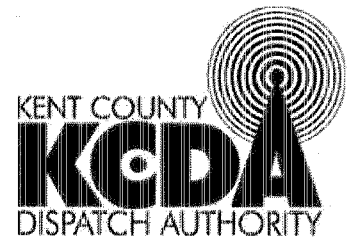


Kent County Dispatch Authority
Monday, March 22, 2010
9:00 am
Wyoming City Hall
Draft -Agenda



1. Call to Order
2. Public Comment
3. Approval of the Agenda – March 22, 2010
4. Approval of the Minutes – February 22, 2010 & March 8, 2010
5. Members Excused –
6. Financial Report: *(Motion to authorize expenditures and disbursements as attached)*
7. Recording Equipment: *Motion to authorize the purchase of 911 recording equipment at a total cost of \$163,400 and to authorize Board Chair to sign the Agreement with VanBelkum subject to approval of legal counsel at a cost not to exceed \$138,423, authorize reimbursement to the Kent County Sheriff's Department in the amount of \$21,977 and reimbursement to the City of Grand Rapids in the amount of \$3,000 for the trade-in value of the equipment that was credited to the Authority for the purchase of the new 911 recording equipment.*
8. Recording System: *Motion to authorize the first payment to VanBelkum for 911 Recording Equipment in the amount of \$69,211.10.*
9. Update from TAC (Young/Chadwick)
 - (a) CAD Project Update
10. Update from Interim Executive Director (Gould)
 - (a) 911 CPE Contract Review
 - (b) CAD Project Update
 - (c) KCDA Future Decision Points Update
11. Executive Committee Update (Holt)
12. Miscellaneous

Upcoming Meetings (www.Kent911.org):

KCDA Executive Committee Meeting: Monday, April 12, 2010 at 10AM, Wyoming City Hall

KCDA Administrative Policy Board Meeting: Monday, April 26, 2010 at 9AM, Wyoming City Manager's Office.

**Kent County Dispatch Authority
Administrative Policy Board**

Meeting Notes

February 22, 2010 -- 9AM

Meeting Location: City of Wyoming, City Hall

Members Present:

Dave Peterson	Plainfield Township
Curtis Holt	City of Wyoming;
Kevin Belk	City of Grand Rapids
Larry Stelma	Kent County Sheriff's Department
Art Tanis	Kent County Board of Commissioners
James Hinton	City of Lowell
Dick Richards	City of Grandville
Peter MacGregor	Cannon Township

Members Absent/Excused:

Chris McIntire	Michigan State Police #61
Chuck Deschaine	City of Walker

Members Absent

Greg Sundstrom	City of Grand Rapids
Michael Young	City of Rockford
Senez Rodriguez	KCEMS

Guests:

Michelle Young, KCSD; Matt Groesser, KCSD; Karen Chadwick, GRPD; Rick Uslan, Motorola; Tom Valdez, Michigan State Police; Dave Kiddle, GRPD; Tom Miller, Motorola.

Consultant:

Ralph H. Gould, Interim -- Executive Director

Staff Present:

Jennifer DeHaan, Kent County Administrator's Office

Media:

None

Call to Order :

9:04AM

Action Items:

02-22-10-01

Approval of the Agenda

To approve the February 22, 2010 meeting agenda

Motion by: Belk

Support by: Tanis

Unanimous

02-22-10-02

Approval of the Minutes

To approve the minutes of January 25, 2010

Motion by: Stelma

Support by: MacGregor

Unanimous

02-22-10-03 Members Excused: McIntire & Deschaine
Motion by: MacGregor
Support by: Peterson
Unanimous

02-22-10-04 Motion to authorize the following expenditures and disbursements

Payee	Amount	Date of Board approval
Kent County Sheriff's Department – Reimbursement 911CPE Site Visits (2010 – Young)	367.48	
Kent County Sheriff's Department – Reimbursement 911 CPE Site visits (2010 -Hutchinson)	71.51	
Kent County Central Services (2010)	72.83	
Ralph H. Gould – December 2009	5581.63	03-23-09
Vamum, Riddering, Schmidt, and Howlett (December 2009)	10,512.00	
MOTOROLA PAYMENT – 1st 20% Payment	531,671.20	12/21/2009

