

VIRGINIA: A MEETING OF THE SURRY COUNTY BROADBAND AUTHORITY HELD ON FEBRUARY 3, 2011 AT 6:30 P.M. IN THE GENERAL DISTRICT COURTROOM OF THE COUNTY GOVERNMENT CENTER.

PRESENT: JUDY S. LYTTLE, CHAIRMAN
JOHN M. SEWARD, VICE-CHAIRMAN
REGINALD O. HARRISON
ERNEST L. BLOUNT
M. SHERLOCK HOLMES
TYRONE W. FRANKLIN

ALSO

PRESENT: MR. JOHN B. EDWARDS, JR., ASSISTANT COUNTY ADMINISTRATOR
MRS. MELISSA ROLLINS, FINANCE & TECHNOLOGY DIRECTOR
MS. RHONDA R. MACK, DIRECTOR OF PLANNING
WILLIAM HEFTY, HEFTY & WILEY

I. Call To Order

The meeting of the Surry County Broadband Authority was called to order by Mrs. Judy S. Lyttle.

II. Unfinished Business

None.

III. New Business

A. **Approval of Minutes.** Mr. Harrison moved to approve the minutes from the December 2, 2010 meeting. Mr. Seward seconded the motion. All present voted in favor.

B. **Status Update: Broadband Request for Proposals Solicitation for Professional Services** Ms. Rhonda Mack reported that the County had issued a Request for Proposals to solicit responses for professional services to support implementation of the Surry County

Broadband Grant awarded by the Virginia Department of Housing and Community Development. Nine responses were received by the entities listed below:

- Design Nine, Inc. *
- RCC Consultants, Inc. *
- ICON Broadband Technology, Inc. *
- Gateway Consultants, Inc. *
- Tectonic Engineering & Surveying Consultants, PC *
- MH Consulting, Inc.
- Bowman Consulting
- Palmetto Engineering & Consulting
- Airewire, Inc.

The proposals were reviewed and scored by a panel comprised of:

Mr. Tyrone Franklin, County Administrator
Ms. Rhonda Mack, Director of Planning and Community Development
Mrs. Melissa Rollins, Director of Finance and Information Technology
Mr. Steven Blount, Network Technician
Mr. Jeff Gore, Hefty & Wiley

Scoring was based on the experience, knowledge and qualifications of the consultants, and alignment of the submittals with the proposed project scope and requirements. Five firms were interviewed (as noted with an asterisk above). Based on their interviews, the panel recommends retaining ICON Broadband technologies, Inc. as the County's engineering consultant partner. This recommendation is based on ICON's familiarity with the Virginia Rural Broadband Planning Initiative Grant, history with the funding agency, the Virginia Department of Housing and Community Development, completion of similar projects in like communities throughout the Commonwealth of Virginia and their relationship with Surry County in partnerships involving the VDHCD Planning Grant, and ARRA Grant applications.

Ms. Mack further explained that the Request for Proposals contained three specific elements:

- A. To design the underground fiber outlay from the Industrial Park through the Town of Surry and to design the three towers which would provide wireless service to customers throughout the remainder of the county;
- B. To secure partner service providers and coordinate efforts with other entities to minimize redundancy;
- C. To retain contractors to build the network as designed and inspect upon the completion of each phase of development.

Mr. Harrison made a motion that the Authority retain ICON Broadband Technology, Inc. to provide professional services in support of the Broadband Implementation Grant awarded from the Virginia Department of Housing and Community Development and authorize staff to negotiate a contract for services. Mr. Seward seconded the motion; the Authority voted unanimously to approve the motion.

Following their action, Ms. Mack informed the Authority of futuristic grant opportunity which would require an element of job creation to be guaranteed by surety bond of \$100,000.

IV. Adjournment

Following a brief discussion, Mr. Seward made a motion for adjournment. The motion was seconded by Mr. Harrison and approved by all members present.