

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

Pima County Sheriff's Department
Administration Building, 3rd Floor
1750 E. Benson Highway
Thursday, June 30, 2011
9:00 a.m.

SUMMARY OF MEETING

Note: The following is a summary of what transpired at the June 30, 2011 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 (*Alternate*)
Chief Doug Chappell, Drexel Heights Fire District
Chief Anthony Daykin, University of Arizona Police Department
Chief Jim Critchley, Tucson Fire Department
Assistant Chief Albert Pesqueira, Northwest Fire District (*Alternate*)
Assistant Chief Sharon Allen, Tucson Police Department (*Alternate*)
Deputy Chief Larry Stevens, Oro Valley Police Department (*Alternate*)
Lieutenant Charles Hangartner, Tohono O'odham Tribal Police (*Alternate*)
Mr. Mike Hein, Office of Emergency Management & Homeland Security

Members Absent

Sheriff Clarence Dupnik, Pima County Sheriff's Department
Chief Roberto Villaseñor, Tucson Police Department
Chief Joseph Delgado, Tohono O'odham Police Department
Chief Daniel Sharp, Oro Valley Police Department
Chief Jeff Piechura, Northwest Fire District

Others Present

Tony Aeilts, Tucson Police Department	Pat Joy, PCSD Communications
John Bowers, Motorola	Jim Long, Northwest Fire District
Gary Bynum, Drexel Heights Fire District	John Moffatt, PC Strategic Planning Office
Tony Casella, PC Information Technology	Robert Padilla, PC Finance & Risk Mgmt
Andy Clark, AZ PSIC	Carla Reece, Northwest Fire District
Carl Drescher, COT IT	Karl Ryan, PCWIN Staff Office

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

Note: Mr. Larry Sayers joins the EMC via teleconference, and provides an update on his health status.

Captain Wilson proposes approval of the minutes for the May 26, 2011, Executive Management Committee (EMC) meeting. Deputy Chief Stevens moves to approve the minutes and Chief Chappell seconds the motion. Motion unanimously carries.

Materials provided: EMC summary dated May 26, 2011.

**III. Recommendation for Notice of Recommendation for Award – General Contractor
for Construction Services at 3434 E. 22nd Street
Captain Paul Wilson, Pima County Sheriff's Department**

Captain Wilson refers the Committee to the Award for Contract letter.

Pima County issues solicitation to accept bids from three (3) contracting firms for construction services at PECOC. The three (3) firms were selected following a qualifications-based selection process.

On June 28th, Procurement received three (3) bids, which have been verified and tabulated. The low bid contract will be awarded to SUNDT Construction, Inc. The base bid is \$14,567,593, and the solicitation identified two (2) allowances, and five (5) alternate items that the County might consider to award, as well.

The allowances were to establish funds available within the contract to pay for lobby gallery display and to provide rock mulch, which came up in the clarifications phase of the bidding process. Staff gave the vendors directions, as to how much rock to price out. A \$15,000 allowance was given for the display.

The alternates include:

- 1) Asphaltic Concrete
- 2) Anti-Graffiti Coating
- 3) Ground Face CMU
- 4) Operation Room 346 Cabling
- 5) Cast in Place Concrete Exterior Screen Walls

Reid Spaulding, Director of Pima County Facilities Management, recommends against award of the five (5) alternates, as he sees the ground face CMU, and cast in place concrete exterior screen wall alternates don't provide any incremental value to the project. The remaining alternates can be provided at more economical means, such as self-performing by Facilities, or use of other available job order contracts.

Total low bid, to include the allowances, is \$14,584,994.20 from SUNDT. The grand total (with alternates) was 13.8% less than the most recent cost estimate from Compusalt.

Recommendation

- 1) The Committee recommend to the Board of Supervisors a contract award to Sundt Construction, Inc. in the amount of \$14,584,994.20, including both allowances;
- 2) The Committee delegate authority to Pima County Facilities Management in consultation with PCWIN management staff to authorize the periodic change orders that might be necessary during the life of the project, so long as they do not exceed current or future design and construction contingency budget limitations, and are conducted in accordance with Pima County Board of Supervisor and Procurement Department policies;
- 3) That a budget of \$335,000 be retained to fund alternative delivery of one or more of the bid alternates; and,
- 4) That the balance of the previous budget for the construction contract be allocated \$1M to technology contingency, \$1.3M to construction contingency, \$200,000 to design contingency to assure adequate budget for unforeseen expenses that might arise during construction.

Captain Wilson refers the Committee to the Bid Tabulation handout, broken down by firm, base bid allowances, and alternates.

Staff was challenged to prioritize the alternates. Procurement rules require that if alternates are dropped off, you start with the lowest priority and work your way up to the top. Mr. Spaulding supports the asphalt, cabling, and the graffiti coating, as they can be accomplished with less expense. If Staff chooses not to include the alternates in the award contract, they can be included later, via a change order.

