

1. Virtual Meeting And Public Comment Instructions

Documents:

[VIRTUAL MEETING INSTRUCTIONS.PDF](#)

2. 7:00 P.M. 4-1-2021 Agenda

Documents:

[4-1-2021 AGENDA.PDF](#)

3. 7:00 P.M. 4-1-2021 Packet

Documents:

[4-1-2021 AGENDA PACKET.PDF](#)



Surry County Board of Supervisors Virtual Meeting Instructions

Please use the login instructions provided below for ALL future virtual Board meetings unless otherwise specified.

The virtual meeting platform is: 'GoToMeeting' and can be downloaded and installed on your computer, tablet or smartphone. You can also dial in and listen to the meeting using any phone and the access code provided below.

Join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/447043917>

You can also dial in using your phone.

United States (Toll Free): [1 877 568 4106](tel:18775684106)

United States: [+1 \(571\)317-3129](tel:+15713173129)

Access Code: 447-043-917

If you have never used the application 'GoToMeeting', use the link below to download the application and be ready when the first meeting starts:

<https://global.gotomeeting.com/install/447043917>

Please remember to **MUTE** your computer, tablet, or phone during the meeting.

This will prevent feedback and unnecessary background noise which makes it hard to hear for participants. Also, **please turn your camera off** unless you are a Board Member or a speaker at the meeting. Doing these two things greatly helps our meeting process.

PUBLIC COMMENT INSTRUCTIONS:

Please email your public comments to: comments@surrycountyva.gov
Comments will be compiled electronically and forwarded to all Board Members and the County Administrator.

PUBLIC HEARING COMMENT INSTRUCTIONS:

Those wishing to speak during a Public Hearing must email comments@surrycountyva.gov as an RSVP prior to the meeting. In your email please include: **First and Last Name, District** and a **summary** of your comments for record. You will have a chance read your public comment aloud during the public hearing.



**BOARD OF SUPERVISORS VIRTUAL MEETING AGENDA
APRIL 1, 2021 - 7:00 PM - VIRTUAL BOARD ROOM**

A virtual meeting held remotely by the Board of Supervisors as an effort to safely conduct business while maintaining the order of the Governor of Virginia to adhere to safe social distancing practices.

Invocation

Call to Order / Moment of Silence / Pledge of Allegiance/ Agenda Adoption / Roll Call

In Memory and Honor of Mr. Kenneth R. Holmes Sr.

1. Resolution 2021-03; Honoring the life of Mr. Kenneth Holmes

Consent Items

1. Approval of Draft Meeting Minutes: March 4, 2020
2. Accounts Payable Report: Approval of Payables in the amount of \$219,706.33
3. Resolution 2021-04; Surry County Clean Up Month April 2021
4. Approval of Contractor to Perform General Reassessment
5. Surry County Sheriff's Department Proclamation: Retirement of Lt. John Irons

New Business

1. Grant Award and FY2020-21 Budget Appropriation for \$49,608 - Virginia Department of Emergency Management
2. Consulting Service; Federal Engineering - County Radio System Upgrades

Appointments

1. Board of Supervisors, Carsley District

Presentations

1. Surry County Public Schools Superintendent Proposed Budget
2. Economic Development Update - Verbal, Mr. Jabri

Public Hearing

1. Cavalier Solar LLC

Reports

1. LGIP Investment Letter February 2021

Public Comments

1. Public Comment Instructions

Board Comments

County Administrator's Report

For Your Information

1. Windsor Mill Job Fair Flyer
2. Alcohol Awareness Month 2021
3. Child Abuse Prevention Month 2021
4. National Public Health Week 2021

Adjournment



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Adjournment

Item Template: BOSM 4-1-2021

Item Title: Resolution 2021-03; Honoring the life of Mr. Kenneth Holmes

Suggested Action:

Item Type:
Resolution

Item ID:
2021-52

Submitting Department:
Administration

Drafter:
Lauren Chapman

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
In Memory and Honor of Mr. Kenneth R.
Holmes Sr.

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:



Resolution 2021-03

A **RESOLUTION** to honor the memory of Kenneth R. Holmes Sr., Surry County Board of Supervisors

WHEREAS, the members of this Board of Supervisors were greatly saddened to learn of the illness and then passing of Kenneth R. Holmes Sr., an exemplary public servant and human being; and

WHEREAS, Kenneth Holmes served as a member of the Board of Supervisors for nine years, from 2012 to 2021, until his illness prevented him from serving and:

WHEREAS, The Surry County Board of Supervisors do hereby state that Surry County is appreciative of his dedicated service, and we are thankful to have known him and called him our brother and friend, and honored that he served with us; and:

WHEREAS, during his illustrious tenure, Mr. Holmes served as the Board of Supervisor's representative on the Social Services Board, the Improvement Association and the Building and Grounds Committee; and

WHEREAS, Kenneth Holmes did not limit his efforts to the Board of Supervisor; he also worked tirelessly and enthusiastically to improve his county, successfully working in the Surry County Historical Society and the Surry County African American Heritage Society.

WHEREAS, Mr. Holmes was the epitome of charm, wit and hospitality; his outgoing personality, sense of humor, infectious laugh, and spirit of true dedication to public service made him a beloved and respected figure throughout Surry County; and

WHEREAS, Mr. Holmes passing leaves a void that will be difficult to fill; now, therefore,

BE IT RESOLVED BY THE SURRY COUNTY BOARD OF SUPERVISORS that we honor the memory of Mr. Kenneth Holmes, former member of the Carsley District of the Surry County Board of Supervisors and express our condolences to the Holmes Family on his passing.

BE IT FURTHER RESOLVED, that an appropriate copy of this resolution be prepared for presentation at a future meeting of the Board of Supervisors to the Holmes Family.

ATTEST:

Melissa D. Rollins, Acting County Administrator/Clerk
Board of Supervisors, Surry County, Virginia



Obituary for Mr. Kenneth R. Holmes, Sr.

Our beloved Kenneth Ray Holmes, Sr. departed this life to be with the Lord while resting peacefully at his home on Tuesday, March 23, 2021. He was born to Isaac Holmes, Sr. and Fannie Holmes on May 27, 1949 in Surry County, Virginia and remained a resident and active member of his community until his death.

Kenneth attended the public schools in Surry County and graduated from L.P. Jackson High School in 1967. Ever passionate about higher education, he attended Virginia State (College) University and earned a Bachelor of Science in 1974. In his quest for more knowledge, he continued his matriculation at Virginia State to earn Master's degrees in 1975 and 1979. Kenneth also acquired certificates of Advanced Graduate Study in Vocational-Technical Education in 1983 from Virginia State University and in 1996 from Virginia Tech.

Eager to share the knowledge obtained, Kenneth devoted nearly 35 years to education and administration, lending his intellect and ingenuity to the public-school systems of Surry County, Richmond City, Petersburg City, and Chesterfield County. Kenneth also served as Director of Alumni Affairs at Virginia State University. Dedicated to public service and community action, he was a founding member of the Nu Delta Lambda Chapter of Alpha Phi Alpha Fraternity, Inc. Kenneth also held numerous service and administrative positions including the Director of Alumni Affairs at Virginia State University, Member of the Improvement Association/Community Action, Member of the Board of Supervisors-Carsley District in Surry County, President of the Surry County African Heritage Society, as well as President of the Surry-Sussex-Prince George Alumni Chapter of Virginia State University.

Kenneth was also extremely innovative and used his inimitable way of seeing the world, to create the statewide Flunkbusters Campaign in 1985 to motivate students to excel academically. He also introduced the world to Busta Bookworm in 2008. This was yet another project established to inspire young people, by encouraging them to read.

An eclectic history buff, Kenneth surrounded himself with countless books, antiques, historical documents, artwork, and music. He was also a devoted and loving father who enjoyed spending quality time with his family and friends.

Kenneth was preceded in death by his father, mother, stepfather, Roosevelt Coleman; sister, Wilma H. Wyatt; brother, Anthony R. Wynn; foster brother, Ronald Alexander and former wife, Gwendolyn Vinson Holmes.

He leaves to cherish his memory two daughters; Keinya Holmes Clay (Andrew) of Bowie, MD; Khristi J. Holmes of Chesapeake; son, Kenneth R. Holmes, Jr. of Surry; grandson, Andrew (AJ) Clay, Jr.; sisters, Ernestine Spratley (Alvin), Judith Robinson, and Terry Dodson; brothers, M. Sherlock Holmes, Sr. (Doris), J. Russell Holmes (Gloria), Calvin Holmes (Rita), Isaac Holmes, Jr.; and a host of loving nieces, nephews, cousins, and friends.

A walk-through viewing will be held from 1-8:00 pm, Sunday, March 28, 2021 at Bland Funeral Home, 137 Harrison St. Petersburg, VA.



A graveside service will be held at the Waverly Cemetery in Waverly, VA at 11:00 am, on Monday, March 29, 2021. Bishop Tyrone Harper, eulogist. Masks are required and social distancing will be enforced.



It is with heartfelt sadness that we announce the passing of Mr. Kenneth Holmes, longtime member of the Surry County Board of Supervisors and a lifelong resident of Surry County, Virginia.

Mr. Holmes passed away on Tuesday, March 23, 2021. The Surry County community and Surry County employee family mourn the loss of Mr. Holmes and send our thoughts and prayers to the Holmes family during this difficult time.

Item Template: BOSM 4-1-2021

Item Title: Approval of Draft Meeting Minutes: March 4, 2020

Suggested Action: Review and approve.

Item Type:
Action Item

Item ID:
2021-45

Submitting Department:
Administration

Drafter:
Lauren Chapman

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Consent Items

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:

VIRGINIA: A VIRTUAL MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD REMOTELY ON THURSDAY, MARCH 4, 2021 AT 7:00 P.M. USING THE 'GOTOMEETING' PLATFORM:
<https://global.gotomeeting.com/join/447043917>

PRESENT: SUPERVISOR ROBERT ELLIOTT, JR.
SUPERVISOR MICHAEL DREWRY
SUPERVISOR JUDY LYTTLE
SUPERVISOR WILLIAM (TIM) CALHOUN

ABSENT: SUPERVISOR KENNETH HOLMES

ALSO

PRESENT: MRS. MELISSA ROLLINS, COUNTY ADMINISTRATOR
MS. DANIELLE POWELL, COUNTY ATTORNEY
MRS. LAUREN CHAPMAN, COUNTY ADMINISTRATION
MR. DELON BROWN, INFORMATION TECHNOLOGY DIRECTOR
MRS. CAROL SWINDELL, INTERIM FINANCE DIRECTOR
MR. DAVID HARRISON, DEPUTY COUNTY ADMINISTRATOR
MRS. CLAIRE STEEN, DEPUTY REGISTRAR
MRS. VALERIE PIERCE, SOCIAL SERVICES DIRECTOR
MRS. LAJEUNE STONE, YOUTH AND FAMILY RESOURCES DIRECTOR
MR. PANAYIOTIS JABRI, ECONOMIC DEVELOPMENT DIRECTOR
MR. RAY PHELPS, EMERGENCY SERVICES DIRECTOR
MR. NATE GOMES, MAINTENANCE

CALL TO ORDER / INVOCATION / MOMENT OF SILENCE / PLEDGE OF ALLEGIANCE/ AGENDA ADOPTION

The meeting was called to order by Chairman Elliott at 7:00 P.M.

Legal Representative Opening Statement: *"This meeting is being held electronically due to the COVID 19 Pandemic which has made it unsafe to assemble in quorum in a single location. The meeting is convened by 'GoToMeeting' as posted on the County's website."*

The invocation was given by Reverend Joseph Elliott of Tabernacle Baptist Church in Petersburg, Virginia. Following the invocation, Chairman Elliott led those present in a moment of silence.

Supervisor Lyttle led those present to recite the pledge of allegiance.

The agenda was approved and then adopted by roll call vote. **(approved)**

SUPERVISOR ROBERT ELLIOTT, JR.	AYE
SUPERVISOR MICHAEL DREWRY	AYE
SUPERVISOR JUDY S. LYTTLE	AYE
SUPERVISOR KENNETH R. HOLMES	ABSENT
SUPERVISOR WILLIAM CALHOUN	AYE

PUBLIC HEARING

1. *Proposed Zoning Fee; Solar Farms*

*Supervisor Lyttle made a motion to approve Ordinance 2021-0 as presented. Supervisor Drewry seconded the motion. The motion was approved by roll call vote. **(Approved)***

SUPERVISOR ROBERT ELLIOTT, JR.	AYE
SUPERVISOR MICHAEL DREWRY	AYE
SUPERVISOR JUDY S. LYTTLE	AYE
SUPERVISOR KENNETH R. HOLMES	ABSENT
SUPERVISOR WILLIAM CALHOUN	AYE

NEW BUSINESS

1. *Request for Public Hearing - Cavalier Solar LLC*

*Supervisor Drewry made a motion to approve the request for Public Hearing, Cavalier Solar LLC as presented. Supervisor Lyttle seconded the motion. Supervisor Calhoun advised he would abstain from this vote. The motion was approved by roll call vote. **(Approved)***

SUPERVISOR ROBERT ELLIOTT, JR.	AYE
SUPERVISOR MICHAEL DREWRY	AYE
SUPERVISOR JUDY S. LYTTLE	AYE
SUPERVISOR KENNETH R. HOLMES	ABSENT
SUPERVISOR WILLIAM CALHOUN	ABSTAINED

PRESENTATIONS

1. *Prince George Electric Cooperative Enterprises (PGECE) Ruralband Project Update*
2. *VEDA Broadband Initiative - Mr. Yoti Jabri, Economic Development Director*

PUBLIC COMMENTS

Public comments emailed to comments@surrycountyva.gov will be included in meeting minutes.

1. *Ms. Dianne Cheek, Surry District*
2. *Mr. Mike Eggleston, Dendron District*
3. *Mr. Robert Chandler,*

BOARD COMMENTS

1. *Board Members thanked County Administration, Emergency Services, Staff and Volunteers for their efforts in organizing and facilitating the vaccine clinics for Surry County.*

COUNTY ADMINISTRATORS REPORT

1. *Mrs. Melissa D. Rollins, County Administrator, provided a County Administrators report.*

REPORTS

1. *Mr. Ray Phelps, Emergency Services Director, gave a brief update on COVID19 initiatives for Surry County.*

ADJOURNMENT

There being no further business before the Board, Supervisor Elliott entertained a motion to adjourn. Supervisor Calhoun made a motion that the Board adjourns their meeting to Thursday, April 1, 2021 at 7:00 P.M. The motion was seconded by Supervisor Drewry and approved by majority roll call vote.

SUPERVISOR ROBERT ELLIOTT, JR.
SUPERVISOR MICHAEL DREWRY
SUPERVISOR JUDY S. LYTTLE
SUPERVISOR KENNETH R. HOLMES
SUPERVISOR WILLIAM CALHOUN

AYE
AYE
AYE
ABSENT
AYE

Meeting adjourned at 8:15 P.M.

Item Template: BOSM 4-1-2021

Item Title: Accounts Payable Report: Approval of Payables in the amount of \$219,706.33

Suggested Action: Review and approve accounts payable.

Item Type:
Action Item

Item ID:
2021-44

Submitting Department:
Administration

Drafter:
Lauren Chapman

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Consent Items

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:

APRIL AGENDA NOTE

Agenda Item: Approval of April Payables - FY 2020-2021

(For The Month of February)

	<i>APRIL</i>		<i>TOTAL</i>
General Fund	\$ 97,232.32	\$	97,232.32
Debt Services		\$	-
Capital	\$ 45,218.54	\$	45,218.54
Water & Sewer	\$ 108.97	\$	108.97
CSA	\$ 77,146.50	\$	77,146.50
Economic Develop.		\$	-
Juror Payments		\$	-
Total Payables	\$ 219,706.33	\$	219,706.33

Required Action:

~ **Approve payables for April 1, 2021 in the amount of**
\$ 219,706.33

** BOARD OF SUPERVISORS **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	398.00	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	106.47	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	19.68	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	20.21	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	16.14	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	11.24	95542	Office Supplies	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-011100-6001-	- - .00	7.35	95542	Office Supplies	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-011100-6001-	- - .00	304.95	95542	Office Supplies	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-011100-6001-	- - .00	16.00	95542	Office Supplies	01761
						CHECK TOTAL	.00	900.04			
00000	002667	BANK OF AMERICA	BOA-MAI-RW-2/21	2/09/2021		4100-011100-6001-	- - .00	39.98	95543	Office Supplies	01761
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						CHECK TOTAL	.00	40.00			
						CLASS TOTAL	.00	940.04			
						ACH TOTAL		.00			
						CHK TOTAL		940.04			

** COUNTY ADMINISTRATION **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-ADM-LC-2/21	2/09/2021		4100-012100-6012-	- - .00	9.99	95542	Books & Subscriptions	01761
00000	002667		BOA-ADM-LC-2/21	2/09/2021		4100-012100-6012-	- - .00	69.99	95542	Books & Subscriptions	01761
00000	002667		BOA-BOS-SB-2/21	2/09/2021		4100-012100-6008-	- - .00	32.07	95542	Vehicle/Powered Equip Fuels	01761
						CHECK TOTAL	.00	112.05			
00000	002667	BANK OF AMERICA	BOA-MROLL-2/21	2/09/2021		4100-012100-3100-	- - .00	14.00	95543	Professional Services	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-6008-	- - .00	36.56	95543	Vehicle/Powered Equip Fuels	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-8107-	- - .00	71.59	95543	EDP Equipment	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-5540-	- - .00	460.00	95543	Convention & Education	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-6008-	- - .00	28.20	95543	Vehicle/Powered Equip Fuels	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-6008-	- - .00	35.00	95543	Vehicle/Powered Equip Fuels	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-6008-	- - .00	39.93	95543	Vehicle/Powered Equip Fuels	01761
00000	002667		BOA-MROLL-2/21	2/09/2021		4100-012100-3100-	- - .00	20.00	95543	Professional Services	01761
						CHECK TOTAL	.00	705.28			
						CLASS TOTAL	.00	817.33			
						ACH TOTAL		.00			
						CHK TOTAL		817.33			

** COMMISSIONER OF REVENUE **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-COR-JJ-2/21	2/09/2021		4100-012310-3500-	- - .00	42.00	95542	Printing & Binding	01761
						CHECK TOTAL	.00	42.00			
						CLASS TOTAL	.00	42.00			
						ACH TOTAL		.00			
						CHK TOTAL		42.00			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-TREA-OR2/21	2/09/2021		4100-012410-6001-	- - .00	13.80	95543	Office Supplies	01761
						CHECK TOTAL	.00	13.80			
						CLASS TOTAL	.00	13.80			
						ACH TOTAL		.00			
						CHK TOTAL		13.80			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-FIN-CD-2/21	2/09/2021		4100-012420-6001-	- - .00	15.24	95542	Office Supplies	01761
						CHECK TOTAL	.00	15.24			
						CLASS TOTAL	.00	15.24			
						ACH TOTAL		.00			
						CHK TOTAL		15.24			

** COMPUTER/NETWORK SERVICES *

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-IT-DB-2/21	2/09/2021		4100-012510-3310-	- - .00	270.83	95542	Repairs & Maintenance	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-3310-	- - .00	79.18	95542	Repairs & Maintenance	01761
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00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	20.00	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	.99	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	230.60	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6001-	- - .00	111.06	95542	Office Supplies	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	58.99	95542	Books and Subscriptions	01761
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00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-5230-	- - .00	89.95	95542	Communications	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-5540-	- - .00	57.00	95542	Convention & Education	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	99.00	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	49.95	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	59.99	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	150.00	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-5210-	- - .00	98.12	95542	Postal Services	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	139.41	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-6012-	- - .00	20.00	95542	Books and Subscriptions	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-012510-5230-	- - .00	62.96	95542	Communications	01761
CHECK TOTAL							.00	2,120.44			
CLASS TOTAL							.00	2,120.44			
ACH TOTAL								.00			
CHK TOTAL								2,120.44			

** CLERK OF CIRCUIT COURT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-CC-GC-2/21	2/09/2021		4100-021700-6001-	- - .00	10.00	95542	Office Supplies	01761
00000	002667		BOA-CC-GC-2/21	2/09/2021		4100-021700-6001-	- - .00	11.22	95542	Office Supplies	01761
						CHECK TOTAL	.00	21.22			
						CLASS TOTAL	.00	21.22			
						ACH TOTAL		.00			
						CHK TOTAL		21.22			

VICTIM/WITNESS PROGRAM

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-VW-SH-2/21	2/09/2021		4100-021910-5810-	- - .00	150.00	95543	Dues/Associated Memberships	01761
00000	002667		BOA-VW-SH-2/21	2/09/2021		4100-021910-5230-	- - .00	121.79	95543	Communications	01761
						CHECK TOTAL	.00	271.79			
						CLASS TOTAL	.00	271.79			
						ACH TOTAL		.00			
						CHK TOTAL		271.79			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-OOY-LS-2/21	2/09/2021		4100-021920-5840-	- - .00	19.00	95543	Office on Youth Programs	01761
						CHECK TOTAL	.00	19.00			
						CLASS TOTAL	.00	19.00			
						ACH TOTAL		.00			
						CHK TOTAL		19.00			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-CA-DD-2/21	2/09/2021		4100-022100-5230-	- - .00	117.85	95542	Communications	01761
00000	002667		BOA-CA-DD-2/21	2/09/2021		4100-022100-5230-	- - .00	9.99	95542	Communications	01761
00000	002667		BOA-CA-DD-2/21	2/09/2021		4100-022100-6001-	- - .00	599.99	95542	Office Supplies	01761
						CHECK TOTAL	.00	727.83			
						CLASS TOTAL	.00	727.83			
						ACH TOTAL		.00			
						CHK TOTAL		727.83			

*** SHERIFF'S OFFICE ***

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-SHE-CT-2/21	2/09/2021		4100-031200-3100-	- - .00	39.50	95543	Professional Services	01761
00000	002667		BOA-SHE-CT-2/21	2/09/2021		4100-031200-6001-	- - .00	114.48	95543	Office Supplies	01761
						CHECK TOTAL	.00	153.98			
						CLASS TOTAL	.00	153.98			
						ACH TOTAL		.00			
						CHK TOTAL		153.98			

*** BUILDING INSPECTIONS ***

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-BLD-WP-2/21	2/09/2021		4100-034100-6001-	- - .00	21.50	95542	Office Supplies	01761
00000	002667		BOA-BLD-WP-2/21	2/09/2021		4100-034100-5810-	- - .00	45.00	95542	Dues/Association Memberships	01761
						CHECK TOTAL	.00	66.50			
						CLASS TOTAL	.00	66.50			
						ACH TOTAL		.00			
						CHK TOTAL		66.50			

** ANIMAL CONTROL **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-AC-EM-2-21	2/09/2021		4100-035100-3110-	- - .00	129.00	95542	Medical/Hospital Services	01761
00000	002667		BOA-AC-EM-2-21	2/09/2021		4100-035100-6007-	- - .00	659.70	95542	Repair/Maintenance Supplies	01761
00000	002667		BOA-AC-EM-2-21	2/09/2021		4100-035100-3110-	- - .00	106.80	95542	Medical/Hospital Services	01761
00000	002667		BOA-AC-EM-2-21	2/09/2021		4100-035100-3110-	- - .00	52.46	95542	Medical/Hospital Services	01761
00000	002667		BOA-AC-MV-2/21	2/09/2021		4100-035100-3110-	- - .00	18.50	95542	Medical/Hospital Services	01761
00000	002667		BOA-AC-MV-2/21	2/09/2021		4100-035100-5210-	- - .00	6.95	95542	Postal Services	01761
00000	002667		BOA-AC-MV-2/21	2/09/2021		4100-035100-6007-	- - .00	219.90	95542	Repair/Maintenance Supplies	01761
00000	002667		BOA-AC-MV-2/21	2/09/2021		4100-035100-6001-	- - .00	20.13	95542	Office Supplies	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-035100-6001-	- - .00	473.84	95542	Office Supplies	01761
						CHECK TOTAL	.00	1,687.28			
						CLASS TOTAL	.00	1,687.28			
						ACH TOTAL		.00			
						CHK TOTAL		1,687.28			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-ES-KC-2/21	2/09/2021		4100-035500-5849-	- - .00	62.65	95542	FY20 Radiological Prep Grant	01761
00000	002667		BOA-ES-KC-2/21	2/09/2021		4100-035500-5849-	- - .00	195.00	95542	FY20 Radiological Prep Grant	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-035500-5849-	- - .00	118.41	95542	FY20 Radiological Prep Grant	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-035500-3310-	- - .00	37.87	95542	Repairs & Maintenance	01761
						CHECK TOTAL	.00	413.93			
						CLASS TOTAL	.00	413.93			
						ACH TOTAL		.00			
						CHK TOTAL		413.93			

** SOLID WASTE DEPARTMENT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-SAN-GE-2/21	2/09/2021		4100-042300-6001-	- - .00	22.64	95543	Office Supplies	01761
00000	002667		BOA-SAN-GE-2/21	2/09/2021		4100-042300-6001-	- - .00	15.29	95543	Office Supplies	01761
00000	002667		BOA-SAN-GE-2/21	2/09/2021		4100-042300-6001-	- - .00	83.98	95543	Office Supplies	01761
00000	002667		BOA-SAN-GE-2/21	2/09/2021		4100-042300-8107-	- - .00	157.94	95543	EDP Equipment	01761
00000	002667		BOA-SAN-GE-2/21	2/09/2021		4100-042300-6001-	- - .00	18.17	95543	Office Supplies	01761
00000	002667		BOA-SAN-HS-2/21	2/09/2021		4100-042300-6001-	- - .00	168.45	95543	Office Supplies	01761
00000	002667		BOA-SAN-HS-2/21	2/09/2021		4100-042300-6009-	- - .00	24.90	95543	Vehicle/Powered Equip Supplies	01761
00000	002667		BOA-SAN-HS-2/21	2/09/2021		4100-042300-6001-	- - .00	265.00	95543	Office Supplies	01761
00000	002667		BOA-SAN-HS-2/21	2/09/2021		4100-042300-6009-	- - .00	89.97	95543	Vehicle/Powered Equip Supplies	01761
						CHECK TOTAL	.00	846.34			
						CLASS TOTAL	.00	846.34			
						ACH TOTAL		.00			
						CHK TOTAL		846.34			

** MAINTENANCE DEPARTMENT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	1,080.00	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	2,625.00	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	190.72	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	801.48	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	736.79	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	99.00	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	275.00	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	64.89	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	272.25	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	35.18	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-RW-2/21	2/09/2021		4100-043200-6007-	- - .00	135.82	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-SP-2/21	2/09/2021		4100-043200-6007-	- - .00	45.38	95543	Repair/Maintenance Supplies	01761
00000	002667		BOA-MAI-SP-2/21	2/09/2021		4100-043200-6001-	- - .00	69.93	95543	Office Supplies	01761
00000	002667		BOA-MAI-SP-2/21	2/09/2021		4100-043200-6001-	- - .00	26.32	95543	Office Supplies	01761
00000	002667		BOA-MAI-SP-2/21	2/09/2021		4100-043200-6001-	- - .00	382.33	95543	Office Supplies	01761
CHECK TOTAL							.00	6,840.09			
CLASS TOTAL							.00	6,840.09			
ACH TOTAL								.00			
CHK TOTAL								6,840.09			

** CARES ACT ROUND 1 **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	25.98	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	269.00	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	316.96	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	609.74	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	148.99	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-ES-RP-2/21	2/09/2021		4100-054001-6000-	- - .00	21.74	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-FIN-CD-2/21	2/09/2021		4100-054001-6000-	- - .00	51.90	95542	Disaster Supplies/Materials	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-054001-5230-	- - .00	62.96	95542	Communications	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-054001-3100-	- - .00	146.25	95542	Professional Services	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-054001-3100-	- - .00	207.50	95542	Professional Services	01761
00000	002667		BOA-IT-DB-2/21	2/09/2021		4100-054001-3100-	- - .00	34.98	95542	Professional Services	01761
						CHECK TOTAL	.00	1,896.00			
00000	002667	BANK OF AMERICA	BOA-P/R-SJ-2-21	2/09/2021		4100-054001-6000-	- - .00	2,383.01	95543	Disaster Supplies/Materials	01761
						CHECK TOTAL	.00	2,383.01			
						CLASS TOTAL	.00	4,279.01			
						ACH TOTAL		.00			
						CHK TOTAL		4,279.01			

PARKS & REC ADMINISTRATION

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-P/R-JF-2-21	2/09/2021		4100-071100-3000-	- - .00	52.11	95543	Contractual Services	01761
00000	002667		BOA-P/R-JF-2-21	2/09/2021		4100-071100-5841-	- - .00	6.00	95543	Special Activities	01761
00000	002667		BOA-P/R-JF-2-21	2/09/2021		4100-071100-6005-	- - .00	25.00	95543	Laundry/Janitorial Supplies	01761
00000	002667		BOA-P/R-JF-2-21	2/09/2021		4100-071100-6013-	- - .00	150.00	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-JF-2-21	2/09/2021		4100-071100-6013-	- - .00	138.98	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-JF-2-21	2/09/2021		4100-071100-6013-	- - .00	178.22	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-3310-	- - .00	57.88	95543	Repairs & Maintenance	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-3310-	- - .00	54.21	95543	Repairs & Maintenance	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-3310-	- - .00	32.84	95543	Repairs & Maintenance	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-5540-	- - .00	999.00	95543	Convention & Education	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-5810-	- - .00	70.69	95543	Dues/Association Memberships	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-5841-	- - .00	265.58	95543	Special Activities	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-5841-	- - .00	45.94	95543	Special Activities	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6001-	- - .00	99.98	95543	Office Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6001-	- - .00	8.48	95543	Office Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6005-	- - .00	7.63	95543	Laundry/Janitorial Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	136.12	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	677.00	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	29.60	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	29.38	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	65.92	95543	Recreational Supplies	01761
00000	002667		BOA-P/R-SJ-2-21	2/09/2021		4100-071100-6013-	- - .00	677.00-	95543	Recreational Supplies	01761
CHECK TOTAL							.00	2,453.56			
CLASS TOTAL							.00	2,453.56			
ACH TOTAL								.00			
CHK TOTAL								2,453.56			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-DHARR-2/21	2/09/2021		4100-081100-6012-	- - .00	44.00	95542	Books & Subscriptions	01761
						CHECK TOTAL	.00	44.00			
						CLASS TOTAL	.00	44.00			
						ACH TOTAL		.00			
						CHK TOTAL		44.00			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-DHARR-2/21	2/09/2021		4100-081500-5540-	- - .00	125.31	95542	Convention & Education	01761
00000	002667		BOA-DHARR-2/21	2/09/2021		4100-081500-5540-	- - .00	103.85	95542	Convention & Education	01761
00000	002667		BOA-DHARR-2/21	2/09/2021		4100-081500-5540-	- - .00	100.00	95542	Convention & Education	01761
00000	002667		BOA-DHARR-2/21	2/09/2021		4100-081500-5540-	- - .00	232.03	95542	Convention & Education	01761
00000	002667		BOA-ED-PJ-2-21	2/09/2021		4100-081500-5810-	- - .00	100.00	95542	Dues & Association Memberships	01761
						CHECK TOTAL	.00	661.19			
						CLASS TOTAL	.00	661.19			
						ACH TOTAL		.00			
						CHK TOTAL		661.19			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-TOU-PB-2/21	2/09/2021		4100-081550-5810-	- - .00	180.00	95543	Dues/Association Memberships	01761
00000	002667		BOA-TOU-PB-2/21	2/09/2021		4100-081550-5860-	- - .00	25.00	95543	WanderLove Grant	01761
00000	002667		BOA-TOU-PB-2/21	2/09/2021		4100-081550-5860-	- - .00	25.00	95543	WanderLove Grant	01761
00000	002667		BOA-TOU-PB-2/21	2/09/2021		4100-081550-5860-	- - .00	25.00	95543	WanderLove Grant	01761
00000	002667		BOA-TOU-PB-2/21	2/09/2021		4100-081550-5860-	- - .00	5.68	95543	WanderLove Grant	01761
						CHECK TOTAL	.00	260.68			
						CLASS TOTAL	.00	260.68			
						ACH TOTAL		.00			
						CHK TOTAL		260.68			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002667	BANK OF AMERICA	BOA-OOY-BV-2/21	2/09/2021		4100-084100-5844-	- - .00	10.34	95543	Youth Forums	01761
00000	002667		BOA-OOY-BV-2/21	2/09/2021		4100-084100-5210-	- - .00	5.50	95543	Postal Services	01761
00000	002667		BOA-OOY-BV-2/21	2/09/2021		4100-084100-5844-	- - .00	37.95	95543	Youth Forums	01761
00000	002667		BOA-OOY-BV-2/21	2/09/2021		4100-084100-6001-	- - .00	56.61	95543	Office Supplies	01761
CHECK TOTAL							.00	110.40			
CLASS TOTAL							.00	110.40			
ACH TOTAL								.00			
CHK TOTAL								110.40			
FINAL TOTAL							.00	22,805.65-			
ACH TOTAL								.00			
CHK TOTAL								22,805.65			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 22,805.65 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

_____ DATE	_____ DIRECTOR OF FINANCE
_____ DATE	_____ DIRECTOR OF FINANCE

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000317	AFLAC	JP-AFLAC-2/21	2/09/2021		100-000200-0230-	- - .00	200.20	95511	Payroll	01760
						CHECK TOTAL	.00	200.20			
						CLASS TOTAL	.00	200.20			
						ACH TOTAL		.00			
						CHK TOTAL		200.20			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000298	VISA	VISA-BB&T-2/21	2/09/2021		4100-011100-6001-	- - .00	159.02	95541	Office Supplies	01760
						CHECK TOTAL	.00	159.02			
						CLASS TOTAL	.00	159.02			
						ACH TOTAL		.00			
						CHK TOTAL		159.02			

** COUNTY ADMINISTRATION **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-012100-5210-	- - .00	112.67	95532	Postal Services	01760
						CHECK TOTAL	.00	112.67			
00000	003267	THE BERKLEY GROUP, LLC	#3	2/09/2021		4100-012100-3100-	- - .00	6,712.50	95536	Professional Services	01760
						CHECK TOTAL	.00	6,712.50			
00000	000114	VERIZON WIRELESS	9869914451	2/09/2021		4100-012100-5230-	- - .00	40.01	95539	Communications	01760
00000	000114		9872025256	2/09/2021		4100-012100-5230-	- - .00	40.01	95539	Communications	01760
						CHECK TOTAL	.00	80.02			
00000	000298	VISA	VISA-BB&T-2/21	2/09/2021		4100-012100-6001-	- - .00	261.56	95541	Office Supplies	01760
00000	000298		VISA-BB&T-2/21	2/09/2021		4100-012100-5540-	- - .00	60.00	95541	Convention & Education	01760
00000	000298		VISA-BB&T-2/21	2/09/2021		4100-012100-5210-	- - .00	41.25	95541	Postal Services	01760
00000	000298		VISA-BB&T-2/21	2/09/2021		4100-012100-5210-	- - .00	11.80	95541	Postal Services	01760
						CHECK TOTAL	.00	374.61			
						CLASS TOTAL	.00	7,279.80			
						ACH TOTAL		.00			
						CHK TOTAL		7,279.80			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ACH NO.	DESCRIPTION	BATCH
00000	001362	HEFTY WILEY & GORE, P.C.	10995	2/09/2021		4100-012210-3150-	- - .00	250.00	95526	Legal Services	01760
						CHECK TOTAL	.00	250.00			
						CLASS TOTAL	.00	250.00			
						ACH TOTAL		.00			
						CHK TOTAL		250.00			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-012310-5210- - -	.00	35.60	95532	Postal Services	01760
						CHECK TOTAL	.00	35.60			
						CLASS TOTAL	.00	35.60			
						ACH TOTAL		.00			
						CHK TOTAL		35.60			

** COMPUTER/NETWORK SERVICES *

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002517	CAS SEVERN, INC.	438083	2/09/2021		4100-012510-3310-	- - .00	215.00	95516	Repairs & Maintenance	01760
						CHECK TOTAL	.00	215.00			
00000	003312	CCK ENTERPRISE, LLC	1221	2/09/2021		4100-012510-3100-	- - .00	2,500.00	95517	Professional Services	01760
						CHECK TOTAL	.00	2,500.00			
00000	002890	DOCUMENT SYSTEMS, INC.	(112734)	2/09/2021		4100-012510-3320-	- - .00	693.11	95520	Maintenance Service Contracts	01760
00000	002890		(112735)	2/09/2021		4100-012510-3320-	- - .00	173.97	95520	Maintenance Service Contracts	01760
00000	002890		(112736)	2/09/2021		4100-012510-3320-	- - .00	138.87	95520	Maintenance Service Contracts	01760
00000	002890		(112737)	2/09/2021		4100-012510-3320-	- - .00	152.95	95520	Maintenance Service Contracts	01760
00000	002890		(112738)	2/09/2021		4100-012510-3320-	- - .00	183.11	95520	Maintenance Service Contracts	01760
						CHECK TOTAL	.00	1,342.01			
00000	002722	GCR COMPANY	297392	2/09/2021		4100-012510-5230-	- - .00	1,600.00	95524	Communications	01760
00000	002722		297393	2/09/2021		4100-012510-5230-	- - .00	360.00	95524	Communications	01760
						CHECK TOTAL	.00	1,960.00			
00000	003050	IPC TECHNOLOGIES, INC.	IVC3031055	2/09/2021		4100-012510-3320-	- - .00	1,248.00	95527	Maintenance Service Contracts	01760
						CHECK TOTAL	.00	1,248.00			
00000	001398	RICOH CORPORATION	5061119314	2/09/2021		4100-012510-3320-	- - .00	359.92	95533	Maintenance Service Contracts	01760
						CHECK TOTAL	.00	359.92			
00000	000111	VERIZON BUSINESS	07027825	2/09/2021		4100-012510-5230-	- - .00	177.69	95537	Communications	01760
						CHECK TOTAL	.00	177.69			
00000	001980	VERIZON CABS	M55055423020360	2/09/2021		4100-012510-5230-	- - .00	604.52	95538	Communications	01760
						CHECK TOTAL	.00	604.52			
00000	000298	VISA	VISA-BB&T-2/21	2/09/2021		4100-012510-6012-	- - .00	591.98	95541	Books and Subscriptions	01760
00000	000298		VISA-BB&T-2/21	2/09/2021		4100-012510-6012-	- - .00	400.00	95541	Books and Subscriptions	01760
						CHECK TOTAL	.00	991.98			
						CLASS TOTAL	.00	9,399.12			
						ACH TOTAL		.00			
						CHK TOTAL		9,399.12			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-013100-5210-	- - .00	39.11	95532	Postal Services	01760
						CHECK TOTAL	.00	39.11			
						CLASS TOTAL	.00	39.11			
						ACH TOTAL		.00			
						CHK TOTAL		39.11			

