

**Minutes for the March 8, 2007
Public Safety Communications Board Meeting
11:48A.M.**

Note: One member of the PSCB was absent: City Manger, Anita Favors Thompson. The City Manager was represented by her alternate: Assistant City Manager, Rick Fernandez.

1. Approval of the February 8, 2007 minutes:
Chief Quillin moved, seconded by the Sheriff, to approve the February 8, 2007 minutes. The motion passed unanimously.
2. Acceptance of the Status Report regarding the current 800Mhz System Operational Issues:
The Assistant City Manger moved, seconded by the Sheriff, to approve the March 2007 status report for the 800 MHz system. The motion passed unanimously.

3. Status Report on the Radio Communications Request for Proposal:
Don DeLoach, Chief Information Systems Officer, updated the PSCB on the current status of the radio communications request for proposal (RFP). Mr. DeLoach stated two vendors have responded to the RFP, Motorola and M/A Com and that City Purchasing is issuing addendum one to the RFP today. The proposals are due on June 12, 2007.

The County Administrator inquired about the advertisement of the RFP. Mr. DeLoach stated that three vendors were directly notified of the release of the RFP and it was published on DemandStar.

Interim Chief Proctor questioned Mr. DeLoach on the methodology of the ranking system for the RFP. Mr. DeLoach explained that the Technical Subcommittee was in agreement of the ranking system.

The PSCB accepted Mr. DeLoach's status report on the radio communications request for proposal.

4. Site Selection Committee Report: Site Evaluation Process and Construction Project Delivery Methods:
The County Administrator stated that there were three issues for the PSCB to consider
 - i. Re-affirm that both the Easterwood and Welanee sites will be evaluated for location of the Public Safety Communications Center
 - ii. Retain Johnson Peterson for the site evaluations of Easterwood and Welanee
 - iii. Approve a construction delivery method approach for the design and construction of the Public Safety Communications Center

The PSCB then proceeded to address each issue separately.

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4. Continued: Site Selection Committee Report: Site Evaluation Process and Construction Project Delivery Methods:

- i. Re-affirm that both the Easterwood and Welanee sites will be evaluated for the location of the Public Safety Communications Center:

The County Administrator asked if the PSCB had any concerns with proceeding with the previous direction of the PSCB. The County Administrator discussed the possibility of locating the Public Safety Communications Building in a pre-existing building. The County Administrator stated that pre-existing buildings would have to be hardened, unless the building is already hardened, and retro-fitted to fit the needs of the Public Safety Communications Center. The County Administrator used the Albertson's on Apalachee Parkway as an example. The Albertson's is currently under contract.

Chief Quillin expressed concern with the fact that an existing building will be expensive to retro-fit. The County Administrator agreed that retro-fitting a building is an expensive process.

The Sheriff indicated the State has grown out of the State Emergency Operations Center, a building which is already hardened. However, the State is not currently interested in selling the building.

Chief Dick mentioned that pre-existing building might not be ideal for the co-location of the American Red Cross.

The PSCB agreed to continue with the evaluation of Easterwood and Welanee sites for the location of the Public Safety Communications Center.

- ii. Retain Johnson Peterson for the site evaluations of Easterwood and Welanee:

The County Administrator stated that the Site Selection Subcommittee had selection Johnson Peterson, who is a continuing supply architect with the County and currently performing other work for the City, to conduct the site evaluations of the Easterwood and Welanee sites, in conjunction with City and County staff. Johnson Peterson Architects will develop a site evaluation matrix, reflecting the site data as weighted and ranked. Johnson Peterson Architects will provide a written report of the evaluation recommending a final site. The report will include conceptual design and estimate of site development costs. The cost of the project is estimated to be around \$48,000 for the evaluation of both sites.

Ivan Johnson, Senior Architect and Principal with Johnson Peterson, indicated that the evaluation of both Easterwood and Welanee will take approximately 60 days. The cost of evaluating one site would be approximately half of the \$48,000.

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4. Continued: Site Selection Committee Report: Site Evaluation Process and Construction Project Delivery Methods:

The County Administrator asked if the PSCB wished to proceed with the evaluation of both Easterwood and Welanuee, given the concerns regarding access and location of the Welanuee site. The Sheriff recommended evaluating only the Easterwood site.

Chief Quillin restated his desire to see both sites evaluated, in the event that the Easterwood site is not viable there is no time loss due to the fact that the Welaunee site was already evaluated. Interim Chief Proctor agreed. The Sheriff withdrew his recommendation.

The PSCB agreed to proceed with Johnson Peterson evaluating both the Easterwood and Welanee sites for the location of the Public Safety Communications Center.

iii. Approve a construction delivery method approach for the design and construction of the Public Safety Communications Center:

Chief Quillin moved, seconded by the Sheriff, to direct staff to proceed with issuing a Request for Proposal (RFP) for the Program Management approach, with a Construction Manager At-Risk beneath the Program Manager for the construction of the Joint Dispatch Center. The motion passed unanimously.

The County Administrator stated that a draft RFP for the Program Management approach, with a Construction Manager At-Risk beneath the Program Manager for the construction of the Joint Dispatch Center would not have to go before the PSCB for review. However, the PSCB will evaluate the completed proposals.

5. Discussion regarding recommending a funding source for Joint Dispatch Operation to the County and City Commissions:

The County Administrator stated that he spoke with the City Manager in regards to the creation of a Municipal Services Taxing Unit (MSTU) for Joint Dispatch. The MSTU will provide on-going and consistent revenue stream for this critical operation. The MSTU will have a maximum millage rate of 1.0 mills. Based on the current taxable value, this would generate \$14.7 million annually. Funds collected would be segregated from any other County revenues through the establishment of a special revenue fund. The MSTU would also resolve any issues with dual taxation that might occur. The County and City Commission would have to approve the MSTU.

The Sheriff voiced his concern over current legislation which will affect the revenue that is generated through property taxes. The Sheriff stated that one of the current proposals by the Legislature could reduce the County's budget by 20% to 30%.

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5. Continued: Discussion regarding recommending a funding source for the Joint Dispatch Operation to the County and City Commissions.

The County Administrator agreed and stated that the value of a mill will decline with the legislation that is currently being considered. The Sheriff stated that the legislation could potentially reduce his budget by \$9.5 million dollars. The County Administrator stated that funds collected from an MSTU would be segregated from any other County revenues and used for the capital and operating budget for Joint Dispatch. Chief Dick agreed that an MSTU would be an appropriate.

Chief Quillin moved, seconded by Interim Chief Proctor, to recommend that the City and County create an MSTU, with a maximum millage rate of 1.0 mills, in order to fund the capital projects and operational needs of the joint dispatch operation. The motion passed unanimously.

6. New Business:

Chief Dick asked about the current status of the Director of Public Safety. Mr. DeLoach stated that City Human Resources Department will have the job description posted by the March 19, 2007. Mr. DeLoach indicated that the description will also be posted on Public Safety websites.

7. Next meeting date:

Date: April 12, 2007

Time: 11:30am to 1:30pm

Location: 2nd Floor Community Room

Renaissance Center

435 North Macomb Street

4. Possible Agenda Topics for the Next Meeting:

- i. Acceptance of the Status Report regarding the current 800 MHz System operational issues
- ii. Final Report from Winbourne and Costas
- iii. Status Report on the Radio Communications Request For Proposal
- iv. Status Report on the Site Selection Evaluation for the Location of the Public Safety Communications Center and on the Request for Proposal for the Program Management approach, with a Construction Manager At-Risk beneath the Program Manager for the construction of the Public Safety Communications Center.

Meeting adjourned at 12:14 p.m.