



**University of California, Davis
Real Estate Services**

**PHASE I REQUEST FOR PROPOSAL FOR:
Cellular Site License**

**RFP Reference: CELL SITE RFP – PHASE I
DATE Issued: May 3, 2005**

DUE DATE: June 10, 2005 5:00 PM PST

Please Note: If you wish to receive any addenda and the University's responses to questions please send an email with return email address, to Mary Hayakawa at cell-site@ucdavis.edu .

Return Response to:

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Director, Real Estate Services
Office of Resource Management & Planning
University of California, Davis
Mrak Hall, Room 316
One Shields Avenue
Davis, CA 95616-8678
Voice: (530) 754-8573
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Public disclosure: Responses to Become Public Records

All materials submitted in response to this solicitation become a matter of public record and shall be regarded as public record.

Designation of Confidential Information:

The Regents will recognize as confidential only those elements in each response, which are trade secrets as that term is defined in the law of California and which are clearly marked as 'TRADE SECRET,' 'CONFIDENTIAL,' or 'PROPRIETARY.' Vague designations and blanket statements regarding entire pages or documents are insufficient and shall not bind The Regents to protect the designated matter from disclosure.

The California Public Records Act limits The Regents' ability to withhold prequalification and bid data to trade secrets or records, the disclosure of which is exempt or prohibited pursuant to federal or state law. If a submittal contains any trade secrets that a Contractor does not want disclosed to the public or used by The Regents for any purpose other than evaluation of the Contractor's eligibility, each sheet of such information must be marked with the designation "Confidential." The Regents will notify the submitter of data so classified of any request to inspect such data so that the submitter will have an opportunity to establish that such information is exempt from inspection in any proceeding to compel inspection.

The Regents Not Liable for Required Disclosure:

The Regents shall not in any way be liable or responsible for the disclosure of any records if they are not plainly marked 'TRADE SECRET,' 'CONFIDENTIAL,' or 'PROPRIETARY,' or if disclosure is required by law or by an order of the court.

CELLULAR SITE LICENSE -- REQUEST FOR PROPOSAL
Table of Contents

COVER SHEET 1

REQUEST FOR PROPOSAL TABLE OF CONTENTS 2

1. PURPOSE & INTRODUCTION..... 3

 1.1 PURPOSE..... 3

 1.2 UC DAVIS INTRODUCTION..... 3

2. RFP PROCESS 3

 2.1 RFP SUBMITTALS PROCESS 3

 2.2 SELECTION PROCESS..... 4

 2.3 RFP RESPONSE CONTENTS 5

 2.4 RFP RESPONSES 7

 2.5 QUESTION/ANSWER PERIOD 9

 2.6 UNIVERSITY CONTACTS 9

 2.7 ADDENDUMS TO RFP 9

 2.8 PROPOSED RFP SCHEDULE..... 10

3. CERTIFICATION 11

1. PURPOSE & INTRODUCTION

1.1 Purpose

The University of California, Davis (**UNIVERSITY**) is seeking proposals from qualified cellular service providers or their representatives (**CARRIERS**) desiring to locate cellular antenna facilities on the Davis campus. The intent of the **UNIVERSITY** is to enter into a number of individual site license agreements with qualified **CARRIERS** that will enable the **CARRIERS** to enhance their cellular coverage in the area while providing the **UNIVERSITY** with an ongoing revenue stream.

This document describes the **UNIVERSITY'S** requirements including timelines, instructions for submitting proposals, and the selection process for entering into contract negotiations. It is anticipated that the term for each license agreement would be no less than ten years from the date of license execution and that the **UNIVERSITY** may award agreements to as many **CARRIERS** it desires.

