



**Administrative Policy Board
Monday, June 26, 2017
10:00 AM**

City of Wyoming, 1st Floor West Conference Room

- 1. Call to Order and Roll Call – (Holt)**
- 2. Public Comment**
- 3. Board Members Attendance Report as of May 22, 2017 – (Holt)**
- 4. Approval of the Agenda of June 26, 2017**
- 5. Members Excused – (Holt)**
- 6. Acceptance of Minutes of May 22, 2017**
- 7. Financial Report and Voucher of Bills – Cook**
 - a. FY2017 Operating Budget
 - b. FY2017 Capital Budget
 - c. Fire Pager Purchase
 - a. **Resolution #28 – 062617** to approve the purchase of seven (7) Unication Dual Band Fire Pagers from Tel Rad of Grand Rapids at the cost of \$4,378.50 to be paid from Kent County Bond Proceeds and authorize the Exec Director to sign the purchase orders and request reimbursement from Kent County. POs 02/03 (attached)
 - b. **Fire Radio Pager – White Paper Supporting Resolution – (Bonneau)**
 1. **Resolution #29 – 062617** to approve the purchase of Eight Hundred Eighty-Five (885) Unication Dual Band, G5 Fire

Radio Pagers and accessories (see PO #4) at a total cost of \$538,970.30 from Tel Rad of Grand Rapids to be paid from Kent County bond proceeds and authorize the Executive Director to sign purchase order and request reimbursement from Kent County. PO 4 (attached).

8. Bills Payable and Due: (*Motion to Accept the Financial Report and Authorize Expenditures and Disbursements as Attached*)

9. MPSCS – PW, EMS Resolution Discussion – Holt

- a. **Resolution #30 – 062617** (Attached as Exhibit) which will approve the resolution recognizing the value of public and privately owned emergency services entities participating in the MPSCS radio system in Kent County.

10. State of Michigan House and Senate Legislation – (Chadwick, ENP)

- a. **Resolution #31 – 062617** to approve the resolution encouraging Michigan House and Senate members to support HB 4651 and Senate Bill 400 which will fund the technical surcharge account for payment of legacy and IP network services in Michigan.

11. 800 MHz radio Project Steering Committee Update and Discussion –(Scott Brown)

- a. General Information Report – Brown
- b. Tower Matrix (attached) – Bonneau

12. PSAP Call Handling Agreements – Holt

13. TAC Reports – (Chadwick, ENP and Groesser)

1. Motorola CAD P1 Phase II status
2. CAD P1 Version

14. Update and Progress Report from Executive Director: - (Bonneau)

15. Miscellaneous – For the Good of the Order

16. Adjournment

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee Internet Meeting

Weds, July 5, 2017 @ 10 AM

KCDA Executive Committee

Monday, July 10, 2017 at 10 AM

Manager's Conference Room – City of Wyoming

KCDA Administrative Policy Board Annual Meeting

Monday, July 24, 2017 at 10 AM

1st Floor West Conference Room – City of Wyoming

Income to Authority

Name	Purpose	Amount	Line Item	Fiscal Year	Approval
Kent Co	911 Surcharge	\$703,016.45	584.000	2017	Bonneau
State of MI	911 Surcharge	\$	545.000	2017	Bonneau
Misc/Interest	Pool and Net Excess MMRMA	\$3,861.00	688.000	2017	Bonneau

Voucher of Bills for Approval

Name	Purpose	Amount	Line Item	Fiscal Year	Approval
Wyoming	Fiduciary June	\$1,200.00	801.005	2017	Bonneau
VanBelkum	NICE Maintenance	\$21,450.00	930.000	2017	Bonneau
Matt Groesser	NENA Travel Reimb	\$243.28	860.000	2017	Bonneau

Grand Rapids PD	CAD Admin Fee	\$35,250.00	810.010	2017	Bonneau
Sara DiPadova	NENA Travel Reimb	\$196.78	860.000	2017	Bonneau
Tele Rad	G5 Fire Pagers	\$3,127.50	984.931	2017	Bonneau
Tele Rad	G5 fire pagers	\$1,251.00	984.931	2017	Board
Bonneau	NENA Conf Travel	\$1,793.51	860.000	2017	Holt
Tele Rad	G5 Pagers	\$538,970.30	984.931	2017	Board
Bonneau	MI NENA Conf Travel	\$403.12	860.000	2017	Holt
Rehmann	Audit	\$1,020.00	801.005	2017	Bonneau
GRPD	APCO Registr	\$495.00	860.000	2017	Bonneau
Kent IT/GIS	Support	\$2,589.85	807.000	2017	Bonneau
Kent Co Sheriff	CAD Admin Fee	\$35,250.00	810.010	2017	Bonneau
PCS	ED May	\$6,058.69	807.000	2017	Holt
Dickinson Wright	Legal	\$2,562.00	801.021	2017	Bonneau

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
MOTO 800 Mhz	Team	On Going	Aug 2018
MSP Interface	MSP	Version 4X of P1 CAD	TBD
CAD to CAD	CAD Team	Version 4X of P1 CAD	TBD
Smart911 Initiative	Team	Promotion Continues	TBD
FY2018 Budget	Finance	First Mtg in July	TBD
Purchase of 1 st Round of 40 Fire Pagers	Bonneau	Programming at KCSO	June 2017
Tower Lease Legal	Smith	In Progress	May 2017

