

Board of Supervisors

Ann English
Chairman
District 2

Richard R. Searle
Vice-Chairman
District 3

Patrick G. Call
Supervisor
District 1



Michael J. Ortega
County Administrator

James E. Vlahovich
Deputy County Administrator

Katie A. Howard
Clerk

AGENDA FOR WORK SESSION
Tuesday, February 26, 2013 at 1:30 p.m.
BOARD OF SUPERVISORS EXECUTIVE CONFERENCE ROOM
1415 MELODY LANE, BUILDING G, BISBEE, AZ 85603

ANY ITEM ON THIS AGENDA IS OPEN FOR DISCUSSION

ROLL CALL

Members of the Cochise County Board of Supervisors will attend either in person or by telephone, video or internet conferencing.

INTRODUCTIONS

ITEMS FOR DISCUSSION

Board of Supervisors

1. Discussion and possible direction from the Board regarding Broadband Local Planning Assistance through the Digital Arizona Program for Southeastern Arizona Counties.

Pursuant to the Americans with Disabilities Act (ADA), Cochise County does not, by reason of a disability, exclude from participation in or deny benefits or services, programs or activities or discriminate against any qualified person with a disability. Inquiries regarding compliance with ADA provisions, accessibility or accommodations can be directed to Chris Mullinax, Safety/Loss Control Analyst at (520) 432-9720, FAX (520) 432-9716, TDD (520) 432-8360, 1415 Melody Lane, Building F, Bisbee, Arizona 85603.

Cochise County - 1415 Melody Lane, Building G - Bisbee, Arizona 85603
(520) 432-9200 - Fax (520) 432-5016 - Email: board@cochise.az.gov
www.cochise.az.gov

"PUBLIC PROGRAMS, PERSONAL SERVICE"

DIS-1158

**Items For Discussion 1.
Board of Supervisors**

Work Session Board of Supervisors

Meeting Date: 02/26/2013

Broadband Local Planning Assistance

Submitted By: Kim Lemons, Board of Supervisors

Department: Board of Supervisors

Presentation: PowerPoint

NAME of PRESENTER: Michael Ortega and Lisa Marra

TITLE of PRESENTER: County Administrator and Grants Administrator

ORGANIZATION NAME of PRESENTER: Brad Zerbe, State Contractor, Broadband Outreach

Information

Agenda Item Text:

Discussion and possible direction from the Board regarding Broadband Local Planning Assistance through the Digital Arizona Program for Southeastern Arizona Counties.

Background:

According to extensive mapping over the past two years, many of Arizona's rural residents and businesses do not have the availability of broadband services. This lack of broadband services negatively impacts their lives – by limiting available jobs, educational opportunities, and health care services. It is also a major safety factor for our law enforcement and first responder personnel.

SB 1402, The Digital Arizona Highways Bill, signed into law by the Governor, enables private sector providers to extend broadband services to rural Arizona by expanding use of existing state roadway rights-of-way uses. Under this program, the State received \$6.3 million in federal broadband funding grants.

Arizona Strategic Enterprise Technology (ASET) has created the Digital Arizona Program for Arizona. ASET is a division of the Arizona Department of Administration (ADOA). The Digital Arizona Program is funded with Federal stimulus grants administered by the National Telecommunications and Information Administration (NTIA) with matching funds from the State of Arizona.

Three Arizona COG's have already agreed to receive planning and technical assistance under this program. The four Southeastern Arizona Counties (Cochise, Graham, Greenlee and Santa Cruz) are collectively in need of grant funding for their respective communities. The four counties desire the designation of Cochise County as Grant Recipient and fiscal agent for the Digital Arizona Program grant. The four counties desire to enter into an Intergovernmental Agreement (IGA) establishing the responsibilities of each body.

The IGA would allow Cochise County to apply for and manage two broadband grants through the Digital Arizona Program:

Planning Grant \$30,000 25% Match \$7,500

Purpose of the grant is to create an effective broadband development plan for the 4 county region with the assistance of a consultant. The most important task is to create a broadband committee of local stakeholders and interested parties.

Technical Grant \$19,600 25% Match \$4,960

Purpose of the grant is primarily for gap analysis of broadband capacity needs.

The match can be met through in-kind assistance such as grant management and accounting, staff and travel time at meetings and elsewhere and could be split between the four counties. The grant does not cover travel related costs such as vehicle mileage or hotels. Travel expenses by consultants would be covered in their proposal.

Cochise County, in consultation with the other three counties, would determine the most appropriate consultant services to utilize based upon a qualified list of consultants provided by the Digital Arizona Program. Cochise County would also determine how to fund the required grant matches and management the grants. Future funding is expected as additional grant funding becomes available.

To BOS Staff: Document Disposition/Follow-Up:

N/A

Attachments

Draft_Broadband Planning Grant.

Draft_Broadband Tech Grant

Draft_SE_AZ_Counties_BroadbandPlanning_IGA

Presentation

Work Session Request

FORM DAP-AT
AGREEMENT TEMPLATE

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY
DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

COCHISE COUNTY'S LETTERHEAD

AGREEMENT

This Agreement is made effective as of (date) by and between the Arizona Strategic Enterprise Technology office of the Department of Administration of the State of Arizona, (hereinafter "ASET", located at 100 N 15th Avenue, Phoenix Arizona, 85007; and **Cochise County Government** hereinafter "COMMUNITY ENTITY" located at **1415G W Melody Ln Bisbee, AZ 85603**. Hereinafter also known as the "Parties."

BACKGROUND:

Whereas, ASET has been awarded a federal grant from National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI) for mapping the broadband resources available in Arizona and for developing plans for increasing broadband availability and adoption in the state.

Whereas, the NTIA grant requires ASET to reach out to local regions and communities in the state and to enter into short-term contracts with regional and/or local entities in support of broadband planning and technical assistance by those regions or communities.

Whereas, ASET has contracted with ATI Institute, a non-profit organization, to manage the process of identifying eligible regional and/or community entities based on criteria established by ASET and has created a directory of qualified broadband planning and technical assistance consultants acceptable to ASET.

WHEREAS, COMMUNITY ENTITY has submitted a Request For Funds to ASET (attached hereto as Exhibit 1) and ASET has accepted the request.

NOW, THEREFORE, in consideration of the mutual undertakings herein contained and other good and valuable consideration, the PARTIES hereto acknowledge the consideration and agree as follows:

1. COMMUNITY ENTITY will retain a Consultant(s) to provide consulting work and deliverables on the terms described in COMMUNITY ENTITY's attached Request For Funds Letter.
2. Requester will utilize the requested funds to retain a Consultant(s) who will be selected from the ATI Institute Broadband Consultant Directory, or a qualified consultant selected by the entity, in order to create an effective broadband development plan for our region/community.
3. Requester understands that it must provide and document how it will provide Twenty Five Percent (25%) matching funds based on the amount of funds provided by ASET as required

by the NTIA grant. Requester agrees that it will comply with all related NTIA grant requirements.

4. As Consultant(s) achieve billable Milestones under their Consulting Agreement(s) with COMMUNITY ENTITY, COMMUNITY ENTITY shall provide an Invoice to ASET for the amount owed to the Consultant(s) for the Billable Milestone and certified as successfully achieved by COMMUNITY ENTITY.
5. Invoices submitted by COMMUNITY ENTITY and approved by ASET shall be paid by ASET within 30 days of receipt.
6. COMMUNITY ENTITY shall pay Consultant(s) for Billable Milestones on within 30 days upon receipt of payment from ASET.
7. COMMUNITY ENTITY shall require retained Consultant(s) to provide COMMUNITY ENTITY with a summary report of their findings, results, and recommendations prior to payment of the Consultant(s) final Billable Milestone. The summary report shall be void of any copyright restrictions or other use restrictions on both COMMUNITY ENTITY and ASET. A copy of said report shall be provided to ASET with COMMUNITY ENTITY's final Invoice.
8. This represents the entire Agreement between the Parties.
9. Any modification to this Agreement must be made in writing and signed by the Parties.
10. Each of the Parties agrees to hold the other harmless from any liability or damages arising out this Agreement or the Consultants' work pertaining thereto.
11. Any dispute between the Parties shall be resolved by binding mediation using a mediator acceptable to both Parties.

Signed:

COMMUNITY ENTITY

ASET

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

FORM DAP-AT-E2
AGREEMENT TEMPLATE, EXHIBIT 3

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY
DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

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[Place COCHISE COUNTY's Letterhead Here]

EXHIBIT 3

Detailed Schedule of ATII Services/Deliverables Available to Requesters

- A. Name of Program: **Cochise County**
- B. Start Date of Program: **February 1, 2013**
- C. Estimated date of Program Close: **May 31, 2013**

Indicate in the left column, which region/entity has chosen the respective deliverable/item as per exhibit 2. (i.e. 1, 2, etc.)

