

**Vermont Community Broadband Board  
Meeting  
November 1, 2021 12:30pm**

**AGENDA**

GIGA Conference Room  
3<sup>rd</sup> Floor of 112 State Street, Montpelier VT

Join by video <https://bit.ly/2ZAZOaA>

Join by Phone; +1 802-828-7667  
Phone Conference ID: 348 696 968#

*There may be other times during the meeting that Executive Session is called.*

- 12:30      Agenda change requests and vote to approve agenda
- 12:35      Approval of Board minutes from October 18, 2021
- 12:40      Agency of Transportation presentation on performance reporting
- 1:10      Make-ready discussion – problem solving with electric utilities – GMP, VPPSA and VEC representatives confirmed. WEC response pending.
- 2:00      Budget Discussion
- 3:00      Executive Director Updates – May require executive session for Confidential personnel issues and pre-purchase of fiber. *Premature public knowledge would clearly place the public body, or a person involved at a substantial disadvantage (1 V.S.A. § 313 1)*
- 3:30      VCUDA update
- 3:45      Public Input
- 4:00      Motion to Adjourn

Press inquiries; please contact Rob Fish, [Robert.fish@vermont.gov](mailto:Robert.fish@vermont.gov) 802-522-2617

**Vermont Community Broadband Board Draft Meeting Minutes**  
**112 State Street, 3<sup>rd</sup> Floor,**  
**Giga Conference Room**  
**Montpelier, VT**  
**October 18, 2021**

**I. Call to order**

Patty Richards called the meeting to order at 12:04 pm and asked for any agenda changes. Patty Richards moved for an agenda change to add “parking lot update on parking lot items” and if there is time, to go into an executive session to discuss “personnel matters”.

Christine Hallquist moved to approve the agenda as is, and Patty Richards seconded. Motion passed.

**II. Roll call completed by Patty Richards.**

Patty Richards, Chair (In-person)  
Holly Groschner (Arrived in person at 12:07 pm)  
Dan Nelson (Remote)  
Brian Otley (In-person)  
Laura Sibia (Remote / Arrived In-person at)  
Christine Hallquist (In-person)  
Robert Fish (In-person)

**III. Approval of minutes**

Patty Richards moved to approve the minutes of September 28, 2021, and October 4, 2021, and Dan Nelson seconded. Motion passed. \*Holly Groschner arrived at 12:07 and stated she did not agree with the minutes having found “many errors” and would like to discuss. Patty Richards acknowledged they would discuss later.

**IV. CVFiber Preconstruction Grant Request**

- As the CVFiber proposal is in conjunction with Washington Electric Coop (“WEC”) and Patty Richards is an employee of WEC, she recused herself due to conflict of interest. Dan Nelson facilitated the continued conversation.
- Jerry Diamantides, Project Manager with CVFiber, and David Healy, Town of Calais, Vermont, CVFiber Delegate, provided a brief overview of the application. CVFiber has a multi-year schedule and perspective. The intention is to use the ARPA funds to the extent they can. In-depth discussion regarding funding.
- CVFiber is in the process of developing a formal agreement with Washington Electric.

