



AGENDA
QLife Regular Board Meeting

Thursday, October 5, 2017

12:00 pm

Wasco County Courthouse, 511 Washington Street, The Dalles Oregon
Deschutes Room – B08

- 12:00 Call to Order
- 12:00 Approval of Agenda
- 12:05 [Consent Agenda](#) (*items of a routine nature: minutes, documents, items previously discussed*)
- [August 24, 2017 Minutes](#)
 - [Financial Documents](#) – Mike Middleton
 - [Technical Management Report](#) – John Amery
 - [Administrative Report](#) – Tyler Stone
 - [Continuation of Pole Occupancy License Agreement Bond](#)
- 12:10 [Maupin Project Update](#)
- Grant Process Update – Carrie Pippinich
- 12:20 [Commstructure Work Order #16 – NESC Compliance](#) – Erik Orton and Dan McNeely
- 12:30 [Executive Session: \(2\)\(g\) Competitive trade or commerce negotiations and \(2\)\(m\)\(E\) Discuss information regarding security of telecom systems and data transmission.](#)

Old/New Business

Next Meeting Dates: Regular Board Meeting – October 26, 2017 at 12:00 pm

Adjourn

**Agenda subject to change*

An executive session may, in the discretion of the presiding officer, be called based on one or more of the following: ORS 192.660 (2)(a) Consider employment issues; (2)(e) Real property' (2)(f) Consider exempt records or information; (2)(g) Competitive trade or commerce negotiations; (2)(h) Consult with counsel re litigation; (2)(m)(D) & (E) Discuss information regarding security of telecom systems and data transmission.



Consent Agenda October 5, 2017

- [August 24, 2017 Minutes](#)
- [Financial Reports](#)
- [Technical Management Report](#)
- [Administrative Report](#)
- [Continuation of Pole Occupancy License Agreement Bond](#)



MINUTES

QLife Regular Board Meeting
Thursday, August 24, 2017
Noon
Deschutes Room, Wasco County Courthouse

Call to Order: President Erick Larson calls the meeting to order at 12:011 pm.

Roll Call: Erick Larson, Scott Hege, Darcy Long-Curtiss. John Amery, Keith Mobley, Mike Middleton, Carrie Pippinich, Joseph Franell, Tawny Cramer and Tyler Stone

Approval of Agenda –Ms. Cramer explains that originally she did not think financial reports would be available, based on her absence. Mr. Middleton, however, was able to supply financial reports prior to the meeting. The financial report needs to be added to the agenda separate from the consent agenda. Ms. Long-Curtiss moves to approve the agenda as amended. Mr. Hege seconds the motion. The motion to approve the agenda as amended, with the addition of the financial report, passes unanimously.

Approval of Consent Agenda- Ms. Cramer confirms with Mr. Middleton he had the opportunity to review the minutes and the language regarding banking authorities and language. Mr. Middleton confirms that he had reviewed and approves of the minutes language.

Financial Reports – Mr. Middleton explains that because of the transition of finances from The City of The Dalles to Wasco County the finance reports will look a little different than what the Board is familiar with. Also the first couple months of finance reports may be missing some information due to the transition. Mr. Hege comments that he feels the financial reports are very easy to read and he appreciates the work done for QLife as well as the County.

As the only addition, Mr. Larson notes that he would appreciate seeing the beginning fund balance on the financial reports.

Maupin Project Update – Mr. Stone informs the Board there are not many updates on the Maupin Project. Mr. Stone explains that following the August meeting he postponed Commstructure’s work on the Maupin Project. With approval from QLife, Commstructure reached out to the material supplier Clearfield. Commstructure inquired about any possible government contracts that would help QLife reduce costs. Commstructure has not heard back from Clearfield yet.

Ms. Carrie Pippinich has been working with QLife in exploring a possible grant opportunity with the EPA. QLife and MCCED have also been researching a CCO grant that could possibly help with the Maupin Project. Ms. Pippinich will be working on both grant applications along with QLife Administration. Ms. Pippinich explains the applications would benefit from letters of support from QLife participants and supporters and that she would help facilitate those.

