

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 April 20th meeting)

Agenda
Public Safety Communications Board Meeting
April 20, 2009

Meeting Time and Location: 12:00 p.m. 2nd Floor Tallahassee Room, City Hall

1. Approval of the October 10, 2008 PSCB Meeting minutes (Attachment #1)
2. Introduction of the New Radio Systems Manager (Attachment #2)
Don DeDeloach, Chief Information Services Systems Officer, City of Tallahassee
3. Current 800MHz System Operational Issues (Attachment #3)
Ron Wostel, 800 MHz Project Manager, City of Tallahassee
 - i. Status Report on the Current 800MHz Radio System
 - ii. TCC New Term Agreement
 - iii. Transferring the City Water Department (SCADA) from Old Myers Park Tower to the New Myers Park Tower
 - iv. National Weather Service Relocation
 - v. Leon County Schools Safety & Security Requests Use
 - vi. FSU Requests Change to User Payment Schedule
4. Status Report Regarding the New Radio Communication System (Attachment #4)
Jim Redington, Project Manager, Motorola
5. Status Report Regarding the Public Safety Complex
Charlie Halboth and Geoff McManus, Project Managers, URS
6. Approval of the Recommendation for the Architectural and Engineering Services for the Public Safety Complex (Attachment #6)
Alan Rosenzweig, Chairman, Architectural and Engineering Services Selection Committee
7. Presentation Regarding Connect-CTY (Attachment #8)
Lee Kicker, Regional Sales Director, Connect-CTY
8. New Business
9. Next meeting date:
Date: June 2009
Time: T.B.A.
Location: T.B.A
10. Possible agenda topics for the next meeting:

**Minutes for the October 10, 2008
Public Safety Communications Board Meeting
11:14 A.M.**

1. Approval of the June 26, 2008 minutes:
Sheriff Campbell moved, seconded by Chief Dick, to approve the June 26, 2008 minutes. The motion passed unanimously.

2. Acceptance of the Status Report Regarding the Current 800Mhz System Operational Issues:
Leven Magruder, 800 MHz Communications System Manager, presented the October 2008 Status Report.

The City Manager moved, seconded by Chief Quillin, to approve the October 2008 Status Report. The motion passed unanimously.

3. Status Report Regarding the Purchase of the New Radio Communication System

Jim Redington, Project Manager for Motorola, gave a presentation on the current status of the new radio communications project. Mr. Redington stated that the project was waiting on the approval of permits in order to begin construction on the Easterwood and Myers Park sites. Mr. Redington stated that the only foreseeable delay to the project is the rebanding issue with Sprint/Nextel. The inability to resolve this issue could delay the delivery of the combiners which would cause a significant delay to project.

The PSCB accepted the status report regarding the purchase of the new radio communications system.

4. Discussion Regarding the Migration of the CAD/RMS for the Leon County Sheriff's Office (LCSO) and Leon County Emergency Medical Services (EMS):

Don DeLoach, Chief Information Services Officer, discussed the need for the LCSO and EMS to migrate to the City's CAD/RMS system. This migration would allow all public safety entities to be on the same system prior to the consolidation of dispatch services. The migration would occur in two phases. Mr. DeLoach responded to questions that the equipment will be used in the new joint dispatch building. The approximate cost for entire the migration is \$1.3 million (primarily for software and hardware) and would be funded by Leon County.

The City Manager moved, seconded by Sheriff Campbell, to begin both processes of the migration of the CAD/RMS for the LSCO and EMS. The motion passed unanimously.

5. Approval of the Recommendation for the Program Manager of the Public Safety Communications Building:

Alan Rosenzweig, Assistant County Administrator, presented the Selection Committee's recommendation for the Program Manager of the Public Safety Communications Building. Mr. Rosenzweig then introduced Dick Larson, Vice President of URS, and Geoff McManus, On-Site Representative from URS, Inc.

The County Administrator stated that hiring a Program Manager is a major step for this project and that once it is approved we are all committed to moving forward with constructing the building for the purposes of the joint dispatch.

Sheriff Campbell moved, seconded by the City Manager, to approve recommending to the Leon County Commission and the City of Tallahassee Commission to proceed with entering into a contract for the Program Manager Services with URS. The motion passed unanimously.

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Public Safety Communications Board Meeting
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6. Discussion Regarding the Status of the Recruitment for the Public Safety Communications Director:
Lillian Bennett, Leon County Human Resources Director, discussed the current status of the recruitment for the Public Safety Communications Director. Mrs. Bennett stated that a total of 89 applicants applied for the position, 36 met the minimum qualifications, and only one candidate impressed the committee. However, this person has already accepted another position. Mrs. Bennett stated the committee needs further direction regarding the next steps at the process.

Chief Dick asked if the job description is consistent with others in the field. Mrs. Bennett stated that is was consistent. The City Manager suggested using a recruiting firm and suggested reviewing the time frame of hiring the director. After discussion, Tom Brantley, Leon County Facilities Management Director, stated that it would be 32 months before the building was completed. The County Administrator then suggested waiting until one year to 9 months before the building is complete and then re-advertise the position.

Sheriff Campbell moved, seconded by the City Manager, to discuss re-advertising the position for the Public Safety Communications Director in one year. The motion passed unanimously.