1.2 UC Davis Introduction

- UC Davis has approximately 350 departments, 964 buildings, 17,637 employees, and located on a 5,300 acre campus eleven miles West of Sacramento, California.
- UC Davis was established in 1908 as the University's Farm School
- **Funding:**
 - **Research funding:** \$420.7 million in 2003-04
 - **Private support:** \$72 million in 2002-03
- **Colleges/schools/divisions:**
 - 3 colleges (Agricultural and Environmental Sciences, Engineering, Letters and Science).
 - 5 professional schools (Education, Law, Management, Medicine, Veterinary Medicine).
 - 1 division (Biological Sciences).
- **Student enrollment:** 30,065 (fall 2004)
- UC Davis provides administrative support for the UC Agriculture Natural Resource Division with locations throughout California, from the Oregon to Mexican borders.
- UCD long range development plan may be viewed at:
<http://www.ormp.ucdavis.edu/environreview/lrdp.html#LRDPEIR>

2. RFP PROCESS

2.1 RFP Submittals Process

The Request for Proposal (RFP) process will be conducted as a two-stage process (Phase I and Phase II) as described below. Please refer to the Proposed Project Schedule, **Section 2.8**, for specific transmittal and submission dates.

2.1.1 Phase I:

Phase I Response: The first step in this process is for **CARRIERS** to identify locations on the Davis Campus that will maximize coverage in the least obtrusive and most cost effective way. **CARRIERS** must attend a mandatory kick-off meeting on May 19, 2005. **CARRIERS** should send both a site acquisition representative and a representative from **CARRIER'S** radio frequency engineering department or consultant. Following that meeting and after conducting their RF surveys of the Davis campus, **CARRIERS** shall submit a priority list of antenna sites on the Davis campus, containing both the specific site/location desired, and a general description of the proposed equipment and environmental requirements associated with the site. **CARRIERS** shall submit supporting RF survey data (*i.e.* propagation maps) in support of each proposed location.

2.1.2 Phase II:

Following the submission of the Phase I Responses from the **CARRIERS**, the **UNIVERSITY** will perform a preliminary site evaluation based upon the proposed sites requested by all **CARRIERS** (and the supporting RF surveys) and define a set of pre-approved antenna sites for consideration. **CARRIERS** should understand that the **UNIVERSITY** will designate specific available sites, and in some cases, co-location of antenna sites by multiple **CARRIERS** may be required.

The **UNIVERSITY** then will release an addendum to this RFP (Phase II) that will include the set of approved sites and a list of any constraints associated with those sites. Additionally, at that time, the **UNIVERSITY** shall provide a draft of the proposed License Agreement that will be executed with the selected **CARRIERS**.

Phase II Response: **CARRIERS** shall submit their Phase II proposals in accordance with the requirements that will be outlined in the addendum to this RFP, along with a non-refundable feasibility study fee of Ten Thousand Dollars (\$10,000) per proposed site to cover **UNIVERSITY'S** costs related to evaluating **CARRIERS'** proposed sites (such costs include but are not limited to, costs related to engineering, environmental, structural, architectural and facilities-related reviews.)

2.2 Selection Process

UNIVERSITY reserves the right to award an opportunity to negotiate License Agreement(s) after reviewing, evaluating, and comparing all responses to Phase I and Phase II of this RFP. Following **UNIVERSITY'S** evaluation and selection, **UNIVERSITY** will negotiate with the selected **CARRIERS** specific terms and conditions related to each proposed cell site. If, during the negotiations, **UNIVERSITY** determines at its sole discretion that a satisfactory agreement with any selected **CARRIER** is not possible or is unlikely, **UNIVERSITY** may end negotiations or pursue other alternatives, whichever is in its best interest.

Any resulting License Agreement shall be awarded only if the resultant revenue streams are satisfactory to the **UNIVERSITY** and the **CARRIER'S** proposal complies with all mandatory terms and conditions identified in this RFP and the associated design review and negotiation processes.

