

DATE: April 12, 2010 **UPDATED April 26, 2010**
TO: Kent County Dispatch Authority Chairperson Curtis Holt
FROM: Ralph H. Gould
SUBJECT: **PROGRESS REPORT** for the April 12 Executive Committee Meeting
Updated for the April 26, 2010 KCDA Administrative Policy Board Meeting

CAD PROJECT

TAC Co-Chairs Michelle Young and Karen Chadwick will report separately on the next CAD Interface meeting with Motorola staff and Project schedule. **A draft contract document from New World is being reviewed by our Attorney, with goal for completion prior to receipt of a CAD Interface price quote from New World.**

2010 KENT COUNTY 9-1-1 SERVICE PLAN

The most recent revisions incorporate the revised 9-1-1 call routing, new 9-1-1 technologies, tentative dispatch assignments in this County, and KCDA's role. The Plan structure is to minimize the necessity of future changes to this 2010 Kent County 9-1-1 Service Plan. **Karen Chadwick, Michelle Young, and myself met on April 8th to review these most recent revisions to the draft Kent County 9-1-1 Service Plan. The Ionia Plan from Karen Chadwick, and subsequent material from the State 9-1-1 Office and Michigan Public Service Commission are being incorporated into the draft Plan for review by the KCDA Executive Committee.**

9-1-1 CUSTOMER PREMISE EQUIPMENT CPE (AWT) Contract Draft

Tentative agreement with Advanced Wireless Telecom (AWT) on numerous important revisions to the draft contract documents occurred during the past week, up to the close of the normal business day, on Friday, April 9, 2010. I previously obtained an extension of their proposal expiration of March 31, 2010 to April 30, 2010.

TAC CoChairs Michelle Young and Karen Chadwick and I have met to review the recent legal and technical revisions. It is our collective opinion to support approval of the contract documents by KCDA upon final approval recommendation of legal issues from our attorney, Thomas Lockhart.

Shortly after receiving a written liability document from AWT at 4:27 PM on Friday, April 9, 2010, Mr. Lockhart reviewed and forwarded his final contract approval recommendation at 4:58 PM on Friday. Due to the hour, the final contract documents could not be prepared in time for the April 12th KCDA Executive Committee Meeting. His staff will compile all changes and all revisions into a tentative final set of contract documents by Wednesday, April 15, 2010 for submission to Curtis Holt, KCDA Chairperson.

DONE. Pursuant to the conditional KCDA pre-approval, our Attorney's recommendation, the Contract has been signed by Chairperson Holt, and by AWT: \$880,715.43.

9-1-1 RECORDING SYSTEM (VanBelkum) Contract Draft

TAC CoChairs Michelle Young and Karen Chadwick and I met on Thursday, April 8, 2010 to review the current legal and technical revisions to this Contract draft and Addendum draft. It was our opinion that that if several remaining legal issues could be satisfactorily resolved that upon final approval recommendation from our attorney, Thomas Lockhart, that we would collectively support approval of the contract documents by KCDA.

Following response to several draft contract Addendum issues that were received from VanBelkum at 2:31 PM on Friday, April 9, 2010, Thomas Lockhart began his legal review. At 5:01 on Friday Mr. Lockhart delivered his footnoted recommendation for approval of the contract documents. Both the Contract and Addendum are now available for KCDA review and approval.

DONE. Pursuant to the conditional KCDA pre-approval, our Attorney's recommendation, the Contract has been signed by Chairperson Holt, and by VanBelkum: \$138,422.00.

PUBLIC SAFETY ANSWERING POINT REIMBURSEMENTS

Cpt. Michelle Young and Communications Manager Karen Chadwick are bringing forward the first requests for PSAP start up expenses to this Meeting.

Michelle Young has brought forward a PSAP start up expense for cabling at the Kent County Sheriff's Department. This has been reviewed by the Executive Committee: \$31,000.

TIME SYNCHRONIZATION

Karen Chadwick is bringing forward a request for one time synchronization system for the Grand Rapids PSAP. This purchase is less than \$10,000 and is based on reuse and linking to a similar system currently in place at the Kent County Sheriff's Department PSAP. This amount is well below the budgeted amount and the budget residual will be applied to other necessary projects. Karen Chadwick has brought forward a request to purchase one NetClock which has been reviewed for pre-approval by the Executive Committee: \$8,645.00. This is well under the budget for Time Synchronization.

