

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
FINANCE DEPARTMENT, PROCUREMENT DIVISION

320 Hospital Drive Ste. 23
Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

NOTICE OF CONTRACT RENEWAL

1. DATE: March 12, 2018
2. COMMODITY NAME: Radio Engineering & Telecommunications Consulting Services
3. CONTRACT NUMBER: 25-14smc
4. SUPERCEDES: 09-10smc
5. CONTRACT PERIOD: January 15, 2014 through January 14, 2015
1st Renewal: January 15, 2015 through January 14, 2016
2nd Renewal: January 15, 2016 through January 14, 2017
3rd Renewal: January 15, 2017 through January 14, 2018
4th/final Renewal: January 15, 2018 through January 14, 2019
6. RENEWAL OPTIONS: No renewals remaining
7. CONTRACTOR: CityScape Consultants, Incorporated
(V/N 647553) 7050 W. Palmetto Rd # 15-652
Boca Raton, FL 33433
PH (561) 558-2808 FX (877) 220-4593
Contact: Ms. Kay Miles, Kay@CityScapeGov.com
8. PAYMENT TERMS: Net 45
9. FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPO, CPPB
PH (540) 422-8348

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

INSTRUCTIONS

1. Orders: All Using Departments must order services listed by issuing a Purchase Orders per the Procurement Procedures Manual, after following the instructions below. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8350 or 8351.
2. All correspondence and documents (to include invoices) shall reference the contract number, applicable purchase order number and any project reference number the Using Department may identify.
3. Approval of Consultant's invoice is the responsibility of the Using Department.
4. Any complaint as to quality of services or violation of contract provisions by the Consultant shall be reported to the Procurement Division for handling with the Consultant. All complaints must be submitted in writing and can be forwarded to Procurement via fax, e-mail or courier.
5. Method of Ordering: As specified in the original RFP and resulting contract, the Consultant shall accept Owner purchase orders as the approved method of ordering. Each Owner purchase order will cite a specific period of time and will indicate an authorized representative allowed to make releases against the purchase order and/or to be contacted with any correspondence or questions relative to the purchase order.
6. Renewals: As stated on the face of this notice, there are no renewal options remaining on this contract. The decision as to whether to resolicit these services will be made by the contract officer, with input requested from the Using Departments, approximately sixty days in advance of the expiration date of the contract term.
7. Price Adjustments: Contract prices shall remain firm for the award year. Prices may be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.

FAUQUIER COUNTY, a political subdivision of the Commonwealth of Virginia
Contract # 25-14smc, Radio Engineering & Telecommunications Consulting Services

This Agreement is made and entered into this 15th day of January 2014, by Fauquier County, a political subdivision of the Commonwealth of Virginia hereinafter referred to as "Owner" and, **CityScape Consultants, Incorporated**, located at 7050 W. Palmetto Park Rd # 15-652, Boca Raton, FL 33433, hereinafter referred to as "Consultant".

WITNESSETH that the Consultant and the Owner, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Consultant shall provide Radio Engineering and Telecommunications Consulting Services, as set forth in the Contract Documents.

COMPENSATION: The Owner will accept payment in full consideration for services rendered during the contract term the fees as negotiated and attached hereto.

CONTRACT TERM: January 15, 2014 through January 15, 2015 with the option to renew for four (4) additional one year periods by mutual agreement of both parties.

The contract documents shall consist of and are listed in order of priority:

- (1) This signed form;
- (2) RFP#25-14sm dated October 9, 2013;
- (3) The Consultant's BAFO Fee Proposal dated January 15, 2014, December 20, 2103 interview materials provided on Owner interview agenda dated December 4, 2013 and original proposal dated November 6, 2013.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

CityScape Consultants, Inc.

By: 

Title: VP/Business Manager

Date: January 15, 2014

County of Fauquier, a political subdivision of the Commonwealth of Virginia

By: 
Susan Monaco, CPPO, CPPB

Title: Procurement Manager

Date: 1/15/2014



Consulting Fees

RFP #: 25-14sm RADIO ENGINEERING AND TELECOMMUNICATIONS CONSULTING

January 15, 2014, BAFO

Submitted to:
Franklin County Government and
Public Schools Procurement Division
320 Hospital Drive, Suite 23
Second Floor
Warrenton, VA 20186

Submitted by:
CityScape Consultants, Inc.
7050 W Palmetto Park Rd #15-652
Boca Raton, FL 33433
Tel: (561) 558-2808

www.cityscapegov.com

To follow are a listing of CityScape's fees inclusive for specific project based services. Additional services may be defined, at the County's request and quoted as a project fee or based on CityScape's current per diem rate schedule, included below. Every CityScape project is custom designed to fit the unique characteristics of each community.

