



**COUNTY OF DINWIDDIE**  
Division of Fire and EMS

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To: Board of Supervisors  
From: Denice Crowder, Communications Director  
Date: September 20, 2022  
Subject: Radio Consultant Services – Phase III Extension of Contract

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### **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 County Board of Supervisors to complete work through Phase I. In March 2019, the Board approved Federal Engineering to continue with Phase II (Procurement Support) of the project. In March 2020, the Board approved Federal Engineering to continue with Phase III (Construction management Services) of the project.

In August 2022, the County received a Statement of Work and cost estimate for extension of Federal Engineering's services. This extension is due to uncontrollable external factors resulting in construction of the project to extend beyond the original 30-month time frame. The following are factors causing delays:

- Vendor supply chain issues, including delays in microwave dish antennas
- Delays with tower site owner deliverables and permitting issues
- Redesign of the Emergency Communications Center, due to structural concerns, to support the new backup radio system
- Required modifications to existing towers to support the new radio system.

### **Actions**

The County has negotiated a Contract Amendment with Federal Engineering Inc. to extend Phase III (Construction Management Services) of the Dinwiddie County Public Safety Radio project. These services will be conducted on a time and material basis. The County will pay Federal Engineering a minimum of \$2000 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. The Contract Amendment authorizes an additional \$85,000 of funding, increasing the project funding from a

maximum of \$220,000 to a maximum of \$305,000 which includes projected labor, travel, and other direct costs.

**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 through the duration of the project and for a new not-to-exceed amount of \$305,000.