Moved by: Belk
Support by: Stelma
Unanimous

02-22-10-05 Motion to approve a renewal of the KCDA insurance policy through March 2011 with Michigan Municipal Risk Management for an annual premium of \$9,544 to be paid in three installments and to authorize the Chair to sign the Agreement.
Moved by: Belk
Support by: Stelma
Unanimous

02-22-10-06 Motion to approve the purchase of an interface with Core/Talon for a not to exceed amount of \$50,000.
Moved by: Hinton
Support by: Tanis
Unanimous

02-22-10-06 MOTION to authorize the Board Chair to sign an Agreement with AWT for a 911 CPE system for a not to exceed amount of \$880,000 providing that the KCDA attorney will provide written documentation that the contract is acceptable to KCDA.
Moved by: Belk
Support by: Peterson
Motion Pased
Unanimous

02-22-10-07 Meeting Adjournment
To adjourn the meeting of Administrative Policy Board.
Moved by: Belk
Support by: Hinton
Unanimous

Public Comment: None.

Summary of Discussion Items

1. Update from TAC:

- a. **CAD Update:** Michelle Young stated that the CAD kick-off meetings with Motorola were held on the 9th and 10th of February. Through these meetings and since then they are making good progress and the GIS data has been provided to Motorola. The Authority should expect delivery of the CAD in July with servers on site and in operation for training purposes. There is still a need to get the interfaces with the appropriate vendors.
- b. **Core/Talon Interface:** Michelle Young stated that included within your meeting packet was a quote from Core/Talon for an interface – license fee that is necessary for the CAD software. This enables an interface with the CAD software to the RMS systems and also to LEIN. The cost is \$50,000 and she is requesting approval to purchase the interface today. Holt asked for an explanation of what it will do for an officer. Young stated that the interface will enable, from a patrol car, an officer to query a license plate and drivers license information with the Secretary of State, LEIN, and NCIC, such that they will be able to receive information on registration, driving records, etc. The interface will also allow an officer to query jail records, photos, and any other information that might be available. MacGregor asked if there were other companies that could perform the maintenance agreement in order to push costs down. Young stated that going with another vendor would require a rewrite of the system and that when this was originally bid and Core/Talon was selected it was a competitive bid and that there is no one else to provide the function. Young stated that the interfaces could be purchased separately for each mobile and each agency however it would be cost-prohibitive. Belk stated that this has a countywide benefit as it is using the server at GR and KCSD that already exist. **A MOTION was made by Belk supported by Tanis to approve the purchase of an interface with Core/Talon for a not to exceed amount of \$50,000.** The MOTION passed.

2. Update from Interim Executive Director:

- a. **CAD Project Update:** Gould stated that Motorola has satisfied the requirement for the first CAD milestone payment of \$531,671 which is the first 20% payment.
- b. **911 CPE:** Gould stated that the KCDA Attorney is in the process of reviewing the AWT draft documents and that KCDA would provide AWT with an issues list for them to respond to. Due to the time line, it is requested that the Authority authorize the Agreement pending final approval by the KCDA attorney that the terms meet the requirements for the Authority. Gould noted that the pricing issues had been agreed and accepted by TAC. **A MOTION was made by Belk and supported by Peterson to authorize the Board Chair to sign an Agreement with AWT for a 911 CPE system for a not to exceed amount of \$880,000 providing that the KCDA attorney will provide written documentation that the contract is acceptable to KCDA.** The MOTION passed.

3. Executive Committee Update:

- a. **PSAP Reimbursement:** Holt stated that a meeting was held between GR and KC and Michael Young to discuss the PSAP Agreement. Holt stated that Varnum had drafted an Agreement and that it had been sent to GR and Kent County for review and comment. Holt stated that payments to the PSAPs are based upon base rate and call volume and that at the end of the five years 100% of the payment will be based upon call volume. Holt stated that given the time frame for the County to get approval of the Agreement, it may be necessary to hold a special meeting on Monday, March 8, 2010 to consider approval of the Agreement. Holt requested that a notice be sent to all members of the potential meeting date to ensure that a quorum would be present.