The **UNIVERSITY** reserves the right to accept, reject, or waive any irregularities in any proposal; however, any irregularities may render the proposal non-responsive. The **UNIVERSITY** reserves the right to award an opportunity to negotiate a License Agreement with any **CARRIER** after reviewing, evaluating, and comparing all responses pursuant to the following criteria:

- **CARRIER'S** ability to design and install a cellular antenna system(s) pursuant to **UNIVERSITY'S** terms and conditions.
- **CARRIER'S** approach and thoroughness in their response to Phase I and Phase II of the RFP and the completeness of their proposal and subsequent submittals.
- Potential Impacts of the **CARRIER'S** proposed installation to the **UNIVERSITY** and surrounding community.
- **CARRIER'S** ability to implement adequate "stealth" or camouflaging techniques to eliminate the visual impact of any cellular antenna facility.
- **CARRIER'S** stated ability to meet the required schedule of **Section 2.8** of this RFP.
- **CARRIER'S** track record in developing, conducting and bringing such engagements to successful closure within a higher education framework.
- The **CARRIER'S** proposed license fees over the life of the ten-year license agreement.

2.3 Phase I RFP Response Contents

Proposals submitted in response to Phase I of this RFP shall include the following **MANDATORY** items:

2.3.1 Cover Letter

A letter of interest and narrative describing **CARRIER'S** understanding of the project, and why they feel the **UNIVERSITY** should negotiate a License Agreement with them.

2.3.2 Qualifications

- A description of the **CARRIER'S** qualifications.
- A set of references that demonstrate **CARRIER'S** experience and ability to successfully execute any work resultant from a License Agreement, especially as it relates to the installation of similar cellular antenna facilities on other college or university campuses. Please provide specific examples of installations at other colleges or universities and the name and contact information for the campus point of contact on those projects.

2.3.3 Single Point of Contact

CARRIER shall designate a single point of contact that shall have complete responsibility for the delivery of the proposed antennas and associated facilities.

2.3.4 Project Contact Information

CARRIER shall provide a complete list of names, titles, and phone numbers of the project team to use for coordination, information, and problem resolution, both technical and contractual.

2.3.5 Project Proposal

2.3.5.1 Potential Cell Sites

CARRIERS shall indicate how many individual sites they are interested in placing on **UNIVERSITY** property and provide the university with one (1) to ten (10) potential cell site locations. It is expected that **CARRIERS** will evaluate these sites for RF coverage and general construction worthiness. **CARRIERS** will be allowed escorted visits to rooftops, etc, as required. **CARRIERS should be aware that the UNIVERSITY will not consider cell site locations less than 500 feet from any border with the City of Davis.** **CARRIERS** should assume that co-location with other cellular provider(s) is likely. **CARRIERS** are encouraged to select more than one site and rank them for suitability from 1 to 3 (1 - being an excellent site, 2 - being a good site, 3 - being a fair site).

2.3.5.2 Cell Site Location Detail

For each potential cell site location request, provide the following basic information:

- 1) Name of building or facility on which cell site may be mounted.
- 2) Location(s) requested within building (i.e. roof, equipment rm., etc.).
- 3) Site configuration: equipment cabinets with antennas on roof, etc.
- 4) Power requirements.
- 5) Seismic needs for equipment/antennas.
- 6) Roof penetration requirements (if necessary).
- 7) Telecommunications requirements (T-1 circuits, etc.).
- 8) Square feet of space required per location.
- 9) Proposed stealthing of base transmission stations & antennas.

2.3.5.3 Cell Site Requirements

Proposed Infrastructure: For each potential location, provide the **UNIVERSITY** with the following information:

- 1) Proposed sectors and antennas per sector.
- 2) Size of antennas (height, width, and depth) and separation area between each antenna.
- 3) Height of sectors and antennas off ground.
- 4) Required cabling from sectors/antennas to base transmission station.(BTS)
- 5) Proposed size of BTS.
- 6) Proposed location of and proximity of BTS to sectors/antennas.
- 7) Equipment layout inside BTS.
- 8) Lightning rod or arrester and configuration requirement.
- 9) Grounding system requirements including soil treatments.
- 10) Structural and actual weight load of equipment inside BTS as well as sectors/antennas.
- 11) Power requirements w/quantity & types of outlets (100-200 amps single-phase, etc).
- 12) Back-up power requirements (battery back-up amp-hour rating, back-up genset, power plug, etc.).
- 13) HVAC/Cooling requirements of BTS.
- 14) Fire Suppression requirements of BTS
- 15) Security requirements of BTS.
- 16) Bandwidth and/or fiber for back-haul requirements of BTS.

