

March 4, 2025

Joel T. Jones, MPA
Project Manager
201 East Main Street, Fifth Floor
Durham, North Carolina 27701
RE: Radio Tower Design Services

Dear Joel Jones:

O'Brien/Atkins is pleased to offer the County and City of Durham our proposal for Radio Tower Design Services. I have organized our proposal into the following categories for your consideration:

1. Project Scope
2. Proposed Scope of Services
3. Deliverables
4. Proposed Schedule
5. Clarifications
6. Proposed Fees
7. Invoicing and Payment

1. Scope of Project

- See Exhibit A – MCP Proposal

2. Proposed Scope of Services

- See Exhibit A – MCP Proposal
- O'Brien/Atkins associated work with coordinating the tower onsite and detailing cable penetrations.

3. Deliverables

- See Exhibit A – MCP Proposal

4. Proposed Schedule

- Work will be completed in alignment with the current project schedule.

5. Clarifications

- See Exhibit A – MCP Proposal

6. Proposed Fees

O'Brien Atkins will provide the proposed services for the scope of work within the proposed schedule for the lump sum fee of **\$136,304.00 (ONE HUNDRED THIRTY-SIX THOUSAND THREE HUNDRED FOUR DOLLARS AND ZERO CENTS)**.

Fee Breakdown:

Mission Critical Partners (MCP):	\$116,640.00
OBA Architectural and Site Scope:	\$8,000.00
OBA Project Management (10%):	\$11,664.00
Total:	\$136,304.00

7. Invoicing and Payments

Invoices will be submitted monthly based on the percentage of work completed. Payment is expected within 30 days of invoice submission.

O'Brien Atkins appreciates the opportunity to support the County and City of Durham in this effort and looks forward to a successful collaboration.

Sincerely,

OBRIEN ATKINS ASSOCIATES, PA



Steven Harris, AIA
Principal | Project Manager

cc: Kevin G. Montgomery, FAIA
Rita T. Whitfield
Alyssa Holland

Exhibits Attached:
Exhibit A – MCP Proposal – 02-17-2025



Proposal

Radio Tower Services

February 17, 2024

**O'Brien Atkins Associates, PA
for County and City of Durham, North Carolina**

M
MissionCriticalPartners

The background is a solid dark blue color. It features a pattern of light blue hexagons of various sizes and orientations. Some hexagons are connected by thin lines, forming a network-like structure. There are also small, light blue diamond-shaped dots scattered throughout the background, some of which are arranged in faint, parallel lines.

Scope of Work

Mission Critical Partners® (MCP) will assist O'Brien Atkins Associates, PA (OBA) with radio tower services that will be additional services requested by the County and City of Durham (County/City) and OBA under the current emergency operations center (EOC) and emergency communications center (ECC) project.

Scope of Work

Task 1: Requirements Gathering

MCP will gather and evaluate the information necessary to determine the radio tower height, loading, and compound requirements. The height requirements will be determined by evaluating the minimum heights necessary to support reliable microwave connectivity, and by evaluating the amount of vertical antenna space required for the current equipment plus future growth.

To determine the minimum heights necessary for microwave dishes, MCP will conduct microwave path studies which evaluate the microwave path feasibility based on the terrain and assumed obstructions along each microwave path. The effort does not include physical path surveys, which may be required if assumed obstruction heights overlap the microwave paths.

To determine the tower loads, MCP will collect an inventory of all antenna systems to be located on the tower. We will complete scale drawings which identify the placement of antennas on the tower with sufficient spacing antennas to mitigate the potential interference between wireless systems. We will identify any known requirements for future growth, to include the potential for colocation from wireless carriers.

MCP will work with OBA and the County/City team to determine any other compound requirements, to include fencing, backup power, ice bridge, and routing of cables to the interior radio equipment room. This will determine the size of the fenced area surrounding the tower. We will develop drawings which provide a birds-eye view of the compound.

Task 2: Technical Specifications and Procurement

MCP will work with OBA and the County/City team to develop a specifications package that will be used for the solicitation of bids for the construction of the radio tower. The specifications package will include all requirements necessary for potential vendors to bid competitively for the radio tower work.

