



AGENDA

NORCOM Governing Board
Kirkland PD Totem Lake Room - July 12, 2019

1. Call to Order
2. Roll Call
3. Open Communications from the Public
4. NORCOM Recognition
 - A. Resolution 168: Proclamation of Distinguished Service by Dave Stuby and formally creating "Wall of Stuby" in his honor.
 - B. Resolution 169: NORCOM Tenth Anniversary Proclamation
5. Consent Agenda
 - A. Minutes of May 10, 2019 Governing Board Meeting
 - B. May 2019 Accounts Payable Report
 - C. June 2019 Accounts Payable
6. For Board Decision
 - A. Resolution 170: NORCOM Alphanumeric Paging Infrastructure Upgrade Proposal
 - B. Resolution 171: Authorizing Letter of Support for University of Washington Grant Request
7. For Briefing to Board
 - A. 2020 NORCOM Preliminary Budget
8. Staff Updates
9. Committee Reports
10. Upcoming Agenda Items

11.

Executive Session

The Governing Board may hold an Executive Session pursuant to one or more of the following:

- *RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency;*
- *RCW 42.30.110(1)(g) to review the performance of an employee; and*
- *RCW 42.30.110(1)(f) to receive and evaluate complaints brought against an employee.*

12.

Adjournment

The next Governing Board meeting is scheduled for



MEMORANDUM

To: Governing Board
From: Tom Orr, Executive Director
Date: 07/12/2019
Subject: Resolution 168: Proclamation of Distinguished Service by Dave Stuby and formally creating "Wall of Stuby" in his honor.

Executive Summary:

Dave Stuby is retiring after thirty-three years of Distinguished Service

Background:

Dave has served the greater Eastside area admirably for thirty-three years. For many years Dave served as the final evaluator to certify telecommunicators as fully ready to perform this difficult job. Dave's "final exam" involved his roaming throughout the Eastside area with handheld radio simulating officers and firefighters communicating while in the middle of difficult and dangerous responses. Dave's final test was feared by all new telecommunicators as he gradually increased the speed of his communications and his voice stress levels to simulate real world conditions. This final test came to be known as getting over the "Wall of Stuby". Dave's overriding concern then as it is to this day is the absolute safety of all the police officers and firefighters NORCOM serves. In his honor, NORCOM is officially dedicated a wall on the operations floor to be formally known and designated as the "Wall of Stuby". The "Wall of Stuby" will be analogous to athletes being enrolled in the Baseball Hall of Fame in Cooperstown, NY or the NFL hall of fame in Canton, OH. Dave will be the first to be enrolled in NORCOM's Hall of Fame. A framed and autographed NORCOM Jersey with Dave's Telecommunicator Number will be the centerpiece of the Wall of Stuby. His Jersey will also reflect the honor given to great athletes when their Jersey numbers are retired and displayed prominently as the Stadium for the team and city where they played. Well Done Dave!

Past Board or Other Related Actions:

The NORCOM Governing Board and Executive Director are establishing a new tradition for long-tenured employees who retire after 30 or more years of outstanding service or who otherwise have made significant and long-lasting contributions to public safety as determined by the Governing Board and the Executive Director.

Policy and Strategic Implications:

NORCOM's mission is to be a trusted and caring servant to those who need help and those who provide help. NORCOM's Vision is to lead the nation as a premier center of excellence, collaboratively leveraging technology and innovative services to support public safety, health, and welfare. For thirty-three years, Dave has exemplified and modeled what it means to be a trusted and caring servant. In doing so, Dave has contributed significantly to making NORCOM premier center of excellence. We could not be more proud of Dave and that lasting legacy he has established at NORCOM.

NORCOM Staff Recommendation:

NORCOM Staff heartily recommends approval. We will miss you Dave!!!

Staff Comments:

What will we do without you Dave?

Options

NA

Risks

NA

Finance Committee Review: No

NA

Legal Review: No

NA

Joint Operations Board Review: No

NA

Fiscal Impact

Budgeted Y/N: Y

Fiscal Year: 2019

Account (s):

Fiscal Note:

Fiscal Impact:

The costs for the Jersey and the signage for the wall are minimal and within NORCOM's existing funds for employee recognition and office decor.

Attachments

Resolution 168: Dave Stuby Proclamation and Honor Wall

Resolution 168

**A RESOLUTION OF THE GOVERNING BOARD OF NORCOM
COMMENDING DAVE STUBY FOR DISTINGUISHED SERVICE
&
ESTABLISHING AN HONOR WALL TO BE KNOWN AS
“WALL OF STUBY”**

WHEREAS, Dave Stuby distinguished himself through his commitment, dedication, loyalty, and exceptionally meritorious performance as a telecommunicator for thirty-three years first with Eastside Communications and for the last ten years at NORCOM; and

WHEREAS, Dave Stuby expertly protected firefighters, police officers, and the public in a fast-paced and demanding environment where quick, full, and accurate communication within the first few seconds of call are often the difference between life and death; and

WHEREAS, Dave Stuby maintained the highest professional and performance standards both for himself and those he trained including the “final” telecommunicator qualification test for many years which came to be affectionally known as overcoming the “Wall of Stuby”; and

WHEREAS, NORCOM's mission is to be a trusted and caring servant to those who need help and those who provide help, and its Vision is to lead the nation as a premier center of excellence, collaboratively leveraging technology and innovative services to support public safety, health, and welfare; and

WHEREAS, Dave Stuby in every one of his shifts over thirty-three years exemplified and modeled what it means to be a trusted and caring servant, and contributed significantly to making NORCOM a premier center of excellence; and

WHEREAS, the NORCOM Governing Board, Executive Director and each employee could not be prouder of Dave and the legacy he has established at NORCOM; and

WHEREAS, Dave Stuby’s extraordinary service and commitment to the law enforcement agencies, fire and medical agencies, and the public within North East King County reflected great credit on him and are in keeping with the highest values of NORCOM.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of NORCOM as follows:

Resolution 168
***A RESOLUTION OF THE GOVERNING BOARD OF NORCOM COMMENDING DAVE
STUBY FOR DISTINGUISHED SERVICE & ESTABLISHING AN HONOR WALL TO BB
KNOWN AS THE “WALL OF STUBY”***

Section 1. HONOR WALL. An Honor Wall shall be established at NORCOM to be officially and formally known and designated as the "*Wall of Stuby*". The "*Wall of Stuby*" will be analogous to Halls of Fame used to honor outstanding athletes. Dave Stuby will be the first to be enrolled in NORCOM's version of a Hall of Fame.

Section 2. NORCOM JERSEY, NORCOM hereby retires Dave Stuby's Telecommunicator Number and presents him with a NORCOM Jersey with that number affixed thereto. Dave will receive one such jersey as a keepsake thank you from NORCOM. Dave will be asked to autograph the second jersey which will be framed and placed as the centerpiece of the Wall of Stuby. The retirement of Dave's telecommunicator number is intended to reflect the honor given to great athletes when their jersey numbers are retired and displayed prominently at the Stadium for the team and city where they played.

Section 3. New NORCOM Tradition. The NORCOM Governing Board hereby establishes a new tradition of recognizing on the honor wall in some appropriate fashion long-tenured members or staff who retire after 30 or more years of outstanding service, or who otherwise have made significant and long-lasting contributions to public safety recommended by the Executive Director and approved by the Governing Board. Telecommunicators enrolled and recognized on the Honor Wall will have their Telecommunicator Numbers retired. Information Technology and administrative staff enrolled and recognized on the Honor Wall will have their employee identification numbers retired. The NORCOM Executive Director will collaborate with NORCOM staff to determine appropriate recognition items for employees so enrolled based on their preferences, contributions, and fittingness.

Section 4. Retroactive Inductees. NORCOM will retroactively enroll and recognize in appropriate fashion on the Honor Wall Telecommunicator Sue Schutz, retired after thirty-three years in 2013; and Telecommunicator Deanna Carkeek, retired after thirty years of service in 2018.

Section 5. July 1 to be *Dave Stuby Day* at NORCOM. Dave's retirement from NORCOM coincides with NORCOM's Tenth Anniversary which is also proclaimed by separate Governing Board resolution. In honor and recognition of Dave's contributions and his status as a founding member of NORCOM, July 1 shall henceforth be recognized as Dave Stuby day at NORCOM.

Section 6: Further Authority; Prior Acts. All NORCOM officials, their agents, and representatives are hereby authorized and directed to undertake all action necessary or desirable from time to time to continue the Honor Wall and the traditions associated therewith. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified and confirmed.

Section 7. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by a majority vote of the Governing Board in an open public meeting on this ____ day of _____, 2019.

Signed in authentication thereof on this ____ day of _____, 2019.

Chair

Attest: _____



MEMORANDUM

To: Governing Board
From: Tom Orr, Executive Director
Date: 07/12/2019
Subject: Resolution 169: NORCOM Tenth Anniversary Proclamation

Executive Summary:

On June 30, 2019, NORCOM completed its tenth full year of very successful operations. NORCOM is celebrating its Tenth Anniversary throughout the month of July. Celebrations kicked off with a large open house event on July 1. NORCOM thanks the many Governing Board members, officials and first responders who attended. NORCOM will also provide an anniversary cake and treats at the July 12 Governing Board meeting. NORCOM's Governing Board will recognize the Tenth Anniversary with this formal proclamation.

Background:

Over those ten years, NORCOM developed into an elite and high-performing 911 center routinely excelling in the top tier in the nation in the speed with which 911 calls are answered and dispatched. Simultaneously NORCOM established itself as innovating and modeling state-of-the-art technology and being a leader in implementation of Next Generation 911 technology and services. Throughout all the ten years, NORCOM has consistently performed better than the 10-year projections for NORCOM agency assessments, expenses and revenues. In every category, NORCOM provided better than projected performance all the while receiving clean auditor reports on NORCOM finances from the annual Washington State Auditor. Culturally, NORCOM has overcome the challenges of merging two organizational cultures at its inception to now model a highly integrated cultural values program and has led the way in risk management by adopting the Culture of Accountability used in high-risk environments such as aviation, nuclear, and space operations.

