

**PIMA COUNTY WIRELESS INTEGRATED NETWORK  
(PCWIN)  
EXECUTIVE MANAGEMENT COMMITTEE**

Pima County Sheriff's Administration Building  
1750 East Benson Highway, 3<sup>rd</sup> Floor  
Tuesday, October 10, 2006  
9:00 a.m.

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the October 10, 2006 EMC meeting. Cassette tape and materials provided are available upon request.

**I. Call to Order: Captain Paul Wilson, Alternate Chairman, 9:00 a.m.**

**Roll Call: Catherine Hanna, Pima County Sheriff's Department**

**Members Present**

Captain Paul Wilson, Pima County Sheriff's Department (*2<sup>nd</sup> Alternate*)  
Asst. Chief Gary Bynum, Drexel Heights Fire District (*1<sup>st</sup> Alternate*)  
Chief Richard Vidaurri, Marana Police Department  
Commander Larry Stevens, Oro Valley Police Department (*1<sup>st</sup> Alternate*)  
Asst. Chief Albert Pesqueira, Northwest Fire District (*1<sup>st</sup> Alternate*)  
Dep. Chief Kermit Miller, Tucson Police Department (*1<sup>st</sup> Alternate*)  
Mr. Kerry Reeve, Pima County OEM & Homeland Security (*2<sup>nd</sup> Alternate*)

**Members Absent**

Sheriff Clarence Dupnik, Pima County Sheriff's Department  
Chief Doug Chappell, Drexel Heights Fire District  
Chief Jeff Piechura, Northwest Fire District  
Asst. Chief Joseph Delgado, Tohono O'odham Police Department  
Chief Daniel Sharp, Oro Valley Police Department  
Chief Dan Newburn, Tucson Fire Department  
Mr. Dennis W. Douglas, Pima County OEM & Homeland Security  
Chief Richard Miranda, Tucson Police Department

**Others Present**

Dennis Busby, M/A Com  
Mike Martinez, Tucson Airport Authority  
Paul Punske, Motorola  
Kevin Mayhew, Tucson Police Department  
Mike Sacco, Pima County SD  
David Sandoval, Tucson Airport Fire Dept

**II. Approval of Minutes**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson proposes approval of the minutes for the September 28, 2006, Executive Management Committee (EMC) meeting. Commander Stevens moves to approve the minutes and Mr. Reeve seconds the motion. Motion is unanimously carried.

*Materials provided: EMC summary dated September 28, 2006.*

**III. Budget Projection**  
**Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson refers the Committee to the Expenditure Projections memorandum for reference. He explains that the handout describes the methods used to present figures which will characterize the funds needed for calendar years 2007-2008.

Captain Wilson explains that the introduction section of the handout explains the requirements concerning the federal arbitrage rules and what circumstances impact the County. He adds that if Pima County sells tax-free bonds and funds are not expended on time, interest gained by depositing those funds may be rebated to the federal government.

Captain Wilson explains that in regards to construction projects, arbitrage rules require that within the first six (6) months, PCWIN expends 10% of the funds; within 12 months, 45%; within 18 months, 75%; and 100% within 24 months. Captain Wilson asks the Committee to keep in mind that the 22<sup>nd</sup> Street facility was paid out of the County's General Fund account and those funds will be reimbursed following the bond sale. PCWIN currently meets the 10% requirement for funds expenditures.

Captain Wilson explains that the County is requesting PCWIN break down projections quarterly for the first two (2) fiscal years, and by year thereafter. Final projections are due Friday, October 13, 2006, and prior to presenting those figures, Captain Wilson will meet with Pima County Facilities Management and the County's Capital Improvement Office to assure PCWIN's expenditure methodology is sound.

Captain Wilson explains that in regards to the probable cost estimates, projections thus far have been based on several assumptions:

**Voice Radio System**

- Radio infrastructure includes channels for 20 years of growth
- Radio infrastructure includes radio consoles growth to 2011 (including back-up requirements)
- Non-fixed equipment costs include growth projected to 2011
- Portable and mobile radio units are public safety grade equipment. Costs assume three (3) tiers of radios.
- Contingency funds will be necessary to provide a budget for undetermined costs such as need for building applications that might be required to meet coverage requirements.
- Encryption and intrinsically safe features for non-fixed equipment are priced as options

- Conceptual design package incorporates the Town of Marana's P25 radio system into the overall design. The projections do not include costs to compensate Marana for the future use of their system.

### **Data Radio System**

- Mobile data/AVL modems would be provided to agencies having mobile data units deployed in 2011
- AVL transceivers would be provided to agencies without mobile data computers to support AVL operation

### **Emergency Communications and Operations Center**

- Costs estimate 50,000 GSF at 22<sup>nd</sup> Street facility and 26,000 GSF at Price Service Center. This includes possible participation of county fire district dispatch. Further detailed analysis is required before more specific projections can be made.
- Cost includes purchase price of 22<sup>nd</sup> Street facility
- EOC equipment costs have been estimated at \$500,000.00. A detail analysis has not been completed at this point. The estimate will be further refined.

