

# PROPOSAL

## Wireless Infrastructure Market Augmentation (WIMA) Study

**Town of Cape  
Elizabeth, ME**

**Submitted by:**  
CityScape Consultants, Inc.  
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Orlando, FL 32806  
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**November 5, 2021**

**PROPOSAL CONTACT PERSON:**

**ELIZABETH SMITH, Government Relations  
Director (561) 541-3104 Direct**

**Elizabeth@cityscapegov.com**

## LETTER OF INTRODUCTION

Ms. Maureen O'Meara, Town Planner  
Town of Cape Elizabeth  
320 Ocean House Road  
Cape Elizabeth, Maine 04107

### Re: RFP for Wireless Infrastructure Market Augmentation (WIMA) Study

Dear Ms. O'Meara,

CityScape Consultants, Inc. ("CityScape") appreciates the invitation and opportunity to respond to the Town of Cape Elizabeth's ("Town") Request for Wireless Infrastructure Market Augmentation Study ("RFP"). As requested, submitted herein are one (1) original and one (1) digital copy of our response to the request for services.

Detailed herein is our interest in working with the Town of Cape Elizabeth and why CityScape is uniquely qualified to assist the Town on a broad range of wireless telecommunications and permitting issues. Our company philosophy has always been to offer services **exclusive** to local government as we have seen many projects that were spearheaded for a community by the wireless industry that ultimately better served the industry and not the public sector.

For over twenty-four years CityScape has provided wireless consulting services to local government together with Radio Frequency (RF) engineering and planning consulting services related to wireless telecommunications issues. CityScape has been producing Wireless Master Plans, drafting Ordinances and evaluating wireless communication facility applications exclusively for many cities, counties, town and villages nationwide. The information contained in this proposal also provides an overview of the various wireless services in which CityScape works successfully with similar communities on comparable consulting and planning projects. The CityScape project team, which names, titles and brief bios are provided for in Section C of this proposal, has the capacity to give any subsequent project the time and attention required by the Town and dedicates a point of contact specifically for the Town to ensure timeliness for any and all inquiries.

By my signature below, I certify that I am authorized to bind CityScape in any and all negotiations and/or contractual matters relating to the above referenced RFP. My signature below further certifies that CityScape or any individual representing CityScape pertaining to this RFP has no business or personal relationships with any other companies or persons that could be considered a conflict of interest or potential conflict of interest to the Town.

Thank you for your consideration and the opportunity to provide the Town with details on our team and approach regarding our professional consulting services. We would appreciate the opportunity to provide further detail and capability on how our services and recommendations can best meet the Town's future objectives. Please let us know if you have any questions or require additional information.

Sincerely,



Anthony T. Lepore  
Vice President

## A. COMPANY PROFILE

### CityScape Consultants, Inc.

*CityScape provides consulting services to a niche market of local government agencies seeking advice and solutions relating to the complexities of wireless communications.*



CityScape is a veteran owned business, incorporated in Florida in July 1997 with offices in Orlando, FL, Boynton Beach, FL; Atlanta, GA; Greensboro, NC; Milwaukee WI; and Washington, DC. For the past 23 years CityScape has exclusively consulted with local governments and public agencies on wireless telecommunications issues related to wireless telephone, broadband, broadcast and public safety network deployments. **CityScape has no current affiliations with any private wireless communication industry companies, service providers, or tower owners and/or construction companies.** Because CityScape is not affiliated with any tower owners or wireless telecommunication service providers, we completely avoid any potential issues or conflicts of interest.

CityScape provides impartial wireless expertise; independent expert advice and strategies to local government entities seeking shared solutions for the placement of wireless telecommunications infrastructure. CityScape assists communities and governmental entities in navigating through all of the wireless telecommunication’s information offering a balanced and expert opinion. CityScape offers peace of mind to citizens with tower concerns while maintaining interactions within the wireless industry. It has been our objective to make sure that our clients have the best information to make reasonable, informed and profitable decisions.

Our expertise includes engineering, communications law, land use planning and tower administration and design. CityScape’s goal is to integrate wireless communication towers into communities in a manner that is legally sound and aesthetically pleasing.