Although it is always good to hear about NORCOM's success from our own agencies and those we work with, it is another thing altogether when outsiders recognize NORCOM as the highest performing 911 center in Washington State and a national model. In this last year alone, the Washington Survey and Rating Bureau reported that it rated NORCOM as the highest performing 911 center in Washington State. Similarly, out-of-state auditors for the national Center for Public Safety Excellence which accredits fire agencies throughout the nation described NORCOM's performance as "off the charts" nationally. Nationally, the State 911 office referred the U.S. Department of Transportation (USDOT) to NORCOM when it requested a tour of a "high-performing" 911 center in King County.

NORCOM's reputation for excellence in performance and technology is well-regarded throughout the tri-state Pacific Northwest region as evidenced by leaders and teams of other 911 centers in Spokane and Idaho scheduling tours and in-depth briefings to learn how NORCOM operates and manages 911 operations and technology. NORCOM's Chief Technology Officer and his highly-skilled team are relied for their expertise by the State 911 office and radio service providers. The King County Sheriff's Office has identified NORCOM as a key collaborator and partner in developing regional collaboration and

seamless operations. NORCOM developed and patented the RAADAR information sharing software that is widely acclaimed and adopted by most of the agencies in King and Snohomish County and will soon go statewide with Federal grant funding. NORCOM has also stepped up to answer the call of the King County Fire Chiefs to support and implement Automatic Aid throughout King County. NORCOM's Board has funded the initial infrastructure for connecting the Computer Aided Dispatch systems that served all Fire/EMS Dispatch Centers in King County.

Past Board or Other Related Actions:

NORCOM previously held a Fifth Anniversary celebration that was well attended by all.

Policy and Strategic Implications:

NORCOM's performance and its operations as a "coalition of the willing" with each member having a vote in all governance matters has resulted in other agencies seeking to join NORCOM. The City of Normandy Park joined NORCOM in 2018. Renton Regional Fire Authority and Puget Sound Regional Fire Authority are now actively engaged in discussions and evaluation pursuant to their seeking to join NORCOM. These developments demonstrate that NORCOM has been successful in its policy and strategic objectives to become a national model for service, governance and performance.

NORCOM Staff Recommendation:

NORCOM Staff is very proud of all our great personnel at NORCOM. Their dedication and selfless sacrifice are the key ingredient to NORCOM's outstanding performance at all levels of finance, operations, and technology.

Staff Comments:

We thank all the past and present members of the NORCOM Governing Board for their unwavering support, mentorship, and leadership throughout the last ten years. Your leadership from the top and your genuine concern for all of us at NORCOM has enabled all the success that NORCOM has experienced.

Options

NA

Risks

NA

Finance Committee Review: No

NA

Legal Review: No

NA

Joint Operations Board Review: No

NA

Fiscal Impact

Budgeted Y/N: N

Fiscal Year: 2019

Account (s):

Fiscal Note:

Fiscal Impact:

NA

Attachments

Resolution 169: Proclamation on NORCOM's Tenth Anniversary

Resolution 169

**A RESOLUTION ON THE TENTH ANNIVERSARY
OF THE
NORTH EAST KING COUNTY PUBLIC SAFETY COMMUNICATIONS AGENCY
(NORCOM)**

WHEREAS, the tenth anniversary of NORCOM's initial Emergency Communication Services was on July 1, 2019 and NORCOM has scheduled several events in July to celebrate this important milestone; and

WHEREAS, the Elected Officials, Fire Chiefs, Police Chiefs, and many other key personnel of NORCOM's initial seven cities and eight fire districts exercised prescient foresight and genuine interest in effective regional public safety by combining forces and resources as equal owners and directors of an organization where they and their employees are the prime recipients of the services of NORCOM on behalf of the citizens they serve; and

WHEREAS, NORCOM's Mission is to be a trusted and caring servant to those who need help and those who provide help; and

WHEREAS, NORCOM's Vision is to lead the nation as a premier center of excellence, collaboratively leveraging technology and innovative services to support public safety, health, and welfare; and

WHEREAS, NORCOM has, over the last ten years, matured into an elite and high-performing 911 center routinely excelling in the top tier in the nation in the speed with which 911 calls are answered and dispatched; and

WHEREAS, NORCOM, in the same ten-year period, established itself as a model in the innovation and implementation of state-of-the art technology including proven and demonstrated leadership in implementation of Next Generation 911 technology and services; and

WHEREAS, throughout all the years, NORCOM has consistently exceeded and excelled in financial performance when compared to the 2009 ten-year Governing Board financial projections for agency assessments, expenses and revenues; and in comprehensive audit reviews by the State Auditor of NORCOM's financial practices and accounting throughout its first ten years; and

WHEREAS, NORCOM succeeded in merging two pre-existing organizational cultures at its inception; now models a highly integrated cultural values program; and has

Resolution 169
A RESOLUTION ON THE TENTH ANNIVERSARY
OF THE
NORTH EAST KING COUNTY PUBLIC SAFETY COMMUNICATIONS AGENCY
(NORCOM)

led the way in risk management by adopting the Culture of Accountability model used in high-risk environments such as aviation, nuclear, and space operations; and

WHEREAS, independent and objective third parties have rated NORCOM as the highest performing 911 center in Washington State and a national model as exemplified when the Washington Survey and Rating Bureau, which sets fire insurance risk ratings for Washington State, reported that it rates NORCOM as the highest performing 911 center in Washington State; when out-of-state auditors for the national Center for Public Safety Excellence, which accredits fire agencies throughout the nation, described NORCOM's performance as "*off the charts*" nationally; and when the State 911 office directed the U.S. Department of Transportation (USDOT) to NORCOM in response to USDOT's request to tour a "*high-performing*" Washington State 911 center in King County; and

WHEREAS, NORCOM's reputation for excellence in performance and technology is well-established in the tri-state Pacific Northwest region as evidenced by leaders and teams of other 911 centers in Spokane and Idaho scheduling tours and in-depth briefings to learn from NORCOM business practices, processes, and procedures in effective 911 operations and technology; and

WHEREAS, NORCOM's Chief Technology Officer and his highly-skilled and innovative team are relied on and consulted by the State 911 office and radio service providers for their expertise and skill; and have developed and patented the RAADAR information sharing software that is widely acclaimed and adopted by most of the agencies in King and Snohomish County and will soon go statewide with Federal grant funding; and

WHEREAS, NORCOM has led the way to respond proactively and answer the direction of the King County Fire Chiefs to support and implement Automatic Aid throughout King County; and the NORCOM Governing Board has funded the initial infrastructure for connecting the Computer Aided Dispatch systems that presently serve all Fire/EMS Dispatch Centers in King County; and once implemented will increase public safety through faster 911 call answering and dispatch; and

WHEREAS, NORCOM's success in its policy and strategic objectives in becoming a national model for service and governance by operating as a joint and regional Fire-Police-911 "coalition of the willing" is evidenced by other agencies joining or seeking to join NORCOM including the City of Normandy Park in 2018; two major Fire agencies in South King County actively engaged in discussions to join NORCOM; and NORCOM's strategic partnerships with the King County Sheriff's Office, Washington State Patrol, and the King County Fire Chiefs, and others to operate as one seamless regional team with no borders.

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of NORCOM to hereby and on this day commend all NORCOM staff for ten years of excellence and distinguished achievement in support of public safety and further desires to express its gratitude as follows:

Section 1. On behalf of the twenty City Managers, Fire Chiefs, and Police Chiefs and their respective cities and fire districts that represent the agencies NORCOM serves and that are the owners of NORCOM, the Governing Board hereby extends its sincere congratulations and a time-honored “well done” to NORCOM and each of its highly-valued employees for their dedication, selflessness, hard-work, and achievements over NORCOM’s first ten years of full operations.

Section 2. On behalf of the twenty City Managers, Fire Chiefs, and Police Chiefs and their respective cities and fire districts that represent the agencies NORCOM serves and that are the owners of NORCOM, the Governing Board wishes continued success for NORCOM’s next ten years

Section 3. On behalf of the twenty City Managers, Fire Chiefs, and Police Chiefs and their respective cities and fire districts that represent the agencies NORCOM serves and that are the owners of NORCOM, the Governing Board pledges its full support and continued efforts to enable and empower NORCOM and its employees for continued success and outstanding achievement for the next ten years and on into the future.

Section 4. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by a majority vote of the Governing Board in an open public meeting on this ____ day of _____, 2019.

Signed in authentication thereof on this ____ day of _____, 2019.

Chair

Attest: _____



MEMORANDUM

To: Governing Board
From: Tom Orr, Executive Director
Date: 07/12/2019
Subject: Minutes of May 10, 2019 Governing Board Meeting

Executive Summary:

Minutes of May 10, 2019 Governing Board Meeting

Background:

NA

Past Board or Other Related Actions:

NA

Policy and Strategic Implications:

NA

NORCOM Staff Recommendation:

NORCOM recommends approval.

Staff Comments:

NA

Options

NA

Risks

NA

Finance Committee Review: No

NA

Legal Review: No

NA

Joint Operations Board Review: No

NA

Fiscal Impact

Budgeted Y/N: N
Fiscal Year: 2019
Account (s):
Fiscal Note:
Fiscal Impact:
NA

Attachments

May 10 2019 Governing Board Minutes



MEMBERS

Nathan McCommon	City of Bellevue (Chair)
Bruce Kroon	City of Bothell
Kyle Kolling	City of Clyde Hill
Marilynne Beard	City of Kirkland
Steve Burns	City of Medina
Ed Holmes	City of Mercer Island
Dan Yourkoski	City of Normandy Park (Vice Chair)
Bob Larson	City of Snoqualmie
Chris Connor	Fire District #27
Tommy Smith	Redmond Fire
Matt Cowan	Shoreline Fire
Greg Ahearn	Woodinville Fire

ABSENT

David Burke	Duvall Fire District #45
Jeff Clark	Eastside Fire & Rescue
Jim Torpin	Northshore Fire
Jay Wiseman	Snoqualmie Pass Fire
James Knisley	Skykomish Fire District #50

VISITORS

Sarah Johnson	Pacifica Law Group
Jared Van Kirk	Garvey Schubert Barer

NORCOM STAFF

Thomas Orr	Executive Director
Scott Sotebeer	Deputy Director, Strategic Initiatives
Roky Louie	Deputy Director, Operations
J. R. Lieuallen	Finance Manager
Ron Tiedeman	IT Director
Chris Perez	Fire Liaison
Judy Cayton	Human Resources Manager



- **Call to Order**

Nathan McCommon, Governing Board Chair, called the NORCOM Governing Board to order at 9:03 a.m.

