Date: 12/28/18

To: Ryan Garrison, Adam Monell, Shawn Muldoon, Tim Steed

From: Jennifer Vaughn

Project: Marketing – Dryden Broadband
Project No.: W/2018/Q4/Dryden
Reference: Grants and Report Contents

Summary of USDA Broadband Grant Opportunities and Application Requirements:

USDA ReConnect Grant/Loan Program

This is a new funding program that does not replace the existing USDA Broadband Grants. Determine insufficient broadband through consulting various sources of broadband service offerings in area – maps published by FCC, NTIA, State Government; Notify service providers located in area about the application for ReConnect funds; Perform connectivity testing to determine availability. Population must be less than 20,000 residents. Broadband service must be less than 10 mbps downstream and 1 mbps upstream. There are three opportunities within ReConnect:

1. 100% Loan with 2% interest rate – open non-competitive program first come first serve – 90% of households in service are must have insufficient broadband as defined as less than 10:1 excluding mobile/wireless/satellite. Anticipated to open in February and close June 28 or when $200M is allocated.

2. 100% Grant requires 25% match – competitive program first come first serve – 100% of household in service area must have insufficient broadband. Open in February and applications due in April.

3. 50/50 grant loan – 3-4% loan interest rate – competitive program first come first serve - 90% of households in service are must have insufficient broadband as defined as less than 10:1 excluding mobile/wireless/satellite. Anticipated to open in February and close May 29.

Community Connects Grants

Community Connect Grants | USDA Rural Development

Helps rural communities extend access where broadband service is least likely to be commercially available, and can improve quality of life for people and businesses. The projects funded help rural residents tap into potential of internet for jobs, education, healthcare, public safety and community development. Projects will construct,
improve, or expand broadband networks in rural areas. Eligible applicants include local governments. Area must lack broadband speed of at least 10 Mbps downstream and 1 Mbps upstream. Broadband service must be provided for all residential and business customers located within the Proposed Funded Service Area (PFSA) and all community facilities such as public schools, fires stations, and public libraries. Must offer free service to the Critical Community Facilities located within PFSA for at least 2 years, must provide a community center with at least two community access points and wireless access free of all charges to all users for at least two years, must not overlap with the service areas of current USDA RUS borrowers or grantees. Matching funds of 15% required. Awards of up to $1,500,000.

Distance Learning and Telemedicine Grants

Distance Learning & Telemedicine Grants | USDA Rural Development

Funds for acquisition of eligible capital assets such as: broadband transmission facilities, audio, video, and interactive video equipment, terminal and data terminal equipment, computer hardware, network components and software, inside wiring, acquisition of instructional programming, acquisition of technical assistance and instruction. Grant only funds, require 15% match. Awards from $50,000- $150,000.

Rural Broadband Access Loan and Loan Guarantee

https://www.rd.usda.gov/programs-services/rural-broadband-access-loan-and-loan-guarantee

Provides loans and loan guarantees to provide funds for the cost of construction, improvement, or acquisition of facilities and equipment needed to provide service at the broadband lending speed in eligible rural areas. At least 15% of household in the PFSA must be underserved. No part of the proposed funded service area has three or more incumbent service providers. No part of the PFSA overlaps with service area of current USDA RUS borrowers. Loans to be expected composite economic life of assets plus 3 years.

Telecommunications Infrastructure Loans & Loan Guarantees


Provides financing for the construction, maintenance, improvement and expansion of telephone service and broadband in rural areas. Towns with population of 5,000 or less. Areas without telecommunications facilities. Cost-of-money loans: fixed rate at current rates. Hardship loans require special qualifications.