** CIRCUIT COURT **

P.O.	VENDOR		INVOICE	CHECK	A/P	ACCOUNT	DISCOUNT	NET	CHECK/			
NO.	NO.	VENDOR NAME	NO.	DATE	ACCRL	NO.	AMOUNT	AMOUNT	ACH NO.		DESCRIPTION	BATCH
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00000	000133	COUNTY OF PRINCE GEORGE	QTR2 2021 SURRY	2/09/2021		4100-021100-7001-	- -	.00	566.85	95518	Court Admin Services	01760
						CHECK TOTAL		.00	566.85			
						CLASS TOTAL		.00	566.85			
						ACH TOTAL		.00				
						CHK TOTAL			566.85			

** SHERIFF'S OFFICE **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-031200-6008-	- - .00	1,032.96	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	1,032.96			
00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-031200-5210-	- - .00	32.58	95532	Postal Services	01760
						CHECK TOTAL	.00	32.58			
						CLASS TOTAL	.00	1,065.54			
						ACH TOTAL		.00			
						CHK TOTAL		1,065.54			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000181	MSAG, LLC	C313345	2/09/2021		4100-031400-3320-	- - .00	69.00	95529	Maintenance Service Contracts	01760
						CHECK TOTAL	.00	69.00			
						CLASS TOTAL	.00	69.00			
						ACH TOTAL		.00			
						CHK TOTAL		69.00			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-034100-6008-	- - .00	50.82	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	50.82			
00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-034100-5210-	- - .00	24.40	95532	Postage	01760
						CHECK TOTAL	.00	24.40			
						CLASS TOTAL	.00	75.22			
						ACH TOTAL		.00			
						CHK TOTAL		75.22			

** ANIMAL CONTROL **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002374	DISPUTANTA ANIMAL HOSPITA	238981	2/09/2021		4100-035100-3110-	- - .00	46.00	95519	Medical/Hospital Services	01760
00000	002374		238982	2/09/2021		4100-035100-3110-	- - .00	46.00	95519	Medical/Hospital Services	01760
00000	002374		239463	2/09/2021		4100-035100-3110-	- - .00	127.00	95519	Medical/Hospital Services	01760
00000	002374		239464	2/09/2021		4100-035100-3110-	- - .00	146.80	95519	Medical/Hospital Services	01760
00000	002374		239465	2/09/2021		4100-035100-3110-	- - .00	111.00	95519	Medical/Hospital Services	01760
						CHECK TOTAL	.00	476.80			
00000	000451	FARMERS UNITED INC	121682	2/09/2021		4100-035100-6002-	- - .00	85.00	95523	Food Supplies & Food Service	01760
00000	000451		121968	2/09/2021		4100-035100-6002-	- - .00	85.00	95523	Food Supplies & Food Service	01760
00000	000451		121968	2/09/2021		4100-035100-6007-	- - .00	28.00	95523	Repair/Maintenance Supplies	01760
						CHECK TOTAL	.00	198.00			
00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-035100-6008-	- - .00	108.68	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	108.68			
00000	002912	IVOR VETERINARY CLINIC	469347	2/09/2021		4100-035100-3110-	- - .00	20.00	95528	Medical/Hospital Services	01760
00000	002912		472178	2/09/2021		4100-035100-3110-	- - .00	72.45	95528	Medical/Hospital Services	01760
						CHECK TOTAL	.00	92.45			
00000	000114	VERIZON WIRELESS	9869914451	2/09/2021		4100-035100-5230-	- - .00	72.59	95539	Communications	01760
00000	000114		9872025256	2/09/2021		4100-035100-5230-	- - .00	72.64	95539	Communications	01760
						CHECK TOTAL	.00	145.23			
						CLASS TOTAL	.00	1,021.16			
						ACH TOTAL		.00			
						CHK TOTAL		1,021.16			

** EMERGENCY SERVICES **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-035500-6008-	- - .00	51.12	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	51.12			
00000	000191	PARKER OIL & PROPANE	623587	2/09/2021		4100-035500-6008-	- - .00	278.34	95530	Vehicle/Powered Equip Fuels	01760
00000	000191		651015	2/09/2021		4100-035500-6008-	- - .00	2,356.26	95530	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	2,634.60			
00000	000114	VERIZON WIRELESS	9869914451	2/09/2021		4100-035500-5230-	- - .00	107.77	95539	Communications	01760
00000	000114		9872025256	2/09/2021		4100-035500-5230-	- - .00	160.10	95539	Communications	01760
						CHECK TOTAL	.00	267.87			
						CLASS TOTAL	.00	2,953.59			
						ACH TOTAL		.00			
						CHK TOTAL		2,953.59			

** SOLID WASTE DEPARTMENT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-042300-6008-	- - .00	547.36	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	547.36			
						CLASS TOTAL	.00	547.36			
						ACH TOTAL		.00			
						CHK TOTAL		547.36			

** MAINTENANCE DEPARTMENT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-043200-6008-	- - .00	70.30	95525	Vehicle/Powered Equip Fuels	01760
00000	001892		MAINT-ADD'D2/21	2/09/2021		4100-043200-6008-	- - .00	4,795.46	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	4,865.76			
00000	001810	STAPLES BUSINESS CREDIT	7320865353-0-1	2/09/2021		4100-043200-6005-	- - .00	794.89	95535	Laundry/Janitorial Supplies	01760
						CHECK TOTAL	.00	794.89			
00000	000298	VISA	VISA-BB&T-2/21	2/09/2021		4100-043200-8102-	- - .00	2,113.37	95541	Furniture & Fixtures	01760
00000	000298		VISA-BB&T-2/21	2/09/2021		4100-043200-8102-	- - .00	2,113.37	95541	Furniture & Fixtures	01760
						CHECK TOTAL	.00	4,226.74			
						CLASS TOTAL	.00	9,887.39			
						ACH TOTAL		.00			
						CHK TOTAL		9,887.39			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-071100-6008-	- - .00	119.92	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	119.92			
						CLASS TOTAL	.00	119.92			
						ACH TOTAL		.00			
						CHK TOTAL		119.92			

MARINA OPERATIONS

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000291	DOMINION	MARINA-JAN2021	2/09/2021		4100-071600-5110-	- - .00	83.73	95521	Electrical Services	01760
						CHECK TOTAL	.00	83.73			
						CLASS TOTAL	.00	83.73			
						ACH TOTAL		.00			
						CHK TOTAL		83.73			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000199	PURCHASE POWER	ALL DEPTS-2/21	2/09/2021		4100-081100-5210-	- - .00	39.90	95532	Postal Services	01760
						CHECK TOTAL	.00	39.90			
00000	002643	VIRGINIA UTILITY	01210427	2/09/2021		4100-081100-3000-	- - .00	33.60	95540	Contractual Services	01760
						CHECK TOTAL	.00	33.60			
						CLASS TOTAL	.00	73.50			
						ACH TOTAL		.00			
						CHK TOTAL		73.50			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	003334	AMAZON CAPITAL SERVICES	1HVN-7VMR-XCH7	2/09/2021		4100-081500-6001-	- - .00	47.59	95512	Office Supplies	01760
						CHECK TOTAL	.00	47.59			
00000	003417	PARKS SHERITA	OBICI-FEB2021	2/09/2021		4100-081500-5700-	- - .00	675.00	95531	Obici Wellness Grant	01760
						CHECK TOTAL	.00	675.00			
						CLASS TOTAL	.00	722.59			
						ACH TOTAL		.00			
						CHK TOTAL		722.59			

** OFFICE ON YOUTH **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001892	GRIFFIN OIL & PROPANE	ALL DEPTS2/2021	2/09/2021		4100-084100-6008-	- - .00	42.27	95525	Vehicle/Powered Equip Fuels	01760
						CHECK TOTAL	.00	42.27			
00000	000114	VERIZON WIRELESS	9869914451	2/09/2021		4100-084100-5230-	- - .00	72.59	95539	Communications	01760
00000	000114		9872025256	2/09/2021		4100-084100-5230-	- - .00	72.64	95539	Communications	01760
						CHECK TOTAL	.00	145.23			
						CLASS TOTAL	.00	187.50			
						ACH TOTAL		.00			
						CHK TOTAL		187.50			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	003334	AMAZON CAPITAL SERVICES	1HRQ-D3PM-FFCC	2/09/2021		4100-084200-6001-	- - .00	9.99	95512	Office Supplies	01760
						CHECK TOTAL	.00	9.99			
						CLASS TOTAL	.00	9.99			
						ACH TOTAL		.00			
						CHK TOTAL		9.99			

FIRE SUPPRESSION SYSTEM

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	002875	BOWMAN CONSULTING GROUP,	301097	2/09/2021		4200-094255-8102-	- - .00	582.25	95514	Fire Supression System	01760
00000	002875		303459	2/09/2021		4200-094255-8102-	- - .00	777.50	95514	Fire Supression System	01760
00000	002875		304550	2/09/2021		4200-094255-8102-	- - .00	859.50	95514	Fire Supression System	01760
CHECK TOTAL							.00	2,219.25			
CLASS TOTAL							.00	2,219.25			
ACH TOTAL								.00			
CHK TOTAL								2,219.25			

Mandated Expenditures

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00850	003253	BELIEVE-N-U YOUTH	00625	2/09/2021		4204-053500-3186-	- - .00	6,300.00	95513	Alternative Day Placement	01760
						CHECK TOTAL	.00	6,300.00			
00851	003448	BRALEY & THOMPSON, INC.	5403100007724	2/09/2021		4204-053500-3168-	- - .00	5,170.00	95515	Theraputic Foster Care	01760
						CHECK TOTAL	.00	5,170.00			
00881	003546	FAMILIES FIRST OF VA, INC	20S10.1	2/09/2021		4204-053500-3166-	- - .00	4,216.00	95522	Theraputic FC IV-E	01760
00881	003546		20S11.1	2/09/2021		4204-053500-3166-	- - .00	4,080.00	95522	Theraputic FC IV-E	01760
00881	003546		20S7.1	2/09/2021		4204-053500-3166-	- - .00	4,464.00	95522	Theraputic FC IV-E	01760
00881	003546		20S8.1	2/09/2021		4204-053500-3166-	- - .00	4,464.00	95522	Theraputic FC IV-E	01760
00881	003546		20S9.1	2/09/2021		4204-053500-3166-	- - .00	4,312.00	95522	Theraputic FC IV-E	01760
						CHECK TOTAL	.00	21,536.00			
00889	003545	RIVERMONT SCHOOLS	1031	2/09/2021		4204-053500-3186-	- - .00	3,340.50	95534	Alternative Day Placement	01760
00888	003545		1271	2/09/2021		4204-053500-3186-	- - .00	5,729.00	95534	Alternative Day Placement	01760
00886	003545		1272	2/09/2021		4204-053500-3186-	- - .00	3,247.00	95534	Alternative Day Placement	01760
00885	003545		1273	2/09/2021		4204-053500-3186-	- - .00	3,247.00	95534	Alternative Day Placement	01760
00883	003545		1274	2/09/2021		4204-053500-3186-	- - .00	3,247.00	95534	Alternative Day Placement	01760
00884	003545		1275	2/09/2021		4204-053500-3186-	- - .00	3,247.00	95534	Alternative Day Placement	01760
00887	003545		1276	2/09/2021		4204-053500-3186-	- - .00	3,247.00	95534	Alternative Day Placement	01760
00888	003545		1787	2/09/2021		4204-053500-3186-	- - .00	4,381.00	95534	Alternative Day Placement	01760
00886	003545		1788	2/09/2021		4204-053500-3186-	- - .00	2,483.00	95534	Alternative Day Placement	01760
00885	003545		1789	2/09/2021		4204-053500-3186-	- - .00	2,483.00	95534	Alternative Day Placement	01760
00883	003545		1790	2/09/2021		4204-053500-3186-	- - .00	2,483.00	95534	Alternative Day Placement	01760
00884	003545		1791	2/09/2021		4204-053500-3186-	- - .00	2,483.00	95534	Alternative Day Placement	01760
00887	003545		1792	2/09/2021		4204-053500-3186-	- - .00	2,483.00	95534	Alternative Day Placement	01760
00889	003545		2497	2/09/2021		4204-053500-3186-	- - .00	2,040.00	95534	Alternative Day Placement	01760
						CHECK TOTAL	.00	44,140.50			
						CLASS TOTAL	.00	77,146.50			
						ACH TOTAL		.00			
						CHK TOTAL		77,146.50			
						FINAL TOTAL	.00	114,111.94-			
						ACH TOTAL		.00			
						CHK TOTAL		114,111.94			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 114,111.94 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

DATE

DIRECTOR OF FINANCE

DATE

DIRECTOR OF FINANCE

** BOARD OF SUPERVISORS **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-011100-5230-	- - .00	200.05	95579	Communications	01762
						CHECK TOTAL	.00	200.05			
						CLASS TOTAL	.00	200.05			
						ACH TOTAL		.00			
						CHK TOTAL		200.05			

** COUNTY ADMINISTRATION **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	003113	SHI INTERNATIONAL CORP.	B12930625	2/12/2021		4100-012100-8107-	- - .00	2,260.15	95568	EDP Equipment	01762
						CHECK TOTAL	.00	2,260.15			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-012100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-012100-5230-	- - .00	506.40	95579	Communications	01762
						CHECK TOTAL	.00	506.40			
						CLASS TOTAL	.00	2,862.68			
						ACH TOTAL		.00			
						CHK TOTAL		2,862.68			

** COMMISSIONER OF REVENUE **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-012310-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
						CLASS TOTAL	.00	96.13			
						ACH TOTAL		.00			
						CHK TOTAL		96.13			

** TREASURER **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000274	TRI CITY OFFICE PRODUCTS	0137541-001	2/12/2021		4100-012410-5230-	- - .00	120.87	95573	Communications	01762
						CHECK TOTAL	.00	120.87			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-012410-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-012410-5230-	- - .00	48.64	95579	Communications	01762
						CHECK TOTAL	.00	48.64			
						CLASS TOTAL	.00	265.64			
						ACH TOTAL		.00			
						CHK TOTAL		265.64			

** FINANCE DEPARTMENT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-012420-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-012420-5230-	- - .00	72.64	95579	Communications	01762
						CHECK TOTAL	.00	72.64			
						CLASS TOTAL	.00	168.77			
						ACH TOTAL		.00			
						CHK TOTAL		168.77			

** COMPUTER/NETWORK SERVICES *

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	003101	CIVIC PLUS	208846	2/12/2021		4100-012510-3320-	- - .00	1,736.44	95557	Maintenance Service Contracts	01762
						CHECK TOTAL	.00	1,736.44			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-012510-5230-	- - .00	96.10	95577	Communications	01762
						CHECK TOTAL	.00	96.10			
00000	000111	VERIZON BUSINESS	Z7323859	2/12/2021		4100-012510-5230-	- - .00	874.41	95578	Communications	01762
00000	000111		Z7325157	2/12/2021		4100-012510-5230-	- - .00	1,917.46	95578	Communications	01762
						CHECK TOTAL	.00	2,791.87			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-012510-5230-	- - .00	210.30	95579	Communications	01762
						CHECK TOTAL	.00	210.30			
						CLASS TOTAL	.00	4,834.71			
						ACH TOTAL		.00			
						CHK TOTAL		4,834.71			

**REGISTRAR & ELECTORAL BOARD*

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-013100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-013100-5230-	- - .00	59.20	95579	Communications	01762
						CHECK TOTAL	.00	59.20			
						CLASS TOTAL	.00	155.33			
						ACH TOTAL		.00			
						CHK TOTAL		155.33			

** DISTRICT COURT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	003533	PLOTT LAW FIRM	9204787	2/12/2021		4100-021200-3150-	- - .00	256.00	95567	Legal Services	01762
00000	003533		9204788	2/12/2021		4100-021200-3150-	- - .00	122.00	95567	Legal Services	01762
						CHECK TOTAL	.00	378.00			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-021200-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000314	XEROX	012145796	2/12/2021		4100-021200-3320-	- - .00	91.81	95581	Maintenance Service Contracts	01762
						CHECK TOTAL	.00	91.81			
						CLASS TOTAL	.00	565.94			
						ACH TOTAL		.00			
						CHK TOTAL		565.94			

** CLERK OF CIRCUIT COURT **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-021700-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
						CLASS TOTAL	.00	96.13			
						ACH TOTAL		.00			
						CHK TOTAL		96.13			

COMMONWEALTH'S ATTORNEY

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	002781	DAVIS DEREK	DD-RENT-JAN21	2/12/2021		4100-022100-5420-	- - .00	900.00	95560	Lease/Rent of Buildings	01762
						CHECK TOTAL	.00	900.00			
						CLASS TOTAL	.00	900.00			
						ACH TOTAL		.00			
						CHK TOTAL		900.00			

** SHERIFF'S OFFICE **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-031200-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-031200-5230-	- - .00	197.01	95579	Communications	01762
						CHECK TOTAL	.00	197.01			
						CLASS TOTAL	.00	293.14			
						ACH TOTAL		.00			
						CHK TOTAL		293.14			

** E911 COMMUNICATIONS **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-031400-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-031400-5230-	- - .00	173.28	95579	Communications	01762
						CHECK TOTAL	.00	173.28			
						CLASS TOTAL	.00	269.41			
						ACH TOTAL		.00			
						CHK TOTAL		269.41			

** BUILDING INSPECTIONS **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-034100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-034100-5230-	- - .00	58.64	95579	Communications	01762
						CHECK TOTAL	.00	58.64			
						CLASS TOTAL	.00	154.77			
						ACH TOTAL		.00			
						CHK TOTAL		154.77			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-035100-5230-	- - .00	121.28	95579	Communications	01762
						CHECK TOTAL	.00	121.28			
						CLASS TOTAL	.00	121.28			
						ACH TOTAL		.00			
						CHK TOTAL		121.28			

** EMERGENCY SERVICES **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
00000	000446	CUMMINS ATLANTIC LLC	L5-44303	2/12/2021		4100-035500-3000-	- - .00	441.89	95559	Contractual Services	01762
00000	000446		L5-44304	2/12/2021		4100-035500-3000-	- - .00	482.74	95559	Contractual Services	01762
00000	000446		L5-44305	2/12/2021		4100-035500-3000-	- - .00	391.58	95559	Contractual Services	01762
00000	000446		L5-44306	2/12/2021		4100-035500-3000-	- - .00	407.98	95559	Contractual Services	01762
00000	000446		L5-44307	2/12/2021		4100-035500-3000-	- - .00	649.16	95559	Contractual Services	01762
00000	000446		L5-44308	2/12/2021		4100-035500-3000-	- - .00	394.69	95559	Contractual Services	01762
00000	000446		L5-44309	2/12/2021		4100-035500-3000-	- - .00	400.33	95559	Contractual Services	01762
00000	000446		L5-44310	2/12/2021		4100-035500-3000-	- - .00	620.19	95559	Contractual Services	01762
00000	000446		L5-44311	2/12/2021		4100-035500-3000-	- - .00	407.20	95559	Contractual Services	01762
00000	000446		L5-44312	2/12/2021		4100-035500-3000-	- - .00	433.79	95559	Contractual Services	01762
						CHECK TOTAL	.00	4,629.55			
00000	001614	DIRECTV	74362060X210110	2/12/2021		4100-035500-3000-	- - .00	167.99	95561	Contractual Services	01762
						CHECK TOTAL	.00	167.99			
00000	000572	SOUTHERN STATES	24745	2/12/2021		4100-035500-3000-	- - .00	450.00	95570	Contractual Services	01762
						CHECK TOTAL	.00	450.00			
00000	000112	VERIZON	826976917-FEB21	2/12/2021		4100-035500-5230-	- - .00	65.23	95576	Communications	01762
						CHECK TOTAL	.00	65.23			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-035500-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-035500-5230-	- - .00	248.69	95579	Communications	01762
						CHECK TOTAL	.00	248.69			
						CLASS TOTAL	.00	5,657.59			
						ACH TOTAL		.00			
						CHK TOTAL		5,657.59			

AP100D	2/12/2021	SURRY COUNTY		A/P CHECK REGISTER	BY DEPARTMENT-	4-100-042300	TIME-	10:35:39	PAGE	16	ActPd - 2021/02		
** SOLID WASTE DEPARTMENT **													
P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.			DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
----	-----	-----	-----	-----	-----	-----			-----	-----	-----	-----	-----
00000	003377	BAY DISPOSAL SMITHFIELD	529	2/12/2021		4100-042300-3101-	-	-	.00	7,117.79	95554	Disposal Services	01762
						CHECK TOTAL			.00	7,117.79			
00000	003144	BAY DISPOSAL, LLC	586634	2/12/2021		4100-042300-3101-	-	-	.00	114.30	95555	Disposal Services	01762
00000	003144		613460	2/12/2021		4100-042300-3101-	-	-	.00	2,472.40	95555	Disposal Services	01762
00000	003144		613461	2/12/2021		4100-042300-3101-	-	-	.00	176.60	95555	Disposal Services	01762
00000	003144		613462	2/12/2021		4100-042300-3101-	-	-	.00	128.33	95555	Disposal Services	01762
00000	003144		613463	2/12/2021		4100-042300-3101-	-	-	.00	96.24	95555	Disposal Services	01762
00000	003144		613465	2/12/2021		4100-042300-3101-	-	-	.00	770.68	95555	Disposal Services	01762
00000	003144		613466	2/12/2021		4100-042300-3101-	-	-	.00	577.50	95555	Disposal Services	01762
00000	003144		613467	2/12/2021		4100-042300-3101-	-	-	.00	577.50	95555	Disposal Services	01762
						CHECK TOTAL			.00	4,913.55			
00000	000062	COWLING BROTHERS	290594	2/12/2021		4100-042300-6009-	-	-	.00	17.95	95558	Vehicle/Powered Equip Supplies	01762
						CHECK TOTAL			.00	17.95			
00000	003406	E AND E UNLIMITED	0017277	2/12/2021		4100-042300-3310-	-	-	.00	521.10	95562	Repairs & Maintenance	01762
						CHECK TOTAL			.00	521.10			
00000	000341	EMANUEL TIRE OF VA	495582	2/12/2021		4100-042300-3100-	-	-	.00	255.00	95563	Professional Services	01762
						CHECK TOTAL			.00	255.00			
00000	003321	EXCEL TRUCK GROUP	CM14668842	2/12/2021		4100-042300-6008-	-	-	.00	125.00-	95564	Vehicle/Powered Equip Fuels	01762
00000	003321		14668842	2/12/2021		4100-042300-6008-	-	-	.00	761.54	95564	Vehicle/Powered Equip Fuels	01762
						CHECK TOTAL			.00	636.54			
00000	002991	PAUL'S GENERAL SERVICES,	072442	2/12/2021		4100-042300-3310-	-	-	.00	814.00	95566	Repairs & Maintenance	01762
						CHECK TOTAL			.00	814.00			
00000	001810	STAPLES BUSINESS CREDIT	7323395865-0-1	2/12/2021		4100-042300-6001-	-	-	.00	4.49	95571	Office Supplies	01762
00000	001810		7323395865-0-2	2/12/2021		4100-042300-6001-	-	-	.00	125.31	95571	Office Supplies	01762
						CHECK TOTAL			.00	129.80			
00000	000241	SURRY EQUIPMENT, INC.	390754	2/12/2021		4100-042300-6009-	-	-	.00	151.96	95572	Vehicle/Powered Equip Supplies	01762
00000	000241		391975	2/12/2021		4100-042300-6009-	-	-	.00	9.49	95572	Vehicle/Powered Equip Supplies	01762
						CHECK TOTAL			.00	161.45			
00000	000289	VAN CLEFF	609261	2/12/2021		4100-042300-6009-	-	-	.00	15.84	95574	Vehicle/Powered Equip Supplies	01762
						CHECK TOTAL			.00	15.84			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-042300-5230-	-	-	.00	96.13	95577	Communications	01762
						CHECK TOTAL			.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-042300-5230-	-	-	.00	238.06	95579	Communications	01762
						CHECK TOTAL			.00	238.06			
						CLASS TOTAL			.00	14,917.21			
						ACH TOTAL				.00			
						CHK TOTAL				14,917.21			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-043200-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-043200-5230-	- - .00	291.88	95579	Communications	01762
						CHECK TOTAL	.00	291.88			
						CLASS TOTAL	.00	388.01			
						ACH TOTAL		.00			
						CHK TOTAL		388.01			

** CARES ACT ROUND 1 **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	003543	BOUND TREE MEDICAL, LLC	83917163	2/12/2021		4100-054001-6004-	- - .00	2,798.25	95556	Medical & Laboratory Supplies	01762
						CHECK TOTAL	.00	2,798.25			
00867	003536	VERATHON MEDICAL	80233949	2/12/2021		4100-054001-6000-	- - .00	580.00	95575	Disaster Supplies/Materials	01762
00867	003536		80234983	2/12/2021		4100-054001-6000-	- - .00	2,240.00	95575	Disaster Supplies/Materials	01762
00867	003536		80240740	2/12/2021		4100-054001-6000-	- - .00	400.00	95575	Disaster Supplies/Materials	01762
						CHECK TOTAL	.00	3,220.00			
						CLASS TOTAL	.00	6,018.25			
						ACH TOTAL		.00			
						CHK TOTAL		6,018.25			

PARKS & REC ADMINISTRATION

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	001810	STAPLES BUSINESS CREDIT	7323636928-0-1	2/12/2021		4100-071100-6001-	- - .00	45.93	95571	Office Supplies	01762
						CHECK TOTAL	.00	45.93			
00000	000241	SURRY EQUIPMENT, INC.	390419	2/12/2021		4100-071100-3310-	- - .00	17.01	95572	Repairs & Maintenance	01762
						CHECK TOTAL	.00	17.01			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-071100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-071100-5230-	- - .00	137.29	95579	Communications	01762
						CHECK TOTAL	.00	137.29			
						CLASS TOTAL	.00	296.36			
						ACH TOTAL		.00			
						CHK TOTAL		296.36			

PLANNING DEPARTMENT

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	003334	AMAZON CAPITAL SERVICES	1N64-9WCC-4NVK	2/12/2021		4100-081100-6001-	- - .00	34.95	95552	Office Supplies	01762
00000	003334		1VGG-17MM-TVC6	2/12/2021		4100-081100-6001-	- - .00	32.99	95552	Office Supplies	01762
00000	003334		14KL-HRPN-L1KM	2/12/2021		4100-081100-6001-	- - .00	32.60	95552	Office Supplies	01762
00000	003334		19GY-KVMN-7F3N	2/12/2021		4100-081100-6001-	- - .00	17.99	95552	Office Supplies	01762
						CHECK TOTAL	.00	118.53			
00000	000267	SMITHFIELD NEWSMEDIA, LLC 1220		2/12/2021		4100-081100-3600-	- - .00	366.10	95569	Advertising	01762
						CHECK TOTAL	.00	366.10			
00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-081100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9869046175	2/12/2021		4100-081100-5230-	- - .00	74.34	95579	Communications	01762
00000	000114		9872025257	2/12/2021		4100-081100-5230-	- - .00	151.53	95579	Communications	01762
						CHECK TOTAL	.00	225.87			
00000	002643	VIRGINIA UTILITY	12200422	2/12/2021		4100-081100-3000-	- - .00	26.25	95580	Contractual Services	01762
						CHECK TOTAL	.00	26.25			
						CLASS TOTAL	.00	832.88			
						ACH TOTAL		.00			
						CHK TOTAL		832.88			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-081500-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-081500-5230-	- - .00	82.32	95579	Communications	01762
						CHECK TOTAL	.00	82.32			
						CLASS TOTAL	.00	178.45			
						ACH TOTAL		.00			
						CHK TOTAL		178.45			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-081550-5230-	- - .00	59.20	95579	Communications	01762
						CHECK TOTAL	.00	59.20			
						CLASS TOTAL	.00	59.20			
						ACH TOTAL		.00			
						CHK TOTAL		59.20			

** COOPERATIVE EXTENSION **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-083000-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-083000-5230-	- - .00	35.01	95579	Communications	01762
						CHECK TOTAL	.00	35.01			
						CLASS TOTAL	.00	131.14			
						ACH TOTAL		.00			
						CHK TOTAL		131.14			

** OFFICE ON YOUTH **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000915	VERIZON	ALL DEPTS-FEB21	2/12/2021		4100-084100-5230-	- - .00	96.13	95577	Communications	01762
						CHECK TOTAL	.00	96.13			
00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-084100-5230-	- - .00	48.64	95579	Communications	01762
						CHECK TOTAL	.00	48.64			
						CLASS TOTAL	.00	144.77			
						ACH TOTAL		.00			
						CHK TOTAL		144.77			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000114	VERIZON WIRELESS	9872025257	2/12/2021		4100-084200-5230-	- - .00	72.64	95579	Communications	01762
						CHECK TOTAL	.00	72.64			
						CLASS TOTAL	.00	72.64			
						ACH TOTAL		.00			
						CHK TOTAL		72.64			

MAJOR MAINTENANCE

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	003555	NATIONAL BUSINESS FURNITU	CW012012-TDQ	2/12/2021		4200-094152-3000-	- - .00	1,319.60	95565	Contractual Services	01762
00000	003555		CW012013-KFI	2/12/2021		4200-094152-3000-	- - .00	2,775.90	95565	Contractual Services	01762
						CHECK TOTAL	.00	4,095.50			
						CLASS TOTAL	.00	4,095.50			
						ACH TOTAL		.00			
						CHK TOTAL		4,095.50			

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00838	003481	AVI SPL	1475837	2/12/2021		4200-094220-8107-	- .00	38,903.79	95553	EDP Equipment	01762
						CHECK TOTAL	.00	38,903.79			
						CLASS TOTAL	.00	38,903.79			
						ACH TOTAL		.00			
						CHK TOTAL		38,903.79			

** Utilities Division **

P.O. NO.	VENDOR NO.	VENDOR NAME	INVOICE NO.	CHECK DATE	A/P ACCRL	ACCOUNT NO.	DISCOUNT AMOUNT	NET AMOUNT	CHECK/ ACH NO.	DESCRIPTION	BATCH
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00000	000112	VERIZON	130996751	2/12/2021		4800-330801-5230-	- - .00	108.97	95576	Communications	01762
						CHECK TOTAL	.00	108.97			
						CLASS TOTAL	.00	108.97			
						ACH TOTAL		.00			
						CHK TOTAL		108.97			
						FINAL TOTAL	.00	82,788.74-			
						ACH TOTAL		.00			
						CHK TOTAL		82,788.74			

I HEREBY APPROVE THIS REGISTER FOR PAYMENT WITH EXCEPTIONS LISTED BELOW OR PREVIOUSLY DOCUMENTED.
THE TOTAL 82,788.74 EQUALS THE WEEKLY LOG SHEET TOTALS AS ADJUSTED.

_____ DATE	_____ DIRECTOR OF FINANCE
_____ DATE	_____ DIRECTOR OF FINANCE

Item Template: BOSM 4-1-2021

Item Title: Resolution 2021-04; Surry County Clean Up Month April 2021

Suggested Action:

Item Type:
Presentation

Item ID:
2021-51

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Consent Items

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:

Board of Supervisors
April 1, 2021

AGENDA NOTE

Agenda Item: Resolution 2021-04 Surry County Clean-Up Month

Attached please find the proposed Resolution 2021-04 that, upon adoption, will declare April 2021 as “***Surry County Clean-Up Month***”. During this month, clean-up activities will be undertaken throughout the county. These activities will include cleaning along the roadside, in neighborhoods, and major debris removal from properties, junked automobiles pick-up and vacant building demolitions as appropriate.

April 10th and 24th (Saturdays) have been established as major debris collection days throughout the county.

Friday, April 30, 2021 has been established as employee “County Government Clean-up Day”.

REQUIRED ACTION:

Approve Resolution 2021-04 designating April 2021 as “***Surry County Clean-Up Month***”.



2021-04

AT A VIRTUAL MEETING OF THE SURRY COUNTY BOARD OF SUPERVISORS HELD JANUARY 7,
2021 AT 7:00 P.M.

PRESENT:

VOTE:

The Honorable Robert Elliott, Chair
The Honorable Michael H. Drewry, Vice-Chair
The Honorable Judy S. Lyttle
The Honorable Timothy Calhoun

A Resolution Declaring April 2021 as “Surry County Clean-Up Month”

WHEREAS, the Surry County Board of Supervisors recognizes that the citizens of Surry County desire to maintain attractive public ways and properties in the county, and that litter and debris along the highways and roads of the county and on properties in the county detract from the scenic beauty of Surry County; and

WHEREAS, the Board wishes to remedy this problem by removing litter and debris from the roadsides and properties of the county; and

WHEREAS, the Board recognizes that by cleaning up litter, the appearance of the county will be enhanced, making the county more attractive to economic development prospects, tourists and the citizens of Surry County, and will also help to enhance the value of individual homes;

NOW, THEREFORE, BE IT RESOLVED, the Surry County Board of Supervisors do hereby declare the month of April 2021 “Surry County Clean-Up Month”.

Adopted this 1ST day of April 2021.

ATTEST:

Melissa D. Rollins,
County Administrator
Clerk of the Board of Supervisors

Item Template: BOSM 4-1-2021

Item Title: Approval of Contractor to Perform General Reassessment

Suggested Action: Authorize the county administrator to negotiate and execute a contract with Wingate Appraisal Service to perform the general reassessment that will become effective January 1, 2022. The estimated cost is \$197,508.

Item Type:

Action Item

Item ID:

2021-54

Submitting Department:

Administration

Drafter:

Meeting Body:

Board of Supervisors

Meeting Date:

April 1, 2021 7:00 PM

Agenda Section:

Consent Items

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost: \$197,508

Description of Presented Item: The County issued a Request for Proposals (RFP) for the performance of a general reassessment to become effective January 1, 2022. We received two proposals: Wingate Appraisal Services and Pearson's Appraisal Service. The Commissioner of Revenue and County Staff recommend that the Board authorize the county administrator to negotiate and execute a contract with Wingate Appraisal Services for the following reasons:

- 1) Familiarity with and demonstrated success in accurately assessing Surry's unique property mix
- 2) Inclusion of new construction assessments at no additional cost during reassessment period
- 3) Provision of a detailed schedule to meet the specific needs of this locality that will effectively produce the required results
- 4) Demonstrated high level of customer service and responsiveness
- 5) High recommendations from other Commissioners of Revenue

Wingate's proposed fee is \$30.45 per parcel and \$10.00 per manufactured home. The estimated total fee is \$197,508, based on 6,350 parcels and 415 manufactured homes. The ultimate fee may vary from this estimate based on the total number of parcels assessed.

The cost of the reassessment will be included in the FY20201-22 Proposed Budget.

Item Template: BOSM 4-1-2021

Item Title: Surry County Sheriff's Department Proclamation: Retirement of Lt. John Irons

Suggested Action:

Item Type:
Presentation

Item ID:
2021-49

Submitting Department:
Sheriff's Dept

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Consent Items

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:

Proclamation

Surry County Sheriff's Office

WHEREAS, John H. Irons was born on January 31, 1961, to John H. Irons, Sr. and Constance E. Irons in West Chester, Pennsylvania. He graduated from East Senior High School. John served 20 years in the United States Army, 16 years and 9 months of that time being in law enforcement.


WHEREAS, John had an outstanding law enforcement career. In addition to his Army career, he served 19 years and 3 months with Hopewell Police Department. John finished out his career serving the Surry County Sheriff's Office and community for 2 years and 7 months from September 17, 2018 to April 1, 2021. John has retired at the rank of Captain.

WHEREAS, John enjoys his family, sports, playing cards, and taking cruises. After his retirement from the Surry County Sheriff's Office, John plans to travel and cruise!

NOW, THEREFORE, I, Carlos Turner, Sheriff, on behalf of the staff of the Surry County Sheriff's Office, in recognition of his years of faithful and committed service to law enforcement and the citizens of the County of Surry, present this proclamation to serve as a reminder that although he has retired, he will always be remembered as a reliable and loyal individual dedicated to both his position and community.

Given under my hand this 1st day of April, in the year two thousand and twenty-one.

ATTEST:


Carlos Turner
Sheriff



Item Template: BOSM 4-1-2021

Item Title: Grant Award and FY2020-21 Budget Appropriation for \$49,608 - Virginia Department of Emergency Management

Suggested Action: Accept the Virginia Department of Emergency Management has awarded an Emergency Management Performance Grant - Supplemental (EMPG-S) and appropriate the total project cost of \$49,608 in the County's Capital Improvement Fund.

Item Type:
Action Item

Item ID:
2021-55

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM


Agenda Section:
New Business

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item: The Virginia Department of Emergency Management has awarded an Emergency Management Performance Grant - Supplemental (EMPG-S) to Surry County in the amount of \$49,608. The grant does not require any local match.

