

# QLife Network

## QualityLife Intergovernmental Agency

### AGENDA

#### QLife Regular Board Meeting

Tuesday April 17, 2012 4pm  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of March 19, 2012 QLife Regular Board Meeting Minutes
5. Financial Reports
  - a. March Financial Reports
  - b. List of Disbursements since Last Meeting
6. Action Items
  - a. Resolution 12-002 Adopting a Supplemental Budget for FY 2011-12 making Appropriations and Authorizing Expenditures From and Within the Capital Fund 601
  - b. Resolution 12-003 Authorizing transfers of Budget Funds between Categories
  - c. Authorization of early payment of debt
  - d. Award Contract 2012-001 Redundancy Project
8. Reports
  - a. Aristo Operational Management Report – John Amery
9. Next Meeting Dates:

Regular Board Meeting **May 17, 2012 Noon**
10. Adjourn

# QLife Network

## QualityLife Intergovernmental Agency

### Minutes

#### QLife Regular Board Meeting

Monday March 19, 2012 4pm  
The Dalles City Hall, 313 Court Street  
2<sup>nd</sup> Floor Conference Room

#### Call to Order

President Ericksen called the meeting to order at 4:08 p.m.

#### Roll Call

In attendance: Dan Ericksen, Scott Hege, Dan Spatz

Staff in attendance: Nolan Young, Izetta Grossman, John Amery, Keith Mobley

Absent: Erick Larson, Brian Ahier

#### Approval of Agenda

It was moved by Hege and seconded by Spatz to approve the agenda as presented. The motion carried unanimously, 2 absent.

#### Approval of February 16, 2012 QLife Regular Board Meeting Minutes

It was moved by Spatz and seconded by Hege to approve the minutes of the February board meeting, with the addition of Ericksen to roll call. The motion carried unanimously, 2 absent.

#### Financial Reports

Young reviewed the February Financial Reports. In response to a question Young clarified that the Enterprise Zone check had arrived late.

#### Action Items

Adoption of Financial Priorities FY 2012-13. It was moved by Hege and seconded by Spatz to approve the Financial Priorities as amended in the Budget Work session.

#### Reports

It was reported by Young that the RFP for the Bisector Redundancy project had been advertised. The engineer Eric Orton would be bring an award recommendation to the Board at the April meeting.

Aristo Operational Management Report – John Amery reported that the paging system on the new server wasn't installed, however would be soon.

Mobley reported that NorCor was working on a revision to the easement. Amery clarified that the easement was access to the case, which is behind a locked gate.

#### Next Meeting Dates:

Budget Committee Meeting April 17, 2012 3pm

Regular Board Meeting April 17, 2012 4pm

#### Adjourn

Being no further business the meeting was adjourned at 4:26pm

Respectfully submitted,

Izetta Grossman, Executive Secretary

Attest: \_\_\_\_\_

Erick Larson, Secretary-Treasurer

TO: QLife Board  
 Nolan Young, City Manager  
 FR: Kate Mast, Finance Director  
 RE: Financial Report for QLIFE – **March 2012**

**Banking:**

QLife monies are deposited into a separate bank checking account. We opened a Money Market Account in December 2008 that we transfer excess funds into when possible to earn interest.

The information below is a comparison of budget to actual revenues and expenditures for the month just ended by fund. This information is not audited, but is reviewed by the Finance Department for clarity and budget compliance.

75% of the year has passed.

Each fund exceptions narrative has four possible paragraphs; 1 - is the beginning balance, 2 - is new revenues, 3 - is expenditures and 4 - if present, is budget changes.

**OPERATIONS FUND (600):**

BUDGET COMPARISONS	July 1, 2011 through March 31, 2012			
	Budget	Actual	Percentage	
Beginning Balance	\$ 120,000	\$ 120,561	100.0%	* see below
Revenues	\$ 583,800	\$ 428,341	73.4%	
Expenditures	\$ 296,174	\$ 150,296	50.7%	
Transfers to Capital/Debt Fund	\$ 407,626	\$ 333,512	81.8%	
Cash at Month End	\$ 23,088.27			

Exceptions:

- 1) Beginning Balance: \* *The Beginning Balance figures used here have been audited.*
- 2) Revenues: We have received \$35,438 in E-Rate revenues.
- 3) Expenditures:
  - a. The Advertising line item has been overspent by \$531.90 due to expenses incurred for sponsoring the Connect Oregon Conference.
  - b. The Legal Services line item has been over expended by \$1,380.00 due to continued work on the WiFi project and new customer easements.

- c. The Training and Conferences line item has been over expended by \$465.00 because we sent our legal counsel to a seminar so he is up on the changing environment of the telecommunications industry.
- d. The \$35,438 received in E-Rate reimbursements was sent to the appropriate public customer.

4) Budget Changes: No budget changes have been made to this fund this fiscal year.

**CAPITAL FUND (601):**

BUDGET COMPARISONS	July 1, 2011 through March 31, 2012		
	Budget	Actual	Percentage
Beginning Balance	\$ 249,473	\$ 259,625	104% * see below
Transfers In	\$ 407,626	\$ 333,512	81.8%
Revenues	\$ 81,000	\$ 68,432	84.5%
M&S / Capital Outlay / Other	\$ 593,137	\$ 120,165	20.3%
Debt Expenditures	\$ 144,962	\$ 125,823	86.8%
Cash at Month End	\$ 409,303.66		

Exceptions:

- 1) Beginning Balance: \* *The Beginning Balance figures used here have been audited.*
- 2) Revenues: We received the \$50,000 enterprise payment in March 2011.
- 3) Expenditures:
  - a. The Buildings line item expenses are for the LSN co-location room. LSN is paying for 50% of those costs.
  - b. The Secondary line item has been over expended by \$14,201.31 due to the addition of new customer service lines. This amount will be made up in reimbursement payments from the new customers. A supplemental budget has been prepared for consideration by the QLife Board that will correct this issue.
- 4) Budget Changes: We will be bringing both a supplemental budget resolution and a budget amendment resolution to you at the April 17<sup>th</sup> Board meeting.

