

**Grant County Digital Network Coalition
Board of Directors Meeting
Tuesday, August 16, 2022
6:00 PM
Virtual Meeting**

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- 1. OPEN AND ROLL CALL**
- 2. APPROVAL OF PRIOR BOARD MINUTES**
- 3. APPEARANCE OF INTERESTED CITIZENS** – Chair Walker will welcome the public and ask if there is anything they would like to add to tonight’s agenda.

CONSENT AGENDA

- 4. NONE**
 - None

ACTION ITEMS

- 5. REVIEW AND STATUS UPDATE OF COMMUNITY BROADBAND COMPONENT OF EDA GRANT AGREEMENT NO. 07-79-07789**

Attachments:

 - 07-79-07789 - Amendment Request No. 01
- 6. REVIEW AND STATUS UPDATE OF CYBERMILL COMPONENT OF EDA GRANT AGREEMENT NO. 07-79-07789**

Attachments:

 - Urban Patterns Professional Services Agreement
 - STRUX Professional Services Agreement

OTHER BUSINESS & UPCOMING MEETINGS

- 7. OTHER BUSINESS & UPCOMING MEETINGS**

Attachments:

 - Board Vacancy (at-large position)
 - Update on OBAC / Oregon Broadband Office

TO: Grant County Digital Network Coalition

FROM: Josh Walker, Chairman

DATE: August 16, 2022

SUBJECT: Consent Agenda Item #4: None
Attachment(s)
• None

BACKGROUND

No items on the consent agenda.

RECOMMENDED MOTION

N/A

Consent Agenda. None.

Recommendation: None.

TO: Grant County Digital Network Coalition

FROM: Josh Walker, Chairman

DATE: August 16, 2022

SUBJECT: Agenda Item #5: Review and Status Update of Community Broadband Component of EDA Grant Agreement No. 07-79-07789
Attachment(s)
• 07-79-07789 - Amendment Request No. 01

BACKGROUND

We have requested an amendment (Amd No. 01) to adjust funding within budget categories for the project. This item also updates the board on the procurement status.

DISCUSSION

Amendment No. 01. The purpose of this amendment is two-fold: 1) to account for increased costs of construction and fiber optic cable over the past 18 months; and 2) to remove the professional services procurements from the EDA scope of award.

2 CFR §§ 200.317–200.327 and the EDA regulations contained in 13 CFR Chapter III would likely result in us having to recomplete portions of our design that are already finished. At a minimum, it would require us to retroactively document actions taken during the past 18 months during EDA’s review of our grant application, during which we continued to design and permit the project.

This approach removes the federal requirements from the professional services procurement and reassigns \$218,000 from design to construction line items, but otherwise does not impact the total award amount.

Permit Status. Commstructure has been following up with OTEC to verify the status of our pole attachment and make-ready requests for the builds that have been designed.

Following up on the status of the following permits and power make-ready requests. Table 1 shows the permits that still need to be verified by OTEC.

Grant County Courthouse	Grant County Airport	Humbolt Elementary
PA4414448 MR4414595 MR4414606 MR4414567 MR4419162	PA4407513 MR4407562	PA4408611 MR4408643 MR4408626

Procurement Status. The City had to complete special award conditions (SAC) assigning a security interest in the network to the EDA. The City’s attorneys are preparing the legal instruments assigning this interest. EDA’s attorney will also need to review and verify compliance of our bid documents with the SACs before we can solicit for services. We will still be in construction this fall but I do not have a firm timeline from EDA’s attorney on how long their review will take.

Fielding Status. Commstructure will begin fielding crews to do the next round of construction documents related to this build, and those will be solicited as a second phase of the construction after bids have been approved for the airport and courthouse.

RECOMMENDATION

No actions needed from the board at this time.

TO: Grant County Digital Network Coalition

FROM: Josh Walker, Chairman

DATE: August 16, 2022

SUBJECT: Agenda Item #6: Review and Status Update of CyberMill Component of EDA Grant Agreement No. 07-79-07789
Attachment(s)

- Urban Patterns Professional Services Agreement
- STRUX Professional Services Agreement

BACKGROUND

We contracted in March 2022 with Urban Patterns as the architect for the John Day CyberMill on a time and materials contract no to exceed \$25,000. We later approved STRUX engineering for the structural improvements for a \$7,800 fixed fee. Work sessions were held on June 30, July 14th, and August 9th to review designs.

DISCUSSION

Structural Repairs / Design Work and Preliminary Bid Docs.

Phase 1 includes: abatement of hazardous materials by the owner; demolition of select façade and interior elements, utility service for plumbing, mechanical, electrical, communications, and fire protection systems; structural repairs including structural design for new openings and infill, interior structural repairs, and structural revisions to primary structural frame, floor, and foundation for future tenant improvements.

The Initial Scope of Work (Phase 1) is anticipated to be substantially complete when a permit is issued in the fall.

Phase 1 excludes the exterior stair at the north façade, site work and landscaping, and interior tenant improvement (Phase 2 & 3), which are funded by the EDA.

Phase 1 Summary of Work (Structural)

- Structural repairs including structural design for new openings and infill, interior structural repairs and structural revisions to primary structural frame, floor and foundation for future tenant improvements.
- Masonry / Concrete façade repair and stabilization
 - o Visual review of existing masonry conditions
 - o Recommendations for repair and stabilization
- Structural Design for façade improvements including
 - o new glazed openings (limited to 10% of façade on west and north facades)
 - o new exterior façade elements (lighting, awnings, signage, etc.)
 - o new building entry configurations at north and south facades
- Preliminary assessment of roof capacity and locations for anticipated rooftop equipment
- Interior Structural repair including elements identified in the Structural Existing Conditions Assessment
 - Repair of exterior basement access at north facade

Phase 1 Deliverables (Structural)

- Design Criteria and Assumptions
- Options for new façade openings
- Options for mechanical equipment locations and structural upgrades to accommodate equipment narrative
- Structural Drawings, Specifications and Calculations as required for building permit and construction

Future Phase Summary

Phase 2: Interior Improvements at Level 1 Cybermill, structural repairs at façade and interior, structural modifications for new façade elements and tenant improvement plans, sitework and landscaping. Interior structural and life safety upgrades at basement, Level 1 (EDA-funded) and Level 2.

Phase 3: Interior Improvements at Level 2 – Cybermill office space, build out of three apartments, installation of exterior egress stair.

RECOMMENDATION

No decisions needed at this time.

TO: Grant County Digital Network Coalition

FROM: Josh Walker, Chairman

DATE: August 16, 2022

SUBJECT: Agenda Item #7: Other Business and Upcoming Meetings
Attachment(s)

- None

OTHER BUSINESS

- Board Vacancy (at-large position) – posted to websites
- Update on OBAC / Oregon Broadband Office

UPCOMING MEETINGS

- Next Board Meeting – September 20, 6 P.M. Virtual Meeting
 - Appointment of new board member