- The issue that has arisen with the Vermont Public Service Department is what guarantee does WEC have to guarantee their lease payments from the three CUDs. The Public Utility Commission has to rule that it is okay to apply for the loan and the Department is advising the Commission. The hope is to have the loan approved by the Commission by the end of year 2021.
- Business plan was developed over a year ago without the addition of WEC. Once an operator is on board, they will update the business plan with financial models.
- Steve Knowlton, President of Washington Electric, testified to the purpose of WEC applying for a RUS Smart Grid Loan. The revenue from the leasing to the CUDs is not generating a profit. The intent is to do this at cost. The CUDs would pay off the debt service that WEC incurs. Steve explained the guaranteeing of this loan, the payment, at its scheduled rate is an issue of big importance. It would be very problematic if the CUDs went into default and WEC had to find another way to make the payments to RUS. Steve asked the Board to consider that if CVFiber has collaborators such as WEC, or any other utility, that utilities investment is considered in either policy or legislation to ensure that they are made whole should there be a default on the loan.
- Barry Bernstein, WEC board member, stated WEC came into this primarily for lowering the end cost to members that are the CUD's customers because by borrowing at about a 2.5% spread between what WEC is borrowing and ECFiber borrows now thru the revenue bonds comes out to approximately a 15-20 million plus savings spread out over 30 years. The other reason was that the WEC Board was convinced by getting the loan, the timeframe could be expedited. WEC is also asking for a 30% contingency due to the unstable market.
- "Universal Service" pertains to "every premises". Underserved to be served first.
- Application "housekeeping" was discussed. The grant application is only what the applicant is putting forth not what is necessarily approved by VCBB. The full scope of work and the budget need to be in the grant agreement per Rob Fish. The final work is the final grant agreement.
- Discussion regarding "process" and staff recommendations appearing to be final decisions.
- Discussion as to whether or not "make ready" belongs in pre-construction or construction. The Board suggested the applicant remove the "make ready" portion from the pre-construction application to get the budget costs to come down to better match the available housing eligible funds. A change in the application was agreed upon. 2.804667 includes 800,000 of "make ready" and the applicant would like to convert that into 800,000 of design services.

- Christa Shute, Executive Director of NEK Community Broadband, expressed concern in terms of the timing and ability to construct at the beginning of the season. “Make ready”, in the construction phase is going to put them behind in the lineup to get utility work done. Question of making “make ready”, an early phase of construction and only fund those particular costs. Rob Fish reminded the group that legislation is specific as to the requirements to the construction grant program but does not mean the VCBB does not have the ability to create a different program, with these funds potentially as it has power to do some discretionary plans.
- Holly Groschner made a motion to approve \$2,804,667., which includes 800,000 of design services for area “B” plus pole license applications for the subject areas. Laura Sibilia seconded the motion at 1:48 pm. \*Staff should come back to the next meeting with an increase allocation for pre-construction and the Board will be approving additional funds to CVFiber for their “make ready”.
- David Jones is concerned the Board is setting a precedent that pre-construction funds do not contain “make ready”. Laura Sibilia explained that CVFiber needs more allocation for their pre-construction work than exists, which includes “make ready” that is driven by design that should not be paid for until the design is done.
- DVFiber Chair Ann Manwaring is concerned about the criteria the Board set out for filing preconstruction applications included money for “make ready”. Appeared to be a change mid-stream in how things are being done. Rob Fish explained the Board is trying to change this only for this particular application, which is over the current allotment, and not all applications.
- Dan Nelson repeated what he believed was the motion, which was to approve the \$2,804,667., which would include the pole attachments, but not the “make ready”, which would be looked for in a later adjustment, and 800,000 of design services for area “B. Brian Otley seconded the motion. Motion passed at 2:04 pm.

Patty Richards returned to the meeting at 2:05 pm.

## **V. Northwest Preconstruction Grant Request**

- Staff made recommendation to approve funds. Summary of recommendation is that as Northwest is further behind than the other CUDs, staff expects them to come back with a second preconstruction application.
- Sean Kio of Northwest (NWCUD) testified they have the funds for the business plan thru the USDA, (Broadband Innovation Plan). Asking for 604,000. for the pole attachment survey and staff capacity (salaries and technologies).
- No business plan as of yet but the objective is to have 100% served under the Universal Service Plan.

- Other grant monies will be reported when the applicant returns.
- Staffing is in line with what has been seen with the other CUDs.
- Laura Sibilila moved to approve Northwest's CUDs pre-construction application in the amount of \$604,376.25. Dan Nelson seconded. Motion passed 2:20 pm.

