

Broadband Consultant Scope of Work

1.
 - a. Brazos County is seeking proposals for a consultant to assist Brazos County with the distribution of broadband internet access in the **unincorporated portions of Brazos County**.
 - b. Brazos County is seeking proposals for a consultant to assist Brazos County with the distribution of broadband internet access **in Brazos County**.
2.
 - a. The County is seeking guidance for the expenditure of grant funds to reduce the number of **unserved and/or underserved** areas of Brazos County.
 - b. The County is seeking guidance for the expenditure of grant funds to reduce the number of **unserved** areas of Brazos County.
3. For the purposes of this RFP, unserved areas have less than ____mbps upload/____mbps download speed to the neighborhood, not the individual house or business.
4. Underserved areas have less than ____mbps upload/____mbps download speed to the neighborhood, not the individual house or business.
5. Brazos County would like to explore additional broadband funding sources including State of Texas grants, federal grants or other grant sources. It will be the responsibility of the consultant to assist Brazos County with the eligibility, applicability, and avoidance of circumstances that would disallow any reimbursement or disqualification of any funds.
6.
 - a. The consultant shall determine the existing coverage in the **unincorporated** areas of Brazos County and provide the County with a map and corresponding statistics.
 - b. The consultant shall determine the existing coverage in **all areas of Brazos County** and provide the county with a map and corresponding statistics.
7. The statistics shall include the following information, including but not limited to: Name of the service providers, location and expanse of the service area covered, customer base, system type and kind, upload and download speed, capacity for expansion of services, including speed.
8. The Consultant should ascertain, to the extent possible, any additions to the existing infrastructure, by private, commercial, or public entities, either in progress, or planned.
9. The completed study should include a survey of service costs to customers, residential and commercial, for service from the different providers.

10. Determine the affordability of broadband access including options for service provider.

11. Provide an analysis of the demand and supply of broadband coverage.

12.

- a. Assist with the development of **short term** strategies to increase broadband coverage for **unserved** areas of Brazos County.
- b. Assist with the development of **short term** strategies to increase broadband coverage for **unserved and underserved** areas of Brazos County.
- c. Assist with the development of **long term** strategies to increase broadband coverage for **unserved** areas of Brazos County.
- d. Assist with the development of **long term** strategies to increase broadband coverage for **unserved and underserved** areas of Brazos County.
- e. Assist with the development of **short and long term** strategies to increase broadband coverage for **unserved** areas of Brazos County.
- f. Assist with the development of **short and long term** strategies to increase broadband coverage for **unserved and underserved** areas of Brazos County.

13. This would include an analysis of the need to utilizing and/or leverage the County's participation in the expansion of the broadband network using grant funds to supplement existing private efforts.

14. The analysis should include a gap analysis of the backbone, middle mile and last mile infrastructure.

15. Evaluation of the leverage that could be offered to private entities for expansion of existing infrastructure, including Brazos County rights-of-way or other opportunities to enter into cooperative agreements with other entities.

16. The preference for recommendations is for Brazos County to not directly own the infrastructure or be involved in the direct sale of internet access to customers.

17. The analysis should include options for Commissioner's Court consideration as well as an estimate of the anticipated cost for each option.

18. At the conclusion of the study, the Commissioners' Court reserves the right to further engage the Consultant to work on implementation services.

19. An estimated timeline of activities shall be provided with individual tasks and responsible parties identified. A detailed cost per deliverable will be included with the schedule.

20. The final written report shall be delivered by _____.

21. The Consultant will lead public forums with community stakeholders to determine needs.
22. The Consultant will make a presentation to summarize the results of their report to the Commissioners' Court.
23. Identify any subcontractors you anticipate engaging for this project and their qualifications.
24. The Consultant shall have demonstrated experience conducting broadband evaluation and consulting services within the past five (5) years. This will include a direct and demonstrable regulatory knowledge of the broadband industry.
25. The Consultant must have proven experience working with communities on local government broadband issues, including applicable state and federal regulations.
26. Working with City of ABC
 - a. Develop a regional stakeholder team
 - b. Develop strategic partnerships from various industry sectors
 - c. Create the organizational structures for the implementation of the plan