- **Roll Call**

Chair McCommon requested a roll call of present Governing Board members. Judy Cayton, Human Resources Manager, reported there was a quorum.

- **Open Communications from the Public**

There were no requests for communication from the public

- **NORCOM Recognition**

- Director Orr presented a Director's Coin to Supervisor Marilynne Beard in recognition of her years of service and pending retirement.

- **Consent Agenda**

- **April 2019 Governing Board Minutes**
- **February 2019 Accounts Payable Report**

There was no discussion on any consent agenda items.

Bob Larson made a motion to approve the Consent Agenda. Greg Ahearn seconded the motion.

Motion carried.

- **For Board Decision**

- **Resolution 165: Budget Policy and Calendar**
Finance Manager JR Lieuallen briefed the board on...

Marilynne Beard made a motion to approve Resolution 165. Bruce Kroon seconded the motion.

Motion carried.

- **Resolution 166: 2019 Budget Amendment with 2018 Carryover**
Finance Manager JR Lieuallen briefed the board on...

Bob Larson made a motion to approve Resolution 166. Dan Yourkoski seconded the motion.

Motion carried.

- **Resolution 167: Annual Software Licensing & Software Support Agreement – Tyler Technologies**
IT Director Ron Tiedeman briefed the board on the past agreements under the New World settlement agreement, and the 2019 standard annual support services agreement.



Marilynne Beard made a motion to approve Resolution 167. Bob Larson seconded the motion.

Motion carried.

- **For Briefing to the Board**

There were no Board briefings.

- **Staff Updates**

Scott Sotebeer briefed the board on grant funding efforts.

Ron Tiedeman briefed the board on the State 911 RAADAR grant and proposed June results.

- **Committee Reports**

There were no committee reports.

- **Upcoming Agenda Items**

There were no upcoming agenda items.

- **Executive Session¹**

An executive session was commenced at 09:32 am and finished at 09:42 am. No action was taken.

¹ The Governing Board may hold an Executive Session pursuant to one or more of the following:

- **RCW 42.30.110(1)(i)** to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency;
- **RCW 42.30.110(1)(g)** to review the performance of an employee; and
- **RCW 42.30.110(1)(f)** to receive and evaluate complaints brought against an employee.

The Governing Board meeting was adjourned at 09:55 a.m.

Approved by:

Chair

Attest:

Secretary



MEMORANDUM

To: Governing Board
From: J.R. Lieuallen, Finance Manager
Date:
Subject: May 2019 Accounts Payable Report

Executive Summary:

This item is typical and routine to approved on a monthly basis. As the June meeting was canceled, approval for the May 2019 report is necessary at the July meeting.

Background:

N/A

Past Board or Other Related Actions:

N/A

Policy and Strategic Implications:

N/A

NORCOM Staff Recommendation:

NORCOM Staff has conducted a thorough review and analysis and recommends to approve the May 2019 Accounts Payable Report.

Staff Comments:

N/A

Options

N/A

Risks

N/A

Finance Committee Review: Yes

The Finance Committee has reviewed the report and to date have reported no questions.

Legal Review: No

Joint Operations Board Review: No

Fiscal Impact

Budgeted Y/N: Y
Fiscal Year: 2019
Account (s):
Fiscal Note:
Fiscal Impact:

All payments have been approved by the Executive Director per policy and fall within the 2019 budget.

Attachments

May 2019 AP Report

NORCOM
ACTIVITY MAY 1, 2019 THROUGH MAY 31, 2019

Accounts Payable, Payroll, Electronic and Manual Payments Totaling: **\$ 948,858.05**
Checks by Date - Detail by Check Date Report attached

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the claim is a just, due and unpaid obligation against NORCOM, and that I am authorized to authenticate and certify said claim.

Michael Olson, Treasurer

Date

We, the undersigned NORCOM Board Members, do hereby certify that claims in the amount detailed above are approved.

Governing Board Chair

Date

Governing Board Vice Chair

Date

Accounts Payable

Checks by Date - Detail by Check Date

User: jrliuallen
Printed: 6/12/2019 10:24 AM



Check No	Vendor No	Vendor Name	Check Date	Check Amount
Invoice No	Description	Reference		
ACH	120	PAYCHEX	05/03/2019	
	PPE 042119	PPE 04/21/2019		2,666.96
	PPE 042119	PPE 04/21/2019		38,974.92
	PPE 042119	PPE 04/26/2019		191,854.89
Total for this ACH Check for Vendor 120:				233,496.77
17985	591	ACCOUNTING PRINCIPALS	05/03/2019	
	10242463	Temp Employee Accountant - FMoss W/E 1/27/		1,213.76
	10259401	Temp Employee Accountant - FMoss W/E 2/3/19		1,517.20
	10277570	Temp Employee Accountant - FMoss W/E 2/10/		910.32
	10293764	Temp Employee Accountant - FMoss W/E 2/17/		1,213.76
	10309240	Temp Employee Accountant - FMoss W/E 1/24/		1,213.76
	10324738	Temp Employee Accountant - FMoss W/E 3/30/		1,517.20
	10408448	Temp Employee Accountant - FMoss W/E 4/7/19		1,517.20
	10435269	Temp Employee Accountant - FMoss W/E 4/14/		1,517.20
Total for Check Number 17985:				10,620.40
17986	593	AJILON	05/03/2019	
	10418705	Direct Hire Fee - HR Manager		44,930.55
Total for Check Number 17986:				44,930.55
17987	347	CHRISTOPHER BURDICK	05/03/2019	
	041019	TC Week Prize Trophy		49.49
	041919	TC Week Food		137.34
	042419	TC Week Food		6.63
Total for Check Number 17987:				193.46
17988	6	CDW-GOVERNMENT INC	05/03/2019	
	RVT6108	Plantronics Spare Battery		732.94
	RXG6203	Plantronics Spare Battery		382.40
Total for Check Number 17988:				1,115.34
17989	7	CENTRO PRINT SOLUTIONS	05/03/2019	
	218517	Springbrook Checks		211.78
Total for Check Number 17989:				211.78
17990	210	CENTURYLINK	05/03/2019	
	042019	Snoqualmie EU Circuit		173.12
Total for Check Number 17990:				173.12
17991	8	CENTURYLINK	05/03/2019	
	041019	Telephone Service		1,296.07

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 17991:	1,296.07
17992	9 1466427307	CENTURYLINK Telephone Service	05/03/2019	198.65
			Total for Check Number 17992:	198.65
17993	189 13805	COMPUTER POWER & SERVICE Annual Maintenance Service	05/03/2019	1,940.94
			Total for Check Number 17993:	1,940.94
17994	615 64007299 64053803	CONCENTRA Pre-Employment Suitability Assessments for SG Pre-Employment Suitability Assessments for JC	05/03/2019	252.00 252.00
			Total for Check Number 17994:	504.00
17995	324 51933-1	CRISTA MINISTRIES Crista Radio Site Lease	05/03/2019	488.67
			Total for Check Number 17995:	488.67
17996	447 237399 241110 244320	FIRST CHOICE COFFEE SERVICES Ice Machine Ice Machine Ice Machine	05/03/2019	104.50 65.95 104.50
			Total for Check Number 17996:	274.95
17997	30 1219391 1219438 1220342 1220403 1220405 1220473	FOSTER PEPPER LLC Method and System for an integrated public safe Method and System for Inter and Intra Agency C King County Participation Agreement Method and System for Inter and Intra Agency T RAADAR RAADAR & Design	05/03/2019	805.00 1,161.00 112.87 52.50 118.12 282.19
			Total for Check Number 17997:	2,531.68
17998	126 041319 041319	KAREN FURUYA Mileage Reimbursement PMP Certification Training	05/03/2019	26.48 2,805.97
			Total for Check Number 17998:	2,832.45
17999	32 713483 713485	GARVEY SCHUBERT BARER Labor & Employment Advice Legal Services thru 3/31/19	05/03/2019	3,043.65 1,309.00
			Total for Check Number 17999:	4,352.65
18000	288 042419	KATY GILBERT TC Week Food	05/03/2019	146.92
			Total for Check Number 18000:	146.92
18001	565 10232823	GLOBALSTAR Cellular Services	05/03/2019	272.81
			Total for Check Number 18001:	272.81

