

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

Pima County Sheriff's Department  
Administration Building, 3<sup>rd</sup> Floor  
1750 E. Benson Highway  
Thursday, April 28, 2011  
9:00 a.m.

**SUMMARY OF MEETING**

Note: The following is a summary of what transpired at the April 28, 2011 EMC meeting. Cassette tape and materials provided are available upon request.

**I. Call to Order: Captain Paul Wilson, Alternate Chairman, 9:05 a.m.**

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

**Members Present**

Captain Paul Wilson, Pima County Sheriff's Department (*Alternate*)  
Chief Doug Chappell, Drexel Heights Fire District  
Chief Jim Critchley, Tucson Fire Department  
Mr. Tony Aeilts, Tucson Police Department (*Alternate*)  
Assistant Chief Mike Brandt, Northwest Fire District (*Alternate*)  
Deputy Chief Larry Stevens, Oro Valley Police Department (*Alternate*)  
Commander Bob Sommerfeld, University of Arizona Police Department (*Alternate*)  
Lieutenant Charles Hangartner, Tohono O'odham Tribal Police (*Alternate*)

**Members Absent**

Sheriff Clarence Dupnik, Pima County Sheriff's Department  
Chief Jeff Piechura, Northwest Fire District  
Chief Anthony Daykin, University of Arizona Police Department  
Chief Roberto Villaseñor, Tucson Police Department  
Chief Joseph Delgado, Tohono O'odham Police Department  
Chief Daniel Sharp, Oro Valley Police Department  
Mr. Mike Hein, Pima County OEM & Homeland Security

**Others Present**

John Bowers, Motorola  
Gary Bynum, Drexel Heights Fire District  
Carl Drescher, City of Tucson IT  
John Garcia, Town of Sahuarita Public Works  
Joe Jakoby, City of Tucson IT

Jim Long, Northwest Fire District  
John Moffatt, Strategic Planning Office  
Robert Padilla, PC Finance & Risk Mgmt  
Karl Ryan, Pima County Information Technology  
Mike Sacco, Pima County Sheriff's Department  
Mike Sumnicht, Motorola

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

Captain Wilson proposes approval of the minutes for the March 24, 2011, Executive Management Committee (EMC) meeting. Deputy Chief Stevens moves to approve the minutes and Lt. Hangartner seconds the motion. Motion unanimously carries.

*Materials provided: EMC summary dated March 24, 2011.*

**III. PECOC Project Status Report**  
**Captain Paul Wilson, Pima County Sheriff's Department**

***PECOE Project Management Staff Change***

Cindy Sylvester is leaving the County on May 4<sup>th</sup> for other employment. John Hill, a Facilities Management architect, will be taking over as Project Manager for PECOC design. John Fralc, of Facilities Management, will be the Construction Manager, who will be the day-to-day point of contact between the County, general contractors, and Durrant, as the project enters the construction phase of the project.

***PECOE Construction***

Construction documents are complete, undergoing permitting review at Pima County Development Services. Comments from Development Services will be reviewed by Durrant and modifications will be made to finalize and approve the drawings.

A pre-solicitation conference, with the prospective contracting firms, took place on April 27<sup>th</sup>. Staff will review each firm's qualifications and they have two (2) weeks to turn in their statements of qualifications to the County for evaluation. The list will be narrowed down to the top 3 qualifiers, who will continue to the bid process. The evaluation team will include Paul Wilson (PCSD), Nicolas Siemsen (EOC), John Hill (Facilities Management Architect), John Fralc (Facilities Management Construction Manager), and one (1) outside rater.

The County will hold an Open House on Monday, May 2, 2011, from 6:00 pm to 8:00 pm, at the Eckstrom-Columbus Library located at 4350 E. 22<sup>nd</sup> Street. Notice was forwarded to surrounding neighbors, homeowners associations, and managers near the PECOC facility. County personnel and architects will be on hand to discuss the project design, landscape, and site development.

