

TO THE HONORABLE BOARD OF COMMISSIONERS OF BERRIEN COUNTY: Your County Finance Committee respectfully recommends the adoption of the following:

RESOLUTION

WHEREAS, the Berrien County Board of Commissioners in their Operational Objectives for 2019-2020 included to “focus on support and improvement of County infrastructure including but not limited to staff and financial resources being utilized to pursue all options available, to bring high speed internet into the unserved areas of the County; and

WHEREAS, a sub-committee of Commissioners were appointed to a Broadband Committee and through their work, it was determined that data collection would be needed to satisfy requests to the federal government for funding to expand the infrastructure, bringing Broadband to those unserved areas; and

WHEREAS, in December of 2020, the Berrien County Board of Commissioners executed an agreement with Merit Network, Inc. (“Merit”) for a Broadband Access & Availability Data Collection project (F2012421); and

WHEREAS, as part of that initial project, a county-wide survey was completed to obtain data to support the unserved broadband service areas; and

WHEREAS, at the recommendation of the Broadband Committee, it is necessary for additional work from Merit that would utilize the coverage data from the Berrien County survey, in conjunction with grant award data, to design a Proposed Funded Services Area (PFSA) that includes all households that are not currently served by broadband or slated to receive broadband grant funding; and

WHEREAS, the fee for this additional service is \$5,000 as described in the Statement of Work for “Moonshot – Pathfinder Consulting”; and

WHEREAS, as per the original agreement with Merit, any additional costs or services apart from the original agreement must be approved by a resolution of the Board; and

WHEREAS, Corporate Counsel has reviewed and approved the amended agreement with Merit.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Berrien County Board of Commissioners approves the amended agreement with Merit Network, Inc. for additional services as described in the Statement of Work – Moonshot – Pathfinder Consulting and authorizes the Chairperson or his designee to execute the amended agreement.

**RESPECTFULLY SUBMITTED,
BERRIEN COUNTY FINANCE COMMITTEE**

Mamie L. Yarbrough, Chairperson

Jon Hinkelman, Vice-Chairperson

Teri Sue Freehling

Ezra A. Scott

RESOLUTION APPROVED AS TO FORM	
Administrator _____	Date 7-14-21
Comments Attached _____	
Corporate Counsel <i>JL/te</i> _____	Date 7-14-21

**AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
Broadband Access & Availability Data Collection**

This first amendment, effective July 22, 2021 (this "Amendment"), to the Agreement for Broadband Access & Availability Data Collection ("Agreement") dated December 2020, by and between Berrien County ("County") and Merit Network, Inc. ("Merit").

WHEREAS, County contracted with Merit for a Broadband Access & Availability Data Collection project via Resolution #F2012421; and

WHEREAS, as identified in the terms and conditions of the agreement, any additional costs or work needed beyond the scope must be approved by a resolution of the Berrien County Board of Commissioners; and

WHEREAS, Berrien County wishes to add Moonshot-Pathfinder Consulting ("Project") with Merit from July 1 – September 30, 2021; and

WHEREAS, as described in the Merit Proposal – Statement of Work, Merit will utilize the coverage data from the County's broadband survey in conjunction with grant award data to design a proposed funded service area that includes all households that are not currently served by broadband or slated to receive broadband grant funding, and all related work as described; and

WHEREAS, the cost for this additional work is \$5,000.

NOW, THEREFORE, in consideration of the mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. **RECITALS.** The parties hereto incorporate the foregoing recitals as a material portion of this Amendment.
2. **AMENDMENT TO AGREEMENT.** The statement of work is amended to include the additional above named project.
3. **REMAINING PROVISIONS.** The remaining provisions of the Agreement not amended by this Amendment shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Amendment to be executed in their names or their official acts by their respective representatives, each of whom is duly authorized to execute the same.

AGREED TO AND ACCEPTED AS STATED ABOVE:

Berrien County

By: _____

Name: _____

Title: _____

Date: _____

Merit Network, Inc.

By: _____

Name: _____

Title: _____

Date: _____



Connecting Organizations, Building Community

Merit Proposal - Statement of Work

Moonshot – Pathfinder Consulting

The Merit team, and supportive consultants will provide the following scope of work to Berrien County. The timeline for this scope of work will span July 2021 through September 2021. Should work beyond that described above be required to complete the SOW, Merit and the Member will agree in advance to any additional costs different from those stipulated herein.

- Utilize coverage data from Berrien County's (the County's) survey in conjunction with grant award data to design a Proposed Funded Service Area (PFSA) that includes all households that are not currently served by broadband or slated to receive broadband grant funding
- Prepare substantive content for a Request for Information (RFI) to build broadband infrastructure in the PFSA
- Assist with integration of substantive content into the County's RFI template, OR prepare complete RFI
- Prepare Keyhole Markup language Zipped (KMZ) file of unserved areas (as determined by previous study) that are not slated to receive grant funding
- Prepare address list of unserved addresses (as determined by previous study) that are not slated to receive grant funding
- Prepare list of local ISPs and contact information for issuance of RFI
- Assist in issuance of RFI as desired
- Act as escalation point for RFI questions
- Lead evaluation of RFI responses, including respondent interviews as desired
- Prepare a summary report of RFI responses
- Note: it is not anticipated that any winners will be selected as a result of this RFI process, but rather the information gathered will inform next steps for the County

Resource Estimates

- GIS: 2 - 10 hours
- Consultant Support: 15-30 hours
- Marketing Summary Report Dev: 2-4 hours
- Executive Management: 2-4 hours

Pricing

Total cost for Merit services as detailed above: **\$5,000.00**