City of The Dalles

FUND 600 QUALITYLIFE AGENCY FUND

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** %REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** %REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
300	BEGINNING BALANCE								
300 00 00		10,000	.00		90,000	120,561.28	134	120,000	561.28-
300 **		10,000	.00		90,000	120,561.28	134	120,000	561.28-
300 ***		10,000	.00		90,000	120,561.28		120,000	561.28-
340	CHARGES FOR SERVICES								
344	UTILITY SERVICES								
10 00	UTILITY SERVICE CHARGES	42,787	41,575.00	97	385,063	368,725.00	96	513,450	144,725.00
15 00	LSN CREDITS	2,291	.00		20,619	22,000.00	107	27,500	5,500.00
20 00	CONNECT CHARGES	187	450.00	241	1,683	1,800.00	107	2,250	450.00
344 **	UTILITY SERVICES	45,265	42,025.00	93	407,385	392,525.00	96	543,200	150,675.00
340 ***	CHARGES FOR SERVICES	45,265	42,025.00		407,385	392,525.00		543,200	150,675.00
360	OTHER REVENUES								
361	INTEREST REVENUES								
00 00	INTEREST REVENUES	50	19.38	39	450	260.85	58	600	339.15
361 **	INTEREST REVENUES	50	19.38	39	450	260.65	58	600	339.15
369	OTHER MISC REVENUES								
00 00	OTHER MISC REVENUES	0	.00		0	117.00		0	117.00-
20 00	E-RATE REIMBURSEMENT	3,333	.00		29,997	35,437.68	118	40,000	4,562.32
369 **	OTHER MISC REVENUES	3,333	.00		29,997	35,554.68	119	40,000	4,445.32
360 ***	OTHER REVENUES	3,383	19.38		30,447	35,815.53		40,600	4,784.47
390	OTHER FINANCING SOURCES								
392	SALE OF FIXED ASSETS								
00 00	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
392 **	SALE OF FIXED ASSETS	0	.00		0	.00		0	.00
390 ***	OTHER FINANCING SOURCES	0	.00		0	.00		0	.00
FUND TOTAL QUALITYLIFE AGENCY FUND		58,648	42,044.38		527,832	548,901.81		703,800	154,898.19



FUND 600 QUALITYLIFE AGENCY FUND		DEPT/DIV 6000 QLIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL	UNENCUMS.				
BA	ELE	OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE	%				
SUB	SUB		DESCRIPTION				ENCUMBR.		BDGT				
66			EXPENSE-ACCOUNT										
660			FINANCIAL OPERATIONS										
	05		OTHER										
			QLIFE	17586	3153.25	18	158274	114858.15	73	.00	211174	96315.85	54

DEPT/DIV 9500 OTHER USES/ *****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****		*****		*****		
BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDDT
33968	37056.91	109	305712	333512.19	109	407626	74113.81	82	.00	407626	74113.81	82
3333	.00	0	29997	35437.68	118	40000	4562.32	89	.00	40000	4562.32	89
37101	37056.91	99	335709	368949.87	110	447626	78676.13	82	.00	447626	78676.13	82
3750	.00	0	33750	.00	0	45000	45000.00	0	.00	45000	45000.00	0
0	.00	0	0	.00	0	0	.00	0	.00	0	.00	0
3750	.00	0	33750	.00	0	45000	45000.00	0	.00	45000	45000.00	0
41051	37056.91	90	369459	368949.87	100	492626	123676.13	75	.00	492626	123676.13	75
41051	37056.91	90	369459	368949.87	100	492626	123676.13	75	.00	492626	123676.13	75
41051	37056.91	90	369459	368949.87	100	492626	123676.13	75	.00	492626	123676.13	75
41051	37056.91	90	369459	368949.87	100	492626	123676.13	75	.00	492626	123676.13	75
41051	37056.91	90	369459	368949.87	100	492626	123676.13	75	.00	492626	123676.13	75
58637	40210.16	69	527733	483808.02	92	703800	219991.98	69	.00	703800	219991.98	69