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
18002	204 040819 041719	JAMI HOPPEN GoToMeeting Training Editor Website for PIO functions	05/03/2019	383.15 19.99
Total for Check Number 18002:				403.14
18003	571 042919	KEVIN HUBERT TC Week Food	05/03/2019	85.17
Total for Check Number 18003:				85.17
18004	623 45396	INTERNATIONAL ASSOCIATION OF CI IACP Renewal	05/03/2019	190.00
Total for Check Number 18004:				190.00
18005	254 041519 1284054	ANDREW JOHNSON Tyler Connect 2019 Conference Tyler Connect 2019 Registration	05/03/2019	1,427.08 1,200.00
Total for Check Number 18005:				2,627.08
18006	42 11007964	KING COUNTY FINANCE DEPT INET	05/03/2019	1,163.00
Total for Check Number 18006:				1,163.00
18007	557 4524082	LANGUAGE LINE SERVICES Over-the-Phone Interpretation	05/03/2019	163.71
Total for Check Number 18007:				163.71
18008	586 2019-05	MEYDENBAUER CENTER May2019 Contruction Employee Parking	05/03/2019	1,950.00
Total for Check Number 18008:				1,950.00
18009	46 5723 5811	NATIONAL TESTING NETWORK Background Investigation Services Background Investigation Services	05/03/2019	8,700.00 1,450.00
Total for Check Number 18009:				10,150.00
18010	52 49606 49607 49608	PACIFICA LAW GROUP Public Records Special Projects Professional Services thru Mar 2019 Professional Services thru Mar 2019	05/03/2019	396.00 1,173.00 1,950.00
Total for Check Number 18010:				3,519.00
18011	377 PSTI19-0063	PST INVESTIGATIONS Polygraph Examination	05/03/2019	600.00
Total for Check Number 18011:				600.00
18012	484 4545	PUBLIC SAFETY SELECTION PC Psychological Evaluation	05/03/2019	800.00
Total for Check Number 18012:				800.00
18013	256 2019-0056 2019-0156	PUBLIC SAFETY TESTING INC Agency Add-On Authorization Form Subscription Fees Q1 (Jan- Mar 2019)	05/03/2019	90.00 950.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 18013:				1,040.00
18014	61 53118689	ROBERT HALF TECHNOLOGY Direct Hire Fee - System Engineer	05/03/2019	25,673.75
Total for Check Number 18014:				25,673.75
18015	292 8127055341	SHRED-IT USA INC Shredding Service	05/03/2019	104.77
Total for Check Number 18015:				104.77
18016	555 L130621	STATE AUDITOR'S OFFICE Accountability Audit	05/03/2019	601.60
Total for Check Number 18016:				601.60
18017	366 042919	T MOBILE Test Cell Phone Service	05/03/2019	36.80
Total for Check Number 18017:				36.80
18018	74 0147532-0011	UNUM Long Term Care	05/03/2019	500.40
Total for Check Number 18018:				500.40
18019	278 042219 042219	NATHAN WAY ACCIS Spring Conference ACCIS Spring Conference	05/03/2019	234.35 734.12
Total for Check Number 18019:				968.47
18020	88 5006154771	WELLS FARGO FINANCIAL LEASING Printer/Copier	05/03/2019	1,351.05
Total for Check Number 18020:				1,351.05
18021	75 0001XQ 0001Y6 03182019 03192019 03252019 03262019 03272019 03302019 03302019-2 04012019 04072019 04072019-2 04072019-3 109411095C 1107699562 112-2458520 114-1380889 114-2411216 114-2544201 114-4838761 114-4851669 114-6842582	US BANK CORPORATE PAYMENT SYS Job Posting - GovernmentJobs.com Job Posting - GovernmentJobs.com Postage - Finance 1099 Forms Joint Ops Snacks Job Posting - Cragislist Job Posting - Association of Washington Cities TC Week Food/Supplies - Costco TC Week Supplies/Food - Costco Tissues for Operations Fred Meyer - Frames Half Price Books - TC Week Books Home Depot - Tables License Fee Blank Stamps Tissues Governing Board Supplies Operating Supplies IT - Office Supplies Kitchen/Cleaning Supplies Governing Board - Coffee Governing Board - Folders	05/03/2019	175.00 175.00 50.00 21.99 43.74 45.00 100.00 217.61 3.91 46.13 32.77 21.93 95.85 349.00 62.14 37.27 30.54 17.42 14.29 32.35 59.07 18.72

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	114-6842582	Office Supplies		48.34
	114-6842582	Kitchen Supplies		27.76
	114-8696687	Supervisor Console Headphones		54.99
	114-8801551	IT - Office Supplies		14.29
	114-9115203	Cleaning Supplies		54.04
	13574354032719	Water Delivery		237.26
	13664244	Parking - CPK		1,080.00
	22682990	Stamps.com Account		15.99
	25025	Telecommunicator Week Supplies		288.16
	4675-4741	Training - K.Jones		99.00
	5669	Training - K.Jones		19.00
	6550762	Notary Supplies - L.Chu		150.11
	6550815	Notary Supplies - F.Moss		150.11
	7568	Patent Award - N. Way		343.80
	DTJV9-85A03	IT New Employee Business Cards		89.09
	E03007WUN1	Online Services - Microsoft		396.00
	E03007WUN2	Online Services - Microsoft		198.00
	E03007WYCL	Online Services - Microsoft		53.46
	GGSG9K	Travel - Scott Sotebeer		1,077.00
Total for Check Number 18021:				6,046.13
Total for 5/3/2019:				363,555.28
ACH	120	PAYCHEX	05/10/2019	
	042619	PPE Payroll Processing Fee		2,274.20
	042619	Time and Labor Admin Fee		70.00
Total for this ACH Check for Vendor 120:				2,344.20
ACH	131	HEALTH EQUITY	05/10/2019	
	042619	PPE HSA Contributions Payable		1,358.81
Total for this ACH Check for Vendor 131:				1,358.81
ACH	132	WILMINGTON TRUST	05/10/2019	
	042619	PPE MEBT Contributions Payable		34,443.79
Total for this ACH Check for Vendor 132:				34,443.79
ACH	134	COLONIAL LIFE	05/10/2019	
	042619	Supplemental Ins Premiums		942.96
Total for this ACH Check for Vendor 134:				942.96
ACH	140	RELIANCE STANDARD	05/10/2019	
	May2019	Life/LTD Premiums		1,299.50
Total for this ACH Check for Vendor 140:				1,299.50
ACH	327	ASSOCIATION OF WASHINGTON CITIZ	05/10/2019	
	June19	Vision Premiums		1,049.92
	June19	Dental Premiums		7,889.80
	June19	Medical Premiums		86,558.89
Total for this ACH Check for Vendor 327:				95,498.61
Total for 5/10/2019:				135,887.87

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
18022	480 050119	TRACEY CROISIER Severance Pay	05/17/2019	19,097.26
Total for Check Number 18022:				19,097.26
18023	628 050119	SUSAN MINDENBERGS Settlement Agreement	05/17/2019	123,000.00
Total for Check Number 18023:				123,000.00
18024	165 13805326	ABM PARKING SERVICES-24636410 Parking Lease for May	05/17/2019	3,450.00
Total for Check Number 18024:				3,450.00
18025	6 RZF2296 SDM0164 SFH9197	CDW-GOVERNMENT INC Plantronics Spare Battery Wireless Keyboard Console USB Crash Cart	05/17/2019	318.67 72.28 361.87
Total for Check Number 18025:				752.82
18026	11 34669 34670 34672	CITY OF BELLEVUE Monthly Rent Fiber Usage Rental Fee Monthly Parking Spaces	05/17/2019	41,809.33 477.00 1,832.60
Total for Check Number 18026:				44,118.93
18027	615 64252311	CONCENTRA Pre-Employment Suitability Assessments for BJ	05/17/2019	252.00
Total for Check Number 18027:				252.00
18028	324 51933-2	CRISTA MINISTRIES Crista Radio Site Lease	05/17/2019	488.67
Total for Check Number 18028:				488.67
18029	28 9681	EPSCA Redmond Satellite	05/17/2019	812.76
Total for Check Number 18029:				812.76
18030	447 244320	FIRST CHOICE COFFEE SERVICES Ice Machine	05/17/2019	65.95
Total for Check Number 18030:				65.95
18031	627 8670	FIRSTLINE BUSINESS SYSTEMS, INC NICE Inform Elite System	05/17/2019	31,277.95
Total for Check Number 18031:				31,277.95
18032	31 042819	FRONTIER Telephone Service	05/17/2019	752.62
Total for Check Number 18032:				752.62
18033	288 050919	KATY GILBERT Copier paper	05/17/2019	43.89

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 18033:	43.89
18034	329	CORY JAMES	05/17/2019	
	050819	Telecommunicator Week		98.14
	050819	Telecommunicator Week		38.50
			Total for Check Number 18034:	136.64
18035	42	KING COUNTY FINANCE DEPT	05/17/2019	
	11008013	INET		2,326.00
			Total for Check Number 18035:	2,326.00
18036	557	LANGUAGE LINE SERVICES	05/17/2019	
	4544519	Over-the-Phone Interpretation		918.35
			Total for Check Number 18036:	918.35
18037	267	LIFEWORCS	05/17/2019	
	80080	Integrated EAP & WL Program for May		293.06
			Total for Check Number 18037:	293.06
18038	119	PETER LUKE	05/17/2019	
	050719	Mileage Reimbursement		25.68
			Total for Check Number 18038:	25.68
18039	196	MACILVENNIE ASSOCIATES INC	05/17/2019	
	8952	Crime Policy Renewal		3,876.00
			Total for Check Number 18039:	3,876.00
18040	46	NATIONAL TESTING NETWORK	05/17/2019	
	5841	Background Investigation Services		5,800.00
			Total for Check Number 18040:	5,800.00
18041	52	PACIFICA LAW GROUP	05/17/2019	
	50224	Public Records Special Projects		504.00
	50225	Professional Services Costs thru 4/30/19		1,950.00
			Total for Check Number 18041:	2,454.00
18042	65	SPRINT	05/17/2019	
	847357399-124	Wireless Service		200.04
			Total for Check Number 18042:	200.04
18043	555	STATE AUDITOR'S OFFICE	05/17/2019	
	L131127	Accountability & Financial Audit		1,802.80
			Total for Check Number 18043:	1,802.80
18044	167	MELISSA VIETH	05/17/2019	
	050719	Mileage Reimbursement for KCEMS CBD Revi.		18.86
	050719	Mileage Reimbursement for CRA Boundary Trai		16.96
			Total for Check Number 18044:	35.82
			Total for 5/17/2019:	241,981.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	120	PAYCHEX	05/24/2019	
	050519	PPE Payroll Processing Fee 5/10/19		2,362.55
	051419	PPE Payroll Processing Fee 5/17/19		2,362.55
Total for this ACH Check for Vendor 120:				4,725.10
ACH	131	HEALTH EQUITY	05/24/2019	
	050519	PPE HSA Contributions Payable		1,077.56
	May19	HSA Admin Fee		79.00
Total for this ACH Check for Vendor 131:				1,156.56
ACH	132	WILMINGTON TRUST	05/24/2019	
	050519	PPE MEBT Contributions Payable		40,382.86
Total for this ACH Check for Vendor 132:				40,382.86
ACH	133	DEPT OF RETIREMENT SYSTEMS	05/24/2019	
	April19	PERS Contributions		125,455.98
Total for this ACH Check for Vendor 133:				125,455.98
18045	8	CENTURYLINK	05/24/2019	
	051019	Telephone Service		1,300.76
Total for Check Number 18045:				1,300.76
18046	11	CITY OF BELLEVUE	05/24/2019	
	34792	Q1 2019 CoLocation		25,560.00
Total for Check Number 18046:				25,560.00
18047	622	PRIORITY TRAFFIC, LLC	05/24/2019	
	041819	911 Communications Staff Training		8,678.40
Total for Check Number 18047:				8,678.40
18048	377	PST INVESTIGATIONS	05/24/2019	
	PSTI19-0077	Background Investigation K.Aghabeigi		174.00
Total for Check Number 18048:				174.00
Total for 5/24/2019:				207,433.66
Report Total (75 checks):				948,858.05



MEMORANDUM

To: Governing Board
From: J.R. Lieuallen, Finance Manager
Date: 07/01/2019
Subject: June 2019 Accounts Payable

Executive Summary:

N/A

Background:

N/A

Past Board or Other Related Actions:

N/A

Policy and Strategic Implications:

N/A

NORCOM Staff Recommendation:

NORCOM Staff has conducted a thorough review and analysis and recommends to approve the June 2019 Accounts Payable report.