## **VI. DVFiber Preconstruction Grant Request**

- Laura Sibilila recused herself and left the room due to conflict of interest being her husband is on the Board and DVFiber is negotiating with the RDC that she works at for Grant Management.
- Anne Manwaring, DVFiber Chair, broke down their 4.1 million application into two sections. The first is "capacity building", which in essence is actually turning DVFiber from an all-volunteer organization to a professionally operated one. The second part of the application is the funding for the pre-construction work.
- David Jones, DVFiber Assistant Clerk, explained the "work" pre-construction portion of the application. Goal is to provide service, where it is not provided now and the detailed engineering that is grant funded will focus on those unserved and underserved areas.
- The Board asked DVFiber if they had any contractual proprietary information they would like to talk about it in executive session. There was a question as to why some data was redacted. Ann Manwaring explained that unlike other municipalities, DVFiber is subject to the competitive forces of the commercial vendors and in the sense of competing for the same customers and so there are open meeting rules DVFiber is obligated to operate by while other municipalities are not. This is the reason certain types of data need to be redacted. It goes to the competitiveness that CUD 's are involved in.
- For the record, Holly Groschner stated she felt the Board needed to be careful about getting overly concerned about competition.
- Quick walk-thru of budget presented by Anne Manwaring. The details of the budget can be found on pages 41 and 42 of the grant application. Discussion regarding grants and monies still not allocated or spent.
- David Jones explained that when DVFiber is done, they will have a Master Services Agreement. No agreements have been signed in advance of this meeting as they cannot sign any agreements until they have the money to pay for the services. They are hoping to sign the engineering and preconstruction grant agreements soon.
- Brian Otley moved to fund the application as described for \$4,111,318.00. Patty Richards seconded the motion. Motion passed at 2:44 pm.

- Carol Monroe was unable to use her microphone and emailed her comment to Rob Fish who read it aloud at approximately 2:48 pm. *I wanted to remind the board that there is a limited amount of time between pole applications and utility survey, which sets the make ready costs in the time the CUD needs to pay for the make ready, according to the administrative rules if not paid in time the process could begin again.*

3:00 pm 5-minute Break

## **VII. Budget Discussion**

- In-depth discussion of budget. The timeframe for this budget is August 9, 2021, thru December 31, 2022. (Documents available on-line.)
- Discussion regarding inter-play between position of Project Manager, Rural Broadband Technical Assistant and Broadband Project Developer.
- Holly expressed concern that all VCBB positions, including the grants administrator position, go thru the Department of Public Service and the grants administrator position is hired by Commissioner Tierney. Question as to whom this position answers to.
- Vote on approval of the position of Project Developer; Patty Richards moved to approve, and Laura seconded. All in favor – motion moved 3:34 pm.

## **VIII. Public Comment**

- Steve Huffaker, Chair of Maple Broadband, inquired as to when they would see the grant agreement. Rob Fish responded that hopefully it would be this week.
- Will Anderson, Program Coordinator for the Vermont Communications Union District Association, stated they are organizing around the issue of pre-purchasing and there is a strong interest in having a bulk purchase of fiber. Previous debate as to whether VCUDA would need to change its bylaws to facilitate the agreement however, at present, VCUDA does not believe the bylaw needs to be changed.
- Irv Thomae – Reminded the Board that typically, once a “make ready” quote has been given by the utility it has a two-year time window. If “make ready” isn't carried out within those two years, there has to be a new application. Christine and Rob will look into this constraint.

3:48 pm Patty Richards moved that they move into Executive Session to discuss prepurchase recommendation from staff and the reason for their executive session is requested through the confidential nature of the discussion possible harm due to premature release of information. Holly Groschner seconded.

4:05 End of Executive Session. Patty Richards reported no action was taken.

Minutes submitted by: Audrey Fargo, Temporary VCBB Recorder

### **Parking lot items**

- Overbuild
- Business plans
- Dashboard (AOT presentation to Board)
- Bond Market Objectives
- Fiber purchase
- Make-ready policy (8085 pre-construction)
- Policy on “material default” 8086 c3
- Capital funds request
- Legislation considerations (8083
  - purchase of consolidated goods and services

