



SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD  
EOC Scott Emergency Communications Center  
1100 E 46<sup>th</sup> St., Davenport, Iowa  
MAY 16, 2019 at 3:30 p.m.

### **MEETING AGENDA**

1. Roll Call:
2. Pledge of Allegiance
3. Approval of Minutes
4. Approval of Racom System Purchase Contract
5. Approval of Intergovernmental Agreement with Rock Island County
6. Approval of Phase III Contract with True North Consulting f/k/a Elert
7. Administrative Team Report
8. Next Meeting Date – June 20, 2019
9. Adjourn

For previous meeting minutes, please visit our website at [www.secc911.com](http://www.secc911.com)



MINUTES  
SCOTT EMERGENCY COMMUNICATIONS CENTER (SECC) BOARD  
THURSDAY, APRIL 18, 2019, 3:30 P.M.

Board Members present: Rob Frieden, Bob Gallagher Jr., Frank Klipsch, Tony Knobbe, and Marty O'Boyle.

Ex Officio members present: Linda Frederiksen and Mahesh Sharma.

Staff present: Mike Becker, Stacey Bollinger, Michelle Conklin, Dave Donovan, Caroline Eakins, Todd Malone, Annie Nugent, and Tracey Sanders.

Moved by Klipsch, seconded by O'Boyle approval of the Minutes of the March 21, 2019 SECC meeting. All ayes.

Moved by Klipsch, seconded by Gallagher approval of the proposed FY 2019 budget amendment. All ayes.

Moved by Gallagher, seconded by Klipsch approval of the Agreement for Real Estate Service to QClowa Realty. All ayes.

The next meeting is scheduled for Thursday, May 16, 2019, at 3:30 p.m.

Moved by Klipsch, seconded by Frieden adjournment of the meeting at 4:01p.m. All ayes.

These minutes are subject to approval at the next regularly scheduled meeting.

Respectfully submitted by,

Annie Nugent  
Administrative Assistant

Attested by,

A handwritten signature in black ink, appearing to read "Rob Frieden".

Rob Frieden  
Secretary/Treasurer

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATIONS CENTER BOARD

MAY 16, 2019

A RESOLUTION APPROVING THE CONTRACT FOR THE RADIO PROJECT TO  
RACOM

BE IT RESOLVED BY the Scott Emergency Communications Center Board as follows:

- Section 1. That the purchase contract from Racom for infrastructure and subscriber units in the amount of \$8,553,962.45 is hereby approved.
- Section 2. This resolution shall take effect immediately.



To: Tony Knobbe SECC Board Chairman and SECC Board Members  
From: Dave Donovan, Director  
Date: May 16, 2019  
Subject: Racom Corporation Contract for Radio Project

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After extensive negotiation by the negotiating committee and review of the Racom Corporation contract for the Radio Project by Rob Cusack, Assistant County Attorney and Kathy Sweet, Assistant States's Attorney, the contract is ready for approval.

The contract outlines the terms by which SECC will purchase the P25 Radio System infrastructure for the Scott County portion of the system. Rock Island County will enter into a separate agreement for their portion of the system. Infrastructure costs have been allocated between states based on tower location, shared asset allocation of 60% Iowa, 40% Illinois, or subset of the above parameters. Our contract also delineates the numbers of subscriber radios needed for our public safety agencies. A decision regarding financing for the subscriber radios will be forthcoming from the Scott County Board of Supervisors. The system discount was applied to the radio infrastructure costs for each state. A contract for infrastructure maintenance and radio maintenance will be forthcoming after further negotiation is complete between Iowa, Illinois and Racom.

The below outlines the following payments:

The Total Contract Price for the Hardware Infrastructure and Terminals, including the software license(s) and services shall be paid by the Buyer to Seller as follows:

1. Fifteen percent (15%) of the Total Contract Price shall be due within 10 days of the signing of the Contract by the Buyer and Seller.
2. Fifteen percent (15%) of the Total Contract Price shall be due upon Acceptance of the Detailed Design Review (DDR).

After the initial down payment upon Contract Signing and the subsequent payment due upon the Acceptance of the DDR, the remaining Infrastructure payments will be:

3. Thirty percent (30%) of the Total Contract Price shall be due upon Hardware shipment of all equipment.
4. Thirty percent (30%) of the Total Contract Price shall be due upon Installation.

5. Ten percent (10%) or the remaining amount of the Total Contract Price shall be due upon Final Acceptance as described in the Seller's proposal..

The proposal and allocation between states is as follows:

	Scott County / SECC	Illinois	Total
Radio System Infrastructure	\$6,385,482.30	\$3,266,672.04	\$9,652,154.34
System Discount	<u>(3,255,185.96)</u>	<u>(2,170,123.97)</u>	<u>(5,425,309.93)</u>
Infrastructure Total	\$3,130,296.34	\$1,096,548.07	\$4,226,844.41
Subscriber Units	\$5,533,120.92	\$2,068,215.46	\$7,061,336.38
Subscriber Discount	<u>(109,454.81)</u>	<u>(72,969.87)</u>	<u>(182,424.68)</u>
Subscriber Total	<u>\$5,423,666.11</u>	<u>\$1,995,245.59</u>	<u>\$7,418,911.70</u>
Total Racom	\$8,553,962.45	\$3,091,793.66	\$11,645,756.11

The above contract information above does not include maintenance, contingency funds, future lease costs, or professional services for consulting or civil engineer.