40 Fire Pagers	Bonneau	Inventoried and Assigned	June 2017
Honor Camp Tower	Bonneau	Spencer Twp Zoning	TBD
Burton Street Site	Bonneau	In Legal for Set Back	TBD
PALM ESInet Group	Team	Meeting TBD	TBD
Timpson FAA permit	Bonneau	Re Engineered	TBD
800 MHz Tower Sites	Bonneau	See Tower Matrix Report	May 2017
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
SNC Surcharge Approval	Team	Scheduled for July	TBD
Steering Comm Policy	Bonneau	Redrafting Policy	TBD
MPSCS Agreements and AG waiver	Smith	Submitted to MSPCS	June 2017
DTE Legal	Smith	Tabled for DTE	Complete
800 MHz Project Subscriber Radios	Bonneau	Exchange in Progress	June 2017
800 MHz Steering Committee	Team	Working on Talk Groups	TBD

Attendance Report for APB Meetings from May of 2014 thru May 2017

<i>Name Of Board Member</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>	<i>Total Board Meetings Available</i>	<i>% Present</i>	<i>Rank</i>
Holt	27		4	30	90%	3
Lehman &	7		2	9	78%	7
Stelma	22		8	30	73%	8
Herald	28		2	30	93%	2
Morgan*	12	1	2	15	80%	5
Rahinsky ^	14	1	12	27	52%	11
Cook	27		3	30	90%	3
DeVries	9		2	11	82%	4
Meijer	24	1	5	30	80%	5
Deschaine	19	5	6	30	63%	10
McIntire	20		10	30	67%	9
Drake #	21			21	100%	1
Jones%	11		3	14	79%	6
Avg Board Attendance					79%	

& Lehman on Board since Sept of 2016

^ Rahinsky on Board since Sept of 2014

* Morgan on Board since Jan 2016

* Devries on Board since June 2016

Drake on Board since June of 2015

% Jones on Board since February of 2016



Administrative Policy Board
Monday, May 22, 2017
10:00 AM

City of Wyoming, 1st Floor West Conference Room

Minutes

1. Call to Order and Roll Call at 10:07 AM by Chair Holt

<i>2. Name</i>	<i>Represents</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>
<i>Curtis Holt</i>	<i>Wyoming</i>	X		
<i>Mark Herald</i>	<i>Participating Agency</i>	X		
<i>Larry Stelma</i>	<i>Kent Co. Sheriff</i>	X		
<i>Lee Cook</i>	<i>Grandville</i>	X		
<i>David Rahinsky</i>	<i>Grand Rapids</i>			X
<i>Chuck Deschaine</i>	<i>Walker</i>		X	
<i>Mark Meijer</i>	<i>Kent EMS</i>	X at 1015		
<i>Chris McIntire</i>	<i>MSP</i>			X
<i>Jeff Drake</i>	<i>Township FD</i>	X		
<i>Mike DeVries</i>	<i>Township Super</i>	X		
<i>David Jones</i>	<i>Participating Agency</i>	X		
<i>John Lehman</i>	<i>Grand Rapids</i>	X		
<i>Roger Morgan</i>	<i>Kent Co. Board</i>	X		

Guests

<i>Damon Obiden</i>	<i>KentEMS</i>
<i>Peter McWatters</i>	<i>Grand Rapids PD</i>
<i>Michelle Young</i>	<i>Kent County Sheriff</i>
<i>Matt Groesser</i>	<i>Kent County Sheriff PSAP</i>
<i>Ronald Bonneau, ENP</i>	<i>Executive Director</i>
<i>Scott Brown</i>	<i>Kent Co Sheriff</i>
<i>David Kiddle</i>	<i>Grand Rapids PD</i>

3. Public Comment - None

4. Board Members Attendance Report as of April 24, 2017 – No Comment

5. Approval of the Agenda of May 22, 2017

Motion made to approve the agenda of May 22, 2017 by Drake

Second by Herald

No Discussion

Approved 9 - 0

6. Members Excused – (Holt)

Motion to excuse Rahinsky and McIntire made by Drake.

Second by Cook

No Discussion

Approved 9 - 0

7. Approval of Minutes of April 24, 2017

Motion made to approve corrected minutes showing Roger Morgan was present for the meeting made by DeVries

Second by Cook

No Discussion

Approved 9 - 0

8. Financial Report and Voucher of Bills – Cook

- a. FY2016 Audit – Holt explained the audit for 2016 was clean without comments or edits and asked for approval and acceptance.

A motion was made to approve **Resolution #23 – 052217** to accept the Rehmann audit for 2016 and publish to kent911.org. by Morgan.

Second by DeVries

No Discussion

Approved 10 – 0 (Meijer arrived for this vote)

- b. FY2017 Operating Budget – Bonneau explained the current year operating budgets items of interest.
- c. FY2017 Capital Budget – Bonneau explained the new capital line items for revenue and expenses for the 800 MHz radio project that was created by Nancy Bazan and how the revenue will be recognized against the bills being presented for the project. Per the Board this will become a monthly report to show the financial state of the project.

9. Bills Payable and Due: *(Motion to Accept the Financial Report and Authorize Expenditures and Disbursements as Attached was made by Herald*

Second by DeVries

No Discussion

Approved 10 - 0

- A. A motion was made to approve **Budget Amendment 11 – 052217** to approve the transfer of \$586,402.00 from the unrestricted fund balance to the restricted Capital Savings Fund by Stelma

Second by Jones

No Discussion

Approved 10 - 0.

