


**Waggoner Engineering, Inc.  
And Madison County Board of Supervisors  
Task Order Form**

<b>Task Order No.</b> 4-E	
<b>Additional Pages Attached:</b> <u>  2  </u>	
<b>Date of Task Order:</b> _____, 2022	
<b>TASK ORDER TO THE GENERAL SERVICES AGREEMENT BETWEEN WAGGONER ENGINEERING, INC. AND MADISON COUNTY, MS BOARD OF SUPERVISORS</b>	

This Task Order to the General Services Agreement between Waggoner Engineering, Inc. and Madison County Board of Supervisors dated   July 6, 2020  , is a part of, and is subject to all the terms and conditions of the Agreement unless specifically provided otherwise herein.

1. **Project Name:** Madison County Broadband Initiative
  
2. **Project Number:** WEI Project #021151.000
  
3. **Project Manager for Client:** Assistant County Administrator  
Greg Higginbotham
  
4. **Project Manager for Waggoner:** Darion Warren, CFM
  
5. **Method of Compensation:** Lump Sum
  
6. **Task Order Compensation:** Task 1: Project Management Support Services - \$270,000
  
7. **Scope of Work (see additional pages attached):** See attached Scope of Work, Schedule, and Budget

8. **Schedule of Performance** (see additional pages attached): To be determined according to anticipated grant deadlines (currently to be determined) for the identified grant opportunities

9. **Approved Subconsultants:** n/a

10. **Special Provisions:** n/a

**IN WITNESS WHEREOF**, the parties hereto have caused this Task Order to be executed by their duly authorized representatives effective as of the date set forth above.

**MADISON COUNTY BOARD OF SUPERVISORS WAGGONER ENGINEERING, INC.**

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

\_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_

# Madison County Board of Supervisors

## Madison County Broadband Initiative

### Element 3, Program Implementation



Madison County, MS

July 2022

#### **Background and Objectives**

The Madison County Board of Supervisors (MCBOS) has identified the need for provision of fiber to home (FTH) broadband service to a largely rural area in the northeast portion of the county, roughly proscribed by U.S. 51 on the west, the county line on the east, Natchez Trace Parkway on the south, and Loring and Honeysucker Roads and MS 43 on the north. The area includes approximately 2,942 residents along 328 road miles. The MCBOS has indicated the intention to allocate a portion of funds from its anticipated American Rescue Plan Act (ARPA) appropriation to meet this need, identified as the Madison County Broadband Initiative (the Program). In addition to utilizing County ARPA funds, the MCBOS has also indicated the intention to pursue federal and state grant opportunities.

During the September 7, 2021 board of supervisors meeting, the MCBOS engaged Waggoner to provide assistance with three (3) elements of the Program which included defining the scope and requirements of the Program, procuring a third-party vendor to provide the facilities and service, and implementing the Program, all in accordance to and in compliance with the guidelines associated with ARPA and other potential sources of capital funding. Program Element 1 – Broadband Assessment and Program was authorized by the Board during the September 20, 2021 board meeting. Element 2 – Procurement of Third-Party Vendor was authorized by the Board during the November 15, 2021 board meeting. Elements 1 and 2 are complete.

Following is the Waggoner Program Delivery Team's (PDT) proposed scope, schedule and budget for the remaining element of the Program, which is Program Element 3, Program Implementation.

#### ***Program Element 3, Program Implementation***

The purpose of this element of the Program is for the PDT to provide the MCBOS with project management support of the County's goal and objectives of the Broadband Program. As part of the project management role, the PDT will assist the County with contract review and negotiations with the ISP to ensure technical requirements are included as identified in the Request for Proposals (RFP). Project timelines established for the ISP will be closely monitored for timely completion of work. Project management support will include oversight of the broadband implementation to include the following specific tasks:

### Task 1 – Project Management Support Services

The PDT will collaborate closely with the MCBOS, County staff, and ISP throughout the design and construction phase services to conduct limited reviews and input to the engineering design services performed by the ISP. Specific services will include:

- a) Written or verbal progress updates to the County monthly.
- b) Coordinate and participate in regular meetings with the Madison County Broadband Committee and the ISP throughout the design and construction phases.
- c) Participate in the ISP contract negotiations.
- d) Review and monitor project schedule and budget to ensure contract compliance.
- e) Review county compliance with utilization of American Rescue Plan Act (ARPA) funds.
- f) Review and recommend approval, rejection, or modification of invoices from ISP.
- g) Provide permitting support by assisting and coordinating the preparation of information necessary to obtain any required permitting.
- h) Review and provide limited input on detailed design, specifications, and construction plans of a fiber distribution network provided by the ISP including fiber connections (drops) to customer premise, customer premise equipment (CPE), and infrastructure equipment to support network electronics to ensure compliance with the County broadband assessment, RFP, and contract.
- i) Provide periodic construction reviews to ensure compliance with project design and schedule.

### **Schedule for Program Element 3**

The PDT will perform and complete all work associated with Program Element 3 twenty-seven (27) months following the approval of Task Order 4-E. This schedule is based on proposed schedule for the deployment of broadband infrastructure.

### **Budget for Program Element 3**

The PDT will perform the services for Program Element 3 described above on a Lump Sum retainer of \$10,000 per month for twenty-seven (27) months. Individual task amounts are for budgeting purposes only and may vary within the total budget amount. Any additional services and reimbursables will be billed on an hourly basis. The estimated cost for the work described above is as follows:

<b>Task</b>	<b>Compensation Terms</b>	<b>Proposed Budget</b>
<b>Program Element 3 – Program Implementation</b>		
• <b>Task 1 – Project Management Support Services</b>		<b>\$270,00</b>
<b>Total</b>	<b>Lump Sum</b>	<b>\$270,000</b>