### Areas of Specialization

**CityScape’s menu of radio frequency engineering and land use planning consulting services include:**

CITYSCAPE CONSULTANTS, INC.	
<ul style="list-style-type: none"> <li>▪ Network forecasting and gap analysis troubleshooting;</li> </ul>	<ul style="list-style-type: none"> <li>▪ Land use strategies designed to control wireless communications deployments;</li> </ul>
<ul style="list-style-type: none"> <li>▪ Assessment of existing antenna and tower infrastructure;</li> </ul>	<ul style="list-style-type: none"> <li>▪ Site lease management administration and consulting for antenna and tower infrastructure proposed on publicly owned property;</li> </ul>
<ul style="list-style-type: none"> <li>▪ Third party site plan review and permitting consulting;</li> </ul>	<ul style="list-style-type: none"> <li>▪ Mapping to illustrate theoretical and actual propagation network coverage;</li> </ul>
<ul style="list-style-type: none"> <li>▪ Review of existing wireless communications regulations in local zoning codes and draft text amendment recommendations designed to promote healthy deployment of wireless networks;</li> </ul>	<ul style="list-style-type: none"> <li>▪ Educational workshops on network design;</li> </ul>
<ul style="list-style-type: none"> <li>▪ Wireless master planning</li> </ul>	

CityScape provides technical information based on factual engineering data related to the necessities in wireless network design. Important in the CityScape program is our expertise and background in wireless communications engineering, legal, and land use planning and zoning disciplines. Our specialized knowledge of the wireless industry can help the Town better understand technical and legal options relating to wireless siting decisions as it relates to communications policies and decisions.

**Compliance and Applicable Law.** A community can be well served if assisted by experts that are specialists in all aspects of wireless planning, wireless communications law and RF engineering. CityScape experts understand industry techniques and what the industry will need to deploy their networks. Our governmental expertise allows us be able to balance the needs of the industry and the desires of the local citizens. Our intimate knowledge allows us to know what can and cannot be regulated while developing a proactive program that serves both the industry and the public.

Sufficient knowledge in wireless telecommunications is required to create effective legislation. Without extensive wireless training and experience, simply writing an ordinance that requires collocation or a mile or more separation between facilities will not be effective. The industry retains their own experts to show how certain restrictions violate their ability for network deployment. Local government who retain experts can be just as effective, but from a local governmental perspective.

Since the approval of Section 704 of the 1996 Telecommunications Act the Federal Communications Commission (FCC) has adopted numerous rulings regarding local governments' review of wireless telecommunications applications. From declaratory rulings to the Middle-Class Tax Relief & Job Creation of 2012 ("Section 6409") and the FCC's recent 3<sup>rd</sup> Report and Order, "Improving Wireless Facilities Siting Policies," communities are subject to many new specific guidelines as it relates to eligible facilities. More changes are on the immediate horizon as the wireless industry continues to change significantly and the Town's current land use regulations may require consideration of updates and revisions to remain consistent with current deployment practices and current federal and state guidelines.

Advancing technologies and fifth generation (5G) development are having a significant impact upon the economics and aesthetics of many communities and the best results will be achieved through proactive planning and the cooperation of local government, the public and the providers. One of our most important jobs as a consultant is to exclusively represent our public clients to wireless, cellular and PCS providers, working closely with the appropriate approving authorities throughout each project to ensure that all reviews and analysis are consistent with all federal, state and local regulations.

**Radio Frequency Engineering.** A clear understanding of radio frequency (RF) engineering is essential as there is no way to predetermine the necessity of a facility without strong RF propagation experience and training. The surrounding and types of terrain controls the infrastructure development within the Town. Radio Frequency consulting is the foundation of CityScape's business practices and we pride ourselves in understanding the needs of the wireless industry and their deployment techniques to help local government navigate this specialized field.

CityScape is proud to have assisted many communities in all aspects of wireless telecommunications including, the review of wireless facility applications to the development of long-term wireless master plans projecting infrastructure growth up to ten years and effectively streamlining the process for providers to assure those communities are being proactive by setting standards for all future deployment. Proactive planning regulates the growth, citizens receive improved cellular service, and the wireless providers adhere to a more efficient process, and in many cases potentially gain new and/or improved revenues for the community.

CityScape is qualified to consult with the Town on communications projects because of our dedicated team, our philosophy, and our enthusiasm for **ensuring local government is properly represented before the wireless industry**. CityScape specializes in working with local governments promoting their long-range goals; protecting aesthetics within the community; managing state or local land use development standards and bridging common concerns for solutions pertaining to wireless communications.



### Project Team and Municipal Experience

CityScape professionals have been working exclusively with local government for two decades, bringing more than 125 combined years of experience in assisting governments with assessing the needs of communications facilities. Not only has CityScape developed and implemented numerous wireless master planning projects, but we have completed thousands of wireless reviews, crafted ordinances and regulations, for many communities nationwide.

All of our projects, from site application review to master planning, are collaborative efforts between, not only key individuals from our organization but a variety of stakeholders from both organizations, all working together to attain the common goals of your community. CityScape maintains all key disciplines in which a community should consider and require when choosing a wireless consultant: Telecommunications Attorney; FCC Licensed RF Engineers; Professional Engineer; Land Use Planners and key personnel with direct experience in developing and managing wireless telecommunications facilities. Not only has CityScape never lost a challenge, but we have consistently been selected to provide expertise to communities to assist overcoming the adversarial recommendations of others.