10.MPSCS - Bonneau explained that the two documents are needed so that Motorola can begin conducting structural tests and loads on the MPSCS towers and then install radio equipment. The two issues with the Michigan Attorney General concerning Workmen Comp Insurance and Auto Insurance have been

rectified within the Integration document and the KCDA Board attorney has reviewed them and has notified the ED that they are ready for Board approval.

a. Approval of MPSCS Documents

1. Integration and Subscriber Agreement

A motion was made to approve **Resolution #24 - 052217** to approve the MPSCS Integration Agreement and authorize the Executive Director to sign document; AND **Resolution # 25 – 052217** to approve the MPSCS Subscriber Agreement and authorize the Executive Director to sign document by Stelma

Second by Jones

No Discussion

Approved 10 - 0

11.800 MHz radio Project Steering Committee Update and Discussion –(Scott Brown)

- i. General Information Report – Brown
- ii. Tower Matrix (attached) – Bonneau explained the matrix that was provided to Board members, Scott Brown and the PSAPs as an information tool on how they are progressing with the tower sites and noted some challenges that have been placed before KCDA on several of the tower sites. He is actively working to resolve those issues and hopes to have some resolved by the end of June. This will become a regular addition to the Board report and the KCDA Steering Committee moving forward. There was discussion about the concern of altering heights of the radio equipment and how can affect coverage and in building penetration Bonneau explained that Motorola is working on those issues, as well as MPSCS, and that the system is being configured to be as robust as possible to lessen any negative affects of equipment location or height.

iii. Fire Pager Reverse Auction – Bonneau advised that Scott Brown had conducted a follow up survey of the fire agencies in Kent County on the fire pager issue to determine the total number of fire pagers needed and how many of the total are needed immediately. The survey resulted in the need for 888 fire pagers with 33 needed now. Bonneau contacted Cal Brinks who ran a reverse auction for KCDA with the two lowest bidders giving a per unit price of \$625.50. Cal Brinks advised Bonneau that when Kent Co. has two bidders with the same exact price, that they award to the bidder that is closest to the delivery point. Since KCDA has always adhered to the Kent Co. procurement process the closest bidder is Tel Rad of Grand Rapids/Holland.

1. A motion was made to approve **Resolution #26 – 052217** to approve the purchase of thirty three (33) Unication Dual Band Fire Pagers from Tel Rad of Grand Rapids at the cost of \$20,641.50 to be paid from Kent County Bond Proceeds and authorize the Exec Director to sign the purchase order by Drake

Second by DeVries

The discussion was who will program these pagers with the correct VHF and Matt Groesser stated that due to the small amount of pagers ordered at this time, Kent Co will program them. Thereafter, when the large order is placed, that KCDA will have to consider making that part of the reverse auction process.

Approved 10 - 0

2. A motion was made to approve **Resolution #27 – 052217** to approve the fire pager distribution agreement as presented and to authorize the Executive Director to distribute the

paggers that are required based on those departments requesting an early distribution by Herald.

Second by Cook

No Discussion

Approved 10 - 0

12. PSAP Call Handling Agreements – Holt reported he has come to agreement with Kent County but has not received documents from Grand Rapids. Pending at this time.

13. TAC Reports – (Chadwick, ENP and Groesser)

1. Motorola CAD P1 Phase II status - System is stable
2. CAD P1 Version
3. Airbus – Still working through some Kent Co. Issues.

14. Update and Progress Report from Executive Director: - Bonneau nothing further.

15. Miscellaneous – For the Good of the Order – Mark Meijer reminded the Board that this week is National EMS week and that cards will be expected to all EMS providers in the County.

16. Adjournment at 10:48 AM

Respectfully submitted

Ronald Bonneau, ENP

Executive Director

Upcoming Meetings (www.kent911.org)

KCDA Finance Committee

Weds, June 7, 2017

City of Wyoming, Manager's Conference Room

KCDA Executive Committee

Monday, June 12, 2017

Manager's Conference Room – City of Wyoming

KCDA Administrative Policy Board Annual Meeting

Monday, June 26, 2017 at 10 AM

1st Floor West Conference Room – City of Wyoming

Income to Authority

Name	Purpose	Amount	Line Item	Fiscal Year	Approval
Kent Co	911 Surcharge	\$39,562.41	584.000	2017	Bonneau
State of MI	911 Surcharge	\$249,618.00	545.000	2017	Bonneau
Misc/Interest	Reimbursement	\$416.80	688.000	2017	Bonneau

Voucher of Bills for Approval

Name	Purpose	Amount	Line Item	Fiscal Year	Approval
Wyoming	Fiduciary May	\$1,200.00	801.005	2017	Bonneau
Sabo	PR April	\$10,776.35	801.009	2017	Bonneau
Karen Chadwick	APCO Flight Reimb	\$535.61	860.000	2017	Bonneau
Tel Rad	G5 fire pagers	\$20,641.50	984.931	2017	Board
GRPD	APCO Registr	\$495.00	860.000	2017	Bonneau

Spencer Twp	Zoning	\$2,000.00	984.941	2017	Bonneau
KCDA CC	CMCP	\$526.35	807.000	2017	Bonneau
PCS	ED April	\$6,058.69	807.000	2017	Holt
Dickinson Wright	Legal	\$2,152.00	801.021	2017	Bonneau