Staff Comments:

The Executive Director has approved all payments and the finance committee has reviewed the report.

Options

N/A

Risks

N/A

Finance Committee Review: Yes

The Finance Committee will review at their July 10th meeting.

Legal Review: No

Joint Operations Board Review: No

Fiscal Impact

Budgeted Y/N: Y

Fiscal Year: 2019

Account (s):

Fiscal Note:

Fiscal Impact:

All payments have been reviewed by NORCOM staff and the Finance Committee for reasonableness and all expenses are in alignment with the budget.

Attachments

June 2019 Accounts Payable Report

NORCOM
ACTIVITY JUNE 1, 2019 THROUGH JUNE 30, 2019

Accounts Payable, Payroll, Electronic and Manual Payments Totaling: **\$ 1,168,881.52**
Checks by Date - Detail by Check Date Report attached

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation and that the claim is a just, due and unpaid obligation against NORCOM, and that I am authorized to authenticate and certify said claim.

Michael Olson, Treasurer

Date

We, the undersigned NORCOM Board Members, do hereby certify that claims in the amount detailed above are approved.

Governing Board Chair

Date

Governing Board Vice Chair

Date

Accounts Payable

Checks by Date - Detail by Check Date

User: jrliuallen
Printed: 7/2/2019 9:31 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	120 051919	PAYCHEX PPE Payroll Processing Fee	06/07/2019	2,384.60
Total for this ACH Check for Vendor 120:				2,384.60
ACH	131 051919	HEALTH EQUITY PPE HSA Contributions Payable	06/07/2019	1,077.56
Total for this ACH Check for Vendor 131:				1,077.56
ACH	132 051919	WILMINGTON TRUST PPE MEBT Contributions Payable	06/07/2019	35,494.86
Total for this ACH Check for Vendor 132:				35,494.86
ACH	134 June	COLONIAL LIFE Supplemental Ins Premiums	06/07/2019	942.96
Total for this ACH Check for Vendor 134:				942.96
ACH	140 June	RELIANCE STANDARD Life/LTD Premiums	06/07/2019	1,293.96
Total for this ACH Check for Vendor 140:				1,293.96
ACH	327 June19 June19 June19	ASSOCIATION OF WASHINGTON CITIZENS Medical Premiums Dental Premiums Vision Premiums	06/07/2019	91,697.73 8,265.60 1,103.96
Total for this ACH Check for Vendor 327:				101,067.29
18049	591 10391642 10443890 10458804 10475845 10494794 10509829 10527753	ACCOUNTING PRINCIPALS Temp Employee Accountant – FMoss WE 3/31/1 Temp Employee Accountant – FMoss WE 4/21/1 Temp Employee Accountant – FMoss WE 4/28/1 Temp Employee Accountant – FMoss WE 5/5/15 Temp Employee Accountant – FMoss WE 5/12/1 Temp Employee Accountant – FMoss WE 5/19/1 Temp Employee Accountant – FMoss WE 5/26/1	06/07/2019	1,517.20 1,517.20 1,517.20 1,517.20 1,517.20 1,517.20 1,517.20 1,517.20
Total for Check Number 18049:				10,620.40
18050	3 52820198	AT&T MOBILITY Cell Phone Service	06/07/2019	253.51
Total for Check Number 18050:				253.51
18051	501 052219	CANDACE BELAIR Executive Presence & Media Training for RLouie	06/07/2019	2,875.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 18051:				2,875.00
18052	6	CDW-GOVERNMENT INC	06/07/2019	
	SJB5434	HP Desktop Memory		1,689.60
	SJJ8878	HP Workstation		8,481.00
	SJP9297	HP EliteDisplay Monitors		2,749.34
	SKP2549	Dual Sided Wireless DECT Headset		306.46
	SKQ9305	HP 5-Year NBD Onsite Supprt		501.60
	SLJ0732	HPE Proliant Servers		46,155.75
	SML4929	Adjustable monitor array mounts		1,787.50
Total for Check Number 18052:				61,671.25
18053	210	CENTURYLINK	06/07/2019	
	052019	Snoqualmie EU Circuit		173.12
Total for Check Number 18053:				173.12
18054	9	CENTURYLINK	06/07/2019	
	051519	Telephone Service		195.76
Total for Check Number 18054:				195.76
18055	18	COPIERS NORTHWEST	06/07/2019	
	INV1958408	Copiers Service for the 2/6/19 - 5/5/19		1,346.30
Total for Check Number 18055:				1,346.30
18056	25	DEPT OF LICENSING	06/07/2019	
	052319	Notary Public Application for BJordan		30.00
Total for Check Number 18056:				30.00
18057	447	FIRST CHOICE COFFEE SERVICES	06/07/2019	
	247129	Ice Machine		104.50
Total for Check Number 18057:				104.50
18058	30	FOSTER PEPPER LLC	06/07/2019	
	1221917	New World Systems/Tyler		451.50
	1221918	RAADAR		236.25
	1221919	King County Participation Aggreement		14,598.00
	1221920	Method and System for Inter and Intra Agency C		210.00
	1221921	Method and System for an intergrated public safi		346.50
	1221922	Method and System for Inter and Intra Agency		262.50
Total for Check Number 18058:				16,104.75
18059	31	FRONTIER	06/07/2019	
	052819	Telephone Service		752.28
Total for Check Number 18059:				752.28
18060	32	GARVEY SCHUBERT BARER	06/07/2019	
	715940	Labor & Employment Advice		6,197.35
Total for Check Number 18060:				6,197.35
18061	185	KRONOS	06/07/2019	
	11449581	Telestaff Web Access		1,689.61

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 18061:				1,689.61
18062	267 83100	LIFEWORCS Integrated EAP & WL Program	06/07/2019	293.06
Total for Check Number 18062:				293.06
18063	222 052019	REBECCA LUCCI Mileage Reimbursement for Critical Incident De	06/07/2019	18.37
Total for Check Number 18063:				18.37
18064	629 19-5086	MERCURY FITNESS Treadmill Repair	06/07/2019	231.00
Total for Check Number 18064:				231.00
18065	586 2019-06	MEYDENBAUER CENTER June 2019 Contruction Employee Parking	06/07/2019	1,950.00
Total for Check Number 18065:				1,950.00
18066	292 8127272744	SHRED-IT USA INC Shredding Service	06/07/2019	105.23
Total for Check Number 18066:				105.23
18067	630 34344	SITECRAFTING INC Norcom Website Development	06/07/2019	1,650.00
Total for Check Number 18067:				1,650.00
18068	65 847357399-125	SPRINT Wireless Service	06/07/2019	200.04
Total for Check Number 18068:				200.04
18069	366 053019	T MOBILE Test Cell Phone Service	06/07/2019	36.78
Total for Check Number 18069:				36.78
18070	74 0147532-0011	UNUM Long Term Care	06/07/2019	569.80
Total for Check Number 18070:				569.80
18071	79 9830033543	VERIZON WIRELESS Cell Phone Service	06/07/2019	1,961.56
Total for Check Number 18071:				1,961.56
18072	88 5006281913	WELLS FARGO FINANCIAL LEASING Printer/Copier	06/07/2019	1,351.05
Total for Check Number 18072:				1,351.05
18074	75 #SO105681 035127510 04112019 04112019-2	US BANK CORPORATE PAYMENT SYS Uplift Desk - J. Cayton Software - Acrobat Pro Software - Acrobat Pro Governing Board Snacks	06/07/2019	544.50 16.49 16.49 63.28