**Project team members and relevant experience/expertise.** CityScape does not allow client location to compromise its professional and personal commitment to meet client expectations regardless of location. Each client receives our undivided attention and each contract is managed personally by the CityScape partners and the following project managers.

#### Anthony T. Lepore • VP/Regulatory Affairs

Company Tenure: 23 Years. Recent key projects: • City of Pittsfield, MA • Town of Wellington, FL • Town of East Hampton, NY • City of Sedona, AZ • Town of Springdale, UT • City of Coconut Creek, FL • City of Coral Springs, FL • City of Mount Vernon, NY • City of Worcester, MA • City of Geneva, IL

- As Vice President and co-owner of CityScape Consultants, Inc., Anthony Lepore directs and provides overall consulting guidance and oversight to all local and federal telecommunications regulatory issues. Anthony has more than 30 years' experience specifically within the communications industry and is one of the leading and most knowledgeable authorities in the field of wireless communications. Anthony has an extensive background in wireless communications regulation and is conversant with the applicable federal and state regulations applicable to local government, including the Telecommunications Act of 1996 and all subsequent federal and state regulations and decisions affecting the placement of wireless infrastructure.
- Anthony is primarily located in Washington D.C. where his background and focus has been on matters specifically related to wireless communication regulations and ancillary communication matters, such as FCC licensing and regulatory matters, representing clients engaged in both established and emerging communication technologies, including radio and television broadcasting, tower management services, mobile radio and interactive data services, and communications equipment manufacturers. A graduate of Boston University and Suffolk University Law School, Anthony is well equipped to assist your local community in navigating the various protocols that govern wireless placement, as well as assisting local communities who lease public property for wireless infrastructure.

### **Kay Miles • VP/Contracts and Business Administration**

Company Tenure: 25 Years. Recent key projects: City of Coconut Creek, FL • City of Coral Springs, FL • City of West Palm Beach, Florida • Nassau County, FL • Town of Dallas, NC • City of Chesapeake, VA

- Kay has more than 22 years' experience in the broadcasting and wireless telecommunications industries. She spent 10 years working in Orlando, Florida with Susquehanna Broadcasting, Paxson Broadcasting and then Guy Gannett Broadcasting in Miami, Florida where she eventually managed and administered the tower leases for Guy Gannett's owned towers in both Orlando and Miami. Kay naturally progressed into the business of leasing vertical space to broadcast and the wireless industry as the cellular industry began its ascent and need for more communication facilities. Kay ultimately transitioned from private sector to public sector by joining the endeavors of CityScape to provide local government with the necessary guidance and tools for dealing with the wireless industry.
- Kay oversees all non-technical operations at CityScape. Kay is responsible for all business, contracts and groundwork for proposals and reports, and is instrumental in the culmination of final work product and plans.
- Kay maintains associations with many of the nation's largest telecommunications enterprises from the cellular and wireless industry to nationally known broadcasters. Kay also maintains working and leasing relationships with government agencies including the Florida Department of Law, the Federal Aviation Administration, Drug Enforcement Administration, NOAA Radio and the U.S. Marshals Service.

### **Benjamin Evans • Senior Projects and Lead Engineer / Radio Frequency Engineering**

Company Tenure: 2 Years. Recent key projects: City of West Palm Beach, FL • Town of Morrisville, NC • City of New Rochelle, NY • Nash County, NC • Nassau County, FL • City of North Andover, MA • City of Pittsfield, MA • Dane County, WI

- Ben Evans is a Communications Engineer and serves as CityScape's senior project engineer on all review related projects, including, engineering analysis for application review, propagation mapping and master planning and RF testimony. Ben is responsible for overseeing all engineering projects including electrical power design, telecommunication and antenna design and wireless facilities.
- After receiving his bachelor's degree from the University of Wisconsin-Madison, Ben worked mainly in communications engineering. In the private sector, Ben has designed hundreds of new communications facilities from the concept, filing federal construction permit applications and certifying facilities for licensing by the Federal Communications Commission. Ben has more than 35 years of RF engineering experience in mobile wireless, propagation theory and mapping, backhaul microwave links, and frequency allocation and signal coverage optimization for radio and television stations.
- Ben currently serves on the Board of Directors of the Association of Federal Communications Consultant Engineers.

### **Susan A. Rabold • Project Manager and Regulatory / Planning**

Company Tenure: 19 Years. Recent key projects: • City of Fort Collins, CO • Town of East Hampton, NY • Northern Westchester County, NY • Town of Chapel Hill, NC • City of Worcester, MA • Nassau County and City of Fernandina Beach, FL • Village of Flower Hill and Plandome, NY • City of Morehead City, NC • City of Coral Springs, FL • Granville County, NC

- Susan Rabold is Project Manager for CityScape and is the lead for all wireless master planning projects and infrastructure assessments and provides consultation on ordinance and application reviews, hearing attendance and wireless workshop presentations. During the past 19 years at CityScape, Susan has assisted many communities nationwide in the drafting and adoption of numerous wireless communications

ordinances, assessment of public properties, and the development of comprehensive wireless master plans and navigating the newest small wireless facilities deployment.

