

**Livingston County
Information Technology
Department**

Report

To: Livingston County Board of Commissioners, Livingston County Administrator - Nathan Burd, Livingston County Deputy Administrator & Chief Financial Officer - Cindy Catanach

From: Kristoffer Tobbe
Livingston County Chief Information Officer

Date: August 31, 2022

Re: Livingston County Information Technology Department: Fiber Optic professional services survey to be performed by MERIT Networks

Request for approval of Merit Networks and Triple R Consulting Professional Services Livingston County

The Livingston County Information Technology Department in conjunction with Livingston County Administration are requesting Livingston County Board of Commissioners approval to move forward and begin a Livingston County fiber optic professional services project with Merit Networks and Triple R Consulting to further vet the feasibility and costs of a Livingston County Public Safety, Educational and Municipal Open access Middle mile fiber optic network.

In combination Merit Networks and Triple R consulting will be contributing to the Counties development of the project scope, Preparation of the RFP for E-Rate specifications, Request for Proposals (RFP), bidding, scoring of bids, pre-engineering, project administration, closeout documentation and quality control.

Cost Estimates

Organization	Cost estimate	Not to exceed amount	Funding Source Requested
Merit Networks	\$118,925.00 (Time and Materials estimates)	\$125,000.00	ARPA Broadband allocation
Triple R Consulting	\$20,000.00 (Time and Materials estimates)	\$25,000.00	ARPA Broadband allocation

The Summary of the services contained in the proposal

- This project will:
 - Develop a Request for Proposal (RFP) Merit & Triple R
 - Design/engineering services for fiber WAN
 - Project scope review and prep (pre-engineering)
 - RFP Preparation Engineering & Construction
 - Peer Review of the RFP responses
 - Assume 6 respondents and interview of 3 firms
 - Engineering RFP Review (Grading review, Interviews, Final Review)
 - Construction RFP Review (Grading review, Interviews, Final Review)
 - Meeting Participation & Project Management: Merit
 - Attend with County decision makers regarding existing resources and future requirements.
 - Provide Project Management support throughout construction of network including vendor management and project update communications. Assumes 28 months to complete project.
 - Participate in meetings with stakeholders once engineering has commenced
 - Meet with stakeholders (on-site and virtual
 - Quarterly On-site review (on-site)
 - Close-out Review: Review and consultation of Build/Construction and provide quality assurance testing
 - Review closeout documentation As Built and fiber test documentation
 - Inspect terminations and work quality
 - Prepare the Request for proposal would include the use of Universal Service Fund (USF) E-Rate program to leverage an additional funding source to assist with the project. (Triple R)
 - Administer the compilation of required data for E-Rate compliance and Billed Entity Numbers List for budgetary purposes (Triple R)
 - Assist in the evaluation of the accepted RFP bids for compliance and adherence to specifications. Assist the county and school district with selecting service providers. Compile data and electronically complete Forms 471 for USAC/SLD processing. (Triple R)

About our Partner Merit

Merit Network is a non-profit, Member-owned organization governed by Michigan's public universities. Founded in 1966, Merit owns and operates America's longest-running regional research and education network. After 50 years of innovation, Merit continues to provide high-performance services to the educational communities in Michigan and beyond.

Merit's Mission

Merit's mission is "connecting organizations and building community." We provide network, security and community services to member organizations that help make our society a better place to learn, discover, work and live – while upholding the principles of an open internet.

Useful links

About Merit

<https://www.merit.edu/about/>

THE MICHIGAN MOONSHOT- Expanding Community Networks in Michigan

<https://www.merit.edu/community/moonshot/>

<https://www.youtube.com/watch?v=hnMn1GbPfCc>

<https://survey.michiganmoonshot.org/>

About our Partner Triple R Consulting (South Lyon Mich. Based)

Triple R Consultants has a strong record of accomplishment and success with the USF E-Rate program and technology plan writing services and have established professional engagements with K-12 public, charter, and private schools in Michigan, Arizona and Illinois. During the course of the past eighteen years and on behalf of our clients, we have submitted both Category 1 and Category 2 E-Rate application requests for a total of approximately \$120 million. We work directly with each school district's staff and have a dedicated project manager who virtually becomes a member of their team to successfully navigate the E-Rate process and help them claim all the funding they are entitled to receive.

Triple R Consultants has successfully processed E-Rate applications for a total of nearly \$120million in funding for numerous applicants in Michigan. Robert (Bob) Rice, President of Triple R Consultants will act as the principal project manager. A veteran in the area of technology planning in education and business, Bob has been involved with the E-Rate program since its inception in 1997 and has developed technology plans for Michigan and Arizona school districts in adherence to the NCLB Act. In addition to holding a Master of Science in Career and Technical Education, he holds two Bachelor of Science degrees in Data Processing and Accounting from Ferris State University at Big Rapids, Mich.

Recommendation

At this time, we are recommending that the Livingston County Board of Commissioners authorize County Information Technology Staff and Administration to move forward with the attached MERIT and Triple R proposals for professional and consulting service for the Livingston County Public Safety, Educational, and Municipal open access middle mile fiber optic cabling project in an amount not to exceed \$150,000.00

Funding Recommendation:

It is recommended that funding for this project come from the Livingston County American Recover Plan Act funding, as Middle mile fiber optic cabling is an acceptable allocation of those dollars.