



## 800 MHz Joint Operating Committee – April 19, 2019

### STAFF REPORT - AGENDA ITEM # 10

TO: 800 MHz Joint Operating Committee

FROM: Quinn Korbolic, IT Manager, Regional Services, Technology Services

775-328-2348, [qkorbolic@washoecounty.us](mailto:qkorbolic@washoecounty.us)

#### SUBJECT:

Washoe County Technology Services staff request approval of reimbursement to Washoe County Technology Services for the costs associated with additional consulting fees for services provided by Federal Engineering, Inc. for Nevada Shared Radio System contract review and negotiation, not to exceed [\$9,215.00].

#### SUMMARY:

On February 23, 2018, the Joint Operating Committee approved utilization of professional service funds [\$41,576.00] to retain Federal Engineering, Inc. to assist in the contract review and negotiation process with the NSRS vendor selected through the Nevada Department of Transportation's procurement process. Due to the complexities of the contract review and extension of the schedule during contract negotiation, Washoe County processed a change order to continue our relationship with Federal Engineering, Inc. until the negotiation process was complete. Washoe County Technology Services covered the cost of the associated change order, [\$9,215.00], and is requesting reimbursement from the professional services budget line of the WCRCS operations fund.

#### RECOMMENDATION:

Washoe County Technology Services staff recommend approval of the reimbursement to Washoe County Technology Services for the costs associated with additional consulting fees for services provided by Federal Engineering, Inc. for Nevada Shared Radio System contract review and negotiation, not to exceed \$9,215.00.

#### POSSIBLE MOTION:

If the Committee agree with staff's recommendation a possible motion would be: "Move to approve reimbursement to Washoe County Technology Services for the costs associated with additional consulting fees for services provided by Federal Engineering, Inc. for Nevada Shared Radio System contract review and negotiation, not to exceed [\$9,215.00]."

#### Attachments:

Federal Engineering, Inc. Statement of Work Amendment #1

Federal Engineering, Inc. Invoice - 9/5/2018 - \$4,367.50



Federal Engineering, Inc. Invoice - 10/3/2018 - \$4,487.50

Federal Engineering, Inc. Invoice - 10/30/2018 - \$360.00



*"Unleashing the Power of Technology"*

**Federal  
Engineering®**

**Federal Engineering, Inc.**

10600 Arrowhead Drive  
Fairfax, VA 22030  
703-359-8200

**STATEMENT OF WORK (SOW)**  
Issued: July 19, 2018

**AMENDMENT TO WASHOE COUNTY  
SUPPORT FOR NSRS LMR PROJECT  
DATED JANUARY 31, 2018  
PURCHASE ORDER ISSUED MARCH 12, 2018  
PO 6500002474  
VALID TO SEPTEMBER 30, 2018**

**AMENDMENT #1  
TIME AND MATERIAL SCOPE OF SERVICES  
WASHOE COUNTY SUPPORT FOR  
NEVADA SHARED RADIO SYSTEM (NSRS)  
LAND MOBILE RADIO (LMR) PROJECT**

**1. INTRODUCTION**

Washoe County (County) recently contracted Federal Engineering (**FE**) to provide additional project management and technical support during the contract negotiations with the selected vendor for the implementation phase of their new Land Mobile Radio (LMR) network. This amendment will continue those services until contract signing.

**2. TASKS TO BE PERFORMED FOLLOWING VENDOR AWARD**

**FE** will provide remote technical expertise and support to identify areas of deficiency during the contract negotiations, communicate these to both the County and the vendor, and provide recommendations to correct the deficiencies to meet the County's requirements.

**3. COST ESTIMATE**

**3.1 Cost**

This amendment allows for up to an additional **50 hours** to be billed on a Time and Material basis. The estimated cost of this effort, in accordance with the Schedule A attached to this SOW, is **\$9,210.00**, based on the following distribution:

Senior Consultant – 44 hours @ \$180.00 per hour

Director – 6 hours @ \$215.00 per hour

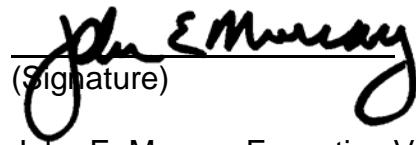
### 3.2 Invoicing

**FE** will submit invoices for this amendment on a monthly basis for work completed the prior month until completion of the above task.