- Susan has a Bachelor of Science degree in Geography with a concentration in Environmental Studies from the University of North Carolina at Greensboro, and has over 25 years of local government planning experience. Susan has presented wireless communications technology trends and solutions at numerous North Carolina and Virginia sponsored American Planning Association conferences, workshops sponsored by the North Carolina Institute of Government, Indiana Association of Cities and Counties, and other various State Municipal Leagues, Attorney Associations and Council of Government functions.
- Susan began her planning career as zoning administrator for the City of High Point, North Carolina. Her responsibilities included analysis, reporting and presentation of rezoning, conditional use permit, annexation and text amendment proposals for the Planning and Zoning Commission. After the City of High Point, Susan joined the staff at the City of Greensboro, where she served as the Technical Review Committee Administrator. Responsibilities included review of all site, subdivision and group development plans for compliance with watershed protection, flood zoning, landscaping and other Ordinance development standards. While working for the City of Greensboro, Susan developed a Wireless Communications Development Plan that concentrated on marketing the City's publicly owned properties to the wireless providers, generating in excess of \$11 million over a twenty-five year period for the City making Susan well qualified to assist communities with any planning matters.

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#### Elizabeth H. Smith • Governmental Relations and Regulatory Affairs

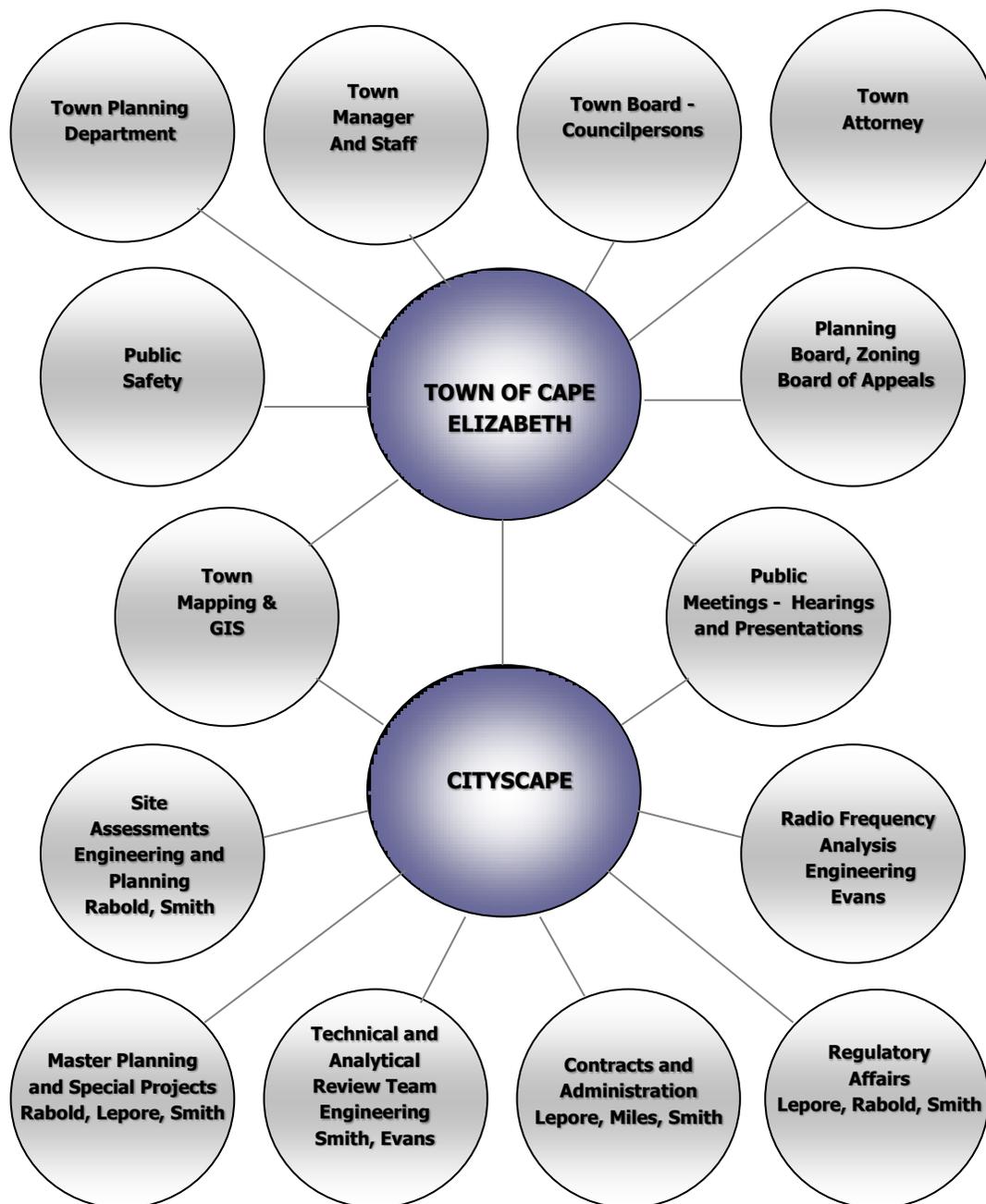
Company Tenure: 8 Years. Recent key projects: City of Coral Springs, FL • Buckingham County, VA • City of Sedona, AZ • Town of Chapel Hill, NC • Nassau County, FL • City of Worcester, MA • City of West Palm Beach, FL • Harnett County, NC • Granville County, NC • City of Pooler, GA • Town of East Hampton, NY • Northern Westchester County, NY • City of Fort Collins, CO