4. **Misc:** Holt stated that Motorola was present today to provide information regarding potential funding opportunities. A copy of the presentation accompanies these notes.

Adjournment 10:45AM

**Kent County Dispatch Authority
Special Meeting
Administrative Policy Board**

Meeting Notes

March 8, 2010 – 10AM

Meeting Location: City of Wyoming, City Hall

Members Present:

Kevin Belk	City of Grand Rapids
Larry Stelma	Kent County Sheriff's Department
Senez Rodriguez	KCEMS
Art Tanis	Kent County Board of Commissioners
James Hinton	City of Lowell
Dave Peterson	Plainfield Township
Greg Sundstrom	City of Grand Rapids

Members Absent/Excused:

Chris McIntire	Michigan State Police #61
Curtis Holt	City of Wyoming;
Dick Richards	City of Grandville
Chuck Deschaine	City of Walker
Peter MacGregor	Cannon Township

Members Absent

Michael Young	City of Rockford
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Guests: Michelle Young, KCSD; Karen Chadwick, GRPD; Tom Valdez, Michigan State Police.

Consultant: Ralph Gould, Interim-Executive Director submitted electronic update

Staff Present: Jennifer DeHaan, Kent County Administrator's Office

Media: None

Call to Order : 10:06AM

Action Items:

03-08-10-01

Approval of the Agenda

To approve the March 8, 2010 meeting agenda

Motion by: Belk

Support by: Rodriguez

Unanimous

03-08-10-02

Members Excused: McIntire, MacGregor, Holt, Deschaine, Richards

Motion by: Rodriguez

Support by: Hinton

Unanimous

03-08-10-03 Motion to approve the 911 Call Taking/PSAP Agreement with the City of Grand Rapids and Kent County.

Moved by: Stelma

Support by: Rodriguez

Unanimous

03-08-10-04 MOTION to authorize expenditure up to \$138,422.20 for recording equipment with VanBelkum.

Moved by: Rodriguez

Support by: Hinton

Unanimous

03-08-10-05 Meeting Adjournment

To adjourn the meeting of Administrative Policy Board.

Moved by: Belk

Support by: Hinton

Unanimous

Public Comment: None.

Summary of Discussion Items

1. **911 Call Taking Agreement:** DeHaan stated that the draft Agreement had been developed as a result of an initial meeting chaired by Michael Young several months ago which was followed by a meeting chaired by Curtis Holt and attended by KCDA members, City of Grand Rapids, and the Kent County Sheriff's Department. This draft Agreement was circulated for review by Grand Rapids and Kent County and comments/changes were incorporated into a revised document that was distributed out last week to Grand Rapids and Kent County. The same draft had also been distributed to KCDA members for consideration at this meeting. Greg Sundstrom stated that, as indicated in the cities original comments, this was a good document that has a complicated payment schedule. DeHaan stated that this had resulted from the original draft created by the attorney which included the adjusted and base distribution amounts and that this was changed based upon the comments from the prior draft. A MOTION was made by Stelma and supported by Rodriguez to approve the 911 Call Taking/PSAP Agreement with the City of Grand Rapids and Kent County. Sundstrom stated that although the Authority has identified \$2.5 million available for reimbursement, it is possible that this amount could increase or decrease and that he would hope, in either case, the Authority would give consideration to the PSAPs should the revenue amounts change. The MOTION passed.

2. Misc:

- a. TAC Co-Chairs Michelle Young (KCSO) and Karen Chadwick presented a quote that had been obtained from VanBelkum for the purchase of recording equipment. Young stated that this was mentioned at the last meeting of the Authority and that they were seeking approval of the expenditure today. Young stated that this was for necessary recording equipment that meets NextGeneration 911 requirements. Young stated that this quote reflects significant cost savings as Kent County currently owns a version of the software system and KCDA will not have to foot the bill for the costs of that software. In addition, Kent County will benefit from KCDA buying out the

current lease terms for the current recording equipment and Grand Rapids will receive a trade-in on their current equipment which is approaching 10 years old. Young stated that this will provide for a third server to be located in an alternate location to provide back-up capability in the event that either KC and GR system were to fail. Rodriguez made a MOTION supported by Hinton to authorize an expenditure up to \$138,422.20 for recording equipment with VanBelkum. The MOTION passed.