# Make-ready Challenges

Christine Hallquist

Presentation to Vermont Community Broadband Board

November 1, 2021

# Overview of PSC Rule 3.700 – Pole Attachments

- **Applicability**
  - This Rule governs the attachment of lines, wires, cables, or other facilities by any Attaching Entity seeking to attach to a pole owned by a Pole-Owning Utility,
- **Right of Access**
  - A Pole-Owning Utility shall provide all Attaching Entities nondiscriminatory access to any pole, support structure, or right-of-way in which it has an ownership interest.
    - A Pole-Owning Utility may deny access for reasons of safety, reliability, or generally applicable and accepted engineering standards.
    - A Pole-Owning Utility may favor itself when it has a need for space on a pole or poles in order to provide its core service.
- **Applications**
  - Applications for attachment by an Attaching Entity to a Pole-Owning Utility shall be submitted in writing (electronic form). Utilities require entities to use the NJUNS software platform. (utilities address applications and make-ready on a first-come, first-serve basis)
    - A Pole-Owning Utility shall determine within 10 business days after receipt of an application whether the application is complete.
    - Resubmitted application need only address the Pole-Owning Utility's reasons for finding the application incomplete and shall be deemed complete within five business days after its resubmission.
    - A Pole-Owning Utility shall complete a Make-Ready survey within 45 days or within 60 days to 75 days in the case of larger orders from the CUDs (*Note, This is for the Survey itself*).

# Overview of PSC Rule 3.700 – Pole Attachments (continued)

- **Applications (continued)**
  - The Pole-Owning Utility's tariff requires prepayment (GMP - \$9/pole)
  - A Pole-Owning Utility shall present to a new Attaching Entity a detailed estimate of charges to perform all necessary Make-Ready work within 75 days.
  - The costs of a Make-Ready survey shall be payable even if the entity decides not to go forward with construction of its attachments.
- **Make-Ready**
  - Upon receipt of payment a Pole-Owning Utility shall notify within 5 business days and in writing all known Attaching Entities. The notice shall:
    - Specify where and what Make-Ready work will be performed.
    - Set a date for completion of Make-Ready work that is no later than 105 days after notification.
    - A Pole-Owning Utility shall in good faith negotiate the Make-Ready period if the number of poles requiring Make-Ready work exceeds the lesser of 3,000 poles or 5 percent of the Pole-Owning Utility's poles in Vermont.
    - A Pole-Owning Utility may deviate from the time limits specified in this section during performance of Make-Ready for good and sufficient cause that renders it infeasible for the utility to complete Make-Ready within the time limits specified.
    - Due to the volume and complexity of the CUD requests, one-touch make ready does not accelerate the process

# The Question for the electric utilities

- What can the VCBB and the Communication Union Districts do to help?

## Vermont Community Broadband Board - 2021 through 2022 Budget

This document outlines and confirms the state of Vermont's budget for achieving the policies, goals, and investment priorities for broadband infrastructure for the last five months of 2021 and the entire 2022 calendar year. It enables the Vermont Community Broadband Board (VCBB) to monitor the progress of the state meeting its goals for broadband access, provides funding for the principal programs to enable broadband adoption, and provides support for Communication Union Districts (CUDs) and towns around the state. Finally, it assembles data resources for CUDs, towns, elected officials and residents engaged in broadband planning and provides resources for the coordination and support role of the VCBB.

The funds come mainly from the \$150 million appropriation that was provided through ACT 71. Also included are other funds that have been committed to the VCBB. This budget is adequate to meet the needs of the VCBB to the end of 2022 and provide more than enough construction funds to enable the CUDs to continue building into 2023. With the additional infusion of \$100 million in 2022, the CUDs will be able continue construction along with creating enough revenue to demonstrate financial viability. This viability will enable the CUDs to obtain additional funds in order to meet their goals. Additional revenues will help drive down the cost of the network, resulting in lower cost to consumers, which helps meet the state's affordability goals. In the latter half of 2022 the VCBB will create the 2023 budget.

The budget addresses key support activities that are needed to ensure the state of Vermont meets its goal of getting every 100/100 Broadband service. Key areas of focus for this budget include:

- Providing technical support to the CUDs to ensure resilient designs and quality construction
- Progress reporting to the Board, Administration, and Vermonters
- Workforce development and training to ensure adequate labor supply as well as growth opportunities for Vermonters
- Funds to enable pre-purchasing of long lead-time materials to avoid interruption of construction due to material shortage
- Assist the CUDs in developing strategies to help reduce the cost of the network
- Facilitate partnerships between communications union districts and their potential private partners
- Identify State, federal, nonprofit, and any other broadband funding opportunities and assist the CUDs in accessing those funds.