- Elizabeth Smith is Government Relations Manager for CityScape and during the past ten years provides consultation on wireless regulations and ordinance revisions, wireless application reviews, wireless master planning as well as provide testimony at meetings, workshops and hearings. Elizabeth serves as liaison for communities, representing local government and assisting in navigating the intricacies of the wireless industry practices. Elizabeth works closely with all clients establishing strategies to meet and exceed individualized client goals.
- Elizabeth is a University of Central Florida graduate with a Bachelor's degree in Marketing/Business Administration. She immediately went into the broadcast industry specializing in radio communications. Elizabeth was an award-winning marketing/communication professional and business owner and comes to CityScape with over 25 years business experience.
- Elizabeth will also serve as designated Project Coordinator and Point of Contact between the Town and CityScape and is well qualified to ensure all requests and communications are coordinated and made in an expedient and efficient manner.

**Project Team Experience and Collaboration.** CityScape's project team and key individuals have been working together for more than twenty years. All of our projects are collaborative efforts, not only key individuals from our organization, but includes a variety of stakeholders from both organizations working together to attain the common goals outlined in the various aspects of any wireless project, from master planning and site leasing to application review.

The following project organizational chart reflects our team approach to project management. Every CityScape team member strives to work in partnership with each client to meet all specific goals and expectations of the Town.

Personnel availability and commitment will be forefront to the Town. The proposed Scope of Work will be completed and performed under the direction of the team members outlined in this proposal. Additionally, Elizabeth Smith will serve as liaison and point of contact (POC) to the Town. CityScape’s POC will provide a response for receipt of the Town’s request within 24 hours and provide a notification of status regarding the Town’s request. Susan Rabold serves as Project Manager for wireless infrastructures studies. Both Elizabeth and Susan have a talent for the details and provide quality control oversight and project management wireless communication projects.



## B. PROPOSAL OVERVIEW AND DETAILS

### Project Methodology

The proposed services provided herein is based on the Town's request and desire to engage the services of a consultant to provide advice to the Town in connection with services related to the installation of wireless telecommunications infrastructure within the Town of Cape Elizabeth.

Wireless communication and data usage are at an all-time high nationwide, especially due to the pandemic and the growing cell and internet usage. The Town has identified improved wireless services as a goal and CityScape believes the time is relevant for the Town to consider an in depth and comprehensive strategy which will reinforce the Town's goals and (and potentially regulations) in order to remain up to date with current trends and most importantly remain ahead of the curve.

CityScape typically proposes a comprehensive approach which includes various levels of services we provide to communities similar to the Town. In response to the specific Scope of Work requested in the RFP, below is a Scope of Services for the Town's consideration:

#### Wireless Infrastructure Study ("Study")

CityScape recommends a proposed Infrastructure Study, designed to facilitate the creation of an optimized wireless telecommunications environment that promotes efficient network deployment practices throughout the Town. The proposed Study is intended to identify the goals of optimal commercial wireless network coverage throughout the Town while minimizing the visual impacts of proposed new wireless infrastructure. The ultimate goal is to promote reliable wireless telecommunications services in an aesthetically pleasing manner.

CityScape will conduct the study and assessment of existing commercial wireless deployment activity in the area and project for future wireless deployment. The development and implementation of this Study effectively streamlines the process for providers, sets standards for all future deployments and is an effective resource for both the Town and the wireless industry. An effective Study will limit over-development and offer wireless service providers an efficient permitting and deployment process. The Town can gain new and improved revenues from the Master Plan as Town-owned sites will be identified as priority sites in the areas in need of services.

