



Prosper Economic Development Corporation

To: Mayor and Town Council

From: Whitney Rehm, Grants Administrator

Through: Bob Scott, Interim Town Manager
Mary Ann Moon, Executive Director Prosper EDC

Re: Subregional Broadband Assessment & Strategy Project

Town Council Meeting – February 14, 2023

Agenda Item:

Consider and act upon awarding RFP No. 2022-57-B Comprehensive Broadband Analysis to Lit Communities, related to the EDA Prosper Subregional Broadband Assessment & Strategy Project, and authorizing the Interim Town Manager execute an agreement for the same.

Description of Agenda Item:

The Town received three (3) responses for the Request for Proposal (RFP) 2022-57-B Comprehensive Broadband Analysis. This is for a multi-jurisdictional assessment of existing broadband infrastructure that includes four additional communities to the North and East of Prosper- Anna, Melissa, Gunter, and Van Alstyne. The project was advertised as an RFP to allow the Town to award the project to the contractor that offered the best value proposal based on the following criteria:

- Organization Capabilities (15%)
- Staff Qualifications/References (15%)
- Proposed Project Timeline (15%)
- Project Approach (20%)
- Completeness of Proposal (10%)
- Cost Proposal (25%)

The verified proposal totals ranged between \$88,404.80 and \$295,825.00. Project timelines range from 105 calendar days to 196 calendar days. Staff checked the references provided and received positive feedback.

Budget Impact:

This reimbursement grant was awarded in the amount of \$450,000, with a 20% Town cost share. The Federal match is \$360,000 and the Town's match is \$90,000, for a total project cost of \$450,000.

The awarded bid amount totals \$88,404.80 and will be paid for out of Professional Services 100-5410-10-99. The 80% Federal reimbursement is estimated at \$70,723.84, with the 20% Town

share being estimated at \$17,680.96. A future budget amendment will be requested to account for the grant income and to allocate funding for this project

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. 2022-57-B Bid Tabulation Summary
2. Standard Contract for Services

Town Staff Recommendation:

Town staff recommends the Town Council award RFP No. 2022-57-B Comprehensive Broadband Analysis to Lit Communities, related to the EDA Prosper Subregional Broadband Assessment & Strategy Project, and authorize the Interim Town Manager execute an agreement for the same.

Proposed Motion:

I move to approve awarding RFP No. 2022-57-B Comprehensive Broadband Analysis to Lit Communities, related to the EDA Prosper Subregional Broadband Assessment & Strategy Project, and authorizing the Interim Town Manager execute an agreement for the same.