Concern from one neighbor, in particular, has been voiced in regards to the tower at the facility. The tower has to be there, but Staff is doing their best to keep landscaping in place to minimize impact. Additionally, this building is being considered as one of the 50 significant architectural buildings in Pima County, so the architectural community is now opposed to this project. Staff does not see a need to redesign the facility.

### ***PECOC Budget/Package***

Revised cost estimates for the project are not complete, but those numbers will be forwarded to the Committee once updated.

#### **IV. Radio System Project Status Report Mr. Karl Ryan, Pima County Information Technology**

##### ***Site Development – Eagles Nest, Geasa Marana Library, and Oro Valley PD***

Construction has begun for Eagles Nest, Geasa, and OVPD. Geasa and Eagles Nest are scheduled to be complete by the end of May 2011; Oro Valley PD is scheduled to be complete by the end of July 2011.

##### ***Site Development – Childs Mountain, Walker Road, and Rincon Valley FD***

The permitting and design processes have begun for Childs Mountain, Walker Road, and Rincon Valley FD. Site development for Rincon Valley FD and Walker Road will begin in the next two (2) weeks; Childs Mountain will begin in June 2011.

##### ***Site Development – Beacon Hill***

The Statement of Work for Beacon Hill is complete. PCWIN Staff is evaluating eight (8) smaller sites to bundle with the Beacon Hill bid package. Staff awaits the final sharing agreement from Verizon for Beacon Hill. Bundling these sites has shown significant cost savings to the project.

##### ***Site Development – Colorado Peak (previously known as Cerro Colorado)***

Staff found that the peak they had interest in was Colorado Peak, not Cerro Colorado. Plans and documents will be changed to Colorado Peak.

##### ***Verizon – Communications Shelters***

The County has the opportunity to purchase some modular communications shelters at a rate of \$1 each. When Verizon purchased Altel, they consolidated some of their own sites. They cancelled their leases on the Altel sites, removed their buildings, and have offered them to the County. The County will purchase six (6) buildings, utilizing two (2) immediately for PCWIN. County will move the remaining four buildings to County owned property to store for future use. Transporting the buildings to the assigned locations would cost the project \$2000-\$5000 each building. Including the costs of the buildings and transportation, the total cost savings to the project is estimated to be \$85,000.

##### ***Motorola***

In two (2) weeks, a PCWIN Staff member will travel to the Motorola Office in Schaumburg, IL, to asset tag and inventory the equipment purchased with the PSIC and UASI grant money (\$5.5-\$6M).

**V. Tumamoc Hill Site Approval Status**  
**Dr. John Moffatt, Strategic Planning Office**

County has received the Right of Entry for Tumamoc Hill, signed by the University of Arizona President. Staff will meet with the U of A Biologists to identify areas of sensitivity and research.

The County's original tower location is now too close to the KUAT building, and has to be placed in a location where it won't impact archeological sites. County staff met with University staff and the three (3) potential tower contractors and subcontractors on April 15<sup>th</sup> to discuss the operational issues involved in completing this project. The County found that Verizon has abandoned the building next to where the County wanted the tower. As a result, the County will meet with the University and geotechnical staff on May 2<sup>nd</sup> to review a new tower site and discuss the geotechnical disturbance areas and archeological/cultural requirements for that particular location.

The goal is to remove as many buildings and assets on the Hill as possible. Additional funding will be needed to place a bridge across sensitive areas between the tower site and the KUAT building. Karl Ryan will be the point of contact for the responsibilities on Tumamoc Hill.

Captain Wilson expects the site development costs to increase. The Committee will be updated once those increases are determined.

During heavy construction times, development will begin at 0800. Pedestrians cannot be on the roadway after 0730, although many are seen at all hours of the day. Police officers may have to be positioned at the base of the Hill to keep pedestrians away from the roadway and the heavy construction vehicles during site development.

**VI. Tohono O'odham Assistance with Kitt Peak**  
**Dr. John Moffatt, Strategic Planning Office**

Talks have broken down with the Kitt Peak National Observatory. They will not continue to work with the project without the Nation's written support, and the Nation will not support the project without Kitt Peak National Observatory's support.

