

BASIS OF SCHEDULE OF HSMM FEES

The scope of work and the extent of HSMM's and the Commonwealth of Virginia's responsibility are based on the following:

VIRGINIA RESPONSIBILITY AND TASKS:

1. The Commonwealth will appoint a Program Director who will be the single point of contact for this program. This individual will coordinate all activities for the Commonwealth, state Agencies, state Law Enforcement, and the non-state entities.
2. The Commonwealth will provide review and approval of submittals and draft reports according to the program schedule, and respond with consolidated comments.
3. The Commonwealth, with the assistance of HSMM as provided in the attached scope of work, will conduct all procurement activities for this program. The Commonwealth will provide information copies of the terms and conditions and all specification boilerplate for the procurement to HSMM so that HSMM is aware of this information and can provide for uniformity and consistency between the technical specifications and general terms and conditions.
4. Geotechnical, subsurface, materials testing fees and the costs of boundary and topographic surveys are the responsibility of the Commonwealth.
5. Filing fees (FCC, FAA) costs of permits, and costs of licenses are the responsibility of the Commonwealth.
6. The Commonwealth will provide access to sites, a guide, will open gates, remove covers, and will provide ladders and safety equipment that is site specific as required by the Commonwealth, except for that required by tower climbers.
7. For any change made to sites, towers, or equipment subsequent to site visits provided under Task C, the Commonwealth must inform HSMM of the nature and details of those changes in an appropriate format.
8. The original anticipated duration of this program was six-years and this was used as the basis of this contract, fees, and for the planning for the program. With the award of the Systems Integrator (SI) Contract, the duration of the program is now nine years.
9. Program milestones will be agreed upon between HSMM and VSP and contained in the Program Plan.

HSMM SCOPE:

1. Consideration for other jurisdictions and joint-use shared systems will be for entities operating generally within the boundaries of the State of Virginia.
2. Except as specifically stated, this scope does not include any effort associated with rezoning property, providing conditional use permits, and obtaining approval of governmental agencies. Additional fees may be required for bidder/offeror and contractor litigation and protests.

3. Computerized Propagation studies will be done as part of the effort for Task G, although the files obtained will be used as part of Task B. We will provide a coverage report with our findings. HSMM may, at our option, include a larger number of sites in the selection process. Additional propagation studies requested by and at the option of the Commonwealth may be negotiated as an increase in scope.
4. The objective of the program is the implementation of STARS as defined in the Scope of Work. Immediate fixes to the existing system and operations are not included in this scope of work.
5. Except for the Prime Site design and other activities that comprise Task E and Task 4, a detailed structural analysis of buildings, towers, and other facilities is not required. Subsurface investigation is outside the scope.
6. Specifications developed by HSMM will be provided to the Commonwealth in hard copy form and as digital files for the use of this specific program only. Specifications are not to be provided to other localities or states for their use in procurement of similar systems.
7. The specification will include wording that will require that if a vendor notifies the Commonwealth that all or part of the system or facilities is complete and ready for inspection or test, and should that prove not to be the case when tested or inspected, the vendor will reimburse the Commonwealth for HSMM charges associated with retest, re-inspection, and resolution of the problem.
8. This scope is based on sufficient review and information gathering meetings in Richmond and on site as described herein to obtain the necessary information and make the necessary decisions pertaining to the program. Additional meetings, at the option of the Commonwealth, are considered an increase in scope.
9. Assistance in licensing is exclusive of license fees and coordination costs, which will be billed as an additional expense. Attorney fees, effort and costs associated with license modifications, effort involved in defending against unexpected interference to or from existing licensees, effort in obtaining special temporary authority (STA), or any effort beyond that coordination effort described herein may, at the state's option, be authorized as work that is outside the scope.

While HSMM can generally provide some guidance on the availability of radio channels, pursuit of these channels by means other than that of a standard application to the FCC through the normal coordination channels is outside the scope of this program and may require sub-contracting to a legal firm that specializes in such activities.

10. Digital communications and the Use of Magnetic Media.

HSMM currently uses the following computer software:

- Microsoft Word 2000
- Microsoft Excel 2000
- Microsoft Access 2000
- CA SuperProject, version 4.0b
- AutoCAD, release 14
- Adobe Acrobat 5.0

The software is updated, from time to time, to the current version after coordination with the Commonwealth.

We can provide documentation produced by our computer systems on magnetic media or CD-ROMs in formats of other computer systems. Such files will be provided as export files into the formats of the other computer systems. The controlling documentation will be a hard copy. We are not responsible for the effects of exporting files to the formats of the other computer systems. This conversion process might result in format, reference or calculation errors.

HSMM has the ability to send and receive E-mail messages. For purposes of security, we prefer to provide and receive sensitive or critical information either by facsimile, mail, or direct modem connection. E-mail will be checked on a periodic basis, at least once a day.

Any information sent by E-mail with critical timing requirements should include also a facsimile to the appropriate recipient alerting them that there is an E-mail message waiting.

11. The fee schedule assumes that the user agencies include 19 state agencies and they are considered to be primary users. Federal agencies and are considered to be secondary users. There will be a single point of contact for all federal agencies.
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13. Invoicing/Payment Expectations

Early in the program, HSMM will establish a Schedule of Values in conjunction with the program Schedule and detailed task descriptions. This schedule of Values would consist of major program Milestones. We would expect to add such items as deliverables, reports, specifications, analyses, solicitations, and intermediate points of a percentage of completion. This schedule of values would be created such that they would be used as reasonable program reporting points.

The Schedule of Values would also have a monetary value based on the total consultant fee for a task and the staff effort required to complete the item. Thus, the schedule of values would be a more detailed breakdown of the quoted fee for a task and would be the basis of invoice preparation.

See section two, General Terms and Conditions, paragraph H.1.e.

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THE COMMONWEALTH AND HSMM AGREE THAT THIS SCOPE OF SERVICES DOES NOT INCLUDE ANY REQUIREMENTS FOR:

1. Consideration for other jurisdictions and joint-use shared systems and interoperability other than those specified herein.

2. Detailed documentation of the existing system, except as provided for as part of Task C. Evaluation of, and recommendations for, existing system maintenance is not required.
3. Short-term recommendations for modification and improvements to the existing system and operations. Short-term plans and budgets are not required.
4. Planning and designs for 9-1-1, GIS, AVL, and EOC facilities and systems.
5. Analysis of the effect of towers on local AM broadcast stations, if any.