Application Requirements

- SF 424
• Executive Summary of Project
  o Project Need
  o Applicant Description
    ▪ Economic characteristics
    ▪ Educational challenges
    ▪ Health care needs
    ▪ Public safety issues
    ▪ Extent of Project’s planning, development, and support by local residents, institutions, and Critical Community Facilities. Include evidence of community wide involvement, community meetings, public forums, and surveys. Also provide evidence of local residents’ participation in the Project planning and development
    ▪ Persistent poverty counties that will be served within the PFSA
    ▪ Out-migration Communities that will be served within the PFSA
    ▪ Rurality of PFSA
    ▪ Substantially Underserved Trust Areas served within the PFSA
    ▪ Community Members with Disabilities that will be served within the PFSA
  o Total Project Costs
  o Overview of Broadband Telecommunications system to be developed
    ▪ Types of Equipment
    ▪ Technologies
    ▪ Facilities to be Used
    ▪ Speed of Service to be Provided by the Project
  o Documentation describing procedures used to determine unavailability of existing Broadband Service
    ▪ Determine insufficient broadband through consulting various sources of broadband service offerings in area – maps published by FCC, NTIA, State Government
    ▪ Notify service providers located in area about the application for ReConnect funds
    ▪ Perform econnectivity testing to determine availability
  o List of Critical Community Facilities that will take service from the Applicant, and evidence that any remaining Critical Community Facility located in PFSA has rejected offer
  o Scoring Criteria Documentation
  o System Design
    ▪ Detailed description of facilities to be funded
    ▪ Technical Specifications
    ▪ Data Rates
    ▪ Costs
    ▪ Network Diagram detailing proposed system
    ▪ Environmental Review per 7 CFR 1970
  o Service Area Demographics
- Map utilizing USDA RUS Mapping Tool
- Total population
- Identification of Households
- Identification of Businesses
- Identification of Critical Community Facilities

- Scope of Work
  - The specific activities and services to be performed under the Project
  - Who will carry out activities
  - Construction Build-out schedule and project milestones, showing time-frames for
    accomplishing the Project objectives and activities on a quarterly basis
  - Budget for all capital and administrative expenditures for Eligible Grant Purposes and
    other sources of funds necessary to complete project

- Community-Oriented Connectivity Plan
  - Listing of all participating Critical Community Facilities
  - Documentation of all Critical Community Facility willingness to participate, or not to
    participate
  - Description of Services applicant will make available to local residents and businesses
  - List of any other telecommunications provider (including interexchange carriers, cable
    television operators, enhanced service providers, wireless service providers, and
    providers of satellite services) that is participating in the delivery of services and a
    description of the consultations and the anticipated role of such provider in the Project

- Financial Information and Sustainability
  - Narrative description demonstrating sustainability of the Project: from commencement
    of construction to completion, and beyond the grant period; the sufficiency of resources;
    how and when the matching requirement is met; and the expertise necessary to
    undertake and complete the Project.
    - Audited Financial Statements for previous two fiscal years
    - Annual Financial Projections balance sheets, income statements, and cash flow
      statements for a forecast period of five years. Must include detailed narrative that
      fully explains methodology and assumptions used to develop the projections,
      including details on the number of subscribers projected to take the applicant’s
      services.

- Statement of Experience
  - Information on the owners’ and principal employees relevant work experience that would
    ensure the success of the Project. Written narrative of applicant capability and experience
    in operating a broadband telecommunications system.

- Legal Authority
Evidence of the applicant’s legal authority and existence and its ability to enter into a grant agreement with RUS and to perform the activities proposed under the grant application.

- Additional Funding
  - Evidence that funding agreements have been attained. Commitments for outside funding must be explicit that they will be available.

- Federal Compliance
  - 7CFR Part 15, subpart A – Nondiscrimination in Federally Assisted Programs
  - 2 CFR Part 200
  - 2 CFR Part 417 – Nonprocurement Debarment and Suspension
  - 2 CFR Part 418 – New Restrictions on Lobbying
  - 2 CFR Part 421 – Requirements for Drug Free Workplace
  - Certification regarding Architectural Barriers
  - Certification regarding Flood Hazard Precautions
  - Environmental Review per 7 CFR Part 1970
  - A certification that grant funds will not be used to duplicate lines, facilities, or systems providing Broadband Services
  - Federal Obligation Certification on Delinquent Debt
  - Assurance Regarding Felony Conviction or Tax Delinquent Status for Corporate Applicants
Fixed Broadband at a Location

Address ▼ Dryden, New York, United States

Red Mills

North Rd

Census block ID: 361090020001020

All Providers Reporting Service

https://broadbandmap.fcc.gov/
### Number of Fixed Residential Broadband Providers

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<thead>
<tr>
<th>Number of Providers</th>
<th>0</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>6</th>
<th>12 or more</th>
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</table>

#### Broadband

**Technology**  ADSL, Cable, Fiber, Fixed Wireless, Satellite, Other  
**Speed**  \( \geq 10/1 \) Mbps  
**Date**  June 2017 (*latest public release*)