Application Review Project Fees

CityScape's application review services are provided at a fixed cost, which are paid for by the applicant. The fee is set per review and there are no additional or hidden costs.

| | |
|---|--------------|
| Site Review and Analysis – New Structure | |
| • New structure review to include attendance by Engineer at: two (2) related visits (i.e. site visit, planning board, public hearing, etc.) | \$ 6,500.00* |
| • New structure review to include attendance by Engineer at: one (1) related visit (i.e. site visit, planning board, public hearing, etc.) | \$ 5,000.00* |
| • New structure review; no attendance at related public hearings | \$ 4,000.00 |
| Site Review and Analysis – Collocation | |
| • Collocation, modifications and upgrades | \$ 3,500.00 |

**Includes all travel related expenses.*

The review fee includes an initial review for "technical completeness," evaluation of the application and submitted materials and/or follow-up review and/or letters on same application. There will be no incidental charges associated with the review fee (i.e., faxing, emailing, printing and reproduction costs). The site review for a new tower application may include attendance, as requested in advance by the County, at related planning/zoning hearings to provide expert testimony and assistance to the County.

The review fee will be paid directly to the County by the applicant, through the County's application and review process. CityScape will invoice the County for the review upon the completion and submittal of the completed review and analysis by CityScape and attendance at any scheduled meetings at the discretion of the County.

Per Diem Rates

The following are per diem rates for additional services:

| | |
|---|-------------------|
| Regulatory & Planning Services | \$250.00/hourly |
| Engineering Services | \$300.00/hourly |
| Expert Testimony | \$400.00/hourly** |
| Field Engineering/Planning Travel Time | \$75.00/hourly |

***Travel related expenses to be billed at cost.*

Other Consulting Project Service Fees

Additional project services (work order basis):

| | |
|---|---------------|
| Assessments and Inventory – <i>Preparation of an updated map of all commercial wireless facilities in the County; to include assessments of all facilities, cataloging and inventory</i> | \$ 14,775.00* |
| Zoning Ordinance Review and/or Recommendations – <i>Review of land use development standards</i> | \$ 6,500.00 |
| Additional Meetings – <i>Inclusive fee for attendance by CityScape to attend Public Meetings/Hearings</i> | \$ 1,400.00* |
| Presentation and Workshops – <i>Educational workshops and presentations by CityScape (workshops will be tailored to meet County needs and price adjusted according to defined Scope)</i> | \$ 5,000.00* |
| Master Planning – <i>Comprehensive wireless plan to include existing tower inventory assessments; propagation mapping and engineering analysis of potential coverage; ordinance recommendations and public workshops; Master Plan project priced per project based on community, size and Scope of Work</i> | ** |

*Fixed Project fees, to include all travel related expenses.

**Wireless Master Plan quote attached.

Wireless Master Planning Fees

Task and Fee Summary

| Task | Deliverables/Benchmarks | Est. Timeline | Cost |
|--|--|--------------------------|--------------|
| Task A – Preliminary research and data assessments | Research and gathering of required tower/antenna data and map layers from County for base maps; compiled database of <i>all known</i> existing towers and wireless telecommunication antenna locations. | Up to 4 weeks | \$ 8,437.50 |
| Task B – Background research and kickoff meeting to include theoretical RMS mapping | Strategies specific to facilitate orderly wireless network deployment; certain public-owned land and existing structures assessment; includes theoretical RMS and propagation coverage maps. <i>Kick-off meeting to coincide with site assessments</i> | 2 - 6 weeks | \$ 9,337.50 |
| Task C – Propagation mapping based on participant responses at kick-off meeting | Propagating mapping, inventory catalogue and site specific recommendations; workshops to finalize public policy approach for draft ordinance revisions. <i>Public Workshop #1</i> | 6 – 10 weeks | \$ 6,937.50 |
| Task D – Design and development of Master Plan and Ordinance review and amendment recommendations | Draft Master Plan and recommendations for ordinance revisions; and availability at Planning Board and Commission meetings. <i>Public Workshop #2</i> | 4 - 8 weeks | \$ 6,187.50 |
| Task E – Project completion and submittal of the final Master Plan | Submission of final product and printed materials; no meetings required unless requested by County. | Up to 4 weeks | \$ 3,532.50 |
| Copies of all Materials: One (1) original color copy and extractable PDF file included in each task. | | 20–32 weeks (6–8 months) | \$34,432.50* |

*Travel related expenses included in total cost.

Fauquier County staff will assist CityScape with scheduling any public meetings required with necessary planning and community groups, public notification and arrangements for meeting dates, times and locations in conjunction with CityScape’s calendar. Staff will be responsible for public notification, location, meeting arrangements, and the recording of the sessions. Fees will apply if additional meetings are requested over the three (3) meeting/workshops provided for in this Scope; at the discretion of staff. Estimated timeline is contingent on availability and scheduling of required public meetings and approvals by County.