

# **Public Safety Communications Board**

**Leon County  
City of Tallahassee  
Leon County Sheriff  
Tallahassee Fire Department  
Tallahassee Police Department  
Leon County Emergency Medical Service**

**(The following attachments are for the October 27<sup>th</sup> meeting)**

**Agenda**  
**Public Safety Communications Board Meeting**  
**October 27, 2006**

*Meeting Time and Location: 11:00 p.m. in the Tallahassee Room at City Hall*

1. Approval of the September 8, 2006 minutes.
2. Status of Memorandum of Agreement.
3. Oral Presentations by the following firms for the Joint Dispatch Consultant:
  - i. Enterprise Technology and Maximus
  - ii. Winbourne and Costas, Inc.
  - iii. Advanced Concepts, Inc.
  - iv. Elert and Associates
4. New Business.
5. Next meeting date/location – establish standing meeting date/time.
6. Possible agenda topics for the next meeting to include the following:
  - i. Review of the RFP for radio communications (i.e. 800 Mhz)
  - ii. Preliminary discussion regarding the location of a Public Safety Communications Center
  - iii. Possible partnerships for funding of facility:
    1. Red Cross
    2. State of Florida Traffic Management Center (TMC)

**Minutes for the September 8, 2006  
Public Safety Communications Board Meeting  
11:15 A.M.**

Note: Two members of the PSCB were absent: Chief Dick and Chief Quillin. Both members submitted their ranking sheet in sealed envelopes, which were both opened at the meeting by Ed Rodriguez, City of Tallahassee Purchasing Department.

2. Discussion regarding the Joint Dispatch Consultant Proposals:

The RFP results were calculated and presented to the PSCB. After the initial ranking the cost proposals of all five firms were opened by Ed Rodriguez, City of Tallahassee Purchasing Department and read out loud to the PSCB. The following table illustrates the results for the five proposals that were submitted for the joint dispatch project consultant.

<b>Firms</b>	<b>Total Points</b>	<b>Cost</b>
Winbourne & Costas, Inc.	479	\$81,640
Elert & Associates	477	\$80,000
Advanced Concepts, Inc.	468	\$72,890
Enterprise Technology Partners, LLC	456	\$148,192
Tusa Consulting Services	419	\$178,020

Sheriff moved, seconded by the Chief McNeil, to interview the top three firms: Winbourne & Costas, Inc, Elert & Associates, and Advanced Concepts, Inc. These three firms will present a 30 minute oral presentation to the PSCB during the September 21<sup>st</sup> meeting. Ed Rodriguez was directed to conduct reference checks on the three firms with assistance. The motion passed unanimously.

1. Approval of the August 25, 2006 minutes.

The Chief McNeil moved, seconded by the City Manager, to approve the July 18, 2006 minutes. The motion passed unanimously.

3. New Business:

The City Manager asked that a budget for the PSCB be discussed. The County Administrator suggested that for the present time, the County and City equally share the costs incurred by the PSCB, specifically the cost for the two consultants. The City Manager agreed.

Technical Subcommittee met with Tusa Consulting on Sept 7, 2006 to discuss drafting an RFP for radio communication (800 Mhz). Don DeLoach stated that the subcommittee will have an RFP completed and ready for the PSCB's approval at the September 21<sup>st</sup> meeting.

The September Status report of the PSCB will be presented to both the County and City Commission. The report will be sent from the Chair of the PSCB. The PSCB status report is on the County Commission's September 12<sup>th</sup> agenda and on the City Commission's September 13<sup>th</sup> agenda.

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4. Next Meeting Date:

The next regularly scheduled meeting is to be held on September 21<sup>st</sup> at 12:00pm in the Tallahassee Room of City Hall.

On the agenda of the next regularly scheduled meeting:

- Review of the R.F.P. for Radio Communications (i.e. 800 Mhz).
- Oral presentations will be conducted by Winbourne & Costas, Inc., Elert & Associates, and Advanced Concepts, Inc.
- Discussion regarding the location of a Public Safety Communications Center.

Meeting adjourned at 11:55 p.m.