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	04132019	Office Supplies		17.46
	04132019-2	TC Week - Food/Supplies		65.76
	04162019	Office Supplies - Paper		207.65
	04172019	TC Week - Food		277.96
	04192019	TC Week - Food		130.62
	04192019-2	TC Week - Food		37.13
	04242019	Travel - S. Sotebeer		481.00
	04292019	Stamps.com Account		19.79
	05062019	Travel Accommodation - S. Sotebeer		786.88
	05072019	Governing Board Snacks		52.04
	110220	TC Week - Food		260.92
	113-0339744	Phone Case for Supervisors		10.99
	113-2500166	Office Supplies		29.65
	113-5059212	Office Supplies		34.09
	113-5059212	Office Supplies		16.86
	11442	TC Week - Food		10.00
	126059316	PMI Membership		159.00
	13574354-042419	Water Delivery		237.83
	13805326	Parking - 700 Building		6,900.00
	13805329	Parking - CPK		1,080.00
	7755	Supplies - Michaels		15.70
	892135	TC Week - Ikea		76.98
	9CPGC-95A64-4H6	Business Cards - J. Cayton		42.89
	DJYSD1	Keys for Filing Cabinet		21.97
	E030084NU2	Microsoft - Online Services		53.46
	HDB000031974	Software - Acrobat Pro		227.69
	K55ND-95A17-5T9	Business Cards - K. Hubert		53.89
Total for Check Number 18074:				11,948.97
Total for 6/7/2019:				264,590.92
ACH	120	PAYCHEX	06/12/2019	
		PPE Union Dues Payable		2,214.54
		PPE Federal Taxes Payable		36,687.65
		PPE Deferred Comp Payable (EE)		1,907.47
		PPE Accrued Wages Payable		228,149.50
		PPE FMLA Taxes Payable		1,280.29
		PPE Accrued Employ Security		3,218.14
		PPE Parking Payable		723.46
		PPE Medicare Payable		9,297.25
Total for this ACH Check for Vendor 120:				283,478.30
Total for 6/12/2019:				283,478.30
ACH	120	PAYCHEX	06/14/2019	
	June2019	PPE Payroll Processing Fee		2,362.55
Total for this ACH Check for Vendor 120:				2,362.55
ACH	131	HEALTH EQUITY	06/14/2019	
	060219	PPE HSA Contributions Payable		1,077.56
	June19	HSA Admin Fee		79.00
Total for this ACH Check for Vendor 131:				1,156.56
ACH	132	WILMINGTON TRUST	06/14/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	060219	PPE MEBT Contributions Payable		34,805.63
Total for this ACH Check for Vendor 132:				34,805.63
ACH	133	DEPT OF RETIREMENT SYSTEMS	06/14/2019	
	032019	PERS Contributions for March		91.12
	May19	PERS Contributions		124,111.22
Total for this ACH Check for Vendor 133:				124,202.34
18075	71	TRITECH SOFTWARE SYSTEMS	06/14/2019	
	240009	CAD Annual Maintenance Fee		199,495.07
Total for Check Number 18075:				199,495.07
18076	29	ESRI	06/14/2019	
	25874357	ArcGIS License Renewal		8,452.27
Total for Check Number 18076:				8,452.27
Total for 6/14/2019:				370,474.42
18077	591	ACCOUNTING PRINCIPALS	06/21/2019	
	10542832	Temp Employee Accountant – FMoss WE 06/02		1,213.76
	10558657	Temp Employee Accountant – FMoss WE 6/9/19		1,517.20
Total for Check Number 18077:				2,730.96
18078	6	CDW-GOVERNMENT INC	06/21/2019	
	SNC7739	Labelwriter Printer		91.39
	SNM8439	HP Desktop Memory		1,689.60
Total for Check Number 18078:				1,780.99
18079	11	CITY OF BELLEVUE	06/21/2019	
	34705	Monthly Rent		41,809.33
	34706	Fiber Usage Rental Fee		477.00
	34708	Monthly Parking Spaces		1,832.60
Total for Check Number 18079:				44,118.93
18080	615	CONCENTRA	06/21/2019	
	64535368	Pre-Employment Suitability Assessments for JB		252.00
Total for Check Number 18080:				252.00
18081	28	EPSCA	06/21/2019	
	9711	Redmond Satellite		812.76
Total for Check Number 18081:				812.76
18082	565	GLOBALSTAR	06/21/2019	
	10305318	Orbit Plan Services		272.81
Total for Check Number 18082:				272.81
18083	204	JAMI HOPPEN	06/21/2019	
	052819	Mileage Reimbursement for PIO Training		232.00
	052819	Peer Support Training		40.00
	061719	Raffle for overtime gift		10.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 18083:				282.00
18084	183 321024	INNOVASAFE INC Software Source Code Escrow Agreement Renew	06/21/2019	700.00
Total for Check Number 18084:				700.00
18085	329 061819	CORY JAMES Welcome gift basket	06/21/2019	56.04
Total for Check Number 18085:				56.04
18086	42 11008093	KING COUNTY FINANCE DEPT INET	06/21/2019	1,163.00
Total for Check Number 18086:				1,163.00
18087	424 3824	LIFTOFF LLC Office 365 Licenses	06/21/2019	510.00
Total for Check Number 18087:				510.00
18088	631 118299347	RICK MARSHALL WA DC Congressional Delegation Trip	06/21/2019	1,222.72
Total for Check Number 18088:				1,222.72
18089	52 50774 50775	PACIFICA LAW GROUP Public Records Special Projects Professional Services thru 5/31/19	06/21/2019	2,926.50 1,950.00
Total for Check Number 18089:				4,876.50
18090	377 PST119-0100	PST INVESTIGATIONS Background Investigation	06/21/2019	3,093.38
Total for Check Number 18090:				3,093.38
18091	484 4645	PUBLIC SAFETY SELECTION PC Psychological Evaluation	06/21/2019	800.00
Total for Check Number 18091:				800.00
18092	316 060419	JULIE RANDON Snack for Backup Center	06/21/2019	37.40
Total for Check Number 18092:				37.40
18093	598 050819 050819 061719 061719	MALCOLM S. SOTEBEER WA DC Congressional Delegation meeting Regional Strategy Meetings WSP Meeting in Olympia WA DC Congressinal DelegationTrip	06/21/2019	628.99 116.67 66.55 404.60
Total for Check Number 18093:				1,216.81
18094	555 L131619	STATE AUDITOR'S OFFICE Financial Audit	06/21/2019	872.85
Total for Check Number 18094:				872.85
18095	499	TYLER TECHNOLOGIES	06/21/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	130-7023	New World Implementation Training		10,395.00
			Total for Check Number 18095:	10,395.00
18096	88 5006426991	WELLS FARGO FINANCIAL LEASING Copier	06/21/2019	1,351.04
			Total for Check Number 18096:	1,351.04
18097	632 117799400	DAN YOURKOSKI WA DC Trip Congressional Delagation	06/21/2019	865.56
			Total for Check Number 18097:	865.56
			Total for 6/21/2019:	77,410.75
ACH	120 061619 May19	PAYCHEX PPE Payroll Processing Fee Time and Labor Admin Fee	06/28/2019	2,318.45 70.00
			Total for this ACH Check for Vendor 120:	2,388.45
ACH	131 061619	HEALTH EQUITY PPE HSA Contributions Payable	06/28/2019	1,129.64
			Total for this ACH Check for Vendor 131:	1,129.64
ACH	132 061619	WILMINGTON TRUST PPE MEBT Contributions Payable	06/28/2019	35,345.91
			Total for this ACH Check for Vendor 132:	35,345.91
ACH	134 061619	COLONIAL LIFE Supplemental Ins Premiums	06/28/2019	882.46
			Total for this ACH Check for Vendor 134:	882.46
ACH	140 July	RELIANCE STANDARD Life/LTD Premiums	06/28/2019	1,439.39
			Total for this ACH Check for Vendor 140:	1,439.39
ACH	327 July2019 July2019 July2019	ASSOCIATION OF WASHINGTON CITIZ Medical Premiums Dental Premiums Vision Premiums	06/28/2019	87,237.93 7,930.35 1,057.64
			Total for this ACH Check for Vendor 327:	96,225.92
18098	75 0001JL 031685 051119 051419 052119 052419 052519 053019 060319 0895415 097513	US BANK CORPORATE PAYMENT SYS Job Posting - Government Jobs Operating Supplies Finance Software Plan Health Committee Supplies Parking- 700 Building Operating Supplies Facility Supplies Job Posting - AWC Postage Kitchen Supplies Refrigerator	06/28/2019	175.00 49.81 16.49 178.13 3,450.00 37.97 24.65 100.00 50.00 16.26 222.96

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1043184731	Adobe Pro Subs		16.49
	13574354 052219	Water Delivery		223.55
	149330981	Job Posting - Telecommunicators		90.00
	150222681	Job Posting - Service Dest Analyst		45.00
	18606	Fundamentals of Index Tuning Training		59.00
	2090661	Kitchen Supplies		54.98
	23116980	Job Posting - May 2019 Advertising		26.61
	23625712	Job Posting - May 2019 Indeed Advertising		236.83
	2453826	External Hard Drive		127.60
	2453826	Internal SATA Drive		171.58
	2457046	Operating Supplies		376.41
	2545061	Kitchen Supplies		17.03
	2626646	Operating Supplies		121.95
	27398997	Postage		19.79
	3886636	Kitchen Supplies		30.74
	4509063	Admin Office Supplies		13.19
	6574912	Washington Bond License for BJordan		50.00
	7500261	Office Supplies		25.23
	7500261	Office Supplies		24.19
	78221524	Annual Delivery Subscription		99.00
	E03008CKOF	Microsoft Online Services		53.46
	GCAQBO	WA DC Travel for SSotebeer		1,182.00
	LTVXIO	WA DC Travel Insurance Policy for TOzz		82.08
	LTVXIO	WA DC Travel for TOzz		822.40
	Q19060706320361	Wondershare FilmoraPro License		165.59
	Z2P93-C5A85-OS3	Business cards for BJordan		41.78
			Total for Check Number 18098:	8,497.75
18099	591	ACCOUNTING PRINCIPALS	06/28/2019	
	10575112	Temp Employee Accountant - FMoss WE 6/16/1		1,517.20
	10590758	Temp Employee Accountant - FMoss WE 6/23/1		1,517.20
			Total for Check Number 18099:	3,034.40
18100	633	BODMER DESIGN	06/28/2019	
	061219	NORCOM Briefing Books		1,020.00
			Total for Check Number 18100:	1,020.00
18101	6	CDW-GOVERNMENT INC	06/28/2019	
	QZP8913	Server Equipment		2,742.10
	SQV6920	Refund Memory Module		-1,689.60
			Total for Check Number 18101:	1,052.50
18102	8	CENTURYLINK	06/28/2019	
	061019	Telephone Service		1,300.76
			Total for Check Number 18102:	1,300.76
18103	9	CENTURYLINK	06/28/2019	
	1470515962	Telephone Service		389.94
			Total for Check Number 18103:	389.94
18104	634	MATT COWAN	06/28/2019	
	7439228947268	WA DC Congressional Delagation Trip		2,796.37
			Total for Check Number 18104:	2,796.37
18105	32	GARVEY SCHUBERT BARER	06/28/2019	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	718533	Legal Services thru 5/31/19		10,386.56
			Total for Check Number 18105:	10,386.56
18106	610 062119	WILLIAM HAMILTON Training in Eastern WA	06/28/2019	387.38
			Total for Check Number 18106:	387.38
18107	571 49237D	KEVIN HUBERT WSP Visit	06/28/2019	57.95
			Total for Check Number 18107:	57.95
18108	557 4565168	LANGUAGE LINE SERVICES Over-the-Phone Interpretation	06/28/2019	399.31
			Total for Check Number 18108:	399.31
18109	119 062419	PETER LUKE Mileage Reimbursement for May	06/28/2019	59.63
			Total for Check Number 18109:	59.63
18110	629 19-6073	MERCURY FITNESS Replace MCB	06/28/2019	982.44
			Total for Check Number 18110:	982.44
18111	292 8127493846	SHRED-IT USA INC Shredding Service	06/28/2019	105.69
			Total for Check Number 18111:	105.69
18112	409 13	KENNY SOLBERG Video Services- 30s recruiting commercial	06/28/2019	1,000.00
			Total for Check Number 18112:	1,000.00
18113	69 10438	THOMAS C PETEK PHD Psychological Evaluation	06/28/2019	300.00
			Total for Check Number 18113:	300.00
18114	570 062519 062519	Ronald Tiedeman Mileage Reimbursement for April - June Office Supplies	06/28/2019	135.36 63.14
			Total for Check Number 18114:	198.50
18115	74 0147532-0011	UNUM Long Term Care	06/28/2019	557.00
			Total for Check Number 18115:	557.00
18116	79 9832009856	VERIZON WIRELESS Cell Phone Service	06/28/2019	2,082.29
			Total for Check Number 18116:	2,082.29
18117	167 061019 061019	MELISSA VIETH CRA Boundary Tour Training KCEMS Revisions/CBD Training	06/28/2019	156.14 215.13

