



## CHANGES TO THE AGENDA FOR September 24, 2018

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➤ **Broadband Authority Meeting:**

- The memorandum and resolution have been added to the agenda packet for this meeting.

➤ **Added under Public Hearings and Presentation:**

- Extension Agent Scott Baker will introduce new Extension Agent Mari Beth Martin prior to #8a.



# COUNTY OF BEDFORD, VIRGINIA

## County Administration Building

122 East Main Street, Suite 202

Bedford, Virginia 24523

Tel: (540) 586.7601

G. CARL BOGCESS

COUNTY ADMINISTRATOR

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### OFFICE OF THE COUNTY ADMINISTRATOR

## MEMORANDUM

From: G. Carl Boggess, County Administrator

To: The Bedford County Broadband Authority

Date: September 24, 2018

Re: PPEA Selection Committee Recommendation

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The Bedford County Broadband Authority, at its meeting held the 25th day of June 2018, authorized the issuance of a Request for Proposal for the selection of a private partner to provide communications services under the provisions of the Public-Private Education Facilities and Infrastructure Act of 2002. The RFP was issued with proposals due on the 31st day of August 2018; four proposals were received by the deadline date. Proposals were forwarded to the Selection Committee consisting of two Authority Members, Edgar Tuck and Andy Dooley, the County Administrator and the Chairman of the Broadband Advisory Committee, Allen Boaz. Pursuant to the Authority's resolution of the 25th of June, the Selection Committee was assisted by the Authority's Consultant, George Condyles of the Atlantic Group. The County Administrator also requested the County's Chief Information Technology Officer, Jeff Marecic to assist in the selection process. In keeping with the resolution of 25 June 2018, The Selection Committee held an in-person meeting on 10 September 2018 at 10:00 at which time it evaluated, discussed, and ranked proposals. A memoranda of the meeting, containing rankings and its decision is noted below as Exhibit A. The Committee followed its meeting of the ranking of the proposals with an interview with the top proposer on Thursday, 20 September at 9:00.

Based upon the detailed nature of the proposal, the scoring of the Selection Committee and the results of the in-person interview, the Selection Committee of the Bedford County Broadband Authority recommends to the Broadband Authority that the Bedford Broadband Authority move into the detailed phase of the PPEA process with Blue Ridge Towers. The

Selection Committee further notes that since the proposal by Blue Ridge Towers has already addressed many components of the detailed phase and in the interest of time, the Committee would further recommend to the Broadband Authority that the County Administrator should commence work with Blue Ridge Towers on the drafting of a Comprehensive Agreement as contemplated by the Broadband Authority's PPEA Guidelines.

**EXHIBIT A**  
**Memorandum of Record**

**Date:** September 10, 2018  
**Re:** Meeting Notes for Broadband Public/Private Partnership  
**Time:** 10:00 am to 12:00 noon  
**Location:** Bedford County Administrative Conference Room  
**Participants:**

**EVALUATION TEAM:**

Broadband Selection Committee

- Allen Boaz, Chair-Broadband Committee
- Andy Dooley, BOS
- Edgar Tuck, BOS
- George Condyles, Consultant
- Carl Boggess, County Administrator (Telephonically Observed)
- Jeff Marecic, CITO (Observed)

The following notes are representative of the discussions and actions of the Bedford County Broadband Selection Committee.

Notes:

1. Meeting began promptly at 10:00 am. Chaired by George Condyles, Consultant, The Atlantic Group.  
Comments were given concerning RFP background, purpose and evaluation scoresheets and scoring criteria.
2. Carl Boggess County Administrator telephonically called in and gave comments concerning RFP process for Public/Private Partnership, grants, time lines and overall County objectives.
3. Condyles began discussions on the four (4) respondents.
  - B2X