City of The Dalles

ACCOUNT	DESCRIPTION	***** ESTIMATED	***** CURRENT ACTUAL	***** \$REV	***** ESTIMATED	***** YEAR-TO-DATE ACTUAL	***** \$REV	***** ANNUAL ESTIMATE	***** UNREALIZED BALANCE
FUND 601	OLIFE CAPITAL FUND								
300	BEGINNING BALANCE								
300 00 00		20,789	.00		187,101	259,624.85	139	249,473	10,151.85-
300 **		20,789	.00		187,101	259,624.85	139	249,473	10,151.85-
300 ***		20,789	.00		187,101	259,624.85		249,473	10,151.85-
330	INTERGOVERNMENTAL REVENUE								
331 90 00	FEDERAL REVENUES	0	.00		0	.00		0	.00
	FEDERAL GRANTS-MISC								
331 **	FEDERAL REVENUES	0	.00		0	.00		0	.00
330 ***	INTERGOVERNMENTAL REVENUE	0	.00		0	.00		0	.00
340	CHARGES FOR SERVICES								
344 20 00	UTILITY SERVICES	2,583	3,877.90	150	23,247	18,431.70	79	31,000	12,568.30
	CONNECT CHARGES								
344 **	UTILITY SERVICES	2,583	3,877.90	150	23,247	18,431.70	79	31,000	12,568.30
340 ***	CHARGES FOR SERVICES	2,583	3,877.90		23,247	18,431.70		31,000	12,568.30
360	OTHER REVENUES								
369 00 00	OTHER MISC REVENUES	0	.00		0	.00		0	.00
	OTHER MISC REVENUES								
10 00	ENTERPRISE ZONE PAYMENT	4,166	50,000.00	1200	37,494	50,000.00	133	50,000	.00
369 **	OTHER MISC REVENUES	4,166	50,000.00	1200	37,494	50,000.00	133	50,000	.00
360 ***	OTHER REVENUES	4,166	50,000.00		37,494	50,000.00		50,000	.00
390	OTHER FINANCING SOURCES								
391 40 00	OPERATING TRANSFERS IN	0	.00		0	.00		0	.00
	IF PMT FROM OTHER FUNDS								
90 01	OLIFE OPERATING FUND	33,968	37,056.91	109	305,712	333,512.19	109	407,626	74,113.81
391 **	OPERATING TRANSFERS IN	33,968	37,056.91	109	305,712	333,512.19	109	407,626	74,113.81
393 10 00	PROCEEDS- LI LIABILITIES LOAN/BOND PROCEEDS	0	.00		0	.00		0	.00
393 **	PROCEEDS- LI LIABILITIES	0	.00		0	.00		0	.00
390 ***	OTHER FINANCING SOURCES	33,968	37,056.91		305,712	333,512.19		407,626	74,113.81
	FUND TOTAL OLIFE CAPITAL FUND	61,506	90,934.81		553,554	661,568.74		738,099	76,530.26

FUND 601 QLIFF CAPITAL FUND		DEPT/DIV 6000 QLIFF/LIFE/		*****CURRENT*****		*****YEAR-TO-DATE*****		*****		*****		
SUB	OBJ	DESCRIPTION	BUDGET	ACTUAL	\$EXP	BUDGET	ACTUAL	\$EXP	ENCUMBR.	ANNUAL BUDGET	UNENCUMB. BALANCE	% BDCI
66		EXPENSE-ACCOUNT										
660		FINANCIAL OPERATIONS										
	02	MATERIALS & SERVICES										
	34	10 ENGINEERING SERVICES	833	1177.50	141	7497	2521.25	34	.00	10000	7478.75	25
		70 CUSTOMER CONNECT COSTS	333	.00	0	2997	.00	0	.00	4000	4000.00	0
		90 OTHER SERVICES	0	.00	0	0	.00	0	.00	0	.00	0
	43	86 LINES MAINTNCE & SUPPLIES	166	.00	0	1494	.00	0	.00	2000	2000.00	0
		57 10 PERMIT	0	.00	0	0	.00	0	.00	0	.00	0
	02	** MATERIALS & SERVICES	1332	1177.50	88	11988	2521.25	21	.00	16000	13478.75	16
	03	CAPITAL OUTLAY										
	72	20 BUILDINGS	583	.00	0	5247	6684.71	127	.00	7000	315.29	96
		74 10 COMPUTER EQUIPMENT	0	.00	0	0	.00	0	.00	0	.00	0
	20	TELECOMMUNICATIONS EQUIP	10003	225.00	2	90027	62357.97	69	17965.00	120038	39715.03	67
	76	10 PRIMARY	5817	.00	0	52353	1824.36	4	.00	59815	6790.64	3
		20 SECONDARY	2708	3723.00	138	24372	46701.31	192	.00	32500	14201.31	144
		30 POLE MAKE READY COSTS	416	.00	0	3744	75.00	2	.00	5000	4925.00	2
	03	** CAPITAL OUTLAY	19527	3948.00	20	175743	117643.35	67	17965.00	234353	98744.65	58
	04	DEBT SERVICE										
	79	50 LOAN PRINCIPAL PAYMENTS	8840	8355.35	95	79560	93119.90	117	.00	106090	12970.10	88
		51 CRB PRINCIPAL PAYMENTS	0	.00	0	0	.00	0	.00	0	.00	0
	60	LOAN INTEREST PAYMENTS	3239	3138.76	97	29151	32702.68	112	.00	38872	6169.32	84
		90 LOAN RESERVE-FUT DEBT PAY	0	.00	0	0	.00	0	.00	0	.00	0
	04	** DEBT SERVICE	12079	11494.11	95	108711	125822.58	116	.00	144962	19139.42	87
660	**	** FINANCIAL OPERATIONS	32938	16619.61	51	296442	245987.18	83	17965.00	395315	131362.82	67
66	**	** EXPENSE-ACCOUNT	32938	16619.61	51	296442	245987.18	83	17965.00	395315	131362.82	67
		DIV 6000 TOTAL *****	32938	16619.61	51	296442	245987.18	83	17965.00	395315	131362.82	67
		DEPT 60 TOTAL *****	32938	16619.61	51	296442	245987.18	83	17965.00	395315	131362.82	67