The grants are two of three of the avenues that Mr. Stone sees available to QLife. The third option that Mr. Stone would like to discuss he feels is more appropriate for executive session for trade secret purposes.

Mr. Stone would like to talk to the Board about the fact that the QLife backbone is assembled in Maupin and the possible

future steps for that investment. Considering that the backbone is established, not lit, and there is splicing work that needs to be done Mr. Stone thinks that it is appropriate to QLife's future plans to spend the money to light up the backbone. The Board would like to discuss plans to further complete the Maupin Project in executive session.

Executive Session – The Board invites Ms. Pippinich to remain in attendance for executive session. The Board enters executive session at 12:30 pm.

At 1:38 pm. the Board exits executive session.

**Ms. Cramer makes a correction to the agenda, the next intended meeting is the September 28th not the 22nd.

The meeting is adjourned at 1:39 pm.

Qlife Monthly Financial Report - September 2017

These reports are unaudited. Additionally, although dated the September reports, this was created before the month was fully closed. Due to the timing of the Qlife Board meeting and publishing notice, this is necessary. Any difference should be minimal as the reports were created as of Friday, September 29th.

Utilizing a straight-line methodology to compare to the budget, amounts should be at 25% of the budget by the end of September. However, not all expenses or revenues are that even. Cyclic and seasonal patterns change the amounts. However, at this point, looking to the budget execution percentage is a good place to start analyzing.

Operations Fund

Revenues

Overall Operations Fund revenues are at 23% of budget (planned) execution. This is only 2% off the straight-line expected budget execution. Miscellaneous revenues are well past expect budget levels – already at \$2,400 when the budgeted for the year was only \$200. This is due to how the invoicing is set up the billing is for colocation/cross connection fees. This should probably be in the Charges for Services but has not been moved yet. Utility Service Chargers is the primary driver for revenue and is at 24.3% of budgeted expectations. The E-rate reimbursement is a one-time payment so this will not be seen until it eventually comes through.

Expenditures

Materials and services are only at 6.1% of budget execution and none of the planned transfers have been executed yet. The transfers are to the Capital Fund and will be done. During the first quarter, the County Finance Department has been working to come up to speed on the Qlife processing. If the transfers had been completed on a monthly basis – the overall expense budget execution would be at 13.5% - well below the 25% straight-line expectation. No Administrative Costs (budgeted at \$104K) or Office Improvements (budgeted at \$43K) have been entered yet. None of the Office Rent (budgeted at \$7,752) has been paid either. Even if these items had been paid at the straight-line rate, this would only result in a budget execution of 16.7% - still below the expected straight-line budget execution.

For October, the County Finance Department will be catching up the transfers and will get the processes in place to ensure the Administrative and Rent are paid appropriately.

Overall

The fund is looking healthy as revenues are significantly greater than expenses – even with the additional expenses that should be entered but have not yet. The process will become consistent with some time and the rough reporting at this point will smooth out. However, due to the change from the City doing the book to the County, the year to year comparisons will not quite work for now.

Capital Fund

Revenues

No revenue at this time. This is due to the budgeted transfers not being done at this time. There should be \$98,225 in revenue if the transfers from the Operations Fund had occurred. Although budgeted, I do not see the transfer from the Maupin fund coming in until there is revenue in the fund to cover it. So, only considering what the transfer from Operations Fund should be, this puts the revenue at 23.2% budget execution. This is on track with expectations.

Expenditures

To date, only \$11,266 has been expended in the fund and this was for equipment. None of the transfer out to the Maupin fund has been executed as this is still a decision point for Qlife.

Overall

The fund is healthy. The eventual transfer to the Maupin fund will be a significant expense for the fund, but it will be able to recover. Finance will get the Operations Fund transfers caught up and this will more accurately reflect the fund's position.

Maupin Fund

Revenues

There are no revenues this fiscal year to date. The budgeted revenues are primarily grant and transfers and neither will provide anything until a path forward is decided. There is \$10K in other revenue budgeted and this is the planned source to pay the transfer back to the Capital Fund, but has not been received yet.