Captain Wilson refers the Committee to the PECOC Cost Projections handout, which illustrates where the budget lies, with the bid price reflecting Staff's recommendations.

Motion

Mr. Hein motions to accept Staff's recommendations regarding general contracting services for PECOC. Chief Daykin seconds the motion. Motion unanimously carries.

Materials provided: Recommendation for Award of Contract for General Contractor for Construction Services at 3434 E. 22nd Street (PECOC) letter, from Captain Wilson to the EMC, dated June 29, 2011.

XII. Narrowbanding Update

Mr. Larry Sayers, Pima County Information Technology

The FCC has mandated that all UHF and VHF frequencies need to narrowband by January 2013. Larry Sayers has spoken with an FCC attorney regarding a waiver request for PCWIN participants, and he suggested the waiver be filed jointly, as a regional radio system waiver, as opposed to individual requests. The waiver will require signatures from individual agency officials.

Instructions as to filing the waiver request should be posted during the summer, although a date has not been determined.

PCWIN participants fall under one of three categories:

- Full participant to the PCWIN system
- Limited participation
- One or more agencies may not participate

If a limited participant, agencies will still be expected to meet the 2013 narrowbanding requirement. Staff has prepared a spreadsheet listing all frequencies and licenses of participating agencies. Captain Wilson will prepare a letter, giving notice of the narrowbanding requirement, their participation in waiver request, and notice of commitment to PCWIN being their solution. The spreadsheet will be included for agencies to review and update, should the information not be accurate.

The waiver request will be exclusive to those agencies waiting for PCWIN to be their solution to the narrowbanding requirement. If agencies plan to use their UHF and VHF frequencies beyond the transition to PCWIN, they will still be required to narrowband, and can't be part of the regional waiver request, which will limit the number of entities that will participate, as they will want to retain their licensing.

A letter is expected in the next several weeks.

IV. PECOC Project Status Report

Captain Paul Wilson, Pima County Sheriff's Department

PECO Project Management/Construction

Procurement will soon issue the notification of Recommendation of Award to the Board of Supervisors on August 2nd. There will be a 5-day protest period following notification. The award notification will then be routed for signature from the County to SUNDT Construction. A Notice to Proceed and contract will be ordered, a project schedule from SUNDT will be expected, and be plugged into the PCWIN master schedule.

Permitting/Design

Building permits have already been issued.

The Modern Architecture Preservation Project (M.A.P.P.), protested demolition and construction of the round structure of the building, as it is being considered one of the 50 significant architectural buildings in Pima County. The County is documenting the structure as an historically significant building, and has submitted the paperwork to the State Historic Preservation Office (SHPO) as a part of the process.

Additionally, a neighbor surrounding the building has requested very specific details about the project. Staff prepared the public record documents to satisfy the neighbor's request, in addition to divulging the new construction information, but the County has declined releasing Motorola's detailed design information. Dr. Moffatt, Captain Wilson, and Supervisor Valadez will meet with Mr. Mayer on July 5th to discuss the provided paperwork. Dr. Moffatt has attempted to contact Mr. Mayer via email, but no responses have been returned.

Mr. Mayer takes issue with the impact PCWIN's radio towers will have on the community. He maintains towers cannot be as tall as the towers PCWIN is building.

At the May 26th EMC meeting, the Committee directed Staff to send a letter to the Tucson-Pima County Historical Commission, expressing the Committee's support for the PECOC project. The letter was sent on June 7th and included in the meeting's handouts. No further action is expected, but a follow-up letter from the Commission is expected.

Early Move-In

Earlier this week, future tenants met to discuss the move-in schedule at PECOC. Both the Sheriff's Department and Drexel Heights have asked to discuss the move-in schedule for their dispatch communications.

As the schedule stands, the anticipated date for substantial completion is February 2013; however, the radio system cutover is expected 11 months later. The idea is to discuss ways to get the dispatch organizations moved into the building sooner, using their legacy radio systems until the Motorola system is available for cutover, which would help minimize the risk of cutting over major systems by staggering instead of cutting over at one time.

This idea hinges on getting those legacy systems into the building, from an operational perspective. Interested parties will work with Pima County Wireless Services, Drexel Heights, and a contractor to explore a solution to allow dispatch to move in sooner.

Budget

Captain Wilson refers the Committee to the Budget Expenditure Report for review. The County has recently transitioned financial systems and capital improvement reporting systems, which takes affect July 5th. Good financial reporting will be a little more difficult, short term, but Captain Wilson will update the Committee as often as possible.

Materials provided: PCWIN letter to the Tucson-Pima County Historical Commission, Ms. Teresita Majewski, Chairperson, reference the Pima County Public Safety Communications & Emergency Operations Center Development at 3434 E. 22nd Street, dated June 7, 2011; SCOMOC – Regional Emergency Communications & Operations Center Summary Budget Expenditure Report, dated June 24, 2011.