Adjournment 10:55 AM

Kent County Dispatch Authority Budget
March 18, 2010

Planned Sources of Funds	2009 Budget	2009 Unaudited	2010 Budget		2010 YTD
			Adopted	YTD	
Prior Year Carry Forward	\$ 875,000	\$ 1,566,646	\$ 4,530,000	\$ 4,891,664	\$ 4,891,664
Kent County 911 Surcharge	\$ 2,700,000	\$ 3,234,318	\$ 3,200,000	\$ -	\$ -
State 911 Surcharge	\$ 700,000	\$ 887,629	\$ 900,000	\$ -	\$ -
Other (interest earnings)	\$ -	\$ 35,932.00	\$ 30,000	\$ -	\$ -
Total Sources	\$ 4,275,000	\$ 5,724,525	\$ 8,660,000	\$ 4,891,664	\$ 4,891,664
*Planned Uses of Funds					
Professional Services	\$ 475,000	\$ 79,723	\$ 200,000	\$ 11,094	\$ 11,094
Other Contractual Services	\$ 5,000	\$ 225	\$ 1,255,000	\$ 73	\$ 73
Strategic Plan Initiatives (CPE, CAD Training Transition, etc)	\$ 1,085,000	\$ -	\$ 2,000,000		
MMRMA Insurance	\$ 10,000	\$ 9,544	\$ 10,000	\$ 4,772	\$ 4,772
Capital Investment	\$ 2,000,000	\$ -	\$ 4,395,000	\$ 581,671	\$ 581,671
State 911 Surcharge Distribution	\$ 700,000.00	\$ 743,369	\$ 800,000		
Total Use of Funds	\$ 4,275,000	\$ 832,861	\$ 8,660,000	\$ 597,610	\$ 597,610
Remaining Balance		\$ 4,891,664	\$ -	\$ 4,294,054	\$ 4,294,054

*Does not include expenditures approved on March 22, 2009

2010

February/March

Expenditures and Disbursements
(Motion to approve Expenditures and Disbursements)

Date of KCDA Approval		Amount Authorized	Total Pd.
	IBEX KCDA-Interim Executive Director Professional L	\$ 4,045.63	\$ 4,045.63
	Grand Rapids PD - CPE Site Visit Reimb.	\$ 99.25	\$ 99.25
	Kent County Sheriff's Dept. CPE Site Visit Reimb.	\$ 44.04	\$ 44.04
2/22/2010	Michigan Muncipal Risk Management	\$ 9,522.00	\$ 4,772.00
2/22/2010	Motorola - Payment #1	\$ 2,658,356.00	\$ 531,671.20
2/22/2010	Core-Talon	\$ 50,000.00	\$ 50,000.00



Corporate Office
4345 44th St SE, Suite C
Grand Rapids, MI 49512

Phone: (616) 974-8200
Fax: (616) 974-5678

Quote

Date	Quote #
03/08/10	9535

Sold To: *Kent County Dispatch Authority*

300 Monroe Ave NE
Grand Rapids, MI 49503 U.S.A.

Ship To:

Qty	Item ID	Description
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NICE RECORDING PLATFORM UPGRADE - Kent County

1.00	101695	Hardware Platform for up to 120 Channels
1.00	101781	56 Channel logger - Software bundle for public safety Each NiceLog bundle for public safety includes the following items and features: <ul style="list-style-type: none"> - Recording platform (Voice Logger) Including NiceLog SW - Hot-swappable redundant Power Supply - On/Off hook detection - DTMF detection (for analog telephony interface only) - Beep tone insertion for analog interface Loggers - Generic OS SNMP Agent - Caller ID (for analog telephony interface only) - See Appendix C for supported protocol standards - G729 Compression - DTMF ROD (for analogue telephony interface only) <ul style="list-style-type: none"> - Hot-swappable redundant RAID 1 drives - DVD drive - 2440 hours
7.00	100854	8 Channels - Analog interface
1.00	100859	ANI-ALI Driver
1.00	100860	Activity detection by external trigger (squelch) (per 24 inputs)