The first two tabs after this narrative summarizes the Operational and Capital budget. The remaining tabs provide the details for the Operations Budget.

# Capital Budget

## Capital Revenues and Sources

| Revenue Source   | Amount                   |
|--|--------------------------|
| ACT 71   | 150,000,000              |
| Northern Borders Regional Commission   | 1,250,000                |
| Universal Service Fund   | 700,000                  |
| Act 154 One Time Appropriation for Broadband Infrastructure (VEDA Match Grants of \$400,000) | 1,500,000                |
| <b>Capital Funds Total</b>   | <b>\$ 153,450,000.00</b> |

## Capital Expenses

| Budget Expenditure Categories     | OMB Uniform Guidance<br>Federal Awards Reference 2 CFR 200 | TOTAL EXPENDITURES       |
|-----------------------------------|--|--------------------------|
| 1. VCBB budget                    |  | \$ 1,500,000.00          |
| 2. Pre-construction               |  | \$ 35,000,000.00         |
| 3. Pre-purchase materials         |  | \$ 10,000,000.00         |
| 2. Construction                   |  | \$ 106,950,000.00        |
| <b>18. Total Capital Expenses</b> |  | <b>\$ 153,450,000.00</b> |
| <b>Variance</b>                   |  | <b>\$0.00</b>            |

At \$38K/mile this will support 2815 miles of construction. We are assuming \$45k/mile with \$5k/mile for design funded through pre-construction grants and another \$2k/mile funded through pre-purchase of materials.

# Operations Budget

## Operational Revenues and Sources

| Revenue Source                       | Amount                 |
|--------------------------------------|------------------------|
| ACT 71                               | 1,500,000              |
| Northern Borders Regional Commission | 333,000                |
| Universal Service Fund               | 700,000                |
| <b>Operational Funds Total</b>       | <b>\$ 2,533,000.00</b> |

This is a \$1 million grant that we will change to a 3-year \$333k/yr. grant to fund the Broadband Project Developer as well as to provide training for the CUDs.

## Operational Expenses

| Budget Expenditure Categories    | OMB Uniform Guidance<br>Federal Awards Reference 2 CFR 200 | TOTAL EXPENDITURES     |
|----------------------------------|--|------------------------|
| 1. Personnel (Salaries & Wages)  | 200.430  | \$ 812,815.00          |
| 2. Equipment and Software        | 200.439  | \$ 30,800.00           |
| 3. Supplies                      | 200.94   | \$ 1,000.00            |
| 4. Contractual Services          | 200.318 & 200.92   | \$ 468,860.00          |
| 5. Training & Education          | 200.472  | \$ 56,500.00           |
| 6. Board Operational Costs       | 200.414  | \$ 130,025.00          |
| <b>18. Total ACT 71 expenses</b> |  | <b>\$ 1,500,000.00</b> |
| <b>Variance</b>                  |  | <b>\$0.00</b>          |

## NBRC Expenses

| Budget Expenditure Categories   | OMB Uniform Guidance<br>Federal Awards Reference 2 CFR 200 | TOTAL EXPENDITURES   |
|---------------------------------|--|----------------------|
| 1. Personnel (Salaries & Wages) | 200.430  | \$ 104,400.00        |
| 5. Training for the CUDs        | 200.472  | \$ 228,600.00        |
| <b>18. Total NBRC Expenses</b>  |  | <b>\$ 333,000.00</b> |
| <b>Variance</b>                 |  | <b>\$0.00</b>        |