7. New Business:

Don DeLoach, Chief Information Services Officer, asked the PSCB to discuss the Public Safety Interoperable Communications (PSIC) Grant. The PSIC grant was awarded to the City of Tallahassee for the purpose of a regional P25 system. The total amount of the grant is \$3.85 million and requires a 20% match of "in kind" services and use of resources. There are two possible solutions a) spend \$140,000 year on maintenance for the equipment in the outlying counties or b) spend \$35,000 on maintenance of a mobile trailer that could be deployed to other counties in the event of an emergency or disaster.

The County Administrator asked if having this equipment would benefit Leon County/City of Tallahassee. Mr. Magruder stated that it would benefit public safety and public works personnel when responding to an emergency or disaster in the surrounding counties. However, Mr. Magruder stated that the surround counties do not appear to have the financial means to maintain the equipment. He also stated that the grant needs to either be accepted or rejected. Chief Dick asked if there was a penalty for not accepting the grant. Mr. Magruder stated that there was not a penalty. Mr. Magruder did state that when the grant expires the equipment may be returned back to the state and at that point Leon County/City of Tallahassee will have a better idea if the equipment does help with radio communications in the surrounding counties. City Manager asked that a letter be sent to the surround counties to see if they could contribute financially.

The PSCB agreed that Mr. Magruder would bring the grant proposal to the City Manager for approval and after three years a decision will be made to either 1) have the County/City share maintenance cost; 2) out-laying counties pay for the maintenance costs; 3) return the equipment to the state.

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Public Safety Communications Board Meeting
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8. Next meeting date:

Date: January 16, 2009

Time: 11:00 A.M.

Location: 2nd Floor Community Room, Renaissance Building

9. Possible agenda topics for the next meeting:

- i. 800 MHz Status Report
- ii. Update on New Radio Communications Project
- iii. Status of the Program Manager Contract

MEMORANDUM

DATE: April 20, 2009

TO: Public Safety Communications Board

FROM: Don DeLoach, Chief Information Systems Officer

CC: Raoul Lavin, Director of Management and Administration

SUBJECT: Ron Wostel 800Mhz System Manager

On December 31, 2008, 800MHz System Manager Leven Magruder retired from the City of Tallahassee. We advertised the position, formed a hiring team made up of members from each of your staffs, and made a selection for the new 800Mhz System Manager. It is my pleasure to announce that Ron Wostel was chosen for the job. Ron has eleven years experience in the radio shop, a Masters degree in Public Administration, and is a Certified Public Manager. I have attached Ron's bio to this memo and would be glad to answer any questions you might have. I know that Ron will do an outstanding job.

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Ron Wostel Biography

In 1976 Ron entered the United States Air Force in the secure communications field.

Ron taught, installed, managed, and engineered cryptographic electronics projects throughout the United States and Pacific Theater.

In 1981, he married his wife of 27 years and has since been blessed with three wonderful daughters.

He retired from the military in 1997 and went to work for the Florida Fish and Wildlife Conservation Commission as a communications consultant working on the Statewide Public Safety 800 MHz Radio System.

During the transition from Governor Lawton Chiles to Governor Jeb Bush, the writing was on the wall for the discontinuation of the Motorola Statewide System and Ron sought a career with the City of Tallahassee as a Radio Communications Specialist.

During his 9 years of employment with the City, Ron has worked as a team member on the Public Safety Systems Integration Project, been an active member of the North Florida Domestic Security Task Force, accomplished Radio Installation & Construction Projects, became a Certified Public Manager, and obtained his Masters Degree in Public Administration.

MEMORANDUM

DATE: April 20, 2009
TO: Public Safety Communications Board
FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee
SUBJECT: Status Report for the 800 MHz System October 08, 2008 – April 20, 2009

System:

The system continues to perform satisfactorily for Public Safety and local Government personnel:

1. Continued our monthly Maintenance & Support meeting with First Communications, Motorola Service, RCD, and Public Safety representatives.
2. Leven Magruder has retired and last day of work was 31 December 2008. Ron Wostel was hired as the new project manager, on March 14, 2009.

Infrastructure:

1. Continue system Site maintenance and refurbishment activities.
2. Alarms set up for TPD Radio room air conditioning and connected to MOSCAD system.
3. Semi-annual tower ground checks completed
4. Fixed battery charger at Panther Creek tower site
5. VHF antenna removed from Prime Site Tower, wasn't being used.
6. Ordered new paging systems for all Fire Stations. Approximately 50% have already been installed.
7. Renewed annual generator maintenance agreement, with Ring Power Corp.
8. Lightening damage repairs to generators at Prime site and Myers Park completed.
9. Basement of TPD houses all batteries for TPD Dispatch consoles and Prime site Central Electronics Bank (CEB). Building air conditioner has been modified and is no longer adequate. Installing a split system air conditioner to cool both sets of batteries in this room. Work is ongoing.
10. RFP released and answered for new contract for tower sites landscaping contract, currently reviewing vendors.
11. Provided tour of Radio Tower Sites to TPD Staff, would also provide for any user agency or management entity.
12. Inspected antenna and transmission line at Crooked Road, (due to lightening damage) and found bad connector, repaired and also replaced antenna.

