

**MINUTES
LAS VEGAS-CLARK COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES' SPECIAL MEETING
APRIL 4, 2023
(Approved May 18, 2023)**

The Board of Trustees Bylaws Committee of the Las Vegas-Clark County Library District met in a Special Meeting via Zoom, at 10:00 a.m., Tuesday, April 4, 2023.

Present: Board: B. Wilson, Chair K. Rogers
B. Wilson J. Jiron
F. Ortiz E. Foyt
N. Waugh K. Benavidez
J. Melendrez

Counsel: G. Welt

Absent: K. Whiteley

Staff: Kelvin Watson, Executive Director
Numerous Staff

Guest: Simon Mettler, Director of HR&A Advisors
Mel Van Patten, Contractor to OSIT office

The meeting began at 10:00 a.m.

Roll Call (Item I.) All members listed above represent a quorum. Appendix A.

Public Comment (Item II.) None.

Agenda (Item III.) Trustee Waugh moved to approve the Agenda as proposed.
There was no opposition and the motion carried.

New Business (Item IV.)

Discussion and possible Board action regarding a contract award to Valley Communications Association, LLC (VCA) for the construction of fiber services for seven of the District's outlying branches (Item IV.A.) [Al Prendergast, Chief Information Officer read Agenda Item #IV into the record]

In September 2021, HR&A Advisors, Inc. contacted Executive Director Kelvin Watson via Trustee Kelly Benavidez regarding a Clark County broadband internet masterplan initiative. HR&A Advisors was hired by the County to assist with this project by making recommendations for improving broadband infrastructure throughout the County using various funding sources. The initiative was intended to assess the current state of broadband internet access, quality, affordability, and adoption. The American Rescue Plan Act (ARPA) of 2021 allocated funding explicitly for expanding and improving internet access nationwide. With the passage of ARPA and other Federal funding sources (primarily E-Rate), the funding environment was favorable for accomplishing this initiative. In November 2021, the Las Vegas-Clark County Library District worked with HR&A Advisors and our E-Rate consultant to issue an RFP for fiber

construction to all of our outlying library branches. We received one response which was deemed too expensive. The decision was made to try a different approach at a later date.

HRA Advisors worked with the Nevada Governor's Office of Science, Innovation and Technology (OSIT) to develop a Nevada State Broadband Connectivity Strategy. With this new approach, numerous Clark County government institutions joined the project and included their RFPs into the State's larger RFP for constructing fiber to the outlying communities (effectively pooling our resources).

In September 2022, the District worked with HR&A Advisors, our E-Rate consultant to issue an RFP for fiber construction to seven of our outlying library branches. The branches included the Blue Diamond, Goodsprings, Indian Springs, Laughlin, Mount Charleston, Sandy Valley, and Searchlight libraries. The Bunkerville, Mesquite, Moapa Town, and Moapa Valley libraries were excluded because these branches already had fiber connectivity.

HR&A Advisors received one bid from Valley Communications Association, LLC with several options:

100Mb 84-Month Term

	Monthly Cost	Construction Cost
*Blue Diamond Library	\$599.95	\$16,809.62
Goodsprings Library	\$599.95	\$152,664.05
*Indian Springs Library	\$599.95	\$20,218.80
Laughlin Library	\$599.95	\$3,905,874.95
*Mount Charleston Library	\$599.95	\$4,943.00
Sandy Valley Library	\$599.95	\$6,880.71
Searchlight Library	\$599.95	\$3,090,580.68
Windmill Hub	\$599.95	\$834,000.00
	\$4,799.60	\$8,031,971.81

500Mb 84-Month Term

	Monthly Cost	Construction Cost
*Blue Diamond Library	\$749.95	\$16,809.62
Goodsprings Library	\$749.95	\$152,664.05
*Indian Springs Library	\$749.95	\$20,218.80
Laughlin Library	\$749.95	\$3,905,874.95
*Mount Charleston Library	\$749.95	\$4,943.00
Sandy Valley Library	\$749.95	\$6,880.71
Searchlight Library	\$749.95	\$3,090,580.68
Windmill Hub	\$749.95	\$834,000.00
	\$5,999.60	\$8,031,971.81

1Gb 84-Month Term

	Monthly Cost	Construction Cost
*Blue Diamond Library	\$1,495.95	\$16,809.62
Goodsprings Library	\$1,495.95	\$152,664.05
*Indian Springs Library	\$1,495.95	\$20,218.80
Laughlin Library	\$1,495.95	\$3,905,874.95
*Mount Charleston Library	\$1,495.95	\$4,943.00
Sandy Valley Library	\$1,495.95	\$6,880.71
Searchlight Library	\$1,495.95	\$3,090,580.68

Windmill Hub	\$1,495.95	\$834,000.00
	\$11,967.60	\$8,031,971.81

District staff's recommendation:
 100Mb 84-Month Term

	Monthly Cost	Construction Cost
*Blue Diamond Library	\$599.95	\$16,809.62
Goodsprings Library	\$599.95	\$152,664.05
*Indian Springs Library	\$599.95	\$20,218.80
Laughlin Library	\$599.95	\$3,905,874.95
*Mount Charleston Library	\$599.95	\$4,943.00
Sandy Valley Library	\$599.95	\$6,880.71
Searchlight Library	\$599.95	\$3,090,580.68
Windmill Hub	\$599.95	\$834,000.00
	\$4,799.60	\$8,031,971.81

The proposed costs for the Blue Diamond, Indian Springs, and Mount Charleston libraries are contingent on the Clark County School District's (CCSD) participation by constructing fiber to schools in these communities. CCSD is currently working with VCA to award the contract for these communities.

