# Harriman Utility Board Broadband Fiber Project

# Intent to Bid – IP Space RFP

# Project Summary

The Harriman Utility Board (HUB) in Roane County, TN, is launching a fiber construction project to deliver high-speed broadband internet access across its service territory. The project entails constructing 395 miles of mainline fiber, initially serving 2,920 homes and businesses. The network is designed to eventually cover the entire HUB service area, which encompasses 7,300 homes and businesses, with potential for future expansion.This project requires IP Space for logical network management. Fiber construction is scheduled to begin in June 2025, with the initial network configuration to begin in late June.HUB is seeking bidders to provide IP Space for the project.

# Intent to Bid

The undersigned certifies an understanding of the nature and character of the work to bid and is sufficiently skilled and equipped to provide the requested services. HUB will use both subjective and objective criteria to evaluate each applicant’s qualifications. Submitting this Intent to Bid does not guarantee any award or invitation to future project bids.

The signee must be an officer of the company or authorized by an officer to submit this form. Inaccurate data and/or misrepresentation during this RFP process may be grounds for rejection.

|  |  |
| --- | --- |
| **Authorized Bidder** | |
| Company Name |  |
| Bidder Name (Print) |  |
| Bidder Title |  |
| Signature |  |
| Date |  |
| Authorizing Officer Name (Print) |  |
| Authorizing Officer Title |  |
| **RFP Question/Answer Portal Assignee**  *Identify an agent of the company to* *be provided access to the Q/A Portal.* | |
| Portal Assignee Name |  |
| Portal Assignee Email |  |

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# Intent to Bid Form Registration

The Intent to Bid Form must be signed and returned by the deadline in order to be invited to receive access to the Question and Answer (Q/A) portal, and to receive other RFP related email messages.

Intent to Bid Email Submission Instructions:

1. Download and fill in the Intent to Bid Form.
2. Print out and sign the completed form.
3. Scan page 1 of the signed form as a PDF document and ensure legibility.
4. Attach to email and send to the following addresses:
   1. [randy.cantrell@entrustsol.com](mailto:randy.cantrell@entrustsol.com)
   2. [ashley.hawkins@entrustsol.com](mailto:ashley.hawkins@entrustsol.com)
5. Subject line should read: “IP Space ITB – [Insert Company Name]”

Recipients of the email will reply within 24 hours to acknowledge receipt. You will receive system generated email no later than the Q/A Portal Open date (see timeline below). Please check your spam and junk folders if you do not receive. You may also email the contacts above for additional assistance.

# RFP Timeline

The RFP timeline is shown in the table below.

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| **EVENT** | **DUE DATE**  ***(Time in EST)*** | **COMMENTS** |
| Advertise RFP & Publish Intent to Bid Registration Form  RFP Documents Published | April 24 | Upcoming RFP will be advertised to full requirement. |
| Q/A Portal Opened | April 30 | Last day to register with ITB form. RFP documents will be made available for download to all registered bidders. First bidder questions may be submitted. |
| Q/A Portal Closed | May 9 | Portal is closed for new questions but is still accessible for review. |
| Meeting Invite Delivered | May 9 | Meeting invite shared with registered bidders for remote attendance of the sealed envelope public open. |
| Sealed Envelope Opening | May 14  (10:30 am) | Sealed envelope public open. |
| Electronic Bids Due | May 15 | Electronic copies of bid packages must be delivered after the sealed envelope public opening. |
| Bid Award | May 27 | All bidders will be notified of the final award status. |