Expenditures

Only \$540 has been expended and this is for legal counsel services. The transfer out will only happen if there is 1) a transfer in from the Capital Fund for the project and 2) revenues from sources other than the transfer in and grants to pay for it. I do not expect to see much in expenses in this fund until the project starts to move again.

Overall

Next to no activity until the Board makes a decision and the project moves forward.

Summary

The only real activity is in the Operations Fund – no major capital projects are expending at this time. This will change, specifically based on what is decided on the Maupin project. Additionally, the County Finance Department has been a little slow coming up to speed and getting the funds entered into the

system. The most difficult parts are behind us and the kinks are being worked out of the system.
(Transfers, Administrative Costs and Rent are specific items under review.)

Qlife Monthly Report

Operations Fund - September 2017

Filters	
Fd	600
Cat	(Multiple Items)

Data							
Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
Qlife Operations							
Qlife-R							
Qlife-R							
INVESTMENT EARNINGS-R							
INTEREST EARNED	3,600	-	-	0.0%	#DIV/0!	#DIV/0!	-
INVESTMENT EARNINGS-R Total	3,600	-	-	0.0%	#DIV/0!	#DIV/0!	-
MISCELLANEOUS-R							
MISC RECEIPTS	200	2,400	-	1200.0%	#DIV/0!	#DIV/0!	2,400.00
MISCELLANEOUS-R Total	200	2,400	-	1200.0%	#DIV/0!	#DIV/0!	2,400.00
CHARGES FOR SERVICES-R							
UTILITY SERVICE CHARGES	658,347	159,925	-	24.3%	#DIV/0!	#DIV/0!	159,925.00
CONNECT CHARGES	1,000	1,500	-	150.0%	#DIV/0!	#DIV/0!	1,500.00
CHARGES FOR SERVICES-R Total	659,347	161,425	-	24.5%	#DIV/0!	#DIV/0!	161,425.00
PASS-THROUGH PAYMENTS-R							
E-RATE REIMBURSEMENTS	50,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
PASS-THROUGH PAYMENTS-R Total	50,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-R Total	713,147	163,825	-	23.0%	#DIV/0!	#DIV/0!	163,825.00
Qlife-R Total	713,147	163,825	-	23.0%	#DIV/0!	#DIV/0!	163,825.00
Qlife Operations Total	713,147	163,825	-	23.0%	#DIV/0!	#DIV/0!	163,825.00
Revenue Total	713,147	163,825	-	23.0%	#DIV/0!	#DIV/0!	163,825.00
Expense							
Qlife Operations							
Qlife-E							
Qlife-E							

**Qlife Monthly Report
Opertions Fund - September 2017**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
MATERIALS & SERVICES-E	362,057	21,935	-	6.1%	#DIV/0!	#DIV/0!	21,935.23
CAPITAL OUTLAY-E	20,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFERS OUT-E	392,898	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-E Total	774,955	21,935	-	2.8%	#DIV/0!	#DIV/0!	21,935.23
Qlife-E Total	774,955	21,935	-	2.8%	#DIV/0!	#DIV/0!	21,935.23
Qlife Operations Total	774,955	21,935	-	2.8%	#DIV/0!	#DIV/0!	21,935.23
Expense Total	774,955	21,935	-	2.8%	#DIV/0!	#DIV/0!	21,935.23

Qlife Monthly Report Capital Fund - September 2017

Filters

Fd	601
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
Qlife Capital							
Qlife-R							
Qlife-R							
INVESTMENT EARNINGS-R							
INTEREST EARNED	1,072	-	-	0.0%	#DIV/0!	#DIV/0!	-
INVESTMENT EARNINGS-R Total	1,072	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFERS IN-R							
TRANSFER FROM QLIFE OPERATING FUND	392,898	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFER FROM QLIFE MAUPIN FUND	10,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFERS IN-R Total	402,898	-	-	0.0%	#DIV/0!	#DIV/0!	-
CHARGES FOR SERVICES-R							
CONNECT CHARGES	19,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CHARGES FOR SERVICES-R Total	19,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-R Total	422,970	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-R Total	422,970	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife Capital Total	422,970	-	-	0.0%	#DIV/0!	#DIV/0!	-
Revenue Total	422,970	-	-	0.0%	#DIV/0!	#DIV/0!	-
Expense							
Qlife Capital							
Qlife-E							
Qlife-E							
MATERIALS & SERVICES-E	31,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CAPITAL OUTLAY-E							
BUILDINGS	232,000	-	-	0.0%	#DIV/0!	#DIV/0!	-