 <p>Virginia Department of Emergency Management 9711 Farrar Court, Suite 200 North Chesterfield, VA 23236</p>	SUBAWARD AGREEMENT	Page 1 of 3		
<p>1. SUBRECIPIENT NAME AND ADDRESS:</p> <p>Surry County 45 School Street Surry, VA 23883</p>	<p>4a. SUBAWARD ID NUMBER: 8672 4b. Federal Award Identification Number:</p> <p>5. SUBAWARD DATE: March 03, 2021 6. PROJECT PERIOD: February 01, 2021 to December 31, 2021 BUDGET PERIOD: February 01, 2021 to December 31, 2021 7. TOTAL AMOUNT OF THIS SUBAWARD: \$49,608.00</p>			
<p>2. SUBRECIPIENT DUNS Number:</p> <p>040152274</p> <p>SUBRECIPIENT EIN:</p> <p>546001638</p>	<p>8. FEDERAL AMOUNT OF THIS SUBAWARD: \$24,804.00</p> <p>9. SUBRECIPIENT NON-FEDERAL COST SHARE REQUIREMENT: \$24,804.00</p> <p>10. INDIRECT COST RATE (If applicable):</p>			
<p>3. PASS-THROUGH ENTITY: Virginia Department of Emergency Management SUBAWARD NAME: 2020 2020 Emergency Management Performance Grant - Supplemental (EMPG-S) CFDA: 97.042 – Emergency Management Performance Grant (EMPG) Program U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA)</p>				
<p>11. STANDARD TERMS AND CONDITIONS & SPECIAL CONDITIONS The above subaward is approved subject to the 2020 Department of Homeland Security (DHS) Standard Terms and Conditions and VDEM Special Conditions found here: DHS Terms and Conditions 2020</p>				
<p>12. APPROPRIATION AUTHORITY FOR GRANT The project is supported under the <i>Department of Homeland Security Appropriations Act, 2020 (Public Law No. 116-137)</i>.</p>				
<p>13. METHOD OF PAYMENT Commonwealth of Virginia Cardinal Accounting System</p>				
<table border="1" style="width: 100%;"> <tr> <th style="width: 50%;">AGENCY APPROVAL</th> <th style="width: 50%;">SUBRECIPIENT ACCEPTANCE</th> </tr> </table>			AGENCY APPROVAL	SUBRECIPIENT ACCEPTANCE
AGENCY APPROVAL	SUBRECIPIENT ACCEPTANCE			
<p>14. TYPED NAME AND TITLE OF APPROVING VDEM OFFICIAL</p> <p>Cheryl Adkins Chief Financial Officer</p>	<p>16. NAME AND TITLE OF AUTHORIZED OFFICIAL</p> <p>Melissa Rollins County Administrator</p>			
<p>15. SIGNATURE OF APPROVING VDEM OFFICIAL</p> <p></p>	<p>17. SIGNATURE OF AUTHORIZED SUBRECIPIENT OFFICIAL</p> <p></p> <p>18. DATE: March 26, 2021</p>			



Virginia Department of
Emergency Management

9711 Farrar Court, Suite 200
North Chesterfield, VA 23236

SUBAWARD AGREEMENT

Page 2 of 3

Subaward Name: **2020 2020 Emergency Management Performance Grant - Supplemental (EMPG-S)**

Subaward Date: March 03, 2021

SPECIAL CONDITIONS

1. The Subrecipient shall comply with the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at [2 CFR Part 200](#), and adopted by DHS at [2 CFR Part 3002](#) and the U.S. Department of Homeland Security Grant Program (HSGP) Notice of Funding Opportunity ([NOFO](#)).
2. The Subrecipient agrees to permit the pass-through entity and auditors to have access to its records and financial statements as necessary for the pass-through entity to meet the requirements of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards located at [2 CFR Part 200](#).
3. The Subrecipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of FEMA.
4. The Subrecipient shall comply with the indirect costs provisions of [2 CFR§ 200.414](#). With the exception of subrecipients who have never received a negotiated indirect cost rate as described in 2 C.F.R. § 200.414(f), subrecipients must have an approved indirect cost rate agreement with their cognizant federal agency to charge indirect costs to this subaward.
5. In the event VDEM determines that changes are necessary to the award document after an award has been made, including changes to period of performance or terms and conditions, the Subrecipient will be notified of the changes in writing. Once notification has been made, any subsequent request for funds will indicate Subrecipient acceptance of the changes to the award.
6. Subrecipients proposing projects that have the potential to impact the environment, including but not limited to construction of communication towers, modification or renovation of existing buildings, structures and facilities, or new construction including replacement of facilities, **must** participate in the FEMA Environmental Planning and Historic Preservation (EHP) review process. Subrecipients must comply with all conditions placed on the project as the result of the EHP review. Any change to the approved project scope of work will require re-evaluation for compliance with these EHP requirements. If ground disturbing activities occur during project implementation, the Subrecipient must ensure monitoring of ground disturbance, and if any potential archeological resources are discovered, the Subrecipient will immediately cease construction in that area and notify FEMA and the State Historic Preservation Office. Any construction activities that have been initiated without the necessary EHP review and approval will result in a non-compliance finding and will not be eligible for FEMA funding.
7. The Subrecipient agrees that federal funds under this award will be used to supplement, not supplant, state or local funds for emergency preparedness.



Virginia Department of Emergency
Management

9711 Farrar Court, Suite 200
North Chesterfield, VA 23236

SUBAWARD AGREEMENT

Page 3 of 3

Subaward Name: **2020 2020 Emergency Management Performance Grant - Supplemental (EMPG-S)**

Subaward Date: March 03, 2021

8. The Subrecipient agrees that all publications created with funding under this grant shall prominently contain the following statement: "This document was prepared under a grant from FEMA's Grant Programs Directorate, U.S. Department of Homeland Security. Points of view or opinions expressed in this document are those of the authors and do not necessarily represent the official position or policies of FEMA's Grant Programs Directorate or the U.S. Department of Homeland Security."
9. The Subrecipient agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security."
10. The Subrecipient agrees to cooperate with any assessments, national evaluation efforts, or information or data collection requests, including, but limited to, the provision of any information required for the assessment or evaluation of any activities within this project.
11. The Subrecipient must submit a Quarterly Progress Report for every quarter of the period of performance, including partial calendar quarters, as well as for periods where no grant activity occurs. Reports are due within fifteen (15) days following the end of the quarter. A Final Progress Report is due thirty (30) days after the end date of the performance period. Failure to provide this information may result in VDEM withholding grant funds from further obligation and expenditure and prevent future awards to the Subrecipient.
12. National Incident Management System (NIMS) Implementation Compliance

In accordance with HSPD-5, the adoption of the NIMS is a requirement to receive federal preparedness assistance through grants, contracts, and other activities. No federal funds will be released to the primary grantee and any other entity participating and benefiting in this project if this requirement has not been met. In the event of a Corrective Action Plan submitted, VDEM/SAA will determine if the Subrecipient has made sufficient progress to disburse funds.
13. All conferences and workshops using federal preparedness funds must pertain to the project being funded. The Subrecipient agrees to submit a Trip Report when using federal funds to attend a conference or workshop. The Trip Report template can be found at www.vaemergency.gov under [Reporting Forms](#). These reports must be remitted with your request for reimbursement. Failure to do so will result in a delay of payment until received.
14. The Subrecipient agrees that under program guidelines, travel expenses are allowable for approved training, planning, administrative, and exercise activities following local, state, and federal guidelines. Prior to traveling for these activities outside of contiguous United States (OCONUS) as well as to Canada and Mexico, preapproval is required by the state and FEMA through the SAA office.

Please reference [2 CFR 200.403](#), in regard to reasonableness when considering requests for travel of this type. Where applicable, you should also reference the following regarding travel: the Western Hemisphere Travel Initiative (http://www.dhs.gov/files/programs/gc_1200693579776.shtm).

Item Template: BOSM 4-1-2021

Item Title: Consulting Service; Federal Engineering - County Radio System Upgrades

Suggested Action: Provide County Administrator authority to enter into a contract with Federal Engineering for consulting services for the County's Emergency Radio Communication System Upgrade Project.

Item Type:

Action Item

Item ID:

2021-57

Submitting Department:

Administration

Drafter:

Lauren Chapman

Meeting Body:

Board of Supervisors

Meeting Date:

April 1, 2021 7:00 PM

Agenda Section:

New Business

Is this a budgeted item?

If yes, include budgeted amount:

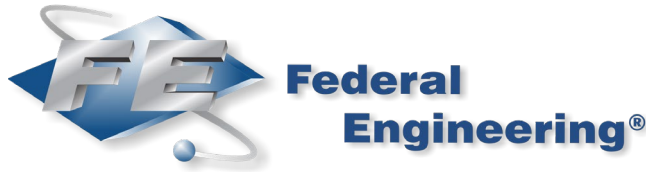
Total Project Cost: Budget: The cost for the consultant is estimated to be between \$70,000 and \$100,000.

Description of Presented Item: Agenda Note: Radio communications are crucial to the day-to-day operations of the Surry County Sheriff's Department, Emergency Fire and EMS, (Dispatch Communications, Rescue, and Volunteer Fire Departments) all stakeholders in this project. As such, we are looking for an experienced consulting firm that can conduct a thorough analysis and make recommendations for improving our radio system. Federal Engineering was selected based upon strong references from other communities in our local region and the scope of services that match the needs of the County. We are confident that FE's work will provide tremendous support as we prepare for potential upgrades/ replacement of our public safety radio system which has been a long-standing need in the county,

Staff recommends entering into a contract with Federal Engineering, an independent consulting firm, for consulting services which will include a mini needs assessment of the current radio system, development of recommendations for an upgraded system, assistance with the development of an RFP, procurement support, stakeholder meetings and vendor selection.

Budget: The cost for the consultant is estimated to be between \$70,000 and \$100,000.

Recommended Action: Provide County Administrator authority to enter into a contract with Federal Engineering for consulting services for the County's Emergency Radio Communication System Upgrade Project.



Federal Engineering, Inc.

10560 Arrowhead Drive

Fairfax, VA 22030

703-359-8200

BASIC SERVICE AGREEMENT

AGREEMENT made this 2nd day of April 2021 by and between Federal Engineering, Inc., a Maryland corporation, having offices at 10560 Arrowhead Drive, Suite 100, Fairfax, Virginia 22030, (hereinafter called "**FE**") and the County of Surry having offices at 45 School Street, Surry, VA 23883 (hereinafter called the "**Client**").

RECITALS

WHEREAS, the Client is awarding this contract cooperatively pursuant to Section 2.2-4304 of the Code of Virginia and in accordance with the terms of the Request for Proposals ("RFP") dated October 26, 2020, attached hereto and incorporated into this Agreement as Exhibit A, and the resulting contractual agreement, which includes **FE's** response to the RFP, dated January 7, 2021, between **FE** and the Twin County Regional 911 Commission ("Initial Contract"), attached hereto and incorporated into this Agreement as Exhibit B; and

NOW THEREFORE, in consideration of the Recital set forth above and good and valuable consideration set forth below, the parties hereto, intending to be legally bound, agree as follows:

1. **TERM**: The period of performance of this Agreement, for the purpose of issuing task orders hereunder, is from April 2, 2021 to December 31, 2023. This agreement may be extended by mutual agreement by both parties, in writing.

Subject to the provisions herein, **FE** shall in accordance with task orders issued hereunder, perform tasks in the general area of telecommunications, information technology, and management consulting services.

2. **STATEMENT OF WORK**: **FE** will complete the initial work as describe in its Statement of Work (SOW), *Project: SURRYCOVA: PSMR-RFP Public Safety Radio System Upgrade Request for Proposal*, dated April 2, 2021. The SOW is attached and made part of this Agreement as Exhibit C.

The **Client** may, from time to time, issue additional written Task Orders under this agreement which will specify: (a) the statement of work to be performed; (b) security requirements, if any; (c) ceiling price or amount of the order including all charges and travel authorizations, if any; and (d) any other applicable instructions. Said Task Orders will incorporate this agreement by reference. Where a conflict exists between the terms of any Task Order and the terms of this Agreement the terms of this Agreement shall control.

3. CLIENT OBLIGATIONS: Nothing herein shall be construed as an obligation of the Client to issue any additional tasks hereunder and the limit of the Client's duties shall extend only to the initial work and such additional task orders as it may issue. Additional task Orders, when issued, are subject to review and acceptance by FE, which shall accept by signing in the space so provided and returning a copy of the Task Order.

4. COMPENSATION: **FE** will be compensated in accordance with the terms and conditions as describe in its SOW, *Project: SURRYCOVA: PSMR-RFP Public Safety Radio System Upgrade Request for Proposal* dated April 2, 2021.

For any additional fixed price Task Orders, **FE** will submit invoices in accordance with the agreed upon milestone schedule showing the tasks that have been completed. For any additional time and materials Task Orders, **FE** will submit invoices in accordance with the rates and terms indicated in Exhibit C. Unless stated otherwise in any Task Order, payment of all invoices shall be due within thirty (30) days of the invoice date. Late balances are subject to a finance charge of 1.5 percent per month or fraction thereof. Any and all taxes, except income taxes, imposed or assessed by reason of this Agreement or its performance, including but not limited to sales or use taxes, will be in addition to the invoiced amounts and shall be paid by the Client.

5. INDEPENDENT CONTRACTOR: **FE** shall be deemed at all times to be an independent Contractor. Neither **FE** nor its personnel shall at any time, or for any purpose be considered employees or agents of the **Client**. **Client** is hereby contracting with **FE** for the services described in the Task Order and **FE** is not required to perform the services during a fixed hourly or daily time and if the services are performed at the **Client's** premises, then **FE's** time spent at the premises is to be at the discretion of **FE**; subject to the **Client's** normal business hours and security requirements. **FE** hereby confirms to the **Client** that the **Client** will not be required to furnish or provide any training to **FE** to enable **FE** to perform the services required hereunder. The services shall be performed by **FE** and the **Client** shall not be required to hire, supervise or pay any assistants to help **FE** perform the services under this Agreement. The management of the work, including but not limited to the order or sequence in which it is performed, shall be under the control of **FE** subject to compliance with the task order. Except to the extent that **FE's** work must be performed on or with **Client's** computer or **Client's** software, all materials used in providing the services shall be provided by **FE**. **FE** shall provide any insurance coverage that is required in the normal course of business as well as any specialized insurance that is specifically called for in this agreement. The **Client** understands and agrees that as an independent contractor, **FE** does not have any authority to sign contracts, notes, or obligations to make purchases, or to acquire or dispose of any property for or on the behalf of the **Client**.

6. WARRANTY: **FE** hereby warrants to the **Client** that **FE** is not under any obligation, contract, or agreement, nor has **FE** previously executed any documents whatsoever, with any person, firm, association, or corporation that would, in any manner, prevent **FE** from giving, and the **Client** from receiving, the full benefit of the **FE's** consulting services.

7. PROPRIETARY INFORMATION: **FE** hereby agrees that at all times both during the term of this Agreement and three (3) years after termination thereof, **FE** will hold inviolate and keep secret all knowledge, information, data, trade secrets, inventions, and customer lists that have been clearly marked "PROPRIETARY" by the **Client**. **FE** under the terms of this agreement will not disclose such information to any competitor, or other individual, corporation, or firm except when authorized to do so by the **Client**, in writing. Nothing herein shall be construed as to preclude **FE** in engaging in any occupation or endeavor which will not directly or indirectly involve the proprietary information of the **Client**.

FE's obligations with respect to handling and using proprietary information as set forth in this agreement are not applicable to: (1) Information that at the time of disclosure under this agreement is either known to **FE** or disclosed in existing literature or patents or is in any other way in the public domain; (2) Information that after disclosure under this agreement becomes known to **FE** by independent discovery or by casual observation or analysis of information provided by a third party; (3) Information that after disclosure under this agreement becomes known to **FE** from a source other than the **Client** without breach of any obligation by the disclosing party; (4) Information that is or has been furnished by the disclosing party to the Government with "unlimited" rights, and (5) Information available in the public domain

8. RELEASE OF INFORMATION: **FE** shall not make any public release of information in any medium concerning this agreement without prior review and approval by the **Client**. Requests for review of any materials proposed for public release in any medium shall be submitted in writing to an authorized representative of the **Client** for approval, which shall not be unduly withheld.

9. TERMINATION FOR CONVENIENCE: This Agreement may be terminated by either party at any time, for any reason, by giving fifteen (15) days prior written notice of such termination to the other party. Should the **Client** terminate this agreement while work is in progress, **FE**, upon receipt of the notice shall stop all work as quickly as practical. The **Client** shall be responsible for all labor and expenses incurred by **FE** up until work actually terminates.

10. VIRGINIA PUBLIC PROCUREMENT. **FE** shall comply with all provisions of the Virginia Procurement Act.

11. ASSIGNMENT: Neither party shall assign or transfer this Agreement without written consent of the other party.

12. GOVERNING LAW: This agreement shall be interpreted and the rights of the parties shall be determined under the laws of the Commonwealth of Virginia. The **Client** agrees that the venue for any and all disputes shall be in the courts of Surry County, Virginia.

13. COMPLIANCE WITH APPLICABLE LAWS: **FE** agrees to comply with all applicable laws, statutes, and orders of the United States Government and any State or political subdivisions thereof now in effect or hereafter enacted, and the same shall be deemed to be incorporated by reference.

14. SET OFF: The **Client** agrees that **FE** shall have the right to set off, against any amounts which may become due and payable to the **Client**, any amount which the **Client** may owe to **FE**, whether arising under this Agreement or otherwise.

15. HOLD HARMLESS: **FE** agrees to indemnify and hold harmless the County, its agents and employees from any and all claims, actions, lawsuits, damages, judgments, or liabilities of any kind whatsoever arising out of the negligence of, or breach of contract by, **FE**.

16. NON-SOLICITATION: **Client** hereby agrees that for the term of this Agreement, and for a period of one (1) year thereafter, that the **Client** shall not directly or indirectly, orally, in writing, or by other method of communication, solicit any employee, agent, or consultant of **FE**, nor encourage any employee, agent, or consultant to terminate his or her employment or relationship with **FE**.

17. WAIVER: The failure of either party to insist on strict performance of any of the terms and conditions hereof shall not constitute a waiver of any other provisions.

18. FORCE MAJEURE: Neither party shall be responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, when such delay or failure is due solely to acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts or any other causes, directly or indirectly beyond the reasonable control of the non-performing party, so long as such party is using its best efforts to remedy such failure or delays.

19. CONSTRUCTION: Paragraph numbers and headings are for convenience only and shall not affect the interpretation of this agreement. If any term or condition of this Agreement is in conflict with local, state, or federal law and becomes null and void, the remainder of the Agreement shall survive and remain in effect. If the scope of any of the provisions of the Agreement is too broad in any respect whatsoever to permit enforcement to its full extent, then such provisions shall be enforced to the maximum extent permitted by law, and the parties hereto consent and agree that such scope may be judicially modified accordingly and that the whole of such provisions of this agreement shall not thereby fail, but that the scope of such provisions shall be curtailed only to the extent necessary to conform to law. This Agreement shall be construed as having been negotiated between the parties and not drafted by a particular party.

20. ENTIRE AGREEMENT: This Agreement supersedes all previous agreements both oral and in writing and contains all the terms and conditions of this transaction. All

modifications to this agreement must be reduced to writing as amendments and duly executed by both parties hereto.

21. CONFLICTING TERMS. In the event of any conflict between the terms of this Agreement and the Initial Contract, the terms of this Agreement shall take precedence.

22. EFFECTIVE DATE: This Agreement shall become effective when executed by both parties and shall be binding upon the parties hereto, their successors and permitted assigns.

FEDERAL ENGINEERING, INC.

CLIENT

By: _____
Signature

By: _____
Signature

Ron Bosco
Print Name

Print Name

President and CEO
Title

Title

2021
Date

Date

EXHIBIT B



"Unleashing the Power of Technology"

**Federal
Engineering®**

Federal Engineering, Inc.

10560 Arrowhead Drive, Suite 100

Fairfax, VA 22030

703-359-8200

To: Twin County Regional 911 Commission

RFP: Consulting Services for Strategic Plan for New Radio Communications Systems for the Counties of Carroll, Grayson, the City of Galax, the Towns of Hillsville and Independence

Proposal Signature Sheet

Federal Engineering's proposal is complete and complies with the requirements in your Request for Proposal, dated October 26, 2020, and as amended via Addendum 1, issued December 03, 2020.

Ronald F. Bosco

Name

President and CEO

Title

Ronald F. Bosco

Signature

12/08/2020

Date



City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

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B. INTRODUCTION—COVER LETTER (RFP IX.B)

December 10, 2020

Submitted via email: jyoung@galaxva.com

Ms. Jolena Young, 9-1-1 Regional Coordinator
c/o Twin County 9-1-1 Regional Commission
353 N. Main Street
Galax, VA 24333

Dear Ms. Young:

Federal Engineering, Inc. (**FE**) is pleased to present this proposal to the City of Galax, Virginia on behalf of the Twin County 9-1-1 Regional Commission. We look forward to providing consulting services for a Strategic Plan for New Radio Communication Systems for the Counties of Carroll and Grayson, the City of Galax, and the Towns of Hillsville and Independence (Participating Jurisdictions) in accordance with your RFP, as amended via Q&A 1 and 2, dated December 2, 2020 and Addendum 1 dated December 3, 2020. **FE** values this opportunity to work with your Regional Radio Interoperability Task Force (RRITF) and will provide recommendations to address your specific requirements.

FE is a local firm who has served the public safety community for 37 years. No other radio consulting firm has helped as many Commonwealth of Virginia jurisdictions improve their public safety communications. We have completed projects for the counties of Bedford, Culpepper, Dinwiddie, Essex, Fauquier, Floyd, Hanover, King and Queen, Loudoun, Middlesex, Montgomery, New Kent, Northumberland, Orange, Pittsylvania, Powhatan, Richmond, Rockbridge, Spotsylvania, and Sussex, as well as the cities of Chesapeake, Harrisonburg, Newport News, and Virginia Beach and the Commonwealth of Virginia. In addition, we bring best of breed experiences to this project because our client base spans the nation.

FE has carefully selected a team of long-tenured, in-house subject matter experts to work with the Participating Jurisdictions. Our team members have direct, hands-on experience working in Virginia in all facets of radio systems; many are former first responders and dispatch center managers.

The COVID-19 situation is fluid and changing frequently. **FE** proposes this project to effectively and efficiently complete tasks under changing COVID-19 restrictions. Although we prefer onsite meetings, should the need arise, our approach can shift to completely remote techniques, proven over decades, to safeguard your staff and ours, and deliver a cost-effective project on time.

FE's proposal complies with the requirements in your RFP. As the founder of **FE**, I will be your contact regarding this proposal and will participate in the negotiation of contractual issues. By my signature below, I authorize submission of this proposal and bind Federal Engineering to its terms and conditions for 120 days. I am available to answer your questions via email at rbosco@fedeng.com or telephone at 703-359-8200. We look forward to assisting the Twin County 9-1-1 Regional Commission and Participating Jurisdictions analyze the current systems and identify the best upgrade plan for a new regional system.

Sincerely,



Ronald F. Bosco

President and Chief Executive Officer, Federal Engineering, Inc.

ATTACHMENT A

PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF FIRM/OFFEROR: Federal Engineering, Inc.

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342.F in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected including the section of the proposal in which it is contained and the page numbers, and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. In addition, a summary of proprietary information submitted shall be submitted on this form. The classification of an entire proposal document, line item prices, and/or total proposal prices as proprietary or trade secrets is not acceptable. If, after being given reasonable time, the Offeror refuses to withdraw such a classification designation, the proposal will be rejected.

SECTION/TITLE	PAGE #(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE
NONE	N/A	N/A



City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

C. RESPONSE TO SPECIFICATIONS/SCOPE OF SERVICES (RFP IX.C)

C.1 Project Management (RFP III.B.1)

FE recognizes the criticality of effective project management to the success of any project and to keeping all participants informed as to the status. Our team's adherence to the Project Management Institute (PMI) *Project Management Body of Knowledge* PMBOK agile methodologies facilitates timely completion of deliverables. **FE** will apply continuous project management principles to support the entire project lifecycle, completing each task to your satisfaction before initiating the next task. We tailor our project approach to fit the needs of our clients and design a custom solution that solves your unique challenges. Our project management methodology, applied with our public safety and technology experience, produces success on hundreds of projects each year, many of which are similar to this engagement.

FE will develop and maintain a detailed project plan from contract award through the presentation of the system alternatives and strategic roadmap within the agreed upon timeframe. **FE's** project manager will coordinate activities with the RRITF's project manager, involve other stakeholders as needed, and serve as a primary resource to the Participating Jurisdictions. Our team will support the needs assessment and documentation process, provide industry and technical expertise, manage the schedule, document meeting notes, and provide recommendations to the project team.

Our team will engage with the RRITF's project team and other stakeholders through onsite meetings, conference calls, video-based conference calling, as well as document sharing. **FE's** consultants will participate in regularly scheduled conference calls with the project team and other designated individuals, during which status, schedule, submittals, action items, risks, and other issues will be discussed.

Project Understanding

Located in the southwestern region of Virginia in the Roanoke Valley and sprawling over 900 square miles, the Twin County Regional 9-1-1 Commission is made up of the Counties of Carroll and Grayson, the City of Galax, and the Towns of Hillsville and Independence. The region is economically challenged and has





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

mountainous terrain with a minimum elevation of 1,100 feet and a maximum elevation of 4,500 feet.

All agencies are dispatched from the primary Twin County 9-1-1 Center, located in Galax, which is connected to the Commonwealth's Comlinc. Key frequencies for all three Participating Jurisdictions are available through the Twin County 9-1-1 patch. This PSAP dispatches Fire and Rescue for the three jurisdictions, and there are two secondary law enforcement dispatch centers.

With grant assistance, the Participating Jurisdictions implemented a regional radio system in 2009. After implementation, it became the individual jurisdictions' responsibility to maintain equipment. Currently each agency has independent radio systems with similar architectures. All systems converge in the Communicator Centers. Additionally, frequencies are shared so that most portable radios contain both counties' frequencies. The Participating Jurisdictions have formed a Regional Radio Interoperability Task Force (RRITF) to achieve continuous regional cooperation and interoperability of public safety communication systems among multiple jurisdictions.

Most of the region is operating on conventional VHF equipment except for a few departments using Nexedge VHF systems operating independently. The Participating Jurisdiction's goal is to maintain or improve the current level of operability and interoperability which they have achieved through the existing communications infrastructure:



- Carrol County operates a VHF Analog System with one Nexedge Special Operations Channel, with a secondary law enforcement dispatch center that utilizes a Telex dispatch console. The county has two transmit/receive tower sites and seven receive sites. Each law enforcement car has a mobile repeater. Carrol County dispatches for Hillsville Town, which has one radio site and a backup dispatch console at the Police Department.
- Grayson County operates a VHF analog/digital simulcast system with a secondary law enforcement dispatch center that utilizes a Moducom dispatch console. The county has five transmit/receive tower sites and one microwave-only site. Grayson County dispatches for Independence Town, which has one radio site at the Police Department.
- Galax City operates a VHF analog/P25 digital system in mixed mode with a dispatch center that utilizes an AVTEC dispatch console. The city has one primary transmit/receive tower site, three receive sites and one microwave-only site.

The RRITF is open to recommendations for a more regional approach where it improves communications and reduces costs while providing some autonomous systems or equipment that can be budgeted accordingly.

Federal Engineering will identify gaps and opportunities for system enhancement, develop strategic architecture, document specifications, and provide project management using *Project Management Body of Knowledge* (PMBOK) agile methodologies throughout all phases of this project. The various tasks provided in more detail below will lead to a conceptual new regional





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

interoperable “system of systems” solution, outlined in a *Strategic Plan* for the RRITF and Commission decision makers by April 30, 2021.

FE will provide an independent assessment to inform decision-making on what would work best for the Twin County region. Federal Engineering has not been involved in the previous regional system design, has no biases and is, therefore, in the best position to advise the RRITF and the Participating Jurisdictions.

Ability to Perform During COVID-19

FE will work with the RRITF project manager to adjust the project to meet shifting COVID-19 mandates. **FE** proposes this project with the effective ability to complete tasks during the COVID-19 pandemic. Although we prefer onsite meetings, our approach can shift to remote techniques to maintain the safety of our teams. While “social distancing” has become the new paradigm, **FE** has been operating in a remote manner for decades. **FE** has employees in 17 states and clients across the nation. We have developed the tools and methodologies necessary to efficiently work remotely. We routinely employ web applications such as WebEx, MSTEams™, GoToMeeting™, Skype, and Zoom to facilitate engagements. This approach has significantly reduced our carbon footprint and our employees are more productive.

Our QA Process Provides Clients with the Highest-Quality Deliverables (RFP III.B.1.b)

FE recognizes that no project is successful without rigorous quality assurance. We have developed a comprehensive deliverable review program through industry best practices, client feedback, and subject matter experts. Specific measures are applied throughout the project to facilitate the execution of system analysis and design, procurement efforts, implementation, and independent verification testing. Shown below in Exhibit 1, **FE’s** Quality Assurance Review Board manages the program and our peer review process:

The balance of this page is intentionally left blank.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems



Exhibit 1—Quality Assurance Review Board

Peer reviewers are individuals with skill sets directly applicable to the program. They challenge the program team to assure that all decisions have been well thought out and delivered documentation is of the highest quality. Stakeholders and designated agencies will be active participants in our review process by providing feedback on draft deliverables, so we can include necessary revisions in the final documentation.

C.2 Identify Gaps and Opportunities: Needs Assessment and Systems' Analysis (RFP III.B.2)

Project Initiation Meeting

FE will conduct a project initiation meeting with the RRITF's project manager and designated officials from Participating Jurisdictions on a mutually agreed upon date following contract signing. This initial meeting will reaffirm a common understanding of the project goals, objectives, and vision, items best understood through a close working relationship between our respective management teams and staffs. It will be held onsite if current conditions allow us to meet safely, or if necessary, via conference call. Based on the outcome of the meeting, **FE** will deliver a project

Project Initiation Meeting Agenda

- Introductions
- Clarify roles
- Review project objectives and expectations
- Review key issues
- Review key milestones and schedule
- Review/clarify deliverables
- Plan interviews and identify interview participants and engagement strategies
- Determine site visit schedule
- Review status reporting methodologies
- Determine final review meeting schedule
- Resolve immediate issues
- Build relationships





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

schedule that will serve as the guiding document throughout the project. We will also use this meeting as the first opportunity to establish the foundation for our ongoing relationship and develop a plan to maximize stakeholder engagement from Participating Jurisdictions.

Documentation Review and Fact Finding

Before meeting with stakeholders, we will request and review existing system documentation, including FCC licenses, radio shop records, site information, equipment and subscriber inventories, previous vendor recommendations, and other documents needed to assess the existing system. Performing a review of available documentation provides us with a common starting point and a foundation for understanding the status of the existing radio systems.

User Interviews and Data Gathering (RFP III.B.2.b)

Following the project initiation meeting, the **FE** team will conduct interviews with the Participating Jurisdictions to identify communications needs. This needs assessment task is one of the most important efforts because it establishes the foundation for systems analyses and during this assessment process, we accomplish the following:

- Identify and document current and future user needs
- Solicit users' perceptions of current system performance including gaps that do not meet their needs
- Educate users as to what is practical and affordable
- Begin to build consensus and "ownership" in the recommendations.

Our experts will schedule interviews with representatives from each of the Participating Jurisdictions' stakeholders designated by the RRITF's project manager.

To facilitate our interview process, we will prepare advance correspondence for the RRITF's project manager to review, then send to each participant to emphasize the need to be prepared and actively contribute to this process. Our project manager will develop a customized questionnaire that will form the basis for the interviews. The interview approach will generally follow the questionnaire but will also allow for additional areas of the interviewee's choice to be discussed. Functional, performance, and interoperability needs will all be addressed.

Early involvement encourages a broader understanding and participation by all stakeholders with the assurance that their issues are being addressed and incorporated into the overall design. Based upon hundreds of consortia, local, county, regional and state government projects, our technical experts have extensive experience in creating and facilitating this sense of unity and participation.

Clearly this program must "hit the mark" and deliver practical solutions that are affordable. The true "art" in this process is to develop high-level requirements that will be embraced by all users. **FE's** methodology reflects our strong belief that the radio system infrastructure should be user driven, as opposed to technologically or politically driven, to best serve needs of law enforcement and firefighters. To achieve this goal, **FE** will carefully analyze the requirements of the relevant agencies to establish a baseline of system capabilities, functionality, and services. Based on this





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

thorough needs and market assessment, we will identify potential “best-fit” solutions that satisfy the Participating Jurisdictions’ requirements.

FE will compile the user input and high-level requirements, identified through our needs assessment interviews, and include it in the *Strategic Plan Report*.

Site Surveys (RFP III.B.2.a)

Leveraging our experience surveying thousands of radio sites across the country, our project team will review the status of each of the main radio sites. **FE** will review data and inventory records provided by each Participating Jurisdiction and information from their radio system service providers to develop an assessment of the condition and age of the existing systems’ infrastructure and equipment. We will conduct follow-up calls to confirm information, as required.

Our site surveyor will spend five days onsite visiting up to ten of the primary transmit/receive tower sites in Galax, Carrol County, and Grayson County, escorted by a designated staff person from each jurisdiction. We will rely on data provided by the Participating Jurisdictions for sites that we do not visit. During the tower site visits, our expert will confirm site coordinates including latitude, longitude, and elevation, and will collect information about the sites, typically including the following:

- Access road and general site conditions
- Perimeter security
- Equipment shelter and available space
- HVAC
- Antennas and mounts and available space
- Nearby obstructions
- Service history and ownership
- Availability of surrounding land
- Transmission line support structure
- Waveguide and dry air systems
- AC, DC, solar power
- Emergency power
- Radio and microwave electronics
- Grounding/variances from standards

Our site surveyor will assess the site and equipment for functionality and future viability to support additional or new equipment based on visual observation, then document any site deficiencies and status of existing system equipment, network infrastructure, and site facilities. As part of this analysis, our experts will identify any components of the existing system that could be retained in an upgraded system. **FE** will document site survey findings for inclusion in the final *Strategic Plan Report*.

Model Existing System Coverage (RFP III.B.2.c)

Radio coverage is the single most important characteristic of a public safety radio network. A radio network is of little value if the users cannot access it due to unreliable coverage. Recognizing this years ago, Federal Engineering made major investments and developed FEPerformancePro™, a powerful toolset used to accurately model radio network performance.

FEPerformancePro™ is based upon the ICS Telecom software engine used by the U.S. Department of Defense (DoD), FCC, NTIA, and APCO for radio network analysis. Its accuracy has been confirmed by the U.S Federal Government and validated for clients through drive testing by **FE** and numerous network implementations. FEPerformancePro™ includes the following network analysis tools:





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

- FECoverage™ - complete coverage analysis tool
- FEMapper™ - high-resolution mapping tool
- FENetCap™ - network capacity analysis tool
- FEMitigate™ - system-wide interference analysis tool (optional)
- FETeamCoverage™ - interactive user coverage workshop

Our coverage expert will work with the RRITF's project manager to determine how coverage plots should be depicted, including color schemes, topology, roads, patrol zones, and other characteristics unique to the Participating Jurisdictions. He will then load the existing transmitter locations and other relevant information into the FECoverage™ model and generate coverage maps of coverage from the existing systems using FEMapper™. As shown later in this section, maps will include mobile and portable coverage areas, noting both talk-out and talk-in, with indoor and outdoor coverage areas defined. This will serve as the baseline to begin assessing radio system upgrade alternatives.

C.3 Develop Strategic Architecture: Alternatives Analysis and Conceptual Design (RFP III.B.3)

The RFP requests one or more proposed system detailed architectures for the replacement of the three current, interoperable communication systems, based on jurisdictions' financial challenges. FE will conduct a high-level analysis of three alternatives: a new integrated regionwide VHF system architecture and two alternatives based on individual system upgrades for each of the three Participating Jurisdictions interoperating as a regional system. Our project plan is based on a high-level coverage analysis of these alternatives, followed by a comprehensive analysis of the pros and cons of the two most feasible alternatives that best meet the RRITF's stated needs.

Analysis of Alternatives: FETeamCoverage™ Workshop (RFP III.B.2.g)

To begin the strategic architecture assessment, we will use FETeamCoverage™, an innovative approach to network design that involves RRITF personnel in the process.

FE will schedule an interactive coverage workshop to be delivered via the internet. This real-time session allows participants to immediately see the coverage anticipated with system changes or upgrades for each of the three Participating Jurisdictions. In the process, we will incorporate knowledge about existing systems and sites and reported coverage issues, targeting those areas where gaps have been identified.

FE pioneered the concept of a coverage workshop over a decade ago. Our coverage expert has delivered the FETeamCoverage™ experience to numerous clients, the majority with coverage and terrain issues similar to the Participating Jurisdictions. Our interactive coverage methodology has set the standard and we were recently invited by IWCE to deliver a real-time workshop, highlighting the effectiveness of our FETeamCoverage™ workshop in modeling both LMR and LTE coverage parameters.

FE Team Coverage™ Workshop Topics

- System users' coverage needs
- Coverage problem areas identified
- Areas where traditional tower-based coverage is not possible
- Leveraging existing sites and new sites to fill coverage gaps





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As radio coverage is modeled and gaps are indicated, our subject matter expert will interactively, and in real-time, manipulate the model and display the effects of changing site equipment, placing additional sites in the network, and the impact of spectrum decisions. Workshop attendees will immediately be able to evaluate the impact of these changes and determine what is needed to meet user requirements. The FETeamCoverage™ experience will build consensus and facilitate “buy-in” of the eventual system solution. Our project plan assumes FETeamCoverage™ will be presented via the internet. As an option, it can be presented on site.

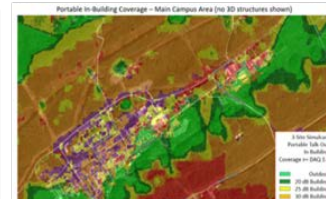
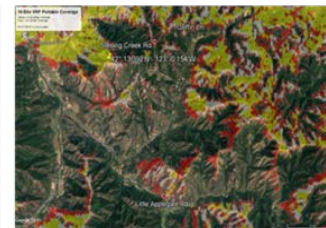
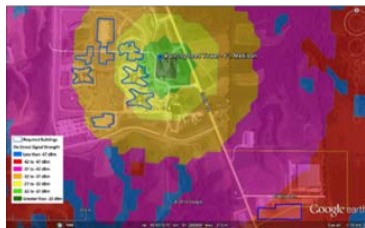
Our coverage analysis will yield coverage maps as image files that can be viewed using Word or a PDF viewer. The raw data can be manipulated either in a GIS program (such as ArcGIS) or Google Earth application. We can provide coverage footprints in Google Earth format (KML or KMZ files) to make viewing coverage interactive, allowing clients to zoom in to street and building level. Exhibit 2 below provides examples of the types of maps we can create with FECoverage™ and FEMapper.