Region	Item	Category	Audience	Consultants	Unit Price
	<p>Complete ASET road segment decision matrix by specific regions (road segments within each region) Consultant to complete matrix columns for road segments which impact the specific COG region requesting this assistance. This decision matrix will be utilized by the Digital Arizona Program in determining prioritization and staging of the statewide conduit buildout plan. Consultant will provide ASET and requester a digital copy of the completed rows and columns which correspond to the region specific road segments.</p>	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	40 hours of research, study, and data input time at \$85 per hour. \$3,400 each
	<p>Grant writing for qualified grant opportunities (as identified through local planning efforts) Consultant to review results of any Broadband Local Planning funded efforts to identify grant opportunities within the COG and regions. With this information (if available), the consultant will complete application(s) for applicable grant opportunities. Consultant will provide ASET a copy of the completed applications once finalized.</p>	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, COG director, planning 7 zoning, IT or communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	\$85 per hour
	<p>Rural Broadband Related Business Entity Formation Includes kit for broadband related business formation, roadmap for determining type of broadband business entity that best suits the founder's needs, detailed steps leading to actual formation of rural services or product related business entity. Leave behinds include a business formation kit</p>	Economic Development	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	<p>Promoting rural broadband development by reducing ROW policy barriers Includes kit for identifying local rights of way policy barriers. Introduces high speed digital capacity as an essential economic</p>	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time

	<p>growth vehicle and connects broadband services to underlying rights-of-way infrastructure.</p> <p>Leave behinds include model local rights-of-way policies and model local adjudication policies pertaining to longitudinal and vertical public and private resources.</p>		<p>development in their communities, service providers, local businesses, CAIs</p>		<p>\$1,200 each</p>
	<p>Promoting rural broadband development by reducing permitting policy barriers</p> <p>Includes kit for identifying local permitting policy barriers and reducing processing times. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local permitting policies and procedures.</p> <p>Leave behinds include model local permitting policies and procedures, and model local adjudication means pertaining to permitting procedures.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>
	<p>Promoting rural broadband development by reducing easement policy barriers</p> <p>Includes kit for identifying local easement policy barriers. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local easement policies and procedures.</p> <p>Leave behinds include model local easement policies and procedures, and model local adjudication means pertaining to easement procedures.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>6 hours of preparation time 6 hours of setup and presentation time</p> <p>\$900 each</p>
	<p>Promoting rural broadband development by improving local adjudication policies & procedures</p> <p>Includes kit for identifying alternative local adjudication procedures related to finding common ground more quickly developing high speed digital capacity within a community and in conjunction with state, federal, and tribal concerns.</p> <p>Leave behinds include model adjudication policies and procedures, promoting streamlined decision making among the broadband development parties.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>
1,2,3,4	<p>Broadband services availability gap analysis (based on Local Planning Business Case development & mapping efforts)</p> <p>Includes kit for identifying and querying potential groups of local users of high speed digital capacity including residential, businesses, and community anchor institutions. Introduces local organization to means of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area.</p> <p>Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available</p>	Gap Analysis	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>

	to stakeholders, grant funders, and other influential groups.				
1,2,3,4	<p>Broadband infrastructure availability gap analysis (based on Local Planning Business Case development & mapping efforts)</p> <p>Includes kit for identifying and querying local users of high speed digital capacity and using available mappings of broadband infrastructure including residential, businesses, and community anchor institutions. Introduces local organization to means and methods of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area.</p> <p>Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available to stakeholders, grant funders, and other influential groups.</p>	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>
	<p>Regional rural broadband related job opportunities</p> <p>Jobs are created by employers, either working for a business or being self-employed. Broadband infrastructure provides the mechanism for a business to communicate with customers and suppliers. It is essential and a crucial element for business location requirements. ATI Institute will provide outreach and specially designed workshops to inform the rural community leaders on the cost/benefits of implementing and/or enhancing rural broadband to become more competitive, create jobs, and retain the current employed population</p>	Applications (Econ. Dev.)	COG Director, planning and zoning, IT/Communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>\$800 per rural visit</p> <p>\$600 preparation (1 time cost)</p> <p>\$1,000 workshop delivery (1 time per month)</p>
	<p>Comprehensive community workshop-stakeholder identification/engagement and prep time</p> <p>This comprehensive community workshop will be designed to assure all essential players in the community participate. This workshop will use the nominal group process to list out all the critical broadband issues the workshop participants are addressing. A SWOT (strengths, weaknesses, opportunities, threats) framework will be developed from these inputs. Then a creative visioning process will result in a graphic representation of their long range goal for broadband development. Within these current mental contexts of issues and visions of the community, a gap analysis of their understanding of the potential for broadband will be made. This workshop will then focus on education to fill the knowledge gaps, followed by the development of a community broadband</p>	Community, Educ., Health	Local community leaders including elected officials, local institutional CIO's, education and healthcare leaders, community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>12 hours of prep time</p> <p>8 hours of setup and presentation time</p> <p>6 hours of follow-up and reporting</p> <p>\$1,950 each</p>

	plan. This will be followed by the organization design and creation of an implementation task team from the participants that are committed to five years of working together to transform their community.				
	<p>E-Learning technology workshop & training Intended to maximize the use of broadband for education in the local and regional areas of Arizona. This workshop seeks to join the disparate education school districts in rural areas to work together to achieve economies of scale, distance learning and sharing, financial savings, and a coherent where shared resources can benefit students with maximum efficiency. This planning session will include best practices in education technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education strategy that will be the change agent for rural schools in Arizona.</p>	Comm., Educ., Health	Local community leaders including elected officials, local education institutional CIO's, superintendents, principals, teachers, parents and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	<p>Tele-health technology workshop & training Intended to maximize the use of broadband for healthcare in the local and regional rural areas of Arizona. This workshop seeks to join the disparate healthcare providers in rural areas to sources of support from outside the community and to work together to achieve economies of scale, and increased response times, access, efficiencies and effectiveness within the community including their outlying areas, financial savings and a coherent strategy where shared resources can benefit all. This planning session will include best practices in telemedicine implementation technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education, training and professional development strategy that will be the change agent for telecommunication supported healthcare in their rural community.</p>	Comm., Educ., Health	Local community healthcare leaders including elected officials, local hospital and healthcare institutional CIO's, hospital administrators, physicians, and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	<p>Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband To support health care, education, and economic development implementation. A research and study task team will comb through the entire body of Arizona statutes to find all the statute sections that present a barrier to the broadband deployment and use in the education, healthcare, and economy of Arizona. This task team will study these statute</p>	Broadband barriers	State and local governance officials, local policy officials, legal advisors, and agency directors. The State legislature will be responsible to implement changes in statutes	ATI Institute associates local subject matter experts, local and regional technical staff members	300 hours of research time 200 hours of study time 100 hours of drafting statute change specification time \$85 per hour

	sections and determine what will need to be changed and what these changes should be. The final work and report will deliver the recommended specifications for changes in current statutes and if needed, new statutes.				
1,2,3,4	Embed Broadband Planning into the Transportation Planning documents, procedures and practices as a normal course of COG and related entities transportation planning efforts. COG Transportation Consultant/Experts to advance the practice of broadband planning into the COG transportation planning efforts, and relevant, overlapping Metropolitan Planning Organizations (MPO's) as needed to form a complete backbone broadband connected transportation planning process within the COG region as a permanent ongoing practice. Transportation Consultant/Experts will provide ASET a digital copy of approved procedural changes resulting from this effort that impact broadband planning as it relates to the transportation planning process.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	118 hours of research, study, and data input time at \$85 per hour per COG. \$10,000 each 59 hours of research, study, and data input time at \$85 per hour per MPO within the COG region. \$5,000 each
	(other, add additional if necessary)				

ASET Signatory Initials _____

Entity Signatory Initials _____

FORM DAP-AT-E1
AGREEMENT TEMPLATE, EXHIBIT 1

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY
DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

[COCHISE COUNTY's Letterhead Here]

EXHIBIT 1

Request for:

Technical Assistance (TA) Funds thru the Digital Arizona Program
A Federally Funded Broadband Development Grant Program
Administered by the Arizona Strategic Enterprise Technology (ASET) Office

February 19, 2013

Cochise County

1415G W Melody Ln
Bisbee, AZ 85603

Dear ASET Digital Arizona Program,

Cochise County, the funds requesting entity ("Requester"), requests Technical Assistance support by the Digital Arizona Program, funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), federal grant to the State of Arizona.

