

**WV BTOP/NTIA Grant Implementation Team (NT10BIX5570031)**  
**Jimmy Gianato, Grant Recipient Administrator**  
**Attn: Michael Todorovich, PI/PD 1703 Coonskin Drive, Charleston, WV 25311**

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**MEMORANDUM FOR:** NTIA, Attn: Mr. Scott Woods, Sr. Communications Program Specialist, Broadband Technology Opportunities Program, U. S. Department of Commerce, 1401 Constitution Avenue, N. W., Washington, D. C. 20230

**FROM:** WV BTOP Grant Implementation Team

**SUBJECT:** WV BTOP Grant NT10BIX5570031 Mitigation Plan Submission

**Date:** November 21, 2011

This memorandum serves to document the overall State of West Virginia Progress and Mitigation Plan reflective of the prescribed 66% (end of January 2012) and 100% (end of January 2013) goals as prescribed in the BTOP NOFA.

For clarity, the overall grant was divided into three sections:

- Construction of twelve (12) radio/microwave towers and enhancement of 95 additional towers. Lewis County Commission serves as a sub-recipient executing the tower build out.
- An eighty four (84) mile fiber link between West Virginia University (WVU), Morgantown, WV and National Radio Astronomy Observatory (NRAO), Greenbank, WV.
- 1064 Community Anchor Institute (CAI) installations with Frontier Communications serving as a sub-recipient to the overall grant, specifically for the fiber build-out.

**The construction of the towers and subsequent upgrades of the additional towers is fully on schedule to meet both the 66% and the 100% goals as noted in the overall primary construction plan submitted to NTIA. Following are specifics related to the tower build out.**

- Six (6) towers are fully constructed (Grantsville, Spencer, Cleveland, Franklin-Long Ridge, Williamson, and Greenbrier).
- Three (3) towers are greater than 50% constructed (Kenna, Cottle Knob, and Glenville). These three towers will be complete by December 31, 2011.
- Three (3) towers are less than 50% constructed (Sharps Knob, Weirton, and Snow Shoe). Two of these towers will be completed by end of 1<sup>st</sup> quarter 2012 and the last tower will be fully constructed by end of 2<sup>nd</sup> quarter 2012).
- Over 400 microwave radios are ordered (P. O. in place) for both the new and enhanced towers totaling over \$19,000,000 to be invoiced.

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- 1<sup>st</sup> roll out \$3.7 million for 26 sites (radios received, waiting on invoice).
  - 2<sup>nd</sup> receipt of radios for 33 sites for approximately \$4,000,000 - December 2011.
  - 3<sup>rd</sup> receipt of radios – January 2012 for approximately \$5,650,000.
  - Last receipt of radios – March 2012 for approximately \$5,650,000.
- Three hundred eighty (380) antennae were purchased for the tower portion of the build out. Eighty seven (87) will be installed with the first noted roll out of radios and the balance installed within 30 – 60 days after receipt of the radios.

As attested, the tower and radio (wireless) build out is on schedule.

**The construction of the fiber link between WVU and NRAO** directly involves five separate segments which have been engineered. This is a 84 mile new fiber build out that will not be problematic for completion. The WV Governor's Office of Technology will be ordering, by the end of the first week of December 2011, the routers/switches for this portion of the build out. The cost of this portion of the build out will be approximately \$6,000,000.

**The final section of the overall project is the build out for 1064 CAIs.** Inherent with the CAI build out has been significant inertia. Because of this apparent shortfall, NTIA, the WV Governor's Office, the Grant Implementation Team and others diligently worked a mitigation plan. This plan has been reviewed among all parties and now seems to be a workable solution and plan for compliance execution. Rather than a wordy section in this area, we are attaching the final Frontier mitigation plan as Annex 1 to this letter.

The WV Governor's Office, Frontier, and the Grant Implementation team are satisfied that Frontier will make targeted goals as outlined in the plan. For compliance, a weekly monitoring report has been developed by the Office of Technology and the Grant Implementation Team. This monitoring (dashboard) reflects miles constructed, CAIs connected, engineering status, router deployments, per cent to project completion, and other critical elements. A copy of the monitoring dashboard is attached at Annex 2. The dashboard will be posted on [www.recovery.wv.gov](http://www.recovery.wv.gov) and sent to NTIA. This affords all stakeholders the ability to monitor, correct, and analyze progress.

Further, we have weekly TIGER team meeting, including Frontier, Office of Technology, Grant Implementation Team, and others that reviews progress of the construction. This meeting provides ongoing analysis and solution to actual and potential shortfalls or delays in overall construction.

**Following are unique factor directly relating to the CAI installation.**

- A full mitigation plan is attached to this document.

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- All CAI sites will be fully engineered and through the programmatic agreement (environmental process within the next two – three weeks).
- All contract mechanisms are in place to facilitate payment for fiber construction and build out and other costs.
- All overlap concerns will be finalized prior to December 31, 2011.
- Match and in-kind (less cash to be obtained for 2012/2013) will be fully applied by December 31, 2011.

**Finally we are poised to reach or exceed the 66% funding criteria using the following approach. The overall calculations will be:**

Actual Draw Down + Actual Commitments + Actual Reservation = Total Cost

The actual draw down will be reflective from the ASAP program and the actual reservation will be the total of purchase orders, payroll, contract, and local communications requests ready to draw down. The actual reservation will be the amount reserved and known to be incurred (in the future) to the overall total cost. The Grant Implementation Team is working with all participants in the grant for completion of a forecast that will depict the very best estimate of costs to be incurred. This spreadsheet will be complete and sent to NTIA not later than December 31, 2011. A copy of the forecast model is attached at Annex 3.

Finally, we would like to thank our NTIA Program Manager and his staff for their extraordinary efforts during the overall mitigation plan development.

In conclusion, we believe this to be a viable plan enabling completion of the grant within the confines of the noted NOFA timelines and overall guidance.

Sincerely,



Michael L. Todorovich  
Principal Investigator