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
Total for Check Number 18117:				371.27
18118	278	NATHAN WAY	06/28/2019	
	062619	RAADAR Presentation at WA-APCO/NENA		222.42
	062619	RAADAR Presentation at WA-APCO/NENA		313.20
Total for Check Number 18118:				535.62
Total for 6/28/2019:				172,927.13
Report Total (86 checks):				1,168,881.52



MEMORANDUM

To: Governing Board
From: Ron Tiedeman, IT Director
Date: 07/12/2019
Subject: Resolution 170: NORCOM Alphanumeric Paging Infrastructure Upgrade Proposal

Executive Summary:

Seek Governing Board approval authorizing the Executive Director to negotiate an agreement with Snohomish County 911 to upgrade the NORCOM alphanumeric paging system and utilize the Snohomish County 911 contract and negotiated pricing based on a four-year or project completion repayment term to Snohomish County 911 in an amount not to exceed \$630,792.70.

Background:

NORCOM staff identified the imminent need to upgrade paging infrastructure in conjunction with Snohomish County 911 paging infrastructure upgrade project. NORCOM discussed alternative options of upgrading the paging infrastructure with the governing board on March 8th, 2019 and subsequent discussions have taken place with Joint Operations, Zone 1 Fire Operations, and Zone 1 Fire Chiefs.

Since the March 8th discussion with the Governing Board a few significant pieces of the paging system have come to light which believe drive the upgrade. Many members of the board, and subsequent groups have identified hesitance in investing in older paging technologies, however a clear path to stop using our current system, but still notify personnel in a consistent, safe, reliable manner is not resolved.

We have found the original formation of the "Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU" originally signed into effect by City of Bellevue, NORCOM Agencies, SERS (now Snohomish County 911) and Valley Communications.

Mutual aid between agencies outside of NORCOM will require additional thought, configuration, and interface to accommodate the now current paging interfaces to coordinate with external NORCOM mutual aid responses. Due to the current paging system, and MOU the entire region is intertwined through the current paging system, and potentially drives the proposed upgrade.

Discussions with Snohomish County 911 have identified their willingness through our long-standing partnership to fund the paging upgrades over the course of project completion through the Snohomish County 911 contract pricing. NORCOM has the capability to fund the project through ER&R funds at the current rate of collection.

Past Board or Other Related Actions:

Historic documentation of the paging system is attached, which include the March 8th 2019 Governing Board briefing, as well as the original "Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU" signed and approved by agencies not previously referenced in past discussion.

Policy and Strategic Implications:

Due to the current operational procedures that NORCOM uses interagency and mutual aid support via paging requires careful consideration and planning. Current procedures and agreements in place utilize paging as a "pre-alert" to mutual fire response, and removing this capability without adequate planning, training, and mitigation could significantly impact response times and interagency support across multiple fire agencies including Snohomish County 911, Kittcom, Valley Com, South King County and Seattle. Upgrading in conjunction and partnering with Snohomish County 911 will strengthen our ability to prepare and plan a future solution that meets the needs of NORCOM and all the personnel and citizen we serve.

Currently, NORCOM owns equipment in 9 locations with 4 of those leased in King County for paging services as well as the FCC VHF licensed frequencies to page. Careful consideration around strategic planning as related to these sites and frequencies that could be used to leverage future NORCOM communications services utilizing paging, and a future technology solution.

NORCOM Staff Recommendation:

NORCOM staff has thoroughly reviewed the options and recommends the governing board approve the paging system agreement with Snohomish County and recommends the alphanumeric paging system upgrade. NORCOM participation allows us to properly mitigate risks due to the expedient nature in which the upgrade is happening, and will allow us to balance technology, resources and cost in near future solutions to meet the needs associated with mutual aid and automatic aid procedures.

Staff Comments:

NORCOM staff recommends authorizing this project to successfully manage and mitigate requirements of communications and NFPA secure notification systems, as well as the future notification and technology used in the region as related to mutual aid, automatic aid, and regional cooperation.

Options

1. Enter into an agreement with Snohomish County 911 to upgrade the existing paging infrastructure utilizing a repayment plan which assists both parties funding and expanding the system. While upgrade is under way, start planning and testing additional future options.
2. Look to alternative solutions, and stop utilizing NORCOM managed alphanumeric paging

Risks

Option 1.

A. Upgrading the paging system will require NORCOM, management, project management, and staff time to coordinate and plan the upgrade as well as a repayment schedule.

B. Future upgrade path will need to be identified in 7-10 years resulting in additional planning to mitigate risks identified by removing paging, or in conjunction with MOU participants could be a joint effort removing risks.

Option 2.

A. Removing paging services requires significant planning to mitigate regional mutual aid pre alerting and service agreements currently in place between cooperating and mutual aid agencies. Significant risk, and cost will result from identifying stop gap measures to ensure proper notification to and from agencies is received between disparate notification systems.

B. Coverage and service of alternative solutions have not been tested and require a different mechanism for notification also requiring significant planning and operational policy and procedure changes to NORCOM, agencies served, and agencies supported through reciprocal mutual aid response.

C. Removing NORCOM paging infrastructure also remove NORCOM from the Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU. As such, many resources, equipment, and VHF frequencies may be petitioned to remove from NORCOM ownership as well resulting in loss of current and future capabilities.

Finance Committee Review: Yes

The finance committee will be briefed on this topic in their July meeting. Due to the proposed repayment schedule, and agreement to pay over time utilizing ER&R funds allocated for replacement, it is considered a standard purchase and funds have been budgeted and set aside.

Legal Review: No

Legal has not been engaged to this date, as an agreement for the upgrade and repayment schedule has not been approved. Upon Governing Board approval, NORCOM IT will coordinate and draft an agreement for legal review based on repayment of the project quote.

Joint Operations Board Review: Yes

The Joint Operations Board was briefed on this topic, as well as their recommendation to bring it to both Zone 1 Operations and Zone 1 Chief's which has been completed.

Fiscal Impact

Budgeted Y/N: Y

Fiscal Year: 2019-2023

Account (s): ER&R

Fiscal Note:

Fiscal Impact:

Fiscal impact anticipated as part of current ER&R annual NORCOM agency investment. An example of repayment would consist of \$150,000 applied in 2019, and \$120,600 per year for 4 years unless upgrade completed prior to the 4 years at which time balance would be due.

Snohomish 911 pricing awarded to successful RFP provider, and establishes contract pricing for all vendor supplied equipment and another contract vessel for approved negotiated pricing on related purchases.

Attachments

Governing Board Update March 8

Resolution 170 Alphanumeric Paging Authorization

Snohomish 911 Paging Sub Quote

NORCOM Alphanumeric Paging MOU



MEMORANDUM

To: Governing Board
From: Ron Tiedeman, IT Director
Date: 02/27/2019
Subject: Paging System Discussion - Purchase/ Upgrade Current Solution vs. Alternative Solutions

Executive Summary:

Review and discuss NORCOM paging system and emergent infrastructure upgrades, and options to replace the system in conjunction with Snohomish County 911/ SERS scheduled upgrade 2019-2021 or evaluate alternative options to achieve desired goals of fire agencies regarding alphanumeric paging.

Background:

Snohomish 911 now combined with Snohomish Emergency Radio System (SERS) is in the process of upgrading their RF public safety radio network and paging infrastructure. As a result, Snohomish 911 has been working closely with NORCOM to integrate paging into that upgrade and has given NORCOM the opportunity to participate jointly in that upgrade with an anticipated hardware and services cost of approximately \$600,000.00. NORCOM would like to give the board, and agencies the opportunity to consider the long-standing solutions implemented in Zone 1 vs. alternatives to the current solution. Due to technology changes in paging, the current solution is considered a stop-gap to other forms and methods of notifications. Due to NORCOM's position not owning radio sites, rather leasing them, we felt this was a strategic conversation with the agencies we serve and a governing board decision.

NORCOM operates a public safety grade paging system in conjunction with SERS, sharing and coordinating connectivity and sites throughout King and Snohomish County specific to Fire paging services. NORCOM manages 9 sites with paging equipment; 5 are leases with King County Radio now changing to PSERN and under financial review, 1 is private and 3 have no agreement with NORCOM agencies. The financial impact to NORCOM begins with an initial \$600,000.00 paging hardware upgrade, approximately \$50,000.00 - \$100,000.00 in antenna, site UPS and service costs, and an unknown lease change due to PSERN contract changes representing a significant financial impact. The paging system serves approximately +/- 300 paging devices in zone 1. We know, due to technology pages the next upgrade in 7-10 years will result in a similar investment to achieve the next generation of IP services requiring connectivity to all sites we manage, services, support,

and maintenance.