The construction is expected to take multiple years and the cost will be covered fully by other funding sources (90% from the Federal E-Rate Program, 5% from the State of Nevada, and a 5% matched by the FCC). The E-Rate deadline for executing the contract and filing an application for the upcoming Funding Year is March 28, 2023 with a 14-day grace period, making the absolute deadline April 10.

The District's current reimbursement rate for the Federal E-Rate program Category One items is 90%. The District will continue to apply for E-Rate discounts, effectively reducing our responsibility to 10% of the monthly recurring cost.

Recommended Action:

Motion to authorize staff to award a contract to Valley Communications Association, LLC for the construction of fiber services to seven of the District's outlying branches (Blue Diamond, Good Springs, Indian springs, Laughlin, Mount Charleston, Sandy Valley, and Searchlight) in the amount of \$8,031,971.81, with a monthly recurring cost of \$4,799.60 per month for 84 months, pending review by counsel.

Chair Wilson asked if there will be any savings from what is currently spent and if anything will be eliminated. Mr. Prendergast responded that two years ago the Board approved a contract for Cox Communications data services. Many of those services ranged from \$2100 a month per location for a 10-megabit service to a \$3100 a month for a 10-megabit service. What is being presented is significantly less and will be a great cost savings, with more bandwidth for a lot less.

Chair Wilson then asked if there was a reason for only getting 100-megabit speed to these locations and what is typically used across the District now. He also stated he feels the 500 megabits would be an better

improvement for very little cost considering the savings plus the rebates. Mr. Prendergast responded that 100-megabits was recommended because it is ten times more bandwidth that is currently in most of these locations. He also mentioned that if needed, the District could increase to 500 or one gig. Currently at the urban branches, 100-megabits and the outlying branches are generally 10 megabits with Laughlin and Mesquite at 50 megabits. Mr. Prendergast feels that 500 megabit would be a bit overkill because the 100 megabit would represent 10 times what we currently have in those community and significantly faster.

Mel Van Patten, Contractor to the OSIT office said that the good thing that was done by the LVCCLD staff did with bidding with the range of bandwidth from 100 meg up to a gig, will allow scaling for any or all branches throughout the term of the contract without having to rebid. The cost that VCA presented for the 100, 500, and the one gig will be honored throughout the term of the agreement.

Trustee Ortiz agrees that having 500 megabits will be prudent and ask that it be selected in the motion. HE also asked if there was enough in the budget to cover the cost of \$44,997 a year and if the construction cost is a one-time cost. Mr. Prendergast responded and Ms. Van Patten answered yes to both questions.

Trustee Ortiz also asked for the principals, names of the ownership of company to be provided at the next meeting.

Trustee Rogers made a Motion to authorize staff to award a contract to Valley Communications Association, LLC for the construction of fiber services to seven of the District's outlying branches (Blue Diamond, Good Springs, Indian springs, Laughlin, Mount Charleston, Sandy Valley, and Searchlight) in the amount of \$8,031,971.81, with a monthly recurring cost of \$5,999.60 per month for 84 months, pending review by counsel.

Trustee Ortiz second the motion. There was no opposition and the motion carried.

**Announcements
(Item V.)**

None.

**Public Comment
(Item VI.)**

None.

**Adjournment
(Item VII.)**

Chair Wilson adjourned the meeting at 10:19 a.m.

Respectfully submitted,

Elizabeth Foyt, Secretary

2023 ATTENDANCE

		2023																																
		January 19 Regular Board Mtg	February 9 Regular Board Mtg	February 23 Finance and Audit Comm. Mtg	March 9 Regular Board Mtg	April 4 Special Board Mtg	April 12 Finance and Audit Comm. Mtg	April 20 Regular Board Mtg	May 18 Regular Board Mtg	June Risk Management Comm. Mtg	June Nominations Comm. Mtg	June 1 Regular Board Mtg	July Finance and Audit Comm. Mtg	July 13 Regular Board Mtg	AUGUST	September 14 Regular Board Mtg	September Finance and Audit Comm Mtg	October 12 Regular Board Mtg	November Finance and Audit Comm. Mtg	November 9 Regular Board Mtg	December 14 Regular Board Mtg													
Benavidez	Kelly	A-E	P	P	P	P																												
Foyt	Elizabeth	P	P		P	P																												
Meléndrez	José	P	P		P	P																												
Ortiz	Felipe	P	P		P	P																												
Wilson	Brian	P	P	P	P	P																												
Rogers	Keith	P	P	P	P	P																												
Waugh**	Nathaniel	P	P	P	P	P																												
Jiron****	Jennifer	P	P		P	P																												
Turner Whiteley****	Kate	P	P		P	A																												

P	Present
A-E	Excused Absence
A-U	Unexcused Absence
	attended Committee meeting but not a member
	Term Ended