**Qlife Monthly Report
Capital Fund - September 2017**

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current	Prior Year	Year to	Current Year - Prior Year
				Year Budget Executed	Budget Executed	Year % Change	
EQUIPMENT - BZPP #06-091	271,000	11,266	-	4.2%	#DIV/0!	#DIV/0!	11,266.20
CAPITAL OUTLAY-E Total	503,000	11,266	-	2.2%	#DIV/0!	#DIV/0!	11,266.20
TRANSFERS OUT-E	220,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
RESERVE FOR FUTURE EXPENDITURES-E	464,600	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-E Total	1,218,600	11,266	-	0.9%	#DIV/0!	#DIV/0!	11,266.20
Qlife-E Total	1,218,600	11,266	-	0.9%	#DIV/0!	#DIV/0!	11,266.20
Qlife Capital Total	1,218,600	11,266	-	0.9%	#DIV/0!	#DIV/0!	11,266.20
Expense Total	1,218,600	11,266	-	0.9%	#DIV/0!	#DIV/0!	11,266.20

Qlife Monthly Report Maupin Fund - September 2017

Filters

Fd	602
Cat	(Multiple Items)

Data

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Revenue							
Qlife - Maupin							
Qlife-R							
Qlife-R							
INTERGOV'T REV - NON SINGLE AUDIT-R	386,581	-	-	0.0%	#DIV/0!	#DIV/0!	-
MISCELLANEOUS-R	6,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFERS IN-R	220,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CHARGES FOR SERVICES-R							
UTILITY SERVICE CHARGES	4,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
CHARGES FOR SERVICES-R Total	4,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-R Total	616,581	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-R Total	616,581	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife - Maupin Total	616,581	-	-	0.0%	#DIV/0!	#DIV/0!	-
Revenue Total	616,581	-	-	0.0%	#DIV/0!	#DIV/0!	-
Expense							
Qlife - Maupin							
Qlife-E							
Qlife-E							
MATERIALS & SERVICES-E	52,962	540	-	1.0%	#DIV/0!	#DIV/0!	540.00
CAPITAL OUTLAY-E	573,875	-	-	0.0%	#DIV/0!	#DIV/0!	-
TRANSFERS OUT-E	10,000	-	-	0.0%	#DIV/0!	#DIV/0!	-
RESERVE FOR FUTURE EXPENDITURES-E	28,320	-	-	0.0%	#DIV/0!	#DIV/0!	-
Qlife-E Total	665,157	540	-	0.1%	#DIV/0!	#DIV/0!	540.00
Qlife-E Total	665,157	540	-	0.1%	#DIV/0!	#DIV/0!	540.00
Qlife - Maupin Total	665,157	540	-	0.1%	#DIV/0!	#DIV/0!	540.00

Qlife Monthly Report
Maupin Fund - September 2017

Account	Current Budget	Current Actual YTD	Prior Year Actual YTD	Current Year Budget Executed	Prior Year Budget Executed	Year to Year % Change	Current Year - Prior Year
Expense Total	665,157	540	-	0.1%	#DIV/0!	#DIV/0!	540.00

Check Date	Check Number	Vendor Name	OK To Post	Amount
9/21/2017	5000	COMMSTRUCTURE CONSULTING INC		\$1,266.25
9/21/2017	5001	GORGE NETWORKS		\$70.22
9/21/2017	5002	JOSEPH FRANELL		\$1,229.28
9/21/2017	5003	MOBLEY, KEITH A		\$576.00
9/21/2017	5004	NORTH AMERICAN NUMBERING PLAN		\$25.00
9/21/2017	5005	OREGON TRAIL INSURANCE COMPANY		\$1,600.00
9/21/2017	5006	WASCO COUNTY		\$2,112.93
9/28/2017	5007	CITY OF THE DALLES		\$4,914.75
9/28/2017	5008	COMMSTRUCTURE CONSULTING INC		\$6,267.50
9/28/2017	5009	GORGE NETWORKS		\$11,419.88
9/28/2017	5010	JOSEPH FRANELL		\$1,791.78
9/28/2017	5011	MOBLEY, KEITH A		\$1,098.00
9/28/2017	5012	NORTHERN WASCO COUNTY PUD		\$4,650.00
9/28/2017	5013	SPECIAL DISTRICTS INSURANCE SE		\$664.52
15				