**RESULTS OF REFERENCE CHECKS  
RFP 0213-06 PUBLIC SAFETY COMMUNICATIONS CONSULTING**

**ADVANCED CONCEPTS, INC.**

Lumberton NC  
Lumber River Council of Government  
Jan Hester Maynor, Regional Planning Director  
910-618-5533

***Called 9/14/06, 10:20.***

***Completed reference check 9/14/06***

Sanford, FL  
Seminole County  
Betty Brandel  
407-665-5911

***Called 9/14/06, 10:30, left message to call Gil***

***Message left for Gil 9/14/06, 2:30 from Shannon(?)***

New Orleans, LA  
Orleans Parrish Communications District  
William A. Hawkins, Director (no longer employed)  
504-826-1200

***Called 9/14/06, 10:36.***

***Completed reference check 9/14/06. (Gloria Johnson)***

Media, PA  
Delaware County District Attorney  
John F.X. Reilly, Asst. District Attorney  
610-891-4161

***Called 9/14/06, no one on staff that worked with Advanced Concepts***

Madison County, IL  
Ray Romine, 9-1-1 Coordinator  
618-296-5912

***Called 9/14/06, 12:54, left message to call Gil***

Pascagoula, MS  
George Sholl, Director  
228-769-3240

***Called 9/14/06, 1:00***

***Completed reference check 9/14/06***

**Reference Check Summary**

- Successful reference checks made: 3
- All references gave the vendor a positive recommendation.
- All references indicated that the vendor went above and beyond in gathering information, educating staff and council members.
- All references indicated that the vendor performed very well with gathering information across a mixture of unions and government entities.
- No reference indicated that the vendor caused or requested any change orders or created issues that resulted in a change order or other project cost.

**RESULTS OF REFERENCE CHECKS  
RFP 0213-06 PUBLIC SAFETY COMMUNICATIONS CONSULTING**

**ENTERPRISE TECHNOLOGY PARTNERS**

- Email to Sarah Wilson 9/26/2006, re: contacts not responding
- Email from Sarah Wilson 9/27/2006, alternative contact information

Hamilton County, TN  
Communications District  
John Steurmer, Executive Director  
423-622-1911

***Called 9/25/06, 1:00, left message to call Gil***

***Called 9/27/06, 2:05, left message to call Gil, he may be available today @ 3:00.***

***Called 9/29/2006, 9:20***

**Completed reference check 9/29/06**

Northwest Indiana Regional Academy  
Jame Wieser, Project Executive Director  
219-865-7400

***Called 9/25/06, 1:05***

**Completed reference check 9/25/06**

City of Miami Beach, Florida  
Jorge Gonzalez, City Manager  
Kathie Brooks, Director of Budgeting and Performance Management (from Sarah Wilson)  
305-673-7000

***Called Jorge 9/25/06, 1:14, left message to call Gil***

***Called Kathie 9/27/06, 2:00, left message to call Gil, she is not available until Friday @ 4:00 or Tuesday 10/3 @ 11:00.***

***Called Jorge Fargas 9/29/06, 9:45, he is out of the office, left message that I would call him back 10/2/06.***

***Called Kathie 9/29/06, 10:20, left message to call Gil***

***Called Kathie 9/29/06, 1:05, left message to call Gil, will call Gil 10/3, 11:00***

***Kathie Called Gil as 10/3/06, 11:00***

**Completed reference check 10/3/06**

**Reference Check Summary**

- Successful reference checks made: 3
- All references gave the vendor a positive recommendation.
- All references indicated that the vendor went above and beyond in gathering information, educating staff and council members.
- All references indicated that the vendor performed very well with gathering information across a mixture of unions and government entities.
- No reference indicated that the vendor caused or requested any change orders or created issues that resulted in a change order or other project cost.
- One reference reported that their project was impacted by illness of a key vendor resource and the vendor did not respond as quickly as the reference felt appropriate. The situation was remedied and the project was completed.