Requester requests \$19,600 ("Assistance") to fund a local project(s) to improve broadband availability and adoption planning and capacity building for the following communities:

- 1) Cochise County
- 2) Graham County
- 3) Greenlee County
- 4) Santa Cruz County

Requester will utilize the requested funds to retain a Consultant(s) who will be selected from the ATI Institute Broadband Consultant Directory, or a qualified consultant selected by the entity, in order to create an effective broadband development plan for our region/community.

Requester understands that it must provide and document how it will provide (up to) Twenty Five Percent (25%) matching funds based on the amount of funds provided by ASET as required by the NTIA grant. Requester agrees that it will comply with all related NTIA grant requirements.

ASET cannot pay for any travel expenses. However travel expenses paid for by Requester can be used as matching funds as can other "in-kind" costs we may incur subject to approval by ASET.

The following goals will be accomplished as a result of this Assistance:

1. Facilitation of technical assistance to areas and communities with broadband deficits, including:
 - a. Middle-mile infrastructure deficits
 - b. Last-mile broadband availability deficits
 - c. Broadband adoption deficits
2. Improve broadband capabilities, in the categories above, to enhance the prospects for an area's economic development, educational, health care, and quality of life.
3. Identification of the required resources, capital, and expenses required to deploy critical applications and missing infrastructure to support:
 - a. Economic Development/Jobs
 - b. Education and Distance Learning
 - c. Tele-health
4. Identification of a plan to accomplish the improvements listed above (may include new ways to increase adoption or improved middle mile capacity, new investment in last mile delivery, better redundancy etc.).

Requester requests authorization to utilize the following Consultant(s) selected from the ATI Institute Broadband Consultant Directory: *(number of consultants may vary)*

- Jim Simms

Requester understands that if its request for Technical Assistance funds is accepted by ASET, it will execute a binding Agreement with ASET (Agreement attached hereto).

The official name under which the Requester will execute the Agreement with with ASET is:

1. **Cochise County Government**

Requester operates under the authority of:

1. **Cochise County Government**

Requester understands that the following Required Documents must be provided as exhibits incorporated into the Agreement with ASET and that ASET will provide templates for these documents:

1. A copy of the executed Consulting Contract with each selected Consultant(s) (exhibits 2 & 3 attached). The Consulting Contracts will be drafted so as not to become binding on Requester unless and until ASET has executed a binding Agreement with Requester. Exhibits 2 & 3 must be completed and attached with all information detailed.
2. The Consulting Contract(s) (exhibits 2 & 3) must include:

- a. Statement(s) of Work including deliverables to be provided by the selected Consultant(s) (attached hereto as exhibit 2 & 3)
 - b. The timeframe over which the consulting work will be accomplished
 - c. The "Not To Exceed" price quoted by the consultant(s)
 - d. The Billable Milestones to be completed by the consultant(s) and the percentage of the total Consulting Contract to be billed at each milestone. Up to fifteen percent (15%) of the total amount of the Consultant Contract(s) may be paid on signing of Requester Contract with ASET.
3. At each invoicing of ASET and at conclusion of the consulting work Requester will certify in the invoices to ASET that the consulting work and deliverables or milestones have been satisfactorily provided to Requester.
 4. Requester will require the Consultant(s) to provide a written report to us of their findings, results, and recommendations prior to payment of their final billing statement. Requester will provide a copy of this report to ASET with our final Invoice.
 5. Upon satisfactory conclusion of the consulting work Requester will provide an Invoice to ASET for the amount of payment that is due to the contracted Consultant(s)
 6. ASET will then pay Requester the amount due within 30 business days of receipt of the invoice
 7. Requester will then pay the Consultant's Invoice(s)

Requester appreciates ASET's support of our broadband development efforts and looks forward to working with ASET.

Requester Name _____

By (Printed Name) _____

Signature _____

ASET Acceptance of Proposal for Technical Assistance Agreement

By (Printed Name) _____

Signature _____

Date of Acceptance _____

FORM DAP-AT-E2
AGREEMENT TEMPLATE, EXHIBIT 2

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY
DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

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[COCHISE COUNTY'S Letterhead Here]

EXHIBIT 2

Statement of Work

- A. Name of Program: **COCHISE COUNTY**
- B. Start Date of Program: February 19, 2013
- C. Estimated date of Program Close: May 31, 2013
- D. Major billable Milestones per agreement:
 - 1. As per ATII list of services selected by Requester (see Exhibit 3 for detailed descriptions)
- E. Milestone timeframe required for each region: (Number of Days)

- 1) Cochise County**
- 2) Graham County**
- 3) Greenlee County**
- 4) Santa Cruz County**

F. The checked/selected deliverables will be generated in pursuit of the above stated goals for the program (see exhibit 1 for goals). Additional information on each item including pricing, hours required, specific deliverables associated thereto, etc. is available through ATI Institute. *Example Deliverables Listed Below, include/exclude or add additional, as appropriate.*

Region	Item:	Category:
	Complete ASET road segment decision matrix by specific regions (road segments within each region)	Implementation
	Grant writing for qualified grant opportunities (as identified through local planning efforts)	Implementation
	Rural Broadband Related Business Entity Formation	Economic Development
	Promoting rural broadband development by reducing ROW policy barriers	Policy
	Promoting rural broadband development by reducing permitting policy barriers	Policy
	Promoting rural broadband development by reducing easement policy barriers	Policy
	Promoting rural broadband development by improving local adjudication policies & procedures	Policy
1,2,3,4	Broadband services availability gap analysis (based on Local Planning & mapping efforts)	Gap Analysis
1,2,3,4	Broadband infrastructure availability gap analysis (based on local planning & mapping efforts)	Gap Analysis
	Regional rural broadband related job opportunities	Applications (Econ. Dev.)
	Comprehensive community workshop-stakeholder identification/engagement and prep time	Comm., Educ., Health
	E-Learning technology workshop & training	Comm., Educ., Health
	Tele-health technology workshop & training	Comm., Educ., Health
	Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband	Broadband barriers
1,2,3,4	Embed Broadband Planning as a part of the Transportation Planning requirements for COG based transportation planning	Implementation
	(other, add additional if necessary)	

G. A description of the roles played and contributions expected by the Consultants. Technical Assistance Consultants can come from ASET/ATII's cadre of Consultants, or can be a local resource. If local, the individual(s) must be approved by ASET/ATII.

Name/Role or Contribution – Jim Simms will provide the implementation

1. GAP Analysis – Broadband Services Availability Gap and Broadband Infrastructure Availability.
2. Embed Broadband Planning as a part of the Transportation Planning requirements for county based transportation planning.

Any pertinent parsing of program costs, Milestones, Time on Task related to Consultants, etc., should also be explained in detail, here.

There is a 50% parsing of the costs for the Embed Broadband Planning as part of the Transportation requirements for COG based transportation planning.

Schedule of Billing Milestones and Deliverables

The table below details the schedule of billing milestones and deliverables to be adhered to throughout this engagement. A total of **\$19,600** is awarded to **Cochise County**, to be distributed across the regions identified in this agreement. Entity shall provide ASET with examples of milestones listed below along with billing invoices per due dates of deliverables. Invoices must also report matching contributions as described below in order to facilitate ASET's reporting to NTIA.

R	Deliverable (add additional lines as needed) <i>(As indicated in section G)</i>	Billing Milestone & Delivery to ASET Based Upon Approx. % Complete						
		Start	25%	50%	75%	DRAFT to ASET	100%	Total \$
1	GAP ANALYSIS – Broadband Services Availability - \$1,200 each GAP ANALYSIS – Broadband Infrastructure Availability - \$1,200 each For Regions 1, 2, 3, 4							\$9,600
2	IMPLEMENTATION – Embed Broadband Planning as part of Transportation Planning Requirements - \$2,500 each For Regions 1,2,3,4							\$10,000
3		Start	25%	50%	75%	DRAFT to ASET	100%	Total \$
		2/1/13	3/1/13	3/31/13	4/1//13	5/15/13	5/31/13	
	Region 1 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
	Region 2 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900

Region 3 - Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
Region 4 – Billable Amount	735	1,041.25	1,041.25	1,041.25		1,041.25	\$4,900
Total Billable to ASET	2940	4,165	4,165	4,165		4,165	\$19,600
Entity's Total Matching *	0	1,225	1,225	1,225		1,225	\$4,900
Total Budget \$	\$2,940	5,390	5,390	5,390		5,390	\$24,500

*Matching dollars are not required to be posted per this schedule; however, final total of **\$4,325** must be accounted for through report to ASET by the agreement end-date February 28, 2013.

Additional explanation of NACOG Broadband Technical Assistance:

Example entries

Amount of Technical Assistance funds Requested from ASET *	\$19,600
Region 1 – Cochise County	\$4,900
Region 2 – Graham County	\$4,900
Region 3 – Greenlee County	\$4,900
Region 4 – Santa Cruz County	\$4,900
Total Matching Contribution (25% of \$16,100)**	\$4,900
Total Proposed Budget	\$24,500

* Includes management and administrative costs such as ATI Institute consultant(s) or in-house staff as appropriate.