Status of Current and Future Project / Task

Project/Issue	Assigned	Status	ECD
MOTO 800 Mhz	Team	On Going	Aug 2018
MSP Interface	MSP	Version 4X of P1 CAD	TBD
CAD to CAD	CAD Team	Version 4X of P1 CAD	TBD
Smart911 Initiative	Team	Promotion Continues	TBD
FY2017 Budget	Finance	Completed	Complete
Reverse Auction Fire Pagers	Cal Brinks	Awaiting Board approval	May 2017
Tower Lease Legal	Smith	In Progress	May 2017
Honor Camp FAA permit	Bonneau	Application Fee Paid	TBD
Burton Street Site	Bonneau	In Discussion with GR	TBD
PALM ESInet Group	Team	Meeting TBD	TBD
Timpson FAA permit	Bonneau	Application Fee paid	TBD
800 MHz Tower Sites	Bonneau	Working on 5 new site plans with Pyramid	May 2017
Surcharge Reporting Initiative	Holt Bonneau	Pending	TBD
SNC Report	Team	Submitted to SNC	Complete
Steering Comm Policy	Bonneau	Draft submitted to SC	June, 2017
MPSCS Agreements and AG waiver	Smith	Awaiting Board Approval	May 2017
DTE Legal	Smith	Tabled for DTE	Complete
		Exchange in Progress	May 2017

800 MHz Project Subscriber Radios	Bonneau		
800 MHz Steering Committee	Team	Working on Talk Groups	TBD



PURCHASE ORDER

Kent County Dispatch Authority

1155 - 28th St SW
 Wyoming, MI 4959
 708-243-9495
bonns3@comcast.r

P.O. NO. 2
 DATE June 22, 2017
 CUSTOMER ID FIRPAG#1

VENDOR Tel Rad
 2306 Clyde Park, SW
 Grand Rapids, MI 49509

SHIP TO Kent County Dispatch Authority
 C/O Ronald Bonneau 2ND/FLR
 1155 - 28th St, SW
 Wyoming, MI 49509
 708-243-9495

SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE
	Prepaid in Quote	On or Before June 12, 2017

QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
2.00	G5	Unication Pager 700/800/VHF		\$ 625.50	\$ 1,251.00
2.00		2800 MAH Spare Battery		-	-
2.00		3 year Warranty		-	-

SUBTOTAL	\$ 1,251.00
SALES TAX	DNA
TOTAL	\$ 1,251.00

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:
 [Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]
 [Fax]

 Authorized by Date



PURCHASE ORDER

Kent County Dispatch Authority

1155 - 28th St SW
 Wyoming, MI 4959
 708-243-9495
bonns3@comcast.r

P.O. NO. 3
 DATE June 22, 2017
 CUSTOMER ID FIRPAG#1

VENDOR Tel Rad
 2306 Clyde Park, SW
 Grand Rapids, MI 49509

SHIP TO Kent County Dispatch Authority
 C/O Ronald Bonneau 2ND/FLR
 1155 - 28th St, SW
 Wyoming, MI 49509
 708-243-9495

SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE
	Prepaid in Quote	On or Before June 22, 2017

QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
5.00	G5	Unication Pager 700/800/VHF		\$ 625.50	\$ 3,127.50
5.00		2800 MAH Spare Battery		-	-
5.00		3 year Warranty		-	-

SUBTOTAL	\$ 3,127.50
SALES TAX	DNA
TOTAL	\$ 3,127.50

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:
 [Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]
 [Fax]

 Authorized by Date



WHITE PAPER SUPPORTING RESOLUTION # 29 - 062617

- Kent County Purchasing Division issued RFQ 1983 for 33/each 800 MHz/VHF fire radio pagers and received five (5) responses on May 17, 2017. Tele-Rad of Holland, Michigan was awarded the business by the KCDA which subsequently purchased an additional 7 Unication G5 pagers from Tele Rad post award for a total initial purchase of 40 G5 Unication Pagers. Aforementioned pagers have been inventoried and assigned to fire agencies for distribution, per the pager distribution IGA authorized by the KCDA Administrative Policy Board.
- Manufacturer Unication has offered additional concessions to KCDA if we purchase the entire 885/each order of 800 MHz/VHF Unication G5 fire radio pagers at one time through their channel partner Tele-Rad on or before July 31, 2017. These concessions include ...
 - Price of bundle of G5 radio pagers and 5-year warranty at a cost of \$625.50 per radio.
 - Start of warranty on all G5 pagers as delivered, but an extended 5-year warranty to begin on June 1, 2018.
 - Accessories for pagers at 25% off list price for six weeks (outside of KCDA purchase) for individual fire agency purchases
 - Provisioning a G5 fire radio pager exchange program with cache of G5 pagers at Kent County Sheriff PSAP so that fire radio pagers that need service can be exchanged for fire radio pagers in the pager pool.
 - Credit of \$29.95 for each of the 885 fire radio pagers ordered without a spare battery, credited against the total price and without sales tax.
 - Free Delivery
- The entire fire radio pager purchase was authorized as part of the Restricted Capital Fund budget for FY2017 at a total cost of \$564,000.00, therefore no budget amendment is required for purchase.
- The KCDA Executive Director recommends the Kent County Dispatch Authority Board purchase the 885 Unication G5, 800 MHz/VHF fire radio pagers from Tele-Rad of Holland, Michigan and that the KCDA Administrative Policy Board authorize the Exec Director to sign said purchase order at a total cost of \$538,970.30 using funds from the bond proceeds from Kent County.
- Kent County Purchasing Division and Dickenson – Wright concurs with the recommendation of the Executive Director of KCDA.