Aristo Networks LLC
Technical Management Report
By
John Amery
9/28/2017

Items of Discussion:

- Aristo Networks has been working with Qlife Administration in efforts to identify potential projects that make sense from an ROI perspective.
- A sample of the believed to be “bad fiber” has been shipped to the manufacturer for analysis.



ADMINISTRATIVE REPORT

October 2, 2017 (September meeting)

Transitioning of Finances –

QLife Administration is continuing the effort to transition finances from The City of The Dalles to Wasco County. Bank authorizations have been completed and we are now running checks. We are still working on rerouting mail, A/R checks and tying up loose ends and processes. Each Board packet will now include a list of payables processed during the last month along with the financial report from Mr. Middleton.

Insurance –

It is the time of year again for QLife to renew our Special District insurance. This year there are a few opportunities for QLife to earn discounts, i.e. trainings, surveys, etc. Ms. Cramer will be contacting the applicable Board members in the next week to discuss the way you will need to participate for us to accomplish this. Please be responsive and engaged during this process to ensure timely execution.

Oregon Telecommunications Conference –

Just a reminder that the Oregon Telecommunications Conference is being held on October 19th and 20th at The Best Western Hood River Inn. The following attendees are registered to attend as a QLife representative (please update your schedules, if you have not done so):

Tyler Stone
Tawny Cramer
John Amery
Scott Hege
Erick Larson
Keith Mobley
Darcy Long-Curtiss

If you would like to print the agenda for this conference or would like other information you can find that at their website <http://www.oregonconnections.info/program.htm>.

New Quotes and Service Orders –

- A Service Order for 200 Union Street was completed and will be sent to Finance for billing.
- A request for service has been received for 250 Steelhead Way and is being processed.

- QLife Administrative Staff



Oregon Trail Insurance

409 West 4th Street
The Dalles, OR 97058
541-296-2395 Tel
541-296-6143 Fax

September 27, 2017

Quality Life Network
511 Washington St., Ste. 101
The Dalles, OR 97058

Re: Bond Continuation Certificate

Dear Board Members,

Enclosed is your copy of the Pole Occupancy Licence Agreement Bond Continuation Certificate in the amount of \$50,000. This bond is effective 10/07/2017 to 10/07/2018.

The original Continuation Certificate has been sent to Northern Wasco County PUD.

Please contact our office if there are any questions regarding this bond.

Sincerely,

A handwritten signature in cursive script that reads "Colleen Clark".

Colleen Clark

Continuation Certificate

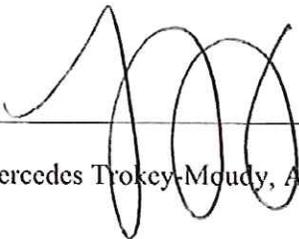


Bond Number: 52BSBFJ6722

In consideration of \$1500.00 renewal premium, the term of bond/policy no 52BSBFJ6722 in the amount of \$50,000.00 issued on behalf of Quality Life Intergovernmental Agency, as principal issued by Hartford Fire Insurance Company, as Surety, in connection with Pole Occupancy License Agreement Bond, it is hereby extended to 10/7/2018, subject to all covenants and conditions of said bond/policy.

This certificate is designed to extend only the term of the bond/policy. It does not increase the amount which may be payable there under. The aggregate liability of the Surety under said bond/policy together with this certificate shall be exactly the same as, and no greater that it would have been, if said bond/policy had originally been written to expire on the date to which it is now being extended.