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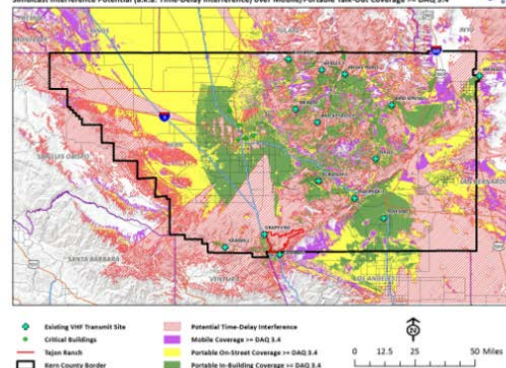




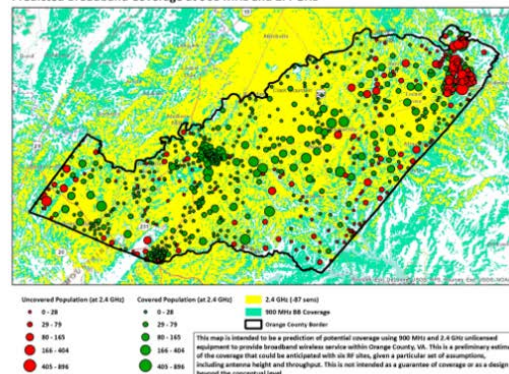
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Kern County, CA - Potential Simulcast Interference on Existing VHF KERN 1,2,3
Simultaneous Interference Potential (a.k.a. Time-Delay Interference) over Mobile/Portable Talk-Out Coverage => DAQ 3.4



Predicted Broadband Coverage at 900 MHz and 2.4 GHz



Potential Contours (5, 40, 60 dBu) for 700 MHz Frequencies from Nacogdoches Site



City of Mesa, AZ - VHF Dispatch/Tactical Channels - 6 TRWC Sites

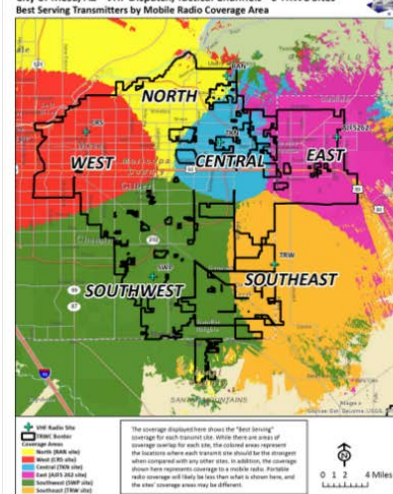


Exhibit 2—Sample Coverage Maps





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Alternatives Analyses—Configuration, Capacity, Spectrum, Dispatch Support, Interoperability

At the conclusion of the coverage workshop, we will discuss findings with the participants and select the two most feasible alternatives for more detailed analysis. Our propagation experts will provide insights for users about key segments of the two most feasible alternatives, from infrastructure to radio dispatch systems to end user subscriber equipment. As an independent, vendor-neutral firm, the RRITF can be certain that we are only interested in solutions that meet your unique needs.

We will identify tower sites, equipment architecture, and maps for the two alternatives and then analyze the pros and cons of configurations, capacity, licensing, regulatory compliance, backhaul, and interoperability in addressing user requirements:

- System Configuration Analysis—**FE** will analyze system architectures including conventional versus simulcast, trunked and encrypted functionality for each alternative, compared to user requirements and the capabilities of existing technology. The analysis will indicate each alternative's ability to interface with the existing AVTEC, Moducom, and Telex dispatch consoles, voice recording systems, and COMLINC system.
- Capacity Analysis—**FE** will use current and future requirements as discussed in the interviews to assess the expected traffic load of the systems. Our analysis will evaluate projected future capacity needs and capabilities, as well as review the current topography that may influence the RRITF's selection of a new regional strategic architecture. Using FENetCap™, our staff will analyze the distribution of available frequencies among the radio sites, establishing a viable frequency and channel plan that meets capacity requirements.
- Spectrum Availability/FCC Impacts Analysis—Based on the alternatives, we will evaluate frequencies and availability to determine licensing impacts and any risks. We will evaluate VHF spectrum licensed to the jurisdictions and determine if existing licenses can be modified to accommodate additional sites, and if license modifications are necessary. We will research availability of new frequencies, as required.
- Tower Site Development Regulatory Issues Analysis – **FE** will identify potential regulatory issues, including requirements for filing a Federal Aviation Administration (FAA) *Notice of Proposed Construction or Alteration* (Form 7460-1) to register proposed new towers for FAA compliance. We will also identify issues that may necessitate completion of an Environmental Impact Statement or Cultural Resources Assessment for State Historic Preservation Office (SHPO) compliance.
- Backhaul Analysis—**FE** will model potential microwave backhaul network connectivity for each alternative using FENetwork™.
- Interoperability Analysis—**FE** will assess interoperability among designated system users and with neighboring counties, state, and federal agencies. For the alternatives under consideration, we will evaluate the impact each would have on the operations of system users. We will explore the possibilities for enhanced interoperability among the Participating Jurisdictions and with neighboring public safety entities and leverage any existing regional infrastructure.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

- Sustainability Strategy—**FE** will assess requirements and develop a maintenance strategy for sustaining the existing systems supported by each jurisdiction until cutover to the new regional system. We will include requirements for decommissioning the existing systems in specifications for the system vendors.

Designing Networks to Withstand Local Environmental Challenges

Fault Tolerant Networks

FE understands that first responders rely heavily upon their radio networks, especially in times of local or widespread emergencies. Our network designs and specifications stress that vendors must provide fault tolerant networks. We define fault tolerance as no single point of failure within the system can take down the network and the loss of any control component must not reduce system functionality. We also require that vendor-proposed systems provide automatic activation of failure modes in the event of a failure beyond a single point and that the activation of failure modes cannot interrupt ongoing wide-area or local communication.

Site Hardening

FE's site hardening recommendations protect our clients' mission-critical communications systems from natural and manmade disasters. Incorporating industry standards including ANSI, IEEE, NEMA, NFPA, and UL publications, our site hardening requirements address physical plant security, antenna support structures, equipment enclosures, environmental/climate control systems, utilities, and backup power systems along with carrier equipment hardening.

Site hardening requirements vary greatly based on the geographic location of a system, threat assessments, and budgets. Therefore, we incorporate site hardening requirements that are client specific.

In addition, **FE** appreciates the operational needs during extreme events and takes them into account so that the system designs are sufficient to support emergency operations. For example, we know that systems must support mutual aid communications with other first responders coming to render aid for communities impacted by severe weather events as well as public service departments that provide bus transportation and other forms of evacuation.



Cost Analysis of Alternatives (RFP III.B.3.h)

FE will prepare high-level budgetary cost estimates using FECostPro™ our in-house cost analysis tool for the regional radio system alternatives, including network management system, mutual aid systems, microwave network, subscriber units, site support equipment, implementation services, and ongoing maintenance. The FECostPro™ cost estimates will be based on the following:

- Data collected from previous projects
- Our knowledge of the Commonwealth, similar counties across Virginia, and publicly available industry information





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- Information collected specifically for the RRITF's project
- *FE's* experience designing comparable radio systems across the nation

FE's budgetary estimates are intentionally conservative. Typically, vendor proposal pricing is unlikely to exceed *FE's* estimate, based on a comparable design as outlined in our assumptions. Our cost estimates are based upon recent non-discounted pricing. Frequently, system vendors provide discounts for large system and subscriber unit purchases; however, dynamics in the competitive systems market make it impractical to forecast the specific discounts vendors may offer at the time of proposal submission. Actual system costs are highly dependent upon final system design choices as well as conditions in the land mobile and microwave radio markets during the system procurement phase.

C.4 Strategic Plan Report and Presentation

We will prepare a draft *Strategic Plan Report*, describing our needs assessment, high-level system requirements, tower site visits and existing system findings, coverage modeling, and alternatives analysis with advantages and disadvantages of each alternative. The *Strategic Plan* will include recommendations for the strategic architecture, including suggested tower locations, spectrum, coverage maps, and estimated costs. Clients have said that *FE* reports are the best in the industry. We communicate complicated technical system information in a balanced presentation for both technical and non-technical audiences.

We will present the results of our analysis to the RRITF during an onsite review meeting, assuming current COVID-19 restrictions allow, or if necessary, during a conference call. We will review the conceptual alternatives, present our findings and recommendations, and lead discussion for decision makers to identify their preferred alternative that best meets the Participating Jurisdictions needs. We will provide five days for the RRITF's review and comment. We will then revise the report and issue the final *Twin County Regional 9-1-1 Commission Strategic Plan Report*.



As a Virginia-based firm, our specialists are readily available to make presentations to department management, city and county executives in support of your project. Our consultants and principals have appeared before the U.S. Congress, governors, and other hundreds of elected officials. They have also provided expert testimony to many state agencies, regional consortiums, and a host of local government agencies and supervisors. We are particularly sensitive to the intricacies of presenting technical issues to legislative bodies. Only through such diverse experience can a consulting firm develop the sophistication necessary to combine economic and technical issues into a politically palatable form.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

C.5 Document System Specifications (RFP III.B.4)

Finalize Conceptual Design

The nature of the next steps may vary greatly depending on the solution and approach selected by the RRITF. Following acceptance of the strategic architecture recommended in the *Strategic Plan Report*, *FE* will finalize the conceptual design and its sites/locations.

Develop Technical Specifications and Request for Proposal

FE will develop one set of technical specifications for the RRITF's selected solution. Specifications will describe the solution's functional and performance requirements in sufficient detail for vendors to submit consistent proposals, will be verifiable through future acceptance testing, and will stress the use of existing investments wherever possible to minimize costs. The "detailed design" of the system will be left to the radio system vendor to promote a competitive environment, allow for innovative approaches, and cause the vendor to remain responsible for system performance in accordance with the specifications. These specifications will be the foundation for vendor proposal evaluation and as acceptance criteria.

Our well-crafted technical specifications and procurement documents include requirements for smooth system cutover, while accommodating the unique needs of each system user and decommissioning of existing systems.

FE's functional/performance specifications approach has been proven over billions of dollars in procurements. Our approach avoids the pitfalls of an approach in which the consultant develops detailed design specifications. This obsolete approach inherently shifts the burden of risk from the vendor to the Participating Jurisdictions since the vendor is no longer required to meet the region's functional and performance needs but rather just delivers a design. Even the Federal Government, which has used detailed design specifications for decades, is moving away from them and embracing the same approach proposed by *FE*.

FE typically includes the following in our specifications for each of the systems to be procured under a single procurement document:

- Functional, protocol, and operational requirements
- Regulatory and standards compliance
- Leverage existing resources
- Infrastructure equipment
- Suggested site locations and development
- Site subsystems (e.g. power and HVAC)
- Site/shelter modifications
- Dispatch equipment (if required)
- Subscribers (mobiles, portables)
- System reliability and redundancy
- Required coverage and capacity
- Spectrum usage and restrictions
- Required legacy and new interfaces
- Expandability to accommodate future growth
- Backhaul connectivity
- Network management
- Network and physical security
- Migration and cutover/transition requirements for continuity of operations
- System delivery and installation
- Regulatory and standards compliance
- User (operational) and technical staff training requirements
- Overall project schedule and implementation plan





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

- Local, regional, state, and federal interoperability
- System functional, protocol, and operational requirements
- Factory, interoperability, coverage, site, system, and acceptance test guidelines and criteria
- Network management

FE will review the draft technical specifications with stakeholders via conference call, incorporate changes, and issue the final specifications, which will be ready for the Twin Counties 9-1-1 Commission to include in its procurement document. **FE** will then update the budget estimates from the alternatives' analysis, based on the final conceptual design and technical specifications, and assist with preparation of the final RFP for competitive procurement. Our approach is based on development of a single RFP for the selected solution. As an option, **FE** can prepare multiple RFPs for individual systems.

At **FE**, we take pride in the vendor neutrality of our recommendations, system designs, and specifications. The results of recent system procurements shown below are evidence that **FE's** involvement has resulted in a wide range of major system vendor selections.

Client	Radio System Vendor	Client	Radio System Vendor
Arizona Public Service	L3Harris	Marin County, California	Motorola
Bowling Green/Warren County, Kentucky	Motorola	Middlesex County, Virginia	Harris/Tait
Buncombe County, North Carolina	Airbus DS (Cassidian)	State of Nevada	L3Harris
City of Chesapeake, Virginia	Motorola	New Kent County, Virginia	L3Harris
Collier County, Florida	L3Harris	City of Newport News, Virginia	Motorola
City of Des Moines, Iowa	Motorola	Pinal County, Arizona	Motorola
Henderson County, Kentucky	Motorola	Pittsylvania County, Virginia	L3Harris
City of Hampton, Virginia	Motorola	San Diego County, California	Motorola
Henry County, Georgia	L3Harris	Spotsylvania County, Virginia	L3Harris
City of Hot Springs, Arkansas	Motorola	State of Utah	L3Harris
King and Queen County, Virginia	Harris/Tait		

C.6 Optional Services

Frequency Application (Optional)

As an option, **FE** can perform RF consulting tasks to support the frequency application process if the RRITF needs to acquire new spectrum. We can prepare FCC Form 601 license applications and frequency coordination forms. **FE's** experts can support the RRITF in its filing of applications with the designated frequency coordinator or the Regional Planning Committee.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Federal Engineering's Spectrum Center of Excellence (SCOE) serves clients by assisting in spectrum or regulatory matters. **FE** has immediate access to FCC and other frequency databases and is constantly apprised of all issues surrounding frequency acquisition and use. **FE** monitors the FCC's rules and regulations, as well as the latest reports, orders, notices, and memoranda that pertain to the wireless regulatory arena.

The SCOE team performs licensing related activities and keeps clients informed of the status of licensing documentation as it is processed through the regulatory agencies. **FE's** SCOE team has extensive experience evaluating new channels for new or expanding systems. We have performed frequency searches for numerous clients in public safety and other frequency bands. These searches and channel acquisition tasks often required coordination with other licensees and/or Regional Planning Committees.



Procurement Support and Vendor Evaluation (Optional)

As an option, **FE** can assist the RRITF with the following procurement activities:

- Support the development of evaluation criteria to score vendor proposals.
- Develop a compliance matrix to track vendor adherence to the specifications on a requirement-by-requirement basis
- Participate in the vendor pre-bid meeting via conference call and assist in response to technical questions.
- Assist the RRITF's project team in responding to written vendor technical questions and with the preparation of addenda, as needed.
- Review vendor proposals using the compliance matrix to determine whether the proposed solution is compliant with the requirements and meets Participating Jurisdictions' needs
- Identify strengths and weaknesses of each vendor's technical proposal
- Review submitted vendor pricing and confirm that system costs quoted match the system proposed
- Attend onsite vendor presentations and support the RRITF's evaluation team by clarifying technical design questions that arise
- Provide a summary of our evaluation findings to the RRITF.

Contract Negotiations (Optional)

As an option, **FE** can provide expert contract negotiations support throughout the procurement process. Our specialists have considerable experience negotiating public safety radio and microwave systems, equipment, services, acceptance test plans, and maintenance contracts, with a proven track record of saving millions of dollars for our clients.

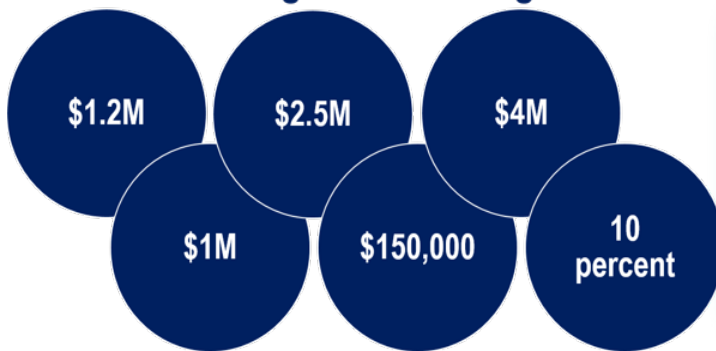




City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Because of our dealings with radio system vendors on a regular basis, our subject matter experts have insights into vendors' negotiation methods and practices and can assist the RRITF in resolving disputes. In many circumstances, we save our clients significantly more than the cost of our services. A couple of examples: The County of El Paso, Texas received a vendor proposal for \$35M to implement a P25 trunked radio system, and after our involvement and undergoing our process they entered into a contract for \$20M with the same vendor to implement the system. In one of our county projects in Virginia, our negotiations resulted in a savings of approximately 40-percent of the total cost of the system.

FE Negotiated Savings



"FE's technical expertise in dealing with our vendor was outstanding. Their vendor negotiation experience proved invaluable, resulting in a significant savings for the city over the course of the project. In one case alone, they saved us over \$150,000!"

~City of Newport News, Virginia





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

D. REFERENCES AND QUALIFICATIONS (RFP IX.D)

D.1 References

Provided on the following pages are references that highlight projects similar to the RRITF's. We have a broad range of capabilities in providing radio system assessments and recommendations to clients of various sizes—from projects for counties with 33,000 residents and several first responder agencies to large, complex regional projects involving multiple agencies serving millions of residents.

"The service provided by the Federal Engineering team greatly impacted the success of our project. We are fortunate to build such a strong professional relationship with these dedicated professionals."

~Don Ash, Henry County, Georgia
Director of Emergency Management

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City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

DINWIDDIE COUNTY, VIRGINIA Public Safety Communications System Consulting Services



<u>Award Date</u>	<u>Project Dates</u>	<u>Contract Value</u>
October 24, 2016	2016 – present	\$341,941

Relevant Technologies

- 700/800 MHz
- VHF & UHF
- Fire alerting
- Motorola ASTRO

Project Contact

Denice Crowder, Project Manager
13910 Courthouse Road
Dinwiddie, VA 23841
804-469-5388
dcrowder@dinwiddieva.us

Project Snapshot

- Existing system assessment
- Site visits and interviews
- Alternatives evaluation
- Conceptual design
- Recommendations
- Identify funding sources or grants
- Develop technical specifications for procurement
- Analyze projected costs
- Assist with procurement and implementation

Project Description

Dinwiddie County sought the services of a qualified Public Safety Communications System Consultant to provide an analysis and review of the current radio system and its elements, make recommendations, and provide direction for the County-wide Public Safety radio system that will, eventually, be fully interoperable in the region.

The County required a public safety radio system to fully cover the varying topography of the region. The system shall be interoperable during emergencies with the public safety agencies in surrounding localities, to include Amelia, Chesterfield, City of Petersburg, Prince George, Sussex, and Brunswick. These localities currently operate public safety radio systems in multiple areas of the radio spectrum including VHF, UHF, and 700/800 MHz. A collaborative expanded system consisting of neighboring systems was explored, as well as a stand-alone system. The system also needs to provide alerting for Fire/EMS stations and volunteer Fire/EMS personnel. **FE** evaluated the existing system and provided the most practicable and best solution and options for Dinwiddie County.

The team further provided assistance during the procurement phase, including technical specification development, cost analyses, funding research, RFP development, vendor proposal evaluation and interviews, and selection of a vendor.





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FLOYD COUNTY, VIRGINIA Public Safety Radio Consulting Services



Award Date

September 27, 2019

Project Dates

2019 – present

Contract Value

\$47,760

Relevant Technologies

- P25
- 700 / 800 MHz
- VHF
- UHF

Project Contact

Kevin Sowers, 9-1-1 Coordinator
120 West Oxford Street
Floyd, Virginia 24091
540-745-9313
ksowers@floydcova.org

Project Snapshot

- Needs assessment
- Feasibility analysis
- Preliminary design
- Specification development
- RFP development
- Procurement support
- Implementation project management

Project Description

The FE team worked with Floyd County to complete an assessment and upgrade of their public safety communications system. We completed data gathering and user interviews to identify current and projected communications needs. Following the interviews, the team spent time visiting the dispatch center and conducting physical site surveys of the two remote transmitter sites and one repeater site.

As required, we analyzed three alternatives: a collaborative system expansion of neighboring systems, both the Montgomery County and Roanoke County systems, and a stand-alone new Floyd County public safety communications system. Our project plan is based on a comprehensive analysis of the pros and cons of these three alternatives. FE's coverage SME held a coverage workshop to model the conceptual design and coverage of the three alternatives.

The team recently delivered the final assessment and recommendations report, and will soon begin procurement of the upgraded system by developing technical specifications for a vendor request for proposal.

Following procurement, the team is also contracted to provide project implementation support, managing the vendor and overseeing punch lists, acceptance testing, training, and other related tasks.





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NORTHUMBERLAND COUNTY, VIRGINIA Public Safety Radio System Assessment and Recommendations



<u>Award Date</u>	<u>Project Dates</u>	<u>Contract Value</u>
October 19, 2018	2018 – 2019	\$47,527

Relevant Technologies

- 700 / 800 MHz
- Trunked
- Simulcast
- Microwave
- Motorola

Project Contact

Johnny Beauchamp
195 Judicial Place
Heathsville, VA 22473
804-580-5221
jbeauchamp@northumberlandsheriff.net

Project Snapshot

- Existing system assessment: equipment, coverage, interference
- Paging system analysis
- Gap analysis
- Recommendations

Project Description

FE provided Northumberland County with public safety communications consulting expertise to complete an assessment of their recently deployed radio system. *FE* completed a comprehensive evaluation of the equipment, coverage, interference concerns, and overall functionality of the public safety radio/paging communications system. The team interviewed the system's users to identify current issues being experienced (gap analysis) and worked with the system vendor to determine what current modifications to the system are being conducted to enhance the system.

We provided a report detailing documentation of the existing system and made recommendations for improvements and alterations where necessary.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

PITTSYLVANIA COUNTY, VIRGINIA P25 Radio Consulting Services



Award Date
June 15, 2010

Project Dates:
2010 – present

Contract Value
\$230,000

Relevant Technologies

- P25
- VHF
- 700 MHz
- Interoperability
- Trunked
- Simulcast
- Harris

Project Contact

Richard Hicks
1 Center Street
Chatham, VA 24531
434-432-7722
Richard.Hicks@pittgov.org

Project Snapshot

- Needs analysis
- Existing system evaluation
- Alternatives analysis
- Conceptual design and functional requirements
- RFP development
- Solicitation and procurement support
- Contract negotiations
- Implementation oversight services

Project Description

Pittsylvania County needed to upgrade its radio communications system to a countywide interoperable P25 system leveraging existing VHF frequencies, sites, and infrastructure. In addition, the county needed to meet the FCC narrowbanding mandate for VHF frequency licenses. The county selected **FE** based on our understanding of local public safety radio system operability and interoperability needs and our background assisting agencies comply with the FCC's narrowbanding mandate.

FE determined the county's needs through thorough existing documentation and FCC license review, on-site face-to-face interviews with agencies and stakeholders, and detailed site surveys. We delivered a comprehensive *Pittsylvania County Functional Needs Assessment Report* addressing interoperability, radio coverage, system capacity, redundancy, and modernization/life expectancy of the existing radio equipment. **FE** then produced a targeted conceptual design and generated a requirements specification and RFP that included our recommendations for site construction, project management, maintenance, testing, training, support, optimization, and system acceptance. Our recommendations included the use of newly allocated 700 MHz frequencies. **FE's** technical advisors continued to support the county during the procurement, implementation, and the critical system acceptance phases of the new system.

The county implemented an 8-site 700 MHz P25 Phase 2 trunked simulcast system with IP-based dispatch consoles to replace the existing voice system. The new system increases coverage and capacity and provides enhanced interoperability within the region. Operational improvements include a deployable cache of portable multiband radios. The county also maintains a narrowband-compliant VHF system for paging and certain interoperability needs.





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MONTGOMERY COUNTY, VIRGINIA Regional Radio System Consulting



<u>Award Date</u>	<u>Project Dates</u>	<u>Contract Value</u>
September 25, 2018	2018 – present	\$153,687

Relevant Technologies

- VHF
- UHF
- 700 / 800 MHz

Project Contact

Derek Rogers
Communications System Manager
New River Valley 911 Authority
1 East Main Street, Suite 400
Christiansburg, VA 24073
540-391-4462

Project Snapshot

- Existing system review
- Needs assessment
- Cost analysis and funding options
- Provide recommendations
- Develop RFP
- Support vendor procurement including proposal evaluations and contract negotiations

Project Description

FE contracted with Montgomery County to address the regional limitations of the existing radio systems and the associated infrastructure. The County (New River Valley Authority) provides dispatch services for 15 agencies - police, fire and EMS. Today there are 15 agency-owned radio systems, primarily conventional UHF and VHF, with limited coverage. The County desires to consolidate these systems within Montgomery County, Towns of Blacksburg and Christiansburg and Virginia Tech.

In 2010, a report on the state of communications within Montgomery County was conducted and identified several deficiencies. While some improvements had been made since the report was completed, there were additional concerns regarding items such as interoperability, frequency interference, in-building and street level coverage, system security, and ability to adapt to future growth.

The **FE** team assisted in a needs assessment, RFP development, evaluation and selection of a qualified vendor, and contract negotiation toward the development and procurement of a regional radio system.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

BUNCOMBE COUNTY, NORTH CAROLINA System Assessment and Upgrade Planning and RFP Development



<u>Award Date</u>	<u>Project Dates</u>	<u>Contract Value</u>
May 21, 2010	2010 – present	\$308,784

Relevant Technologies

- Digital
- P25
- VHF/UHF
- 700 MHz
- Microwave
- Airbus DS (Cassidian)

Project Contact

Vance Bell
Information Technology Operational Services Manager
59 Woodfin Place
Asheville, NC 28801
828-250-6854
vance.bell@buncombecounty.org

Project Snapshot

- System propagation analysis
- Coverage assessment
- Needs analysis and recommendations
- Infrastructure assessment
- Estimated costs for site improvements
- Conceptual design
- Technical consulting for PSMR, microwave systems, consoles, and dispatch center systems
- RFP development
- FCC licensing support

Project Description

Buncombe County, North Carolina engaged Federal Engineering to evaluate the existing system, plan for an upgrade, design a compliant system, and recommend a solution.

FE conducted a needs analysis, collecting, compiling, and analyzing key information obtained from county public safety wireless systems users. We also conducted an assessment of the county's existing infrastructure, surveying the five simulcast transmit sites and the one receive-only site used for radio coverage to determine if they were suitable for continued use or if modifications are required for an upgraded system. Estimated costs associated with improving the sites to meet the county's needs were provided.

FE performed system propagation analysis to analyze outdoor and in-building coverage and modeled coverage in the VHF, UHF, and 700 MHz frequency bands. We also developed a conceptual design for the system infrastructure, backhaul, and capacity meeting the County's requirements and developed the County's *RFP for Detention Facility of the Buncombe County Sheriff Office Digital Trunked 800 MHz Radio Communications System*.

FE recommended cost-effective, shared, reliable mobile wireless infrastructure enhancements which met the County's requirements. The County retained *FE* to provide on-call technical consulting services regarding public safety mobile radio technology, Regional Planning Committee (RPC) and Federal Communications Commission (FCC) licensing support, microwave systems, consoles, and dispatch center systems.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

LEE COUNTY, FLORIDA P25 Radio Communications Consulting



Award Date
October 26, 2017

Project Dates
2017 – present

Contract Value
\$287,086

Relevant Technologies

- 700 / 800 MHz
- P25
- Simulcast
- Motorola Smartnet / SmartZone
- Digital / analog
- VHF / UHF
- Fiber optic / microwave

Project Contact

Andrew Stadler
Public Safety Communications System Manager
2000 Main Street, Suite 100
Fort Myers, FL 33901
239-533-3617
astadtler@leegov.com

Project Snapshot

- Needs analysis
- Existing system assessment
- Develop requirements
- Coverage analysis
- Develop vendor RFP
- Procurement support including contract negotiation and vendor selection
- Implementation project management

Project Description

Lee County contracted with **FE** to provide public safety communications consulting services for the replacement of its radio systems, upgrading from the existing aging analog SmartNet/SmartZone 800 MHz network with a newer, digital P25 standards-based system.

FE collaborated with the County's project management staff to establish a structured project schedule that included: project plan definition, goals, milestones, regular update meetings, status reports, and deadlines for deliverables. We developed and delivered a project plan, written recommendations for a governance structure, and a budgetary estimate of what the future system would cost.

The team conducted interviews with system users to determine requirements and expectations, which included interoperability, subscriber unit condition, available features, and existing radio site conditions. We used the results of these interviews to evaluate and recommend optimal system models, factoring in future requirements and industry trends of five, ten, and fifteen-year projections.

FE further assisted the County with RFP development and procurement support by determining technical specifications, reviewing vendor proposals, conducting contract negotiation, and vendor selection. Phase 2 of the project saw the **FE** team provide implementation project management of the chosen system, performing customer design reviews, acceptance test planning, and a migration plan.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

D.2 Federal Engineering Qualifications and Experience

Federal Engineering Corporate Overview (RFP IV.D)

FE has a rich history of providing system analysis and design for public safety communications organizations. Our firm specializes in jurisdictions with profiles very similar to the Twin County Regional 9-1-1 Commission. We appreciate the economic realities facing small rural counties and understand that radio solutions must be practical and affordable.

Our founder, President, and CEO Ronald F. Bosco, a degreed engineer and former first responder, continues to lead the firm and has kept his vision steady to improve the functionality and cost-effectiveness of radio communications. This consistency in ownership has translated into consistency in performance as evidenced by the fact that our earliest clients remain clients today, over a third of a century later. **FE** has built an unequalled reputation in radio system consulting services. We have leveraged this experience to provide trusted consulting services to public safety agencies for their radio communication systems. Federal Engineering provides consulting services for the full lifecycle of radio communications systems and 9-1-1 system projects, as highlighted below.

FE's philosophy to "exceed client expectations to retain that client for life" has resulted in client retention and repeat business since the firm's inception.

Public Safety Radio Consultants

System Upgrades

- PM and migration planning
- System assessment
- Procurement support
- Contract negotiation
- Implementation oversight
- IV&V

Governance & Funding

- Governance models
- CAPEX/OPEX funding models
- Legislative support
- DHS OEC contract support

Wireless Technology SMEs

Public Safety Radio

- Trunked, conventional
- Digital, analog, simulcast
- P25 Phases 1 and 2
- Coverage enhancements
- All frequency bands
- RF system recommendation
- IP radio knowledge and expertise

Other Wireless & Data

- Broadband/LTE
- FirstNet®
- Fire alerting/paging
- Microwave/fiber
- DMR technologies
- Cybersecurity

9-1-1/PSAP Technology SMEs

9-1-1 Systems

- NG9-1-1/9-1-1
- Mapping/GIS/Database
- Network/ESINet

Dispatch/Call Centers

- CAD/RMS/JMS
- Staffing/efficiency analysis
- Regional consolidation





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The RRITF will have the full support of our senior management team, shown below in Exhibit 3, at no additional cost. *FE's* private ownership provides a distinct advantage to the Participating Jurisdictions: corporate decisions are not impacted by outside investors or venture capital firms. Mr. Bosco and Mr. Murray care deeply about their reputation and the reputation of the company they have built from the ground up. They are heavily invested in the success of this and all other projects involving *FE*. As a result, the RRITF can count on the direct, personal involvement of *FE's* owners in every aspect of this critical radio project. As they have done for our other Virginia projects, they will be active in overseeing the project, meeting with stakeholders on a regular basis, and cementing a strong consulting relationship bent on accomplishing the RRITF's goals.

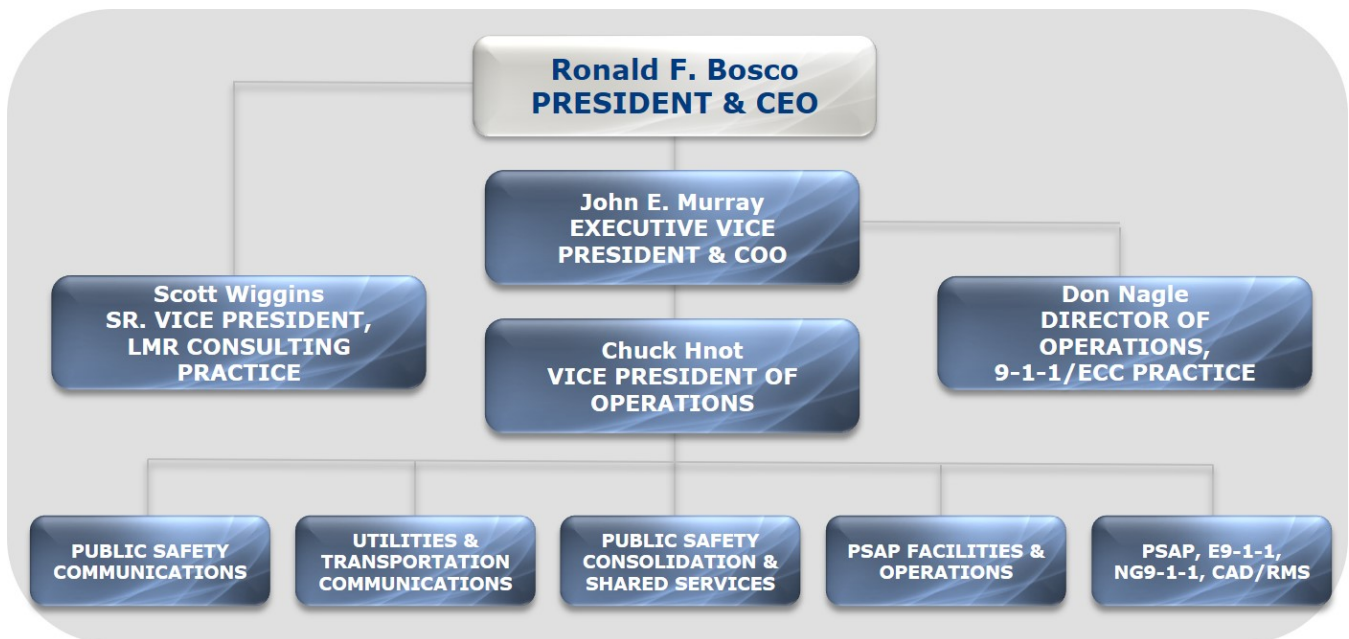


Exhibit 3—Federal Engineering's Corporate Structure

"We selected Federal Engineering based upon their professional and knowledgeable presentation during the interview process. Once hired, FE far exceeded our expectations by sending a quality and experienced consultant team that delivered an exceptional and thorough report, making it easier for our agency to move forward with our project."

~ Major Johnny Beauchamp, Northumberland County, Virginia





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Independence Guarantee (RFP IV.F)

FE's certified independence guarantees that the RRITF will receive totally objective analyses, free from the influences of hardware vendors, software suppliers, and service providers.¹

Unlike some consulting firms, **FE** has no business relationship with suppliers of communications equipment, software, or services. **FE** is not engaged in, nor are we associated with, the business of selling, servicing, providing managed services or leasing radio communications, data systems, mobile computer, dispatch, telephony, and other communications systems.

Because FE has no vendor affiliations, we are truly your trusted independent advisor.

FE's Financial Stability (RFP IV.C)

Federal Engineering has the administrative and fiscal capability to successfully deliver the proposed services. We stress the stability of **FE's** ownership and financial condition. Federal Engineering is a privately held firm incorporated in the State of Maryland. Mr. Bosco and Mr. John E. Murray, Executive Vice President and Chief Operating Officer, are principals and owners of **FE**. Ownership of the firm has remained constant during its 37-year history.

FE enjoys a strong revenue position as the firm continues to secure contracts from a wide variety of clients around the nation. **FE** maintains solid financial and accounting practices that enable us to have more than adequate cash flow for project continuity. We make the best use of our profits by reinvesting them in automation, quality assurance, training, and employee incentive programs. These programs encourage **FE** personnel to strive to deliver the highest level of service to each of our clients. Our financial statement is available upon request.

During our nearly four decades of providing public safety consulting, we have never had a contract end in default and have never been the subject of criminal litigation or investigation.

"Federal Engineering has been assisting Dinwiddie [County] for several years now as we upgrade our radio communications system to a new, interoperable P25 system. Based on FE's thorough analysis of our needs, providing a recommended path forward, and assisting us with system procurement, the county chose to continue the partnership with our trusted advisor. We are now relying upon them to provide program management and independent validation and verification services through the implementation phase of our project."

~Denice Crowder, Project Manager
Dinwiddie County, Virginia

¹ FE subscribes to the strict code of ethics of IEEE, Society for Technical Communication (STC), and Independent Computer Consultants Associate (ICCA) that explicitly forbid any conflict of interest in our consulting activities.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

FE Experience

Knowledge of Land Mobile Radio Systems

Our proposed team members are experts and understand the complexities that will be involved in assessing the Participating Jurisdictions' communication systems and evaluating alternatives to achieve regionwide coverage and interoperability. A sampling of our team's knowledge includes the followin:

Land Mobile Radio Systems

- Trunked
- Simulcast
- Multicast
- Analog
- Digital
- IP radio

Land Mobile Radio Technologies

- APCO TIA P25
- MPT1327
- TETRA
- DMR
- SCADA

Broadband/Advanced Wireless Technologies

- LTE/FirstNet
- WiMAX
- WiFi
- Integrated voice and data

Frequency Bands

- Low band
- T-band
- VHF
- UHF
- 700/800 MHz
- 900 MHz
- 2.4, 4.9, 5.8 GHz
- Other licensed and unlicensed bands

Manufacturers' Systems and Equipment

- L3Harris
- Motorola
- Tait
- Airbus DS (Cassidian)
- EF Johnson
- Raytheon
- DataRadio
- Others

Backhaul Systems

- Microwave
- T-carrier
- Optical fiber
- Aviat Networks
- Nokia Networks
- BridgeWave
- Cambium Networks
- Proxim
- Radwin
- Others

"Due to the size of our population, our land mass, and our location, the needs of Caroline County are unique. We selected Federal Engineering because of their deep knowledge of our unique conditions developed through projects for other jurisdictions in Virginia ..."

~Alan Partin, Assistant County Administrator
Caroline County, Virginia

"Pitt County, [North Carolina] now has one of the most advanced Radio and Paging Communication Systems in North Carolina thanks to the efforts and guidance of the professional knowledgeable staff of Federal Engineering on our project team. Their oversight efforts were crucial in completing the project on time and on budget as well as exceeding project coverage goals. We would recommend Federal Engineering with their team of managers and technical experts to any government agency looking to enhance or build a communication system."

~D. Scott Elliott, County Manager
Pitt County, North Carolina





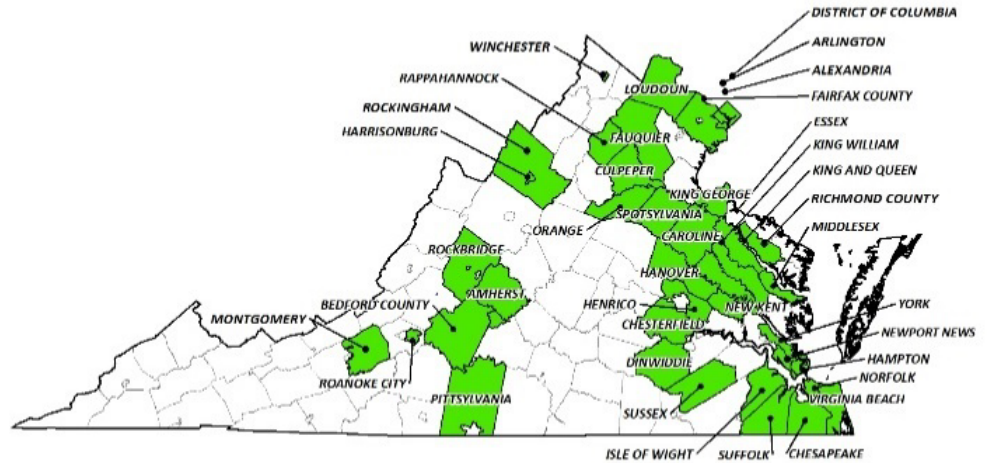
City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Experience in Virginia and Across the United States

Since early years, **FE** has been providing system analysis and design to Virginia jurisdictions. Public safety communications consulting is our only business.

