

# RFP #25-07-001 Pole Inventory & Mapping Q&A Addendum

Addendum No. 3 is hereby incorporated and made part of the Proposal Documents. Except as specifically modified by this document, all other terms and conditions remain in full force and effect.

## System & Access

1. Does the City have an estimated range of how many utilities poles there are? 2000-2500
  - a. What are the pole heights? 40-45'
  - b. What are the pole materials? Wooden
2. Does the inventory include poles owned by third parties (e.g., telecom, cable) within city limits, or only City-owned poles? Only city-owned poles
3. What percentage of the system is roadside versus backlot? 75% / 25%
4. Are most of the poles accessible? Yes
5. How many estimated meter locations are there? Spread Out
6. How many underground devices do the utility have estimated? None
7. How many substations and feeders are there? (1) / (4)
8. Do you have an estimate on how many miles the system is? 300
9. Could you provide more details about the current assets? Specifically, do they cover the entire network, and what type of utility network is in place? Utility poles are spread out through the entire network.
10. Are there any restrictions on which UAVs can be flown on the system? Are DJIs allowed? No, except there is a state prison located on the outskirts of the city (250 above, 500 ft around) / Yes
11. Does the City have a list of companies who use the utility poles? Yes (Sandhills Connections, Spectrum, ATT&T, Duke Energy Owned Poles - Share Some)

12. Is there a current process for notifying when a new connection is added to a pole?  
[No process exists](#)
13. Will our field teams have city wide access to private property to ensure no poles are missed? [The City will assist in securing permission when necessary](#)
14. Are there restricted access areas requiring coordination or permission? [No](#)
15. Does the City provide access to private property where easements may be present and require permission to enter, or will individual notices to property owners for access onto private property be required by the contractor? [The City will assist in securing permission when necessary](#)
16. What is the process of escalation if a Landowner refuses access? [The City will assist in securing permission when necessary](#)
17. If we determine any major issues with clearances over roadways or structural integrity of the pole what is the process for escalation of repair/replacement?  
[Simply report the matter](#)
18. Will the City handle this coordination with utility to rectify code compliance or is notification to be completed by the firm awarded? [Both, the firm will make efforts of notification as well.](#)
19. What are the typical voltages that are transported on the electrical lines? [7,200](#)
20. Will field collection require any permits or city department coordination? [No](#)
21. What specific licensing/permits are required to pursue the work? [None](#)

## Scope of Work/Data

1. Does the scope include all utility poles located within the public right-of-way? [Yes](#)
  - a. Are there any exclusions? [No](#)
2. What geographic boundaries define the full scope of the inventory? [City Boundary](#)

3. Can the City provide a brief description of what kind of records exist for utility poles (paper maps, records in excel, etc)? [Paper map with drawn service area boundary, no tabular data available](#)
4. Does that map have utility pole locations marked on it? [No](#)
5. Do the paper records contain information to ingest into the new system? [Yes](#)
6. Can you provide prospective vendors with samples of the paper-based maps you are currently using? [None on file](#)
7. Are there any known datasets or previous pole inventories that will be provided? [No](#)
8. Does Marlboro Electric Cooperative or the City of Bennettsville, SC have any existing, physical maps of the existing power infrastructure? [Paper maps of service area boundary](#)
  - a. Will we have access to the Electric Coop? [No](#)
9. Are you able to share a shapefile or KMZ of the system? [We have a parcel layer with no defined service area.](#)
10. How many users will need to access the field app? (managers, field workers, etc?)  
[Eight \(8\) to Ten \(10\)](#)
  - a. Could you categorize users by roles (e.g., Editors, Viewers, Administrators, etc.)? [Yes](#)
11. What existing Documents/information will we have access to before fielding? [Paper maps of service area boundary](#)
12. If we determine poles are owned by a private utility, do you still want them fielded and tracked in the database? [Yes](#)
13. Should utility poles located on private commercial property be included in the inventory? [Yes](#)
14. Should utility poles located on private residential property be included in the inventory? [Yes](#)
15. Are poles located within utility easements but outside the public ROW to be included in the scope? [Yes](#)

16. Should the inventory include streetlight-only poles, or only utility poles used for electrical distribution? [Both](#)
17. Should power drop poles, push brace poles, and guy-only poles be included in the inventory? [Yes](#)
18. Are there pole types we should exclude from the inventory? [No](#)
19. Should third-party equipment mounted to poles, such as cameras or antennas, be included in the inventory? [Only as an attribute](#)
20. Is the condition of each pole to be assessed by visual inspection only? Or by more invasive means of inspection? [Visual](#)
21. Will the city provide the condition assessment criteria? [Contractor will develop one](#)
22. Regarding identifying utility connections, please clarify whether the data source for this component will be limited to field data collection, or if supplementary sources such as existing records, databases, or external datasets will also be utilized.  
[Limited to field data collection](#)
23. Please confirm the complete list of required attributes/data fields for each pole beyond those mentioned (condition, height, material, class, voltage, type/quantity of attachments, ownership details, attachment heights, span lengths, clearances, guys/anchors). [List is thorough](#)
24. If multiple pole types are to be inventoried, should the same full set of data be collected for all, or will different data requirements apply? [Same](#)
25. For pole age estimation, will the City provide any historical installation data, or should estimation methodology be entirely vendor-developed? [Vendor-developed](#)
26. Does the city want a number for the estimated age, or does a general categorization of the pole's condition (like new, good, fair, and poor) with photos of each pole suffice for the city's needs? [As long as the categories are defined](#)
27. Are photographs of each pole required? [No](#)
- a. If so, what resolution and file format should be used? [N/A](#)

