



**Public Notice**  
**Technical Committee Agenda**  
*Public Notice for the Policy Committee*

**Regular Meeting**  
**November 22, 2011 – 3:30 PM - City of Champaign Council Chambers**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
5. Policy Committee Updates
6. Action & Discussion Items:
  - a. Construction Update
  - b. Subcommittee Reports and Actions
    - i. OSS/BSS RFP (Fred)
    - ii. Marketing and Outreach (John Kersh)
    - iii. IRU/Transport Contracts & Adoption (Bill DeJarnette)
    - iv. FTTP Procurement Process/Status Update (Mike Smeltzer/Teri Legner)
7. Discussion items:
  - a. Tasks or Items for the next meeting
  - b. Next Meetings:
    - December 13, 2011 City of Champaign Council Chambers, 3:30 PM
    - December 27, 2011 City of Champaign Council Chambers, 3:30 PM
8. Audience Participation – 5 minute limit per person
9. Committee Member Comments and Announcement
10. Adjourn

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## UC2B Policy Board Minutes

Joint Policy Board and Technical Committee Meeting  
September 28, 2011

Location:  
City of Champaign Council Chambers  
102 N. Neil Street  
Champaign, IL 61820

Board Members Present: Abdul Alkalimat, Brandon Bowersox, Mike DeLorenzo, Deborah Frank Feinen, Richard Schnuer, Tracy Smith.

Board Members absent: Rev. Zernial Bogan, Minor Jackson, Pete Resnick

Technical Committee Members Present: Bill DeJarnette, Connie Dillard-Myers, Fred Halenar, Tracy Smith, Mark Toalson for Tony Vandeventer, Ross Veach, Mike Vrem

Technical Committee Members absent: William Gray, Craig Shonkwiler, John Brighton, Chris Hamb, Omar Sobh, David Young

- I. The meeting was called to order at 12:04 p.m. by Chair Feinen.
- II. Roll Call
- III. Bowersox moved and Alkalimat seconded to approve the Agenda as written. The Board approved by voice vote.
- IV. Schnuer moved and DeLorenzo seconded to approve the Minutes of the September 7, 2011 UC2B Policy Board meeting as written. The Board approved by voice vote.
- V. Halenar moved and Toalson seconded to approve the minutes of the September 6, 2011 UC2B Technical Committee as written. The Committee approved by voice vote.
- VI. Action Items:

Marketing Committee Update: Bowersox updated the Board on the UC2B Marketing and Outreach Committee's recent efforts, including the Groundbreaking ceremony and the two UC2B Technology Showcase events. All the events were well attended. Bowersox stated the word is getting out in a positive fashion and cited a recent advertisement for an apartment on Craigslist that listed fiber optic broadband availability as one of the distinguishing features for the apartment. Kersh stated that interest in the

community is definitely picking up as he is receiving numerous calls/emails for more information. Halenar mentioned that he, Legner and Gant attended a recent neighborhood association meeting at Garden Hills school to give an update on the project. He noted that it was well attended and resulted in numerous people leaving their contact information with him so that they could get put on a follow-up list for subscribers. Kersh said he is keeping a database with potential customer's information for ease of contact in the future. Alkalimat stressed involving the anchor institutions in the marketing, specifically churches, noting that, if the churches see the value in the product and promote it, then the customers will follow.

- VII. NTIA Update: Bowersox stated he was very excited about the One Maryland project described in Smeltzer's report and the FTTP project update report. He also mentioned that he thought the NATOA information listed might be helpful for UC2B and wanted to learn more about that at an upcoming meeting. Tanya Parker from "Unity in Action Magazine" addressed the Board and stated she would be interested in connecting with UC2B to promote this project in the community. She indicated that social and economic development is very important to her and her organization. Alkalimat had met with Parker to discuss possibly having the magazine release a special issue to promote UC2B.

Craig Walker asked the committee about the hiring process for canvassers and the requirement of the U of I to complete background checks on them. He stated that this practice might limit the candidate pool and could eliminate those in particular with felonies in their past. Walker questioned how the process might be made more open to everyone. DeLorenzo confirmed the background check is a requirement from the University of Illinois, however, he stated that just because a felony (or misdemeanor) conviction appears on the background check report, that does not necessarily disqualify the individual from being hired. Each case is evaluated separately and is directly related to the job requirements/responsibilities by U of I Human Relations department.