- 17) Specific technology and future technology that **CARRIER** will implement inside BTS
- 18) Proposed stealthing of sectors, antennas, and/or BTS, as needed.
- 19) Any specific requirements regarding vertical and horizontal separation to other **CARRIERS**.

2.3.5.4 Cell Site Base Rental

State the proposed monthly license fee per site and cumulative market rate increases per annum for the proposed ten year License Agreement term and any extensions to the original term(s).

2.3.5.5 Operating Expenses

CARRIER shall be responsible for all operating expenses associated with each cell site (including but not limited to electricity and telecommunications charges).

2.3.5.5 Cell Site Additional Compensation

Outline any Additional Compensation that **CARRIER** proposes to pay to **UNIVERSITY** (such as profit sharing, fees based upon a percentage of gross revenues, consideration paid for usage originating in the coverage area, etc.) on a monthly and/or yearly basis.

2.4 RFP Responses:

Responses submitted in response to this Phase I of this RFP shall be submitted as follows:

Phase I (Priority List of Proposed Antenna Sites and RF Surveys) Response

Ten (10) complete hard copies and two (2) electronic copies in Microsoft Word, Microsoft Excel and/or Adobe Acrobat, if needed, of **CARRIER'S** initial site location response. Package containing **CARRIERS** response shall be labeled **RFP Reference: CELL SITE RFP – PHASE I**

RFP RESPONSES MAY BE SUBMITTED IN PERSON, BY U.S. MAIL, OR EXPRESS DELIVERY SERVICE. FAXED RESPONSES SHALL NOT BE ACCEPTED

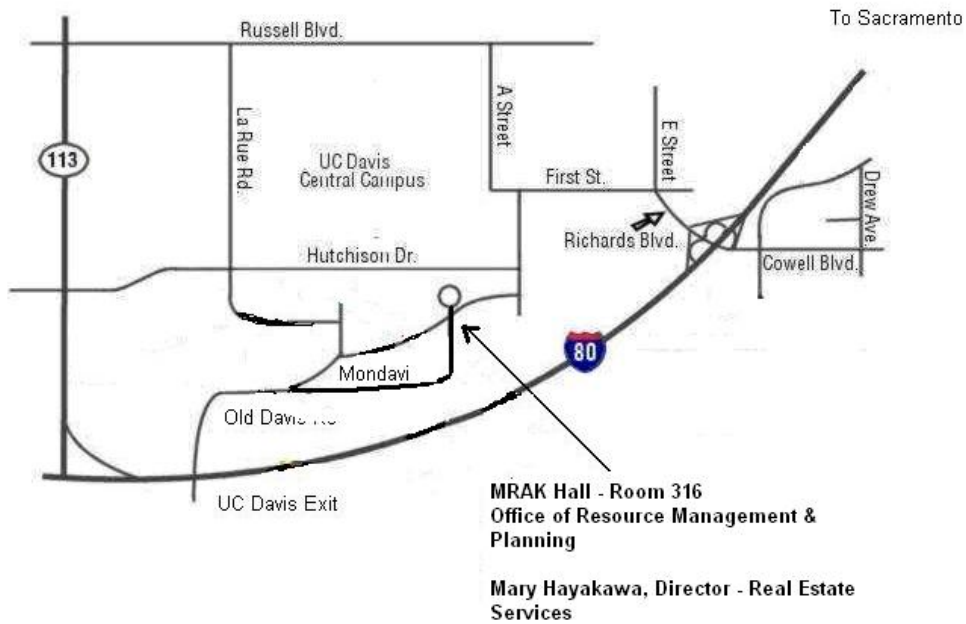
The **UNIVERSITY** shall receive **Phase I responses no later than 5:00 PM PST, on June 10, 2005**. Late responses may not be reviewed. Responses submitted without the required information shall be considered incomplete and may not be reviewed.