## USF Expenses

| Budget Expenditure Categories                    | OMB Uniform Guidance<br>Federal Awards Reference 2 CFR 200 | TOTAL EXPENDITURES   |
|--|--|----------------------|
| 1. Personnel (Salaries & Wages)                  | 200.430  | \$ 172,167.50        |
| 5. Workforce Development Programs                | 200.472  | \$ 527,832.50        |
| <b>18. Total Universal Service Fund Expenses</b> |  | <b>\$ 700,000.00</b> |
| <b>Variance</b>                                  |  | <b>\$0.00</b>        |

# Personnel

## 1). Personnel (Salaries & Wages) (2 CFR 200.430) -

| Name   | Position(s) | Salary or Wage | Basis<br>(Yr./Mo./Hr.)  | % of Time      | Length of time  | Personnel Cost                |                               |
|--|-------------|----------------|-------------------------|----------------|-----------------|-------------------------------|-------------------------------|
| <i>Grants Administrator (PSD)</i>                            |             | <i>1</i>       | <i>\$47</i>             | <i>Hr.</i>     | <i>100%</i>     | <i>2333</i>                   | <i>\$ 109,651.00</i>          |
| <i>Executive Director</i>                                    |             | <i>1</i>       | <i>\$ 18,000.00</i>     | <i>Mo.</i>     | <i>100%</i>     | <i>17.5</i>                   | <i>\$ 315,000.00</i>          |
| <i>General Counsel</i>                                       |             | <i>1</i>       | <i>\$ 13,650.00</i>     | <i>Mo.</i>     | <i>100%</i>     | <i>12</i>                     | <i>\$ 163,800.00</i>          |
| <i>Executive Assistant</i>                                   |             | <i>1</i>       | <i>\$42</i>             | <i>Hr.</i>     | <i>100%</i>     | <i>2167</i>                   | <i>\$ 91,014.00</i>           |
| <i>Project Manager</i>                                       |             | <i>1</i>       | <i>\$50</i>             | <i>Hr.</i>     | <i>100%</i>     | <i>2167</i>                   | <i>\$ 108,350.00</i>          |
| <i>Contingency</i>   |             |                |                         |                |                 |                               | <i>\$ 25,000.00</i>           |
|  |             |                |                         |                |                 | <b><i>ACT 71 Total</i></b>    | <b><i>\$ 812,815.00</i></b>   |
| <br><i>Broadband Project Developer funded by NBRC Grant</i>  |             | <br><i>1</i>   | <br><i>\$ 52.20</i>     | <br><i>Hr.</i> | <br><i>100%</i> | <br><i>2000</i>               | <br><i>\$ 104,400.00</i>      |
|  |             |                |                         |                |                 | <b><i>NBRC Total</i></b>      | <b><i>\$ 104,400.00</i></b>   |
| <br><i>Rural Broadband Technical Assistant funded by USF</i> |             | <br><i>1</i>   | <br><i>\$ 10,127.50</i> | <br><i>Mo.</i> | <br><i>100%</i> | <br><i>17</i>                 | <br><i>\$ 172,167.50</i>      |
|  |             |                |                         |                |                 | <b><i>USF Total</i></b>       | <b><i>\$ 172,167.50</i></b>   |
|  |             |                |                         |                |                 | <b><i>Total Personnel</i></b> | <b><i>\$ 1,089,382.50</i></b> |

**Personnel Narrative**

- Executive Director duties identified by ACT 71
- Grant Administrator will be a pass-through to the PSD
- General Counsel duties to handle day to day inquiries from VCBB staff, review contracts, review Board minutes, handle information requests and ensure compliance with Open Meeting Law and Public Records requirements.
- The Executive Assistant will provide administrative support to the Executive Director and VCBB Board Members; attend VCBB meetings to provide technological support, note taking and other administrative functions including preparation for meetings; perform administrative, supervisory and technical work at a professional level for the VCBB.
- The Project Manager duties include responsibility for planning, organizing, and directing the completion of projects for the VCBB (examples include Workforce Development initiatives, pre-purchasing of materials, progress and key metric reporting to the Board, Administration and public). The Project Manager will work with the CUDs to support, monitor and assist with timely performance to individual project plans. The project manager will be responsible for coordinating with AOT, the electric utilities and municipalities.<sup>123</sup>
- The Broadband Project Developer duties include; programmatic, administration, and technical work involving the overall direction, policy and operations of the VCBB,. Work involves developing policies and implementing strategies to ensure responsible and effective deployment and furthering leveraging of federal funds derived from the Board to ensure a fiscally responsible building out of fiber optic network. In addition to monitoring all grants issued,, the Broadband Project Developer will work with the CUDs to layer various public and private financial instruments (federal, state, private grants loans, bonds,<sup>124</sup> and investments), to accelerate fiber-to-the-home buildouts.
- The Rural Broadband Technical Assistant is Rob Fish. 'Equipment '!A13:D13