Voice:

1. Conducted Bi-Directional Amplifier inspections at Tallahassee Hospitals and Schools.
2. Bi-Directional Amplifier re-located at TMH.
3. Conducted system coverage tests in the Woodville area for County Animal Control management. Voice communications were intelligible with some degradation in some south areas at the Leon county boundary.
4. Replace radio control station at TFD # 8.
5. Started Bi Directional Amplifier installations at Tallahassee Air Port.

Data:

N/A

Installation/ Removal:

1. Radio installations completed for Air Port, solid waste, City Public Works, TPD, TFD, and City Electric.

Monthly Status Report for the 800 MHz System

April 20, 2009

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Sites:

1. Continue site maintenance and support.
2. Beacon light at Myers Park site replaced. Prime site tower top beacon lights replaced. Fixed tower light beacon at Panther Creek. Fixed tower light beacon at Panther Creek. Side beacon bulb replaced at Crooked Road. Blocker tower top beacon replaced. TPD side red beacon light and lens replaced.
3. National Weather Service (NOAA) is being taken off the old Myers Park Tower and being installed at Panther Creek Tower Site. See Action Item 1
4. City Water SCADA being removed from old Myers Park Tower and being installed on new Myers Park Tower. See Action Item 2
5. Panther Creek telephone repaired.
6. Graded road at the Blocker site and compacted with mill chips.
7. Microwave repaired between Crooked Road Tower Site and Hopkins Tower Sites.
8. Fixed A/C Unit #1 at Crooked Road. Panther Creek A/C Unit #2 fan replaced. Rebuilt A/C radiator core at Hopkins Power Plant Tower Site.
9. Enhanced grounding system at Sprayfield tower anchor points.
10. New membrane roofs installed for 4 of the old tower site shelters (Crooked Road, Blocker, Sprayfield, and Panther Creek)

Security:

N/A

800 MHz Replacement RFP No 0091-07-KR-RC: Digital P 25 Project

1. Conducted bi-weekly Progress reports with Motorola and City/County Implementation team concerning system installation schedule.
2. Strengthening of Blocker and Prime Site Towers completed, needed for additional equipment used by P25 Digital Upgrade Project.
3. New Microwave installs completed at all tower sites.
4. Easterwood Tower Site Completed and all permitting signed off.
5. Myers Park Tower Completed and new antenna's installed.
6. Fiber Optic installation completed at Easterwood site, to be used for future expansion and connectivity to Joint-dispatch center.

Rebanding Project:

1. Numerous Frequency Reuse Agreement (FRA) meetings held with Sprint/Nextel, Transition Administrator Mediator, City Consultant, Legal Consulting, City Legal, and Motorola concerning the 800 MHz Rebanding project.
2. FRA Agreement reached in early March, with finalization of paperwork underway. Currently in Sprint/Nextel's court for review of our comments. Because this FRA is required prior to Sprint/Nextel releasing the new frequencies to the City of Tallahassee/Leon County, the Digital Upgrade Project is impacted at this point, because they cannot put the new frequencies on-the-air. Once the FRA is agreed to and signed, Sprint/Nextel has 60 days to release the frequencies, this will delay the Digital Upgrade Project significantly unless Sprint/Nextel chooses to release the frequencies sooner than 60 days, which we have already asked them to do.
3. Sprint/Nextel is hurrying (at our request) to issue us the new 800 MHz frequencies (pending signed FRA), so we can use them on the P25 Digital Upgrade Project by May 1st. This is the merging point for the P25 Digital Upgrade Project and the 800 MHz Rebanding Project.

Procurement:

1. Obtaining quotes for turn-in of old 800 MHz infrastructure and subscriber units in order to realize value beyond what would normally be obtained by City Surplus.
2. Radio shop will be upgrading antennas and lines for Crooked Road, Panther Creek, Sprayfield, Blocker, and Prime Sites over the next 5 years (1 per year x 5 years) to ensure signal integrity is maintained. As the Digital Upgrade project sweeps our current lines and antennas, some are found to be defective and are being replaced during the project implementation, at our cost. New antennas have already been ordered for the Panther Creek Site.

Funding:

1. Meeting held with FSU PD to iron out second term user agreement to original 800 MHz user agreement. Request from FSU to break up the one time 5 year contract payment into five separate payments equaling the same amount. Amended contract reviewed by City Legal and currently being reviewed by FSU Legal. See Action Item 3
2. Working with TCC on subsequent terms agreement for use on the 800 MHz Radio System. See Action Item 4
3. Meeting held with City Legal and City Land Use Planning concerning revenue generation VIA cellular vendors and new tower sites. Goal of RCD is to start populating Crooked Road, Myers Park, Easterwood, and Sprayfield, with new cellular vendors, provide PSCB approves.
4. Leon County Schools, Department of Safety and Security has requested use of the 800 MHz Public Safety Radio System. See Action Item 5.