**Indirect costs should be limited to no more than 17% of the ASET funding and should be paid for as part of the \$4,900 matching contribution (travel expense qualifies as matching).

ASET Signatory Initials _____

Entity Signatory Initials _____

FORM DAP-AT-E2
AGREEMENT TEMPLATE, EXHIBIT 3

FOR
BROADBAND TECHNICAL ASSISTANCE FUNDING TO
ARIZONA COMMUNITIES

PROVIDED BY
DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

[Place COCHISE COUNTY's Letterhead Here]

EXHIBIT 3

Detailed Schedule of ATII Services/Deliverables Available to Requesters

- A. Name of Program: **Cochise County**
- B. Start Date of Program: **February 1, 2013**
- C. Estimated date of Program Close: **May 31, 2013**

Indicate in the left column, which region/entity has chosen the respective deliverable/item as per exhibit 2. (i.e. 1, 2, etc.)

Region	Item	Category	Audience	Consultants	Unit Price
	<p>Complete ASET road segment decision matrix by specific regions (road segments within each region) Consultant to complete matrix columns for road segments which impact the specific COG region requesting this assistance. This decision matrix will be utilized by the Digital Arizona Program in determining prioritization and staging of the statewide conduit buildout plan. Consultant will provide ASET and requester a digital copy of the completed rows and columns which correspond to the region specific road segments.</p>	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	40 hours of research, study, and data input time at \$85 per hour. \$3,400 each
	<p>Grant writing for qualified grant opportunities (as identified through local planning efforts) Consultant to review results of any Broadband Local Planning funded efforts to identify grant opportunities within the COG and regions. With this information (if available), the consultant will complete application(s) for applicable grant opportunities. Consultant will provide ASET a copy of the completed applications once finalized.</p>	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, COG director, planning 7 zoning, IT or communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	\$85 per hour
	<p>Rural Broadband Related Business Entity Formation Includes kit for broadband related business formation, roadmap for determining type of broadband business entity that best suits the founder's needs, detailed steps leading to actual formation of rural services or product related business entity. Leave behinds include a business formation kit</p>	Economic Development	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time \$1,200 each
	<p>Promoting rural broadband development by reducing ROW policy barriers Includes kit for identifying local rights of way policy barriers. Introduces high speed digital capacity as an essential economic</p>	Policy	Community leaders, municipal officials interested in promoting broadband infrastructure and services	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of preparation time 8 hours of setup and presentation time

	<p>growth vehicle and connects broadband services to underlying rights-of-way infrastructure.</p> <p>Leave behinds include model local rights-of-way policies and model local adjudication policies pertaining to longitudinal and vertical public and private resources.</p>		<p>development in their communities, service providers, local businesses, CAIs</p>		<p>\$1,200 each</p>
	<p>Promoting rural broadband development by reducing permitting policy barriers</p> <p>Includes kit for identifying local permitting policy barriers and reducing processing times. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local permitting policies and procedures.</p> <p>Leave behinds include model local permitting policies and procedures, and model local adjudication means pertaining to permitting procedures.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>
	<p>Promoting rural broadband development by reducing easement policy barriers</p> <p>Includes kit for identifying local easement policy barriers. Introduces high speed digital capacity as an essential economic growth vehicle and connects broadband services to underlying local easement policies and procedures.</p> <p>Leave behinds include model local easement policies and procedures, and model local adjudication means pertaining to easement procedures.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>6 hours of preparation time 6 hours of setup and presentation time</p> <p>\$900 each</p>
	<p>Promoting rural broadband development by improving local adjudication policies & procedures</p> <p>Includes kit for identifying alternative local adjudication procedures related to finding common ground more quickly developing high speed digital capacity within a community and in conjunction with state, federal, and tribal concerns. Leave behinds include model adjudication policies and procedures, promoting streamlined decision making among the broadband development parties.</p>	Policy	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>
1,2,3,4	<p>Broadband services availability gap analysis (based on Local Planning Business Case development & mapping efforts)</p> <p>Includes kit for identifying and querying potential groups of local users of high speed digital capacity including residential, businesses, and community anchor institutions. Introduces local organization to means of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area.</p> <p>Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available</p>	Gap Analysis	<p>Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs</p>	<p>ATI Institute associates local subject matter experts, local and regional technical staff members</p>	<p>8 hours of preparation time 8 hours of setup and presentation time</p> <p>\$1,200 each</p>

	to stakeholders, grant funders, and other influential groups.				
1,2,3,4	<p>Broadband infrastructure availability gap analysis (based on Local Planning Business Case development & mapping efforts)</p> <p>Includes kit for identifying and querying local users of high speed digital capacity and using available mappings of broadband infrastructure including residential, businesses, and community anchor institutions. Introduces local organization to means and methods of obtaining pertinent data, organizing the data and presenting the results in meaningful ways to related stakeholders both within and outside of the planning area.</p> <p>Leave behinds include tools for organizing and querying potential high speed digital capacity user groups, storing and organizing the resulting data, and making various summations of the data available to stakeholders, grant funders, and other influential groups.</p>	Gap Analysis	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAls	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>8 hours of preparation time</p> <p>8 hours of setup and presentation time</p> <p>\$1,200 each</p>
	<p>Regional rural broadband related job opportunities</p> <p>Jobs are created by employers, either working for a business or being self-employed. Broadband infrastructure provides the mechanism for a business to communicate with customers and suppliers. It is essential and a crucial element for business location requirements. ATI Institute will provide outreach and specially designed workshops to inform the rural community leaders on the cost/benefits of implementing and/or enhancing rural broadband to become more competitive, create jobs, and retain the current employed population</p>	Applications (Econ. Dev.)	COG Director, planning and zoning, IT/Communications, economic development director, workforce director	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>\$800 per rural visit</p> <p>\$600 preparation (1 time cost)</p> <p>\$1,000 workshop delivery (1 time per month)</p>
	<p>Comprehensive community workshop-stakeholder identification/engagement and prep time</p> <p>This comprehensive community workshop will be designed to assure all essential players in the community participate. This workshop will use the nominal group process to list out all the critical broadband issues the workshop participants are addressing. A SWOT (strengths, weaknesses, opportunities, threats) framework will be developed from these inputs. Then a creative visioning process will result in a graphic representation of their long range goal for broadband development. Within these current mental contexts of issues and visions of the community, a gap analysis of their understanding of the potential for broadband will be made. This workshop will then focus on education to fill the knowledge gaps, followed by the development of a community broadband</p>	Community, Educ., Health	Local community leaders including elected officials, local institutional CIO's, education and healthcare leaders, community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	<p>12 hours of prep time</p> <p>8 hours of setup and presentation time</p> <p>6 hours of follow-up and reporting</p> <p>\$1,950 each</p>

	plan. This will be followed by the organization design and creation of an implementation task team from the participants that are committed to five years of working together to transform their community.				
	<p>E-Learning technology workshop & training Intended to maximize the use of broadband for education in the local and regional areas of Arizona. This workshop seeks to join the disparate education school districts in rural areas to work together to achieve economies of scale, distance learning and sharing, financial savings, and a coherent where shared resources can benefit students with maximum efficiency. This planning session will include best practices in education technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education strategy that will be the change agent for rural schools in Arizona.</p>	Comm., Educ., Health	Local community leaders including elected officials, local education institutional CIO's, superintendents, principals, teachers, parents and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	<p>Tele-health technology workshop & training Intended to maximize the use of broadband for healthcare in the local and regional rural areas of Arizona. This workshop seeks to join the disparate healthcare providers in rural areas to sources of support from outside the community and to work together to achieve economies of scale, and increased response times, access, efficiencies and effectiveness within the community including their outlying areas, financial savings and a coherent strategy where shared resources can benefit all. This planning session will include best practices in telemedicine implementation technology, exposure to the latest in broadband planning and capacity in their area including forthcoming federal broadband grants, and the creation of a coherent education, training and professional development strategy that will be the change agent for telecommunication supported healthcare in their rural community.</p>	Comm., Educ., Health	Local community healthcare leaders including elected officials, local hospital and healthcare institutional CIO's, hospital administrators, physicians, and community infrastructure institution leaders, and other interested parties and stakeholders	ATI Institute associates local subject matter experts, local and regional technical staff members	8 hours of prep time 8 hours of setup and presentation time 4 hours of follow-up and reporting \$1,500 each
	<p>Assessment of barriers within statutes and/or local charters that hinder deployment & use of broadband To support health care, education, and economic development implementation. A research and study task team will comb through the entire body of Arizona statutes to find all the statute sections that present a barrier to the broadband deployment and use in the education, healthcare, and economy of Arizona. This task team will study these statute</p>	Broadband barriers	State and local governance officials, local policy officials, legal advisors, and agency directors. The State legislature will be responsible to implement changes in statutes	ATI Institute associates local subject matter experts, local and regional technical staff members	300 hours of research time 200 hours of study time 100 hours of drafting statute change specification time \$85 per hour