FUND 601 Q LIFE CAPITAL FUND		DEPT/DIV 9500 OTHER USES/		*****CURRENT*****		*****YEAR-TO-DATE*****		ANNUAL	UNENCUMB.
BA ELE OBJ	ACCOUNT	BUDGET	ACTUAL	%EXP	BUDGET	ACTUAL	%EXP	BUDGET	BALANCE
SUB	DESCRIPTION							BUDGET	BALANCE
									BUDGET
60	Q LIFE FUND								
600	OTHER USES								
05	OTHER								
84 15	RSRV FOR SYS IMPROVEMENTS	11123	.00	0	100107	.00	0	133479	133479.00
20	RSRV FOR CO EXPANSION	3333	.00	0	29997	.00	0	40000	40000.00
05 **	OTHER	14456	.00	0	130104	.00	0	173479	173479.00
600 **	OTHER USES	14456	.00	0	130104	.00	0	173479	173479.00
60 **	Q LIFE FUND	14456	.00	0	130104	.00	0	173479	173479.00
66	EXPENSE-ACCOUNT								
660	FINANCIAL OPERATIONS								
05	OTHER								
84 30	FOR DEBT RETIREMENT	11500	.00	0	103500	.00	0	138000	138000.00
05 **	OTHER	11500	.00	0	103500	.00	0	138000	138000.00
06	CONTINGENCY / UAFB								
88 00	CONTINGENCY	2508	.00	0	23472	.00	0	31305	31305.00
89 00	UNAPPROPRIATED ENDING BAL	0	.00	0	0	.00	0	0	0.00
06 **	CONTINGENCY / UAFB	2508	.00	0	23472	.00	0	31305	31305.00
660 **	FINANCIAL OPERATIONS	14108	.00	0	126972	.00	0	169305	169305.00
66 **	EXPENSE-ACCOUNT	14108	.00	0	126972	.00	0	169305	169305.00
DIV 9500	TOTAL *****	28564	.00	0	257076	.00	0	342784	342784.00
DEPT 95	TOTAL *****	28564	.00	0	257076	.00	0	342784	342784.00
FUND 601	TOTAL *****	61502	16619.61	27	553518	245987.18	44	17965.00	474146.82
	Q LIFE CAPITAL FUND							738099	36

**QUALITY LIFE INTERGOVERNMENTAL AGENCY (QLIFE)**

**RESOLUTION NO. 12-002**

**A RESOLUTION ADOPTING A SUPPLEMENTAL BUDGET FOR THE QUALITY LIFE INTERGOVERNMENTAL AGENCY BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2012, MAKING APPROPRIATIONS AND AUTHORIZING EXPENDITURES FROM AND WITHIN THE CAPITAL FUND 601.**

**WHEREAS**, the QLife Capital Fund will realize an additional \$10,152 in Beginning Fund Balance for FY11/12; and

**WHEREAS**, and additional \$29,500 is anticipated in Connect Charges Revenue; and

**WHEREAS**, the Agency Board of Directors wishes to allocate those additional funds to be expended in the current fiscal year; and

**WHEREAS**, a supplemental budget is required in order for the Agency to allocate and expend those funds in FY11/12; and

**WHEREAS**, the required public notice was published on Sunday, April 8, 2012;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE QUALITY LIFE INTERGOVERNMENTAL AGENCY AS FOLLOWS:**

Section 1. The Board of Directors hereby adopts the following Supplemental Budget for FY11/12, increasing revenues and makes appropriations as shown below.

<b>Summary of Supplemental Budget – Line Item Detail</b>				
<b>Fund</b>	<b>Resource</b>	<b>Amount</b>	<b>Requirement</b>	<b>Amount</b>
QLife Capital Fund (601)	Additional Beginning Fund Balance	10,152	Capital Outlay – Outside Plant - Primary	10,152
	Additional Connect Charges Revenue	29,500	Capital Outlay – Outside Plant - Secondary	29,500
	<b>Total New Resources</b>	<b>39,652</b>	<b>Total New Requirements</b>	<b>39,652</b>
	<b>New Total Capital Outlay Category</b>			<b>274,004</b>
	<b>New Total All Fund 601 Resources</b>	<b>777,751</b>	<b>New Total All Fund 601 Expenditures</b>	<b>777,751</b>

**Section 2.** This Resolution shall become effective upon adoption and shall remain in effect until after receipt and acceptance of the FY11/12 audit.

**PASSED AND ADOPTED THIS 17th DAY OF APRIL, 2012.**

Voting Yes: \_\_\_\_\_  
Voting No: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstaining: \_\_\_\_\_

**AND APPROVED BY THE CHAIR THIS 17th DAY OF APRIL, 2012.**

SIGNED:

ATTEST:

\_\_\_\_\_  
Dan Ericksen, Chair of the Board

\_\_\_\_\_  
Erik Larson, Treasurer

**QUALITY LIFE INTERGOVERNMENTAL AGENCY (QLIFE)**

**RESOLUTION NO. 12-003**

**A RESOLUTION AUTHORIZING TRANSFERS OF BUDGET FUNDS BETWEEN CATEGORIES OF THE QUALITY LIFE INTERGOVERNMENTAL AGENCY CAPITAL FUND 601 BUDGET FOR THE FISCAL YEAR ENDING JUNE 30, 2012.**

**WHEREAS**, during the adopted budget year certain funds may experience changes in commitments or expenditures above approved category limits; and

**WHEREAS**, Oregon Budget Law recognizes these events and allows for transferring of funds between approved category limits; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE QUALITY LIFE INTERGOVERNMENTAL AGENCY AS FOLLOWS:**

**Section 1.** The Board of Directors hereby authorizes the following transfers of funds between budgeted categories.

<u>FUND OR DEPT.</u>	<u>BUDGETED</u>	<u>RESOURCES NEEDED</u>	<u>REALLOCATED</u>
<b><u>CAPITAL FUND (601)</u></b>			
transferred from Reserves Category	\$ 311,479	\$ 79,842	- \$ 231,637
transferred to Debt Service Category	\$ 144,962	\$ 290,347	+ \$ 145,385
transferred to Capital Outlay Category	\$ 274,004	\$ 360,256	+ \$ 86,252

**Section 2.** This Resolution shall become effective upon adoption and shall remain in effect until after receipt and acceptance of the FY11/12 audit.

