

**City of Condon  
Special Council Meeting Minutes  
January 16, 2018  
5 p.m.**

Present:	Staff Present:
Mayor Jim Hassing Councilor Jan Stinchfield Councilor Boyd Harris Councilor Donald Jamieson Councilor Michael Cronk Councilor Carol Harrison	Kathryn Greiner, City Administrator Adam Haas, Fiber Consultant – telephone

Absent:
Councilor Tom Fatland

**CALL TO ORDER**

Mayor Jim Hassing called the meeting to order at 5 p.m.

**ROLL CALL**

City Administrator Kathryn Greiner took roll call and noted that a quorum was present.

**FIBER SERVICES RFP DISCUSSION – INTENT TO AWARD**

Adam Haas of Converge Consultants, and technical consultant for the City of Condon reviewed his “Consultant Evaluation Responses to Request for Proposals: Dark Fiber Indefeasible Right of Use (IRU) and Maintenance Services” which was distributed to the council. Haas stated that they received qualified responses from Inland Development Corporation, Home Telephone Company and Zayo Group, LLC and that the selection committee of himself and Gilliam County consultant Joe Frannell were recommending Inland Development Corporation to be awarded the IRU and Maintenance Services Agreements.

Haas reviewed the selection criteria with the council and noted it was based on experience and capabilities, organization and management, project approach, future extensions and project cost and noted that the selection committee reviewed and scored the responses individually then met to discuss and score. After the first scoring round it was determined that Zayo Group, LLC made changes to the IRU that would put restrictions on the city’s ability to use the dark fiber and were determined they did not warrant further consideration.

The selection committee had questions on the final two proposals and held clarification interviews with Home Telephone Company and Inland Development Corporation. The interview included questions regarding the Monthly Recurring Charge (MRC), construction/Design,

Preferred Milestone Non-Recurring Charge (NRC), construction schedule compliance, equal Access/Carrier Neutral, Comparable Project, Example of roadblocks and approach for overcoming roadblock, and other considerations. At the conclusion of the interviews the selection committee were unanimous in their decision of Inland Development Corporation as their recommendation.

The following factors were determined for the top ranking of Inland Development Corporation were the lower NRC and MRC based over 20-years on 12 pair of fiber IRU as adjusted as time value of money, local experience in fiber networks, good understanding of local conditions, construction challenges and existing fiber network in Condon, offered connections at Slatt and Arlington and provided a strong statement on carrier neutral approach and non-compete with city and county available fiber. Inland Development Corporation provided other information that did not specifically affect the scoring which included offering a free pair of fiber to Erskine (site of Frontier TeleNet digital switch) that would enable a redundant ring between Arlington and Condon for potential use by Frontier Regional 911, offered 24-pair of fiber instead of 12 with an additional MRC cost of \$500 from \$3500 to \$4000, and asked for written assurance from city and county to address their concern if the project would be fully funded.

The final comparison chart showed that NCR of Home Telephone of \$2,244,156 and Inland Development NCR of \$1,907,679 and total costs over 20 years with NRC and MRC showed Home Telephone at \$2,689,596 and Inland Development at \$2,747,679. The difference of time value of money would put Inland Development at a lower cost, plus the ability to pay less up front and have other companies pay the MRC that would lower the city and county investment.

Haas noted that the next steps would be to consider the approval of the recommendation by the city, authorize the city administrator to issue the Notice of Intent to Award simultaneously with Gilliam County, reach an agreement with the county on fiber pair distribution and the share of the NRC and MRC, select the end points, issue the Notice of Intent to Award which allows for an 8-day process before the contract can be awarded and assign a project manager to monitor on-going project on behalf of the city.

**Motion by Councilor Jan Stinchfield to approve the recommendation of Adam Haas of Converge Communications of Inland Development Corporation be awarded the IRU and Maintenance Services agreement. The motion was seconded by Councilor Donald Jamieson and approved unanimously.**

**Motion by Councilor Stinchfield to authorize Councilor Donald Jamieson and Adam Haas to finalize fiber allocation and cost sharing agreement with representatives of Gilliam County. The motion was seconded by Councilor Carol Harrison and approved unanimously.**

**A motion was made by Councilor Donald Jamieson to authorize City Administrator Kathryn Greiner to coordinate the release of the Notice of Intent to Award with a representative of Gilliam County after fiber allocation and cost sharing have been finalized. The motion was seconded by Councilor Stinchfield and approved unanimously.**

**Motion by Councilor Jamieson to authorize Adam Haas to finalize terms of agreement with Inland Development Corporation for City of Condon. The motion was seconded by Councilor Michael Cronk and approved unanimously.**

Councilor Jamieson asked the council what was the dollar amount to negotiate with to the county and Councilor Stinchfield suggested that he confer with CA Greiner regarding budgeted amounts available. CA Greiner did note that this is going to be a multi-year project that will be not all in one year.

Haas wanted to note that the first motion was to approve the recommendation but not to award the RFP at this point. He also thanked the Fiber Committee members, the city council and Gilliam County consultant and technical advisor Joe Frannell for their hard work on this project. Gilliam County Commissioner Michael Weimar commented that he hoped that the county court meeting would go as smoothly as the council meeting, with Councilor Jamieson stating that “this is a good deal for everyone.”

The meeting was adjourned at 5:41 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
Jim Hassing, Mayor

ATTEST: \_\_\_\_\_ Date \_\_\_\_\_  
Kathryn Greiner City Administrator