Existing wireless communication infrastructure is the backbone for anticipating future development; therefore, all existing facilities will be assessed. All data will be collected and evaluated for wireless coverage sufficiency and compiled into an inventory catalog providing all significant information from each facility. The deployment patterns will be analyzed; community characteristics will be studied and theoretical propagation mapping will showcase wireless coverage deficiencies. Projection analysis will contemplate complete study area-wide wireless coverage. The Plan will address the impending 5G deployment and the ramifications for the Town.

#### Workplan Summary of Proposed Tasks and Deliverables

##### ● Task 1: Preliminary Research and Project Initiation

**A. Preliminary Research** – Community research and acquisition of tower data for field work assessments of existing antenna, towers, and base stations. The necessary data is gathered from a variety of sources including all GIS data and permits obtained from each community, research of FCC registered site locations, direct information from existing service providers and tower owners active in each community, and site visits

to each location. The CityScope Project Team will request, review and compile all supplied system documentation and gather relevant information prior to scheduling the wireless facilities assessments.

**B. Project Initiation Meeting** – Project initiation meeting to allow for coordination with all necessary community participants (to be scheduled within 4 weeks of receipt of all necessary documentation from Town.) This meeting includes but is not limited to:

- Introduction of the process;
- Overview of the pertinent state and federal regulations;
- An introduction to a working vocabulary;
- Overview of wireless network design and deployment practices utilized by the wireless communications industry;
- Overview of concepts behind wireless facilities planning and zoning with emphasis on familiarizing the stakeholders with the Infrastructure Study process.

**C. Infrastructure Assessments** - Field assessments (to be completed during trip for initiation meeting) of all commercial wireless antenna, towers and base stations as well as existing water tanks and public safety towers that could be potential collocation sites. This fieldwork acquires all pertinent facility information and facilitates the project team becoming familiar with each community and surrounding areas. Any emergency management studies will be taken into consideration during this process and integrated into the inventory.

● **Task 2: Inventory Catalog, Engineering, Preliminary Mapping and Analysis**

**A. Draft Inventory Catalog** – CityScope will prepare and provide in PDF format an initial draft inventory catalog of all existing commercial wireless facilities located on public and private property together with the location of existing water tanks and public safety towers for potential use as future collocations including the public safety facilities. *Inventory of existing antenna sites include:* photograph; identification by latitude and longitude and street address; tower ownership; type of infrastructure (commercial or public safety or combination); wireless services provided at each location; and observation of site conditions. The Town will be responsible for reviewing and proofing the towers and base station data inside their jurisdictional boundary and for providing corrections or revisions to CityScope prior to CityScope performing any theoretical propagation modeling.

**B. Engineering, Mapping and Analysis** – Commencement and preliminary analysis of initial mapping, which may include:

- Existing inventory mapping;
- Existing infrastructure coverage mapping including all applicable variables (i.e. terrain, topography etc.);
- Special event, population, employment density mapping as applicable;
- Anticipated future coverage and capacity fill-in mapping for commercial wireless facilities including macro and small wireless facilities;
- Provide recommendations on filling in identified gaps in coverage;
- Identify strategies to develop revenue from identified public-owned property locations, if applicable.

**Use of Public Properties** – CityScape will address leasing public-owned property based on the public property assessments and the engineering data of the Study and make recommendations on potential properties that could provide the best opportunity to the Town.

● **Task 3: Draft of Infrastructure Study**

**A. Submission of a Draft Study**- A preliminary review draft of the Study will be provided for review, comment, subsequent revision and approval. The draft, at minimum, will include:

- Goals and maps from previous tasks;
- Analysis of population and population density trends, service providers, and public-owned properties;
- Engineering analysis illustrating the benefit of utilizing certain public-owned sites on revised propagation maps; regulatory recommendations based on discoveries during the study process;
- Wherever applicable, all mapping and data included in the Study will be provided in ESRI ArcGIS compatible format;

**B. Meeting/Workshop** – CityScape will provide a workshop meeting with community stakeholders to present the findings and recommendations of the Study.

● **Task 4: Project Completion and Submittal of Final Documents**

**A. Finalize Infrastructure Study** - CityScape will finalize the Study to address all previous approved revisions and submit final document for approval. CityScape will submit the final Study in electronic PDF format, along with all project deliverables (i.e. final maps and data tables).

**B. Meeting/Workshop** – CityScape will provide one workshop in a combined onsite meeting with community stakeholders to present the final Wireless Study.

CityScape in conjunction with the Town create the timeline once a Scope is finalized and the Town’s objectives and goals of the project are further refined.

***Optional Services for Consideration***

**A. Regulatory Review and Code Updates and Recommendations**

**Review Existing Land Use Development Standards and Processes.** An important aspect of this project is to make sure the goals of the Study are met and the regulations are the governing body to allow that to happen. If the Town has a set of regulations that are counterproductive to the desires of the Town the standard service levels desired will not be met. CityScape can provide regulatory review and recommendations for proposed standards to include concealment options for facilities, hierarchy of preferences, cross-reference review to other zoning criteria, including federal and state statutes and regulations, permitted use charts, definitions and compliance to any state mandates. Review of other underlying zoning land use development standards will be used to uncover any possible inconsistencies and loopholes in totality of the regulatory framework.

