, the bidder verifies that it complies with Texas Government Code Chapter 2274 and further verifies that it:

- (1) does not boycott energy companies; and
- (2) will not boycott energy companies during the term of the contract. In

this provision:

- (1) "Boycott energy company" has the meaning assigned by Section 809.001.
- (2) "Company" has the meaning assigned by Section 809.001, except that the term does not include a sole proprietorship.
- (3) "Governmental entity" has the meaning assigned by Section 2251.001.

(Company Name)

(Address)

(Signature)

(Title)

(Date)

(Email)

(Phone)

THIS FORM MUST BE SIGNED AND THE ORIGINAL COPY RETURNED WITH BID



Hutchinson County

P.O. Box 850 Stinnett, Texas 79083 (806) 878-4015

Lesha Krieg, County Auditor

EXHIBIT E

To: Vendors of Hutchinson County, Texas

From: Lesha Krieg

Re: Conflict of Interest Questionnaire

Vendor;

Attached, please find a Conflict of Interest Questionnaire. Please complete this form if you have an applicable Conflict of Interest with any Hutchinson County Official, Employee, or Department. The questionnaire should reflect the name of the individual with whom the conflict of interest occurs. Please **DO NOT** complete this form if you do not have a viable conflict.

By submitting a response to this the request, a vendor represents that it is in compliance with the requirements of Chapter 176 of the Texas Local Government Code.

Applicable Law

Chapter 176 of the Texas Local Government Code requires that any vendor or person considering doing business with a local government entity disclose in the Questionnaire Form CIQ, the vendor or person's affiliation or business relationship that might cause a conflict of interest with a local government entity. By law, this questionnaire must be filed with the records administrator of Hutchinson County no later than the 7th business day after the date the person becomes aware of facts that require the statement to be filed. See Section 176.006, Local Government Code. Please see attached questionnaire

CONFLICT OF INTEREST QUESTIONNAIRE**FORM CIQ****For vendor doing business with local governmental entity****This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.**

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 ☐ Check this box if you are filing an update to a previously filed questionnaire. (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed._____
Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes☐ No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7_____
Signature of vendor doing business with the governmental entity_____
Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

- (a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

- (2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed;

or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

- (a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

- (a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

- (1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

- (2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

CERTIFICATION OF ELIGIBILITY

(This provision applies if the anticipated contract exceeds \$25,000)

By submitting a Statement of Qualifications in response to this solicitation, the Respondent certifies that at the time of submission, it is **NOT** on the **Federal Government's** list of suspended, ineligible, or debarred contractors.

In the event of placement on the list between the time of Statement of Qualification submission and time of award, the Respondent will notify the Hutchinson County Purchasing Agent. Failure to do so may result in terminating this contract for default.

All bidders must be registered on www.SAM.gov

Authorized Signature

Company Name

THIS FORM MUST BE SIGNED AND THE ORIGINAL COPY RETURNED WITH BID

FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Hutchinson County's bid process. The Purchasing Department will provide additional clarification of specifications, assistance with Price Forms, and further explanation of bidding procedures to those DBE who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Hutchinson County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
HUB Program
1711 Jacinto Blvd.
PO Box 13047
Texas 78711-3047
(512)463-5872

OR

North Central Texas Statewide
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011 Austin,
(817)640-0606

If your company is already certified, attach a copy of the certification to this form and return with bid.

Company Name: _____

Representative: _____

Address: _____

City, State, Zip: _____

Phone No: _____

Fax No: _____