More important to the RRITF, **FE** is proud to be a Virginia-based firm. Headquartered in the County of Fairfax, the

Commonwealth is not just where we work, it is where we live and raise our families. Federal Engineering has supported the Virginia cities and counties listed below on almost 100 public safety projects.



• Accomack County	• James City County	• City of Poquoson
• City of Alexandria	• King William County	• Rappahannock County
• Arlington County	• King and Queen County	• Richmond County
• Caroline County	• Lancaster County	• Rockbridge County
• City of Chesapeake	• Loudoun County	• Town of Smithfield
• Culpeper County	• City of Manassas	• Smyth County
• Dinwiddie County	• Mathews County	• Southampton County
• Essex County	• Middlesex County	• Spotsylvania County
• City of Fairfax	• Montgomery County	• City of Suffolk
• Fauquier County	• New Kent County	• Surry County
• Floyd County	• City of Newport News	• Sussex County
• City of Franklin	• City of Norfolk	• Westmoreland County
• Gloucester County	• Northampton County	• Town of Vienna
• City of Hampton	• Northumberland County	• City of Virginia Beach
• Hanover County	• Orange County	• City of Williamsburg
• City of Harrisonburg	• Pittsylvania County	• City of Winchester
• Isle of Wight County	• City of Portsmouth	• York County

No one knows Virginia's public safety environment better than we do, making **FE** the RRITF's ideal partner on this important project. As highlighted in "**FE** by the Numbers" below, we are proud of our company's growth.

But even more importantly, we have diligently worked to deliver the same attentiveness to each individual client that we provided when we were a smaller company.

Every **FE** client receives ownership oversight, a designated project manager and team of consultants to provide personal technical advice in response to client requests. Our subject matter





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experts guide each of our clients through the challenges of determining the right upgrade path for their given circumstances.

FE By The Numbers



"Over the last year, Tillamook County and Federal Engineering have forged a highly effective partnership. This partnership focused on crafting a plan to develop and implement a modern, robust, and secure VHF communications system for Tillamook County's first responder network in order to replace an aging legacy system. The Tillamook County Leadership Team holds high expectations for its partners, and Federal Engineering met those expectations by committing to—and following through with—clear, concise, and diligently researched deliverables. Federal Engineering excelled in all areas from data collection and interviews, to mapping, engineering, network architecture, and ultimately a custom system design recommendation. Tillamook County looks forward to continuing this partnership with Federal Engineering throughout project build-out and beyond."

~John Spence and Rachel Hagerty
Tillamook County Communications Department, Oregon

D.3 FE's Extensive Project Experience

In the table below we list **FE's** extensive base of clients served over the past three years on projects of similar size and complexity to the Participating Jurisdictions. Our scope of work on these projects included 1) comprehensive radio system analyses, 2) strategic planning for upgrades, both new systems and joining regional systems, to enhance public safety operations and interoperability; and 3) alternatives analyses and conceptual design of conventional and P25 interoperable radio systems.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Federal Engineering Project Experience Last Three Years 2017 — 2020									
Client Name	Existing System Analysis	Needs Assessment/ Requirements	Strategic Planning	Conceptual Design	P25 Design	RFP/ Specification	Procurement	Implementation	P25 Implementation
Arkansas									
City of Hot Springs	✓	✓	✓		✓	✓	✓	✓	✓
Arizona									
Arizona Public Service Company	✓	✓			✓	✓	✓		✓
State of Arizona	✓	✓			✓	✓	✓		✓
City of Casa Grande						✓	✓	✓	
City of Mesa	✓	✓		✓		✓	✓		
City of Mesa Utilities	✓	✓				✓	✓	✓	
Pinal County	✓	✓			✓				✓
Salt River Pima Maricopa Indian Community	✓	✓		✓					
California									
El Dorado Hills Fire Department	✓	✓	✓						
Los Angeles Regional Interoperable Communications System		✓				✓	✓	✓	
Marin County	✓	✓	✓			✓	✓	✓	
Monterey County	✓	✓	✓	✓	✓	✓	✓	✓	✓
City of San Diego	✓	✓	✓						
San Diego and Imperial Counties	✓	✓			✓	✓	✓		✓
City and County of San Francisco	✓	✓			✓	✓	✓		✓
Santa Barbara County	✓	✓	✓	✓		✓	✓	✓	
Tuolumne Band of Me-Wuk Indians	✓	✓	✓						
Canada									
Calgary Transit	✓	✓		✓		✓	✓		
Edmonton, Alberta Fire Rescue	✓	✓	✓						
Edmonton, Alberta Police	✓	✓	✓						
Colorado									
State of Colorado DTR	✓	✓	✓						
Connecticut									
Town of Avon	✓	✓	✓	✓	✓	✓	✓	✓	✓
Florida									
Alachua County	✓	✓	✓	✓	✓	✓	✓	✓	✓
Collier County	✓	✓				✓	✓	✓	
Gainesville Regional Utilities	✓	✓			✓	✓	✓		
City of Lakeland	✓	✓			✓	✓	✓		✓
Lee County	✓	✓	✓	✓	✓	✓	✓	✓	✓
Georgia									
Camden County	✓	✓				✓	✓	✓	
Henry County	✓	✓		✓		✓	✓	✓	





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Federal Engineering Project Experience Last Three Years 2017 — 2020									
Client Name	Existing System Analysis	Needs Assessment/ Requirements	Strategic Planning	Conceptual Design	P25 Design	RFP/ Specification	Procurement	Implementation	P25 Implementation
Iowa									
City of Des Moines	✓	✓	✓	✓	✓	✓	✓	✓	✓
Iowa State Police	✓	✓			✓	✓	✓		✓
Lee County	✓	✓	✓	✓	✓	✓	✓		
Mills County	✓	✓							
Kentucky									
City and County of Henderson	✓	✓				✓	✓	✓	
Maryland									
State of Maryland	✓	✓						✓	
Worcester County	✓	✓						✓	✓
Nevada									
State of Nevada	✓	✓		✓		✓	✓	✓	
Washoe County	✓	✓					✓	✓	✓
New Mexico									
State of New Mexico	✓	✓	✓						
City of Albuquerque	✓					✓	✓		
New York									
Essex County	✓	✓				✓		✓	
Ontario County	✓	✓						✓	✓
North Carolina									
Buncombe County	✓	✓			✓	✓	✓		✓
New Hanover County	✓	✓			✓	✓	✓		✓
Orange County	✓	✓	✓	✓	✓	✓	✓	✓	✓
Yadkin County	✓	✓				✓	✓	✓	
Oregon									
Emergency Communications of Southern Oregon	✓	✓	✓	✓	✓	✓	✓	✓	✓
City of Portland	✓	✓		✓		✓	✓	✓	
Portland General Electric	✓	✓		✓		✓			
Tillamook County	✓	✓	✓	✓	✓	✓	✓		
Rhode Island									
South Kingstown	✓	✓	✓	✓	✓	✓	✓	✓	✓
Tennessee									
Cumberland County	✓	✓					✓	✓	
Texas									
City of El Paso	✓	✓			✓	✓	✓		✓
El Paso County	✓	✓			✓	✓			
Utah									
State of Utah	✓	✓	✓	✓	✓	✓	✓	✓	✓





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Federal Engineering Project Experience Last Three Years 2017 — 2020									
Client Name	Existing System Analysis	Needs Assessment/ Requirements	Strategic Planning	Conceptual Design	P25 Design	RFP/ Specification	Procurement	Implementation	P25 Implementation
Virginia									
Caroline County	✓	✓							
City of Chesapeake	✓	✓		✓		✓	✓	✓	
Dinwiddie County	✓	✓	✓	✓		✓	✓		
Fauquier, Culpeper, and Rappahannock Counties	✓	✓		✓			✓	✓	
Floyd County	✓	✓	✓	✓	✓	✓	✓	✓	✓
Hanover County	✓	✓		✓		✓		✓	
Isle of Wight County	✓	✓							
King and Queen County	✓	✓			✓	✓	✓		✓
Middlesex County	✓	✓					✓	✓	
Montgomery County	✓	✓	✓	✓		✓	✓		
New Kent County	✓	✓				✓	✓	✓	
Orange County	✓	✓	✓	✓	✓	✓	✓	✓	✓
City of Newport News	✓	✓			✓	✓	✓		✓
Pittsylvania County	✓	✓			✓	✓	✓		✓
City of Portsmouth	✓	✓			✓	✓	✓		✓
Sussex County	✓	✓					✓	✓	
Wisconsin									
Dane County	✓				✓	✓	✓		✓
Grant County	✓	✓	✓						

D.4 Project Team Members and Qualifications (RFP IV.B)

FE has carefully selected our team to meet your project needs as shown in the organization chart in Exhibit 4. The personnel proposed for this project have previously assisted numerous clients with the types of system analyses, needs assessments, and alternatives analysis required for this project, as well as other radio communications services including conceptual designs, cost estimates, specifications and RFP development. Our team can take the most complex technical information relative to radio communications and present it in ways non-technical parties can understand.

FE's team brings a wealth of knowledge and background to the RRITF's communications project. As highlighted in their resumes, each person has significant experience working with regional board and clients to upgrade or replace legacy radio systems including analog and digital VHF, UHF, 700/800 MHz, simulcast, trunked, P25 Phases 1 & 2, analog and digital microwave systems, fire alerting systems, dispatch center radio consoles and software systems, spectrum research and FCC licensing support, and more.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

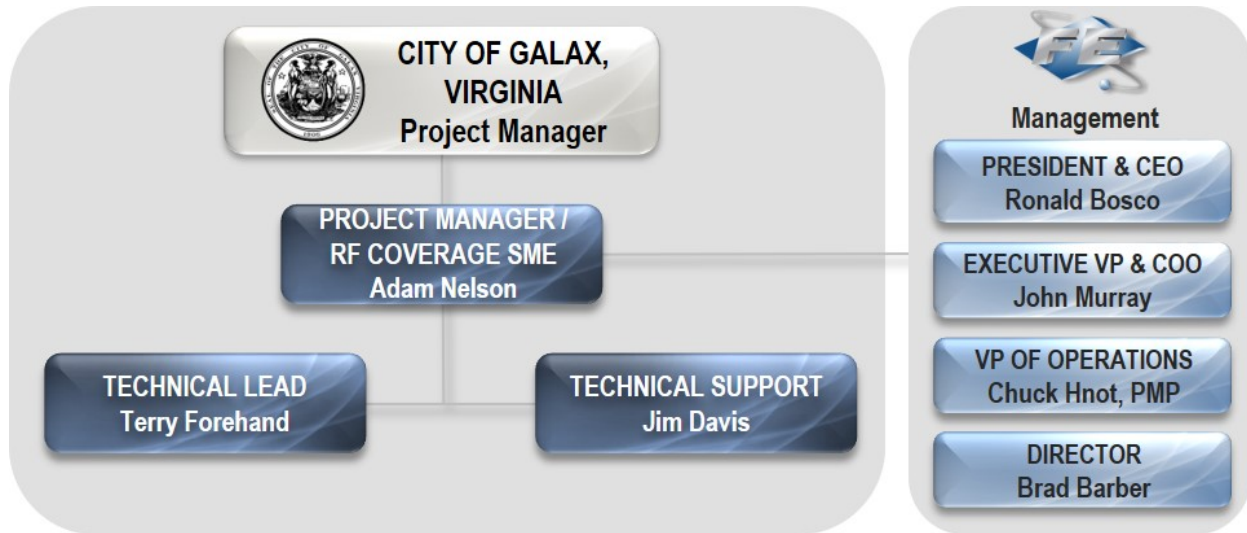


Exhibit 4—Project Organization Chart

The FE team specializes in system assessment and upgrade projects in Virginia.

Brad Barber will be the Project Director for this engagement, managing the assigned resources towards meeting the project schedules and objectives. He will review regular progress reports and make resource and other adjustments to align the project throughout its lifecycle with the RRITF's desired goals and outcomes. Mr. Barber will be responsible for the overall success of the project for both the Participating Jurisdictions and **FE**.

Adam Nelson will be the project manager and RF subject matter expert, providing a single point of contact to the RRITF and managing our internal team on a day-to-day basis. He will lead all meetings and calls, track and document progress, identify issues or risks, and develop mitigation strategies as needed.

Both Mr. Barber and Mr. Nelson will work closely with our technical team: Technical Lead Mr. Terry Forehand and Technical Support Mr. Jim Davis. Our project manager and technical support SME are both Virginia residents, a short drive from the region. Support from our Executive Management team of Chuck Hnot, John Murray, and Ronald Bosco is provided at no cost.

FE will commit the staff and resources needed to meet the RRITF's scope and schedule, within budget, and in a high-quality manner. The key individuals listed above will perform the work and will not be substituted with other personnel or reassigned to another project without the RRITF's prior approval.

At times however, life happens. People get sick, they switch jobs, they get into accidents, and sadly they pass away. Life situations can have a devastating impact on a project, especially if it were to involve a key person. The Twin County Regional 9-1-1 Commission deserves a firm that is prepared for when "life happens". [Federal Engineering is that firm](#). In our nearly four decades of doing business, we have experienced all of these; but with a deep bench and overlapping skill sets, we have consistently overcome life's happenings and successfully completed over 2,000 projects on schedule and to our clients' satisfaction.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Additional details about, and resumes for, each team member are provided on the following pages. In addition to our proposed staff, **FE** has additional in-house consultants and subject matter experts who are available to assist as needed.

Leveraging Our Staff's Industry Reputation and Technology Knowledge

FE is a corporate affiliate of leading industry groups. Our consultants are heavily involved in the Association of Public-Safety Communications officials (APCO), National Emergency Number Association (NENA), Project 25 Technology Interest Group (PTIG), P25 Phase 2 Industry Roundtables and Best Practices Workshops, Telecommunications Industry Association (TIA) wideband and land mobile radio standards activities, the Federal Communications Commission (FCC), the National Public Safety Telecommunications Council (NPSTC), the Federal Partnership for Interoperable Communications (FPIC), the Institute of Electrical and Electronic Engineers (IEEE), the American National Standards Institute (ANSI), the Radio Club of America (RCA), and the Utility Technology Council (UTC) Association.



Our team is recognized by their peers; our consultants chair national technical committees and have had papers published by many professional organizations. Our consultants serve on the APCO Commercial Advisory Council and *MissionCritical Communications Magazine's* editorial advisory board. **FE's** Chief Consultant is author of *Cybersecurity in Public Safety*, published in the September 2018 issue of *MissionCritical Communications Magazine*, and currently serving his second term on the NG9-1-1 Institute Board of Directors.

Over the past three years alone our experts have presented in over 50 sessions at the International Wireless Communications Expo (IWCE), APCO, and other conferences, including the following:

- Planning a New or Upgraded Radio System
- Measuring Performance: Get the Network You Need; Get the Network You're Paying For
- Negotiation: The Art of Getting What You Want
- Successful System Procurement: Avoiding the Pitfalls through Proper Planning
- Project Lifecycle Management; Operation to Replacement
- Coverage Prediction and Modeling
- Technology Choices: How and Where Emerging Technologies Fit in Your Communications Planning
- Integrating LMR and LTE: Interfaces to Multiple Networks
- Budgeting, Capital Expense and Cost of Ownership in an LTE World
- FirstNet Interoperability with LMR and 9-1-1
- Not Your Grandpa's Logging System
- FirstNet and LMR Coexistence: Planning for Interoperability and Migration
- Wireless Signal Propagation Concepts
- Interoperability in the Coming LMR and LTE World: What to Expect and How to Be Ready

This investment of time and energy by our staff in participating in current LMR trends allows us to stay abreast of and anticipate upcoming developments in radio system technologies.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

BRADLEY R. BARBER

Director



RELEVANT SKILLS

- Public safety communications project management
- Project plans and schedules
- Existing systems review and needs assessments
- Stakeholder interviews and capabilities assessments
- System requirements assessment
- Conceptual design and specifications development
- Procurement documents development
- Assistance with vendor interviews, selection, contract negotiations
- Supervision system implementation

GENERAL BACKGROUND

Mr. Barber has over 29 years of experience in wireless communications systems and project management. His background includes implementation and management of public safety and commercial wireless communications networks and the operation of enterprise activities in commercial, utility and governmental environments. With this diverse background in land mobile radio communications, Mr. Barber is actively involved in the technical and operational issues inherent in today's complex and rapidly changing wireless environment such as P25, rebanding, narrowbanding, interoperability, and system lifecycle planning.

RELEVANT PROJECT EXPERIENCE

Commonwealth of Virginia

- Dinwiddie County Radio Consulting Services
- King and Queen County PSMR Consulting Services
- Montgomery County Radio Consulting Services
- Middlesex County PSMR Consulting Services
- Orange County Radio Consulting and Engineering Services
- City of Portsmouth Radio System Upgrade and Implementation
- Richmond County Radio System Upgrade
- Sussex County PSMR Consulting Services
- City of Virginia Beach Communications Infrastructure Assessment
- Essex County Radio Communications Consulting Services

State of Tennessee

- City of Bartlett Public Safety Communications Upgrade Planning

State of Georgia

- Camden County Communications Consultant
- Henry County LMR System Replacement

State of Florida

- City of Gainesville Radio Enhancement Design, Development, and Implementation
- Alachua County PSMR Design and Engineering Services
- Lee County Radio Communications P25 Migration

State of Arkansas

- City of Hot Springs PSMR Assessment through Implementation

AREAS OF EXPERTISE

- Digital and analog LMR, including trunked, 700/800 MHz, VHF/UHF, and P25
- Emergency Communications Centers/Public Safety Answering Points
- CAD/RMS
- NG9-1-1
- Wide area simulcast radio systems
- Public safety software applications
- System lifecycle analysis

PROFESSIONAL TRAINING

- Motorola systems
- PCIA-Certified Land Mobile Radio Communications Technician

PROFESSIONAL ORGANIZATIONS

- Association of Public Safety Communications Officials (APCO)
- NPSTC Interoperability Committee, 2013- present
- Motorola Trunked Users Group (MTUG) Technical Support Subcommittee
- Motorola Utility Trunked Users Alliance (MUTUAL)
- Motorola Data Users Group (MDUG)





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems



ADAM NELSON

Project Manager / RF Coverage SME

EDUCATION

- M.S., Geographic Information Systems, The Pennsylvania State University
- B.S., Information Technology, University of Phoenix, with honors

RELEVANT SKILLS

- RF propagation prediction/analysis
- RF interference assessment and mitigation
- System capacity planning
- Frequency planning
- Frequency coordination and licensing
- GIS coordination, curation, analysis, and modeling
- Spectrum availability
- Radio infrastructure and performance analysis
- LTE system design

GENERAL BACKGROUND

Mr. Nelson has over 15 years of experience providing consulting services in the fields of public safety, telecommunications, and information technologies. As a member of FE's Spectrum Center of Excellence, his specialties include radio frequency prediction and analysis, frequency and capacity planning, interference mitigation, LTE system design and analysis, and spectrum-related efforts pertaining to frequency licensing and coordination.

His background also includes the management and maintenance of various municipal wireless networks, specifically in the realm of public safety communications. He has participated in all phases of communications system lifecycle from needs assessment, system recommendations, RFP development, through implementation. Mr. Nelson has extensive experience with GIS platforms such as ESRI's ArcGIS. Leveraging his GIS expertise, he has developed web apps, geo-processing tools, and analysis models for various types of communications systems.

RELEVANT PROJECT EXPERIENCE

Project management, RF coverage prediction, capacity analysis, interference analysis, and/or channel planning for the following clients/projects in Virginia, as well as hundreds more projects across the nation and internationally:

Regional Projects

- Fauquier, Culpeper, and Rappahannock Counties, Virginia
- Overlay Regional Interoperability Network (ORION), Hampton Roads Region of Virginia

County Projects

- Caroline County, Virginia
- Dinwiddie County, Virginia
- Isle of Wight County, Virginia
- King William County, Virginia
- Middlesex County, Virginia
- New Kent County, Virginia
- Orange County, North Carolina
- Pitt County, North Carolina
- Pittsylvania County, Virginia
- Richmond County, Virginia
- Rockbridge County, Virginia
- Sussex County, Virginia

Municipal Projects

- City of Chesapeake, Virginia
- City of Hampton, Virginia
- City of Newport News, Virginia
- City of Portsmouth, Virginia
- City of Roanoke, Virginia

CERTIFICATIONS AND TRAINING

- Simulcast Radio Systems, Motorola Certified Training
- Integrated Voice and Data Systems, Motorola Certified Training
- RAPTR Certified Training
- ATDI Developer Training
- ArcGIS Developer Training
- Certified GEOINT Professional
- Satellite Communications Systems Terminal Maintainer Course, U.S. Army
- ASTRO 25 Radio System Management, Motorola

PROFESSIONAL ORGANIZATIONS

- Association of Public Safety Communications Officials (APCO)





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

TERRY FOREHAND

Technical Lead



AREAS OF EXPERTISE

- Public safety and private wireless networks
- Needs assessment and solution development
- Voice and data communications network implementation & acceptance testing
- Radio system exercise development and execution
- Radio system budgetary analysis

GENERAL BACKGROUND

Mr. Forehand has over 18 years in designing, implementing, managing, and maintaining land mobile communications systems for the United States Army, local government and private enterprises. He is experienced with P25 systems and broadband systems and has developed interoperable programming templates for trunking and conventional radios and networks. Mr. Forehand has also developed budgetary requirements for communications systems and managed the implementation of complex systems.

RELEVANT PROJECT EXPERIENCE

Commonwealth of Virginia

- Orange County Radio Consulting and Engineering Services
- Rockbridge County P25 Radio System Procurement Support
- Fauquier, Culpeper, and Rappahannock Counties P25 PSMR Upgrade Support
- Caroline County P25 PSMR Upgrade Support
- Pittsylvania County PSMR P25 VHF Conceptual Design, Procurement, and Implementation Support
- City of Portsmouth PSMR Upgrade Support
- Hanover County Tower Application Support Services
- Middlesex County PSMR Procurement and Implementation Support
- City of Portsmouth PSMR and CPE Consulting Services
- Sussex County PSMR Consulting Services

State of Maryland

- Worcester County P25 PSMR Implementation Support

State of North Carolina

- Yadkin County PSMR Implementation Support
- Orange County PSMR Interoperability and Systems Engineering Services

State of Arkansas

- Hot Springs Public Safety Radio Consulting Services

Commonwealth of Kentucky

- City of Henderson-Henderson County, Kentucky PSMR P25 Needs Assessment and Analysis, and RFP Development
- City of Bowling Green/Warren County PSMR Assessment and Procurement

State of California

- San Francisco 800 MHz Public Safety Radio Replacement Services
- San Diego and Imperial Counties Regional Public Safety Communications System Consulting
- Marin County P25 PSMR Communications Consulting Services

PROFESSIONAL TRAINING

- Radio Repeater Course, U.S. Army
- Satellite Communications Systems Terminal Maintainer Course, U.S. Army
- ASTRO 25 Radio System Management, Motorola

PROFESSIONAL ORGANIZATIONS

- Association of Public Safety Communications Officials (APCO)

CERTIFICATES AND AWARDS

- CENTRACOM Gold Elite Certificate of Achievement, Motorola
- SmartZone Overview Certificate of Achievement, Motorola
- ASTRO 25 Integrated V&D Certificate of Completion, Motorola





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

JAMES E. DAVIS

Technical Support



EDUCATION

- A.A.S., Administration of Justice, Danville Community College

GENERAL BACKGROUND

Mr. Jim Davis is a visionary leader and consultant who networks with others to share best practices and achieve project goals. His extensive background working in the public safety arena has sharpened his skills and given him excellent hands-on knowledge of mission-critical operations. He has held various positions in the 9-1-1 industry from dispatcher to police officer to director of public safety.

RELEVANT PROJECT EXPERIENCE

Danville, Virginia

- Public safety dispatcher
- Police Officer, Lieutenant
- Lifesaving & First Aid Crew – Radio System Upgrade

Statewide Experience

- Virginia Department of Emergency Management (VDEM) Adjunct Instructor, Commonwealth of Virginia
- Pennsylvania Emergency Management Agency (PEMA)—Supported data gathering and reporting for statewide PSAP assessment and NG911 support
- Kentucky CSEEP IEM Exercise Evaluator/EOC
- Commonwealth of Virginia, Regional Support to Emergency Managers

Regional Experience

- Montana State Univ/Gallatin County E911 Consolidation

City/County Experience

- City of Philadelphia, Pa DR/COOP Planning
- Wake County, NC 911 – CAD Policy Update
- Caswell County, NC EOP Revision

Pittsylvania, VA Public Safety

- Coordinate communications needs of fire, rescue and law enforcement agencies in conjunction with Sheriff's Office
- Recommend, develop, purchase, and implement hardware requirements for E911 communications system, computer-aided dispatch system and microwave radio system
- Development and implementation of dispatch procedures
- County-wide E911 system, promotion of public education of the system
- Computer-aided dispatch (CAD), consoles, tower sites, postal conversions

AREAS OF EXPERTISE

- Emergency management
- Homeland security
- Public safety
- Project management
- Risk assessment
- Criminal justice
- Communications

PROFESSIONAL ORGANIZATIONS

- National Emergency Number Association (NENA)
- Association of Public Safety Communications Officials (APCO)
- Virginia Emergency Management Association
- Piedmont Regional Criminal Justice Training Academy
- International Association of Emergency Managers

CERTIFICATIONS

- ICS
100,200,300,400,700,800, HSEEP





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

E. PROJECT APPROACH, IMPLEMENTATION PROJECT PLAN AND RESPONSIBILITIES OF JURISDICTIONS (RFP IX.E)

E.1 Project Approach

FE's proposed approach as outlined in our Scope of Work methodology in Section B is compliant with the RFP. We tailor solutions and project approach to fit the needs of our clients and design a custom solution that solves unique challenges. Our project management methodology, applied with our public safety and technology experience, produces success on hundreds of projects each year.

This experience enables our team to deliver the overall best value to our clients such as reduced cycle time and lower delivery costs, improved quality of project deliverables, greater accuracy, improved time efficiency and early identification of project issues that could potentially impact project budget, scope and schedule.

The team understands that each client and every technology upgrade or replacement is unique. We will work with the RRITF to define and understand your specific support needs and requirements and structure an approach to meet those needs. As a full-service firm with extensive in-house resources and personnel, we can easily customize a support program for almost any situation, and we can easily adapt and change the approach if the situation changes.

FE will prepare and maintain the project plan and schedule as necessary to reflect the nature of the project as it evolves through deliverables, approval processes, and meeting schedules.

E.2 Project Plan/ Ability to Perform RFP IV.A [2] and IV.E)

FE has worked as the trusted advisor with many clients as they have upgraded from legacy radio systems. We are aware of the project management and planning needed to minimize risks and achieve project deliverables in the aggressive timeframe outlined in the RFP. We will represent the RRITF's best interests through this process.

FE currently has active public safety communications projects around the country. We have more than 50 senior consultants to engage projects, and a select group of strategic partners who augment *FE's* staff and expertise. Our team has the depth of resources with the broad range of skills necessary to successfully complete the scope of the RRITF's services fully, within budget, and in a high-quality manner. We have a proud history of completing our projects on time and within budget.

To manage adequate staffing of our projects, Mr. John Murray, Executive Vice President/Chief Operating Officer, meets regularly with the operations directors to review the assignment of every resource in the company to provide the necessary skills and knowledge to succeed in the work ahead. Through these discussions and employing automated resource allocation systems, he forecasts resource needs for the upcoming 12 months, allowing for long-term planning.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

Using this methodology, we take pride in consistently meeting and exceeding client commitments. This is a testament to our executive management and compliance with applicable laws, regulations, policies, guidelines and orders governing our prior or existing contracts.

Our schedule for the RRITF's Strategic Plan project is provided on the following page and assumes a notice of award date no later than February 1 and contract execution by February 8, 2021. The **FE** team is prepared to begin work on the project immediately upon contract execution.

The RFP has requested project deliverables completed by April 2021 to provide the RRITF with a budgetary estimate for inclusion in the next round of grant applications. **FE** is proposing a schedule in which the draft Strategic Plan, including the high-level budgetary estimate for the RRITF's selected solution, will be completed by April 30, 2021. The final Strategic Plan will be issued shortly thereafter, following review by the Participating Jurisdictions. We anticipate the technical specifications and procurement document will be completed by June 30, 2021. This schedule can be accelerated or extended should the RRITF desire.



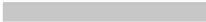
















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"The Federal Engineering team was instrumental in developing a viable solution to improve the Merced County interoperability system. We were very satisfied with their performance on the project and found them to be very responsive and professional."

~Kim Nausin, Merced County, California



ID	Task Name	Duration	Start	Finish	Q1 Jan	Feb	Mar	Q2 Apr	May	Jun	Q3 Jul
1	Notice to Proceed/Executed Contract	1 day	Mon 2/8/21	Mon 2/8/21							
2	Needs Assessment & Strategic Plan Development	60 days	Mon 2/8/21	Fri 4/30/21							
3	Develop project plan, issue RFI, review documentation	8 days	Mon 2/8/21	Wed 2/17/21							
4	Conduct project initiation call	1 day	Thu 2/18/21	Thu 2/18/21							
5	Schedule and conduct stakeholder interviews	3 days	Fri 2/19/21	Tue 2/23/21							
6	Schedule and conduct tower site surveys	6 days	Wed 2/24/21	Wed 3/3/21							
7	Document site survey findings	5 days	Thu 3/4/21	Wed 3/10/21							
8	Develop coverage maps of existing systems	3 days	Thu 3/11/21	Mon 3/15/21							
9	Lead Coverage Workshop and identify alternatives	1 day	Tue 3/16/21	Tue 3/16/21							
10	Finalize maps / analyze conceptual design alternatives	3 days	Wed 3/17/21	Fri 3/19/21							
11	Assess spectrum, backhaul, coverage, interop, sustainability	6 days	Mon 3/22/21	Mon 3/29/21							
12	Develop cost estimates	2 days	Tue 3/30/21	Wed 3/31/21							
13	Prepare draft Strategic Plan	10 days	Thu 4/1/21	Wed 4/14/21							
14	Present recommendations and time for RRITF review	8 days	Thu 4/15/21	Mon 4/26/21							
15	Incorporate changes and issue Strategic Plan	4 days	Tue 4/27/21	Fri 4/30/21							
16	Specifications and RFP Development	43 days	Mon 5/3/21	Wed 6/30/21							
17	Receive RRITF authorization and finalize conceptual design	5 days	Mon 5/3/21	Fri 5/7/21							
18	Prepare draft technical and functional specifications	15 days	Mon 5/10/21	Fri 5/28/21							
19	Review with RRITF and time for stakeholder review	8 days	Mon 5/31/21	Wed 6/9/21							
20	Incorporate changes and issue final specifications	5 days	Thu 6/10/21	Wed 6/16/21							
21	Review and support RRITF to issue procurement document	10 days	Thu 6/17/21	Wed 6/30/21							

<div>Project: Galax, VA SCHED LMR</div> <div>Date: Thu 12/10/20</div>	Task		Inactive Summary		External Tasks	
	Split		Manual Task		External Milestone	
	Milestone		Duration-only		Deadline	
	Summary		Manual Summary Rollup		Progress	
	Project Summary		Manual Summary		Manual Progress	
	Inactive Task		Start-only			
	Inactive Milestone		Finish-only			



City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

E.3 Responsibilities of Jurisdictions

FE will work closely with the RRITF to efficiently execute the project. We appreciate that personnel from the Participating Jurisdictions are already burdened with current work, and we will minimize the additional workload that this project puts on participating personnel. We anticipate the RRITF will have the following responsibilities during the effort:

- Appoint a primary point of contact for the project
- Provide personnel at the appropriate technical and management levels to collaborate with *FE* consultants and make decisions throughout the project
- Provide available existing system documentation to *FE* upon request to facilitate a quick start to the project
- Provide adequate conference rooms for on-site meetings if we can safely gather in person
- Review deliverables within the timeframe of the mutually agreed upon project timeline





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

F. PRICING (RFP IX.F)

F.1 Firm Fixed Price

The total not to exceed price, including labor, travel, and other direct costs, for the Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems project is \$59,876.

FE's proposed price for this project is indicative of the efficiency of our operations, our proven automated tools, our vast experience completing similar projects, and our view of the strategic nature of the Commission's project. Further, it is not our culture to "up-scope" during contract negotiations or during the project, unless the Commission adds scope of work beyond that outlined their RFP.

F.2 Payment Schedule based on Scope of Work

A breakdown of the proposed invoicing schedule for completion of the Strategic Plan is provided in Exhibit 5 below.

Tasks	Description	Payment Amount
Task 1	Completion of Tower Site Visits	\$19,605
Task 2	Delivery of draft Strategic Plan Report	\$22,016
Task 3	Delivery of final Strategic Plan Report	\$4,576
Task 4	Delivery of draft specifications	\$7,679
Task 5	Delivery of final procurement document	\$6,000
	Total Project	\$59,876

Exhibit 5—Proposed Invoicing Schedule for Each Project Phase

As required by the RFP, the above are proposed invoicing milestones from project initiation through delivery of specifications. We are tentatively proposing five payments since our proposed timeline extends through June 2021 for delivery of the final procurement document. *FE* is available to negotiate the final invoicing schedule and number of payments.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

F.3 Hourly Rates

If required by the Commission, *FE* can provide additional services in accordance with the rate schedule below.

SCHEDULE A

Effective through December 31, 2021

Director/Chief Consultant	\$ 250.00 per hour
Senior Consultant	\$ 210.00 per hour
Consultant	\$ 180.00 per hour
Senior Analyst	\$ 150.00 per hour
Analyst	\$ 110.00 per hour
Administrative / Computer Services	\$ 76.00 per hour

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Fairfax, Virginia





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

F.4 Basis of Our Proposal

1. This proposal assumes Federal Engineering, Inc. will perform all of the tasks as called out in the technical proposal (excluding optional tasks). The deletion of a task, a significant change in scope of one or more tasks, or use of a phased implementation approach may affect the overall price.
2. **FE** will provide draft and final deliverables electronically to the Twin County Regional 9-1-1 Commission.
3. This proposal assumes that the RRITF's project manager will schedule meetings, provide meeting facilities, notify attendees, and arrange for onsite visits.
4. Any optional or additional tasking will be authorized by mutual agreement of the Commission and **FE**. Such tasking will be performed on a time and materials basis in accordance with the rates in Schedule A or on a fixed price basis as mutually agreed upon in a task order by the Commission and **FE**.
5. **FE's** ability to fulfill this task depends, in part, on the willingness and ability of the Twin County Regional 9-1-1 Commission, Commission participants, equipment vendors, service providers, third parties, and others to provide information in a timely manner, and upon the accuracy of the information as supplied. The accuracy of input data, whether provided in electronic or hard copy form, and the recommendations, actions, system designs, system procurements, and license filings resulting therefrom cannot, therefore, be warranted by **FE** nor can the performance, suitability, or reliability of said systems be warranted by **FE**. **FE** accepts no responsibility or liability to any third party with respect to any information or related content delivered by **FE**. This information is subjective in certain respects, and, thus, susceptible to multiple interpretations and may require periodic revisions based on actual experience and subsequent developments.
6. This proposal is based upon a start date on or before February 1, 2021 and assumes a 12-week schedule to completion of the *Strategic Plan Report* and another 9-weeks for development of specifications and the procurement document. The schedule for procurement and implementation oversight will be adjusted after determination of the Commission's procurement schedule and the vendor's final approved implementation schedule. Delays to the project schedule due to actions or lack of actions on the part of the Commission, Commission participants, third parties, and others including, but not limited to vendor protests, protracted contract negotiations, vendor delays that impact the program schedule and/or costs to the Commission will be brought to the attention of the RRITF's project manager in a timely manner and the schedule and cost impacts will be reduced to writing via a mutually agreed upon contract amendment.
7. In the event of a project delay by the Commission, **FE** reserves the right to invoice for efforts expended towards the completion of a task or deliverable and client agrees to paid said invoice.
8. This proposal assumes a mutually agreeable invoicing schedule for work completed.
9. Federal Engineering reserves the right to assign/reassign work efforts and associated costs across tasks and among our professional staff members to meet our contractual obligations to the Commission.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

G. CONTRACT TERMS (RFP I X.G)

As required by the RFP, a draft version of *FE's* engagement contract is provided on the following pages.

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BASIC SERVICE AGREEMENT FOR VIRGINIA JURISDICTIONS

AGREEMENT made this _____ day of _____ 20____ by and between Federal Engineering, Inc., a Maryland corporation, having offices at 10560 Arrowhead Drive, Suite 100, Fairfax, Virginia 22030, (hereinafter called "**FE**") and _____ (hereinafter called the "**Client**").

The period of performance of this Agreement, for the purpose of issuing task orders hereunder, is from _____ to _____. This agreement may be extended by mutual agreement by both parties, in writing.

Subject to the provisions herein, **FE** shall in accordance with task orders issued hereunder, perform tasks in the general area of telecommunications, information technology, and management consulting services.

1. STATEMENT OF WORK: The **Client** may, from time to time, issue written Task Orders under this agreement which will specify: (a) the statement of work to be performed; (b) security requirements, if any; (c) ceiling price or amount of the order including all charges and travel authorizations, if any; and (d) any other applicable instructions. Said Task Orders will incorporate this agreement by reference. Where a conflict exists between the terms of any Task Order and the terms of this Agreement the terms of this Agreement shall control.

2. CLIENT OBLIGATIONS: Nothing herein shall be construed as an obligation of the **Client** to issue any tasks hereunder and the limit of the **Client's** duties shall extend only to such task orders as it may issue. Task Orders, when issued, are subject to review and acceptance by **FE**, which shall accept by signing in the space so provided and returning a copy of the Task Order.

3. COMPENSATION: For fixed price Task Orders, **FE** will submit invoices in accordance with the agreed upon milestone schedule showing the tasks that have been completed. For time and materials Task Orders, **FE** will submit invoices in accordance with the rates and terms indicated in Schedules [INSERT] attached hereto and made part of this Agreement indicating the number of days or hours worked and an itemized breakdown of other costs incurred. Unless stated otherwise in any Task Order, payment of all invoices shall be due within thirty (30) days of the invoice date. Late balances are subject to a finance charge of 1.5 percent per month or fraction thereof. Any and all taxes, except income taxes, imposed or assessed by reason of this Agreement or its performance, including but not limited to sales or use taxes, will be in addition to the invoiced amounts and shall be paid by the Client.