**RESULTS OF REFERENCE CHECKS  
RFP 0213-06 PUBLIC SAFETY COMMUNICATIONS CONSULTING**

**ELERT & ASSOCIATES**

Grand Forks, ND  
City of Grand Forks  
Capt. Mike Kirby  
City of Grand Forks Police Department  
701-787-8002  
**Called 9/14/06, 12:50, left message to call Gil**

**Message left for Gil 9/18/06, 11:15**

**Called 9/18/06, 11:25**

**Completed reference check, 9/18/06**

Richmond Heights, MO  
City of Richmond Heights Missouri  
Chief Ron Pfeiffer  
314-615-3000 (wrong #)  
314-645-0404 (from internet)

**Called 9/14/06, 10:50, wrong number provided**

**Called 9/15/06, 10:05, left message to call Gil**

**Called 9/18/06, 9:40, left message to call Gil**

**Message left for Gil 9/18/06, 11:15**

**Called 9/18/06, 11:20**

**Completed reference check, 9/18/06**

Destin, FL  
City of Destin FL  
Greg Kisela, City Manager  
850-837-4242  
(previous City Manager, Jill Silverboard, 727-391-9951)

**Called 9/14/06, 10:15, left message to call Gil**

**Message left for Gil 9/14/06, 12:30 from Kisela**

**Called 9/15/06, 10:10, left message to call Gil**

**Message left for Gil 9/15/06, 10:15 from Kisela**

**Called 9/15/06, 10:20**

**Completed reference check 9/15/06**

Stamford, CT  
Stamford Police Department  
Chief Louis DeCarlo - **retired**  
New Chief - Lariby  
203-977-4681

**Called 9/14/06, 10:15, left message to call Gil**

**Called 9/18/06, 9:40, spoke w/admin, will have someone call Gil**

Wilmington, NC  
Wilmington Police Department  
Sterling Cheatham, City Manager  
910-341-5857

**Called 9/14/06, 10:00, left message to call Gil**

**Cheatham left message for Gil, 9/14/06, 3:30**

**Called 9/15/06, 1:05, left message, will try again 9/18/06**

**Called 9/18/06, 9:45, left message to call Gil**

**Cheatham called 9/18/06, 10:30**

**Completed reference check 9/15/06**

**Reference Check Summary**

- Successful reference checks made: 4
- All references gave the vendor a positive recommendation.
- All references indicated that the vendor went above and beyond in gathering information, educating staff and council members.
- All references indicated that the vendor performed very well with gathering information across a mixture of unions and government entities.
- No reference indicated that the vendor caused or requested any change orders or created issues that resulted in a change order or other project cost.

**RESULTS OF REFERENCE CHECKS**  
**RFP 0213-06 PUBLIC SAFETY COMMUNICATIONS CONSULTING**

**WINBOURNE & COSTAS, INC.**

Brooklyn, NY  
William Gross, Director  
Dept. of Information Technology and Telecommunications  
718-403-8666  
***Called 9/14/06, 9:45, left message to call Gil.***  
***Message left for Gil 9/14/06, 11:00 from Gross.***  
***Completed reference check 9/14/06***

Fairfax, VA  
Denise Drake, System Architect  
Public Safety Information Technology  
703-324-3927  
***Called 9/14/06, 9:48, left message to call Gil***  
***Message left for Gil 9/15/06, 4:15 from Drake***

Washington, DC  
Steve Gaffigan, Director  
Quality Assurance Metro. Police Dept.  
301-438-8363  
***Called 9/14/06, 9:50.***  
***Completed reference check 9/14/06***

Pembroke Pines, FL  
Tom Gallagher, Director  
Emergency Communications  
954-252-4999  
954-868-5082 (cell)  
***Called 9/14/06, 10:00. Was given cell #.***  
***Completed reference check 9/14/06.***

**Reference Check Summary**

- Successful reference checks made: 3
- All references gave the vendor a positive recommendation.
- All references indicated that the vendor went above and beyond in gathering information, educating staff and council members.
- All references indicated that the vendor performed very well with gathering information across a mixture of unions and government entities.
- No reference indicated that the vendor caused or requested any change orders or created issues that resulted in a change order or other project cost.