Motorola has conducted additional radio studies, but the County has not seen progress. County addressed these concerns with the Nation's public safety representatives, and is seeking their support to move forward with Kitt Peak. If these site issues are not resolved soon, it will begin to affect the master schedule, delaying the project.

Lt. Hangartner apologizes on behalf of Chief Delgado's absence, noting he had a meeting conflict. The Nation's primary and general elections are in May 2011. Border Patrol and the Bureau of Indian Affairs (BIA) have voiced their interest in using the Kitt Peak site, as well. Lt. Hangartner expresses the need to work together, as public safety has a common goal and responsibility to their communities.

County Staff will make every effort to meet with BIA, Border Patrol, and the Nation's public safety officials to seek support and assistance with Kitt Peak.

**VII. Arivaca/GovNet Site Selection Status**  
**Dr. John Moffatt, Strategic Planning Office**

There was a \$32M recovery grant given to GovNet, Inc., to build out a state-wide, government based, microwave backbone communication network. GovNet would build 300 towers throughout the State. Their focus is getting into schools and healthcare hospitals. Staff was considering GovNet to co-locate on the County site, but a 200-ft tower next to homes and businesses proved sensitive to the community. In order to get into Arivaca Library, GovNet has planned to build a tower and site on state land, southwest of Arivaca, allowing PCWIN to co-locate at no cost.

Motorola was asked to provide an official coverage analysis for the site to decide whether coverage will meet needs of the project. There was found to be a reduction within the on-street portable coverage guarantee in Sector 7, from 93.5% to 92%.

Tony Casella refers to the Committee to the Arivaca/GovNet Coverage handout.

In addition to PCWIN, Mr. Casella is working with GovNet on other co-location sites for Pima County IT.

**Recommendation**

Captain Wilson believes the coverage loss from the alternative site is acceptable and recommends that the Committee approve the County move forward with the GovNet site and accept the revised coverage guarantees from Motorola.

**Motion**

Deputy Chief Stevens motions to accept Captain Wilson's recommendations. Chief Chappell seconds the motion. Motion unanimously carries.

*Materials provided: Ruby Road move to Alternative Arivaca Site – April 2011, dated April 5, 2011.*

**VIII. Microwave System Project Status Report**  
**Mr. Tony Casella, Pima County Information Technology**

Staff has made several site changes throughout the project, which affects microwave components. The microwave contract will increase by \$166,000.

**Sites Removed**

Tucson International Airport  
Two sites from Marana  
Ruby Road (relocating to Arivaca/GovNet)  
Valencia Standpipe (replaced with Eagles Nest)

## **Sites Added**

Arivaca/GovNet  
PCADC (split system)  
Eagles Nest (Drexel)  
Walker Road  
Marana Library (Geasa)  
Indian Health Services (split system)

These changes required space diversity on the microwave due to longer links, antenna height changes, and increased radio capacity at a couple of site locations. Arivaca has been changed to a monitored hot standby site, and the Tohono O'odham Police Department's old Alcatel equipment has been replaced (the Nation purchased the Alcatel equipment with a grant in 2007, based on the future of PCWIN, which was not ordered or configured correctly for the PCWIN network). New sites require new path studies and license filings for each site.

## **Recommendation**

The \$166,000 is the increase amount for the base system cost; however, the optional services for installation of the Harris links has decreased by \$50,000+, so the total increase for the revised design is \$114,108.

Staff recommends that another \$50,000 be added to the contract value for time and materials services, in the event additional services are needed. Total recommended cost change to the contract is \$164,108.07.

## **Motion**

Captain Wilson calls for a motion to recommend to the Board of Supervisor's to approve an increase in NIC's contract value by \$164,108.07, and to authorize the County to move forward and approve the DDR based on the summary presented today.

Deputy Chief Stevens motions to accept Staff's recommendation. Assistant Chief Brandt seconds the motion. Motion unanimously carries.