4. INDEPENDENT CONTRACTOR: **FE** shall be deemed at all times to be an independent Contractor. Neither **FE** nor its personnel shall at any time, or for any purpose be considered employees or agents of the **Client**. **Client** is hereby contracting with **FE** for the services described in the Task Order and **FE** is not required to perform the services during a fixed hourly or daily time and if the services are performed at the **Client's** premises, then **FE's** time spent at the premises is to be at the discretion of **FE**; subject to the **Client's** normal business hours and security requirements. **FE** hereby confirms to the **Client** that the **Client**

will not be required to furnish or provide any training to **FE** to enable **FE** to perform the services required hereunder. The services shall be performed by **FE** and the **Client** shall not be required to hire, supervise or pay any assistants to help **FE** perform the services under this Agreement. The management of the work, including but not limited to the order or sequence in which it is performed, shall be under the control of **FE** subject to compliance with the task order. Except to the extent that **FE's** work must be performed on or with **Client's** computer or **Client's** software, all materials used in providing the services shall be provided by **FE**. **FE** shall provide any insurance coverage that is required in the normal course of business as well as any specialized insurance that is specifically called for in this agreement. The **Client** understands and agrees that as an independent contractor, **FE** does not have any authority to sign contracts, notes, or obligations to make purchases, or to acquire or dispose of any property for or on the behalf of the **Client**.

5. **WARRANTY:** **FE** hereby warrants to the **Client** that the firm is not under any obligation, contract, or agreement, nor has the firm previously executed any documents whatsoever, with any person, firm, association, or corporation that would, in any manner, prevent **FE** from giving, and the **Client** from receiving, the full benefit of the firm's consulting services. **FE** makes no other warranties, whether written, oral or implied, including without limitation warranty of fitness for purpose or merchantability. In no event shall **FE** be liable for special or consequential damages, either in contract or tort, whether or not the possibility of such damages has been disclosed to **FE** in advance or could have been reasonably foreseen by **FE**, and in the event this limitation of damages is held unenforceable, then the parties agree that by reason of the difficulty in foreseeing possible damages, all liability to **Client** shall be limited to One Hundred dollars (\$100.00) as liquidated damages and not as a penalty.

6. **PROPRIETARY INFORMATION:** **FE** hereby agrees that at all times both during the term of this Agreement and three (3) years after termination thereof, **FE** will hold inviolate and keep secret all knowledge, information, data, trade secrets, inventions, and customer lists that have been clearly marked "PROPRIETARY" by the **Client**. **FE** under the terms of this agreement will not disclose such information to any competitor, or other individual, corporation, or firm except when authorized to do so by the **Client**, in writing. Nothing herein shall be construed as to preclude **FE** in engaging in any occupation or endeavor which will not directly or indirectly involve the proprietary information of the **Client**.

FE's obligations with respect to handling and using proprietary information as set forth in this agreement are not applicable to: (1) Information that at the time of disclosure under this agreement is either known to **FE** or disclosed in existing literature or patents or is in any other way in the public domain; (2) Information that after disclosure under this agreement becomes known to **FE** by independent discovery or by casual observation or analysis of information provided by a third party; (3) Information that after disclosure under this agreement becomes known to **FE** from a source other than the **Client** without breach of any obligation by the disclosing party; (4) Information that is or has been furnished by the disclosing party to the Government with "unlimited" rights, and (5) Information available in the public domain

7. **RELEASE OF INFORMATION:** **FE** shall not make any public release of information in any medium concerning this agreement without prior review and approval by the **Client**. Requests for review of any materials proposed for public

release in any medium shall be submitted in writing to an authorized representative of the **Client** for approval, which shall not be unduly withheld.

8. **TERMINATION FOR CONVENIENCE:** This Agreement may be terminated by either party at any time, for any reason, by giving written notice of such termination to the other party. Should the **Client** terminate this agreement while work is in progress, **FE**, upon receipt of the notice shall stop all work as quickly as practical. The **Client** shall be responsible for all labor and expenses incurred by **FE** up until work actually terminates.

9. **ASSIGNMENT:** Neither party shall assign or transfer this Agreement without written consent of the other party.

10. **GOVERNING LAW:** This agreement shall be interpreted and the rights of the parties shall be determined under the laws of the Commonwealth of Virginia. The **Client** hereby agrees to pay all legal, court, and collection fees incurred by **FE** to collect any overdue invoices rendered to the **Client**. The **Client** agrees that the venue for any and all disputes shall be in the courts of Fairfax County, Virginia.

11. **COMPLIANCE WITH APPLICABLE LAWS:** **FE** agrees to comply with all applicable laws, statutes, and orders of the United States Government and any State or political subdivisions thereof now in effect or hereafter enacted, and the same shall be deemed to be incorporated by reference. **FE** shall be held harmless by the **Client** for violation of any governmental procurement regulation to which it may be subject but to which specific written reference is not made in this agreement.

12. **SET OFF:** The **Client** agrees that **FE** shall have the right to set off, against any amounts which may become due and payable to the **Client**, any amount which the **Client** may owe to **FE**, whether arising under this Agreement or otherwise.

13. **HOLD HARMLESS:** The **Client** shall indemnify and save **FE** harmless from any losses, claims, demands, suits, judgments, or out-of-pocket expenses incurred as a result of any damage or injury to or claim by the **Client**, its employees, agents, or property, or for any injury or damage to or claim (including claims of patent or copyright infringement) by any third persons or their property which is directly or indirectly caused in the course of performance of any of the work specified in this agreement. Further, the **Client** shall indemnify and compensate **FE** for any time **FE**, its employees, personnel, agents, consultants, or attorneys spend as a result of any claim, suit, or judgment by a third party arising directly or indirectly out of the work specified in this Agreement.

14. **NON-SOLICITATION:** **Client** hereby agrees that for the term of this Agreement, and for a period of one (1) year thereafter, that the **Client** shall not directly or indirectly, orally, in writing, or by other method of communication, solicit any employee, agent, or consultant of **FE**, nor encourage any employee, agent, or consultant to terminate his or her employment or relationship with **FE**. **Client** further agrees that for the term of this Agreement, and for a period of one (1) year thereafter, should the **Client** hire any employee, agent, or consultant of **FE**, that **FE** is entitled to a finder's fee equal to seventy percent (70%) of the employee, agent, or consultant's first year total compensation package.

15. **WAIVER:** The failure of **FE** to insist on strict performance of any of the terms and conditions hereof shall not constitute a waiver of any other provisions.

16. **FORCE MAJEURE:** Neither party shall be responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts or any other causes, directly or indirectly beyond the reasonable control of the non-performing party, so long as such party is using its best efforts to remedy such failure or delays.

17. **ATTORNEYS FEES:** If the **Client** should breach any term, condition or obligation created by this Agreement, then **FE** shall be entitled to be reimbursed for all of its reasonable attorneys' fees, court costs, litigation fees, transcript costs, deposition costs, and other related litigation and non-litigation costs incurred by **FE**.

18. **CONSTRUCTION:** Paragraph numbers and headings are for convenience only and shall not affect the interpretation of this agreement. If any term or condition of this Agreement is in conflict with local, state, or federal law and becomes null and void, the remainder of the Agreement shall survive and remain in effect. If the scope of any of the provisions of the Agreement is too broad in any respect whatsoever to permit enforcement to its full extent, then such provisions shall be enforced to the maximum extent permitted by law, and the parties hereto consent and agree that such scope may be judicially modified accordingly and that the whole of such provisions of this agreement shall not thereby fail, but that the scope of such provisions shall be curtailed only to the extent necessary to conform to law. This Agreement shall be construed as having been negotiated between the parties and not drafted by a particular party.

19. **COOPERATIVE PROCUREMENT:** As authorized in the Code of Virginia, § 2.2-4304, Joint and Cooperative Procurement, this Agreement may be extended to other public agencies and political subdivisions in, but not necessarily limited to, the Commonwealth of Virginia, including those listed in Schedule B, to permit those public bodies to purchase at contract prices, in accordance with the terms, conditions and specifications of this agreement. The purchasing jurisdiction will deal directly with **FE** with regard to order placement, delivery, invoicing and payment.

20. **ENTIRE AGREEMENT:** This Agreement supersedes all previous agreements both oral and in writing and contains all the terms and conditions of this transaction. All modifications to this agreement must be reduced to writing as amendments and duly executed by both parties hereto

21. **EFFECTIVE DATE:** This Agreement shall become effective when executed by both parties and shall be binding upon the parties hereto, their successors and permitted assigns.

FEDERAL ENGINEERING, INC.

CLIENT

By: _____
Signature

By: _____
Signature

Print Name

Print Name

Title

Title

Date

Date

SCHEDULE A

Commonwealth of Virginia Political Subdivisions for Cooperative Purchasing

Accomack County	Giles County	Pittsylvania County	City of Covington
Albemarle County	Gloucester County	Powhatan County	City of Danville
Alleghany County	Goochland County	Prince Edward County	City of Emporia
Amelia County	Grayson County	Prince George County	City of Fairfax
Amherst County	Greene County	Prince William County	City of Falls Church
Appomattox County	Greensville County	Pulaski County	City of Franklin
Arlington County	Halifax County	Rappahannock County	City of Fredericksburg
Augusta County	Hanover County	Richmond County	City of Galax
Bath County	Henrico County	Roanoke County	City of Hampton
Bedford County	Henry County	Rockbridge County	City of Harrisonburg
Bland County	Highland County	Rockingham County	City of Hopewell
Botetourt County	Isle of Wight County	Russell County	City of Lexington
Brunswick County	James City County	Scott County	City of Lynchburg
Buchanan County	King and Queen County	Shenandoah County	City of Manassas
Buckingham County	King George County	Smyth County	City of Manassas Park
Campbell County	King William County	Southampton County	City of Martinsville
Caroline County	Lancaster County	Spotsylvania County	City of Newport News
Carroll County	Lee County	Stafford County	City of Norfolk
Charles City County	Loudoun County	Surry County	City of Norton
Charlotte County	Louisa County	Sussex County	City of Petersburg
Chesterfield County	Lunenburg County	Tazewell County	City of Poquoson
Clarke County	Madison County	Warren County	City of Portsmouth
Craig County	Mathews County	Washington County	City of Radford
Culpeper County	Mecklenburg County	Westmoreland County	City of Richmond
Cumberland County	Middlesex County	Wise County	City of Roanoke
Dickenson County	Montgomery County	Wythe County	City of Salem
Dinwiddie County	Nelson County	York County	City of Staunton
Essex County	New Kent County	City of Alexandria	City of Suffolk
Fairfax County	Northampton County	City of Bedford	City of Virginia Beach
Fauquier County	Northumberland County	City of Bristol	City of Waynesboro
Floyd County	Nottoway County	City of Buena Vista	City of Williamsburg
Fluvanna County	Orange County	City of Charlottesville	City of Winchester
Franklin County	Page County	City of Chesapeake	
Frederick County	Patrick County	City of Colonial Heights	



City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

APPENDIX 1—WHY FEDERAL ENGINEERING?

Delivering the Most Cost-effective Solution

Typical public safety radio projects have three phases: analysis and recommendations, procurement, and implementation. The first phase is the lowest cost involving thousands of dollars in consulting fees, while the last phase is by far the highest involving millions of dollars in equipment costs. The Commission can realize significant savings during the implementation phase by engaging the right consulting firm at the project start.

Federal Engineering is that consulting firm. We have saved our clients millions of dollars while delivering solutions that meet or exceed their needs. Because **FE** has been involved in billions of dollars in systems procurements, we have developed unmatched skills, methodologies, and databases that consistently yield results.

FE starts with a proven RFP that encourages competition and motivates equipment vendors to bid competitively. Our subject matter experts review the vendors' proposed designs to determine if they will meet your stated requirements without the need for post-cutover enhancements. Our FECostPro™ tool provides a database of historical equipment pricing so we can determine if the vendor is bidding an appropriate amount for a specific piece of equipment. We provide experienced negotiators that know where to look in the vendor proposals for hidden services and equipment costs that can be eliminated. We will work with the Commission to finalize a contract that contains the specifications developed by **FE** during the RFP process that tightly defines system performance, thereby minimizing the vendor's ability to "up scope" the project. The end result of **FE's** process typically is significant savings to our clients.

Our methodology, which has been honed over the years, saves you money and mitigates your risk. So how do we do that? **We make sure you are buying only the system you need and not what a radio shop or vendor says you need.** We create a competitive environment between the manufacturers so that they offer discounts well below list price AND state contract price. We can negotiate the contract with the vendor or radio shop to reduce the price and remove project risk from you. In many circumstances, we save our clients more than the cost of our services. As an example, the City of El Paso, Texas received a proposal for \$35M to implement a P25 trunked radio system prior to our involvement; and after our involvement and undergoing our process, they entered into a contract with the vendor for \$20M to implement the system.

In summary, an investment in the right consultant during the first phase of a project will yield significant savings in eventual implementation costs.





City of Galax, Virginia for Twin County Regional 9-1-1 Commission Strategic Plan for New Radio Communications Systems

FE is the Ideal Consultant for Your Needs

Federal Engineering is acknowledged as the “go to” firm in our industry for public safety consulting services. We are routinely asked by clients to finish projects other consulting firms have been forced to leave behind. **FE** is proud of our corporate stability and the fact that the founder of our firm remains the principal today. Corporate stability translates into consistent performance for our clients. *We are not a start-up or a one-person firm that may not be around to finish your project or have the resources to effectively support your future needs.* The combination of our deep bench, experienced staff, knowledge of local agencies, and history in Virginia will provide the Twin County Regional 9-1-1 Commission with the best team for a successful project.

We have developed the tools, methodologies, and expertise necessary to deliver practical, affordable projects.

Many public safety consultants use standard templates for user interviews, requirements development, preparing reports, or even developing system upgrade specifications. We apply our extensive body of knowledge to each project to customize each tool, process, and deliverable to your unique situation. We consistently receive client feedback that the quality of our deliverables is superior due to our focus on client-centric solutions and thorough quality control.

Federal Engineering looks forward to working with the RRITF as your trusted advisor. We are committed to helping with your ongoing efforts to improve emergency communications to the first responders and citizens of the Participating Jurisdictions. **FE** prides itself on our history of completing every project on time and within budget.

Selecting the right consulting firm is your most important consideration. One that has been in the business for many years, understands your operations, is respected by the first responder community, has a deep bench, and is skilled at reducing your project cost and mitigating your risk. **FE** is that firm.



“Federal Engineering surpassed all our expectations. Their broad experience and subject matter expertise proved invaluable to the City and resulted in the successful procurement and implementation of our Public Safety Radio System. We highly recommend Federal Engineering to other agencies!”

~Captain Dave Ness, City of Des Moines, Iowa Police Department



EXHIBIT B



**Federal
Engineering®**

Federal Engineering, Inc.

10560 Arrowhead Drive

Fairfax, VA 22030

703-359-8200

BASIC SERVICE AGREEMENT

AGREEMENT made this 7th day of January 2021 by and between Federal Engineering, Inc., a Maryland corporation, having offices at 10560 Arrowhead Drive, Suite 100, Fairfax, Virginia 22030, (hereinafter called "**FE**") and the Twin County Regional 911 Commission having offices at 353 North Main Street, Galax, VA 24333 (hereinafter called the "**Client**").

The period of performance of this Agreement, for the purpose of issuing task orders hereunder, is from January 7, 2021 to December 31, 2022. This agreement may be extended by mutual agreement by both parties, in writing.

Subject to the provisions herein, **FE** shall in accordance with task orders issued hereunder, perform tasks in the general area of telecommunications, information technology, and management consulting services.

1. STATEMENT OF WORK: **FE** will complete the initial work as described in its *Proposal named Twin County LMR Strategic Plan* dated December 10, 2020 (the "Proposal") in response to the Client's RFP named Consulting Services for Strategic Plan for New Radio Communication Systems for The Counties of Carroll, Grayson, the City of Galax, the Towns of Hillsville and Independence dated October 26, 2020 and as amended via Q&A dated December 2, 2020 and December 3, 2020 (collectively, the "RFP"). The foregoing documents are attached and made part of this agreement. The statement of work described in the Proposal is hereby modified to add cursory visits to 7 additional radio sites. The Client and **FE** will schedule the project so all 17 sites can be visited in one week. The rest of the Proposal remains unchanged.

The **Client** may, from time to time, issue additional written Task Orders under this agreement which will specify: (a) the statement of work to be performed; (b) security requirements, if any; (c) ceiling price or amount of the order including all charges and travel authorizations, if any; and (d) any other applicable instructions. Said Task Orders will incorporate this agreement by reference. Where a conflict exists between the terms of any Task Order and the terms of this Agreement the terms of this Agreement shall control.

2. CLIENT OBLIGATIONS: Nothing herein shall be construed as an obligation of the **Client** to issue any additional tasks hereunder and the limit of the **Client's** duties shall extend only to the initial work and such additional task orders as it may issue. Additional task Orders, when issued, are subject to review and acceptance by **FE**, which shall accept by signing in the space so provided and returning a copy of the Task Order.

3. COMPENSATION: **FE** will be compensated in accordance with the terms and conditions as described in its Proposal.

For any additional fixed price Task Orders, **FE** will submit invoices in accordance with the agreed upon milestone schedule showing the tasks that have been completed. For any additional time and materials Task Orders, **FE** will submit invoices in accordance with the rates and terms indicated in Schedules A of its proposal. Unless stated otherwise in any Task Order, payment of all invoices shall be due within thirty (30) days of the invoice date. Late balances are subject to a finance charge of 1.5 percent per month or fraction thereof. Any and all taxes, except income taxes, imposed or assessed by reason of this Agreement or its performance, including but not limited to sales or use taxes, will be in addition to the invoiced amounts and shall be paid by the Client. The parties anticipate that the services provided to **Client** will be exempt from state and local taxes by virtue of **Client's** status as a tax-exempt governmental entity of the Commonwealth of Virginia. **Client** will provide verification of status, including exempt ID number upon request.

4. INDEPENDENT CONTRACTOR: **FE** shall be deemed at all times to be an independent Contractor. Neither **FE** nor its personnel shall at any time, or for any purpose be considered employees or agents of the **Client**. **Client** is hereby contracting with **FE** for the services described in the Task Order and **FE** is not required to perform the services during a fixed hourly or daily time and if the services are performed at the **Client's** premises, then **FE's** time spent at the premises is to be at the discretion of **FE**; subject to the **Client's** normal business hours and security requirements. **FE** hereby confirms to the **Client** that the **Client** will not be required to furnish or provide any training to **FE** to enable **FE** to perform the services required hereunder. The services shall be performed by **FE** and the **Client** shall not be required to hire, supervise or pay any assistants to help **FE** perform the services under this Agreement. The management of the work, including but not limited to the order or sequence in which it is performed, shall be under the control of **FE** subject to compliance with the task order. Except to the extent that **FE's** work must be performed on or with **Client's** computer or **Client's** software, all materials used in providing the services shall be provided by **FE**. **FE** shall provide any insurance coverage that is required in the normal course of business as well as any specialized insurance that is specifically called for in this agreement. The **Client** understands and agrees that as an independent contractor, **FE** does not have any authority to sign contracts, notes, or obligations to make purchases, or to acquire or dispose of any property for or on the behalf of the **Client**.

5. WARRANTY: **FE** hereby warrants to the **Client** that the firm is not under any obligation, contract, or agreement, nor has the firm previously executed any documents whatsoever, with any person, firm, association, or corporation that would, in any manner, prevent **FE** from giving, and the **Client** from receiving, the full benefit of the firm's consulting services. In no event shall **FE's** liability to **Client** exceed the total fees paid by **Client** to **FE** pursuant to this Agreement.

6. PROPRIETARY INFORMATION: **FE** hereby agrees that at all times both during the term of this Agreement and three (3) years after termination thereof, **FE** will hold inviolate and keep secret all knowledge, information, data, trade secrets, inventions,

and customer lists that have been clearly marked "PROPRIETARY" by the **Client**. **FE** under the terms of this agreement will not disclose such information to any competitor, or other individual, corporation, or firm except when authorized to do so by the **Client**, in writing. Nothing herein shall be construed as to preclude **FE** in engaging in any occupation or endeavor which will not directly or indirectly involve the proprietary information of the **Client**.

FE's obligations with respect to handling and using proprietary information as set forth in this agreement are not applicable to: (1) Information that at the time of disclosure under this agreement is either known to **FE** or disclosed in existing literature or patents or is in any other way in the public domain; (2) Information that after disclosure under this agreement becomes known to **FE** by independent discovery or by casual observation or analysis of information provided by a third party; (3) Information that after disclosure under this agreement becomes known to **FE** from a source other than the **Client** without breach of any obligation by the disclosing party; (4) Information that is or has been furnished by the disclosing party to the Government with "unlimited" rights, and (5) Information available in the public domain

7. **RELEASE OF INFORMATION:** **FE** shall not make any public release of information in any medium concerning this agreement without prior review and approval by the **Client**. Requests for review of any materials proposed for public release in any medium shall be submitted in writing to an authorized representative of the **Client** for approval, which shall not be unduly withheld.

8. **TERMINATION FOR CONVENIENCE:** This Agreement may be terminated by either party at any time, for any reason, by giving written notice of such termination to the other party. Should **FE** terminate this Agreement, the written notice shall be delivered at least 30 days in advance of termination. Should the **Client** terminate this agreement while work is in progress, **FE**, upon receipt of the notice shall stop all work as quickly as practical. The **Client** shall be responsible for all labor and expenses incurred by **FE** up until work actually terminates.

9. **ASSIGNMENT:** Neither party shall assign or transfer this Agreement without written consent of the other party.

10. **GOVERNING LAW:** This agreement shall be interpreted and the rights of the parties shall be determined under the laws of the Commonwealth of Virginia. The **Client** agrees that the venue for any and all disputes shall be in the circuit courts of Carroll County and Grayson County, Virginia.

11. **COMPLIANCE WITH APPLICABLE LAWS:** **FE** agrees to comply with all applicable laws, statutes, and orders of the United States Government and any State or political subdivisions thereof now in effect or hereafter enacted, and the same shall be deemed to be incorporated by reference.

12. SUPPLEMENTAL TERMS / PROCUREMENT ACT COMPLIANCE. This Agreement shall be governed by the Supplemental Terms attached hereto as Exhibit A and incorporated herein by reference.

13. COOPERATIVE PROCUREMENT: Pursuant to Virginia Code Section § 2.2-4304 "Cooperative Procurement", any resultant contract of this solicitation may be extended to any public agency or body in the Commonwealth of Virginia to permit those public agencies or bodies to purchase at contract prices, in accordance with the terms, conditions and specifications of this solicitation. The successful contractor shall deal directly with each public agency or body in regard to order placement, delivery, invoicing and payment.

14. NON-SOLICITATION: **Client** hereby agrees that for the term of this Agreement, and for a period of one (1) year thereafter, that the **Client** shall not directly or indirectly, orally, in writing, or by other method of communication, solicit any employee, agent, or consultant of **FE**, nor encourage any employee, agent, or consultant to terminate his or her employment or relationship with **FE**. **Client** further agrees that for the term of this Agreement, and for a period of one (1) year thereafter, should the **Client** hire any employee, agent, or consultant of **FE**, that **FE** is entitled to all equitable and legal remedies available under the law.

15. WAIVER: The failure of either party to insist on strict performance of any of the terms and conditions hereof shall not constitute a waiver of any other provisions.

16. FORCE MAJEURE: Neither party shall be responsible for failure to fulfill its obligations due to causes beyond its reasonable control, including without limitation, acts or omissions of government or military authority, acts of God, materials shortages, transportation delays, fires, floods, labor disturbances, riots, wars, terrorist acts or any other causes, directly or indirectly beyond the reasonable control of the non-performing party, so long as such party is using its best efforts to remedy such failure or delays.

17. ATTORNEYS FEES: If either party should breach any term, condition or obligation created by this Agreement, then the non-breaching party shall be entitled to be reimbursed for all of its reasonable attorneys' fees, court costs, litigation fees, transcript costs, deposition costs, and other related litigation and non-litigation costs incurred.

18. CONSTRUCTION: Paragraph numbers and headings are for convenience only and shall not affect the interpretation of this agreement. If any term or condition of this Agreement is in conflict with local, state, or federal law and becomes null and void, the remainder of the Agreement shall survive and remain in effect. If the scope of any of the provisions of the Agreement is too broad in any respect whatsoever to permit enforcement to its full extent, then such provisions shall be enforced to the maximum extent permitted by law, and the parties hereto consent and agree that such scope may be judicially modified accordingly and that the whole of such provisions of this agreement shall not thereby fail, but that the scope of such provisions shall be curtailed

only to the extent necessary to conform to law. This Agreement shall be construed as having been negotiated between the parties and not drafted by a particular party.

19. ENTIRE AGREEMENT: This Agreement supersedes all previous agreements both oral and in writing and contains all the terms and conditions of this transaction. All modifications to this agreement must be reduced to writing as amendments and duly executed by both parties hereto.

20. EFFECTIVE DATE: This Agreement shall become effective when executed by both parties and shall be binding upon the parties hereto, their successors and permitted assigns.

FEDERAL ENGINEERING, INC.

By: Ronald F. Bosco
Signature

Ronald F. Bosco
Print Name

President & CEO
Title

1/15/2021
Date

CLIENT

By: Kathy Barker
Signature

Kathy Barker
Print Name

CITY MANAGER
Title

1/19/21
Date

CLIENT

By: Jolene Young
Signature

Jolene Young
Print Name

911 Coordinator
Title

1/19/2021
Date

EXHIBIT A: SUPPLEMENTAL TERMS AND CONDITIONS

1. General Provisions

Nothing in any resulting contract shall be construed as authority for either party to make commitments which will bind the other party beyond the scope of service contained herein. This contract is subject to appropriations by the Client.

2. Laws of the Commonwealth

A. FE represents to the Client that it will:

1. Conform to the provisions of the Civil Rights Act of 1964, as amended, the Virginia Fair Employment Contracting Act of 1975, as amended, and the Virginia Human Rights Act, as amended, where applicable;
2. Not employ illegal alien workers or otherwise violate the provisions of the Immigration Reform and Control Act of 1986;
3. Comply with federal, state and local laws and regulations applicable to the performance of the services procured; and
4. Has submitted the bid or proposal in full compliance with the Virginia Conflict of Interest Act.

B. In every contract of over \$10,000, FE agrees during the performance of this contract that:

1. FE (1) will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, gender identity, disability, status as a service-disabled veteran, national origin or other status prohibited by state law, (2) will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause, and (3) will state that FE is an equal opportunity employer in all solicitations or advertisements for employees placed by or on behalf of FE under this contract. All notices, advertisements, and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this section; and

C. In every contract of over \$10,000, FE agrees during the performance of this contract that:

FE shall A) provide a drug-free workplace for its employees; B) post in conspicuous places, available to employees and applicants for employment, a

statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in its workplace and specify the actions which will be taken against any employee for a violation; C) state in all of its solicitations or advertisements for employees that it maintains a drug-free workplace; and D) include the provisions of this sub-paragraph in every subcontract or purchase order of over \$10,000, so that said provisions shall be binding upon each subcontractor or vendor.

For purposes of this sub-paragraph, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a FE in accordance with the provisions of the Virginia Public Procurement Act, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

- D. In addition to the provisions contained in sub-paragraph C. pertaining to drug-free place, FE shall comply with the Federal Drug Free Workplace Act.
- E. Pursuant to Section 2.2-4343.1 of the Code of Virginia of 1950, in all invitations to bid, requests for proposals, contracts, and purchase orders, the Client does not discriminate against faith-based organizations.

"Faith-based Organization" means a religious organization that is or applies to be a FE to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Opportunity Reconciliation Act of 1996, P.L. 104-193.

If FE is a faith-based organization, then FE shall give to each individual who applies for or receives goods, services, or disbursements provided pursuant to this Agreement the following notice:

NOTICE

Pursuant to Section 2.2-4343.1 of the Code of Virginia of 1950, as an applicant for or recipient of goods, services, or disbursements provided pursuant to a contract between the Client and a faith-based organization, you are hereby notified as follows:

Neither the Client's selection of a charitable or faith-based provider of services nor the expenditure of funds under this contract is an endorsement of the provider's charitable or religious character, practices, or expression. No provider of services may discriminate against you on the basis of religion, a religious belief, or

your refusal to actively participate in a religious practice. If you object to a particular provider because of its religious character, you may request assignment to a different provider. If you believe that your rights have been violated, please discuss the complaint with your provider or notify the Client's designated representative.

3. Certifications

FE certifies that:

- A. The bid or offer (1) is made without prior participation, understanding, agreement, or connection with any corporation, firm or person submitting a bid/offer for the same materials, supplies, equipment, or services with respect to the allocation of the business afforded by or resulting from the acceptance of the bid or proposal, (2) is in all respects fair and without collusion or fraud, and (3) is or is intended to be competitive and free from any collusion with any person, firm or corporation;
- B. FE has not offered or received any kickback from any other bidder or FE, supplier, manufacturer, or subcontractor in connection with the bid/offer on this solicitation. A kickback is defined as an inducement for the award of a contract, subcontracts or order, in the form of any payment, loan, subscription, advance, deposit of money, services or anything, present or promised, unless consideration of substantially equal or greater value is exchanged. Further, no person shall demand or receive any payment, loan, subscription, advance, and deposit of money, services or anything of value in return for an agreement not to compete on a public contract;
- C. FE is not a party to nor has he participated in nor is obligated or otherwise bound by agreement, arrangement or other understanding with any person, firm or corporation relating to the exchange of information concerning bids, prices, terms or condition upon which the contract resulting from the acceptance of his bid proposal is to be performed;
- D. FE understands that collusive bidding is a violation of the Virginia Governmental Frauds Act and federal Law, and can result in fines, prison sentences, and civil damage awards and agrees to abide by all conditions of this proposal; and
- E. FE or subcontractor has not and will not confer on any public employee having official responsibility for a procurement transaction any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value is exchanged.

4. Modifications, Additions or Changes

Modifications, additions or changes to these terms and conditions may not be made except in writing and agreed to by the Client; however, no fixed priced contract may be increased by more than twenty-five (25) percent of the amount of the contract or \$50,000 whichever is greater without the approval of the Client. The amount of any contract may not be increased for any purpose without adequate consideration provided to the Client.

5. Assignment

The contract may not be assigned, sublet, or transferred without the written consent of the Client.

6. Documents

Copies of any and all reports, studies, photographs, negatives, or other documents prepared by FE in the performance of its obligations under any resulting contract shall be remitted to the Client by FE upon completion, termination or cancellation of this Contract.

7. Liability Coverage

Each party shall take out and maintain during the life of the Contract such bodily injury, liability and property damage liability insurance as shall protect it from claims for damages for personal injury, including death, as well as from claims for property damage, which may arise from its activities under this agreement. FE shall additionally maintain any coverage required by law, including worker's compensation coverage as applicable. FE shall provide the Client upon request with a certificate of insurance showing such insurance to be in force.

8. Severability

If any provision of this Contract is held to be illegal, invalid, or unenforceable, or is found to be against public policy for any reasons, such provision shall be fully severable and this Contract shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never been part of this Contract, and the remaining provisions of this Contract shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision, or by its severance from this Contract.

9. Limitation of Liability

The Contract is subject to annual appropriation by the governing body Client. Neither the Contract nor any amount due or to become due under the Contract shall be deemed to constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia or any political subdivision thereof. Neither the Commonwealth of Virginia nor any political subdivision thereof shall be obligated to pay any amount due or to become due under this Contract except from funds annually appropriated by the governing body of Client for such purpose.

10. Contractual Claims Procedure

- A. Contractual claims or disputes by FE, whether for money or other relief, except for claims or disputes exempted by law from the procedure set forth herein, shall be submitted in writing no later than sixty (60) days after the event giving rise to such claim; provided, however, that FE shall give the Client written notice of its intention to file a claim or dispute within fifteen (15) days after the occurrence upon which the claim or dispute shall be based. Any written notice of FE's intention to file such a claim or dispute need not detail the amount of the claim, but shall state the facts and/or issues relating to the claim in sufficient detail to identify the claim, together with its character and scope. Whether or not FE files such written notice, FE shall proceed with the work as directed. If FE fails to make its claim or dispute, or fails to give notice of its intention to do so as provided herein, then such claim or dispute shall be deemed forfeited.
- B. The Client, upon receipt of a detailed claim, may at any time render its decision and shall render such decision within one hundred twenty (120) days of final payment. Each such decision rendered shall be forwarded to FE by written notice.
- C. If FE disagrees with the decision of the Client concerning any pending claim, FE shall promptly notify the Client by written notice that FE is proceeding with the work under protest. Any claim not resolved, whether by failure of FE to accept the decision of the Client or under a written notice of FE's intention to file a claim or a detailed claim not acted upon by the governing body of the Client, shall be specifically exempt by FE from payment request, whether progress or final. Pendency of claims shall not delay payment of amounts agreed due in the final payment.
- C. The decision on contractual claims by the governing body of the Client shall be final and conclusive unless FE appeals within six months of the date of the final decision on the claim by instituting legal action in the appropriate circuit court.

EXHIBIT A

**TWIN COUNTY REGIONAL 911 COMMISSION
353 N MAIN ST
GALAX, VA 24333**

REQUEST FOR PROPOSAL

**CONSULTING SERVICES FOR STRATEGIC PLAN FOR NEW RADIO
COMMUNICATION SYSTEMS FOR THE COUNTIES OF CARROLL,
GRAYSON, THE CITY OF GALAX, THE TOWNS OF
HILLSVILLE AND INDEPENDENCE**

OCTOBER 26, 2020

**PROPOSALS WILL BE RECEIVED UNTIL:
3:00 P.M. ON DECEMBER 10, 2020**

OBTAIN A COPY OF THE REQUEST FOR PROPOSAL AT GALAXVA.COM OR BY CALLING 276-238-2550

**REQUEST FOR PROPOSAL
CONSULTING SERVICES FOR STRATEGIC PLAN FOR NEW RADIO
COMMUNICATION SYSTEMS FOR THE COUNTIES OF CARROLL,
GRAYSON, THE CITY OF GALAX, THE TOWNS
OF HILLSVILLE AND INDEPENDENCE**

I. INTRODUCTION:

A. The intent and purpose of this Request for Proposal (RFP) and resulting contract(s) is to obtain consulting services from a qualified firm to audit the current radio system(s), develop recommendations for a new regional system design taking advantage of new technologies, and provide a phased plan for procurement and implementation of the new Radio Communication Systems for the counties of Carroll and Grayson, the City of Galax. The Towns of Hillsville and Independence will require limited services as noted below. The communication systems are hereinafter referred to as "the new regional radio system" and the jurisdictions named are hereinafter referred to as the "Participating Jurisdictions".

B. This procurement is conducted by the City of Galax pursuant to Virginia Code §2.2-4304 for Cooperative Procurement.

C. The Twin County 9-1-1 Regional Commission is issuing this RFP on behalf of the Participating Jurisdictions.

II. BACKGROUND:

A. The Participating Jurisdictions cover approximately 900 square miles of mountainous terrain in an economically challenged area of southwest Virginia.

B. The Participating Jurisdictions implemented a Regional Radio system in 2009 with grant funding. After implementation, it became individual jurisdictions' responsibility to maintain equipment located within their jurisdiction. Galax and Carroll Law Enforcement have subsequently updated their equipment to digital and Nexedge solutions, respectively. Much of the Fire and Rescue equipment is aging out. Individual agencies are beginning to pursue independent solutions.

C. The Participating Jurisdictions have formed a Regional Radio Interoperability Task Force (RRITF) in order to ensure continuous regional cooperation and interoperability of public safety communication systems among multiple jurisdictions.

D. The RRITF will serve as the Selection Committee, which will select one or the firms (the "Successful Offeror") as a result of this RFP. Following negotiations with the firm selected, the Selection Committee will recommend award of a contract by City of Galax.

III. SCOPE OF SERVICES:

A. The Successful Offeror shall provide all personnel, equipment and materials to perform all services necessary to complete the project in a professional manner. The Successful Offeror shall give the best possible consultation, advice and service to the Participating Jurisdictions during the performance of the project in accordance with the highest standards in the communications consulting industry.

B. The services listed below are intended to be examples of the minimum required tasks. Offerors shall address their ability to provide each of these services in their proposal response. Offerors are also encouraged to include any additional services necessary to complete the project.

1. Project Management
 - a) *Develop and maintain as the overall Project Manager both regional and individual jurisdictional detailed project plans from award of this consultant contract to the presentation of the system alternatives and strategic roadmap within agreed timeframe.*
 - b) *Provide quality assurance on all project deliverables and recommend corrective actions.*
2. Identify Gaps and Opportunities
 - a) *Visit tower sites to confirm and assess assets.*
 - b) *Meet with key stakeholders to confirm assets and to identify operational issues, technology concerns and future expectations.*
 - c) *Develop propagation based on current environment.*

3. Develop Strategic Architecture
 - a) *Based on jurisdictions' financial challenges, develop one or more proposed system detailed architectures for the replacement of the current communication systems. The architecture should include tower sites, equipment architecture by tower, agency/vehicle, and field units.*
 - b) *The solution should provide a single regional solution with three separate but interoperable systems which meet the needs of the Participating Jurisdictions while maintaining the existing or enhanced levels of interoperability.*
 - c) *The solution should interface with existing Dispatch consoles, voice recording systems, and COMLINC system.*
 - d) *Provide Federal Communications Commission (FCC) licensing impacts and any risks.*
 - e) *Provide regulatory issues tied to tower site development such as environmental and historic compliance and Federal Aviation Administration (FAA) compliance.*
 - f) *Provide and develop a sustainability strategy regarding the maintenance and decommissioning of existing systems currently supported by each jurisdiction.*
 - g) *Provide comparative propagation for the proposed architecture(s).*
 - h) *Provide reasonable order of magnitude pricing by jurisdiction and phase.*
4. Document System Specifications
 - a) *Begin Initial Regulatory Process*
 - b) *Prepare Technical Specifications*
 - c) *Develop Functional Requirements*
 - d) *Develop Performance Requirements*
 - e) *Develop Preliminary Purchase Documents and Forms*

IV. GENERAL QUALIFICATIONS OF THE OFFERORS:

A. Offerors must demonstrate their firms overall specific experience and capabilities in Regional Radio Network design, planning, estimating, solicitation development, vendor selection, negotiations and award, system installation, project management, etc. on projects of similar size, scope and complexity.

