



DANIEL P. MCCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
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DANIEL C. LYNCH, ESQ.
DEPUTY COUNTY EXECUTIVE

December 12, 2023

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

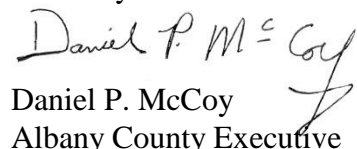
Dear Chairman Joyce:

The American Rescue Plan Act and Bipartisan Infrastructure Law contained a once-in-a-generation level of funding for Broadband infrastructure. In order to ensure the County capitalizes on these funding opportunities, which will be made available beginning next year, the ARPA Executive Committee authorized the creation of a Broadband Coordinator position. The position will be funded for three years and will be 100 percent funded by ARPA, with a salary range from \$65,000 to \$85,000 depending on experience.

As you can see in the attached job specification, key responsibilities of the position will include; (1) working with broadband providers including local utilities and private Internet Service Providers to identify funding opportunities to support projects that bring broadband to unserved and underserved areas; (2) coordinating County broadband efforts with the efforts of Towns, Cities, and Villages within the County, as well as regional entities; (3) overseeing the utilization of County ARPA Broadband funds; and (4) Identifying and implementing new programs, policies, and projects aimed to close the digital equity divide;

If you should have any questions, please do not hesitate to contact me.

Sincerely


Daniel P. McCoy
Albany County Executive

cc: Hon. Dennis Feeney, Majority Leader
Hon. Frank Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Arnis Zilgme, Minority Counsel



County of Albany

Harold L. Joyce
Albany County Office
Building
112 State Street - Albany,
NY 12207

Legislation Text

File #: TMP-4933, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Budget Amendment for ARPA Broadband Coordinator

Date: 12/12/2023
Submitted By: Lucas Rogers
Department: County Executive
Title: Economic Development Coordinator
Phone: 518-447-5566
Department Rep.
Attending Meeting: [Click or tap here to enter text.](#)

Purpose of Request:

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☒ Budget Amendment
- ☐ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) [Click or tap here to enter text.](#)

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- ☐ Contractual
- ☐ Equipment
- ☒ Fringe
- ☒ Personnel
- ☐ Personnel Non-Individual

☒ Revenue

Increase Account/Line No.: Click or tap here to enter text.

Source of Funds: ARPA

Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

☐ Change Order/Contract Amendment

☐ Purchase (Equipment/Supplies)

☐ Lease (Equipment/Supplies)

☐ Requirements

☐ Professional Services

☐ Education/Training

☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

☐ Settlement of a Claim

☐ Release of Liability

☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

Click or tap here to enter text.

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: Click or tap here to enter text.

Scope of Services: Click or tap here to enter text.

Bond Res. No.: Click or tap here to enter text.

Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒

If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐

Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line: CM4 1201 04089Z ARP23 Federal Stimulus
Revenue Amount: 404,382.00

Appropriation Account and Line: Multiple - See Budget Amendment
Appropriation Amount: 404,382.00

Source of Funding - (Percentages)

Federal: 100%
State: Click or tap here to enter text.
County: Click or tap here to enter text.
Local: Click or tap here to enter text.

Original Awarding Agency / Funder:

Treasury Department

New York State Pass-Through Agency (if applicable):

Click or tap here to enter text.

Term

Term: (Start and end date) 1/1/2024-12/31/2026
Length of Contract: Click or tap here to enter text.

Impact on Pending Litigation

If yes, explain: Yes ☐ No ☒
Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

Justification: (state briefly why legislative action is requested)

The American Rescue Plan Act and Bipartisan Infrastructure Law contained a once-in-a-generation level of funding for Broadband infrastructure. In order to ensure the County capitalizes on these funding opportunities, which will be made available beginning next year, the ARPA Executive Committee authorized the creation of a Broadband Coordinator position. The position will be funded for three years and will be 100 percent funded by ARPA, with a salary range from \$65,000 to \$85,000 depending on experience.

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CONNECTALL OVERVIEW

ConnectALL is responsible for stewarding more than \$1.3B of public funding for broadband from multiple federal and State sources.

Legislation	Program	Expected Funding Amount	Total
Infrastructure, Investment, and Jobs Act (IIJA)	Broadband Equity, Access, and Deployment (BEAD) Program	Planning: \$5M Implementation: \$665M	\$
	State Digital Equity Program	Planning: \$2M Implementation: Est. \$50-80M	\$
American Rescue Plan Act (ARPA)	Coronavirus Capital Projects Fund (CPF)	Implementation Grant: \$345M	\$
NYS FY 2022 Executive Budget	ConnectALL Initiative	Total Appropriated: \$300M	\$
Total State + Federal: \$1.3B+			\$

SPECIAL PROJECT COORDINATOR (BROADBAND)

DISTINGUISHING FEATURES OF THE CLASS: The incumbent in this position does specialized project management in the research, development and deployment of broadband infrastructure in Albany County. Through the implementation of Albany County's 2022 Broadband Plan, the incumbent will perform a variety of functions including identifying, securing and maintaining grant funds, coordination with municipalities, community stakeholders, and private organizations, and identification of underserved areas and populations of Albany County. Work is performed under the supervision of the Chief Information Officer with wide leeway in decision making. Does related work as required.