In developing recommendations for the Ordinance, CityScape will review current wireless code with particular attention to:

- Strengths and weaknesses of the existing zoning regulations;

- Strategies to enhance permitting and application review processes;
- Strategies to control and prioritize the location of new facilities;
- Strategies to protect the aesthetics and reduce the visual impact of new facilities and examine possibilities for concealed facilities and design guidelines;
- Compliance with federal and state regulations and statutes;
- Effectiveness of intent of existing zoning regulations and processes.

Ordinance recommendations can be built into the timeline of the proposed Study if the Town desires an ordinance update. It is CityScape's opinion that regulatory review and harmonizing/updating the necessary regulations of the Town's Code is essential in the study process and works effectively in tandem to the study to ensure compliance with state and federal regulations, historic preservation, while allowing for the desired wireless services.

## C. CLIENT PROJECTS

CityScape is proud to have tenure of working exclusively with local government entities providing timely and unbiased information and recommendations to many long-term clients. CityScape works successfully with many similar communities on comparable consulting, planning projects and wireless facility application review for permitting purposes. CityScape currently provides telecommunications consulting services for many communities in the states of Alaska, Arizona, California, Connecticut, Florida, Georgia, Hawaii, Idaho, Illinois, Iowa, Kansas, New York, North Carolina, Tennessee, Texas, Utah, Virginia, Washington, Wisconsin and Wyoming. We have worked with communities with populations from 1,300 to over 1 million and sizes 1.8 square miles to 25,250 square miles. Each client, no matter the size, receives the same care and attention.

Matanuska-Susitna Borough, Alaska	Plandome, New York
Homer, Alaska	Pompey, New York
Juneau, Alaska	Sag Harbor, New York
Sedona, Arizona	Southold, New York
Fairfield, California	Angier, North Carolina
Garden Grove, California	Clayton, North Carolina
Fort Collins, Colorado	Dallas, North Carolina
Grand Junction/Mesa County, Colorado	Granville County, North Carolina
Brevard County, Florida	Harnett County, North Carolina
Coconut Creek, Florida	Johnston County, North Carolina
Coral Springs, Florida	Lillington, North Carolina
Davie, Florida	Morrisville, North Carolina
Deltona, Florida	Nash County, North Carolina
Indian River County, Florida	Pasquotank County, North Carolina
Lee County, Florida	Perquimans County, North Carolina
Margate, Florida	Rockingham, North Carolina
Nassau County, Florida	Roanoke Rapids, North Carolina
Oakland, Florida	Rowan County, North Carolina
Orlando, Florida	Sanford/Lee County, North Carolina
Palm Coast, Florida	Wendell, North Carolina
Seminole County, Florida	Wilkes County, North Carolina
Wellington, Florida	Collierville, Tennessee
West Palm Beach, Florida	Unicoi, Tennessee
Cobb County, Georgia	Rutherford County, Tennessee
Forsyth County, Georgia	Bee Cave, Texas
Gwinnett County, Georgia	Eules, Texas
Habersham, Georgia	San Antonio Housing Authority, Texas
Pooler, Georgia	Amherst County, Virginia
Savannah/Chatham County, Metropolitan Planning Commission, GA	Bedford County, Virginia
Stephens County, Georgia	Botetourt, Virginia
City and County of Honolulu, Hawaii	Buckingham County, Virginia
Chubbock, Idaho	Campbell County, Virginia
Geneva, Illinois	Chesapeake, Virginia
Monroe County, Illinois	Fauquier County, Virginia
Wheaton, Illinois	Fluvanna County, Virginia
Woodbine, Iowa	Mecklenburg, Virginia
Harvey County, Kansas	Roanoke, Virginia
McPherson County, Kansas	Warrenton, Virginia
Ruston, Louisiana	Seatac, Washington
Bedford, New York	Olympia, Washington
Flower Hill, New York	Sammamish, Washington
Mill Neck, New York	Dane County, Wisconsin
Monroe, New York	Mishicot, Wisconsin
Mount Vernon, New York	Teton, Wyoming
North Hempstead, New York	Rock Creek National Park, D.C.

CityScape's past performance on projects is delivered in a manner that exceeds expectations as it relates to on time and on budget. Quality of work and ability to meet timelines and deliverables are second to none. Provided via email are four links to projects similar to the requested services by the Town. CityScape would be happy to answer any questions the Town's has related to the sample projects included herein.