A. Offerors must demonstrate their firm's ability to finish projects within specified times, within a specified budget, and with minimal change orders.

- B. Offerors must identify the proposed project team members and qualifications including but not limited to their credentials, work experience and amount of time anticipated for commitment to each locality throughout the all phases of work concurrently.
- C. Offerors must demonstrate financial stability by providing the most recent audited financial statements.
- D. Offerors must provide an overview of the firm with an organizational chart of your proposed team to include any proposed sub-consultants.
- E. Offerors must address the firm's current work load and ability to undertake a project of this size and scope.
- F. Offeror shall disclose affiliations including 'reseller' designations with radio equipment suppliers.

V. CURRENT SYSTEM DESCRIPTIONS:

- A. It is the Participating Jurisdiction's intent to maintain or improve the current level of operability and interoperability.
- B. The region's law enforcement, public safety, emergency communications and public service personnel are currently utilizing VHF technologies further detailed below:

Carroll County

Carroll County operates a VHF Analog System with one Nexedge Special Operations Channel.

Carroll County has 2 transmit/receive tower sites and 7 receive sites.

- Beamer's Knob County Tower – transmitters and receivers for fire, rescue and law; voters for rescue and law; antennas and microwave links.
- Fisher's Peak - transmitters and receivers for fire, rescue and law; antennas and microwave links.
- Ward's Knob radio station tower – receivers, antennas and microwave links
- Route 100 Water Tower - receivers, antennas and microwave links
- Laurel Fork Fire Tower - receivers, antennas and microwave links

- Indian Ridge - receivers, antennas and microwave links
- Laurel Rescue (Exist 19) - receivers, antennas and microwave links
- Pops Peak – receiver for Sheriff's and EMS; antennas and microwave links
- County Complex – receiver for Law only

Carroll County has one secondary law enforcement dispatch center located at the Sherriff's Office at 605 Pine Street Hillsville VA. The dispatch center has 3 local operator positions and utilizes a Telex dispatch console. Each law enforcement car has a mobile repeater.

Carroll County frequencies/channels:

Law – Carroll has one (1) primary frequency. and one Special Operations Channel (6.25 channel spacing ultra narrow band)

Fire – Three (3) volunteer Fire Departments with individual frequencies/channels. In addition to the primary channel, each Fire Department has a non-repeated work channel.

EMS – One (1) paid and three (3) volunteer EMS agencies using one shared frequency/channel.

There are approximately 275 portable radios, 100 mobile radios, 45 mobile repeaters, 15 control stations et al affiliated with the system.

Hillsville Town

Hillsville has one site at Hillsville Police Department.

Carroll County dispatches for Hillsville, However, Hillsville PD houses a back-up dispatch console.

Independence Town

Independence has one site at Independence Police Department.

Grayson County dispatches for Independence Police Department.

Grayson County

The System is comprised of x simulcast transmit/receive sites. Tower locations are:

- Point Look-out – Antennas/repeaters and Microwave

- Mount Rogers – Antennas/repeaters
- Rugby – York Ridge (Sheriff's Office Wired Road site) (F&R standalone) Antennas/Repeaters
- Wards Knob – Antennas/Repeaters, Microwave
- Fries (U.S. Cellular site in Old Town) – Antennas/Repeaters, Microwave
- Independence – Wolf Knob - Microwave

Grayson County has one secondary law enforcement dispatch center. The dispatch center has 2 local operator positions, and utilizes a Moducom dispatch console.

Grayson County frequencies/channels:

Law – One (1) primary analog frequency, One (1) digital channel, One (1) Low band channel

Fire & EMS – One (1) paid and three (2) volunteer EMS agencies; two (2) Fire agencies, and four (4) volunteer fire/rescue agencies using one shared frequency/channel.

There are approximately 32 portable radios, 30 mobile radios/control stations et al affiliated with the Sheriff's office system. There approximately 250 portable radios, 60 mobiles for Fire and Rescue.

Galax City

The System is comprised of 1 primary tower site. Tower locations are:

- Wards Knob - Primary– Galax Police (P-25 and Analog) repeaters, Galax Fire (2 analog repeaters – moving to Nexedge), Galax-Grayson EMS repeater, and CityWide (P-25 and Analog) repeaters, 1 multi-channel radio with Interop channels controlled by dispatch. ALL radios for Regional dispatch are also located at site with microwave control from dispatch AVTEC console
- TCRH – Galax Public Works Repeater, 1 backup radio programmed with all Galax, Carroll, Grayson channels for dispatch use connected via microwave to AVTEC dispatch console
- Galax PD – Microwave connection to Wards Knob, Galax PD, Galax Fire and Galax-Grayson EMS radios connected to Sytech Rios COMLINC system.
- Fishers Peak – Galax Fire has a receiver which is connected via UHF link to Wards Knob voter

Galax has one dispatch center and dispatches for Galax PD, Fire and Rescue for all Participating Jurisdictions.. The dispatch center has 4 local operator positions, and utilizes a AVTEC dispatch console.

Galax City frequencies/channels:

Law – One (1) P-25 digital and one (1) analog VHF frequency pair, running in Mixed Mode.

CityWide – Backup/Event channel for city agencies. One (1) P-25 digital and one (1) analog VHF frequency pair, running in Mixed Mode.

Fire – One volunteer agency utilizing a VHF repeated channel (analog but moving to Nexedge). Additional VHF analog “Work” repeated channel.

EMS – One (1) paid EMS agency using one VHF Analog repeated channel.

There are approximately 100 portable radios, 65 mobile radios/control stations et al affiliated with the system.

VI. JURISDICTIONAL RIGHTS AND RESPONSIBILITIES:

A. Each participating jurisdiction will designate an individual(s) to act as the jurisdiction’s representative with respect to the work to be performed under this contract. Such individual shall have the authority to transmit instructions, receive information, and interpret and define the jurisdiction’s policies and decisions with respect to the contract.

B. Each jurisdiction shall provide resources and information which relates to the jurisdiction's requirements for the project to the Successful Offeror upon request and as agreed in the project plan.

VII. ANTICIPATED SCHEDULE:

The following represents a tentative outline of the process currently anticipated by the RRITF:

Request for Proposals issued	Oct 23, 2020 5:00 p.m.
Pre-proposal conference (on-line)*	Nov 5, 2020, 1:30 p.m.
Questions no later than	Nov 13, 2020 5 p.m.
Addenda issued no later than	Nov 20, 2020 5 p.m.
Receive Written Proposals	Dec 10, 2020 3 p.m.
Oral Presentation	Week of Dec 14 - 18, 2020
Negotiations	Dec 18, 2020 – Jan 8, 2020
Contract begins	No later than Feb 1, 2020
Project Deliverables Complete	No later than April 2021
Future Phases	TBD

*REGISTER FOR PRE-CONFERENCE BY CALLING 276-238-2550 OR EMAILING JYOUNG@GALAXVA.COM

VIII. PROPOSAL SUBMISSION REQUIREMENTS:

- A. Proposals must be delivered to Jolena Young, 911 Regional Coordinator c/o Twin County 9-1-1 Regional Commission at 353 N Main Street, Galax, VA or by email at jyoung@galaxva.com before the date/time specified in the Anticipated Schedule.
- B. The 911 Coordinator will not accept oral proposals, nor proposals received by telephone or FAX machine.
- C. All erasures, interpolations, and other changes in the proposal shall be signed or initialed by the Offeror.
- D. A Proposal Signature Sheet must accompany any proposal(s) submitted and be signed by an authorized representative of the Offeror. If the Offeror is a firm or corporation, the Offeror must print the name and title of the individual executing the proposal. All information requested should be submitted. Failure to submit all information requested may result in the 911 Coordinator requiring prompt submission of missing information and/or giving a lowered evaluation of the proposal.
- E. The time proposals are received shall be determined by the time on the email, or the time on the 911 Coordinator's computer upon receipt by Offeror or courier.
- F. By submitting a proposal in response to this Request for Proposal, the Offeror represents it has read and understand the Scope of Services and has familiarized itself with all federal, state, and local laws, ordinances, and rules and regulations that in any manner may affect the cost, progress, or performance of the Contract work.
- G. The failure or omission of any Offeror to receive or examine any form, instrument, addendum, or other documents or to acquaint itself with conditions existing at the site, shall in no way relieve any Offeror from any obligations with respect to its proposal or to the Contract.

H. Trade secrets or proprietary information submitted by an Offeror in response to this Request for Proposal shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protection of this section prior to or upon submission of data or materials, and must identify the data or other materials to be protected and state the reasons why protection is necessary (Va. Code § 2.2-4342.F). (Attachment A)

I. A proposal may be modified or withdrawn by the Offeror any time prior to the time and date set for the receipt of proposals. The Offeror shall notify the 911 Coordinator in writing of its intentions.

J. If a change in the proposal is requested, the modification must be so worded by the Offeror as to not reveal the original amount of the proposal.

K. Modified and withdrawn proposals may be resubmitted to the 911 Coordinator up to the time and date set for the receipt of proposals.

L. No proposal can be withdrawn after the time set for the receipt of proposals and for one-hundred twenty (120) days thereafter.

M. The Participating Jurisdictions welcomes comments regarding how the proposal documents, scope of services, or drawings may be improved. Offerors requesting clarification, interpretation of, or improvements to the proposal general terms, conditions, scope of services or drawings shall make a written request which shall reach the 911 Coordinator no later than November 13, 2020. Any changes to the proposal shall be in the form of a written addendum issued by the RRITF no later than November 20, 2020. Each Offeror is responsible for determining that it has received all addenda issued by the RRITF before submitting a proposal.

N. All proposals received in the 911 Coordinator's office on time shall be accepted. All late proposals received by the 911 Coordinator shall be returned to the Offeror unopened. Proposals shall be open to public inspection only after award of the Contract.

IX. PROPOSAL RESPONSE FORMAT:

The Offeror should include in its proposal as a minimum the following:

- A. Table of Contents - each page of proposal must be numbered
- B. Introduction
1. Cover Letter on company letterhead, signed by a person with the corporate authority to enter into contracts in the amount of the proposal.
 2. Proposal Signature Sheet
 3. Proprietary/Confidential Information - Attachment A
- C. Response to Specifications - Offerors shall address each section of the Scope of Services. The Offeror shall identify any exceptions, referenced to the paragraph number, in a subsection titled "Exceptions".
- D. References - Offerors shall provide a list of at least three (3) references with which you have completed projects of similar size and scope. Local government references are preferred. Use format below for references:
1. Name Company Address
 2. Contact Name
 3. Contact Telephone Number
 4. Contact Email Address
 5. Contract Award Date
 6. Contract Value
- E. Project approach, implementation project plan and responsibilities of jurisdictions. Offerors shall provide a narrative that describes the firm's approach for providing the required services.
- F. Pricing - For initial evaluation purposes, Offerors shall provide not to exceed pricing for this phase of the project along with fully loaded and all-inclusive hourly rates for all proposed team members. The RFP shall specify the payment schedule not to exceed 3 payments with a minimum of 10% billed following acceptance of the final deliverable.
- G. Contract Terms – Offerors should provide a draft copy of the engagement contract.
- H. Appendices - Optional. Offerors may wish to submit additional materials that will clarify their response to the RFP.

X. PROPOSAL EVALUATION/SELECTION PROCESS:

A. Selection of the Successful Offeror will be based upon submission of proposals meeting the selection criteria. The selection criteria will include:

Evaluation Criteria	Weight
Functional Requirements •Demonstrated understanding of the services to be performed. •Completeness, relevance, thoroughness, and insights displayed in response to the Request for Proposal.	30
Experience and Qualifications •Past performance and general overall completion on time of projects of similar size and scope. •Relevant experience, technical capabilities, competence and qualifications of the Offeror and personnel assigned to project •Resumes of proposed staff. •Financial Stability of Firm. •References •Team organization and amount of experience as a team.	20
Pricing – •Proposed fees for this phase and hourly rate for future projects. •Completeness of Scope	30
Quality of proposal submission/oral presentations.	20
Total	100

B. The Participating Jurisdictions' established Selection Committee will select one Offeror deemed to be fully qualified and best suited among those submitting proposals. The Selection Committee shall then conduct negotiations with the Offeror. Price shall be considered, but need not be the sole determining factor. The award document will be a contract incorporating by reference all the requirements, terms and conditions of the solicitation and the Offeror's proposal as negotiated.

ATTACHMENT A

PROPRIETARY/CONFIDENTIAL INFORMATION IDENTIFICATION

NAME OF FIRM/OFFEROR: _____

Trade secrets or proprietary information submitted by an Offeror shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Offeror must invoke the protections of Va. Code § 2.2-4342.F in writing, either before or at the time the data or other material is submitted. The written notice must specifically identify the data or materials to be protected including the section of the proposal in which it is contained and the page numbers, and state the reasons why protection is necessary. The proprietary or trade secret material submitted must be identified by some distinct method such as highlighting or underlining and must indicate only the specific words, figures, or paragraphs that constitute trade secret or proprietary information. In addition, a summary of proprietary information submitted shall be submitted on this form. The classification of an entire proposal document, line item prices, and/or total proposal prices as proprietary or trade secrets is not acceptable. If, after being given reasonable time, the Offeror refuses to withdraw such a classification designation, the proposal will be rejected.

SECTION/TITLE	PAGE #(S)	REASON(S) FOR WITHHOLDING FROM DISCLOSURE



"Unleashing the Power of Technology"

**Federal
Engineering®**

Federal Engineering, Inc.

10560 Arrowhead Drive
Fairfax, VA 22030
703-359-8200

EXHIBIT #C

STATEMENT OF WORK (SOW)
Issued: April 2, 2021

ATTACHMENT TO: SURRY COUNTY CONTRACT
Dated: April 2, 2021
Expires: December 31, 2023

TASK ORDER #1 PROJECT: SURRYCOVA: PSMR-RFP PUBLIC SAFETY RADIO SYSTEM UPGRADE REQUEST FOR PROPOSAL

1. INTRODUCTION AND ISSUES

Surry County (County) is seeking to contract with Federal Engineering, Inc. (**FE**) to assist them with drafting a Request for Proposals (RFP) to replace their mission critical public safety wireless land mobile radio communications system. In September of 2019, the County received a report done by another consulting firm recommending they procure and implement a new 700/800 MHz 4 channel TDMA simulcast system.

This statement of work represents the next phase of the project. **FE** will conduct a validation exercise with county stakeholders to affirm the findings of the previous report. Upon validation, **FE** will then develop an RFP consisting of functional and performance requirements described in sufficient detail for proposers to submit comprehensive proposals and assist the County through the procurement process.

NOTE: To minimize costs, **FE** will leverage the work done by the previous consultant to the extent possible and appropriate.

2. PROJECT TASKS

2.1 Project Initiation and System Requirements

FE will prepare and submit a Request for Information (RFI) to the County for additional system and user documentation and review the materials received. We will then conduct a project initiation meeting with the County's project manager and designated stakeholders on a mutually agreed upon date following contract signing. This initial meeting will reaffirm a common understanding of the project goals, objectives, and vision; items best understood through a close working relationship between our respective management teams and staffs. It will be held onsite if current conditions allow us to meet safely, or if necessary, via conference call.

FE's requirements discovery and documentation methodology places considerable emphasis on accurately determining the needs of the system owners and system users, for the County, and participating agencies. At this point in the project, considering the 18-month gap since the prior needs assessment report, County system stakeholders will benefit from review and of the high-level near- and long-term requirements outlined in the previous report and the detailed system performance metrics needed for RFP development. **FE** will review requirements with the County during an on-site briefing immediately following the Project Initiation meeting. This allows the **FE** team and the County to gain consensus, acceptance, and a mutual understanding of the requirements before RFP drafting begins.

Deliverable: Project Schedule and System Requirements

FE will deliver a project schedule that will serve as the guiding document throughout the project and a high-level list of system performance requirements for the new land mobile radio communications system.

2.2 Coverage Analysis

FE will schedule an interactive coverage workshop to be delivered via the internet. This real-time session allows participants to immediately see the coverage anticipated with system changes or upgrades. In the process, we will incorporate knowledge about existing systems and sites and reported coverage issues, targeting those areas where gaps have been identified.

As radio coverage is modeled and gaps are indicated, our subject matter expert will interactively, and in real-time, manipulate the model and display the effects of changing site equipment, placing additional sites in the network, and the impact of spectrum decisions. Workshop attendees will immediately be able to evaluate the impact of these changes and determine what is needed to meet user requirements. The **FETeamCoverage™** experience will build consensus and facilitate “buy-in” of the eventual system solution.

Deliverable: Coverage Maps and Baseline Data

FE will document preferred system site locations to be communicated in the RFP to the vendors and provide the County conceptual system design coverage maps consistent with what the County should expect to see in the vendor responses.

2.3 Proposal Requirements

FE will generate the Proposal Requirements section of the system RFP which will provide a project overview and include instructions for proposers, including, but not limited to:

- Proposal format
- Proposal content
 - Company and staff experience
 - Description of similar projects
 - Proposed system design details
 - Project management plan

- System implementation and migration plans
- Warranty, maintenance, and support
- System, subscriber, and support costs
- Procurement process

Deliverable: Draft Proposal Requirements

FE will review the Draft Proposal Requirements section with the County project team via conference call and then prepare and deliver the Final Proposal Requirements section based on review comments from the County project team.

2.4 Functional Specifications

FE will generate the Functional Specifications section of the system RFP which will include the functional and performance requirements for the design, construction and testing of the new countywide wireless land mobile radio system, described in sufficient detail for proposers to submit comprehensive proposals. The Functional Specifications section will also be the foundation for vendor proposal evaluation, and will include, but not be limited to the following:

- System functional and operational requirements
- Potential sites and connectivity based on the conceptual design
- System reliability and redundancy
- Radio vendor deliverable requirements (i.e. design package, FCC license documents, operations and maintenance manuals, test plans and reports, and training manuals)
- Regulatory and standards compliance
- Environmental, seismic, and other site requirements
- Migration and cutover plans
- System coverage and acceptance test plans
- Network management
- Training
- Warranty

Deliverable: Draft Functional Specifications

FE will review the Draft Functional Specifications section with the County project team via conference call and then prepare and deliver the Final Functional Specifications section based on review comments from the County project team.

2.5 RFP PACKAGE

After the County has incorporated the above sections and completed the RFP package, **FE** will review it to assist with identifying and resolving conflicting information.

2.6 Procurement Support

Upon issuance of the RFP, **FE** will attend and participate, as needed, in the vendor pre-bid meeting via teleconference and provide responses to all technical questions received by the County and assist with any RFP addenda.

FE will also assist the County by providing the following procurement support activities:

- Develop an RFP vendor compliance matrix
- Develop scoring evaluation criteria
- Evaluate up to three vendor proposals
- Prepare a vendor proposals evaluation workbook
- Attend a proposal review meeting and vendor presentations
- Provide SME support via conference call to County vendor selection committee
- Attend final vendor selection meeting via conference call

2.7 Contract Negotiations

After County notification of award to the selected vendor, **FE** will provide the County with experienced contract negotiations support. The proposed project team has considerable experience negotiating public safety radio systems, equipment, and services, with a proven track record of saving our clients' money and shifting project risk to the vendor. In preparation for the negotiations, we will re-evaluate the selected proposal in detail, looking for specific items that could impact the final contract, such as the following:

- Extra equipment or software that is not necessary to optimize the system
- Open-ended or vague statements
- Inadequate vendor program management and/or quality assurance
- Unclear or not measurable performance specifications
- Site and acceptance testing that are not representative of true system performance or do not provide adequate test coverage
- Coverage and subsystem infrastructure acceptance terms
- Adherence to good workmanship standards
- Payment schedules that favor the vendor such as payments on shipment rather than on receipt and acceptance
- Anything that causes acceptance before testing is complete
- "Beneficial Use" statements not appropriate to the system
- Items that can be split out of the contract and done by the County for a substantially lower cost
- Parts list errors

FE will assist in negotiating the contract using the RFP's Functional specifications, the County's Procurement Policy, and the terms and conditions as a starting point.

3. STAFFING/ORGANIZATION

FE's staff for this project will be:

- Brad Barber, Project Management Director, will provide project oversight and guidance to the **FE** project team

- David TerMorshuizen, Project Manager, will be the day-to-day interface with the County and **FE** team and is responsible for project deliverables, schedule, and communication
- Terry Forehand, Technical Lead and Land Mobile Radio SME, will lead the development of the Proposal Requirements and Functional Specifications of the RFP
- Adam Nelson, Radio Coverage SME, will be responsible for the radio coverage evaluation

FE will use other subject matter expert staff, as needed, to address specific needs.

4. COST

The firm-fixed-price cost for this SOW is \$78,736 which includes labor and travel required for this project.

5. INVOICING

FE proposes the following estimated invoice schedule based on receiving a notice to proceed no later than April 15, 2021.

Description	Estimated Invoice Date	Amount
Complete Project Initiation and System Requirements Meeting	May 15, 2021	\$18,200
Deliver Draft Proposal Requirements	June 15, 2021	\$15,250
Deliver Draft Functional Specifications	July 15, 2021	\$8,250
Deliver Final Proposal Requirements and Functional Specifications	July 30, 2021	\$5,500
Complete Review of the County RFP Package	August 15, 2021	\$4,750
Begin Procurement Support	August 30, 2021	\$14,500
Commence Contract Negotiations	October 30, 2021	\$12,286
Total		\$78,736

6. BASIS FOR OUR SCOPE OF WORK

1. This proposal assumes **FE** will perform all the tasks as called out in the technical proposal. The deletion of a task, a significant change in scope of one or more tasks, or use of a phased implementation approach may affect the overall price.
2. **FE** will provide draft and final deliverables electronically to the County's Project Manager.
3. Any optional or additional tasking will be authorized by mutual agreement of the County and **FE**. Such tasking will be performed on a time and materials basis in accordance with the rates in Schedule A or on a fixed price basis as mutually agreed upon in a task order by the County and **FE**. The long-term consulting rates reflected in Schedule A of this agreement are effective January 1, 2021 through December 31, 2021. **FE** reviews long-term consulting rates annually. These rates may be subject to change for the period beyond December 31, 2021.

4. The level of effort for contract negotiation support can vary greatly depending upon the winning system vendor and the County's procurement practices. **FE** will provide 40 hours of senior consultant negotiations support via teleconference. If additional hours are required, or if onsite support is requested, a mutually agreeable amendment to the scope of work will be executed by both parties.
5. **FE's** ability to fulfill this task depends, in part, on the willingness and ability of the County participants, equipment vendors, service providers, third parties, and others to provide information in a timely manner, and upon the accuracy of the information as supplied. The accuracy of input data, whether provided in electronic or hard copy form, and the recommendations, actions, system designs, system procurements, and license filings resulting therefrom cannot, therefore, be warranted by **FE** nor can the performance, suitability, or reliability of said systems be warranted by **FE**. **FE** accepts no responsibility or liability to any third party in respect to any information or related content delivered by **FE**. This information is subjective in certain respects, and, thus, susceptible to multiple interpretations and may be in need of periodic revisions based on actual experience and subsequent developments.
6. This proposal is based upon a start date on or before April 15, 2021 and assumes a 180 work-day schedule for completion. Delays to the project schedule due to actions or lack of actions on the part of the County, County participants, third parties, and others including, but not limited to vendor protests, protracted contract negotiations, vendor delays that impact the program schedule and/or costs to the County will be brought to the attention of the County's project manager in a timely manner and will be reduced to writing via a mutually agreed upon contract amendment.
7. This proposal assumes a mutually agreeable invoicing schedule for work completed.
8. **FE** reserves the right to assign/reassign work efforts and associated costs across tasks and between our professional staff members in order to meet our contractual obligations to the County.

Submitted by **FE**

Authorization to begin work by Surry
County, Virginia

Ronald F. Bosco

Ronald F. Bosco
President/CEO

Signature

April 2, 2021

Date

Printed name and title

Date

SCHEDULE A
LONG-TERM CONSULTING RATES

Effective January 1, 2020 through December 31, 2021

Principal	\$ 355.00 per hour
Vice President	\$ 320.00 per hour
Assistant Vice President	\$ 285.00 per hour
Director/Chief Consultant	\$ 250.00 per hour
Senior Consultant	\$ 210.00 per hour
Consultant	\$ 180.00 per hour
Senior Analyst	\$ 150.00 per hour
Analyst	\$ 110.00 per hour
Administrative / Computer Services	\$ 76.00 per hour

TERMS AND CONDITIONS

1. Long-term rates do not include state or local taxes.
2. Travel and meals on a per diem basis will be invoiced at actual cost plus 20 percent to account for general and administrative costs.
3. Hours expended for travel in support of any time and materials task orders are billable hours.
4. Invoices will be rendered monthly. All invoices are due and payable 30 days from issuance. Late balances are subject to a finance charge of 1.5 percent per month (or fraction thereof).

This document is proprietary to Federal Engineering, Inc. and shall not be disclosed to third parties without prior written permission from Federal Engineering, Inc.

News Flash

Home

Posted on: March 19, 2021

Interest For Carsley District Appointment



All letters when emailed will go directly to each board member.

NOTICE OF PROCEDURE FOR SUBMITTING LETTERS OF INTEREST FOR APPOINTMENT TO BOARD OF SUPERVISORS FROM CARSLEY DISTRICT

Any resident of the Carsley District who would like to be considered by the Board of Supervisor for an interim appointment to the Board from that district until a special election is held to replace Kenneth Holmes, who recently resigned from the Board, should send a letter of interest plus a resume to the Surry County Board of Supervisors: Attn: Carsley District Appointment Interest: 45 School Street, Surry Virginia 23883 or email the Board of Supervisors at: bos@surrycountyva.gov with that information. Letters of interest and resumes must be received by 5:00 p.m. on March 29. Given recent delays in the mail service, we would suggest that resumes and letters of interest be emailed or delivered in person. In order to be appointed, a person must be a qualified voter of the Carsley District.

Surry County Public Schools

Budget Approval

Fiscal Year

2021-2022

April 1, 2021

SCPS Vision and Theme

Vision

Surry County Public Schools' vision is to provide a safe, healthy learning environment that prepares all students to be competitive and productive citizens in a highly technical and global society.

Theme

Building Excellence, One Student At A Time

School Board and Division Goals

Goal 1: The Board will continue to provide for and promote *high student achievement for all students* while meeting and exceeding state accreditation requirements for each school.

Goal 2: The Board will continue to support and maintain a *positive school climate* which provides for the safety, health, and well-being of each student.

Goal 3: The Board will continue to provide for and support efforts to attract, develop, and retain *highly qualified and effective employees*.

Goal 4: The Board will ensure that policies and practices are implemented that promote *sound fiscal stewardship and transparency*.

Goal 5: The Board will continue to assert its role in the community as the *educational policy leader* and govern the school division fairly and openly, while seeking the engagement of school community stakeholders in Surry County.

Points of Pride....

- ❖ All SCPS are fully accredited for the 5th consecutive year.
- ❖ SCHS dropout rate (1.7%) is significantly below the state dropout rate (5.1%) for the Class of 2020.
- ❖ Over 30% of SCPS students in the Class of 2020 graduated with Advanced Diplomas.
- ❖ Varsity Girls Basketball Class 1A State Co-Championship for 2020.
- ❖ The Graduating Class of 2020 completed 353 dual enrollment hours representing a savings in college tuition for their families of over \$150,000.
- ❖ SCHS Class of 2020 was awarded over \$3,000,000 in scholarship offers.
- ❖ LPJMS was offered another 21st Century CCLC grant totaling \$184,500.
- ❖ SCPS developed the Workplace Readiness Diploma Seal.
- ❖ SCPS Achieved the Community Eligibility Provision for Food Services.
- ❖ SCHS received the Highest Achievement Exemplar Award.
- ❖ SCPS partners with JTCC to provide concurrent enrollment offerings.
- ❖ SCPS developed and implemented an entire Virtual Curriculum in less than 5 months.

How We Got Here.....

- ❖ November 10, 2020 – School Board approved 2021-2022 Budget Calendar
- ❖ December 8, 2020 – School Board conducted Pre-budget Public Hearing
- ❖ January 12, 2021 – Update on State proposed amended budget presented to School Board
- ❖ January 28, 2021– Held Joint Budget Planning Meeting with Board of Supervisors
- ❖ February 9, 2021 – Presentation of Superintendent’s Proposed Budget
- ❖ February 12, 2021 – House and Senate adopted their respective amendments to the Governor proposed FY2020-2022 Biennial Budget
- ❖ February 16, 2021 – Public Hearing and School Board Work Session on FY2021-2022 proposed budget
- ❖ February 27, 2021- General Assembly amendments to the 2020-2022 Biennial Budget Adopted
- ❖ March 2, 2021- Public Hearing and School Board Work Session on FY2021-2022 proposed budget
- ❖ March 9, 2021- School Board Approved 2020-2022 budget based on the Governor approved budget
- ❖ March 11, 2021- School Board Approved Budget delivered to County Administrator
- ❖ April 1, 2021- School Board Approved Budget presented to the County Board of Supervisors

Major Influences on FY2021-2022 Budget

- ❖ **Providing a Competitive Compensation Adjustment for Employees and Correcting the Salary Scales**
- ❖ **Reduction/Realignment of Staffing Levels in Response to Incremental Enrollment Decline**
- ❖ **Ongoing Facility/Maintenance Needs**
- ❖ **Declining Student Enrollment**
- ❖ **Impact of COVID-19**
- ❖ **Reclassification of State Revenue Funding**
- ❖ **Increase in Governors School Tuition**
- ❖ **Additional Course Offerings at John Tyler Community College**

Budget Highlights

- ❖ **Total Operating Budget of \$15.54 Million**
- ❖ **Increase of 1.59 over FY2021 Budget**
- ❖ **Requires a 2.38% increase in Local Funding**
- ❖ **Projected Enrollment of 616 Students**
- ❖ **Supports a 5.0% Salary Increase**
- ❖ **Reduces Existing Staffing Levels by 2.5 FTEs**
- ❖ **Reduces Existing Staffing Costs by \$125k**
- ❖ **Absorbs Health Insurance Decrease of 7.24% to Offset Cost of Raises**

Proposed 2021-2022 Budget- All Funds

Surry County Public Schools Summary of All Funds FY2021-2022

Fund Description	FY2020-2021 Adopted Budget	FY2021-2022 Proposed Budget	Change (\$)	Change (%)
General Operating	\$ 15,296,444	\$ 15,540,179	\$ 243,735	1.59%
Grants	678,358	1,441,377	763,020	112.48%
School Food Services	508,140	513,348	5,208	1.02%
Total - All Funds	\$ 16,482,942	\$ 17,494,904	\$ 1,011,962	6.14%

Proposed Operating Revenue

Description	FY2020-21 Approved	FY2021-22 Proposed	Change (\$)	Change (%)
Local:				
County Appropriation	\$ 12,342,985	\$ 12,636,545	\$ 293,560	2.38%
Total - Local Revenue	12,342,985	12,636,545	293,560	2.38%
State:				
Standards of Quality (SOQ)	\$ 1,275,158	\$ 1,164,387	\$ (110,771)	-8.69%
Sales Tax	1,037,125	925,679	(111,446)	-10.75%
Lottery	405,128	430,161	25,033	6.18%
Categorical & Incentive	131,916	279,275	147,359	111.71%
Total - State Revenue	\$ 2,849,327	\$ 2,799,502	\$ (49,825)	-1.75%
Other:				
Federal				
JROTC	\$ 72,000	\$ 72,000	\$ -	0.00%
Other Local & Miscellaneous Sources	32,132	32,132	-	0.00%
Total - Other Revenue	\$ 104,132	\$ 104,132	\$ -	0.00%
Total Revenue - General Fund	\$ 15,296,444	\$ 15,540,179	\$ 243,735	1.59%

Proposed Operating Expenditures

Surry County Public Schools **Operating Expenditure Summary by State Function Category** **FY2021-2022**

Description	FY2020-21 Adopted	FY2021-22 Proposed	% of Total	Change (\$)	Change (%)
Instruction	\$ 10,380,069	\$ 10,493,302	67.86%	\$ 113,233	1.09%
Administration & Health	998,811	1,046,878	6.53%	48,066	4.81%
Pupil Transportation Services	1,168,161	1,180,211	7.64%	12,050	1.03%
Operations & Maintenance Services	2,051,252	2,110,989	13.41%	59,737	2.91%
Technology Services	698,151	708,799	4.56%	10,648	1.53%
Total	\$ 15,296,444	\$ 15,540,179	100.00%	\$ 243,735	1.59%

Grants Fund Budget Summary

Description	FY2020-2021	FY2021-2022	Change (\$)	Change (%)
	Adopted Budget	Proposed Budget		
Revenue Summary:				
Federal - Title I Part A, Improving Basic Programs	\$ 213,953	\$ 214,915	\$ 962	0.45%
Federal - Title VI-B Special Education Grant	277,217	284,549	7,332	2.51%
Federal- Title VI-B Special Education Preschool	4,632	4,648	16	0.00%
Federal - Title II Part, Improving Teacher Quality	30,767	31,773	1,007	3.34%
Federal-Title IV, Part A, Student Support and Academic Enrichment	15,572	15,874	302	0.00%
Federal - Perkins Career and Technical Education Grant	16,938	16,850	(88)	-0.51%
CRRSA	-	688,267	688,267	0.00%
21st Century	119,280	184,500	65,220	38.05%
Total Federal Grant Revenue	\$ 678,358	\$ 1,441,377	\$ 763,018	105.26%

School Food Services Budget Summary

Surry County Public Schools
School Food Services Fund Budget
FY2021-2022

Proposed Revenue

Description	FY2020-2021	FY2021-2022	Change (\$)	Change (%)
	Adopted Budget	Proposed Budget		
Sales	\$ 160,340	\$ 9,960	\$ (150,380)	-93.79%
State Revenue	10,100	10,100	-	0.00%
Federal Revenue	312,700	468,288	155,588.00	49.76%
U.S.D.A. Commodities	25,000	25,000	-	-
Other: Transfer from School Fund	-	-	-	-
Total Revenue	\$ 508,140	\$ 513,348	\$ 5,208	1.02%

Proposed Expenditures

Description	FY2020-2021	FY2021-2022	Change (\$)	Change (%)
	Adopted Budget	Proposed Budget		
Administrative Salaries	\$ -	\$ -	\$ -	-
Service Salaries	160,188	168,197	8,009	5.00
Food Services Part-time	16,000	16,000	-	-
FICA - Regular	13,478	14,091	613	4.55
VRS Professional	-	-	-	-
VRS Non-Professional	19,223	20,184	961	5.00
HMP	61,452	54,972	(6,480)	(10.54)
GLI	2,147	2,254	107	5.00
Unemployment -Regular	593	555	(38)	(6.35)
RHCC (Non-Professional)	-	2,035	2,035	-
Purchased Services	2,000	2,000	-	-
Miscellaneous	-	-	-	-
Travel - School Food Services	-	-	-	-
Food Service Materials & Supplies	5,000	5,000	-	-
Food & Food Service Supplies	196,060	196,060	-	-
U.S.D.A. Commodities	25,000	25,000	-	-
Food Services Equipment - Replacement	7,000	7,000	-	-
Total	\$ 508,140	\$ 513,348	\$ 5,208	1.02%

Proposed 2021-2022 Budget- All Funds

Surry County Public Schools Summary of All Funds FY2021-2022

Fund Description	FY2020-2021 Adopted Budget	FY2021-2022 Proposed Budget	Change (\$)	Change (%)
General Operating	\$ 15,296,444	\$ 15,540,179	\$ 243,735	1.59%
Grants	678,358	1,441,377	763,020	112.48%
School Food Services	508,140	513,348	5,208	1.02%
Total - All Funds	\$ 16,482,942	\$ 17,494,904	\$ 1,011,962	6.14%

Five- Year Capital Improvement Plan (CIP)

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<i>Summary of All Projects by Fiscal Year</i>						
	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025	FY2025-2026	Total
Total of All Projects by Year	\$ 1,268,000	\$ 2,145,000	\$ 920,000	\$ 705,000	\$ 125,000,000	\$ 130,038,000
<i>Summary of All Projects by Location</i>						
Location	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025	FY2025-2026	Total
Surry Elementary School	\$ 125,000	\$ 1,670,000	\$ 425,000	\$ 265,000	\$ -	\$ 2,485,000
Luther Porter Jackson Middle	293,000	280,000	10,000	60,000	-	643,000
Surry County High School	650,000	95,000	355,000	180,000	-	1,280,000
Transportation & Maintenance	200,000	100,000	130,000	200,000	-	630,000
Total Projects by Location	\$ 1,268,000	\$ 2,145,000	\$ 920,000	\$ 705,000	\$ 125,000,000	\$ 130,038,000
<i>Summary by Project Type and Fiscal Year</i>						
Project Type	FY2021-2022	FY2022-2023	FY2023-2024	FY2024-2025	FY2025-2026	Total
HVAC Replacement	\$ 375,000	\$ 970,000	\$ 125,000	\$ 200,000	\$ -	\$ 1,670,000
Exterior Refurbishment	200,000	500,000	-	-	-	700,000
Electrical System Upgrades	-	200,000	-	-	-	200,000
Plumbing	200,000	75,000	125,000	50,000	-	450,000
Interior Reimbursements	168,000	80,000	250,000	25,000	-	523,000
Facility	-	-	20,000	-	125,000,000	125,020,000
Food Service Equipment	-	20,000	10,000	50,000	-	80,000
Athletics	125,000	200,000	260,000	180,000	-	765,000
Transportation & Maintenance	200,000	100,000	130,000	200,000	-	630,000
Total by Project Type & Year	\$ 1,268,000	\$ 2,145,000	\$ 920,000	\$ 705,000	\$ 125,000,000	\$ 130,038,000

FY2021-2022 Proposed Operating Budget

Next Steps

- ❖ March 11, 2021- The School Board's approved proposed budget for FY2021-2022 will be submitted to the County Administrator for funding consideration by the Surry County Board of Supervisors
- ❖ April 1, 2021- The School Board will formally present its FY2021-2022 proposed budget to the Surry County Board of Supervisors
- ❖ **TBD- The Surry County Administrator will formally present her proposed budget to the County Board of Supervisors
- ❖ May 6, 2021- The County Board of Supervisors will conduct a public hearing to receive input from citizens regarding the County Administrator's proposed budget for FY 2021-2022
- ❖ May 13, 2021- County Board of Supervisors will take action the FY2021-22 budget
- ❖ May 18, 2021 Based upon final appropriation action by the County Board of Supervisors, the School Board is required to make any necessary adjustments to the School Board's previously approved proposed budget

*****Date to be determined**

Item Template: BOSM 4-1-2021

Item Title: Cavalier Solar LLC

Suggested Action:

Item Type:
Action Item

Item ID:
2021-56

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Public Hearing

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item: Call to Order - 7:00 p.m.

