# Agenda

## Town of Fairhaven Broadband Committee

Date: April 8, 2021 6:00 p.m. E.T.

Join Zoom Meeting

https://zoom.us/j/93599813221?pwd=eVV2dnAvcjVzbHJIYIhHRCtNdFUvQ

or call 1-929-205-6099 Meeting ID: 935 9981 3221

Passcode: 722301

## Fairhaven Staff Appointee:

Derek Frates

#### **Committee Members:**

- o Bob Espindola
- Sean Powers
- Alyssa Botelho
- Stephanie Garde
- Cathy Melanson
- o Jeff Christensen, EntryPoint Networks
- o Devin Cox, EntryPoint Networks

### Agenda Items:

- Review Minutes from March Meeting
- o Review First Webinar
- o Plan Next Webinar
- Education of Town Meeting Member
- Other Community Engagement

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FAIRHAVEN.

## Scope of Work:

EntryPoint's Consulting Services Group, will work with the Broadband Committee to develop a *Broadband Master Plan* and Feasibility Analysis for the Town of Fairhaven. The contemplated Scope of Work will be performed in coordination with Fairhaven's Broadband Committee and includes the following:

- Develop Broadband Strategy
- Conduct SWOT Analysis
- Assess Existing Broadband Infrastructure
- Conduct Market Analysis
- Prepare Community Engagement Plan & Timeline
- Assist with Early Community Engagement Efforts
- Coordinate Broadband Surveys with Residents and Businesses in Wilbraham
- Prepare Comparison of Municipal Broadband Models
- ⇒ Prepare a High-level Fiber Optic Network Design and Materials Cost Summary
- Prepare Cost Analysis
  - o Prepare Projected Capital Expenditures and Funding

- Prepare Projected Income and Cash Flow
- Coordinate with Potential Project Partners
  - Middle-Mile
  - Internet Service Providers
  - Engineering
  - Construction
- Assist with Introduction of Potential Financial Partners for a Project
- Coordinate Planning for Financing Options
- Assist with Securing Legal Opinions to Establish Authority to Build Broadband Infrastructure
- Conduct Risk Analysis
- Assist with Preparation of RFP for Engineering & Construction
- Prepare Report Summary and Conclusions



- **Develop Strategy**
- **Evaluate Middle Mile Options**
- **Evaluate Options for Legal** Structure for Network
- Select Neighborhoods for
- **Modeling Costs** Assess Existing Infrastructure
- May
- **Engage Potential Project** Partner's
- Launch Community **Engagement Efforts**
- Finalize Market Analysis
- Detailed Project Plan
- Network Operations planning
- Complete Design
- July







**Deliver Final Report** 

- Cost Modeling Operations
- **Develop Engineering Strategy**
- Develop RFP for Construction





- Prepare Analysis of Available Models
- Begin Market Analysis
- Collect 50 100 Invoices



April

- Begin Network Design
- **Finalize Strategy**
- **Develop Community** Engagement Plan
- Finalize Market Analysis
- Develop Risk Analysis
- Specify Equipment



Finalize Legal Structure



Create Financial Pro-Forma



**RFP Construction Timing** 

3/24/2020