PURCHASE ORDER

Kent County Dispatch Authority

1155 - 28th St SW
 Wyoming, MI 4959
 708-243-9495
bonns3@comcast.r

P.O. NO. 4
 DATE June 26, 2017
 CUSTOMER ID FIRPAG#1

VENDOR Tele Rad
 2306 Clyde Park, SW
 Grand Rapids, MI 49509

SHIP TO Kent County Dispatch Authority
 C/O Matt Groesser
 701 Ball Ave, NE
 Grand Rapids, MI
 708-243-9495

SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE
Freight	Prepaid in Quote	On or Before August 15, 2017

QTY	ITEM #	DESCRIPTION	JOB	UNIT PRICE	LINE TOTAL
885.00	G5	Unication Pager 700/800/VHF		\$ 625.50	\$ 553,567.50
885.00		Additional 3 year warranty		-	-
50.00		Amplified G5 Charger		149.00	7,450.00
40.00		Battery Cover with screws		9.95	398.00
34.00		Swivel Clips		29.95	1,018.30
160.00		Belt Clips		12.95	2,072.00
55.00		Replacement Antennas		14.95	822.25
50.00		Charger Cover with Screws		2.95	147.50

SUBTOTAL	\$ 565,475.55
Credit from 885 Batteries	(26,505.25)
Sales Tax	Exempt
TOTAL	\$ 538,970.30

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:
 [Name]
 [Street Address]
 [City, ST ZIP Code]
 [Phone]
 [Fax]

 Authorized by Date

ADMINISTRATIVE POLICY BOARD
KENT COUNTY DISPATCH AUTHORITY
RESOLUTION NO. 30 - 062617

RESOLUTION SUPPORTING UNIVERSAL MPSCS PARTICIPATION

Whereas:

- A. The Michigan Public Safety Communications System (“MPSCS”) is a statewide 800 MHz radio communications systems providing interconnectivity among emergency services providers; and
- B. Following the November 2016 approval by Kent County (the “County”) electors of an increase in surcharges on communications services suppliers’ billings to service users in the County (the “increased surcharges”), the Kent County Dispatch Authority (“KCDA”) has committed to the acquisition, installation and operation of equipment needed to improve the KCDA call-taking and dispatch systems to operate on the MPSCS; and
- C. With the increased surcharges the KCDA has purchased radios, pagers and other equipment public police and fire agencies in the County need to use the MPSCS; and
- D. This Board believes it would be advantageous for public works personnel who may respond to weather, utility, road and other emergencies; privately-owned ambulance personnel who respond to medical emergencies; privately-owned public utility personnel who may respond to utility emergencies, and personnel of other public or privately-owned entities and agencies who may respond to emergencies to be able to directly communicate with police, fire and other first responding emergency personnel; and
- E. Such communications interconnectivity among all personnel who may respond to emergencies can improve deployment of personnel to places they are most needed, more immediately inform all personnel of current conditions, better ensure the safety of personnel deployed to dangerous situations, and otherwise enhance communication, coordination, and cooperation among all responding personnel and agencies.

Now, therefore, be it resolved that:

- 1. This KCDA Administrative Policy Board encourages all public and all privately-owned entities and agencies that may respond to or participate in responses to emergencies in the County to participate in the MPSCS.
- 2. While the KCDA is not committing and this resolution is not indicative of any intent to commit funds for such participation in the MPSCS, this Board encourages other private and public entities and agencies to provide funding for participation in the MPSCS to those other public and privately owned entities.
- 3. To the extent such other public or privately-owned entities and agencies are able to obtain equipment needed to participate in the MPSCS the KCDA will cooperate with them to enable the MPSCS system within the County to accommodate that participation.

Moved by Board Member:

Seconded by Board Member:

Motion Carried Yes

No

I certify that the foregoing Resolution was adopted by the Administrative Policy Board of the Kent County Dispatch Authority at a public meeting held on _____, 2017.

Executive Director

RESOLUTION #

REQUEST FOR SUPPORT FOR MICHIGAN SENATE BILL 400 AND MICHIGAN HOUSE BILL 4651 AMENDING THE EMERGENCY TELEPHONE SERVICES ENABLING ACT.

WHEREAS, Michigan House Bill 4651 and Senate Bill 400 have been introduced in the Michigan Legislature, which would amend Public Act 32 of 1986 entitled the "Emergency Telephone Service Enabling Act"; and

WHEREAS, these bills would amend the funding system for 9-1-1 so that all communication devices that have access to 9-1-1, including prepaid wireless devices, contribute equally to the funding of 9-1-1 operations; and

WHEREAS, these bills provide a stable funding source for the counties to support their migration to Next Generation 9-1-1 and ongoing operational levels of service for 9-1-1 to its residents; and

WHEREAS, these bills afford the State and Counties collecting 9-1-1 fees a mechanism for court action should any service providers fail to collect and remit the fees; and

WHEREAS, these bills have a mechanism that provides the necessary checks and balances to ensure revenues generated are used for authorized expenditures for 9-1-1 services; and

WHEREAS, these authorized expenditures are limited to those directly related to receiving and processing 9-1-1 calls and the subsequent dispatching of responders via a public safety radio; and

WHEREAS, such limitation of expenditures has historically met the criteria established through the courts to define 9-1-1 surcharge as a fee for service directly related to telephone services; and