Submit RFP responses to:

Mary Hayakawa
Director, Real Estate Services
Office of Resource Management & Planning
University of California, Davis
Mrak Hall, Room 376
One Shields Avenue,
Davis, CA 95616-8678

Directions to the UC Davis Office of Resource Management and Planning:

Take I-80 from San Francisco East or Sacramento West to the UC Davis exit. Turn left from San Francisco or right from Sacramento onto Old Davis Road. Take Old Davis Road past the Mondavi Center and turn left on Mrak Hall Drive. Take Mrak Hall Drive to Mrak Hall, the campus Administration building. Take the elevator to the third floor, room 376 – room 316 is in room 376.



2.5 Question/Answer Period

If after the distribution of Phase I of the RFP, you have questions or require clarification of various aspects of the RFP, you shall submit them to the appropriate **UNIVERSITY** contact listed via plain text email no later than May 26, 2005. All submittals shall be responded to as an addendum to the RFP and sent to each prospective **CARRIER** via email no later than June 3, 2005. Questions received after the May 26, 2005 date shall not receive formal **UNIVERSITY** response.

2.6 UNIVERSITY Contacts

For technical questions and clarifications you may submit questions via email to the following person no later than **May 26, 2005**:

Zackary M. O'Donnell
Wireless Development Engineer, Communications Resources
One Shields Avenue
University of California, Davis
Davis, CA 95616
Voice: (530) 752-5947
Email: cell-site@ucdavis.edu

For contractual matters and RFP submittal clarification you may contact:

Mary Hayakawa
Director, Real Estate Services
Office of Resource Management & Planning
University of California, Davis
Mrak Hall, Room 316
One Shields Avenue,
Davis, CA 95616-8678

Voice: (530) 754-8573
Fax (530) 752-5808
Email: cell-site@ucdavis.edu

2.7 Addenda to RFP

RFP requirements and any other RFP information can only be revised through a written notice of addendum issued by **UNIVERSITY'S** Real Estate Services office. Oral changes are not authorized.

2.8 Proposed RFP Schedule

<u>Description</u>	<u>Date</u>
RFP Phase I -Request for Locations to potential CARRIERS	May 3, 2005
Kick-off Meeting – Project Overview/Introductions 1:00 p.m.	May 19, 2005
Phase I Question and Answer Period closes	May 26, 2005
UNIVERSITY responds to questions with addendum to Phase I	June 3, 2005
CARRIER submittal of Response to Phase I to UNIVERSITY	June 10, 2005
UNIVERSITY releases RFP Phase II – final cell site locations, License Agreement to CARRIERS	July 11, 2005
Phase II Question and Answer Period closes	July 29, 2005
UNIVERSITY responds to questions with addendum to Phase II	August 5, 2005
CARRIERS submit formal Phase II RFP Responses	August 26, 2005
UNIVERSITY selects CARRIERS	September 9, 2005
UNIVERSITY/CARRIERS execute License Agreements	October 28, 2005
Development of Construction Documents/Specifications	November 30, 2005
Construction Administration	January –April 2006
Project Closeout and As-Builts	May 30, 2006

3. CERTIFICATION

I certify that I am authorized to sign for this offer on behalf of the organization I represent, and agree to all terms and conditions described herein.

Date

Authorized Signature

Company Name

Address

City/State/Zip Code

Print Name of Signatory

Telephone Number with Area Code

Email Address

Webpage Address