Regional Domestic Security Task Force:

1. Emergency Deployable Interoperable Communications System participated in FDLE exercise at the Civic Center on March 24th.
2. Met with FDLE, DMS, LCSO, numerous State Agencies concerning moving ahead with Public Safety Interoperability Grant.
3. North Florida Domestic Security Task Force Regional Members (Region 2) were solicited concerning Public Safety Interoperability Grant (PSIC) program participation. County administration contacted indicated interest, but not for the intended purpose of the grant, but rather to use the funds for building a new radio system for their areas. Other members contacted just could not afford the continuing maintenance costs. Region 2 staff has decided to order the two originally specified interoperable 800 MHz deployable trailers and extra radio gear (to be used throughout Region 2) (\$2 mil) and to allow some of the PSIC funds (\$1.85 mil) to be used for upgrades to the State of Florida 800 MHz Statewide System, benefiting Region 2 members in those respective areas.

Red Cross:

N/A

Options:

1. Approve the October 2008 Status Report for the 800 MHz System.
2. Do not approve the October 2008 Status Report for the 800 MHz System.
3. Board Direction.

Recommendation:

1. Option #1

MEMORANDUM

DATE: April 20, 2009
TO: Public Safety Communications Board
FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee
SUBJECT: TCC New Term Agreement

Statement of Issue:

TCC's contract with the City, to use the 800 MHz System, expired in 2003. The Radio Shop would like to re-establish the contract to bring it up to date. TCC pays for the number of subscriber radios on a monthly basis and this has not stopped since the original contract was agreed to in 2000. They have been paying \$700.00 month to month. All the primary users pay \$25.00 per radio per month. We should continue to charge this amount to TCC. The new agreement is currently being reviewed by TCC Legal.

Impact:

This will establish a current 800 MHz users agreement.

Fiscal Impact:

None

Options:

1. Board approval for TCC to continue on the 800 MHz system at the current rates.
2. Request TCC or City to propose different payment rates and/or contract terms.

Recommendation:

Option #1

MEMORANDUM

DATE: April 20, 2009

TO: Public Safety Communications Board

FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee

SUBJECT: Transferring the City Water Department (SCADA) from Old Myers Park Tower to the New Myers Park Tower

Statement of Issue:

The City Water Department has an alarm monitoring system (SCADA) that currently resides on the old Myers Park Tower Site. We will be dismantling the tower this year, due to an engineering analysis conducted 6 October 2006, by Pate Engineering. One of Pate's statements concluded that the interior of the tower legs were highly corroded and no additional equipment should be put on the tower.

The Radio Communications Division (RCD) recommends allowing the City Water Dept. SCADA System to occupy tower space on the new Myers Park Tower at an elevation above ground level of 320 feet. City Water Dept. personnel have visited the new site, (March 18, 2008) and believe it is suitable. City Water personnel have agreed to install a new antenna and line for the SCADA Alarm System.

Impact:

City Water Dept. personnel expect the coverage of their SCADA System to remain the same or have a negligible difference. There will minimal (if any) interruption to SCADA system, due to spare radio transmitter, at new site being put on-line prior to primary transmitter, at old site, being turned off.

Fiscal Impact:

None

Options:

1. Approve the relocation of City Water SCADA System to new Myers Park Tower Site.
2. Do not allow City Water Dept. to reside on the new Myers Park Tower, but remove them from the Myers Park Tower Site.

Recommendation:

Option #1

MEMORANDUM

DATE: April 20, 2009
TO: Public Safety Communications Board
FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee
SUBJECT: National Weather Service Relocation

Statement of Issue:

The National Weather Service (NOAA) has radio equipment currently installed on the Myers Park Tower. We will be dismantling the tower this year, due to an engineering analysis conducted 6 October 2006, by Pate Engineering. One of Pate's statements concluded that the interior of the tower legs were highly corroded and no additional equipment should be put on the tower. NOAA currently resides on the tower and needs to be relocated.

The Radio Communications Division (RCD) recommends allowing NOAA to occupy tower space on the existing Panther Creek Tower Site. NOAA personnel have viewed the site, (March 16, 2008) and believe it is suitable. RCD recommends that Pate Engineering analyze the tower for suitability, at NOAA's expense, before continuing with the move. NOAA has agreed to install all necessary utilities, emergency power & propane tanks, fencing, buildings, pads, etc. NOAA will pay the City of Tallahassee an amount of money (to be determined by the antenna placement height on the tower) for tower leasing.

Impact:

Before moving forward with this project we need an engineering analysis (Pate Engineering) stating the tower can handle this additional loading. This will not cause 800 MHz System degradation. Site security will be maintained because NOAA will have a separate entrance to their facilities, without going through the Panther Creek Site. NOAA needs to relocate before the Myers Park Tower is taken down.

Fiscal Impact:

Currently NOAA resides on the Myers Park Tower, without a fee for tower use. NOAA understands that a fee will be paid for the Panther Creek Tower Site. Other NOAA locations, pay on average \$6,000.00 per year.

Options:

1. Approve the relocation of NOAA to the Panther Creek Tower Site.
2. Do not allow NOAA to reside on Panther Creek Tower, but remove them from the Myers Park Tower Site.