	sections and determine what will need to be changed and what these changes should be. The final work and report will deliver the recommended specifications for changes in current statutes and if needed, new statutes.				
1,2,3,4	Embed Broadband Planning into the Transportation Planning documents, procedures and practices as a normal course of COG and related entities transportation planning efforts. COG Transportation Consultant/Experts to advance the practice of broadband planning into the COG transportation planning efforts, and relevant, overlapping Metropolitan Planning Organizations (MPO's) as needed to form a complete backbone broadband connected transportation planning process within the COG region as a permanent ongoing practice. Transportation Consultant/Experts will provide ASET a digital copy of approved procedural changes resulting from this effort that impact broadband planning as it relates to the transportation planning process.	Implementation	Community leaders, municipal officials interested in promoting broadband infrastructure and services development in their communities, service providers, local businesses, CAIs	ATI Institute associates local subject matter experts, local and regional technical staff members	118 hours of research, study, and data input time at \$85 per hour per COG. \$10,000 each 59 hours of research, study, and data input time at \$85 per hour per MPO within the COG region. \$5,000 each
	(other, add additional if necessary)				

ASET Signatory Initials _____

Entity Signatory Initials _____

FORM DAP-AT
AGREEMENT

FOR

BROADBAND LOCAL PLANNING ASSISTANCE TO ARIZONA
COMMUNITIES

PROVIDED BY

DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

*Agreement
For Agreements between Regional and Local Entities and ASET
For Funding of Broadband Local Planning*

AGREEMENT

This Agreement is made effective as of 2/19/2013 by and between the Arizona Strategic Enterprise Technology office of the Department of Administration of the State of Arizona, (hereinafter "ASET"), located at 100 N 15th Avenue, Phoenix Arizona, 85007; and **the Cochise County Government**, hereinafter "COMMUNITY ENTITY" located at **1415G W Melody Ln Bisbee, AZ 85603**. Hereinafter also known as the "Parties."

BACKGROUND:

Whereas, ASET has been awarded a federal grant from National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI) for mapping the broadband resources available in Arizona and for developing plans for increasing broadband availability and adoption in the state.

Whereas, the NTIA grant requires ASET to reach out to local regions and communities in the state and to enter into short-term contracts with regional and/or local entities in support of broadband planning and technical assistance by those regions or communities.

Whereas, ASET, and/or its designated contractor where applicable, will manage the process of identifying eligible regional and/or community entities based on criteria established by ASET to which may be awarded broadband planning and/or technical assistance funds.

WHEREAS, COMMUNITY ENTITY has submitted a Request for Funds to ASET (attached hereto as Exhibit 1) and ASET has accepted the request.

NOW, THEREFORE, in consideration of the mutual undertakings herein contained and other good and valuable consideration, the PARTIES hereto acknowledge the consideration and agree as follows:

1. COMMUNITY ENTITY will provide deliverables on the terms described in COMMUNITY ENTITY's attached Request for Funds Letter.
2. Requester will utilize the requested funds to create an effective broadband development plan or business case for our region/community.
3. Requester understands that it must provide and document how it will provide (up to) Twenty Five Percent (25%) matching funds, including in-kind funds, based on the amount of funds provided by ASET as required by the NTIA grant. Requester agrees that it will comply with all related NTIA grant requirements.

4. COMMUNITY ENTITY shall provide an Invoice to ASET for the amount owed to the Entity for the Billable Milestone(s) and certified as successfully achieved by COMMUNITY ENTITY.
5. Invoices submitted by COMMUNITY ENTITY and approved by ASET shall be paid by ASET within 30 days of receipt.
6. COMMUNITY ENTITY shall provide ASET with a FINAL DRAFT of their findings, results, report(s) and/or recommendations prior to payment of the final Billable Milestone. The FINAL DRAFT report shall be void of any copyright restrictions or other use restrictions on both COMMUNITY ENTITY and ASET. A copy of said report shall be provided to ASET with COMMUNITY ENTITY's final Invoice.
7. This represents the entire Agreement between the Parties.
8. Any modification to this Agreement must be made in writing and signed by the Parties.
9. Each of the Parties agrees to hold the other harmless from any liability or damages arising out this Agreement or the work pertaining thereto.
10. Any dispute between the Parties shall be resolved by binding mediation using a mediator acceptable to both Parties.

Signed:

COMMUNITY ENTITY

ASET

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

FORM DAP-AT-E1

EXHIBIT 1

FOR

BROADBAND LOCAL PLANNING ASSISTANCE TO ARIZONA
COMMUNITIES

PROVIDED BY

DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

EXHIBIT 1

Request for:
Broadband Local Planning Funds from the Digital Arizona Project
A Federally funded Broadband Development Grant Program
Administered by the Arizona Strategic Enterprise Technology (ASET) Office

February 19, 2013

Cochise County Government

1415G W Melody Ln
Bisbee, AZ 85603

Dear ASET Digital Arizona Project:

Cochise County Government, the funds requesting entity, ("Requester"), requests Broadband Local Planning Assistance support by the Digital Arizona Project, funded by National Telecommunications and Information Administration (NITA) State Broadband Development Initiative (SBDI), federal grant to the State of Arizona.

Requester requests \$30,000 ("Assistance") to fund the activities associated with Local Community Planning and Outreach to improve broadband availability and adoption planning and capacity building for the following communities:

1. Region 1 – Cochise County, AZ
2. Region 2 – Graham County, AZ
3. Region 3 – Greenlee County, AZ
4. Region 4 – Santa Cruz County, AZ

Requester will utilize the requested funds in our efforts to organize, develop and promulgate an effective broadband development for our region/communities.

Requester understands that it must provide and document how it will provide (up to) twenty-five percent (25%) matching funds based on the amount of funds provided by ASET as required by the NITA grant. Requester agrees that it will comply with all related NITA grant requirements.

ASET cannot pay for any travel expenses. However, travel expenses related to the activities that are paid for by **Cochise County Government** can be used as matching funds as can other "in-kind" costs that may incur subject to approval by ASET.

The following Goals will be accomplished as a result of this Broadband Local Community Planning Assistance:

1. Development of business case(s), including: broadband enabled retention and expansion of Jobs/Employment; improvements in Education including, electronic curricula, assessment and distance learning; improvements in Tele-Health applications and processes between and among the patient, clinic, hospital and physician; and general enhancement of quality of life. These applications are aligned with the Digital Arizona Program and a complete system proposal will be prepared for digital capacity expansion in the counties of Cochise, Graham, Greenlee and Santa Cruz (four county region).
2. Assistance with grant writing support in Cochise County's efforts to apply for funding of broadband infrastructure buildouts.
3. Creation of regional sub-committees of within the four county region.
4. Creation of web pages on the Cochise County website to communicate progress and foster community interest in the activities listed above.

Requester understands that if this request for Local Community Planning funds is accepted by ASET, it will execute a binding Agreement with ASET.

The official name under which the Requester will execute the Agreement with ASET is:

1. **Cochise County Government.**

Requester operates under the authority of:

1. **Cochise County Government**

Requester understands that Required Documents must be provided as exhibits incorporated into the Agreement with ASET and that ASET will provide templates for these documents:

1. A copy of the Contract with each entity will be drafted so as not to become binding on Requester unless and until ASET has executed a binding Agreement with the Requester.
2. This Local Planning Assistance Contract(s) must include:
 - A. Detailed Statement(s) of Work including deliverables.
 - B. The timeframe over which the work will be accomplished.
 - C. The Billable Milestones and percentage of total Contract to be billed at each milestone. (Up to fifteen percent (15%) of the total amount of the Contract(s) may be paid on signing of Contract with ASET.
3. At each invoicing of ASET and at conclusion of the work, Requester will certify in the invoices provided to ASET for Review and Approval that the work and deliverables or milestones have been satisfactorily provided to Requester.
4. Requester will provide a copy of the agreed upon Final Deliverables to ASET, once approved, prior to payment of final billing statement.
5. Upon satisfactory conclusion and ASET Approval of the Work, Requester will provide an invoice to ASET for the amount of payment that is due (final invoice).

6. ASET will then pay Requester the amount due within 30 business days of receipt of the final invoice.
7. If Cochise County elects to retain a consultant(s) to assist their planning activities such consultant should possess demonstrated Local Community Planning skills as distinct from broadband Technical Assistance skills.