WHEREAS, any attempt to amend House Bill 4651 and Senate Bill 400 for other State of Michigan general fund purposes not directly related to 9-1-1 may not meet the criteria of a fee for service and could be viewed as a tax increase for the residents of Kent County, and

THEREFORE, BE IT RESOLVED, that the Kent County Dispatch Authority does hereby offer our support of House Bill 4651 and Senate Bill 400 as introduced; and

BE IT FURTHER RESOLVED, that the Kent County Dispatch Authority opposes amending House Bill 4651 and Senate Bill 400 to include any additional State of Michigan taxes on telephone service customers under the guise of 9-1-1 surcharge; and

BE IT FURTHER RESOLVED that copies of this resolution be transmitted to Governor Richard Snyder, and all Senators and Representatives serving Kent County Dispatch Authority.

Kent County

MPSCS Site Number	Site Name	Latitude			Longitude			Filed Tall Structure Permit	FAA File #	FAA status	Current Information	Ground Elevation	Site Development Information		Legal	
															Existing Tower	New Tower & Size
6102	Cedar Springs/MPSCS	43 11 48.50	N	83 31 05.80	W	Not Appl					880.8'	475' Guyed Twr				MPSCS Docs Complete
6103	Honor Camp/KCSO	43 12 34.3656	N	85 19 6.5454	W	YES 031117	2017-AGL-4812-OE	Lease Approved by Kent Co	Filed Spencer Twp Zoning Appl		859'		NEW 300' SS Twr	YES		Approval by Kent Co
6104	Cannonsburg/MPSCS	43 00 49.70	N	85 28 40.50	W	Not Appl		Lease Needed			826.9'	475' SS Twr				MPSCS Docs Complete
6105	N Sub/KCSO	43 13 09.10	N	85 41 29.10	W	Not Appl		Lease Approved by Kent Co	Leases Signed		780.4'	195' SS Twr				Approval by Kent Co
6106	Belknap/Grand Rapids	42 58 41.70	N	85 40 01.80	W	Not Appl		Lease Needed/ Remediation of Site	Remediation Costs of Steel Concrete Being Determined					YES		In Progress
6107	10 Mile/KCSO	43 06 51.00	N	85 35 55.90	W	Not Appl		Lease Approved by Kent Co	Leases Signed		901.2'	195' SS Twr		YES		Approval by Kent Co
6108	Burton Street/Grand Rapids	42 55 48.13	N	85 46 21.93	W	FAA Tall Structure Permit Req	Awaiting X/Y Coordinate of Site	Pending Approval of Site Plan	Meeting City Officials on Site, Tuesday June 13th		731.7'		NEW 250' SS Twr	YES		In Progress
6109	Gezon WT/Wyoming	42 51 40.40	N	85 42 58.30	W	Not Appl	City of Wyoming	Lease Needed	Awaiting Site Plan for Planning approval		758.9'	160'		YES		In Progress
6111	92nd/Private Owner	42 47 47.90	N	85 38 45.50	W	Not Appl	Privately Owned Tower	Lease Needed/Remediation of Site	Remediation Costs of Steel Concrete Being Determined		970.9'	160' SS Twr	Existing 330' SS Twr	YES		In Progress
6112	Kentwood PW/Kentwood	42 53 00.90	N	85 35 47.40	W	FAA Tall Structure Permit Req	Awaiting X/Y Coordinate of Site	Site Lease Needed	Preliminary Site Approval, Soil Boring Scheduling, FAA/MDOT application filing		772.5'	170'/130 Actual	NEW 170' SS Twr	YES		Pending Site
6113	Timpson/KC Road Comm	42 53 21.9516	N	85 23 33.7236	W	YES 031217	2017-AGL-4813-OE	Denied/Too High	265 Max/Appeal		850.4'		NEW 265' SS Twr ??	YES		In Progress
ALTERN	Cumberland / KC Road Comm							Pending Propagation Study					TBD			
6114	Alto Cellular/American Tower	42 47 32.90	N	85 22 11.80	W	Not Appl	Privately Owned Tower	Lease in Legal/Pending Structural Analysis			829.2'	255' SS Twr	Existing 255' Twr	YES		Pending Site
ALTERN	ALTO FD							Pending Propagation Study					TBD			
6101	Grand Rapids Dispatch	42 57 53.30	N	85 40 23.40	W	Not Appl		Lease Needed			634.2'	120' Roof Mount		YES		In Progress
6110	Sheriff Dispatch	42 58 31.00	N	85 37 56.00	W	Not Appl		Lease Approved by Kent Co			742.2'	300' SS Twr		YES		Approval by Kent Co



To: Administrative Policy Board
From: Executive Director Ronald Bonneau, ENP
Ref: Progress Report – June 26, 2017

1. I continue to attend the Motorola conference calls on Phase II of the P1 CAD project and monitor the progress of the interfaces still due in Phase II. Motorola and the PSAP continue to have weekly conference calls.

At the NENA national conference, Matt and I met with senior Motorola CAD officials and had an in depth discussion about the Motorola commitment to provide a CAD to CAD solution using Version 4.2 and providing KCDA with a hub. There has been ongoing discussion with the project manager about this issue, whereupon last month we were told that Motorola would not provide the server needed for this solution, even though it was our understanding they would. The meeting at NENA focused on this issue and they promised us they would investigate the issue and get back to us. We both felt this was something that they said would be provided and there was no discussion of cost to KCDA at earlier meetings.