# Equipment and Software

## 2). Equipment (2 CFR 200.439) --

| Item                                      | Quantity | Cost                | Equipment Cost      |
|---|----------|---------------------|---------------------|
| <i>Portable video conferencing system</i> | <i>1</i> | <i>\$ 2,000.00</i>  | <i>\$ 2,000.00</i>  |
| <i>Computers and related hardware</i>     | <i>5</i> | <i>\$ 3,000.00</i>  | <i>\$ 15,000.00</i> |
| <i>GIS and related measurement tools</i>  | <i>1</i> | <i>\$ 5,000.00</i>  | <i>\$ 5,000.00</i>  |
| <i>ArcGIS professional License</i>        | <i>1</i> | <i>\$ 3,800.00</i>  | <i>\$ 3,800.00</i>  |
| <i>Contingency</i>                        |          |                     | <i>\$ 5,000.00</i>  |
|   |          | <i>Act 71 Total</i> | <i>\$ 30,800.00</i> |

### Equipment Narrative (State):

- We will be holding meetings throughout the state. To comply with Open meeting Law, these will be broadcasted and recorded.
- New employees will require computers and associated hardware
- Working with the CUDS will require integrated GIS tools for updating maps as well as a demarcated hot stick for addressing make-ready concerns
- ArcGIS Pro is desktop GIS application for creating maps in 2D and 3D, analyzing data, and developing geographic knowledge. Use this mapping and analytics application to examine spatial relationships; predict outcomes; and make data-driven decisions. ArcGIS Pro Advanced provides the tools and environment for map creation and interactive visualization, multiuser editing, advanced data management capabilities, advanced analysis, high-end cartography, and extensive database management.

# Supplies

## 3). Supplies (2 CFR 200.94) --

| Item                   | Quantity/ Duration | Cost                | Supplies Cost |
|------------------------|--------------------|---------------------|---------------|
| <i>Office Supplies</i> | 1                  | \$ 1,000.00         | \$ 1,000.00   |
|                        |                    |                     | \$ -          |
|                        |                    | <i>ACT 71 Total</i> | \$ 1,000.00   |

**Supplies Narrative (State):**

# Contracted Services

**4). Contractual Services (2 CFR 200.318) & Subawards (200.92)**

*Please also note the differences between subaward, contract, and contractor (vendor):*

- 1) Subaward (200.92) means an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a Federal/State award, including a portion of the scope of work or objectives. It does not include payments to a contractor or payments to an individual that is a beneficiary of a Federal/State program.
- 2) Contract (200.22) means a legal instrument by which a non-Federal entity purchases property or services needed to carry out the project or program under a Federal award. The term as used in this part does not include a legal instrument, even if the non-Federal entity considers it a contract, when the substance of the transaction meets the definition of a Federal award or subaward.
- 3) "Vendor" or "Contractor" is generally a dealer, distributor or other seller that provides supplies, expendable materials, or data processing services in support of the project activities.

| Item  | Contractual Services Cost   |
|---|-----------------------------|
| <i>Legal Support - (\$300/hr. 25% of 2333 hours)</i>        | \$ 174,975.00               |
| <i>GIS Support - (\$75/hr. 100% of 2333 hours)</i>          | \$ 174,975.00               |
| <i>Fiber Optic Engineer - (\$125/hr. 33% of 2333 hours)</i> | \$ 96,236.25                |
| <i>Contingency</i>  | \$ 22,673.75                |
| <b><i>Total ACT 71 Contractual Services</i></b>             | <b><i>\$ 468,860.00</i></b> |