<table>
<thead>
<tr>
<th>Provider</th>
<th>Tech</th>
<th>Down (Mbps)</th>
<th>Up (Mbps)</th>
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<tbody>
<tr>
<td>Charter Communications</td>
<td>Cable</td>
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<tr>
<td>dishNET Holding, LLC</td>
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<td>3</td>
</tr>
<tr>
<td>Frontier Communications Corporation</td>
<td>ADSL</td>
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<td>2</td>
</tr>
<tr>
<td>Frontier Communications Corporation</td>
<td>ADSL</td>
<td>24</td>
<td>2</td>
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<tr>
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<tr>
<td>Frontier Communications Corporation</td>
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<tr>
<td>VSAT Systems, LLC</td>
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<td>1.3</td>
</tr>
</tbody>
</table>
January 24, 2019

[Customer Name]
Town Supervisor
Town of Dryden
93 East Main Street
Dryden, NY 13053


Dear [Customer]:

We are pleased to submit the following proposal for consulting services to conduct a feasibility study of a municipally owned and operated Fiber-to-the-home (FTTH) network. Our understanding of the scope of work for this project is to assist the district with the following:

Scope of the Feasibility Study

- Work with the Town to determine the exact goals by which they will measure the success of the project.

- Determine all Internet Service Providers (ISPs) that operate within the Town boundaries and the level of service & cost that they provide.

- Work with the town to develop, deploy and analyze a survey to businesses and residents that will provide key data for the project including potential “take-rate”.

- Develop a conceptual plan for the FTTH network that would include potential locations for the central office, feeder lines, local convergence points, distribution lines and network access locations. Service drops and line terminations will be estimated for the purposes of this study.

- Report any funding opportunities for which the project qualifies and meet with the respective funding agency, this meeting will be coordinated with Town officials.

- Work with the Town to develop a plan for construction, maintenance and an operations plan of the network that will be included in the feasibility study.
• Provide information regarding any wholesale internet companies that are currently available in the town or within a reasonable distance to the Town.

• Develop a conceptual plan, project budget, rough cost to the end-users and any engineering report required by the involved funding agency.

• Note: It is recommended that the town complete a legal review of the project and mitigate risk associated with becoming a municipal internet service provider.

If the Town chooses to move forward with the project after the completion of the feasibility study, HUNT can provide the following services to the Town of Dryden to enact the plan:

**Design and Construction of the FTTH Network**

• Finalize the proposed route through the Town of Dryden.

• Visual Inspection and documentation of all poles along the final route for permitting and make-ready work.

• Prepare documentation for pole lease agreements with pole owners.

• Prepare make-ready work documentation for all utility owners that occupy poles.

• Survey all proposed underground pathway locations or any other proposed site work locations.

• Design the fiber optic cable network per the finalized pole route.

• Design-Bid-Build construction process with selected contractor.

**ITEMS SPECIFICALLY EXCLUDED FROM THIS SCOPE OF SERVICES**

Items included within this section are specifically excluded from the above scope of services. However, if these services are desired by the Client, they can be provided as a part of this contract for additional compensation.

• Additional studies such as Environmental Impact Statements (EIS), archaeological studies, traffic studies, Historical studies, wetland delineation, and threatened/endangered species investigation. These are not anticipated to be needed and therefore, have not been included in the above scope of services.
• Subsurface investigation and associated equipment costs (i.e. costs for geotechnical testing for building, equipment for storm water infiltration testing, etc.).

• Permit/Application fees.

• Maintenance and Protection of Traffic Design, and Temporary Access/Road Closure Designs.

• Construction Services (i.e. stake out, full time construction management, full time construction inspection, storm water inspections, E&S inspection, etc.).

• Weekly and post rainfall event storm water and erosion & sediment control inspection.

Our A/E team for this project will include the following in-house disciplines:

Principal
Project Manager
Technology Engineer
Electrical Engineer
Civil Engineer

Proposed Fee

Our proposed fee to complete the above described feasibility study is a lump sum of twenty-five thousand dollars ($25,000) plus reimbursable expenses. Project-related reimbursable expenses for travel, printing/photocopying and postage are not included in the fees as set forth above and will be billed at cost as they are incurred, mileage at the current IRS rate. A reimbursable budget of Five Thousand Dollars ($5,000.00) is recommended.

Attached is our standard three-page agreement. If you are in agreement with this proposal, please sign the agreement, keep one copy for your records and send one copy to my attention. Do not hesitate to call me if you have any questions or require additional information.

Sincerely,

HUNT ENGINEERS, ARCHITECTS, LAND SURVEYORS & LANDSCAPE ARCHITECT, DPC

Ryan Garrison
Director of Technology, Associate
Hi

Cc: T. Steed, HUNT
    D. Bower