**PASSED AND ADOPTED THIS 17th DAY OF APRIL, 2012.**

Voting Yes: \_\_\_\_\_  
Voting No: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstaining: \_\_\_\_\_

**AND APPROVED BY THE CHAIR THIS 17th DAY OF APRIL, 2012.**

SIGNED:

ATTEST:

\_\_\_\_\_  
Dan Ericksen, Chair of the Board

\_\_\_\_\_  
Erik Larson, Treasurer

# Memorandum



To: Nolan Young / Q-Life Network  
From: Erik Orton / Commstructure Consulting, LLC  
Date: April 10, 2012  
Re: Bisector - St. Mary's - City Hall Diversity / Contract 2012-01 / Bid Analysis and Recommendation

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Nolan,

This memorandum summarizes the analysis of the re-bid for the Bisector - St. Mary's Remote - City Hall Diversity Project 2012-01. There were a total of three (3) bids received for this project as follows:

1. North Sky Communications:	\$ 113,699.50	(Original Bid: \$ 152,473.00)
2. Robinson Brothers Construction:	\$ 143,817.50	(Original Bid: \$ 206,839.00)
3. TetraTech Construction Services:	\$ 185,259.38	(Original Bid: \$ 161,806.00)

*\*Note: Please see attached bid analysis for a detailed comparison of the bids*

We have evaluated the bids of the aforementioned project and the apparent lowest responsible bidder is North Sky Communications. Based on the review of the proposals submitted and the reduction of project cost from the original bid on this project, we feel that North Sky's bid is competitive and adequately reflected the reduction in scope in their bid. It is our recommendation to award the project to North Sky Communications.

When the determination was made that the project required a reduction in scope of work, materials and changes to the bid pricing structure to re-align with the Q-Life Capital Budget, we estimated the following savings:

1. Reduction in Scope of Work - North Entry into City Hall:	\$ 5,500.00
2. Reduction in Scope of Work - Diversity to Century Link:	\$ 12,500.00
3. Change to Unit Pricing, No Liquidated Damages & Longer Schedule:	\$ 6,500.00
4. Material Ordering and Mark Up - Q-Life Provided Cable:	<u>\$ 3,500.00</u>

Total Estimated Reductions: \$ 28,000.00

North Sky Communications re-bid of this project resulted in a savings of \$ 38,773.50 from the original bid and scope of work. The total cost is commensurate with the estimated projection of savings less the cost of cable and materials purchased by Q-Life for this project. Commstructure will be present at the Q-Life Board Meeting on April 17th at City Hall to support this proposed recommendation and answer any questions you may have. If you have any questions or need additional information prior to the Board Meeting, please do not hesitate to contact me.

Respectfully,

Erik Orton  
President - Commstructure

Planning | Design | Implementation

811 Railroad Avenue | Oregon City, OR 97045 | (503) 343-4134  
erik@commstructureconsulting.com

Aristo  
Technical Management Report  
By  
John Amery  
04/10/2012

Maintenance Projects Aristo Networks llc. is currently working on:

1. System Monitoring – Previous server crashed. Installed new server, still have some work required, however basic system monitoring is up and operational.
2. Easement for access to fiber by Norcor
3. UPS system – Recently installed monitoring capacities. Also performed limited capacity testing. Current system near capacity. Budget was allocated in the bisector projector which should suffice as we add future electronics.
  - Plan to add an additional battery to our current UPS for short term plan.
4. Issue with some client switches becoming remotely inaccessible. This has not affected services, however is an issue that needs to be resolved.