Statement: A public hearing is being conducted tonight to receive public comments regarding Cavalier Solar LLC.

Staff Presentation

Open Floor to Public Comment

Close Floor to Public Hearing

Summary by Staff

Comments by Board of Supervisors

Board of Supervisors to decide necessary action required.

Siting Agreement: Pursuant to Chapter 802 of the 2000 Acts of Assembly (Va. Code Sections 15.2- 2316.6 et seq.), the Surry County Board of Supervisors will hear public comments and consider the terms and conditions of the siting agreement related to the Cavalier Solar Project to be developed on parcels designated as 53-3B, 53-3F, 53-4, 53-5, 53-6, 59-31, 60-1-1, 60-12, 60-17, 60-20, 60-21, 60-9, 61-1, 61-1-4, 61-1-5, 61-2, 61-2-1, 61-2-2, 61-2-3, 61-2-4, 61-2-5, 61-3, 61-4, 61-5, and consisting of approximately 1,341 acres, whereby the Applicant intends to develop, install, build, and operate a utility scale energy facility. The siting agreement includes terms and conditions to mitigate the impacts of the facility, including financial contributions to address capital needs of the County. The siting agreement may include terms and conditions, including (i) mitigation of any impacts of such solar facility; (ii) financial compensation to the host locality to address capital needs set out in the (a) capital improvement plan adopted by the host locality, (b) current fiscal budget of the host locality, or (c) fiscal fund balance policy adopted by the host locality; or (iii) assistance by the applicant in the deployment of broadband, as defined in § 56-585.1:9, in such locality. The hearing is to receive public comment on the proposed agreement prior to the Board's consideration and approval.

Order of Public Hearing

- I. Call to Order - 7:00 p.m.
- II. **Statement:** A public hearing is being conducted tonight to receive public comments regarding Cavalier Solar LLC.
- III. Staff Presentation
- IV. Open Floor to Public Comment
- V. Close Floor to Public Hearing
- VI. Summary by Staff
- VII. Comments by Board of Supervisors
- VIII. Board of Supervisors to decide necessary action required.

Cavalier Solar LLC Public Hearing Request

General Project Description: The Applicant proposes to construct a 240 megawatt (MW) solar energy facility to be located in southern Surry County, southeast of Dendron and northern Isle of Wight County. The portion of the Project proposed within Surry County would consist of approximately 193 MW of the solar energy facility within 24 parcels with an estimated total of 4,328 acres. Of the 4,328 acres in Surry County, approximately 3,314 acres would be purchased or leased for the Project (Project Area), and the Project facilities would cover approximately 1,341 acres of land (Project Site). The Project will utilize photovoltaic (PV) modules installed on single-axis trackers. Electricity will be delivered from electrical inverters adjacent to the PV modules, via transmission lines that will run from the Project to the nearby Septa Substation owned by Dominion Energy.

The Public Hearings will be to consider applications for the following:

Comprehensive Plan Map Amendment No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks a map amendment to the Development Plan Map of the Surry County Comprehensive Plan to reflect that the property is suitable for General Industrial use. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight.

Rezoning Application No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks to rezone \pm 4,328 acres from Agricultural Rural District (A-R) to General Industrial District (M-1) to permit a solar utility use. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

Conditional Use Permit No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks a conditional use permit for a solar generation facility in Surry County. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

The proposed CUP includes conditions to mitigate any adverse effects of the proposed facility to the affected parcels and immediately adjacent parcels as well as facility decommissioning.

Substantially in Accord Determination

Pursuant to Virginia Code Section 15.2-2232(A), Applicant Cavalier Solar A, LLC seeks a determination that the Project, as defined in Conditional Use Permit Application No. 2020-04, is substantially in accord with the Surry County Comprehensive Plan for the proposal to construct and operate a solar energy facility. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

Required Action: Authorize Public Hearing for April 1, 2021 at 7:00 p.m. or shortly thereafter.

SOLAR FACILITY SITING AGREEMENT

This Solar Facility Siting Agreement (“Agreement”), dated as of _____ (the “Effective Date”), is by and between Surry County, Virginia, a political subdivision of the Commonwealth of Virginia (the “County”) and Cavalier Solar A, LLC, a Delaware limited liability company (“Applicant”). The County and Applicant are herein each a “Party” and collectively, the “Parties”.

RECITALS

WHEREAS, the Applicant intends to develop, install, build, and operate a ground-mounted solar photovoltaic electric generating facility (“Project”) on certain parcel(s) of land identified as Surry County Tax Map Parcels 53-3B, 53-3F, 53-4, 53-5, 53-6, 59-31, 60-1-1, 60-12, 60-17, 60-20, 60-21, 60-9, 61-1, 61-1-4, 61-1-5, 61-2, 61-2-1, 61-2-2, 61-2-3, 61-2-4, 61-2-5, 61-3, 61-4, 61-5 (collectively, the “Property”);

WHEREAS, Pursuant to Chapter 22, Title 15.2, Article 7.3 of the Code of Virginia titled “Siting of Solar Energy Facilities”, Applicant and the County may enter into a siting agreement (“Siting Agreement”) for solar facilities in those census tracts which meet the eligibility requirements for designation as a qualified opportunity zone by the U.S. Secretary of the Treasury via his delegation to the Internal Revenue Service;

WHEREAS, the Property is located in census tract number 51181860200 within the County, and is eligible for a designation as an opportunity zone;

WHEREAS, pursuant to Virginia Code § 15.2-2316.6, the Project is eligible for a Siting Agreement;

WHEREAS, after negotiation between the County and the Applicant, the Parties desire to enter into this Agreement to mitigate certain potential impacts of the Project;

WHEREAS, pursuant to Virginia Code § 58.1-2636 the County has not adopted an ordinance assessing a revenue share of up to \$1,400.00 per megawatt, as measured in alternating current (AC) generation capacity of the nameplate capacity of the Solar Facility (“Revenue Share Ordinance”), but may choose to do so at a later date;

WHEREAS, pursuant to Virginia Code § 58.1-3660, if the County adopts the Revenue Share Ordinance, the solar photovoltaic (electric energy) systems associated with the Project, which are considered “certified pollution control equipment,” will be exempt from all state and local taxation pursuant to Article X, Section 6 (d) of the Constitution of Virginia (the “Tax Exemption”);

WHEREAS, until such time as the County adopts a Revenue Share Ordinance, such certified pollution control equipment will be subject to local machinery and tools taxation and exemptions as provided by state law and local ordinances;

WHEREAS, the Applicant has agreed to the payments and financial terms contained herein;

WHEREAS, pursuant to the requirement in Virginia Code § 15.2-2316.8 (B), the County has held a public hearing in accordance with subdivision A of Virginia Code § 15.2-2204 for the purpose of considering this Agreement, after which a majority of a quorum of the members of the Surry County Board of Supervisors (“Board”) approved this Agreement;

NOW, THEREFORE, pursuant to Chapter 22, Title 15.2, Article 7.3 of the Code of Virginia, intending to be legally bound hereby and in consideration of the mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the County and Applicant do hereby agree as follows:

Article I

Project Features, Conditions and Mitigation

1. CUP Conditions. The Applicant acknowledges and agrees that it is subject to all the terms and conditions contained in any conditional use permit (“CUP”) approved by the Board for the Project. The CUP [approved] by the Board on [insert date] is attached hereto as Schedule B and is hereby incorporated herein. Violation by the Applicant or by any of Applicant’s agents, assigns or successors in interest of any terms and conditions of the CUP or of any other applicable zoning requirements shall constitute a violation of this Agreement.

2. Annual Valuation of Real Property. As a condition precedent to County approval of this Agreement, Applicant agrees to provide County with current copies of any real property lease agreements for the Property associated with the Project. Applicant may redact any information deemed confidential tax information or proprietary/trade secrets. However, for any such leases, Applicant shall, at the minimum, provide the annual lease payment amounts for each parcel being leased for the Project. Thereafter, should the payment terms be amended in any such lease agreements, the Applicant shall forthwith provide such information to the County. Applicant further agrees to include as a condition in any agreements transferring ownership of the Project entered into by Applicant a requirement that any successor in interest shall provide such information to the County.

3. Annual Valuation of Taxable Equipment; Updates. Prior to the Commercial Operation Date, Applicant agrees to provide County with a detailed list of capital equipment, including but not limited to solar photovoltaic equipment proposed to be installed, whether or not it has yet been certified as pollution control equipment by the State Corporation Commission or Virginia Department of Environmental Quality, and lists of all other taxable tangible property. Thereafter, on an annual basis, Applicant shall provide County with any updates to this

information, including but not limited to all new or replacement solar panels and all other equipment. Applicant agrees to provide the County all information it may in the future provide to the Virginia State Corporation Commission for the Commission's use in valuing such property for taxation purposes. In addition, prior to the Commercial Operation Date, Applicant shall provide proof of payment for all components of the Project installed prior to the Commercial Operation Date. Applicant shall further submit proof of payment for any additional or replacement component installed during the life of the Project, proof of which shall be updated annually on or before the anniversary of the Commercial Operation Date, and if no such component is installed in any given year, notice of such shall also be filed with the County on or before the anniversary of the Commercial Operation Date.

4. Decommissioning and Periodic adjustment of Surety Bond. The Parties agree that a surety bond to cover the costs of decommissioning Applicant's facilities is required as a condition in the CUP. Further, the Applicant recognizes the protection this provides for the County taxpayers and does not desire to shift that expense to them should the Applicant or its successors or the landowner not be able to comply with the decommissioning requirements; and County recognizes that the surety bond is an expense to be incurred by the Applicant encumbering funds that could otherwise go directly towards investing in the Project or other potential projects. In recognition of these factors, the Parties desire for the bond and the costs for such to accurately reflect the associated decommissioning costs being insured. Therefore, the Applicant, or its successor, agrees to update the gross estimated costs of decommissioning every five years and to reimburse the County for an independent review and analysis by a licensed engineer. The bond or surety amount shall be adjusted accordingly to ensure it accurately reflects the costs associated with decommissioning.

5. Right of Entry for Enforcement and Decommissioning.

- a. **Enforcement.** Applicant shall execute an instrument satisfactory to the County Attorney that runs with and encumbers all parcels related to the Project until such time as terminated by the County (or the Project terminates, whichever comes first) and that provides the County, its personnel and duly authorized agents the express right of entry upon the Project parcels for the purposes of inspecting solar panels and all appurtenant facilities. The County shall provide forty-eight (48) hour notice to the Applicant prior to making such entry for any inspection or enforcement purposes. No prior notice shall be required to enter the Project in the event of an emergency that constitutes an immediate danger to life or property.
- b. **Decommissioning.** If the Applicant fails to decommission the Project, the County shall have unrestricted access to the Project to effect any and all tasks, as necessary, to decommission solar panels and all appurtenant facilities and restore the parcels to substantially the same condition that existed prior to construction of the solar facilities and as provided by Virginia Code § 15.2-2241.2, as it may be amended through the Termination Date as defined in this Agreement. Such access rights shall remain in effect through decommissioning regardless of whether Virginia

Code § 15.2-2241.2 is repealed or otherwise limited in scope from the access rights it provides the County as of the date of execution of this Agreement.

Article II

1. Payment Structure, Capital Payments.

- a. After the Project has obtained Commercial Operation, except as otherwise provided herein, the Applicant shall make payments to the County as set forth on Schedule A attached hereto (each a “Payment” and collectively, the “Payments”). The Payments shall begin one month following the commencement of Commercial Operation of the Project, the “Commercial Operation Date”. The Payments shall continue on or before December 31 of each year thereafter until the earlier of the following (the “Termination Date”): (i) the Applicant’s commencement of the decommissioning of all or a material portion of the Project, (ii) the cessation of operation of the Project for a continuous period of longer than one (1) year, or (iii) the 35th calendar year of commercial electricity generation of the Project in which the final payment on Schedule A is shown. The Parties acknowledge that the Applicant’s obligation to make Payments shall be conditioned upon the Project beginning Commercial Operation. The Payments shall be made to the County in any year in one lump sum payment during the term of this Agreement. The Payments are separate and distinct from the amounts owed pursuant to any machinery and tools taxes on equipment pursuant to Article 2, Chapters 35 and 36 of Title 58.1 of the Code of Virginia and applicable County Ordinances, and all real estate taxes owed pursuant to the Surry County Code of Ordinances. As used herein, “Commercial Operation” shall mean the date the Applicant commences the sale of electricity generated from the Project.
- b. In addition to the foregoing Payments, the Applicant shall pay the County an additional lump sum payment of \$500,000 (the “Additional Payment”) if the Project receives CUP approval on or before April 1, 2021. The Additional Payment shall be made within thirty days of the CUP approval. Following CUP approval, the County will endeavor to expedite site plan approval, provided that if the County refers the plan to a qualified consultant for review and comment, the Applicant shall reimburse the County for such consultant’s fees. Terms and conditions for payment of this referral shall be determined in advance of the referral with the Applicant.

2. Statutory Structure of Payments; Statement of Benefit. The Applicant agrees that by entering into this Agreement, pursuant to Virginia Code § 15.2-2316.6 *et seq.*, the Payments and the Additional Payment are authorized by statute and acknowledges, it is bound by law to make the Payments and the Additional Payment in accordance with this Agreement. The Parties acknowledge that this Agreement is fair and mutually beneficial to them both. As of the date of this Agreement, the County has not adopted a Revenue Share Ordinance as provided under Virginia Code § 58.1-3660 (D), and the Payments under this agreement are not conditioned upon the County adopting such ordinance. Should the County at a later date adopt a Revenue Share

Ordinance, the County acknowledges that it shall not apply to this Project unless and until the County and the Applicant should mutually agree to modify this Agreement. The Parties agree that the funding provided pursuant to this Agreement is beneficial in that it will result in mutually acceptable, steady, predictable, accurate and reasonable payments to the County. Applicant acknowledges that this Agreement is beneficial to Applicant in allowing it to proceed with the installation of the Project with clear project design terms, which provide for mitigation of effects on the surrounding properties and the County community. Additionally, Applicant acknowledges that this Agreement provides for a clear and predictable stream of future payments to the County in values fair to both Parties.

3. Use of Payments by the County. The County plans to apply the Payments and the Additional Payments to critical infrastructure projects to improve citizen quality of life. All payments may be used, at the Board's discretion, for any or all of the following purposes: (a) to fund the capital improvement program (CIP) of the County (b) to meet needs of the current fiscal budget of the County, (c) supplement or establish any fund for which the County maintains a balance policy; or (d) support broadband funding, all as permitted § 15.2-2316.7.

4. Conformance with Comprehensive Plan. Upon approval of this Agreement by the Board, the Solar Facility shall be deemed to be "substantially in accord" with the "Surry County Comprehensive Plan", in all respects. No further finding shall be required by the County Planning Commission pursuant to Virginia Code § 15.2-2232(A).

5. Effect of Agreement

- a. In accordance with Virginia Code § 15.2-2316.9(B), and as acknowledged and agreed to by the Parties, the terms of this Agreement shall control over any County ordinance(s) and/or regulation(s) that may be inconsistent with the terms of this Agreement. However, nothing shall be construed to exempt the Applicant from any applicable requirement to obtain approves and permits under federal, state, or local ordinances and regulations.
- b. In accordance with Virginia Code § 15.2-2316.8(A)(3), and acknowledged and agreed to by the Parties, this Agreement shall be binding upon the County, the Board, and enforceable against the Board and future governing bodies of the County in any court of competent jurisdiction.
- c. This Agreement is expressly conditioned upon the Board's approval of a CUP authorizing the use of the Property as a utility-scale solar facility pursuant to Section 4.13 of the County Solar Energy Ordinance on terms acceptable to the Applicant.

Article III

Miscellaneous Terms

1. Term; Termination. This Agreement shall commence on the Effective Date and shall continue until the Termination Date. The Applicant shall have no obligation to make Payments after the Termination Date. The Payment due for the year in which the Termination Date occurs shall be prorated as of the Termination Date. The termination of this Agreement shall not limit the Applicant's legal obligation to pay local taxes in accordance with applicable law at such time and for such period as the Project remains in operation.

2. Mutual Covenants. The Applicant covenants to the County that it will pay the County the amounts due hereunder when due in accordance with the terms of this Agreement, and will not seek to invalidate this Agreement, or otherwise take a position adverse to the purpose or validity of this Agreement. So long as Applicant is not in breach of this Agreement during its term, the County covenants to the Applicant that it will not seek to invalidate this Agreement or otherwise take a position adverse to the purpose or validity of this Agreement.

3. No Obligation to Develop. The Applicant has no obligation to develop the Project and this Agreement does not require any Payments until after the Commercial Operation Date. Any test energy or other energy produced prior to the Commercial Operation date shall not trigger payment under this Agreement. It is understood that development of the Project by Applicant is contingent upon a number of factors including, but not limited to, regulatory approvals, availability and cost of equipment and financing, and demand for renewable energy and renewable energy credits. No election by the Applicant to terminate, defer, suspend or modify plans to develop the Project shall be deemed a default of Applicant under this Agreement.

4. Successors and Assigns. This Agreement will be binding upon the successors and assigns of the Applicant, and the obligations created hereunder shall be covenants running with the Property upon which the Project is developed. If Applicant sells, transfers, leases or assigns all or substantially all of its interest in the Project, this Agreement will automatically be assumed by and be binding on the purchaser, transferee or assignee. Upon such assumption, the sale, transfer, lease or assignment shall relieve the Applicant of all obligations and liabilities under this Agreement accruing from and after the date of sale or transfer, and the purchaser or transferee shall automatically become responsible under this Agreement. The Applicant shall execute such documentation as reasonably requested by the County to memorialize the assignment and assumption by the purchaser or transferee.

5. Memorandum of Agreement. A memorandum of this Agreement, in a form acceptable to the County Attorney, shall be recorded in the land records of the Clerk's Office of the Circuit Court of the County of Surry, Virginia. Such recordation shall be at the Applicant's sole cost and expense and shall occur as soon as reasonably practicable after the full execution of this Agreement. If the Applicant chooses to not develop the Project, in its sole discretion, the County shall execute a release of the memorandum filed in the aforementioned Clerk's Office.

6. Notices. Except as otherwise provided herein, all notices required to be given or authorized to be given pursuant to this Agreement shall be in writing and shall be delivered or sent by registered or certified mail, postage prepaid, by recognized overnight courier, or by commercial messenger to:

Surry County, Virginia
45 School Street
Surry, Virginia 23883
Attn: Melissa Rollins, County
Administrator

With a copy to:

Danielle Powell/ Bill Hefty
County Attorney
100 West Franklin Street, Suite 300
Richmond, Virginia 23220

Cavalier Solar A, LLC
c/o sPower, LLC
4200 Innslake Drive
Suite 302
Glen Allen, Virginia 23060
Attn: Ben Saunders

With a copy to:

Cavalier Solar A, LLC
c/o sPower, LLC
2180 South 1300 East
Suite 600
Salt Lake City, Utah 84106
Attn: General Counsel

The County and Applicant, by notice given hereunder, may designate any further or different persons or addresses to which subsequent notices shall be sent.

7. Governing Law; Jurisdiction; Venue. THIS AGREEMENT SHALL BE GOVERNED BY AND CONSTRUED IN ACCORDANCE WITH THE LAWS OF THE COMMONWEALTH OF VIRGINIA, WITHOUT REGARD TO ANY OF ITS PRINCIPLES OF CONFLICTS OF LAWS OR OTHER LAWS WHICH WOULD RESULT IN THE APPLICATION OF THE LAWS OF ANOTHER JURISDICTION. THE PARTIES HERETO (A) AGREE THAT ANY SUIT, ACTION OR OTHER LEGAL PROCEEDING, AS BETWEEN

THE PARTIES HERETO, ARISING OUT OF OR RELATING TO THIS AGREEMENT SHALL BE BROUGHT AND TRIED ONLY IN THE CIRCUIT COURT OF SURRY COUNTY, VIRGINIA, (B) CONSENT TO THE JURISDICTION OF SUCH COURT IN ANY SUCH SUIT, ACTION OR PROCEEDING, AND (C) WAIVE ANY OBJECTION WHICH ANY OF THEM MAY HAVE TO THE LAYING OF VENUE OR ANY SUCH SUIT, ACTION, OR PROCEEDING IN SUCH COURT AND ANY CLAIM THAT ANY SUCH SUIT, ACTION, OR PROCEEDING HAS BEEN BROUGHT IN AN INCONVENIENT FORUM. THE PARTIES HERETO AGREE THAT A FINAL JUDGMENT IN ANY SUCH SUIT, ACTION, OR PROCEEDING SHALL BE CONCLUSIVE AND MAY BE ENFORCED IN OTHER JURISDICTIONS BY SUIT ON THE JUDGMENT OR IN ANY OTHER MANNER PROVIDED BY LAW.

8. Confidentiality; This Agreement, once placed on the docket for consideration by the Board, is a public document, subject to production under the Virginia Freedom of Information Act (“FOIA”). The County understands and acknowledges the Applicant, and as applicable, its associates, contractors, partners and affiliates utilize confidential and proprietary “state-of-the-art” information and data in their operations (“Confidential Information”), and that disclosure of any information, including, but not limited to, disclosures of technical, financial or other information concerning the Applicant or any affiliated entity could result in substantial harm to them and could thereby have a significant detrimental impact on their employees and also upon the County. The County acknowledges that during the development of this Agreement, certain Confidential Information may be shared with the County by the Applicant. Applicant agrees to clearly identify any information it deems to be Confidential Information and not subject to mandatory disclosure under the FOIA or other applicable law as Confidential Information at the time it provides such information to the County. The County agrees that, except as required by law and pursuant to the County’s police powers, neither the County nor any employee, agent or contractor of the County will (i) knowingly or intentionally disclose or otherwise divulge any such confidential or proprietary information to any person, firm, governmental body or agency, or any other entity unless the request for Confidential Information is made under a provision of Local, State or Federal law. Upon receipt of such request but before transmitting any documents or information which may contain Confidential Information, the County will contact Applicant to review the request for information and associated documents to determine if any Confidential Information is at risk of disclosure. If Confidential Information exists, Applicant may intervene on behalf of the County and defend against disclosure of the Confidential Information. The County agrees to cooperate in this defense and to the extent allowed by law, work to protect the Confidential Information of the Applicant.

9. Severability; Invalidity Clause. Any provision of this Agreement that conflicts with applicable law or is held to be void or unenforceable shall be ineffective to the extent of such conflict, voidness or unenforceability without invalidating the remaining provisions hereof, which remaining provisions shall be enforceable to the fullest extent permitted under applicable law. If, for any reason, including a change in applicable law, it is ever determined by any court or governmental authority of competent jurisdiction that this Agreement is invalid then the Parties shall, subject to any necessary County meeting vote or procedures, undertake reasonable efforts to amend and or reauthorize this Agreement so as to render the invalid provisions herein lawful, valid

and enforceable. If the Parties are unable to do so, this Agreement shall terminate as of the date of such determination of invalidity, and the Property and the Project will thereafter be assessed and taxed as though this Agreement did not exist. The Parties will cooperate with each other and use reasonable efforts to defend against and contest any challenge to this Agreement by a third party.

10. Entire Agreement. This Agreement and any schedules or exhibits constitute the entire agreement and supersedes all other prior agreements and understandings, both written and oral, between the Parties hereto with respect to the subject matter hereof. No provision of this Agreement can be modified, altered or amended except in a writing executed by all Parties hereto.

11. Construction. This Agreement was drafted with input by the County and the Applicant, and no presumption shall exist against any Party.

12. Force Majeure. Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, breakdown of communication facilities, breakdown of web host, breakdown of internet service provider, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

13. Third Party Beneficiaries. This Agreement is solely for the benefit of the Parties hereto and their respective successors and permitted assigns, and no other person shall have any right, benefit, priority or interest in, under or because of the existence of, this Agreement.

14. Counterparts; Electronic Signatures. This Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed to be an original, and all of which shall constitute but one and the same instrument. A signed copy of this Agreement delivered by facsimile, e-mail/PDF or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

[signature page follows]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the officers whose names appear below as of the Effective Date.

CAVALIER SOLAR A, LLC

By: _____
Name:
Title:

SURRY COUNTY, VIRGINIA

By: _____
Name:
Title: Chair, Board of Supervisors

Approved as to form:

By: _____
County Attorney

SCHEDULE A
Payment Calculator and Estimate

Applicant shall make minimum payments, above and beyond its tax obligations, to the County at the annual rate of \$1,400.00 per megawatt as measured in alternating current (AC) generation capacity of the facility based on installed capacity as of the Commercial Operation date. The illustrative estimate below is based on \$1,400.00 for 180 megawatts AC for 35 years.

Year		Revenue Share \$1400/mw (AC)
1		\$252,000
2		\$252,000
3		\$252,000
4		\$252,000
5		\$252,000
6		\$252,000
7		\$252,000
8		\$252,000
9		\$252,000
10		\$252,000
11		\$252,000
12		\$252,000
13		\$252,000
14		\$252,000
15		\$252,000
16		\$252,000
17		\$252,000
18		\$252,000

19		\$252,000
20		\$252,000
21		\$252,000
22		\$252,000
23		\$252,000
24		\$252,000
25		\$252,000
26		\$252,000
27		\$252,000
28		\$252,000
29		\$252,000
30		\$252,000
31		\$252,000
32		\$252,000
33		\$252,000
34		\$252,000
35		\$252,000
Totals		\$8,820,000

SCHEDULE B
CONDITIONAL USE PERMIT/CONDITIONS

Public Notices

PUBLIC NOTICE

NOTICE IS HEREBY GIVEN THAT THE SURRY COUNTY BOARD OF SUPERVISORS WILL HOLD A PUBLIC HEARING ON THURSDAY, April 1, 2021 AT 7:00 P.M. IN AN ELECTRONIC ONLINE FORMAT (DIRECTIONS TO ACCESS THE MEETING AND MAKE PUBLIC COMMENT CAN BE FOUND BELOW) TO CONSIDER THE FOLLOWING:

Notice is hereby given that the Surry County Board of Supervisors will hold a public hearing on Thursday, April 1, 2021 at 7:00 p.m.

A copy of the Comprehensive Plan Map Amendment, Rezoning, Substantially in Accord and Conditional Use Permit Application, and the Facility Siting Agreement, along with supporting documentation are available on the County's website at www.surrycountyva.gov/AgendaCenter/. Instructions to access the meeting and make public comment is below.

General Project Description: The Applicant proposes to construct a 240 megawatt (MW) solar energy facility to be located in southern Surry County, southeast of Dendron and northern Isle of Wight County. The portion of the Project proposed within Surry County would consist of approximately 193 MW of the solar energy facility within 24 parcels with an estimated total of 4,328 acres. Of the 4,328 acres in Surry County, approximately 3,314 acres would be purchased or leased for the Project (Project Area), and the Project facilities would cover approximately 1,341 acres of land (Project Site). The Project will utilize photovoltaic (PV) modules installed on single-axis trackers. Electricity will be delivered from electrical inverters adjacent to the PV modules, via transmission lines that will run from the Project to the nearby Septa Substation owned by Dominion Energy.

The Public Hearings will be to consider applications for the following:

Comprehensive Plan Map Amendment No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks a map amendment to the Development Plan Map of the Surry County Comprehensive Plan to reflect that the property is suitable for General Industrial use. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight.

Rezoning Application No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks to rezone +4,328 acres from Agricultural Rural District (A-R) to General Industrial District (M-1) to permit a solar utility use. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

Conditional Use Permit No. 2021-01

The Applicant, Cavalier Solar A, LLC, seeks a conditional use permit for a solar generation facility in Surry County. The project consists of 24 parcels which are zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

The proposed CUP includes conditions to mitigate any adverse effects of the proposed

Public Notices

facility to the affected parcels and immediately adjacent parcels as well as facility decommissioning.

Substantially in Accord Determination

Pursuant to Virginia Code Section 15.2-2232(A), Applicant Cavalier Solar A, LLC seeks a determination that the Project, as defined in Conditional Use Permit Application No. 2020-04, is substantially in accord with the Surry County Comprehensive Plan for the proposal to construct and operate a solar energy facility. The project consists of 24 parcels which are currently zoned A-R, Agricultural Rural District, and will be located in southern Surry County, southeast of Dendron and northern Isle of Wight County.

Facility Siting Agreement

Pursuant to Chapter 802 of the 2000 Acts of Assembly (Va. Code Sections 15.2-2316.6 et seq.), the Surry County Board of Supervisors will hear public comments and consider the terms and conditions of the siting agreement related to the Cavalier Solar Project to be developed on parcels designated as 53-3B, 53-3F, 53-4, 53-5, 53-6, 59-31, 60-1-1, 60-12, 60-17, 60-20, 60-21, 60-9, 61-1, 61-1-4, 61-1-5, 61-2, 61-2-1, 61-2-2, 61-2-3, 61-2-4, 61-2-5, 61-3, 61-4, 61-5, whereby the Applicant intends to develop, install, build, and operate a utility scale energy facility. The siting agreement includes terms and conditions to mitigate the impacts of the facility, including financial contributions to address capital needs of the County.

The siting agreement may include terms and conditions, including (i) mitigation of any impacts of such solar facility, (ii) financial compensation to the host locality to address capital needs set out in the (a) capital improvement plan adopted by the host locality, (b) current fiscal budget of the host locality, or (c) fiscal fund balance policy adopted by the host locality; or (iii) assistance by the applicant in the deployment of broadband, as defined in §56-585.1:9, in such locality.

Join our meeting from your computer, tablet or smartphone. <https://global.gotomeeting.com/join/447043917>

You can also dial in using your phone.

United States (Toll Free): 1 877 568 4106 United States: +1 (571) 317-3129 Access Code: 447-043-917

If you have never used the application 'GoToMeeting', use the link below to download the application and be ready when the first meeting starts: <https://global.gotomeeting.com/install/447043917>

New to GoToMeeting? Get the app now and be ready when your first meeting starts: <https://global.gotomeeting.com/install/279601685>

Public comments can be made online or by telephone during the public hearing.

If assistance or special accommodations are needed in order to participate in the hearing, please contact the Department of Planning at least seven days before the hearing: Monday through Friday at (757) 294-5210.

David A. Harrison, Deputy County Administrator Interim Director of Planning & Community Development

Smithfield Times: Mar. 10 and 17, 2021
PUBLIC HEARING

Item Template: BOSM 4-1-2021

Item Title: LGIP Investment Letter February 2021

Suggested Action:

Item Type:
Presentation

Item ID:
2021-47

Submitting Department:
Treasurer

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Reports

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:



Surry County Treasurer's Office

Onike N. Ruffin, Treasurer

Telephone: (757) 294-5206
Fax: (757) 294-5208
Web: www.surrycountyva.gov

45 School Street
Post Office Box 286
Surry, Virginia 23883

March 16, 2021

Surry County Board of Supervisors
Mr. Robert Elliott, Jr., Chairman
Post Office Box 65
Surry, VA 23883

Lady and Gentlemen:

Please be advised that we last reported a balance in the Local Government Investment Pool totaling \$19,012,904.67.

Since that report, we received our accrued interest for February 2021 in the amount of \$1,672.22 increasing our balance in LGIP to \$19,014,576.89.

Since our last report, there were no transfers to or from the Local Government Investment Pool.

We have the following investments:

		Rate	Days	Matures
LGIP	\$ 19,014,576.89	Variable rate		
EVB CD Plus accrued Int.	500,000.00	.40%	730	01/28/2022

This gives us a total investment of **\$19,514,576.89**.

Respectfully submitted,

Onike N. Ruffin, Treasurer
County of Surry

Item Template: BOSM 4-1-2021

Item Title: Public Comment Instructions

Suggested Action:

Item Type:
Presentation

Item ID:
2021-60

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
Public Comments

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:



Surry County Board of Supervisors Virtual Meeting Instructions

Please use the login instructions provided below for ALL future virtual Board meetings unless otherwise specified.

The virtual meeting platform is: 'GoToMeeting' and can be downloaded and installed on your computer, tablet or smartphone. You can also dial in and listen to the meeting using any phone and the access code provided below.

Join our meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/447043917>

You can also dial in using your phone.

United States (Toll Free): [1 877 568 4106](tel:18775684106)

United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: 447-043-917

If you have never used the application 'GoToMeeting', use the link below to download the application and be ready when the first meeting starts:

<https://global.gotomeeting.com/install/447043917>

Please remember to **MUTE** your computer, tablet, or phone during the meeting.

This will prevent feedback and unnecessary background noise which makes it hard to hear for participants. Also, **please turn your camera off** unless you are a Board Member or a speaker at the meeting. Doing these two things greatly helps our meeting process.

PUBLIC COMMENT INSTRUCTIONS:

Please email your public comments to: comments@surrycountyva.gov
Comments will be compiled electronically and forwarded to all Board Members and the County Administrator.

PUBLIC HEARING COMMENT INSTRUCTIONS:

Those wishing to speak during a Public Hearing must email comments@surrycountyva.gov as an RSVP prior to the meeting. In your email please include: **First and Last Name, District** and a **summary** of your comments for record. You will have a chance read your public comment aloud during the public hearing.

Item Template: BOSM 4-1-2021

Item Title: Windsor Mill Job Fair Flyer

Suggested Action:

Item Type:
Presentation

Item ID:
2021-58

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
For Your Information

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:

PSS JOB FAIR

@ WINDSOR MILL

DATE: SATURDAY, APRIL 10, 2021

TIME: 10:00AM – 2:00PM

**ADDRESS: 365 COMMERCE DRIVE
DENDRON, VA 23839**

~ Social distancing guidelines apply – please wear mask

RAIN DATE: SATURDAY, APRIL 17, 2021

*** ALL SHIFTS AVAILABLE**

*** ON-SITE INTERVIEWS**

~ Call 757-599-5959 for more information

Item Template: BOSM 4-1-2021

Item Title: Alcohol Awareness Month 2021

Suggested Action:

Item Type:
Presentation

Item ID:
2021-61

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
For Your Information

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:



*Commonwealth of Virginia
Office of the Governor*

Alcohol Awareness Month

04/01/2021

WHEREAS, Alcohol Awareness Month is a national observance held every April to increase public awareness and understanding about the dangers associated with alcohol consumption; and

WHEREAS, alcohol consumption is the most commonly used addictive substance in the United States; and

WHEREAS, a recent Virginia Youth Survey found that more than 15 percent of students in Virginia reported having their first full drink of alcohol before age 13 and more than 25 percent of Virginia high school students had a least one drink of alcohol on one or more of the past 30 days; and

WHEREAS, a study by the Center for Disease Control and Prevention noted that more than 15 percent of adults in Virginia binge drink; and

WHEREAS, last year there were 6,369 alcohol related crashes resulting in 3,854 injuries and 269 fatalities in Virginia; and

WHEREAS, the American Medical Association found that alcohol consumption increased by 14 percent from 2019 to 2020 in a national survey addressing the impact of the COVID-19 pandemic; and

WHEREAS, we must increase awareness of issues related to alcohol and promote public safety through the responsible sale and regulation of alcoholic beverages and provide resources for individuals and organizations to reduce underage and high-risk drinking; and

WHEREAS, alcohol education and prevention programming can help communities, families, and friends support the development of healthy relationships with alcohol;

NOW, THEREFORE, I, Ralph S. Northam, do hereby recognize April 2021 as **ALCOHOL AWARENESS MONTH** in our **COMMONWEALTH OF VIRGINIA**, and I call this observance to the attention of all our citizens.

Item Template: BOSM 4-1-2021

Item Title: Child Abuse Prevention Month 2021

Suggested Action:

Item Type:
Presentation

Item ID:
2021-62

Submitting Department:
Administration

Drafter:
Lauren Chapman

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
For Your Information

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item: April 2021 is Child Abuse Awareness and Prevention Month

April Is National Child Abuse Prevention Month



FIND TOOLS, TIPS, AND RESOURCES AT
WWW.CHILDWELFARE.GOV/PREVENTIONMONTH

Item Template: BOSM 4-1-2021

Item Title: National Public Health Week 2021

Suggested Action:

Item Type:
Presentation

Item ID:
2021-63

Submitting Department:
Administration

Drafter:

Meeting Body:
Board of Supervisors

Meeting Date:
April 1, 2021 7:00 PM

Agenda Section:
For Your Information

Is this a budgeted item?

If yes, include budgeted amount:

Total Project Cost:

Description of Presented Item:



*Commonwealth of Virginia
Office of the Governor*

National Public Health Week

04/05/2021

WHEREAS, public health is the practice of preventing disease and promoting good health within groups of people, from small communities to entire countries; and

WHEREAS, since 1908, the Virginia Department of Health has provided public health services to the residents of and visitors to the Commonwealth of Virginia; and

WHEREAS, this year, National Public Health Week occurs the week of April 5-11, in the midst of the ongoing COVID-19 pandemic; and

WHEREAS, the COVID-19 pandemic has posed extreme challenges to the Virginia Department of Health and Virginia's public health system; and

WHEREAS, the staff of the Virginia Department of Health have risen to these unprecedented challenges, working tirelessly over the past year to protect their fellow Virginia residents from the spread of COVID-19, taking time away from their families and loved ones to care for others; and

WHEREAS, the COVID-19 pandemic has illuminated disparity in health status due to social determinants that negatively impact health, such as poverty, transportation barriers, and lack of economic opportunity, as well as racial inequities; and

WHEREAS, the promotion of health equity is foundational to the public health response to the COVID-19 pandemic; and

WHEREAS, in keeping with the 2021 National Public Health Week theme, "Building Bridges to Better Health," the Virginia Department of Health regularly collaborates with a wide range of public and private sector partners to foster healthy, connected, and resilient communities; and

WHEREAS, the staff of the Virginia Department of Health continues to help communities prevent, prepare for, withstand, and recover from the impact of a full range of health



Commonwealth of Virginia
Office of the Governor

threats in addition to COVID-19, including disease outbreaks, as well as natural disasters and disasters caused by human activity; and

WHEREAS, the Virginia Department of Health's collaborative efforts with individuals, communities, health care providers, and policy makers will help the Commonwealth become the healthiest state in the nation;

NOW, THEREFORE, I, Ralph S. Northam hereby proclaim the week of April 5-11, 2021, as **NATIONAL PUBLIC HEALTH WEEK** in our **COMMONWEALTH OF VIRGINIA** and I call this observance to the attention of all our citizens.