Recommendation:

Option #1

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MEMORANDUM

DATE: April 20, 2009

TO: Public Safety Communications Board

FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee

SUBJECT: Leon County Schools Safety & Security Requests Use

Statement of Issue:

Leon County Schools, Department of Safety and Security, requests use of the 800MHz Public Safety Radio system, as a secondary user. LCS is completing a District Monitoring Center project, which will move into 24-hour operation and will significantly improve communications with first responders and the community as it relates to schools. The LCS Department of Safety and Security is a law enforcement agency with four sworn personnel. Regular radio communications within the District are primarily UHF, however, with recent purchases of new equipment, the monitoring center will be able to have 800MHz capability for communications under emergency circumstances and for information sharing among key stakeholders.

This District Monitoring Center will be utilized as a secondary EOC for Leon County Emergency Management. It will be equipped with two UHF mobiles and two 800 MHz mobiles, with all radios being configured as base stations. Additionally, they will have approximately fifteen 800 MHz handheld portables. These portables will primarily be used for communication with the Leon County Sheriff's Office, Tallahassee Police Department, and the Tallahassee Fire Department. Being a division of Leon County the Leon County Schools and the Division of Safety and Security should be considered an 800MHz public safety communication system owner.

Impact:

Radio identification numbers will come from Leon County Sheriff's Office.

Fiscal Impact:

None

Options:

1. Board approval for designation as Secondary User status for Leon County Schools, Department of Safety and Security.
2. Not allow Leon County Schools, Department of Safety and Security use of 800 MHz Public Safety Radio System.

Recommendation:

Option #1

MEMORANDUM

DATE: April 20, 2009
TO: Public Safety Communications Board
FROM: Ron Wostel, 800 MHz Project Manager, City of Tallahassee
SUBJECT: FSU Requests Change to User Payment Schedule

Statement of Issue:

FSU's second contract term (1st term was for 10 years, this 2nd term is for 5 years) for use as a primary user on the 800 MHz Radio System needs to have payment terms changed at the request of Chief Perry.

Payment terms were originally for a one time payment of \$66,838. The Chief requests that the fee be paid over the next five years at the rate of \$13,367 per year, for five years, the same amount as the one time fee of \$66,838. This is the "Capacity Fee" and is separate from the monthly fee for subscriber costs (\$25 per radio/month), which FSU continues to pay from month to month. City attorney has made the necessary changes to the contract and the contract has been reviewed by City Legal and FSU Legal and signed by FSU, Board of Trustees.

Impact:

Aside from a small amount of administrative work during the five year period, impact should be negligible.

Fiscal Impact:

This item has no fiscal impact; FSU will continue to pay \$66,838. However, instead of a one time payment, FSU will now pay \$13,367 over a period of five years.

Options:

1. Board approval for the new payment terms.
2. Request FSU or City to propose different payment terms
3. Request FSU adhere to original contract payment terms

Recommendation:

1. Option #1

MEMORANDUM

DATE: April 20, 2009
TO: Public Safety Communications Board
FROM: Jim Redington, Project Manager, Motorola
SUBJECT: P25 – 800 MHz Radio System Implementation Status

Time Line

- With Change Order #3 approved, project is on schedule for final acceptance - October 9, 2009.
 - Schedule delays have been due to the Meyers Park Site. Latest delay was due to a high density of Indian artifacts found at the Myers Park site causing State Historical Preservation Officer (SHPO) to require additional investigation. This has been completed and site has been constructed.

Risks to Schedule:

- Sprint Nextel Re-banding contract execution. Key to continue system implementation.
- Frequencies released by Sprint Nextel. 18 of the 22 channels currently licensed by the city are being replaced by new channels from Sprint Nextel. Sprint Nextel has 60 days to clear the channels once the City gives notice.
- FCC Licensing process.

Next Major Milestones:

- Dispatch center equipment installation.
- System optimization (May), acceptance test plan execution (June/July).
- Installation of mobile radios, which has started
- User training scheduled June/July.
- System cutover date - targeting 7/30/09

Opportunities to Improve Schedule

- Mobile radio installs and frequency release by Sprint Nextel are key items to maintain schedule.

Major Accomplishments

- Site equipment installed at all but Meyers Park and that is in process.
- Meyers Park site construction is completed awaiting final inspection.
- System upgrades completed.
- Tower upgrades completed to hold microwave antennas.
- Portable and mobile radio equipment in process of shipping.

Cutover

- Targeted for July 30, 2009.

MEMORANDUM

DATE: April 20, 2009

TO: Public Safety Communications Board

FROM: Architectural and Engineering Services Selection Committee

SUBJECT: Approval of the Recommendation for Architectural and Engineering Services of the Public Safety Complex

Background:

The Board of County Commissioners and the Tallahassee City Commission approved the issuance of a Request for Proposals (RFP) for Architectural Engineering Design Services for the Public Safety Complex in January 2009.

The RFP was issued on January 19, 2009. The responses to the RFP were submitted on February 17, 2009. A total of 12 proposals were submitted in response to the RFP.

Analysis:

The Architectural and Engineering Services Selection Committee (Selection Committee) process proceeded as follows:

March 3, 2009: The Selection Committee held their first meeting regarding the RFP. The committee consists of the following members:

- Major Scott Bakotic, Leon County Sheriff's Office
- John Lich, City of Tallahassee Public Works
- Gabe Menendez, City of Tallahassee Public Works
- Alan Rosenzweig, Leon County Administration
- Tom Brantley, Leon County Facilities Management
- Carl Morgan, Leon County Facilities Management
- Raoul Lavin, City of Tallahassee Administration

A total of 12 proposals were responsive to the RFP. It was determined that the committee members would separately review the proposals and meet again with preliminary scores for the proposals.