Requester appreciates ASET's support of our broadband local planning efforts and looks forward to working with ASET.

Cochise County Government

By:

Signature: _____

Date: _____

ASET Acceptance of Proposal for Local

By: _____

Signature: _____

Date of Acceptance: _____

FORM DAP-AT-E2

EXHIBIT 2

FOR

BROADBAND LOCAL PLANNING ASSISTANCE TO ARIZONA
COMMUNITIES

PROVIDED BY

DIGITAL ARIZONA PROGRAM¹

FEBRUARY 19, 2013

¹ The DIGITAL ARIZONA PROGRAM (DAP) is funded by National Telecommunications and Information Administration (NTIA) State Broadband Development Initiative (SBDI), a federal grant to the State of Arizona. DAP is managed by Arizona Strategic Enterprise Technology (ASET) and its planning partner, the Arizona Telecommunications and Information Institute (ATI Institute).

Exhibit 2

Statement of Work

- A. Name of Project: **Cochise County Government**
- B. Start date of Project: **February 19, 2013**
- C. Estimated date of Project Close: **May 31, 2013**
- D. Major billable Milestones as per agreement:
1. Completion of Business Case Analysis (BCA) for broadband expansion for regions within the Northern Arizona Council of Governments four county areas of Cochise, Graham, Greenlee and Santa Cruz counties (four county region).
 2. Identification of feasible Grant opportunities. (actual grant writing to be accomplished through technical assistance dollars)
 3. Creation of Regional Broadband sub-committees within four county region.
 4. Completion of broadband webpage(s) on county government sites to communicate progress and foster community interest in activities.
- E. Milestone completion-time allocation plan for all billable milestones listed above (by region):
- **Region 1** – Cochise County
 - **Region 2** – Graham County
 - **Region 3** – Greenlee County
 - **Region 4** – Santa Cruz County

All Deliverables will be completed in 4.0 months ending May 31, 2013

1. Preparation of a Business Case Analysis:
 - I. Work with the four identified regions to assess the Inventory of broadband services and infrastructure currently available.
 - II. This Inventory will utilize such data resources as the Broadband Community Map, City-Data, ACA, DES, USA Reference and other applicable data resources to determine the current broadband capabilities and resources for targeted regions.
 - III. A Systems Requirement document will be prepared. It will present what is required to meet standard and above standard broadband capacity to adequately provide a competitive infrastructure to support Jobs/Economic Development, Education and Tele-Health within each of the four regions. The distinctions between the Broadband Inventory and the Systems Requirements will become the basis of the Business Case analysis for determining the levels of investment the private sector will be encouraged to make by the regions listed for meeting their broadband development goals.
 - IV. An analysis of potential demand aggregation and its incentive value for private sector broadband investment in each region will be created as part of the business case analysis.

- V. A survey to gather data to be utilized in generating a report on current adoption of broadband services by educational and healthcare entities, businesses and private citizens including expectations from the communities for what would constitute desired levels of broadband capacity and services.

2. Grant opportunity identification

- I. Research, identify and qualify feasible grant opportunities for funding or partial funding of middle mile conduit buildouts utilizing SB1402 or other digital capacity (broadband) improvement projects to support availability of increased capacity to the target regions, will be completed (actual grant writing to be accomplished through technical assistance dollars).

3. Broadband Committees

- I. Create Regional Broadband sub-committees within the four county region. These Committees' formations are scheduled to occur by or before March 31, 2013. The subcommittees will serve as a voice for the local communities within the four county region in driving the availability of broadband capacity and services.

4. Broadband focused Webpage(s)

- I. Publication of pages is expected to occur at the inception of the approved activities. There will be periodic updates to include major milestone reporting on Broadband Local Planning efforts. These webpages will reflect community involvement and items of interest relating to the Digital Arizona Program and activities of the newly established Broadband Committees within the four county region. The Web links will identify the specifics of the Digital Arizona Program administered by ASET, the Regions assisted by Broadband Local Planning funds, and the Goals of these efforts.

- F. As Stated in our Request for Funds application, the following goals will be accomplished as a result of Local Broadband Planning Funding.

1. A Business Case Analysis (BCA) that defines broadband expansion requirements for communities/regions within the four county region. This analysis will account for existing broadband services and infrastructure, define what is desired by the communities in question as improvements in digital capacity and services and describe practical and feasible approaches for aggregating broadband demand as an incentive to private sector investment in improving digital capacity. This BCA will include a Report on current adoption of broadband services by educational and healthcare entities, businesses and private citizens including expectations from the communities for what would constitute desired levels of broadband capacity and services.
2. Identification of one or more feasible grants opportunities which can support increased digital capacity.
3. Working and effective Broadband sub-committees which act as an ongoing voice for the local communities in driving the availability of better broadband services.

4. Website pages to be an ongoing communication tool for the communities to foster citizen and stakeholder involvement in better broadband.

G. The following deliverable(s) will be generated in pursuit of the above stated goals for the program. (Explain the deliverables; indicate which goals the deliverables support). These deliverables will be provided to ASET with Executive Summaries, Tables of Contents, Body of Report per Tables of Contents, Additional appendices as needed.

1. A Business Case Analysis (as described in section E & F above)
2. Identify feasible grant opportunities and summary of results (as described in section E & F above)
3. Regional Broadband sub-committees within Counties (as described in section E & F above)
4. Webpages within current County websites (as described in section E & F above)

Any pertinent parsing of program costs, Milestones etc., should also be explained in detail, here.

Schedule of Billing Milestones and Deliverables

The table below details the schedule of billing milestones and deliverables to be adhered to throughout this engagement. A total of \$30,000 is awarded to Cochise County, to be distributed equally across the four regions identified in this agreement. Entity shall provide ASET with examples of milestones listed below along with billing invoices per due dates of deliverables. Invoices must also indicate matching contributions as described below in order to facilitate ASET’s reporting to NTIA.

	Deliverable <i>(As Detailed in Section G)</i>	Billing Milestone & Delivery to ASET Based Upon Approx. % Complete						Total \$
		Start	25%	50%	75%	DRAFT to ASET	100%	
1	Business Case Analysis	2/19/13	3/10/13	3/31/13	4/30/13	5/15/13	5/31/13	
2	Grant Identification	2/19/13	N/A	N/A	N/A	N/A	5/31/13	
3	Regional BB Subcommittee	2/19/13	N/A	N/A	N/A	N/A	3/31/13	
4	Webpage Publication	2/19/13	N/A	N/A	N/A	3/15/13	3/31/13	
	Region 1 - Billable Amount	\$1125	\$1593**	\$1593	\$1593	\$0	\$1593	\$7,500
	Region 2 - Billable Amount	\$1125	\$1593	\$1593	\$1593	\$0	\$1593	\$7,500
	Region 3 - Billable Amount	\$1125	\$1593	\$1593	\$1593	\$0	\$1593	\$7,500
	Region 4 – Billable Amount	\$1125	\$1593	\$1593	\$1593	\$0	\$1593	\$7,500
	Total Billable to ASET	\$4,500	\$6,375	\$6,375	\$6,375	\$0.00	\$6,375	\$30,000
	Entity’s Total Matching *	\$0	\$1,875	\$1,875	\$1,875	\$0.00	\$1,875	\$7,500
	Total Budget \$	\$4,500	\$8,250	\$8,250	\$8,250	\$0.00	\$8,250	\$37,500

*Matching dollars are not required to be posted per this schedule; however, final total of \$7,500 must be accounted for through report to ASET by the agreement end-date (12/31/12)

**Figure rounded down.

Additional explanation of Cochise County Broadband Local Planning Budget:

Amount Requested from ASET *	\$30,000
Region 1 – Cochise County	\$7,500
Region 2 – Graham County	\$7,500
Region 3 – Greenlee County	\$7,500
Region 4 – Santa Cruz County	\$7,500
Total Matching Contribution (25% of \$30,000)**	\$7,500
Total Proposed Budget	\$37,500

* Includes management and administrative costs such as non-ATI Institute consultant(s) or in-house staff in the development and support of Business Case Analysis, web page integration into existing website(s) and Regional Broadband Sub-Committee.

**Indirect costs should be limited to no more than 17% of the ASET funding and should be paid for as part of the \$7,500 matching contribution.

INTERGOVERNMENTAL AGREEMENT
BETWEEN SOUTHEASTERN ARIZONA COUNTIES
(COCHISE, GRAHAM, GREENLEE and SANTA CRUZ COUNTIES)
FOR BROADBAND LOCAL PLANNING ASSISTANCE

This Intergovernmental Agreement, hereinafter, referred to as, “Agreement”, is entered into between Cochise County, a body politic and corporate of the State of Arizona (Cochise), Graham County, a body politic and corporate of the State of Arizona, (Graham), Greenlee County, a body politic and corporate of the State of Arizona (Greenlee), and Santa Cruz, a body politic and corporate of the State of Arizona, (Santa Cruz) (hereinafter, the “Parties”) to establish the fiscal and administrative responsibilities regarding an application for Broadband Local Planning Assistance provided by the Digital Arizona Program. This agreement may be expanded to include other grants offered by the State of Arizona through the Digital Arizona Program or other like programs.