28. For any failed poles due to pole testing failure & age, would the city prefer for an approved vendor to provide a full complete turn-key engineering /design & construction for replacement? **No**
29. For attachments/utilities, should ownership and service type be identified for each connection? **Yes**
30. Are ownership details visible on foot? **Some**
31. Will the City require underground assets to be included in the mapping system such as underground transformers, pedestals, switchgears, junction boxes, handholes, manholes, and vaults? **Yes, underground infrastructure is minimal**
32. Should mapping boundaries be based on the City's official municipal boundary map, or will the City provide a custom project boundary for route verification? **City Boundary**
33. Please clarify item 3 [**Process for identifying utility connections on each pole**] in the project approach. **Visual**
34. Could you please specify the required workflows and share any existing workflow lists, if available? **Open to establishment of new workflows**
35. Could you clarify if data auditing and manual validation tasks are within our implementation scope, or if they will be handled directly by your team? **It is not**
36. Could you please elaborate further on the point regarding *support grants and funding applications*? [**Provide the City with a data-driven foundation to prioritize future infrastructure investments, track asset life cycles, and support grant and funding applications**] **Data will be included in grant applications**
37. Could you please elaborate on the point regarding *tracking and managing utility connections over time* for Innovative Tracking Solutions? **Tracking changes**
38. Is there any underground Electric involved in this inventory? **Very little**
39. Is inventorying the electric distribution conductor information in scope? **No**
40. What level of "quality control and data validation" is expected from the proposer? **Low**

- a. Will the City conduct its own independent verification, or is the proposer responsible for the complete validation process? [City will conduct its own verification.](#)
- 41. Does Bennettsville want any Pole Tagging? Example: (6-digit 2 nail tag applied to poles) or Digital Pictures of Infrastructure taken? Example (One Pole Top Picture)  
[Yes....Both](#)

## GIS/IT

- 1. Does the city own a GIS platform like ESRI Arc GIS? [ArcGIS Pro with a few concurrent licenses](#)
  - a. How many ESRI licenses do the city currently maintain? [5](#)
- 2. What kind of online mapping infrastructure is used ( ex- ArcGIS online)? [None currently](#)
- 3. Are we able to leverage the GIS platform for this project? If no, we can make recommendations as requested. [Yes.....better software recommendation welcome](#)
- 4. Can the City provide any information about the current configuration and uses of the Esri system (ArcGIS Enterprise, ArcGIS Online, ArcGIS desktop)? [ArcGIS Pro Advanced User Setup](#)
- 5. Are there other IT or database systems that the GIS system should interface with?  
[No](#)
- 6. Is integration with existing work order or asset management systems required? [No](#)
  - a. If yes, which systems? [N/A](#)
- 7. Does the City have any other data available in GIS format? [Parcels](#)
- 8. Is a hosted solution expected, or does the City want the data delivered in a static format only (e.g. file geodatabase)? [Latter of the two](#)
- 9. Does the city have a base schema for pole attributes already developed? [No](#)

10. In the firm is required to design the schema, will the City be able to provide the required information and documentation to support this task? [No](#)
11. What GIS data format and schema should be used for final delivery (e.g., ESRI file geodatabase, shapefiles, GeoJSON)? [Shapefile, DWG \(in state plain coord.\)](#)
12. Is the City open to adopting a subscription-based platform (such as ArcGIS) for digital records, or must the solution be free from recurring subscription/storage costs? [Yes](#)
13. Is the City looking to purchase an existing GIS software platform, or have the selected firm build a GIS platform? [Open to both](#)
14. Does the city have any GIS base layers or information?
- a. Does this information include third-party attachments such as telecom/cable etc? [No](#)
  - b. What information is available from these entities and its expected inclusion in the final deliverables? [Paper Maps / Digital Solution](#)
15. Will City staff edit the pole feature layer post-delivery? [Yes](#)
16. Is this system to be used to submit and track pole permit applications in the future? [Yes](#)
17. What positional accuracy is required for GPS coordinates (e.g., sub-foot, sub-meter)? [Highest accuracy offered by firm](#)
18. Should the mobile platform be offline-capable for areas without cellular coverage? [Yes](#)
19. Are the mobile devices phones or tablets? [Tablets](#)
20. What are the expectations for the mobile device accessibility of the GIS platform for field crews? [View and edit attributes](#)