- VIII. General Description of Work for Phase 2 FTTP Construction:

Smeltzer explained that the Fiber to the Premise project should be bid soon and that there are basically 5 divisions of work to be done. The possibility of breaking down the overall project into multiple pieces on this basis or some alternative exists which might allow smaller companies to bid on portions of the work. UC2B would like to involve more minority-owned businesses in the project, so breaking the job down into smaller portions may allow more businesses to bid. Alkalimat raised the point that a lot of smaller, locally-owned businesses are turned off by the lengthy bid process and asked if we could require in the contract a statement about hiring locally. Fred Stavins, City Attorney, Champaign stated that the federal grant prohibits the use of local preference as a selection criterium, additionally noting that such is considered a violation of the Constitution. Legner reviewed a possible process (that still needs to be developed) that might encourage more minority/female business participation in this phase of construction. Generally, the process would have the City taking "applications" from minority/female-owned businesses and facilitating the introduction with the larger, prime contractors. The primes would then have the contact information of these companies along with references

that they could utilize to sub-contract portions of the work. The “application” process would allow companies to identify the work for which they have the skills necessary and are qualified to conduct. Having a diverse workforce is as important as business ownership. The City’s EOPO and Affirmative Action requirements will also apply.

**Audience Comments:**

Peter Folk stated that whenever you are trying to do things with multiple outcomes, there are two approaches: 1. incorporate rules and mandates or 2. use incentives that encourage behavior instead of imposing requirements. Consider what you are trying to accomplish.

Craig Walker suggested we could create goals and percentages based on guidelines and goals, specifically as it relates to minority and business owner firms to receive points. A scale or perhaps a matrix can be developed to facilitate local participation. Other cities and counties do this.

Ross Veach stated he would like to have the work portioned out so that the inside wiring portion might be separate from the larger contract.

Fred Stavins noted that the process will be developed in a legal way that encourages minority/female-owned business participation and workforce diversity. There are a variety of regulations involved. We know what the direction is and will do everything we can to develop something within that framework.

Henry Bell, Owner of Southern Belle Electrical stated his company is capable of completing all parts of the project and could bid on it as a whole, however he would be willing to bid on the pieces as well.

Alkalimat asked Mr. Bell his thoughts on how the committee can increase minority participation in the bidding process. Mr. Bell suggested a group meeting with all minority contractors, a forum for getting the word out and seeing what each contractor is capable of doing. Kersh agreed that a group meeting was a good idea. Alkalimat noted that Revered Lewis from Bethel Church was in attendance and suggested that his church might be a good location for an outreach meeting for minority contractors.

Troy Deen, IEG Magnum stated he thought it would be a good idea to terminate the fiber to the premise on the outside of the premise and get a separate contractor to do the inside of the homes as suggested by Veach. A private contractor can more readily deal with each section of the project that they are most qualified for.

DeJarnette stated that splitting the project up is great, but there will still need to be an “over seer” or “general” to ensure that all aspects of the project are getting done correctly. Committee discussed pros and cons of splitting project into “inside” and “outside” projects. Legner thanked the committee for their input and good discussion. She committed to scheduling a meeting with minority contractors to gather more input about the process.

Next agenda: Smeltzer noted that canvassing begins on November 7<sup>th</sup> and the canvassers are going to need certain pieces of information to conduct their work, including service rates and capacities. We will be asking the business consultant to review the current proposed service packages/tiers and to provide recommendations about those, but it would be helpful if the Policy Board, at the October 19<sup>th</sup> meeting, could establish or endorse at least the introductory or basic tier. He noted that we are probably set with the \$19.99 rate but could add bandwidth for the price. It is proposed at 5 Mbps but could easily be increased to 10 or 20. Legner noted that there will likely be a recommendation to hire a business consultant at October 19<sup>th</sup> meeting.

**Public Participation:**

Craig Walker stated that the business consultant will have a wide range of responsibilities to deliver based upon what the Committee has discussed at prior meetings. UC2B has to change into a self-sustaining business. Capital is available and investment criteria are changing. There are minority and female owned financial firms who could work with business consultant firms. Investment banking firms could be very helpful to this Committee.

Feinen adjourned meeting at 1:37 p.m.

Next Meeting: Wednesday, October 19, 2011, 12:00 noon to 1:30 p.m., Council Chambers, City of Champaign, City Building, 102 N. Neil Street, Champaign, Illinois