SYSTEM PERIPHERALS

1.00	100809	Computer Peripherals <ul style="list-style-type: none"> - 17" LCD Flat-Panel Monitor - 104-Key Keyboard - Mouse - Multi-Media Speakers
1.00	100591	2 Port KVM Switch
1.00	100596	Cables

MASTER INFORM/CLS/STORAGE CENTER SERVER - Kent County

1.00	100596	Server Allowance - Hot-swap RAID 1 (\$5,000.00)
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Quote

Date	Quote #
03/08/10	9535

Quote for: Kent County Dispatch Authority - continued

Qty	Item ID	Description
		CLS 9.0 - Kent County
5.00	101453	SQL Server Client Access License, per system user license
1.00	101702	CLS bundle for public Safety <i>Includes the following items :</i> - Nice CLS basic server (SW only) - Total recording Software license (per NiceCLS Server)
1.00	101704	Public Safety Vox driver for Nice CLS 9.0
		MASTER INFORM LICENSING - Kent County & Grand Rapids
1.00	101735	License Upgrade - Inform Server Software
112.00	101736	License Upgrade - Inform Server License - Voice Channel License
1.00	101740	License Upgrade - Inform Server License - Reconstruction
1.00	101746	License Upgrade - Inform Server License - Organizer
1.00	101748	License Upgrade - Inform Server License - Media Player
1.00	101743	License Upgrade - Inform Server License - Monitor and Recent Call Replay
		INFORM USER LICENSING - Kent County & Grand Rapids
4.00	101792	License Upgrade - Inform Reconstruction - Concurrent User License
2.00	101794	License Upgrade - Inform Monitor and Recent Call Replay - Concurrent User License
2.00	101795	License Upgrade - Inform Organizer - Concurrent User License
		NICE USER APPLICATIONS - Kent County
16.00	100953	LMR - Single seat license
1.00	100998	NICE Administrator user license
1.00	100943	Supervision user license
		CLS - STORAGE CENTER
1.00	101656	Storage Center Server/NAS Allowance (7,000.00)
1.00	100962	Storage Center - basic server SW
3.00	100963	Storage Center - per 50 NiceLog Channel licenses
		NICE RECORDING PLATFORM UPGRADE - Grand Rapids Police



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Grand Rapids, MI 49512

Phone: (616) 974-8200
Fax: (616) 974-5678

Quote

Date	Quote #
03/08/10	9535

Quote for: Kent County Dispatch Authority - continued

Qty	Item ID	Description
1.00	101781	56 Channel logger - Software bundle for public safety <i>Each NiceLog bundle for public safety includes the following items and features:</i> <ul style="list-style-type: none"> - Recording platform (Voice Logger) Including NiceLog SW - Hot-swappable redundant Power Supply - On/Off hook detection - DTMF detection (for analog telephony interface only) - Beep tone insertion for analog interface Loggers - Generic OS SNMP Agent - Caller ID (for analog telephony interface only) - See Appendix C for supported protocol standards - G729 Compression - DTMF ROD (for analogue telephony interface only) <ul style="list-style-type: none"> - Hot-swappable redundant RAID 1 drives - DVD drive - 2440 hours
7.00	100854	8 Channels - Analog interface
1.00	100859	ANI-ALI Annotator
1.00	100860	Activity detection by external trigger (squelch) (per 24 inputs)
SYSTEM PERIPHERALS		
1.00	100809	Computer Peripherals <ul style="list-style-type: none"> - 17" LCD Flat-Panel Monitor - 104-Key Keyboard - Mouse - Multi-Media Speakers
1.00	100591	2 Port KVM Switch
1.00	100596	Cables
SECONDARY INFORM/CLS SERVER - Grand Rapids Police		
1.00	100596	Server Allowance - Hot-swap RAID 1 (\$5,000.00)
CLS 9.0 - Grand Rapids Police		
5.00	101453	SQL Server Client Access License, per system user license
1.00	101702	CLS bundle for public Safety <i>Includes the following items :</i> <ul style="list-style-type: none"> - Nice CLS basic server (SW only) - Total recording Software license (per NiceCLS Server)
1.00	101704	Public Safety Vox driver for Nice CLS 9.0
SECONDARY INFORM LICENSING - Grand Rapids Police		
1.00	101752	NICE Inform server resilience, price per additional Inform resilience server license