Signed, sealed and dated September 26, 2017


Mercedes Trokey-Mcudy, Attorney-in-Fact



Maupin Project Update

- Ms. Carrie Pippinich will update the Board on the grant process. – no documents were submitted – [return to agenda](#)



Commstructure Work Order #16

- [Commstructure Work Order #16 – NESC Compliance](#)



**WORK ORDER NO. 16
TO AGREEMENT FOR PROFESSIONAL SERVICES**

BETWEEN

Q-Life
313 Court Street
The Dalles, Oregon 97058

and

Commstructure Consulting, LLC
811 Railroad Avenue
Oregon City, Oregon 97045

The terms and provisions of the Agreement for Professional Services between Q-Life and Commstructure apply herein unless otherwise specifically revised.

Date: September 13, 2017
Project: NESC OPUC Compliance Yearly Inspection **Project No.:** NESC PUC 2018

Contract Price:

Prior Work Orders: \$ _____
This Work Order: \$ 7,000.00
Total to Date: \$ _____

Time of Completion:

Prior Work Orders: _____
This Work Order: June 30, 2018
Revised Date: _____

Description of Work Order:

See Scope of Work in Exhibit A

See attached Exhibits:

- Exhibit A - Scope of Work
- Exhibit B - Schedule for Work Completion
- Exhibit C - Schedule of Compensation

Approved By:

Q-LIFE

COMMSTRUCTURE CONSULTING, LLC

By: _____
Title: _____
Date: _____

By: *Cecil Oster*
Title: President
Date: 9/14/2017

EXHIBIT A - SCOPE OF WORK

Scope of Work items to be completed:

Provide Technical Consulting Services to Q-Life and Q-Life's designated representatives for the purposes of maintaining compliance with the Oregon Public Utility Commission (PUC) National Electrical Safety Code (NESC) Communications Operator in Oregon Inspection Program.

Approximately 35 miles of the Q-Life network is aerial infrastructure on Northern Wasco County PUD (NWCPUD) Joint-Use Pole Line with 3 miles of underground infrastructure. Q-Life is attached to approximately 700 Poles owned by NWCPUD which equates to 70 poles per year that will require inspection on the 10 year program.

Q-Life is up to date with the 10 year cycle of inspections resulting in the requirement for inspections of 10% of the poles (70 poles) per year for the next 10 years. This Work Order will be Phase 1 of a 10 year inspection, correction and reporting program to maintain Q-Life compliance.

Services may include but are not limited to:

- Develop and Implement NESC Field Inspection Format and Process
- Utilize Mobile Business Application Tool via GoCanvas Online App Program
- Site Visit and Field Inspections for potential Q-Life NESC violations on approximately 70 NWCPUD Poles.
- Prepare Pole Inspection Form for each pole inspected and document the existence of NESC violations if applicable
- Prepare and Submit Joint Use Raise, Move & Lower Tickets via NJUNS as required for Poles requiring assistance from other Joint Use companies to bring violations into compliance
- Schedule and Coordinate Q-Life Contractors for correction of NESC violations as required
- Compile Field Inspection Forms and Corrections into a Summary and Submit Annual Reporting to Q-Life and The Oregon PUC.
- Provide Owner Project Management and Oversight services during violation correction as required

EXHIBIT B - SCHEDULE OF WORK COMPLETION

The schedule of this NESC OPUC Compliance Yearly Inspection Work Order is to commence upon approval and execution of this Work Order and Notice to Proceed by Q-Life.

The Term of the Work Order is from the date of execution of this document until June 30, 2018. The term of the Work Order may be extended upon approval from Q-Life based on remaining available and unbilled budget.

EXHIBIT C - SCHEDULE OF COMPENSATION

Technical Consulting Services shall be performed and provided as described in Exhibit A-Scope of Work, and in accordance with the terms, provisions and rate schedule of the Agreement for Professional Services on an hourly basis as follows:

Hourly - Not to Exceed (NTE): **\$ 7,000.00**

Payment terms are as follows:

- Commstructure will issue monthly invoices for the compensation due as a result of services provided under this Agreement to that time, less services previously billed
- All other terms and conditions apply in accordance with Section 3 of the Agreement for Professional Services
- Additional services related to this project or modification of this work order shall be negotiated and approved by written amendment to the original work order



Executive Session

- [Customer Outage Report](#)