V. Radio System Project Status Report
Dr. John Moffatt, Pima County Strategic Planning Office
Mr. Tony Casella, Pima County Information Technology

Site Development – Confidence Peak

Staff created an R56 audit (identifies grounding issues) matrix for the Bureau of Land Management (BLM), but the BLM is unsatisfied with several unchecked boxes on the audit. TEP has agreed to review the matrix and assist the County before the document is sent to Washington, D.C. for final authorization. Larry Sayers will be in contact with TEP.

The agreement to utilize the site is nearly complete.

There were found to be logistical issues with the site. The zoning code can be met with PCWIN's design as to generator placement, but the propane company won't fuel the tank, as it sits too close to the generator. One other location is being looked at, or Staff has the option to switch to diesel. Both options have been submitted to the BLM for consideration.

By the next EMC meeting, Staff should have the TEP-PCWIN-Pima County agreement complete.

Site Development – Eagles Nest

Eagles Nest construction is substantially complete; contractors are working on punchlist items.

Site Development – Walker Road

Walker Road construction is substantially complete; contractors are working on punchlist items.

Site Development – Oro Valley Police Department

The permitting issues have been resolved, and work has restarted. The tower foundation will begin next week. Erecting the tower will begin the week of July 11th.

Site Development – Geasa

Marana Geasa Library construction is substantially complete; one last punchlist is being resolved.

Site Development – Rincon Valley Fire District

Rincon Valley Fire District's wall and tower is complete. The building will arrive in the next two (2) weeks. One (1) resident expressed concern, given Mr. Casella's number, but no further contact has occurred.

Site Development – Childs Mountain

Childs Mountain construction is substantially complete; addressing the punchlist items will occur next week.

Site Development – City of Tucson Sites (FS 12, FS 17, PSTA, TOPSC, Swan Rd)

Patriot has been awarded as the General Contractor for all five (5) City of Tucson (COT) site construction services. Mr. Carl Drescher, from the City of Tucson, will tour the City sites with Patriot and their sub-contractors, to ask and answer additional questions and establish a schedule for construction. Groundbreaking for site construction is August 2011, with completion anticipated in October/November 2011.

VI. Tumamoc Hill Site Development Status
Dr. John Moffatt, Pima County Strategic Planning Office
Mr. Tony Casella, Pima County Information Technology

DOT had planned to start work on the road on June 14th, but it got cancelled on June 13th. Final decisions on landscaping and roadwork will be addressed following a meeting with Dean Ruiz, Mr. Castillo, and the University's Real Property representatives on July 1st. Concerns over tree-cutting have stalled construction, causing roadblocks in the County's effort to begin work on the road.

Staff has provided Bruce Vaughan (University of Arizona Real Estate) with the necessary information to present at the meeting, on PCWIN's behalf. Additionally, the Site Specific Agreement (SSA), that allows construction on the site, has never been approved by the University. Staff is moving forward on resolving that issue.

There is a Verizon building, which will be taken down, although steps are being taken for the County to demolish the building, as their remediation plans are already in place.

There isn't a lack of commitment from the University, but there are political hurdles to overcome.

PCWIN Staff had a meeting reviewing the outstanding details for the SOW, so a scope can be finalized.

XIII. Alternatives to Motorola Voice Radio System
Dr. John Moffatt, Pima County Strategic Planning Office

Dr. Michael Rosenzweig is the Director of the Tumamoc Hill Research Facilities. He has contacted a vendor from CoCo Communications to determine suitability to replace the Motorola ASTRO25 radio system that is being deployed by the PCWIN project, in an effort to substantially reduce the cost for attaining interoperability.

CoCo Communications was used in the Gulf of Mexico during the oil spill. Admiral Thad Allen, of the United States Coast Guard, told Dr. Rosenzweig, who sits on the Department of Defense Science Committee, that CoCo Communications was a great solution and should be looked at for interoperability. Although CoCo Communications has an interoperability solution, it is not a system. Dr. Moffatt and Captain Wilson explained the PCWIN system to the President of CoCo Communications, but no communication was returned. Another advocate, Dr. Ron Spark, approached Supervisor Elias and stressed that use of CoCo Communications products would save millions of dollars on the project.

Supervisor Elias has requested that Staff and other project participants receive a presentation from CoCo Communications to explore his proposal further. The meeting is scheduled for July 14th.

Materials provided: Pima County Memorandum from Mr. Chuck Huckelberry to The Honorable Rickard Elias, Pima County Board of Supervisors, reference Pima County Wireless Integrated Network Motorola ASTRO25 versus CoCo Communications, dated June 23, 2011.