## **IX. Contracts/Agreements Status Report Captain Paul Wilson, Pima County Sheriff's Department**

The City of Tucson met on April 26<sup>th</sup> and approved the City of Tucson Master Site Specific Agreement, the Thomas Price Service Center Renovation Reimbursement Agreement, and the Frequency Sharing Agreement. All agreements will be presented to the Board of Supervisor's for approval on May 3<sup>rd</sup>.

Ron Lewis, of the City of Tucson, has signed four of the five Site Specific Agreements; FS12, FS17, Swan, and PSTA. The TOPSC agreement for the equipment room is in review and awaiting final approval.

City/County Network Sharing Agreement is under review with the COT, due to changes in the network design.

Tucson Electric Power (Confidence Peak) recently returned their draft documents to the County with changes, which will be evaluated and modified.

The University of Arizona has executed the Master Site Sharing Agreement, and are prepared to execute the Mt. Bigelow Site Specific Agreement. Staff continues to wait for the Tumamoc Hill Site Specific Agreement, as the University had to submit a letter to the Forest Service with details on changes to the site for the project.

Haystack is an El Paso Natural Gas (EPG) site on State Land. County is seeking a State Land Permit to co-locate on their site. The permit has been prepared, payment has been established, and Staff awaits final SOW review from EPG, which will be attached to the application.

As the agreements get Board of Supervisor approval, PCWIN Staff begin preparing quote packages for site development work. Bids are evaluated and awards are made to build more sites.

The COT informed Staff that the new tower at FS17 is being constructed.

**X. Grant Updates**  
**Captain Paul Wilson, Pima County Sheriff's Department**

**USDHS – FY10 Urban Area Security Initiative (UASI)**

Grant contract for \$900,000 approved for subscriber equipment. Extension request cancelled, and a PO was issued to purchase equipment.

**USDHS – 2010 State Homeland Security Grant Program (SHSGP)**

Grant contract for \$50,000 approved for subscriber equipment. An extension will not be requested, and a PO was issued to purchase equipment.

**XI. Regional Narrowbanding Waiver Application**  
**Captain Paul Wilson, Pima County Sheriff's Department**

The Committee previously asked that Staff put together a regional application, on behalf of the PCWIN participant agencies impacted by the narrowbanding requirement from the FCC.

Larry Sayers, of Pima County Information Technology, has been cleared to work from home, following the Survey 3 accident, and will begin preparing the waiver application process. Staff had a conference call with the FCC last week to gather more information.

The FCC had been adamant that there would not be extensions to this requirement and agencies would be held to their narrowbanding deadlines. Recently, they have shown some pull back to that requirement, and have released information about what they would like to see in a waiver application. Conversations with the FCC indicated that it would be appropriate and desired that an application be complete on a “regional” basis.

The FCC recommended Staff gather the information, but postpone submission until later in the summer, as the FCC intends to release a Notice as to the details they seek in a waiver application, ensuring all the details are included.

Staff will begin to gather the information they need, and will require communication from the impacted agencies.

Agencies may fall into one (1) of two (2) categories: those in the UHF/VHF bands today, waiting for PCWIN to be their solution, and those who are planning to migrate to PCWIN, but want to continue to use their own frequencies in the future. The latter group will still have to narrowband, regardless of moving to PCWIN or not. PCWIN Staff will forward the goals and objectives of a regional application to participating agencies and collect the necessary information.

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

Captain Wilson refers to the Committee for New Business. He receives no response.

## **XIII. Call to the Public**

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

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

**Thursday, May 26, 2011, at 9:00 AM**

Pima County Sheriff's Department

Administration Building, 3<sup>rd</sup> Floor, Sheriff's Operations Center

1750 E. Benson Highway, Tucson

## **XV. Adjournment**

Captain Wilson asks for a motion for adjournment. Deputy Chief Stevens moves to adjourn the meeting. Chief Chappell seconds the motion. Motion is unanimously carries.

Meeting adjourns at 9:58 a.m.

Minutes prepared by: Catherine Hanna