As of May 9, 2019, the SECC fund balance was approximately \$3.9 million dollars. Funding for milestone 1 – 15% of contract price will be paid out of the SECC fund balance and future bond financing.

I recommend approval of the contract with Racom Corporation as negotiated by the committee for the Scott County / SECC contract in the amount of \$8,553,962.45.

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATIONS CENTER BOARD

MAY 16, 2019

A RESOLUTION APPROVING THE INTERGOVERNMENTAL AGREEMENT WITH  
ROCK ISLAND COUNTY

BE IT RESOLVED BY the Scott Emergency Communications Center Board as follows:

- Section 1. That the Intergovernmental agreement with Rock Island County is hereby approved.
- Section 2. The Parties have the authority to enter into this Intergovernmental Agreement pursuant to Article 7, Section 10 of the Constitution of the State of Illinois, the Intergovernmental Cooperation Act (5 ILCS 220/1 et.seq. and 65 ILCS 5/11 – 1 -2.1), and Chapter 28 E of the Iowa Code (1999).
- Section 3. That SECC and RICO may each have their own agreements with vendors, paid for separately, and governed by the laws of their respective states.
- Section 4. This resolution shall take effect immediately.



To: Tony Knobbe SECC Board Chairman and SECC Board Members  
From: Dave Donovan, Director  
Date: May 16, 2019  
Subject: Intergovernmental Agreement with Rock Island County

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In order to proceed with the Radio Project, Scott Emergency Communications Center along with their board of directors representing Iowa will be entering into an Intergovernmental Agreement with Rock Island County, who will be representing the Illinois side.

Rock Island County enters this Agreement on behalf of and with the express authority to negotiate on behalf of and sign contracts on behalf of a consolidated group of Illinois local governmental entities, who through their own Intergovernmental Agreement have formalized their relationship and desire to proceed with this Project, including; Moline, East Moline, Rock Island, Milan, and Silvis in addition to Rock Island County.

The agreement outlines on-going governance of the system by establishing a meeting, decision making, and reporting structure to better facilitate communication during the Project and will create an advisory group. For on-going system operation, each party will appoint four (4) individuals to sit on the P25 Advisory Group.

Scott Emergency Communications Center and Rock Island County shall each maintain leases, ownership, or control over the real property necessary for the construction and maintenance of the System within their jurisdiction.

The proposed Agreement will commence once signed by both parties and will remain in effect for an initial five year period. The agreement will automatically be renewed on a year to year basis. The Agreement may be amended or terminated by mutual written consent of the participants.

I recommend that the SECC Board approve the proposed intergovernmental agreement and authorize the Chair to sign said agreement. Discussion regarding our appointments to the advisory group will need to occur. That decision is not needed immediately.

R E S O L U T I O N

SCOTT EMERGENCY COMMUNICATIONS CENTER BOARD

May 16, 2019

A RESOLUTION APPROVING AN AGREEMENT WITH TRUE NORTH CONSULTING GROUP FOR CONSULTING SERVICES RELATED TO PHASE III OF THE P25 RADIO PROJECT.

BE IT RESOLVED BY the Scott Emergency Communications Center Board as follows:

- Section 1. That the proposal from True North Consulting to provide consulting services to the SECC project team for the upcoming P25 Radio Project in the amount of \$344, 166.67 is hereby approved.
- Section 2. That the Director is authorized to sign the proposed contract on behalf of the SECC Board.
- Section 3. This resolution shall take effect immediately.



To: Tony Knobbe SECC Board Chairman and SECC Board Members  
From: Dave Donovan, SECC/EMA Director  
Date: May 14, 2019  
Subject: Proposed Contract for Consulting Services Phase III – True North Consulting

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Another piece of the implementation phase of the P25 Radio Project is to enter into contract with True North Consulting (formerly Elert and Associates) for contract administration and project management consulting services. True North will act as our subject matter expert as it relates to the final design, tower locations, build out, system testing and acceptance and review of project milestone payments. The proposal from True North to SECC is in the total amount of \$344,166.67 for a 30 month contract period.

The proposed contract document has been reviewed by the SECC team including the County Attorney's Office and found acceptable. The form of contract will include separate, mirrored contracts between True North and each County (Rock Island and SECC).

For project continuity, we did not solicit proposals for this work, choosing instead to recommend continuing with the same consulting team that has been involved in the project to date. It is our intent to bundle consulting for the project civil design work under True North via change order as the scope of those services become known.

In June of 2018, at the SECC Board meeting, former director Pavlik recommended approving Phase III services at that time, assuming that the negotiations with Racom would proceed more quickly and work on the project was impending. Although the SECC Board did make a motion to approve, the item was not included on the agenda for the meeting and there was no resolution for the approval. I bring this back before as a formal approval today as we plan to move forward with the project beginning next month. This action shall supersede the previous motion made in June 2018.

I recommend the SECC Board approve the contract with True North Consulting Group in the amount of \$344,166.67 for consulting services to SECC related to Phase III of the P25 Radio Project and authorize me to sign the contract document.

Cc: Tracey Sanders, Deputy Director  
David Farmer, Scott County Budget and Administrative Services Director