WHEREAS, federal funding for regional study of broadband electronic communications capabilities is available to local government agencies through the Digital Arizona Program administered and funded by the National Telecommunications and Information Administration; and

WHEREAS, the counties of Cochise, Graham, Greenlee, and Santa Cruz have determined that it would be in the best interest of their citizens to collectively apply for a grant or grants provided through the Digital Arizona Program or other similar programs to assist in study of potential broadband communications between the said counties; and

WHEREAS, the counties of Cochise, Graham, Greenlee, and Santa Cruz, through their respective Boards of Supervisors, approve the designation of Cochise County as Grant Recipient and fiscal agent for the above named and/or additional grants,

NOW, THEREFORE, in consideration of the mutual covenants and stipulations set forth herein, the parties agree as follows:

1. **Purpose.** The purpose of this Agreement is to facilitate funding for study of potential for expanded and coordinated communications capabilities between various agencies in the four rural counties of Southeast Arizona that are parties to this Agreement, to facilitate enhanced video-conferencing among and between residents of those counties and other expansion of broadband capabilities.
2. **Term.** This Agreement shall take effect when it has been approved by all of the parties’ governing boards and executed by all parties to this Agreement. It shall remain in force and effect through December 31, 2015, or until terminated in accordance with the terms and provisions of this Agreement. This Agreement may be renewed for three additional three-year

terms by mutual agreement of some or all of the Parties prior to the expiration of the original or any renewal term of this Agreement.

3. **Modification.** This Agreement may be modified and/or amended by addenda. An addendum shall be effective when approved by all of the Parties. An addendum may include an agreement by the Parties to add new parties or to permit a new or existing party to participate in this Agreement on terms and conditions different than those set forth in this Agreement.
4. **Termination.** Any Party to this Agreement may terminate its participation in that Agreement at any time, upon thirty (30) days' written notice to every other Party. If there remain any unexpended grant funds that had been allocated to a Party at the time that said Party's termination becomes effective, then any such unexpended funds shall be reallocated to the remaining Parties in equal shares.
5. **Obligations of the Parties.** Responsibility for administration of any grant funds received under this Agreement shall fall to the County Administrator for Cochise, or his designee, as Grant Recipient and fiscal agent, but he shall coordinate with the chief executive officers of each political entity that is a Party to this Agreement, or their respective designees, in execution of the terms of this Agreement and in complying with terms of any applicable funding authority. The Parties acknowledge that the Technical grant and the Planning grant being applied for require a 25% match. The match can include in kind contributions, including contributions by all the parties to this Agreement, but some portion of the match (such as travel costs of a consultant that is retained) may require cash expenditure. Each Party agrees to reimburse Cochise for one-fourth of the match that is not covered by in kind contributions. Furthermore, each party shall provide Cochise with documentation of its in kind contribution in sufficient detail to satisfy grant requirements.
6. **Contacts:** Any Notices, questions, comments and concerns regarding the duties and responsibilities of the Parties under this Agreement are to be directed to:

Mike Ortega, Cochise County Administrator
1415 Melody Lane
Bisbee, Arizona 85603

Terry Cooper, Graham County Administrator
921 Thatcher Blvd.
Safford, Arizona 85546

Kay Gale, Greenlee County Administrator
P.O. Box 908
Clifton, Arizona 85533

Carlos Rivera, Santa Cruz County Administrator

2150 N. Congress Drive
Nogales, New Mexico 85621

7. General provisions:

- 7.1 **Entire Agreement.** This document, and any attachments, addenda and appendices, including any approved subcontracts, amendments and modifications made thereto, shall constitute the entire Agreement between the Parties, and supersedes all other understandings, oral or written.
- 7.2 **Compliance with Laws, Rules and Regulations.** The Parties and their subcontractors shall comply with all applicable Federal and state laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this Agreement. The laws and regulations, of the State of Arizona govern the rights of the Parties, the performance of this Agreement, and any disputes arising from the Agreement. Any action relating to this Agreement must be brought by arbitration to the extent required by A.R.S. § 12-1518 or in an appropriate court. Any arbitration award will be enforced in an appropriate court.
- 7.3 **Non-Discrimination.** The parties shall not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin in the course of carrying out their duties pursuant to this Agreement. The Parties shall comply with the provisions of Executive Order 755, as amended by Executive Order 994, which is incorporated into this Agreement by reference, as if set forth in full herein.
- 7.4 **ADA.** The Parties shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, as modified by Pub. L. 110-325, codified at 42 U.S.C. §§ 12101 through -12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.
- 7.5 **Conflict of Interest.** This Agreement is subject to termination for conflict of interest pursuant to terms of A.R.S. § 38-511.
- 7.6 **Records.** The Parties agree to retain all financial books, records, and other documents and will contractually require each subcontractor to retain all data and other records relating to the acquisition and performance of the Agreement for so long as required by any law or regulation or by terms of any grant administered under this Agreement, but in no case shall that period be less than ten (10) years after expiration or termination of this Agreement. All records are subject to inspection and audit by the Parties at reasonable times. Upon request, the Parties will produce a legible copy of any or all such records.

- 7.7 **Severability.** The provisions of this Agreement are severable. If any provision of this Agreement is held by a court to be invalid or unenforceable, the remaining provisions continue to be valid and enforceable to the full extent permitted by law.
- 7.8 **Indemnification.** Each Party (as Indemnitor) agrees to indemnify, defend and hold harmless the other Party (as Indemnitee) from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.
- 7.9 **No Third Party Beneficiaries.** Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement or effect the legal liability of any Party to the Agreement.
- 7.10 **No Joint Venture.** Nothing in this Agreement is intended to create a joint venture between or among the Parties, and it will not be so construed. None of the Parties' employees shall be considered officers, agents or employees of any of the other Parties, or be entitled to receive any employment related fringe benefits from any of the other Parties.
- 7.11 **Annual Report.** An Annual Report shall be issued to all participating Parties during the grant period or periods, as appropriate, and a close out report upon completion.

NOW, THEREFORE, the Parties agree to abide by the terms and conditions set forth in this Agreement.

IN WITNESS THEREOF, the Parties hereto have executed this Agreement on the date and year specified below:

COCHISE COUNTY

Ann English, Chairman

Date

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona:

County Attorney

Date

GRAHAM COUNTY

Drew John, Chairman

Date

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona:

County Attorney

Date

GREENLEE COUNTY

David Gomez, Chairman

Date

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona:

County Attorney

Date

SANTA CRUZ COUNTY

Manny Ruiz, Chairman

Date

Pursuant to A.R.S. § 11-952, the undersigned public agency attorney has determined that this Intergovernmental Agreement is in proper form and within the powers and authority granted under the laws of the State of Arizona:

County Attorney

Date



Broadband Local Planning Assistance
through the
Digital Arizona Program
for

Southeastern Arizona Counties

Cochise County
Board of Supervisors Work Session
February 26, 2013



Why Broadband?

Arizona rural residents and businesses do not have access to broadband services that urban areas possess

Lack of services has a direct and negative impact on their lives:

- Limits available jobs
- Limits educational opportunities
- Limits health care services
- Major safety factor for law enforcement



Negative impact on residents = negative impact on communities



Quality of Life

2007 MIT Study

- ◆ In Counties with broadband development, the Sales Per Capita grew almost twice as fast as counties without the service.
- ◆ Employment increased over 5%
- ◆ Larger impact in smaller, rural communities.



How Arizona Got Broadband

SB 1402 – Digital Arizona Highways Bill

Enables private sector providers to extend broadband services by expanding use of existing state roadway right-of-way uses.

End result: 2 highways for nearly the cost of one.



Who Provides Funding?

Arizona Strategic Enterprise Technology (ASET) created the Digital Arizona Program for the State.

ASET is a division of the Arizona Department of Administration (ADOA)

Funding comes from Federal Stimulus grants with matching funds from Arizona



ASET's Broadband Deployment Process Outreach

Development Providers

Informing
We inform COGs' Regions/Communities
of the Broadband mission in AZ
(ASET must provide details/budget)

Discussion
Listen to region/community
problems and document

Prepare GAP Analysis
Gathered facts will produce
the problem(s) & our Tech-Assist.
Professionals will provide a
GAP Analysis

Technical Assistance Providers

From the GAP Analysis we prepare
Infrastructure Concept Report
That will determine if Infrastructure is

- 1) Satisfactory
- 2) Unsatisfactory

Prepare Implementation Strategy
Working with:
Community Leaders/Businesses
Service Providers
ATII Technical Assistance Consultants



How Much is Available?