We continue to seek a written response to this issue from the management of Motorola and after a development meeting last week, the issue remains unclear.

2. As reported previously, we have been working with Airbus, through ATT, to resolve some feature set issues in the new Airbus VESTA V4. Kent County, while satisfied that their solutions will be provided at a later date, still are wondering if the solution will be provided as expected. To that end I met with Airbus officials, their new CEO Jeff Robertson is an old friend, at the NENA conference to explain our issue and to let him know that the resolution to this issue needs to be addressed during their next release. He promised to investigate and get back to me.

3. We continue to work with Scott Smith on the following legal issues:
 - a. Develop a lease agreement for site acquisition for new GR radio tower at Burton Street Site.
 - b. Develop a lease agreement and tower remediation for the Belnap tower with Grand Rapids.
 - c. Review the two commercial lease agreements for 92nd Street and ALTO – Pending
 - d. Develop a tower remediation agreement with the owner of 92nd St tower.
 - a. Develop a lease agreement for site usage for the new Kentwood PW radio tower.
 - b. Develop a license agreement with Wyoming for their Gezon WT
 - c. Intervene in the setback issues with the proposed Burton St tower site in Walker
4. Andrea has requested the exchange of radio equipment from Motorola as we discussed at the March and April KCDA Board meetings and while we were told the exchange was to be completed by the end of May, it has not been extended to the end of June, 2017.
5. Scott Smith made an inquiry to Greg Sundstrom about some land Grand Rapids owns at Burton street that could accommodate a tower. We had a meeting with GR on the Burton Street site on Wednesday, June 14th as the site plan has been tendered to them with tower specifications. At the meeting there was general agreement that the site would work for them, with slight modification needed due to underground drain fields from the septic tank. They provided electronic copies of the underground utilities at the site and the information was forwarded to Pyramid for modification.

At the meeting it was discussed that even though Grand Rapids owns the property, that the City of Walker has to approve the zoning of the tower, which is on land designated AA (agriculture). I contacted Walker and determined from Dan Powers, their planning and zoning administrator, that they have significant setback requirements for towers. That information was passed onto Pyramid and it will be a problem for the site if the setbacks are not modified through a variance by Walker. I determined that the best course of action was to refer the setback issue to Scott Smith so that they can speak with the City Attorney on the potential for either a variance, a waiver under Essential Services or another solution. Information passed onto Emily Rysberg who is assisting Scott Smith in this matter.

Following preliminary approval, we plan to have a soil boring done on the site and file the Tall Structures permit with the FAA/MDOT for tower site and height due to the private airport close by in Ottawa County.

6. As we reported last month, I filed an application/updates for the Tall Structure Permit with the FAA for the Honor Camp tower site, the first step in the approval process for the site; application number is 2017-AGL-4812-OE.

During the past month we prepared a detailed site and tower drawing and have begun the approval process with Spencer Township for site planning and zoning approval which will be done in parallel with the FAA/MDOT process to reduce the approval time. We also paid the fee for review and were notified that the FAA/MDOT have approved the site and issued a permit for tower construction.

We have submitted the special use zoning application, site plan and \$2,000 fee to Spencer Township for their review and public hearing.

7. As we reported last month, I filed an application for the Tall Structures permit with the FAA for the Timpson tower site, the first step in the approval process for the site; application number is 2017-AGL-4813-OE. While it was denied originally we filed the review fee and were notified that the height requested for that tower (400 feet) is too tall for FAA approval. We asked for another review from the FAA and again the height was denied, although they provided an alternate height of 268 feet that they would approve.

Motorola engineers have reviewed the reduced height and believe that using an alternative antenna design that they can achieve coverage adequately. The propagation maps provided by Motorola did not show the same level of dB loss and we asked them to re run the propagation maps to show the same penetration as in the original contracts. Motorola is reviewing. We have received the new propagation maps from Motorola for the reduced height on Timpson with the new antenna configuration and are reviewing them at this time.

Due to our concern on this issue for coverage in the SE end of the County we have investigate two other potential sites for new towers, one at Cumberland on Road Commission property and one at the Alto FD. Both site coordinates have been supplied to Motorola to see the coverage and penetration of radio signals and the dB of signal loss if those became alternative sites for Timpson.

8. The 92nd Street tower appears to be usable but will need steel and concrete remediation for it to be used. We are asking for actual cost estimates for that work prior to contacting the owner of the tower, but Motorola believes that it may be feasible, pending their new load analysis, and should be much cheaper than erecting a new radio tower at that site.

I have spoken to Arlen Dykema, the owner of the tower, and he is agreeable to evaluating the remediation that is required. We will need a legal agreement on this issue as it moves forward. We are awaiting the Motorola remediation plan.

A week after our discussion Arlen called me to tell me that two microwave dishes and two antennas on the 92nd Street tower are being removed. This new development may allow us to mount our equipment on the tower without remediation costs. Motorola has been advised and has contacted Arlen directly and are working the issue.

9. As reported earlier, we met with the Mayor and his team from the City of Kentwood on May 8th and determined that the Water Tower Radio site is not going to work. The Mayor's team offered up a tower site alongside their PW facility which is within 20 feet elevation of the original water tower site. We prepared a detailed site plan and drawings which were presented to the Mayor's team for an initial consensus on the location and size of the site. This week we received notification that the site has received preliminary approval from Kentwood.