Captain Wilson explains that PCWIN representatives have not received or reviewed the detail cost projections; numbers presented during the meeting represent the best known information at this time. He adds that the best estimate of probable cost reflecting the conditions above is \$100,464,634.93.

Captain Wilson explains that in regards to the expenditure projections, CTA will continue to develop their estimate of probable cost and expenditure timeline to help guide future bond sales. PCWIN can expect a lengthy procurement process for radio systems and services throughout the 2007 calendar year. Architectural design and engineering services for the communications facility will commence. Captain Wilson explains that by calendar year 2008, PCWIN will see construction and renovation in facilities and antenna sites; expenditure projections will focus on those activities and contract payments for purchase of the radio systems. Captain Wilson adds that the following expenses from the December 2006 bond sale are anticipated for the communications and emergency operations center over the next two (2) calendar years:

- Purchase price for the 22<sup>nd</sup> Street facility
- Architectural and engineering costs
- Permitting and administrative costs
- Renovation expenses
- Equipment purchases might be possible in 2008, but are less predictable

Captain Wilson explains that expenses associated with radio system purchases are usually based on achievement of contract milestones. Captain Wilson refers the Committee to a milestone spreadsheet outlining common milestone costs over a 38-month period and includes what percentage of the contract is due over that period.

Captain Wilson explains that CTA has produced a draft estimate of probable cost and refers the Committee to the PCWIN Budget Projections spreadsheet. Captain Wilson explains that the spreadsheet has been broken down into three (3) sections; planning, communications center construction, and radio system. He adds that the spreadsheet illustrates numbers used in the past, but includes a new column based on known information. Captain Wilson refers the Committee to the radio system section, as an example. Based on the draft conceptual design package, CTA is able to tell PCWIN what types of equipment are required to achieve a build out to meet a specific design; controllers, antenna sites, and microwave requirements. Additionally, CTA has obtained adequate numbers from participating agencies for subscriber equipment; mobiles, portables, etc. CTA will begin applying the known costs and characterize what they believe a rough estimate of cost may be.

Captain Wilson explains that in regards to the communications center construction section, building acquisition and renovation projections include the gross square footage of both the 22<sup>nd</sup> Street facility (50,000 GSF) and the Price Service Center (26,000 GSF); applied cost of \$195 per square foot. Captain Wilson adds that the equipment and renovation costs require refining at this point. The equipment contains the \$500,000 for EOC costs, which is expected to escalate, and does not take into account the telephone switches and networking equipment.

Encryption and intrinsically safe features are priced as an option. Both options bring the probable cost estimate to \$103,860,434.93. Captain Wilson explains that costs may fluctuate as options continue to be explored.

Captain Wilson explains that CTA produced a spreadsheet where expenses were broken down into quarters; however, to maintain a \$92 million dollar budget, numbers were reduced. Captain Wilson explains that he will meet with County's Facilities Management to produce a good projection to the Capital Improvement Office.

Captain Wilson reminds that Committee that he is not looking for approval on the budget projections thus far, although he is requesting approval on the methodology used to produce the numbers associated with planning costs, architectural services, equipment costs, and contract milestones for radio systems or similar technologies. Captain Wilson states that he will continue to work on the budget the remainder of the week, meet with Facilities Management and the Capital Improvement Office, and produce adequate expenditure numbers to be sold in the bond sale to support the PCWIN project.

Commander Stevens asks if PCWIN has determined what will be going into the 22<sup>nd</sup> Street facility and the Price Service Center. Captain Wilson explains that there is a vision on what PCWIN would like to see in those buildings, although CTA and their architectural parent company, HSMM, have not had the opportunity to tour the Price Service Center and characterize those space requirements like they did with the 22<sup>nd</sup> Street facility.

Chief Vidaurri asks if the antenna site construction costs include funding on new, current, and upgrades to the sites. Captain Wilson states that it does and in the draft conceptual design package, CTA created a spreadsheet that lists anticipated sites PCWIN would like to utilize. The spreadsheet includes comments and suggestions on each site; work expectations, equipment and network additions, etc.

Asst. Chief Pesqueira motions to approve Captain Wilson's methodology in projecting PCWIN's budget for the December 2006 bond sale. Asst. Chief Bynum seconds the motion. The motion unanimously carries.

*Materials provided: Expenditure Projections – Calendar Years 2007-2008 Memorandum from Captain Paul Wilson, dated October 9, 2006; PCWIN Budget Projections spreadsheet, dated October 9, 2006.*

**IV. New Business, Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson asks if anyone would like to address the Committee. He receives no response.

**V. Call to the Public**

Captain Wilson asks if anyone in the audience would like to address the Committee. He receives no response.

**VI. Date-Time-Location of Next Meeting(s)**

**Next Meetings:**

Thursday, October 26, 2006 @ 9:00 AM  
Pima County Sheriff's Department  
1750 East Benson Hwy  
SOC/3<sup>rd</sup> Floor

**VII. Adjournment**

Captain Wilson asks for a motion for adjournment. Asst. Chief Bynum moves to adjourn the meeting. Asst. Chief Pesqueira seconds the motion. Motion is unanimously carried.

Meeting adjourns at 9:33 a.m.

Minutes prepared by: Catherine Hanna