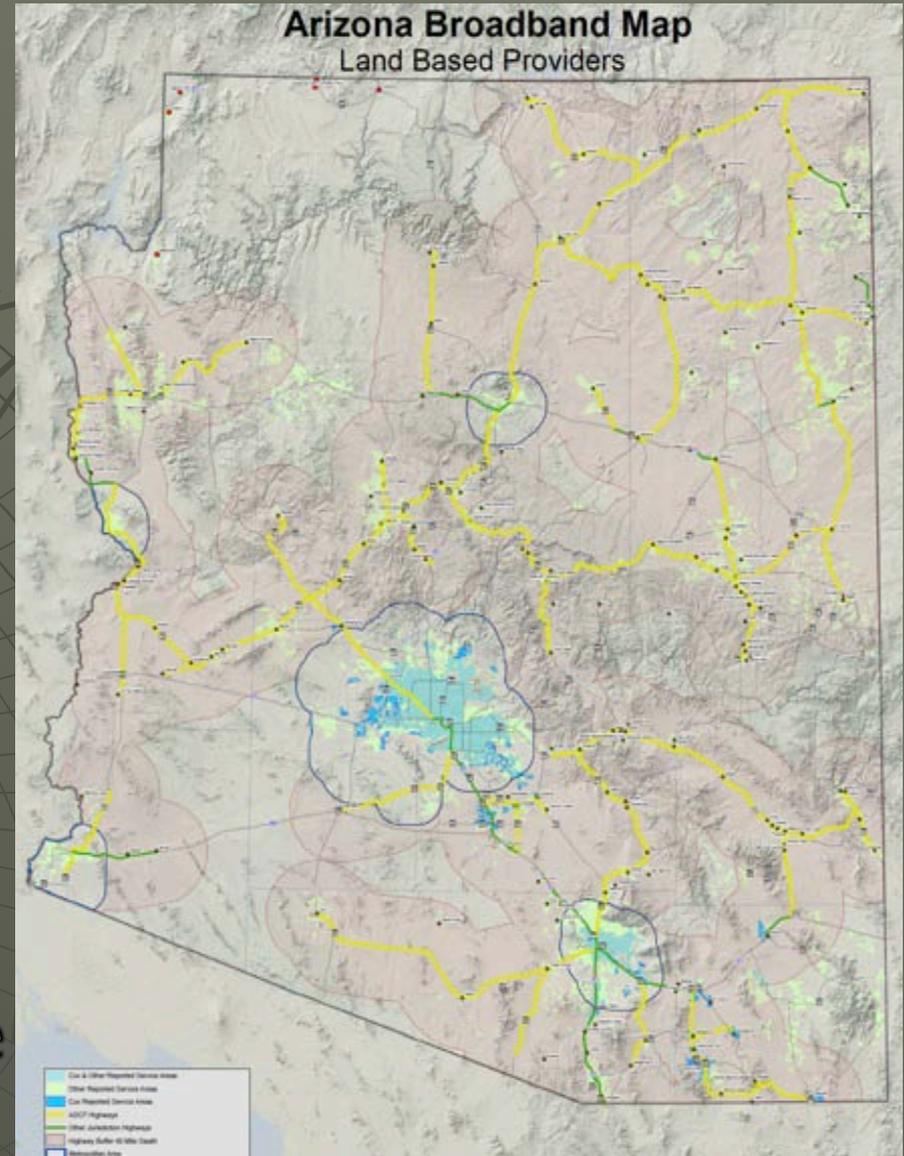
Arizona received \$6.3 million in Federal Broadband Funding Grants in 2010.

Future funding is expected to continue.



5 - 7 YEAR ESTIMATE

- ◆ \$25K to \$50K per rural conduit trench mile
- ◆ ~2500 to 3000 rural trench miles
- ◆ \$20M to \$50M per year
- ◆ Whole State covered in 7 to 10 years
- ◆ Program can then be “sunset” to maintenance only mode





Why Partner?

3 Arizona COG's have already agreed to receive planning and technical assistance under this program.

4 Southeastern Arizona Counties are collectively in need of grant funding:

- Cochise County
- Graham County
- Greenlee County
- Santa Cruz County

The 4 Counties desire to enter into an Intergovernmental Agreement (IGA)



Solution ?

The 4 Counties desire the designation of Cochise County as Grant Recipient and Fiscal Agent for the Digital Arizona Program Grant for Southeastern Arizona.

The IGA would allow Cochise County to apply for and manage broadband grants



Planning Grant

\$30,000

25% match (\$7,500)

This grant would allow us to obtain the services of a consultant to develop the initial steps to create an effective broadband development plan for the 4 County region.

First step is to create a broadband committee of local stakeholders and interested parties.



Technical Grant

\$19,600

25% match (\$4,900)

This grant would focus on a gap analysis of broadband capacity needs in the 4 County region as determined by a consultant.



What about Match Funds?

The match can be met through in-kind assistance:

- ◆ Grant Management and accounting
- ◆ Staff time to travel to and attend meetings
- ◆ Staff technical time
 - The grant does not cover travel related costs of staff such as vehicle mileage or motels.
 - ◆ These costs could be paid for by the Counties and used as local match



What to Accomplish?

- ◆ Discussion and Possible Recommendation regarding the IGA between the 4 Counties

Next Steps?

- Formal Approval of IGA between all Counties
- Select Consultant and Apply for Grant Funding



Questions?

- ◆ Visit: DigitalArizona.gov

Thank you!

Work Session Request Form

Specific Topic / Wording of Agenda Item:

Broadband Local Planning Assistance through the Digital Arizona Program for Southeastern Arizona Counties

Justification / Executive Summary:

According to extensive mapping over the past two years, many of Arizona's rural residents and businesses do not have the availability of broadband services. This lack of broadband services negatively impacts their lives – by limiting available jobs, educational opportunities, and health care services. It is also a major safety factor for our law enforcement and first responder personnel.

SB 1402, The Digital Arizona Highways Bill, signed into law by the Governor, enables private sector providers to extend broadband services to rural Arizona by expanding use of existing state roadway rights-of-way uses. Under this program, the State received \$6.3 million in federal broadband funding grants.

Arizona Strategic Enterprise Technology (ASET) has created the Digital Arizona Program for Arizona. ASET is a division of the Arizona Department of Administration (ADOA). The Digital Arizona Program is funded with Federal stimulus grants administered by the National Telecommunications and Information Administration (NTIA) with matching funds from the State of Arizona.

Three Arizona COG's have already agreed to receive planning and technical assistance under this program. The four Southeastern Arizona Counties (Cochise, Graham, Greenlee and Santa Cruz) are collectively in need of grant funding for their respective communities. The four counties desire the designation of Cochise County as Grant Recipient and fiscal agent for the Digital Arizona Program grant. The four counties desire to enter into an Intergovernmental Agreement (IGA) establishing the responsibilities of each body.

The IGA would allow Cochise County to apply for and manage two broadband grants through the Digital Arizona Program:

Planning Grant \$30,000 25% Match \$7,500

Purpose of the grant is to create an effective broadband development plan for the 4 county region with the assistance of a consultant. The most important task is to create a broadband committee of local stakeholders and interested parties.

Technical Grant \$19,600 25% Match \$4,960

Purpose of the grant is primarily for gap analysis of broadband capacity needs. The match can be met through in-kind assistance such as grant management and accounting, staff and travel time at meetings and elsewhere and could be split between

the four counties. The grant does not cover travel related costs such as vehicle mileage or hotels. Travel expenses by consultants would be covered in their proposal.

Cochise County, in consultation with the other three counties, would determine the most appropriate consultant services to utilize based upon a qualified list of consultants provided by the Digital Arizona Program. Cochise County would also determine how to fund the required grant matches and management the grants. Future funding is expected as additional grant funding becomes available.

Proposed Outcome:

Review the IGA between the four counties for approval.
Review grant applications for submittal.
Select consultant(s).

Presenter:

Michael Ortega, County Administrator
Lisa Marra, Grants Administrator
Brad Zerbe, State Contractor, Broadband Outreach

Required Attendees:

Board of Supervisors, County Administration Staff, County Attorney, Randy Streeter and IT Staff, Lisa Marra, Grants Administrator

Others to Notify:

Counties and Consultants aware of conference call

Date Needed:

February 26, 2013 at 1:30pm

Estimated Time:

1 to 1.5 hours

Supporting Material to Be Included:

Draft IGA (attached)
Draft Grant Agreements (2 total attached)
Power Point Presentation

Requested by:

Michael Ortega (Lisa Marra)