



COUNTY OF DINWIDDIE

Division of Fire and EMS

DENNIS HALE
Division Chief

NICK SHEFFIELD
Fire Marshal

DAWN TITMUS
EMS Manager

13850 Courthouse Road
P.O. Drawer 70
Dinwiddie, Virginia 23841

Phone 804-469-5388
Fax 804-469-7663
www.dinwiddieva.us

DENICE CROWDER
Communications Director

CANDICE TOWNSEND
Program Support Specialist

To: Board of Supervisors
From: Denice Crowder, Communications Manager
Date: March 17, 2020
Subject: Radio Consultant Services – Phase III

Background

In September 2016, Federal Engineering Inc. was selected as the radio system consultant for the Dinwiddie County Public Safety Radio Project with approval from the Dinwiddie Board of Supervisors to complete work through Phase I. In March 2019, the Board approved Federal to continue with Phase II (Procurement Support) of the project.

In March 2020, the County received a Statement of Work and cost estimate for Phase III-Construction Management Services of the project. Funding for these services will be financed with the debt issued through Virginia Resources Authority in FY 20.

Actions

The County has negotiated a contract with Federal Engineering Inc. to complete construction management services for the new Public Safety Radio Communication System project. These services will be conducted on a time and materials basis. The County will pay Federal Engineering a minimum of \$2,000 per month for the duration of the project. If actual cost in a month are less than \$2,000, a credit for the difference will be applied to the following month's invoice. During the project, the cost of services shall not exceed \$220,000 to include all labor, travel and direct costs. The Project Manager will closely monitor all cost related to this contract to minimize spending.

Recommendation

We recommend approval of the following resolution.

BE IT RESOLVED, that the Board of Supervisors of Dinwiddie County does hereby authorize and direct the County Administrator to execute the attached Contract Amendment with Federal Engineering Inc. to complete construction management services for the new Public Safety Radio Communication System for the not-to-exceed amount of \$220,000.