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foothill community built on California's rich gold rush history*



City Manager's Report
March 14, 2023, City Council Meeting
Prepared by: Cleve Morris, City Manager
Item #: 7.5

Subject: Adopt a Resolution:

1. Approving an Agreement With Entrypoint Networks In The Amount of \$228,075 to Provide Broadband Consulting Services to implement the City's Broadband Fiber Planning project (CIP #42340) in accordance with the Local Agency Technical Assistance Grant (LATA) received by the City; and
2. Authorizing the City Manager, City Attorney, and the City Clerk to execute the same; and
3. Appropriating \$499,959 in Local Agency Technical Assistance Grant funds for the said project.

Purpose: To provide broadband consulting services to continue implementation of the City's Broadband Master Plan. (Attachment B)

Background: On May 25, 2021, the City Council entered into an agreement with Entrypoint Networks to complete a Broadband Master Plan for the City. The plan was completed in October of 2021 and adopted by the Council on October 26, 2021. That project was completed under a previous contract with a not to exceed amount of \$25,000. Those funds were not depleted preparing the plan and staff has begun implementing the plan using the remaining funds. On April 26, 2022 the Council approved an additional agreement with Entrypoint to continue implementation of the Master Plan.

On November 2, 2022, the City was awarded a LATA Grant in the amount of \$499,958.91 for implementation of the City's Broadband Master Plan. The Plan will fund the completion of seven programs to include the following:

- Market Analysis
- Community Engagement
- High Level Design
- Shovel Ready Design
- Project Plan
- Procurement
- Capacity Programs

The grant funds include \$228,075 for consultant services with Entrypoint, and \$226,436.74 in staff time to support the work. In addition there is \$45,447.17 in administrative cost to support the grant administration for a total of \$499,958.91.

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Discussion: The attached agreement will continue this process of implementing the Broadband Master Plan and incorporate the LATA funding and program into the process. The LATA Grant is paid on a reimbursement process upon completion of a program. So the City will need to apply for reimbursement once each of the above listed programs are completed.

Staff has already started the process and is working on the programs. We realized that we had not entered into a new agreement with Entrypoint to implement the program anticipated by the LATA Grant. The purpose of this proposed agreement is to formalize that relationship. The specific scope of the agreement is included as Exhibit A to the Agreement attached hereto as Attachment B.

The City currently has \$20,072 remaining on the agreement signed in April of 2022. This funding will be used to implement projects such as grant writing that are outside the scope of the LATA Grant.

Staff is recommending approval of the agreement which will be done on a time and materials basis with a not-to-exceed total amount of \$228,075 and not-to-exceed individual amounts for each program as spelled out in the contract. Staff will continue to work closely with Entrypoint on the project.

In addition to this contract, the LATA Grant includes funding for staff time to implement the program. Staff will code costs to each of the individual programs outlined in the agreement. Those costs will be reimbursed to the City when each program is completed. Staff is requesting appropriation of the full LATA grant to cover both the Entrypoint Contract and staff time to implement the programs in the LATA grant.

Options:

1. Approve the agreement as outlined.
2. Approve the agreement with modifications.
3. Do not approve the agreement at this time and provide further direction to staff to either discontinue the project or delay the project to a future date.
4. Take other Action.

Cost: The total contract cost with Entrypoint Networks shall not exceed \$228,075.

Budget Impact: As the LATA grant was not anticipated at budget adoption, it was not included in the budget. Staff is requesting a budget appropriation of the entire LATA grant in the amount of \$499,959 to cover the contract cost and staff time. To date, the project has encumbered the following costs:

Entrypoint Networks (Proposed Agreement)	\$ 228,075
City Personnel	5,681
Total	<u>\$ 233,756</u>

As you can see, the \$233,756 in project encumbrances, including the proposed \$228,075 agreement with Entrypoint Networks is well within the proposed \$499,959 project budget.

Recommendation: Adopt a Resolution:

1. Approving an Agreement With Entrypoint Networks In The Amount of \$228,075 to Provide Broadband Consulting Services to implement the City's Broadband Fiber Planning project (CIP #42340) in accordance with the Local Agency Technical Assistance Grant (LATA) received by the City; and
2. Authorizing the City Manager, City Attorney, and the City Clerk to execute the same; and Appropriating \$499,958.91 in Local Agency Technical Assistance Grant funds for the said Project..



M. Cleve Morris, City Manager

Attachments

- A: Resolution
- B: Draft Agreement