- 1. City of Worcester – Wireless Communication Analysis**
- 2. City of Coral Springs – Wireless Master Plan**
- 3. Town of Chapel Hill, NC – Wireless Communications Initiative Master Plan**
- 4. City of Fort Collins, CO – Wireless Telecommunications Master Plan**

## D. COST PROPOSAL

### Consulting Fees

#### Wireless Infrastructure Study Fees

#### Cost of Services and Deliverables Summary

Below is the estimated cost proposal for a combined scope of work for a Wireless Infrastructure Study (including labor, travel and other direct costs).

Task	Description	Timeline	Fee
<b>TASK 1 – PROJECT COMMENCEMENT AND INITIATION</b>			
<b>A. Preliminary Research for Data Assessments</b>	Requested community data/research and assembly of tower/antenna database of all known existing tower and wireless antenna locations, including community (GIS) map layers for base mapping.	2-4 weeks	\$2,625.00
<b>B. Initiation Meeting (Meeting #1)</b>	Project kick-off and presentation to stakeholders; strategies specific to facilitate orderly wireless network deployment and discuss Master Plan process, goals and objectives.	1 week	\$3,000.00
<b>C. Infrastructure Assessments</b>	Assessments of all existing wireless antenna, tower and base stations and identified public-owned properties; <i>(to be completed during visit for Initiation Meeting)</i>	1 week	\$6,300.00
<b>TASK 2 – INVENTORY CATALOG AND PROPAGATION MAPPING</b>			
<b>A. Infrastructure Assessment Data Review and Draft Inventory Catalog</b>	Review of all infrastructure data and draft inventory catalog of all existing wireless facilities	3-4 weeks	\$1,875.00
<b>B. Engineering Analysis and Propagation Mapping</b>	Related mapping necessary to present inventory analysis, propagation coverage and engineering analysis including ten year anticipated growth forecast. Inventory catalog and site-specific recommendations.	4-6 weeks	\$10,750.00
<b>TASK 3 – DRAFT OF WIRELESS MASTER PLAN</b>			
<b>A. Draft Wireless Study</b>	Preparation of the Study into a draft document form to include engineering analysis and recommendations.	4-6 weeks	\$4,000.00
<b>B. Public Workshop (Meeting #2)</b>	Presentation/workshop of preliminary mapping and initial Master Plan findings (this can be done via video teleconference if desired)	1 week	\$3,000.00
<b>TASK 4 – PROJECT COMPLETION – SUBMITAL OF FINAL DOCUMENTS</b>			
<b>A. Submittal of Final Study documents</b>	Finalize Wireless Master Plan documents to include all approved revisions in electronic PDF format.	1-2 weeks	\$2,250.00
<b>B. Master Plan Presentation (Meeting #3)</b>	Presentation to Stakeholders (can be done via video teleconference if desired)	1 week	\$3,000.00
<b>Total Master Plan:</b>			<b>\$36,800.00</b>

## BASIS OF PROPOSAL FOR INFRASTRUCTURE STUDY

1. Total pricing is an estimated fixed cost, including labor, travel and other direct costs. A significant change in scope of one or more tasks may affect the overall price.
2. Project includes up to three (3) on site and/or virtual presentation/meetings workshops. Additional on-site meeting/presentations may be added at a fixed fee of \$3,000.00 to include all labor, travel and other direct costs.
3. Town will be invoiced upon completion, submission and acceptance of the completed deliverables for each Task.
4. Projected timeline with dates to be finalized in Task 1. Timeline estimated in the above scope is based on a completion as early as 16 weeks (4 months) to 25 weeks (6 months). Estimated timeline does not take into consideration required advertisement for public meetings or the clients existing workload or existing public meeting schedules. Staff will schedule any public meetings required with necessary planning and community groups, public notification and arrangements for meeting dates, and times and locations in conjunction with the CityScape calendar. Community staff will be responsible for public notification, location, meeting arrangements, and recording of sessions if applicable.
5. Work may commence immediately upon notification and successful completion of a contract with the Town.
6. Scope of service process may be modified and/or reorganized throughout the process as necessary in order to meet necessary community requirements and timelines.

### *Fees for Optional Services*

OPTIONAL TASK REGULATORY REVIEW AND RECOMMENDATIONS		
Review existing regulations including federal and state mandates and codes, permitted use charts, definitions and other applicable development standards and develop proposed ordinance recommendations.	4-6 weeks	\$8,500.00

### Per Diem Rates

For any additional services (i.e. Regulatory Review and Ordinance Recommendations, Presentation and Workshops, or Expert Testimony may be contracted based on the following hourly rates. Travel related expenses for additional services to be billed at cost for hourly service project work.

Job/Classification	Fee
Regulatory	\$350.00/hour*
Senior Engineer	\$250.00/hour*
Planner	\$150.00/hour*
Field Engineering/Planning Travel Time	\$75.00/hour

Any additional consulting project is available for quote on an individual fixed project basis at the request of the Town.