

Kent County Dispatch Authority Administrative Policy Board

Meeting Notes

December 21, 2009 – 8AM

Meeting Location: City of Wyoming, City Hall

Members Present:

Curtis Holt	City of Wyoming;
Kevin Belk	City of Grand Rapids
Larry Stelma	Kent County Sheriff's Department
Senez Rodriguez	KCEMS
Art Tanis	Kent County Board of Commissioners
Chris McIntire	Michigan State Police #61
Greg Sundstrom	City of Grand Rapids
Michael Young	City of Rockford
James Hinton	City of Lowell

Members Absent/Excused:

Peter MacGregor	Cannon Township
Dave Peterson	Plainfield Township

Members Absent

Randy Gelderloos	City of Grandville
Chuck Deschaine	City of Walker

Guests:

Michelle Young, KCSD; Matt Groesser, KCSD; Eric Hutchinson, KCSD; Karen Chadwick, GRPD; Kevin Walk, LIFE EMS; Brad Schutter, Wyoming PD; Greg Grier, Motorola; Rick Uslan, Motorola; Catherine Garcia-Lindstrom, Walker PD.

Consultant:

Tom Lockhart, Varnum, Riddering, Schmidt, and Howlett
Ralph H. Gould, Interim – Executive Director

Staff Present:

Jennifer DeHaan, Kent County Administrator's Office

Media:

None

Call to Order :

8:02AM

Action Items:

12-21-09-01

Approval of the Agenda

To approve the December 21, 2009 meeting agenda

Motion by: Tanis

Support by: Stelma

Unanimous

12-21-09-02

Approval of the Minutes

To approve the minutes of December 14, 2009

Motion by: Sundstrom

Support by: Young

Unanimous

12-21-09-03 Members Excused: McGregor & Peterson
Motion by: Tanis
Support by: Hinton
Unanimous

12-21-09-04 Motion to approve an Agreement with Motorola for purchase of a Computer Aided Dispatch System for a not-to-exceed cost of \$2,658,356 and to authorize the Board Chair to sign the Agreement.
Moved by: Sundstrom
Support by: Stelma
Unanimous

12-21-09-05 Meeting Adjournment
To adjourn the meeting of Administrative Policy Board.
Moved by: Belk
Support by: Hinton
Unanimous

Public Comment: None.

Summary of Discussion Items

1. CAD Contract: Ralph Gould stated that as of Friday all outstanding issues related to the contract for a Computer Aided Dispatch system had been resolved. Gould stated that he along with the Technical Advisory Committee Co-chair Cpt. Michelle Young of the Kent County Sheriff's PSAP, Technical Advisory Committee Co-chair Communications Manager Karen Chadwick of the Grand Rapids Police and Fire PSAP is recommending that the Authority approve the Agreement with Motorola for the CAD system. Gould noted that the current Agreement included the following:

- Renegotiated and tentative acceptance of Functional Acceptance Testing (FAT), System Acceptance Testing (SAT), and reliability period testing provisions ("System Level Test");
- Provisions for restart of each of the above (if necessary) due to detected system flaws;
- Payment schedule that includes the final payment of 20% (over \$500,000) as requested at the last KCDA Board meeting;
- Final payment that is dependant on both: 1) successful System Acceptance Testing, AND, 2) 30 day reliability period testing ("System Level Test").
- Training provisions better tailored to KCDA;
- Agreeable provisions for escrowing and release of the important "source code" of the CAD software;
- Increased copyright infringement protection to KCDA;
- Three years of pricing protection for later software purchases.

Michelle Young noted that there had been some adjustments to the pricing which are reflective of some adjustments to the way in which the Authority will acquire some of the necessary licensing for the medical coding software. For example, it was more efficient for the Authority to acquire the medical coding software directly from the vendor rather than paying Motorola to acquire the

licensing. Also, there were some hardware adjustments that resulted from the timing of the CPE that also reduced the cost of the CAD Agreement. Young noted that the contract cost with Motorola is now below the actual amount bid by Motorola.

Holt noted that the original amount referenced in the past has been \$3.7 million for the CAD system and that the current amount was \$2.6 million. Gould noted that there are some additional licenses, as noted by Michelle Young, that will have to be purchased and also the costs of the WAN. Also, the \$3.7 million includes a contingency of 15% for the project. Holt requested that the Authority receive at its next meeting a breakdown of the project cost which would total the \$3.7. Gould is to provide for the next meeting. It was noted that in the coming months there will likely be the additional purchases that will need to be approved by the KCDA board. A discussion ensued as to how this should be handled in order to be able to meet the schedule of the CAD and CPE. It was indicated that there was one purchase that may need to be made prior to the next meeting that would exceed the \$10,000 approval ceiling of the Board Chair. It was decided that the list of items would be discussed at the next Executive Committee meeting on January 11, 2010.

A MOTION was made by Sundstrom and supported by Stelma to approve an Agreement with Motorola for purchase of a Computer Aided Dispatch System for a not-to-exceed cost of \$2,658,356 and to authorize the Board Chair to sign the Agreement. The MOTION passed.

2. Misc: None.

Adjournment 8:25 AM