MEDICAL CALL SOFTWARE AND TRAINING

I have obtained draft contract language from the probable contractor for this software and training, Priority Dispatch, and have requested confirmation of apparent sole source status of this contractor from Kent County Emergency Medical Service (KCEMS) Executive Director Senez Rodriquez. I have submitted Priority Dispatch's contact form for legal review. In preparation for the May Executive Committee Meeting, I will be bringing forward a request for a budgeted total expenditure of **\$151,303.00**, of which **\$30,260.60 will be paid by July of 2010** to obtain enough of this medical call handling and quality assurance system to enable testing by KCEMS and Motorola on the new CAD hardware and software. The balance of the system will be installed in January 2011 after implementation of active use of Motorola Computer Aided Dispatch. Priority Dispatched has reduced the 20% they initially requested for the tentative July 2010 expenditure down to 10%, or \$15,130.30.

APCO CONFERENCE

Executive Director has requested 50% funding to attend the APCO Conference. This was reviewed by the Executive Committee: \$750.00.

PSAP TO PSAP CAD & 9-1-1 COMMUNICATION LINKS, AND GEO FILE SERVICES

Two agreements are needed with Kent County agencies, REGIS, and local PSAP's. One is for network links. The other is for GIS Geofile services. This can require two separate agreements. Jennifer DeHaan will describe one that she is working on.

Jennifer DeHaan has reported the Kent County legal staff are drafting an agreement for GIS Geofile services. Executive Committee has determined that a contract with Kent IT for network links is not necessary at this time.

Michelle Young has brought forward a request for a one time enhancement to the fiber network that has been reviewed by the Executive Committee: \$12,670. Recommend use of surplus NetClock Time Synchronization funds.

Michelle Young has brought forward a Network expense that will be a reimbursement to the Kent County Sheriff's Department, and has been reviewed by the Executive

Committee: \$42,827.78. This is within the KCDA budgeted amount for Networks.

PROJECTIONS OF FUTURE KCDA DECISION POINTS AND EXPENSE APPROVALS

	PREFERRED	LAST
	DATE	DATE
The following dates are projected:		
Conclusion of AWT 9-1-1 CPE Contract Documents Pre-Approval The first contractual payment is 25%, <u>\$220,178.85</u> (contract signing).	April, 2010	DONE
Conclusion of VanBelkum Recording Sys Contract Docs Pre-Approval The first contractual payment is 50%, <u>\$69,211.00</u> (contract signing).	April, 2010	DONE
Tentative Approval of initial PSAP Start Up Expenses		MONTHLY
Approval to Purchase (ONE) Spectracom Time Synchronization System	April, 2010	NLT MAY
Approval of Contract with Kent IT for WAN services	April, 2010	NLT MAY
Approval of CAD Design,Interface Requirements Milestone Payment	April, 2010	NA
NO INVOICE RECEIVED AS OF 23 APR 10		
Approval of Contract with New World CAD mobile interface work	April, 2010	NLT MAY
Approval of Tentative 9-1-1 Service Plan w/9-1-1&Dispatch assignments	May, 2010	NLT JUN
Approval of Initial Contract for Dispatch Medical Software for CAD tests	May, 2010	NLT JUN
Approval of Hardware Delivery Milestone Payments to Motorola	July, 2010	
Approval of Milestone Payment to Motorola for Installation of CAD Stw	July, 2010	
Approval of Milestone Payment to Motorola for Installation of Interfaces	August, 2010	
Approval of posting for permanent Executive Director	September, 2010	
Tentative Approval of PSAP to PSAP 9-1-1 Operational Plans	October, 2010	
News Conference/Community Update – Tentative 9-1-1 Cutover Plans	October, 2010	
Interviews for permanent Executive Director	November, 2010	
Approval of tentative 9-1-1 Routing Cut-Over Date	November, 2010	
Approval of Milestone Payment to Motorola for Live Cut	December, 2010	
Selection of permanent Executive Director	December, 2010	
News Conference – Final 9-1-1 Cutover	January, 2011	
Approval of Milestone Payment to Motorola for Reliability Testing End	February, 2011	

Ralph Gould

Executive Director, Kent County Dispatch Authority

r.gould@att.net

231-834-0150

616-666-2417