The specifications package will include the following elements, at a minimum:

1. Loading requirements including tower drawing and list of appurtenances
2. Radio tower height requirements
3. Capacity for future growth
4. Telecommunications Industry Association (TIA) 222 references for environmental conditions, including wind and ice
5. Radio compound development requirements including compound drawings
6. Radio shelter requirements (if required)
7. Backup power requirements (if required)

Once the specifications package is developed, we will work with the OBA to determine the optimal process for radio tower procurement. It is understood that the tower vendor will be contracted as a subcontractor to OBA, and therefore solicitations may be solicited from either a single preferred firm or a limited number of pre-selected firms. Once the specifications are released to the selected firm(s), MCP will answer any questions that may arise while they prepare their responses. Upon the receipt of proposals, MCP will provide an evaluation of each

proposal and assist the OBA and County/City team with the evaluation process. Once a vendor has been selected, we will assist with negotiations of a contract for the completion of the work.

Task 3: Regulatory Oversight

MCP will oversee the processes for regulatory approval performed by the selected vendor, National Environmental Policy Act (NEPA) requirements, State Historical Preservation Office (SHPO) requirements, and Federal Aviation Administration (FAA) requirements to obtain an antenna structure registration from the Federal Communications Commission (FCC). We will also work with OBA and the County/City to ensure appropriate permits are acquired and all zoning requirements are complied with.

Task 4: Construction Oversight

MCP will oversee and manage the general contractor during the construction process. We will make up to three visits to the County and City of Durham and the site during the critical times of the construction process to determine if the proper standards for site development, grounding system and tower installation are being adhered to. The three visits also include any necessary meetings with stakeholders. Routine oversight activities will be coordinated via regular project status update calls with the selected contractor.

Upon construction completion, we will review the work, punch list items remaining for completion, and collect as-built documentation and drawings for the County/City records.

We will conduct a final post-construction inspection and mature the punch list of deficiencies and items to be corrected by the general contractor prior to OBA and the County/City's final acceptance and release of final payment.

Upon completion of the tower, we will work with an appropriate vendor(s) to ensure the County and City of Durham's radio equipment is properly installed and optimized.

Any drawings that were prepared by MCP and provided as exhibits during procurement will be updated to align with the site and tower, as built.

Task 4: Microwave Implementation

MCP understands that the County and City of Durham will be contracting with Motorola Solutions for the implementation of the microwave system that will be installed with the radio tower. In support of the microwave implementation, MCP will support the following activities:

1. Coordination with Motorola to confirm microwave system requirements, including minimum dish heights, dish sizes, equipment locations, and waveguide routing
2. Identification of requirements to be included in the Motorola proposal
3. Review of the Motorola proposal to confirm all required elements are included and undue risk is not placed on the County/City
4. Review of final contract amendment, including applicable terms and conditions
5. Participation in microwave system design review
6. Participation in recurring status meetings
7. Oversight of system installation
8. Oversight of system testing
9. Oversight of system integration
10. Punch list tracking and contract closeout

Pricing

Professional services outlined in the above scope of work will be provided for a **fixed fee of \$116,640**, including expenses.

Mission Critical Partners recognizes that it is responsible for costs related to travel, housing, transportation, communications devices, and computer equipment. Any additional services will be performed at MCP's then-current fee schedule. Prior to initiating any such additional work, MCP would require a formal letter of authorization from O'Brien Atkins Associates, PA, and the County and City of Durham.

An invoice shall be submitted each month and include the percentage of work completed relevant to the fee and shall be reviewed and paid within 30 days of receipt.

Based on the current MCP understanding of what is to be accomplished, the pricing identified above represents an estimate of the work anticipated to achieve project success. MCP's priority is for this project to be successful for the County and City of Durham.

Pricing Assumptions

- After 120 days from the submittal date, MCP reserves the right to revisit pricing and scope to address any potential changes that may have occurred since the submittal that could impact delivery.
- MCP will not be providing any Professional Engineering stamped drawings or specifications. Drawings and specifications provided are for reference only and will need to be incorporated into the MEP drawing set by others.