March 18, 2009: The Selection Committee reconvened to discuss the evaluation of the proposals. The vendors were preliminary ranked and discussed. The Selection Committee decided to interview five vendors: Johnson Peterson Architects, JAH Architects, EMO/Public Safety, CRA/Morris Allen, and Dod Stone Group Architects.

April 8, 2009: The Selection Committee met again to conduct the interviews of the five vendors. Upon the conclusion of the interviews the Selection Committee discussed the presentations and ranked the firms accordingly. The firm with the most points upon the conclusion of the evaluation process was CRA/Morris Allen (attachment #1).

Clemons Rutherford & Associates (CRA) has formed a joint venture with Morris Allen & Associates and together will work with Spillis Candela DMJM to design and plan the Public Safety Complex. CRA has more than 48 years of experience in facility assessments, site planning, and architectural design for governmental facilities. Spillis Candela also has extensive experience

regarding the design of public safety centers, specifically in Washington DC, Los Angeles, Chicago, and Austin. CRA has a local presence in Tallahassee and has partnered with several local and MWBE firms including, Morris Allen, H2 Engineering, and Moore Bass.

The CRA/Morris Allen Team demonstrated profound knowledge of the scope of this project and recognized the number of stakeholders involved. It is the recommendation of the Selection Committee that the PSCB recommend to Leon County and the City of Tallahassee to proceed with entering in a contract for Architectural Engineering Design Services with CRA/Morris Allen Team.

Options:

1. Recommend to Leon County and the City of Tallahassee to proceed with entering in a contract for Architectural Engineering Design Services with CRA/Morris Allen.
2. Do not recommend to Leon County and the City of Tallahassee to proceed with entering in a contract for Architectural Engineering Design Services with CRA/Morris Allen.
3. Board Direction.

Recommendations:

Options #1

Attachments:

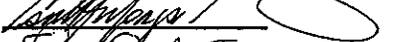
1. Architectural Engineering Design Services Rankings

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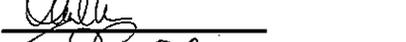
Selection Criteria	POINTS	CRA/Morris Allen Joint Venture	Dod Stone Joint Venture	EMO/Public Safety Joint Venture	JAH Architects Joint Venture	Johnson Peterson Architects
Experience	30	27.14	23.43	21.00	18.71	21.86
Approach	30	26.29	24.57	23.00	21.43	21.43
Qualifications	20	18.14	17.00	16.00	13.71	14.57
References	5	5.00	5.00	5.00	3.00	5.00
Minority Business	10	10	8	10	10	8
Local Preference	5	2.5	5	5	0	5
Total Points:	100	89.07	83.00	80.00	66.85	75.86
Ranking						

Selection Committee Signatures:

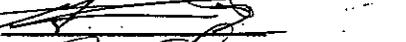
Alan Rosenzweig 

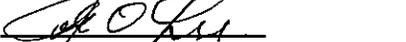
Carl Morgan 

Scott Bakotic 

Raoul Lavin 

Tom Brantley 

Gabe Menendez 

Jon Lich 

4/8/09 4:20

Connect-[®]