## 4. BASIS FOR THIS SCOPE OF WORK

1. This SOW assumes Federal Engineering, Inc. will perform tasks called out in Section 2.
2. The level of effort for contract negotiation support can vary greatly depending upon the selected system vendor and the Washoe County procurement practices. Our Scope of Services calls for up to 50 person-hours of support. All work will be performed remotely. **FE** will notify the Washoe County should more than a total of 50 person-hours are required to perform this SOW. If additional hours are required to complete this SOW, a mutually agreeable amendment to the SOW will be executed by both parties.
3. **FE's** ability to fulfill this task order depends, in part, on the willingness and ability of the County, the selected vendor, third parties, and others to provide information in a timely manner and upon the accuracy of the information as supplied. The accuracy of input data, whether provided in electronic or hard copy form, and the recommendations, actions, system designs, and license filings resulting therefrom cannot, therefore, be warranted by **FE** nor can the performance, suitability, or reliability of said systems be warranted by **FE**. **FE** accepts no responsibility or liability to any third party in respect to any information or related content delivered by **FE**. This information is subjective in certain respects, and, thus, susceptible to multiple interpretations and may be in need of periodic revisions based on actual experience and subsequent developments.
4. This proposal is based upon a mutually agreeable start date. Delays to the project schedule due to actions or lack of actions on the part of Washoe County, Washoe County participants, third parties, and others including, but not limited to vendor protests, protracted contract negotiations, vendor delays that impact the program schedule and/or costs to Washoe County will be brought to the attention of Washoe County's project manager in a timely manner and will be reduced to writing via a mutually agreed upon contract amendment.
5. This SOW assumes that the **FE's** project manager will assist Washoe County to schedule meetings, notify attendees, and arrange for on-site visits. Washoe County will arrange for meeting facilities and office space for **FE's** team and the selected vendor.
6. Federal Engineering reserves the right to assign/reassign work efforts and associated costs across tasks and between our professional staff members in order to meet our contractual obligations to Washoe County.
7. This proposal assumes a mutually agreeable invoicing schedule for work completed.

Submitted by **FE**:

  
(Signature)

John E. Murray, Executive Vice President  
(Printed name and title)

July 19, 2018  
(Date)

Authorization to begin work by  
**WASHOE COUNTY:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name and title)

\_\_\_\_\_  
(Date)

# **SCHEDULE A**

## **LONG TERM CONSULTING RATES**

Effective January 1, 2018 through December 31, 2018

Assistant Vice President	\$ 245.00 per hour
Director/Chief Consultant	\$ 215.00 per hour
Senior Consultant	\$ 180.00 per hour
Consultant	\$ 155.00 per hour
Senior Analyst	\$ 130.00 per hour
Analyst	\$ 95.00 per hour
Administrative / Computer Services	\$ 65.00 per hour

### **TERMS AND CONDITIONS**

1. Long term rates do not include state or local taxes.
2. Subcontracts, travel, meals on a per diem basis, and other direct non-labor charges will be invoiced as actual cost plus 20 percent to account for general and administrative costs.
3. Hours expended for travel in support of the SOW are billable hours.
4. Invoices will be rendered monthly. All invoices are due and payable 30 days from issuance. Late balances are subject to a finance charge of 1.5 percent per month (or fraction thereof).

**This document is proprietary to Federal Engineering, Inc. and shall not be disclosed to third parties without prior written permission from Federal Engineering, Inc.**

**Federal Engineering, Inc.**

10600 Arrowhead Drive  
Suite 160  
Fairfax, VA 22030

Phone 703-359-8200 Fax:703-359-8204

**INVOICE**

9/5/2018

**2018-3-6676**

TO:

**Washoe County Comptroller  
Accounts Payable  
PO Box 11130  
Reno, NV 89520**

Vendor # 111331

TERMS: **Net 30 days**

CHARGE #

PROJECT **NSRS-TM**

Consulting services rendered for period:

EIN: 52-1316269

DATE	DESCRIPTION	QUANTITY	RATE	AMOUNT
	Time Detail for Rajit Jhaver:			
7/31/2018	Client pricing call.	1	215.00	215.00
8/8/2018	Program management.	1	215.00	215.00
8/9/2018	Vendor/client call.	1	215.00	215.00
8/16/2018	Client call.	1.5	215.00	322.50
8/21/2018	Client call.	0.5	215.00	107.50
8/24/2018	Vendor/client call.	0.5	215.00	107.50
8/27/2018	Program management.	0.5	215.00	107.50
8/29/2018	Client/vendor call.	0.5	215.00	107.50
	Sub Total LABOR			1,397.50
	Time Detail for David Termorshuizen:			
7/31/2018	Client call to review pricing, research changes and compare with NDOT	2	180.00	360.00
8/1/2018	Summarize pricing markups, provide to Harris	1	180.00	180.00
8/6/2018	Client call to discuss pricing language	1	180.00	180.00
8/7/2018	Comparison of pricing and discount changes	2	180.00	360.00
8/8/2018	Review Harris responses	1	180.00	180.00
8/9/2018	Call with WC and Harris to discuss pricing, responses to markups, milestone payments	1.5	180.00	270.00
8/16/2018	Washoe call with Harris to review contractual documentation	2	180.00	360.00
8/21/2018	Client call to review contract updates	1	180.00	180.00
8/22/2018	Review updated contact docs	1	180.00	180.00