- a. Will the City provide these devices, or should the proposed solution be compatible with a range of common mobile operating systems (iOS, Android)? [City](#)
- 21. Beyond mobile access to pole data, are there additional features or capabilities the City is seeking in the GIS? [View and edit attributes](#)
- 22. Does the City require the GIS platform to model electric connectivity between poles, transformers, and downstream assets, from substation to service meter, or only to capture pole-level connection data? [Latter of the two](#)
- 23. Does the City intend for this GIS to serve as a foundation for future grid management, or is it strictly for asset tracking? [Latter of the two](#)
- 24. Will the selected contractor be responsible for hosting the GIS after project completion, or will the City assume hosting and system ownership? [Latter of the two](#)
- 25. Will the hardware and software licenses be provided by your side, or do you expect us to handle them? [City](#)
- 26. Will VPN access be provided for the offsite team? [No](#)
- 27. Will the selected firm be expected to handle the data-related activities, such as data cleansing and migration, as part of the implementation? [No](#)
- 28. Do you require us to provide a Mission Management application (Web-based App) as part of the solution? [Yes, if able to](#)
- 29. What are the specific needs for data storage, backup, and transfer? [None beyond the obvious](#)
- 30. Must the GIS data be created in adherence to any industry-standard electric utility GIS data model? [No, looking for high location accuracy](#)



## Proposal Submissions

1. Is the paper submission requirement flexible? Can we deliver our response electronically? [Yes and Yes](#)
2. The above RFP does not include any requirements for the Cost Proposal or a form to fill out. Please advise how to proceed in providing this information. [Please include a page that itemizes your cost for the proposal. In the RFP's Proposal Evaluation Criteria Factors, No. 7 \(page 8\) details how the Cost Proposal will be scored. If any additional information is needed, or if questions arise, we will contact the person designated in the submittal.](#)
3. Is there a page limit to the Proposal? [No](#)
4. What pricing structure does the City prefer for this contract — per pole unit, lump sum, or time and materials? [No preference](#)
5. Please clarify what is needed for Evaluation Criteria #7 “Cost”. Given that it is an RFP (not a bid) we did not expect to put a formal price on this proposal alongside our qualifications. [What is your fee schedule of method of charge at minimum?](#)
6. Would the City like us to order the Proposal by the 7 Evaluation Criteria listed on pages 7 & 8 of the RFP solicitation? Or would you like for us to order the Proposal by the categories listed on pages 4 & 5 of the RFP solicitation? [Pages 7 & 8 of the RFP solicitation](#)
7. Is the Licensing Proposal needed in the Proposal? [No](#)

## Deliverables

1. Are printed maps required in addition to digital GIS deliverables? [No](#)
2. Should the final solution include dashboards, reporting tools, or web map viewers for City staff or public use? [Yes, for city staff only](#)
3. Will deliverables be reviewed in phases or only at final delivery? [Final delivery](#)

4. For integrating collected data into a GIS platform accessible on mobile devices, could you please provide a list of the integration points and the entities involved?
  - a. Please clarify whether the required integrations are unidirectional (one-way) or bidirectional (two-way). [Uni](#)

## Project Timeline/Management

1. Can you tell us what the timeline for the project is? [Oct 2025-April 2026](#)
2. What is the anticipated contract award date and notice to proceed (NTP)? [October 7, 2025](#)
3. Will City personnel be available to escort or assist with access to certain areas during field collection? [Upon request](#)
4. Are there any seasonal or weather constraints for data collection the City wishes to avoid? [No](#)
5. Is the six-month completion target a firm deadline, or can it be adjusted based on field conditions? [Can be adjusted](#)
6. Who will serve as the City's primary point of contact during the project? [William Simon, Jr.](#)
7. What is the preferred cadence for progress reporting or meetings? [Monthly updates](#)
8. Should training be delivered live or through recorded materials? [No preference](#)
9. What is the expected duration of the training program, how many trainees will participate, and should the training be conducted onsite or offsite? [A 3-day training on how to use the tool is sufficient. 10](#)
10. Should training be provided for both field crews and office staff? [Both](#)
  - a. If so, for how many individuals? [10](#)

11. Is the implementation expected to be carried out onsite, offsite, or through a hybrid approach? [Onsite](#)
12. Beyond the initial project completion, what level of ongoing support and maintenance for the digital asset management tool is expected from the vendor?  
[None](#)

## Budget/Payments

1. What is the allocated budget for this project? [Depends on Proposal](#)
2. Can the City provide a target budget range or funding limit to guide proposal pricing?  
[Depends on Proposal](#)
3. Will payment be milestone-based (e.g., upon completion of data collection, GIS integration) or lump sum upon project completion? [Milestone-based](#)
4. What is the City's preferred invoicing schedule? [Milestone-based](#)

## Miscellaneous

1. Are there specific cybersecurity or data privacy requirements for hosting/storing utility infrastructure data? [None](#)
2. Can you provide more details about the current situation, specifically how the team manages missions and assigns tasks? [Each problem requires manual observations and assigning work to crew members. No automation in place and no digital system to rely upon.](#)
3. Can the city provide any specific requirements for the kinds of insurance policies that the vendor must carry? [No specific policies are required](#)

4. While the RFP encourages "innovative technologies or approaches", are there any specific areas where the city feels particularly challenged or would most benefit from innovation (e.g., automated damage detection, predictive analytics for pole failure)? [Automated Damage Detection is of interest.](#)