



AGENCY: City Council  
MEETING DATE: April 24, 2023  
DEPARTMENT: Public Works  
PRESENTED BY: S McCormick  
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## AGENDA ITEM SUMMARY

### **TITLE:**

**Receive Report and Consider Adoption of City Council Resolution Approving Budget Amendment 2022/23-18 and Awarding Professional Services Agreement to Palni, Inc. for Engineering and Design Services Related to Municipal Broadband Infrastructure, Technical Assistance and Associated Project Management, and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$335,800.00; Account No. 426-4875-0310)**

### **ISSUE:**

On December 15, 2022, the City received two (2) timely proposals from qualified firms interested in contracting with the City of Fort Bragg to finalize network design, complete construction documents, and provide technical assistance to inform the business model for deployment of city-wide municipal broadband infrastructure. Staff reviewed proposals and recommends Palni, Inc. to assist with this project. Palni, Inc. is a qualified firm that assisted in the development of the City's 2021 Fort Bragg Digital Infrastructure Plan. This previous experience will support unique design solutions tailored to our specific needs. In addition, the cost for services was substantially lower than the other proposal received.

### **ANALYSIS:**

The City of Fort Bragg applied for, and has been awarded, \$479,529.00 in grant funding from the California Public Utility Commission (CPUC) through the Local Agency Technical Assistance (LATA) grant program. The 2021 Fort Bragg Digital Infrastructure Plan will function as the project charter; it includes high level desk-top designs and estimated build out costs for a Fiber to the Premise (FTTP) broadband project, as well as proposed path for operating and servicing customers over the network through a partnership with Mendocino Community Network (MCN).

The intention of LATA funding is to deliver a BID-ready packet (complete planning entitlements and environmental review, and engineered construction plans) in order to have a shovel-ready construction project. Additionally, LATA funding will support the development of a business plan and financing strategy.

### **RECOMMENDED ACTION:**

Receive Report and Consider Adoption of City Council Resolution Approving Professional Services Agreement with Palni, Inc. for Engineering and Design Services Related to Municipal Broadband Infrastructure, Technical Assistance and Associated Project Management, and Authorizing City Manager to Execute Contract (Amount Not to Exceed \$335,800.00; Account No. 426-4875-0310)

**ALTERNATIVE ACTION(S):**

Provide alternative direction to staff.

**FISCAL IMPACT:**

The entirety of this contract would be covered by grant funds provided by California Public Utility Commission’s Local Agency Technical Assistance (LATA) Program on a reimbursement basis.

**GREENHOUSE GAS EMISSIONS IMPACT:**

There is little to no increase in Greenhouse gas emissions associated with the preparation of final network design and technical expertise related to pre-construction activities of subject broadband project.

**CONSISTENCY:**

City Council has identified the need for reliable, fast, affordable internet connectivity to serve residents, students, businesses and visitors. The Municipal Broadband Infrastructure Project has been added to the City’s 2023 Capital Improvement Plan (CIP), which is the multi-year scheduling of public physical improvements and has prioritized investing resources to deploy a fiber to the premise municipal broadband network. This effort is consistent with the policies listed below, as well as the 2019 City Council priority for maintaining and upgrading the City’s infrastructure.

*Policy PF-2.8 Capital Improvement Plan: Continually update the Capital Improvement Plan to ensure that it identifies capital projects necessary to maintain adequate levels of performance as well as funding sources for all phases of intended projects.*

*Policy PF-2.9 Schools: Work with the Fort Bragg Unified School District to ensure that the District has the means to provide a high quality education to City students.*

*Policy CD-2.3 Economic Vitality: Continue to support the economic diversity and vitality of downtown businesses.*

**IMPLEMENTATION/TIMEFRAMES:**

Request for Proposals Submitted – December 2022

Contract Execution and Notice to Proceed – April 2023

Low Level Design – July 2023

Final Design & BID Packets – September 2023

Technical Assistance and Project Management Support to City Staff for items listed above, as well as Business Plan and Financing Strategy, as needed.

**ATTACHMENTS:**

- 1. Fort Bragg Digital Infrastructure Plan (2021)
- 2. RFP Scope of Work
- 3. RESO Palni, Inc

**NOTIFICATION:**

- 1. Mitch Drake, Palni Project Manager
- 2. “Notify Me” Subscriber Lists: Economic Development Planning; and Fort Bragg Downtown

Businesses