**Q-LIFE NETWORK**  
 313 Court Street  
 The Dalles, OR 97058

**BID ANALYSIS - Q-LIFE ST MARY'S / BISECTOR - CONTRACT 2012-01**

No.	Description	NorthSky Communications (NSC)					Robinson Brothers Construction (RBC)				TetraTech Construction Services					
		Unit	Qty.	Labor	Materials	L & M	Extended	Labor	Materials	L & M	Extended	Labor	Materials	L & M	Extended	
<b>St. Mary's Remote Site</b>																
S1	Place 30 Foot / Class 5 Utility Pole	EA	1	\$ 300.00	\$ 475.00	\$ 775.00	\$ 775.00	\$ 625.00	\$ 500.00	\$ 1,125.00	\$ 1,125.00	\$ 1,150.00	\$ 1,400.00	\$ 2,550.00	\$ 2,550.00	
S2	Place 3/4" Anchor and 6.6M Down Guy - New Pole	EA	1	\$ 75.00	\$ 90.00	\$ 165.00	\$ 165.00	\$ 188.00	\$ 188.00	\$ 376.00	\$ 376.00	\$ 265.00	\$ 125.00	\$ 390.00	\$ 390.00	
S3	Bond Pole Riser Locate Wire to Vertical Ground (MGN)	EA	1	\$ 25.00	\$ 18.00	\$ 43.00	\$ 43.00	\$ 15.00	\$ 10.00	\$ 25.00	\$ 25.00	\$ 28.00	\$ 14.00	\$ 42.00	\$ 42.00	
S4	Place 6.6M Strand - New Pole to Existing Pole	LF	70	\$ 1.00	\$ 0.35	\$ 1.35	\$ 94.50	\$ 3.60	\$ 0.65	\$ 4.25	\$ 297.50	\$ 2.64	\$ 0.18	\$ 2.82	\$ 197.40	
S5	Place / Extend Two (2) 4" SCH-40 PVC Risers up New Pole	LF	20	\$ 10.00	\$ 6.50	\$ 16.50	\$ 330.00	\$ 15.00	\$ 1.45	\$ 16.45	\$ 329.00	\$ 34.50	\$ 9.00	\$ 43.50	\$ 870.00	
S6	Place Four (4) 1" HDPE 13.5 Innerduct in Existing 4" Conduit / Riser	LF	60	\$ 1.25	\$ 1.50	\$ 2.75	\$ 165.00	\$ 1.25	\$ 2.75	\$ 4.00	\$ 240.00	\$ 6.42	\$ 2.80	\$ 9.22	\$ 553.20	
S7	Pull # 12 Locate Wire in Existing 4" Conduit / Riser (w/ Innerduct)	LF	60	\$ 0.20	\$ 0.45	\$ 0.65	\$ 39.00	\$ 0.25	\$ 0.50	\$ 0.75	\$ 45.00	\$ 0.60	\$ 0.40	\$ 1.00	\$ 60.00	
S8	Pull 144F Pre-Terminated Cable Stubs - Cabinet to Pole (Qty. 4)	LF	200	\$ 0.55	\$ 0.25	\$ 0.80	\$ 160.00	\$ 1.25	\$ -	\$ 1.25	\$ 250.00	\$ 1.65	\$ -	\$ 1.65	\$ 330.00	
S9	Lash 144F Pre-Terminated Cable Stubs - Riser Pole to Splice (Qty. 4)	LF	100	\$ 1.00	\$ 0.35	\$ 1.35	\$ 135.00	\$ 0.90	\$ -	\$ 0.90	\$ 90.00	\$ 2.85	\$ 0.10	\$ 2.95	\$ 295.00	
<b>Section Sub-Total:</b>						<b>\$ 1,906.50</b>	<b>Section Sub-Total:</b>				<b>\$ 2,777.50</b>	<b>Section Sub-Total:</b>				<b>\$ 5,287.60</b>
<b>Bisector - 144F Over-Lash</b>																
B1	Lash 144F Cable to Existing 48F / 6.6M Strand - Bisector	LF	6,000	\$ 2.15	\$ 0.25	\$ 2.40	\$ 14,400.00	\$ 1.70	\$ 0.20	\$ 1.90	\$ 11,400.00	\$ 2.85	\$ 0.15	\$ 3.00	\$ 18,000.00	
B2	Place 3/4" Anchor and 6.6M Down Guy	EA	1	\$ 75.00	\$ 90.00	\$ 165.00	\$ 165.00	\$ 188.00	\$ 188.00	\$ 376.00	\$ 376.00	\$ 265.00	\$ 125.00	\$ 390.00	\$ 390.00	
B3	Aerial Make Ready - Raise / Lower / Move Existing Attachment	EA	12	\$ 70.00	\$ 5.00	\$ 75.00	\$ 900.00	\$ 25.00	\$ -	\$ 25.00	\$ 300.00	\$ 80.00	\$ -	\$ 80.00	\$ 960.00	
B4	Place Aerial Single Stand Off Bracket	EA	2	\$ 35.00	\$ 60.00	\$ 95.00	\$ 190.00	\$ 25.00	\$ 50.00	\$ 75.00	\$ 150.00	\$ 63.00	\$ 22.50	\$ 85.50	\$ 171.00	
B5	Place Aerial Slack Storage Device & Secure Slack Loop	EA	6	\$ 125.00	\$ 75.00	\$ 200.00	\$ 1,200.00	\$ 65.00	\$ 90.00	\$ 155.00	\$ 930.00	\$ 245.00	\$ 79.98	\$ 324.98	\$ 1,949.88	
B6	Pull 144F Cable Through New InnerDuct - Riser Pole to Splice Vault	LF	65	\$ 0.50	\$ -	\$ 0.50	\$ 32.50	\$ 1.25	\$ -	\$ 1.25	\$ 81.25	\$ 1.65	\$ -	\$ 1.65	\$ 107.25	
<b>Section Sub-Total:</b>						<b>\$ 16,887.50</b>	<b>Section Sub-Total:</b>				<b>\$ 13,237.25</b>	<b>Section Sub-Total:</b>				<b>\$ 21,578.13</b>
<b>City Hall South - Building Entry</b>																
CH1	Place Two (2) 1" Riser Rated FlexDuct - Rack to Building Entry	LF	20	\$ 10.00	\$ 4.00	\$ 14.00	\$ 280.00	\$ 1.50	\$ 1.00	\$ 2.50	\$ 50.00	\$ 4.25	\$ 3.65	\$ 7.90	\$ 158.00	
CH2	Place Two (2) 4" GRC Conduit - Building Penetration to Entrance Vault	LF	10	\$ 25.00	\$ 24.00	\$ 49.00	\$ 490.00	\$ 75.00	\$ 25.00	\$ 100.00	\$ 1,000.00	\$ 85.00	\$ 115.58	\$ 200.58	\$ 2,005.80	
CH3	Place Four (4) 1" HDPE 13.5 Innerduct in New 4" GRC Conduit	LF	20	\$ 1.25	\$ 1.35	\$ 2.60	\$ 52.00	\$ 1.25	\$ 1.60	\$ 2.85	\$ 57.00	\$ 6.42	\$ 2.80	\$ 9.22	\$ 184.40	
CH4	Pull # 12 Locate Wire in New 4" GRC Conduit (w/ Innerduct)	LF	10	\$ 0.20	\$ 0.25	\$ 0.45	\$ 4.50	\$ 0.25	\$ 0.50	\$ 0.75	\$ 7.50	\$ 0.60	\$ 0.40	\$ 1.00	\$ 10.00	
CH5	Bond Building Interior Locate Wire to Ground Location	EA	1	\$ 125.00	\$ 50.00	\$ 175.00	\$ 175.00	\$ 50.00	\$ 25.00	\$ 75.00	\$ 75.00	\$ 145.00	\$ 14.00	\$ 159.00	\$ 159.00	
CH6	Pull 144F Pre-Terminated Cable Stubs - Rack to Entry Vault	LF	60	\$ 0.60	\$ 0.25	\$ 0.85	\$ 51.00	\$ 1.25	\$ -	\$ 1.25	\$ 75.00	\$ 1.65	\$ -	\$ 1.65	\$ 99.00	
<b>Section Sub-Total:</b>						<b>\$ 1,052.50</b>	<b>Section Sub-Total:</b>				<b>\$ 1,264.50</b>	<b>Section Sub-Total:</b>				<b>\$ 2,616.20</b>