The Power to Communicate When You Need it Most



Cell Phone



Text / SMS



Work Phone



Home Phone



E-Mail



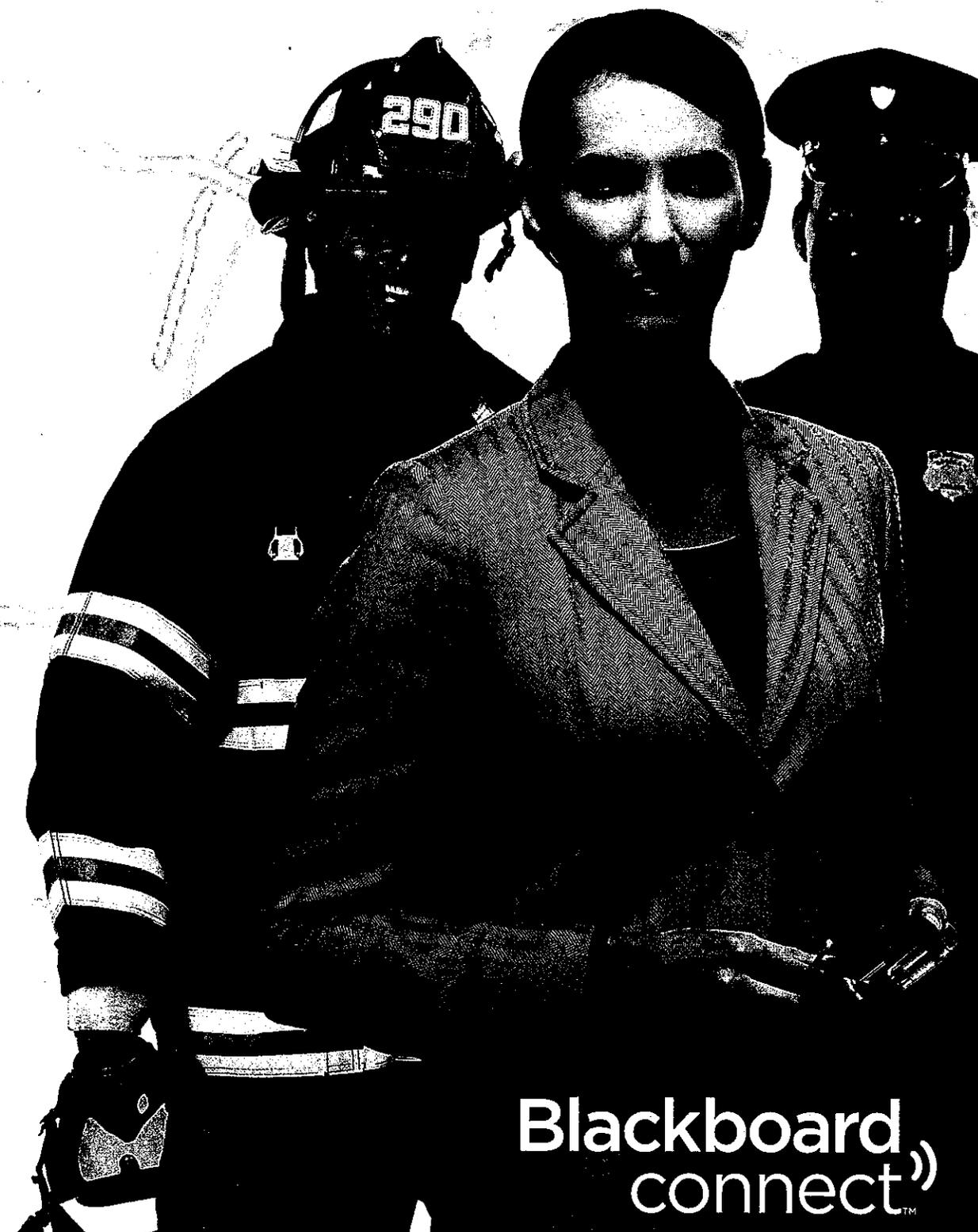
TTY/TDD



Networked
Digital Signage



Common Alerting
Protocol (CAP)



Blackboard,
connect[™]

Reach Tens of Thousands in Minutes in Your Own Voice.

As the trusted notification partner for local government agencies nationwide, the **Connect-CTY**® service offers unlimited uses—from augmenting emergency communications to keeping citizenry informed, involved and connected.

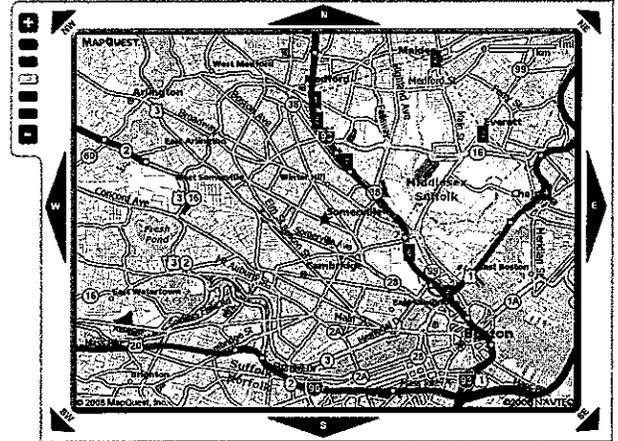
Now, more than ever, you need the power to reach your staff, emergency teams, and community quickly and efficiently. The Connect-CTY service is the best way to provide leadership through reliable, timely information in your own voice.

Whether you need to alert your community to unexpected events, or simply inform them about day-to-day occurrences such as planned power outages or overdue payment notices, the Connect-CTY service puts the power to send time-sensitive notifications to stakeholders and staff members at your fingertips.

Unlimited Use Means Unlimited Uses for Constituency Care

- ▶ *Missing/Found Child or Senior*
- ▶ *Flood Alerts*
- ▶ *Snow Emergencies*
- ▶ *Hazardous Material Spills*
- ▶ *Suspect in Area Warnings*
- ▶ *Water Outage, Boiling, & Flushing Alerts*
- ▶ *Street Closures (Traffic Accidents, Tree Trimming, Re-paving)*
- ▶ *Senior Wellness Checks*
- ▶ *Staff Announcements (Training & Meeting Reminders, Staff Recall, Emergency Drills, Shift Availability, Mutual Aid Calls, Overtime Requests, CERT Coordination, etc.)*
- ▶ *Permit & License Renewal Reminders*
- ▶ *Utility Bill Payment Reminders*

A. Define Map Center	B. Set Area	C. Select Recipients
Address/Intersection <input type="text"/>	Select By: <input type="radio"/> Radius (mi) <input type="radio"/> Polygon <input type="radio"/> Undo Last Point	<input type="checkbox"/> Residents 9,952 <input type="checkbox"/> Businesses 1,648 <input type="checkbox"/> Employees 81 <input type="checkbox"/> Others 4 <input type="checkbox"/> Select Group <input type="checkbox"/> 0
City, State, Or Zip Somerville, ma <input type="button" value="Go"/>	<input type="radio"/> Domes (mi) Inner: <input type="text"/> Outer: <input type="text"/>	<input type="button" value="Save Selections"/>
Map selection has not been saved		



Geo-Calling gives you the ability to target call recipients using a map.

