



To: Administrative Policy Board  
From: Executive Director Ronald Bonneau, ENP  
Ref: Progress Report – May 21, 2012

1. After receiving information from Karen Chadwick, Michelle Young, Matt Groesser and Jennifer DeHann, I completed the SNC 2011 report and mailed same in compliance with the SNC requirements.
2. We received five responses to the RFP for Financial Services and the review committee met on April 23, 2012, to read and score the responses. Chair of the Committee, Michael Young provided a recommendation of review committee to the Executive Committee who is sending the recommendation and agreement to the Administrative Policy Board for approval.
3. I continue to participate in the weekly conference calls with the PSAP managers and their teams with Motorola as we move forward in addressing the concerns about the implementation plan. My impression is that they are increasingly happy with the recent releases and the methods being used to pre-test the software in Boulder prior to site delivery.
4. Reviewed Michigan HB5468 on both pre-paid wireless surcharge collection and the elimination of the sunset clause for local surcharge. Summary of the bill is to change Pre-paid wireless surcharge to point of sale whereby the retail merchant is responsible for collecting and remitting to the state the surcharge. This is the tack being take by most states to capture the huge amount of money generated by Pre-paid sales. As you know Pre-paid refers to cellular phone service where a carrier, such as Verizon does not have a service agreement with a customer so they are not charges a monthly by Verizon for a certain amount of minutes or servies, but rather purchase minutes in the form of an access card which allows the customer to pay as they need cellular access. TracPhone is one of the largest sellers of Pre-paid and nationally the lack of surcharge collection from Pre-paid in a huge gap in funding.

The bill also contains a portion retiring the current sunset laws on local surcharge where they will go on until 2021. The bill passed the Michigan House by a vote of 106-3 and was sent to the Senate.

5. Reviewing other federal grant funding opportunities that may be of interest to KCDA and member agencies to consider as we move our strategic plans forward.
6. Fire Grant: Curtis and I had a meeting with Scott Buhner of Grand Rapids purchasing and Fire Chief Knapp on April 24, 2012. It was our original intention of having the City of Grand Rapids contract with KCDA for management and purchasing services for the grant. However, FEMA advised, after we made a requests for clarification, that the City of Grand Rapids had to remain the administrator and purchasing authority for the grant. Therefore, Grand Rapids has advised we will follow their purchasing requirements including releasing an RFP for radio and microwave consulting services in support of the grant.

As a follow up this grant, the TAC committee met last week and subsequent to their approval the RFP for the radio consultant will be done by the two PSAP's and myself. We have held two internet Go to Meeting sessions developing the Scope of Work for the consulting portion of this project and plan on asking the City to begin developing the RFP process.

7. AWT issue – I had meeting with Bill Quinlan of Cassidian about the continuing dissatisfaction with AWT and maintenance of the Cassidian Patriot equipment at both sites. Following the loss of both Gateways at KCSO over the weekend I had another conversation with Quinlan, as well as the PSAP managers and Todd Jones. On at least three occasions within the last month AWT has been asked to provide what I would refer to as Level 1 or Level 2 of service where they have been unable to provide a technician with the knowledge and skill to service the Patriot system. Michelle Young will provide a summary of the maintenance issues to the Board during the TAC report.

On two occasions I have asked Todd Jones, VP of AWT, to tell me the number of trained technicians they have for Patriot available and have received no response.

During my meeting with Mr. Quinlan I asked if Cassidian required their 3<sup>rd</sup> party vendors (AWT) to have both a certain number of trained technicians and

replacement part inventory before Cassidian approved them to sell and maintain their systems. He said they do not at this time, although they try to monitor their 3<sup>rd</sup> party vendors. He told me that Cassidian is always willing to assist in system issues as supplemental support.

The two PSAP's as well as myself met with the new Service Manager for AWT, Gerald Metcalf on May 9<sup>th</sup> at KCSO (meeting summary included in packet).

I am continuing to work with the PSAP to resolve this issue and to determine the proper way of solving this issue. We have learned that both ATT and Comsys can service Patriot system and we will determine comparable costs to move maintenance to them if required.

Also, I have asked Tom Lockhart, the KCDA attorney to review the maintenance contract for compliance by the vendor and to provide information on an exit strategy if that becomes necessary. He has determined that the date referred to within the contract that has requirements for contract execution is the official cutover date. Karen Chadwick advised this date is October 6, 2011. Mr. Lockhart promised me a formal opinion on letterhead for this meeting but it has not been received. His oral advice was that KCDA is not bound to the contract for any defined length of time and that as long as we provide 90 days notice prior the anniversary of the cutover date that we can terminate the maintenance contract without penalty and without needing to show cause.

8. I was asked to prepare a report and recommendation on the issue of replacement of equipment originally purchased by the Authority. I have begun work on the paper but believe that the issue is largely dependent on finances being available now and in the future by the Authority in support of the strategic plan.

We have had one meeting and have others planned to address this issue holistically. Curtis and I would also like to form a budget committee chaired by Michael Young, the new Board treasurer to create budgets that have some oversight prior to coming to the whole Board for approval or action.

As mentioned previously, financial sustainability of the Authority is a major concern of the stakeholders, thus a thorough examination of the 5/10 year capital and operating budget needs may dictate valuable information in the final decision on this issue. Curtis and I began working on the 5/10 year budget this week and with the addition of the new fiduciary are planning to revamp the budget to a line

item format that will include projections of both revenue and expenses forward. Additionally, the legislation of the sunset provisions for 9-1-1 surcharge will have a direct influence on assumptions made within this budget exercise. Therefore I am requesting the Board to delay this report until the review of the 5/10 year budget has been completed.