Conduit and Vault Installation - City Hall to Court Street Alley South of 3rd	NorthSky Communications (NSC)					Robinson Brothers Construction (RBC)				TetraTech Construction Services					
	Unit	Qty.	Labor	Materials	L & M	Extended	Labor	Materials	L & M	Extended	Labor	Materials	L & M	Extended	
UG1 Place 444LA Utility Vault w/ Sidewalk Lid - City Hall Entrance Vault	EA	1	\$ 2,600.00	\$ 2,100.00	\$ 4,700.00	\$ 4,700.00	\$ 1,600.00	\$ 1,700.00	\$ 3,300.00	\$ 3,300.00	\$ 5,800.00	\$ 1,416.65	\$ 7,216.65	\$ 7,216.65	
UG2 Place 444LA Utility Vault w/ Street Lid - Alley Vault	EA	1	\$ 2,800.00	\$ 2,210.00	\$ 5,010.00	\$ 5,010.00	\$ 1,600.00	\$ 2,150.00	\$ 3,750.00	\$ 3,750.00	\$ 6,900.00	\$ 2,167.75	\$ 9,067.75	\$ 9,067.75	
UG3 Rock Excavation Adder - Vault Placement	EA	2	\$ 900.00	\$ -	\$ 900.00	\$ 1,800.00	\$ 800.00	\$ 120.00	\$ 920.00	\$ 1,840.00	\$ 1,600.00	\$ -	\$ 1,600.00	\$ 3,200.00	
UG4 Place Two (2) 4" SCH-40 PVC Conduit - City Hall Vault to Alley Vault	LF	250	\$ 95.00	\$ 70.00	\$ 165.00	\$ 41,250.00	\$ 250.00	\$ 4.00	\$ 254.00	\$ 63,500.00	\$ 185.00	\$ 43.45	\$ 228.45	\$ 57,112.50	
UG5 Place Four (4) 1" HDPE 13.5 Innerduct in New 4" PVC Conduit	LF	500	\$ 1.25	\$ 1.50	\$ 2.75	\$ 1,375.00	\$ 1.25	\$ 1.60	\$ 2.85	\$ 1,425.00	\$ 9.42	\$ 2.80	\$ 12.22	\$ 6,110.00	
UG6 Pull # 12 Locate Wire in New 4" PVC Conduit (w/ Innerduct)	LF	250	\$ 0.20	\$ 0.25	\$ 0.45	\$ 112.50	\$ 0.25	\$ 0.50	\$ 0.75	\$ 187.50	\$ 0.60	\$ 0.40	\$ 1.00	\$ 250.00	
UG7 Locate Wire Terminals - T3 (Vault Interior)	EA	2	\$ 50.00	\$ 75.00	\$ 125.00	\$ 250.00	\$ 150.00	\$ 100.00	\$ 250.00	\$ 500.00	\$ 65.00	\$ 38.00	\$ 103.00	\$ 206.00	
UG8 Vault Grounding & Locate Wire Terminations	EA	2	\$ 75.00	\$ 25.00	\$ 100.00	\$ 200.00	\$ 150.00	\$ 75.00	\$ 225.00	\$ 450.00	\$ 65.00	\$ 28.00	\$ 93.00	\$ 186.00	
UG9 Place Two (2) 4" SCH-40 PVC Conduit - Alley Vault to Riser Pole / POI	LF	45	\$ 90.00	\$ 65.00	\$ 155.00	\$ 6,975.00	\$ 250.00	\$ 4.00	\$ 254.00	\$ 11,430.00	\$ 136.44	\$ 102.20	\$ 238.64	\$ 10,738.80	
UG10 Place Four (4) 1" HDPE 13.5 Innerduct in New 4" PVC Conduit	LF	65	\$ 1.25	\$ 1.50	\$ 2.75	\$ 178.75	\$ 1.25	\$ 1.60	\$ 2.85	\$ 185.25	\$ 5.42	\$ 2.20	\$ 7.62	\$ 495.30	
UG11 Pull # 12 Locate Wire in New 4" PVC Conduit (w/ Innerduct)	LF	45	\$ 0.20	\$ 0.45	\$ 0.65	\$ 29.25	\$ 0.10	\$ 0.05	\$ 0.15	\$ 6.75	\$ 0.60	\$ 0.40	\$ 1.00	\$ 45.00	
UG12 Place One (1) 4" SCH-40 PVC Riser up Existing Pole	LF	20	\$ 10.00	\$ 4.00	\$ 14.00	\$ 280.00	\$ 14.00	\$ 1.50	\$ 15.50	\$ 310.00	\$ 245.00	\$ 85.00	\$ 330.00	\$ 6,600.00	
UG13 Pull # 12 Locate Wire in New 4" Conduit / Riser (w/ Innerduct)	LF	65	\$ 0.20	\$ 0.45	\$ 0.65	\$ 42.25	\$ 0.25	\$ 0.50	\$ 0.75	\$ 48.75	\$ 0.60	\$ 0.40	\$ 1.00	\$ 65.00	