- Blue Ridge
  - NAV Industries
  - SCS
4. Each member of the Selection Committee had pre-prepared their individual score sheets based on their interpretation and experience evaluating RFPs.
  5. Each member went through their individual scores by the 10 points of criteria and scored on a 10 point system. (1 – Low to 10- High) Maximum Score of 100.
  6. Much discussion of each proposal.
  7. Each member of the Selection Committee provided scores and hand written notes thus supporting their scores.
  8. Upon the completion of the individual scoring, a composite score was tabulated and the results were as follows:
    - Blue Ridge Towers.....90.00
    - B2X.....71.25
    - SCS.....45.25
    - NAV.....39.83
  9. All members of the Selection Committee commented on the Blue Ridge Tower proposal and the professionalism, thoroughness and completeness of this document.
  10. Time line for interview for Blue Ridge tower was discussed.
  11. County Administrator said he would notify Blue Ridge Tower on their impending selection and schedule a date and time for the prescribed interview and negotiations.
  12. Each member discussed the selection and schedule of deployment of the new Broadband for Bedford County.
  13. Meeting notes, RFP Tabulations and Memorandum of Record assigned to Condyles for record.
  14. Meeting was adjourned at 12:00 noon.

These notes were tabulated by handwritten notes as general themes and subjects and are not a exact account of verbatim discussion.



At a regular meeting of the Bedford County Broadband Authority held at the Bedford County Administration Building on the 24th day of September 2018, beginning at 6:30 pm.

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**MEMBERS:**

Bill Thomasson, Chairman  
 Tommy W. Scott, Vice-Chairman  
 Edgar Tuck  
 Charla Bansley  
 John Sharp  
 Andrew D. Dooley  
 Kevin S. Willis

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**VOTE:**

On motion of Authority Board Member \_\_\_\_, which carried by a vote of \_\_\_\_ the following was adopted:

**A RESOLUTION**

**AUTHORIZING THE COMMENCEMENT OF THE DETAILED PHASE OF THE PPEA PROCESS AND THE PREPARATION OF A COMPREHENSIVE AGREEMENT**

**WHEREAS**, the Bedford County Authority, at its meeting held the 25th day of June 2018, authorized the issuance of a Request for Proposal for the selection of a private partner to provide communications services under the provisions of the Public-Private Education Facilities and Infrastructure Act of 2002; and

**WHEREAS**, the RFP was issued with proposals due on the 31st day of August 2018; and four proposals were received by the deadline date; and

**WHEREAS** Proposals were forwarded to the Selection Committee consisting of two Authority Members, Edgar Tuck and Andy Dooley, the County Administrator and the Chairman of the Broadband Advisory Committee, Allen Boaz. The Selection Committee was assisted by the Authority's Consultant, George Condyles of the Atlantic Group and the County Administrator further requested the County's Chief Information Technology Officer, Jeff Marecic to assist in the selection process; and

**WHEREAS**, in keeping with the resolution of 25 June 2018, the Selection Committee held an in-person meeting on 10 September 2018 at 10:00 at which time it evaluated, discussed, and ranked proposals. The Committee followed its meeting of the ranking of the proposals with an interview with the top proposer on Thursday, 20 September at 9:00; and

**WHEREAS**, based upon the detailed nature of the proposal, the scoring of the Selection Committee and the results of the in-person interview, the Selection Committee of the Bedford County Broadband Authority recommends to the Broadband Authority that the Bedford Broadband Authority move into the detailed phase of the PPEA process with Blue Ridge Towers. The Selection Committee further notes that since the proposal by Blue Ridge Towers has already addressed many components of the detailed phase and in the interest of time, the Committee would further recommend that the County Administrator should commence work with Blue Ridge Towers on the drafting of a Comprehensive Agreement as contemplated by the Broadband Authority's PPEA Guidelines.

**NOW THEREFORE**, be it resolved by the Board of Directors of the Bedford County Broadband Authority, that the County Administrator, with the assistance of the Selection Committee and the Authority's consultant is authorized to move into the detailed phase of the PPEA process with Blue Ridge Towers. Further, the County Administrator is directed to commence work with Blue Ridge Towers on the drafting of a Comprehensive Agreement as contemplated by the Broadband Authority's PPEA Guidelines. The County Administrator is directed to bring back to the Bedford County Broadband Authority at its meeting on the 20th day of October 2018, a Comprehensive Agreement to be considered by the Authority members.

**BE IT FURTHER RESOLVED** by the Board of Directors of the Bedford County Broadband Authority, that the County Administrator is directed to commence the process of seeking out grant opportunities to assist the Broadband Authority in the completion of this project and specifically the Bedford County Broadband Authority authorizes the County Administrator to file an application with the Virginia Department of Housing and Community Development under its 2019 Virginia Telecommunication Initiative Grant Program