



TO: Michael C. Van Milligen, City Manager

FROM: Dave Ness, Civil Engineer II
Chris Kohlmann, Information Services Manager
David Lyons, Sustainable Innovation Consultant

SUBJECT: Proposed Amendment to Master Co-location and Shared Services Agreement Between the City of Dubuque and Unite Private Network

DATE: March 10, 2023

INTRODUCTION

The purpose of this memo is to request approval of an amendment to an existing Master Agreement and Project Statement between the City of Dubuque and Unite Private Network (UPN)

BACKGROUND

In 2016 the City of Dubuque undertook its Broadband Acceleration Initiative. The Initiative focuses on public/private collaborations and includes a comprehensive strategy to reduce the cost and time required for broadband expansions in the City of Dubuque. One effort within that strategy is the use of “Master Agreements”, where an overall legal, structural and financial relationship is established between the City and broadband providers and approved by City Council. Project Statements carried out pursuant to that Master Agreement can then be quickly considered and approved.

In 2017 the City of Dubuque and UPN entered into a Master Co-location and Shared Services Agreement to accelerate the deployment of new broadband capacity in the City of Dubuque. The initial Project Statements under that collaboration have gone well and all anticipated value to the City is being received.

DISCUSSION

UPN would like to undertake an additional project that would provide broadband capacity and support for enhanced telephony services in several business districts in the City. The project would involve the construction and sharing of certain conduit assets. The market value for these collaborations to both City and UPN would be \$18,550.

BUDGET IMPACT

There is no negative budgetary impact to the approval of the proposed additional projects. Approving this proposed amendment will create new conduit capacity for the City and result in a net license payment of \$5,783.75.

RECOMMENDATION AND ACTION REQUESTED

This amendment to the existing Master Co-location and Shared Services Agreement with Unite Private Network creates new revenue and enhances the City of Dubuque's on-going capacity to provide a state-of-the-art fiber optic infrastructure to its citizens. We would respectfully request your approval and recommendation to City Council.

c.c. Crenna Brumwell, City Attorney
Barry Lindahl, Senior Counsel
Steve Brown, Project Engineer
Meggan Bennett, City Engineering