VII. Tohono O'odham Assistance with Kitt Peak Captain Paul Wilson, Pima County Sheriff's Department

The Nation's elections are complete; Ned Norris was re-elected as the Nation's Chairman, and Phyllis Juan was re-elected as the Schuk Toak District Chairwoman.

Mr. Chuck Kmet, Tohono O'odham Emergency Services Administrator, met with Chairwoman Juan, who suggested that interested parties get together as a group, update the Schuk Toak District on the PCWIN project, and outline what the benefits are to the Nation's public safety agencies.

Mr. Kmet has suggested that a presentation be given on July 30th. Catherine Hanna has scheduled a preparation meeting for July 13th, where interested parties will brainstorm as to what their needs are on the site.

Kitt Peak is critical; Staff is looking for the Management Team on Kitt Peak to resume cooperation for use at their site. The Management Team is waiting for the District's direction to continue planning. The Nation's deadline to complete the necessary agreements is January 1, 2012. If that date is missed, it will affect the master schedule.

PCWIN Staff is working on alternative connectivity and coverage designs should the Nation not meet that critical date. PCWIN Staff should have some alternative sites and plans available for EMC review by the July meeting.

The objective is to use the Nation's sites, but alternate plans had to be arranged.

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

NIC has been given a Notice to Proceed for microwave design, in a phased approach, removing the Nation's equipment from their four (4) sites.

A purchase order has been issued for \$385,971 for the State Homeland Security Grant, slated for microwave equipment. Equipment is expected to arrive prior to the September 30th deadline.

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

University of Arizona Master Site Sharing Agreement

The University has executed the master agreement, but the two (2) site specific agreements from Mt. Bigelow and Tumamoc Hill are not complete.

Mt. Bigelow's delay is from the Forest Service, whose representative is managing wildfires and can't sign. The Forest Service is aware of the agreement.

Tumamoc's site specific agreement has been drafted and forwarded to Bruce Vaughan for review.

Haystack Mountain

The State Land Use Permit has been submitted. Staff is working on two (2) additional agreements; one (1) with El Paso Natural Gas (EPNG), and a new agreement with private ranch owners for use of the road to access the site.

Verizon Power Sharing Agreement (Beacon Hill)

There are multiple sites on Beacon Hill. Verizon and Marana have a site on the far East, which is the site PCWIN will be using. Verizon has the only power to the site, but there isn't enough power to support the three (3) entities. Meetings have determined that power will have to be increased. Verizon will charge Marana and Pima County for power on the site. The agreement with Verizon will state that the County will do the work to install separate sub-meters for all three (3) buildings, increase power to the site, and Verizon will read and bill the Marana and Pima County, annually, for their electrical use. Staff is waiting for Verizon to review and approve the agreement, where it will be placed on the Board of Supervisor's meeting agenda for approval in August.

On June 29th, Mr. Casella sent Pima County's agreement with Verizon to the Town of Marana for review. Mr. Casella will continue contact with Marana, as coordination with work will be tight.

Patriot Towers

Patriot has been awarded 10 of the 12 site construction contracts, which has caused Pima County to go to the Board of Supervisors and request an increase to the value of their Site Development JOC Contract from \$2M to \$4M.

X. University of Arizona Dispatch Facility Update Commander Bob Sommerfeld, University of Arizona Police Department

The original SOW had equipment being installed into a crowded equipment room. The University's design and construction departments brought in their previous architecture company, who provided several plans, giving the University ample space for the anticipated PCWIN equipment. The plans called for construction funding that the University did not have. Mr. Castillo has since authorized funding for construction.

Construction will take 45-60 days, with minimal interruptions to the University, and construction begins with the new communications closet.

The scope will be revised, and will be attached to the site specific agreement. Chief Daykin would like a funding source identified before moving forward with the site specific agreement.

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

FY11 Emergency Operations Center Grant Program

Pima County Office of Emergency Management & Homeland Security has submitted a grant application for \$1M for EOC equipment at the PECOC facility. If awarded, the grant will require a 25% match out of the bond funds.

In the past, when a grant request is made, the Committee authorizes the grant application and commits to provide the local match from the bond funds, should an award be made. If additional funding is awarded, it would be used to supplement PECOC equipment purchases for AV and other telecommunications technologies to support the EOC.

Recommendation

Staff recommends the Committee authorize a 25% local match, paid for out of the bond funds, should the PCOEM receive the grant award.

Motion

Chief Chappell motions to accept Staff's recommendation and authorize the 25% local match should the EOC receive the grant award. Assistant Chief Allen seconds the motion. Motion unanimously carries.

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, August 25, 2011, at 9:00 AM

Pima County Sheriff's Department

Administration Building, 3rd Floor, Sheriff's Operations Center

1750 E. Benson Highway, Tucson

XV. Adjournment

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

Meeting adjourns at 10:20 a.m.

Minutes prepared by: Catherine Hanna