TYPICAL WORK ACTIVITIES:

- Lead the implementation of the County's 2022 Broadband Plan including pursuing broadband infrastructure development and digital equity focused programming;
- Identify and implement new programs, policies, and interventions aimed to close the digital equity divide;
- Assess external funding opportunities for broadband infrastructure development, broadband programs and services, promotion of digital equity, and associated work with partners, develop and pursue a prioritized list of funding opportunities;
- In coordination with the Office of the County Executive, administer the process for utilizing county, state, and federal resources to expand broadband access;
- Work with broadband providers including local utilities and private Internet Service Providers to identify funding and launch infrastructure development projects to bring broadband to underserved areas;
- Identify broadband specific performance metrics and create a system to track local progress towards goals achievement;
- Recommends changes to policy and procedure to facilitate the implementation and expansion of broadband infrastructure;
- Lead broadband-focused partnership opportunities with partners including local municipalities, community-based organizations, libraries, educational institutions, and private companies;
- Coordinate County broadband efforts with the efforts of the County's Towns, Cities, and Villages.
- Convene and manage groups through communications, meeting facilitation, and solicitation of local resources.
- Represent Albany County at broadband stakeholder groups;
- Collaborate with economic development entities and identify opportunities to leverage ongoing initiatives;
- Provide other administrative and support services for the Division of Information Services as assigned, including assistance with developing new systems, processes, and policies;
- Does related work as required.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

- Thorough knowledge of broadband technologies, broadband infrastructure funding and operating models, and best practices for promoting digital equity;
- Thorough knowledge of project management and the ability to track and report on progress at regular intervals;
- Working knowledge and experience with broadband delivery technologies, network designs and typologies, delivery management systems, and technical and regulatory issues related to broadband and telecommunications deployment
- Working knowledge of federal and state broadband policies and programs;
- Working knowledge of funding opportunities to support broadband deployment;
- Experience with grant writing and administration;
- Knowledge of equity, diversity, and inclusion frameworks;
- Ability to demonstrate sound judgment and critical thinking skills with an eye to understanding system-level frameworks and trade-offs inherent in new or proposed actions;
- Ability to understand how decisions impact multiple and diverse stakeholders and partners;
- Ability to organize and facilitate coalitions of partners to pursue diverse strategies to achieve community goals;
- Ability to present clear and concise written material; able to assess, interpret, and present complex data clearly to multiple audiences;
- Ability to build and maintain professional relationships with partners including businesses, non-profits, educational institutions, community-based organizations, and community members;
- Strong analytical, research, and communication skills.

MINIMUM QUALIFICATIONS: EITHER:

- A. Master's degree from a regionally accredited or New York State recognized college or university in public administration, economics, business or a related field and three (3) years of experience in the broadband/telecommunications industry or working with broadband/ telecommunications policy or programs. ,

- B. Bachelor's degree from a regionally accredited or New York State recognized college or university in public administration, economics, business or a related field and five (5) years of experience in the broadband/telecommunications industry or working with broadband/ telecommunications policy or programs.

Juris. Class: Competitive

ACCS Adopted: 10/23

Revised:

APPROPRIATIONS							
		ACCOUNT NO.		RESOLUTION DESCRIPTION	INCREASE	DECREASE	UNIT COST
CM	91201	11383Z	ARP23	Broadband Coordinator	260,134.00	0.00	85,000.00
CM	91201	89010Z	ARP23	State Retirement	38,761.00		12,665.00
CM	91201	89030Z	ARP23	Social Security/FICA	19,902.00		6,503.00
CM	91201	89060Z	ARP23	Hospital and Medical	85,585.00		27,965.00
TOTAL APPROPRIATIONS					404,382.00	0.00	
ESTIMATED REVENUES							
		ACCOUNT NO.		RESOLUTION DESCRIPTION	DECREASE	INCREASE	UNIT COST
CM4	1201	04089Z	ARP23	Federal Stimulus	0.00	404,382.00	
TOTAL ESTIMATED REVENUES					0.00	404,382.00	
GRAND TOTALS					404,382.00	404,382.00	

DEPARTMENT NAME

Broadband Coordinator

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