UG14 Bond Pole Riser Locate Wire to Vertical Ground (MGN)	EA	1	\$ 25.00	\$ 18.00	\$ 43.00	\$ 43.00	\$ 50.00	\$ 25.00	\$ 75.00	\$ 75.00	\$ 28.00	\$ 14.00	\$ 42.00	\$ 42.00	
UG15 Pull 144F Pre-Terminated Cable Stubs - City Hall Vault to Alley Vault	LF	500	\$ 0.60	\$ 0.05	\$ 0.65	\$ 325.00	\$ 1.25	\$ -	\$ 1.25	\$ 625.00	\$ 1.65	\$ -	\$ 1.65	\$ 825.00	
UG16 Pull 144F Pre-Terminated Cable Stub - Alley Vault to Riser Pole	LF	65	\$ 0.60	\$ 0.05	\$ 0.65	\$ 42.25	\$ 1.25	\$ -	\$ 1.25	\$ 81.25	\$ 1.65	\$ -	\$ 1.65	\$ 107.25	
UG17 Lash 144F Pre-Terminated Cable Stub - Riser Pole to Splice	LF	100	\$ 1.00	\$ 0.35	\$ 1.35	\$ 135.00	\$ 0.90	\$ -	\$ 0.90	\$ 90.00	\$ 1.65	\$ -	\$ 1.65	\$ 165.00	
UG18 Rock Excavation Adder - Trench Segments	LF	295	\$ 9.00	\$ 1.00	\$ 10.00	\$ 2,950.00	\$ 10.00	\$ 2.00	\$ 12.00	\$ 3,540.00	\$ 48.00	\$ -	\$ 48.00	\$ 14,160.00	
					<b>Section Sub-Total:</b>	<b>\$ 65,698.00</b>				<b>Section Sub-Total:</b>	<b>\$ 91,344.50</b>			<b>Section Sub-Total:</b>	<b>\$ 116,592.25</b>
					<b>Project Installation Total:</b>	<b>\$ 85,544.50</b>				<b>Project Installation Total:</b>	<b>\$ 108,623.75</b>			<b>Project Installation Total:</b>	<b>\$ 146,074.18</b>
<b>**Splicing Termination and Testing</b>	<b>Unit</b>	<b>Qty.</b>	<b>Labor</b>	<b>Materials</b>	<b>L &amp; M</b>	<b>Extended</b>	<b>Labor</b>	<b>Materials</b>	<b>L &amp; M</b>	<b>Extended</b>	<b>Labor</b>	<b>Materials</b>	<b>L &amp; M</b>	<b>Extended</b>	
S1 St. Mary's Remote Site	LS	1	\$ 16,704.00	\$ 1,400.00	\$ 18,104.00	\$ 18,104.00	\$ 20,880.00	\$ 1,750.00	\$ 22,630.00	\$ 22,630.00	\$ 19,890.00	\$ 1,800.00	\$ 21,690.00	\$ 21,690.00	
S2 Splice Vault - Court Street at Alley	LS	1	\$ 3,600.00	\$ 650.00	\$ 4,250.00	\$ 4,250.00	\$ 4,500.00	\$ 812.50	\$ 5,312.50	\$ 5,312.50	\$ 4,032.00	\$ 900.00	\$ 4,932.00	\$ 4,932.00	
S3 City Hall South - Existing Aerial Splice near Police Station	LS	1	\$ 4,176.00	\$ 100.00	\$ 4,276.00	\$ 4,276.00	\$ 5,220.00	\$ 125.00	\$ 5,345.00	\$ 5,345.00	\$ 7,092.80	\$ -	\$ 7,092.80	\$ 7,092.80	
S4 City Hall South - Termination Location	LS	1	\$ 1,500.00	\$ 25.00	\$ 1,525.00	\$ 1,525.00	\$ 1,875.00	\$ 31.25	\$ 1,906.25	\$ 1,906.25	\$ 5,470.40	\$ -	\$ 5,470.40	\$ 5,470.40	
					<b>**Splicing &amp; Termination Sub-Total:</b>	<b>\$ 28,155.00</b>				<b>**Splicing &amp; Termination Sub-Total:</b>	<b>\$ 35,193.75</b>			<b>**Splicing &amp; Termination Sub-Total:</b>	<b>\$ 39,185.20</b>
					<b>Project Total (Including Splicing):</b>	<b>\$ 113,699.50</b>				<b>Project Total (Including Splicing):</b>	<b>\$ 143,817.50</b>			<b>Project Total (Including Splicing):</b>	<b>\$ 185,259.38</b>
					<i>Original Bid Project Total - Contract 2011-01</i>	<i>NSC \$ 152,473.00</i>				<i>RBC \$ 206,839.00</i>				<i>TetraTech \$ 161,806.00</i>	
					<i>Difference from 2011</i>	<i>\$ (38,773.50)</i>				<i>\$ (63,021.50)</i>				<i>\$ 23,453.38</i>	