

June 25, 2015

**ADDENDUM #1**  
**NWRFP-15-14**  
**Fibre Optic Network Project Manager**  
**New Westminster, BC**

This addendum modifies the Request for Proposal only as noted:

Draft Fibre Link Network Map

Per section 8.1(ii) of the RFP document, the City is providing a **draft only** version of the Fibre Network Map. This map has been included on Page 3 of this addendum for reference only and is subject to change at any time.

Questions and Answers

Question 1: Will the City take care of any construction permit requirements?

Answer 1: The Project Manager will liaise with vendors and Engineering to ensure all necessary permits are obtained.

Question 2: All the communications infrastructure will be built in land owned by the City or the utility right of way (i.e. there is no need of purchasing any land)?

Answer 2: Yes.

Question 3: The City will provide all the information related to underground utilities along the fibre optic routes?

Answer 3: No. The vendors will have to check with BC-1 to get details of underground utilities along the fibre routes.

Question 4: Based on the scope of work, can you provide the amount of hours that will be required for the following tasks?

Answer 4:

i) Assist in the preparation of RFP / Tendering documents for the engagement of consultants and contractors for the physical construction and installation of the fibre network;

Approx: 40 – 50 hrs

ii) Oversee the proper construction and cable installations by third party vendors;

Approx: 300 - 400 hrs

iii) Provide design specifications and oversee construction of Co-location facility;

Approx: 200 – 300 hrs



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iv) Prepare detailed documentation of the cable plant, the fibre strand allocations and Splice Management tables;

Approx: 70 – 80 hrs

v) Develop an Operations manual for the City's Fibre Optic Network;

Approx: 60 – 70 hrs

vi) Assist in establishing a dark fibre Lease Pricing structure;

Approx: 30-40 hrs

vii) Assist in developing Service Level Agreements (SLA);

Approx: 15 -20 hrs

viii) Assist in developing a work order processing and fulfilment system;

Approx: 70-80 hrs

ix) Assist in the establishment of a service call/customer support system;

Approx: 60 -70 hrs

x) Assist in the business development activities of dark fibre leases;

Approx: 40 - 50 hrs

xi) Liaise and work co-operatively with City departments to ensure all engineering design, construction, permits, and ensure all regulatory codes are adhered to;

Approx: 20 -30 hrs

xii) Liaise with Telephone companies, Internet Service Providers and telecommunication vendors on behalf of the City to resolve issues;

Approx: 80 - 90 hrs

### **END OF ADDENDUM #1**

Please acknowledge this addendum in your Proposal.

Yours truly,

Roy Moulder, SCMP  
Purchasing Manager



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## DRAFT ONLY – FIBER LINK NETWORK MAP MAP SUBJECT TO CHANGE

### Status of Fiber Link Network May 2015 City of New Westminster



**Legend**

- Existing Fiber Network
- Installed Fiber Overhead
- Proposed Fiber Network
- Installed Conduits

**Notes:**



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 Corporation of the City of  
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