**Contractual Services Narrative:**

- Legal support is for specialized legal services that will be required by the Board and the staff.
- GIS support will include developing a usable map for the VCBB as well as providing regular updates to reflect weekly progress
- The Fiber Optic Engineer will assist the VCBB in developing standards for construction and materials, provide guidance to CUD in design and construction activities, monitor (light) loss budgets, review performance data and provide overall technical consultancy to the VCBB

# Training and Education

#REF!

| Description   | Quantity | Basis | Cost        | Length of time         | Training & Education Cost |
|---|----------|-------|-------------|------------------------|---------------------------|
| <i>Broadband Communities Summit</i>                         | 7        |       | \$ 3,500.00 | 1                      | \$ 24,500.00              |
| <i>Fiber Connect</i>  | 7        |       | \$ 3,500.00 | 1                      | \$ 24,500.00              |
| <i>Contingency</i>  |          |       |             |                        | \$ 7,500.00               |
|   |          |       |             | <i>ACT 71 Expenses</i> | \$ 56,500.00              |
| <i>Training and Education for CUDs</i>                      |          |       |             | <i>NBRC Expenses</i>   | \$ 228,600.00             |
| <i>Support of State-wide workforce development programs</i> |          |       |             | <i>USF Expenses</i>    | \$ 527,832.50             |

**Training & Education Narrative (State):**

**The Broadband Communities Summit** is for community leaders, multifamily property owners and network builders and deployers interested in the building, managing, marketing and monetizing of high-speed broadband technologies and services. It is focused on the successful delivery of high-speed broadband networks to communities – from multifamily properties to ultra-connected master-planned developments to the city or town where you live. The program offers presentations by outstanding speakers with a finger on the pulse of what's new and what's coming, what works and what doesn't.

**The Fiber Connect** conference & exhibition represents the annual convening of suppliers and operators who foundational are critical to communications, computing, innovation and commerce. The 2021 Fiber Connect event offers opportunities for market development, technology demonstration and peer-group interaction. The event has executives from a wide scope of industry sectors – traditional audiences as well as new audiences — commercial network operators, mobile network operators, digital infrastructure asset owners & developers; investors; technology suppliers, enterprises and more.

**The VCBB** will provide training programs for the CUD Boards in the area of Financial Governance as well as technology.

**The VCBB** is working with the Vermont Community Foundation, the Department of Labor, Vermont Technical College, Northern University and Social Finance (Career Investment Bonds) to develop training programs to develop in-state labor resources. The estimate is that Vermont will need 200 Fiber Technicians (total of inside and outside) to build and maintain the network. The fall-out is 2/3 which means 600 technicians will need to be trained. These funds will help purchase the bucket trucks and training materials.



# Board Costs

6.Board Operational **Costs** --This category contains items that are directly related to Board Member payments

| Description                         | Quantity   | Basis                     | Cost               | number    | Other or<br>Miscellaneous Cost |
|-------------------------------------|------------|---------------------------|--------------------|-----------|--------------------------------|
| <i>Board meeting per diem</i>       | <i>51</i>  | <i>3/month/ 17 months</i> | <i>\$ 250.00</i>   | <i>4</i>  | <i>\$ 51,000.00</i>            |
| <i>Board meeting mileage</i>        | <i>500</i> | <i>miles/meeting</i>      | <i>\$ 0.55</i>     | <i>51</i> | <i>\$ 14,025.00</i>            |
| <i>Additional Board work</i>        | <i>20</i>  | <i>days/member</i>        | <i>\$ 250.00</i>   | <i>5</i>  | <i>\$ 25,000.00</i>            |
| <i>Board Training and Education</i> |            |                           | <i>\$ 4,000.00</i> | <i>5</i>  | <i>\$ 40,000.00</i>            |
| <b>Total ACT 71 Expenses</b>        |            |                           |                    |           | <b>\$ 130,025.00</b>           |

**Board Costs Narrative (State):**

- Board training to include good governance, technical training and excellence in performance reporting.