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Phone: (616) 974-8200
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Quote

Date	Quote #
03/08/10	9535

Quote for: Kent County Dispatch Authority - continued

Qty	Item ID	Description
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NICE USER APPLICATIONS - Grand Rapids Police

16.00	100953	LMR - Single seat (position) license
1.00	100998	Additional NICE Administrator user license
1.00	100943	Additional Supervision user license
1.00	500528	Professional Services - Includes Configuration, Installation & Training
1.00	500060	1 Year Prepaid System Support Agreement
1.00	500050	Standard M-F 8-5
1.00	500528	1 Year Enhanced Management & Security Protection Includes: <ul style="list-style-type: none"> > Antivirus software & monthly updates > Monthly systems check on all servers > Monthly updates of approved Microsoft Updates & security patches > This item requires remote access and Internet access to all servers covered
1.00	900001	Van Belkum GSA Pricing Match Discount - 25% off list price

SYSTEM UPGRADE SUB TOTAL = \$163,400.00

1.00	900005	Trade-In Hardware and Licensing Credit - Grand Rapids Police Audiolog (\$3,000.00)
1.00	900005	Upgrade Hardware and Licensing Trade-Up Credit -Kent County NCFIII (\$21,977.80)

SYSTEM UPGRADE SUB TOTAL AFTER TRADE-INS =
\$138,422.20

Subtotal:	\$138,422.20
Tax at 0.000%:	\$0.00
Total:	\$138,422.20

This order constitutes which may be accepted only on the terms and conditions stated on-line at www.vanbelkum.com/legal/terms.pdf and subject to any specifications, drawings or conditional terms referred to herein or attached hereto. The acknowledgement copy must be signed and returned promptly. Any additional, different or inconsistent terms or conditions contained in any form of acknowledgement, acceptance, or confirmation used by Customer shall be of no force or effect whatsoever, unless specifically agreed to in a separate written instrument signed by an authorized representative of Van Belkum's accounting department. Any reasonable form of expression of acceptance from Customer shall constitute acceptance exclusively on the terms and conditions stated herein.



Corporate Office
 4345 44th St SE, Suite C
 Grand Rapids, MI 49512

Phone: (616) 974-8200
 Fax: (616) 974-5678

Quote

Date	Quote #
03/08/10	9535

Quote for: *Kent County Dispatch Authority - continued*

Qty	Item ID	Description
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Comments: *Installation to customer provided connection points 5 feet from recorder location)*

IT personal to be available for assistance as needed during installation by Van Belkum

Training Summary - One session for administrators and one session for users.

Customer Acceptance - to place your order, please authorize and date below.

Please include a Purchase Order Number and fax this completed form back to Van Belkum at 616-974-5678.

Signature: _____

PO #: _____

Title: _____

Date: _____

Sales Rep: Dirk Boomstra



Corporate Office
4345 44th St SE, Suite C
Grand Rapids, MI 49512

Phone: (616) 974-8200
Fax: (616) 974-5678

Invoice

Date	Invoice #
03/09/10	7650

Bill To: Kent County Dispatch Authority
300 Monroe Ave NE
Grand Rapids, MI 49503 U.S.A.

Ship To: Kent County Dispatch Authority
300 Monroe Ave NE
Grand Rapids, MI 49503 U.S.A.

Source: SO No. 78855

Acct. No.	Customer PO	Reference	Sales Rep	Ship Via	Terms
15603			Dirk Boomstra		Net 10

Work Performed

Item ID	Description	Qty	Unit	Price	Total
101662	Installment Billing	1.00	EA	\$69,211.10	\$69,211.10

Subtotal: \$69,211.10
Sales Tax: \$0.00

Invoice total **Total Amount Due: \$69,211.10**