**Total**

**Federal Engineering, Inc.**

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9/5/2018

**2018-3-6676**

TO:

**Washoe County Comptroller  
Accounts Payable  
PO Box 11130  
Reno, NV 89520**

Vendor # 111331

TERMS: **Net 30 days**

CHARGE #

PROJECT **NSRS-TM**

Consulting services rendered for period:

EIN: 52-1316269

DATE	DESCRIPTION	QUANTITY	RATE	AMOUNT
8/23/2018	Review new pricing, compare to previous discounting, review updated agreement	1	180.00	180.00
8/28/2018	Review new pricing, provide responses to WC questions	2	180.00	360.00
8/29/2018	Client and Harris call to review contract updates	1	180.00	180.00
	Sub Total LABOR			2,970.00

I certify that the items above have been delivered in accordance with the contract, and that all charges are true, correct, and have not been previously billed.

**Total** **\$4,367.50**

*Ronald F. Bosco*

**Ronald F. Bosco, President  
Federal Engineering, Inc.  
703-359-8200**

**Federal Engineering, Inc.**

10600 Arrowhead Drive  
Suite 160  
Fairfax, VA 22030

Phone 703-359-8200 Fax:703-359-8204

**PO 6500002474**

**INVOICE**

10/3/2018

**2018-4-5680**

TO:

**Washoe County Comptroller  
Accounts Payable  
PO Box 11130  
Reno, NV 89520**

Vendor # 111331

TERMS: **Net 30 days**

CHARGE #

PROJECT **NSRS-TM**

Consulting services rendered for period:

EIN: 52-1316269

DATE	DESCRIPTION	QUANTITY	RATE	AMOUNT
	Time Detail for Rajit Jhaver:			
9/5/2018	Vendor/client call. Client call.	1	215.00	215.00
9/13/2018	Document review.	1	215.00	215.00
9/14/2018	Vendor/client call	0.5	215.00	107.50
9/24/2018	Preparation and travel to Reno for Washoe County Board Meeting.	4	215.00	860.00
9/25/2018	Attended Washoe County Board Meeting	6	215.00	1,290.00
	Sub Total LABOR			2,687.50
	Time Detail for David Termorshuizen:			
9/5/2018	Conference call to review milestone payments	1	180.00	180.00
9/6/2018	Review SOW's	2	180.00	360.00
9/11/2018	Call with Harris to review status of all SOW's	1	180.00	180.00
9/13/2018	Start review of all final SOW's	2	180.00	360.00
9/14/2018	Finish review of all final SOW's	2	180.00	360.00
9/17/2018	Review final purchase agreement, participate in call with client and Harris to review all documents	2	180.00	360.00
	Sub Total LABOR			1,800.00

**I certify that the items above have been delivered in accordance with the contract, and that all charges are true, correct, and have not been previously billed.**

**Total**

**\$4,487.50**

*Ronald F. Bosco*

**Ronald F. Bosco, President  
Federal Engineering, Inc.  
703-359-8200**

**Federal Engineering, Inc.**

10600 Arrowhead Drive  
Suite 160  
Fairfax, VA 22030

10/30/2018

**INVOICE**

**2018-4-4534**

Phone 703-359-8200 Fax:703-359-8204

TO:

**Washoe County Comptroller  
Accounts Payable  
PO Box 11130  
Reno, NV 89520**

PO#65x2474  
\$355.00 available on PO  
108100-710100

TERMS: **Net 30 days**

CHARGE #

PROJECT **NSRS-TM**

Consulting services rendered for period:

EIN: 52-1316269

DATE	DESCRIPTION	QUANTITY	RATE	AMOUNT
10/30/2018	Time Detail for David TerMorshuizen: Research other system's user fees for comparison	2	180.00	360.00
	Sub Total LABOR			360.00

I certify that the items above have been delivered in accordance with the contract, and that all charges are true, correct, and have not been previously billed.

**Total** **\$360.00**

*Ronald F. Bosco*

Ronald F. Bosco, President  
Federal Engineering, Inc.  
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