"Somerville is a regional leader in using cost-effective technology to improve communication between local government and the people we serve. This is the logical next step... A year ago, almost nobody in Somerville had even heard of 311 or Connect-CTY. Now, thousands of residents depend on them to communicate with the city on a regular basis. Our goal in the coming year is to expand public awareness and use of these technologies even further."

**—Mayor Joe Curtatone,
Somerville, MA**

NO hardware. NO Software. NO additional phone lines.®



With our award winning, fully managed, fully hosted Software as a Service (SaaS), you can quickly and easily call everyone in your own voice without investing in or maintaining hardware, software, or additional phone lines.

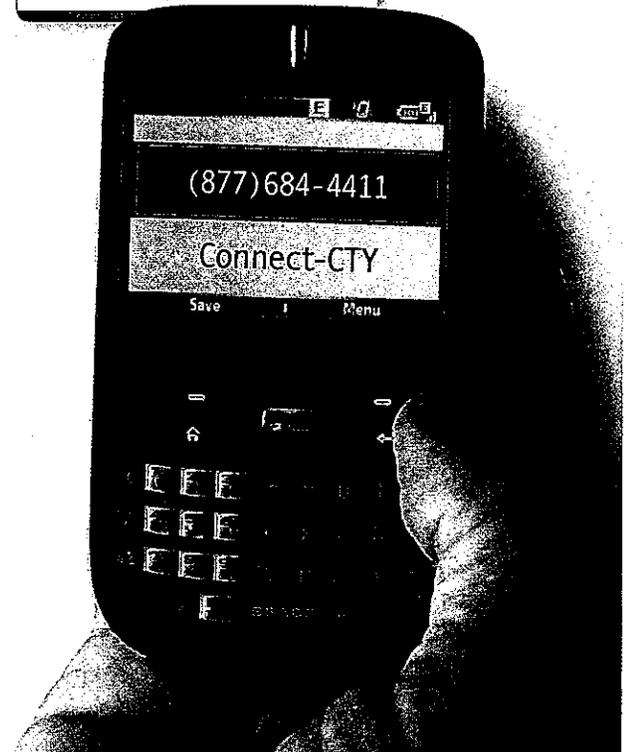
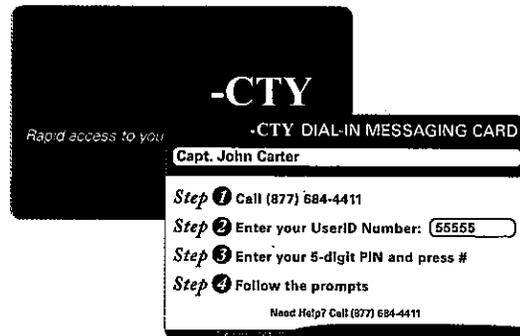
The Connect-CTY service can easily be shared and implemented by multiple departments at no extra cost. Designated users can send an unlimited number of calls to residents, businesses, staff, or any combination of these groups by using a telephone and a computer connected to the Internet, or by using just a telephone when urgent situations demand fast action.

*"After carefully evaluating many notification options, our County decided to go with Connect-CTY due to its experience in sending time-sensitive messages, speed of delivery, ease of use and calling capacity. Just recently, **we used Connect-CTY to alert thousands of people in minutes** about both a tornado warning and a missing person."*

**—David Martin, Emergency Management Director
Iredell County, NC**

Built Exclusively for Local Government

- ▶ *Unlimited use by all departments*
- ▶ *Fully hosted, fully managed Software as a Service (SaaS)*
- ▶ *Phone numbers included and updated monthly*
- ▶ *One annual fee minimizes total cost of ownership*
- ▶ *Proven, cost-effective, easy-to-use technology*
- ▶ *Over 27 million time-sensitive notifications delivered monthly*
- ▶ *Call routing, throttling, and load balancing expertise*
- ▶ *Geographically dispersed data centers and redundant Telco providers and delivery mechanisms*
- ▶ *Secure access from any location, anytime you need it*
- ▶ *24/7 dedicated Client Care support for all users*
- ▶ *Message delivery tracking with comprehensive reporting*
- ▶ *Patent-pending technology*



Get the power of the **Connect-CTY**[®] service working for your community.



Cell Phone



Text/SMS



Work Phone



E-Mail



Home Phone



TTY/TDD



Networked
Digital Signage



Common Alerting
Protocol (CAP)

"During the eight-day period around Hurricane Ike, we made over 200,000 calls to the 23,000 homes and businesses in Sugar Land. Messages before the storm warned our stakeholders to potential damage of Hurricane Ike. After the hurricane had passed, our messages to the public focused on curfews, debris pickup and updating employees on when the City was returning to a normal business routine. Thanks to the unlimited-use model of the Connect-CTY service, the City only had to worry about taking care of its citizens and not about any budgetary impacts caused by sending all of these time-sensitive notifications."

—Mike Lund, Police Captain, Sugar Land, TX

Blackboard
connect[™]

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