Pyramid, the tower construction firm, has West Michigan Drilling perform a 40-foot soil boring on the feasibility of erecting the tower on this site on Friday, June 16th and the boring contractor told the team that the soil is suitable for the tower. While this is not a formal report, which is forthcoming, it is good news.

Since the soil boring showed it is suitable, we have begun the formal site planning and zoning for the site with Kentwood, as well as have legal prepare a site acquisition and usage lease agreement. We conducted an initial flight path review with FAA for that tower and it appears that we will be permitted to build a 180-foot tower at Kentwood, but will now follow that up with a formal FAA/MDOT permit application and fee.

10. I checked with the State 911 Administrator and the new surcharge rate has been

11. As reported earlier, we met with Wyoming officials and their consultant, about the Gezon water tank site. We have prepared a detailed site plan and drawings on the site and have sent them to the City of Wyoming to achieve formal approval. We are also developing a lease agreement for the use of the site with Wyoming. We have been advised that the permit to allow the co-location should be approved by June 22nd. Following that approval Motorola will develop a detailed plan for the installation at that site.

12. As reported previously, we awarded the bid to Tel Rad at a cost of \$20,641.50 for 33 fire radio pagers. Since then we have added an additional 7 pagers to the order at the discounted price. Since Kent County will be managing the pager system they requested pagers for testing and troubleshooting.

On Tuesday, June 13th, we had a meeting with Unication, the manufacturer, at the Tele Rad office in Grand Rapids and they are offering us several concessions if we can place the entire order of 885 more with them, through their channel partner Tele Rad, by the end of July, or earlier, including:

1. Warranties to start on all pagers on June 1, 2018 and extend for five years without cost which is actually six years of exchange warranty of which we paid for five years
2. Tele Rad, through Unication, will establish a cache of G5 pagers for an exchange program of spare pagers at Kent County Sheriff PSAP without additional cost. This is intended to handle pagers that need repair during the warranty period by allowing a quick exchange of the pager and programming by Kent County PSAP. This eliminates the need to travel to Tel Rad for the pagers each time they are required.
3. Provide accessories for the pagers, such as belt clips, desk chargers, etc at 25% discount for six weeks for area fire departments.
4. Free Shipping of all units within 30 days of order.

Subsequently I asked Cal Brinks of Kent County Purchasing: "As you are aware we bought the Unication 800 MHz/VHF fire radio pagers you ran the reverse auction on from Tel Rad of Grand Rapids. We had a meeting with Unication, the manufacturer, yesterday in Grand Rapids and they are offering us several concessions if we can place the entire order of 850 more with them, through their channel partner Tel Rad, by the end of July including the aforementioned concessions.

The warranty concession would allow KCDA to disperse the pagers for use on the current VHF fire networks now so the fire fighters can get used to the features on them prior to 800 MHz cutting over when they will have to also learn the new portable radios, mobile and control station radios.

It will also allow KCDA and the Kent County Sheriff to program the 890 pagers all at once at their leisure rather than waiting until 800 MHz is operational and when they are also burdened with programming 3,700 portable radios.

My question is can we proceed with this vendor even though the time period in the original bid expired the end of June, since they are a sole source supplier of the pager (no one makes a dual version 800 MHz/VHF pager in the industry) and Unication sets the lowest channel partner price they can offer on the unit so we could not find a better price?

My understanding is that the expiration date is to protect the bidder from us having a non-expiring price for the items that they are bound to supply whenever we order them.

Please call me to discuss. I want to try to place this item on my Board agenda for June.”

Cal Brinks response was: “I agree with your assessment and support the recommendation. The Kent County Dispatch Authority follows Kent County Purchasing Policies and Procedures. To comply with the purchasing policy, you should include the following bullet points in your action item.

- Kent County Purchasing Division issued RFQ 1983 for 33/each 800 MHz/VHF fire radio pagers and received five (5) responses on May 17, 2017. Tele-Rad of Holland, Michigan was awarded the business.

- Manufacturer Unication has offered additional concessions if we purchase the entire 850/each order of 800 MHz/VHF fire radio pagers at one time through their channel partner Tele-Rad. These concessions include ...
 - Price of bundle of G5 radio pagers with a spare battery and 5 year warranty at a cost of \$635.50 per radio.
 - Start of warranty on all G5 pagers as delivered, but extended 5 year warranty to begin on June 1, 2018.
 - Accessories for pagers at 25% off list price for six weeks (outside of KCDA purchase) for fire agency purchases
 - Exchange program with cache of G5 pagers at Kent County Sheriff PSAP so that pagers that need service can be exchanged for pool of pagers.
 - Free Delivery

- Kent County Purchasing Policy 7.a.7 bid exception may specifically exempt purchasing policy from time to time. Staff recommends with the Kent County

Dispatch Authority Board exempt bid policy and purchase the 850/each Unication 800 MHz/VHF fire radio pagers from Tele-Rad of Holland, Michigan.

- Kent County Purchasing Division concurs with this recommendation.”

Additionally, the entire \$564,000 for the fire radio pagers was budgeted in this fiscal year so no budget amendment is needed.

Additionally, Unication is the only company offering this dual band 700/800 MHz/VHF radio pagers and the company has determined the lowest price their channel partners can sell them for (\$625.50) so there is no advantage to bidding them out.

The issue was also referred to Emily Rysberg, Scott Smith’s co counsel for their opinion on the issue.

Respectfully submitted,

Ronald Bonneau, ENP
Executive Director