Past Board or Other Related Actions:

Starting in 2002 – Zone 1 Chiefs requested ADCOMM study alerting methods. The study concluded existing system/methods were slow compared to other system capabilities. The study recommended an Alphanumeric radio paging system to alert “people” and location CADVoice system to alert “places”. In 2007, ADCOM engaged by Eastside Comm to develop, implement and test the “new” system, estimated at 1.6 million dollars to include paging radio site equipment, TriTech CAD interfaces and Location equipment at 55 fire stations.

All Zone 1 Fire Agencies established an Interlocal Agreement (2007) between Fire and Eastside Communications to enable the City of Bellevue to implement the system providing the funding mechanism the agencies would use to implement the required changes. The implementation was based on the consultant recommendations which provided three alternatives to consider:

- Separate and stand-alone for Zone 1
- Expansion of Zone 3 system to include Zone 1
- Expansion of the Snohomish County Emergency Radio System (SERS) & Zone 1

SERS selected and the advantages were:

- Joint responses between Snohomish 911 and Zone 1 greater than in Zone 3
- Radio coverage in Snohomish 911 provided benefit to Zone 1
- Snohomish 911 paging technology was more current than Zone 3
- Snohomish 911 had more qualified and collaborative RF technician resources

In or around 2012, the system was integrated with SERS, providing a redundant centralized control system (paging terminal or switch) located at Snohomish 911 and operated by SERS. The radio sites are connected to the paging terminal using a combination of microwave radio and telephone providers. The radio freq (152.0075) is licensed to City of Bellevue w/ call signs WQHQ915 and 957.

NORCOM does not own any of the alpha paging equipment, rather it is owned and governed by the original Interlocal executed between Eastside Communications and Zone 1 Fire Agencies. In 2012, it was noted that several radio sites share antennae with other radio equipment and some antenna systems are over 20 years old. At that time, the Governing Board approved NORCOM assuming responsibility for conducted long-overdue maintenance and upgrades to the system. Location became a part of the paging conversation in late 2012, and has a funding, replacement and allocation model associated with it as part of NORCOM.

Policy and Strategic Implications:

There are significant policy and strategic considerations around how we do business as it relates to our agencies partners and services. Due to the closely intertwined relationship with Snohomish 911/ SERS, our decision may alter our own business practices, but also those of Snohomish 911 agencies to include pros and cons of coverage and response.

NORCOM Staff Recommendation:

There are significant policy and strategic considerations around how we do business as it relates to our agencies partners and services. Due to the closely intertwined relationship with Snohomish 911/ SERS our decision may alter our own business practices, but also those of Snohomish 911 agencies to include pros and cons of coverage and response.

Staff Comments:

NORCOM staff has done significant research on this topic to present the agencies and the board with relevant facts. We encourage our customer agencies and partners to openly discuss the options and assist us in recommending a solution to the governing board.

Options

1. Utilize SERS option
2. Look at alternative option

Risks

1. SERS – Older technology that is reliable, however known upgrade path in 7-10 years
2. Utilize new "alternative" – Risks associated with coverage, reliability and persistence

Finance Committee Review: Yes

Scheduled for discussion at the finance committee, general overview and options at the next March meeting.

Legal Review: No

Legal has not been engaged. First, we hope to engage boards and Zone 1 users on the topic and will be briefed and presented with options for consideration.

Joint Operations Board Review: No

This overview and discussion will be presented at the next Joint Operations Board for review and consideration in March.

Fiscal Impact

Budgeted Y/N: Y

Fiscal Year: 2019-2020

Account (s): ER&R

Fiscal Note:

Fiscal Impact:

Purchase (Existing System Upgrading paging equipment at remote locations only)
SERS Contract Pricing Estimate - \$573,447.91 Pay Sno911 SERS through MOU. Annual support Unknow at this time.

Alternative Options:

Vendor/ Technology	One-time Fees	Annual Fee
SMS/Active911/cell phone	\$35000.00	\$0.00
Spok	\$0.00	\$62.40
ValleyCom	\$20,000.00	\$0.00
Ziplt	\$65,500.00	\$23.33

Resolution 170

A RESOLUTION OF THE GOVERNING BOARD OF NORCOM AUTHORIZING UPGRADES TO ALPHANUMERIC PAGING INFRASTRUCTURE

WHEREAS, NORCOM staff identified the imminent need to upgrade paging infrastructure in conjunction with the Snohomish County 911 paging infrastructure upgrade project.

WHEREAS, NORCOM staff has thoroughly researched, evaluated, and discussed upgrading the paging infrastructure with the Governing Board on March 8th, 2019 and in many and numerous follow-on discussions the NORCOM Joint Operations Board, Zone 1 Fire Operations, and Zone 1 Fire Chiefs.

WHEREAS, although both NORCOM and its agencies were initially hesitant to invest in expensive upgrades to outdated paging technology, additional research revealed that the paging system is part of a regional King County paging system on which important agencies other than NORCOM continue to rely upon; and

WHEREAS, NORCOM's Chief Technology Officer's diligent searching located a Memorandum of Understanding (MOU) entitled "Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU"; and

WHEREAS, the City of Bellevue, NORCOM Agencies, SERS (now Snohomish County 911) and Valley Communications are parties and signatories to the MOU; and

WHEREAS, the MOU obligates the parties to work collaboratively in the paging arena and establishes a governance group that was never constituted or held meetings;

WHEREAS, NORCOM's withdrawal from current paging infrastructure and protocols would negatively impact public safety particularly with respect to mutual aid between King County first responders; and

WHEREAS, NORCOM desires to work with its regional partners to intelligently plan a replacement technology that will meet the needs of all agencies relying on paging technology; and this cannot be accomplished in the short window of time NORCOM has to participate with Snohomish County 911 in a paging upgrade; and

WHEREAS, NORCOM has been contributing to the Equipment Replacement fund for many years in anticipation of a need to upgrade paging technology and there is enough funding in the Equipment Replacement fund to cover the full four year of cost of approximately \$673,000;

WHEREAS, Snohomish 911 has levy funding to cover the cost of the paging upgrade and is willing to allow NORCOM to pay its share of cost through a combination

*Resolution 170
Authorizing Alphanumeric Paging Upgrade*

of an up-front payment in 2019 followed by subsequent payments over several years;
and

WHEREAS, the total cost to NORCOM once all payments are made would not exceed \$630,792.70;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of NORCOM as follows:

Section 1. Authorization. The Board hereby authorizes the Executive Director to negotiate an agreement with Snohomish County 911 to upgrade the NORCOM alphanumeric paging system and utilize the Snohomish County 911 contract and negotiated pricing based on a four-year or project completion repayment term to Snohomish County 911 in an amount not to exceed \$630,792.70.

Section 2. Future Planning. NORCOM staff will work with other mutual aid partners to identify and develop a plan to transition from existing paging technology no later than the anticipated replacement for the current upgrade in seven to ten years.

Section 3. Further Authority; Prior Acts. All NORCOM officials, their agents, and representatives are hereby authorized and directed to undertake all action necessary or desirable from time to time to carry out the terms of, and complete the transactions contemplated by, this resolution. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified and confirmed.

Section 3. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by a majority vote of the Governing Board in an open public meeting on this ____ day of _____, 2019.

Signed in authentication thereof on this ____ day of _____, 2019.

Chair

Attest: _____



NEGOTIATED CONTRACT WITH
SNOHOMISH COUNTY

COMMUNICATIONS SYSTEM AND SERVICES AGREEMENT

REQUEST FOR PROPOSAL #53-17DW

NOVEMBER 29TH, 2018

NEGOTIATED CONTRACT

The design, technical, pricing, and other information ("Information") furnished with this submission is proprietary and/or trade secret information of Motorola Solutions, Inc. ("Motorola Solutions") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola Solutions.

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SECTION E

PAGING SUB-SYSTEM

E.1 SYSTEM DESCRIPTION

Motorola has included a full replacement of the existing paging system. This proposed new paging system is a thirty (30) site, VHF, simulcast paging system with redundant, Message Gateways, using IP links and/or T1 links to connect the two (2) redundant Message Gateways with all transmitter sites (Figure E-4: Paging System Diagram) Twenty one (21) sites are designated for Snohomish County on their IP microwave network and nine (9) transmitter sites will be designated for NORCOM on their existing serial microwave network.

Motorola has partnered with SONIK Messaging Systems to deliver a turn-key state of the art Simulcast Digital Alpha-Numeric Paging System for Snohomish County, WA. Additionally, Motorola/SONIK will provide serial servers and IP switches to convert the outbound data from IP to serial, as required in the latest system design diagram, requested for the NORCOM connections. Redundant serial servers (2 each) and an IP switch will connect the MPLS microwave system to the King County/NORCOM TeNSR channel banks.

SONIK will also provide a serial server to connect SNOPAC's CAD via the existing Lantronics box, to the IP-based MPLS microwave system. Since SNOPAC's CAD is already outputting IP data, the requirement for a serial server for this connectivity will be discussed further prior to implementation and may be removed.

Each paging transmitter proposed will include a 100-watt power amplifier with integrated isolator, simulcast controller, GPS Receiver, and required power supplies.

The SONIK paging system will consist of two (2) SONIK Message Gateway's, in fully redundant configuration, located at the SERS Rucker Hill radio site as well as the DEM site, where CAD input is provided from SNOPAC 911 and NORCOM through the new MPLS network. Each of 21 Paging Transmitter sites will include a new SONIK PTX-150 All-Digital Paging Transmitter (100 watts) with internal isolator and with SONIK's Base Station Simulcast Controller and Trimble GPS Receiver with GPS antenna system.

All transmitter sites will operate in simulcast mode with accurate timing and frequency stability provided by the Trimble GPS Receivers. The simulcast system will be controlled by a SONIK System Simulcast Controller with Trimble GPS Receiver and antenna, co-located with each Message Gateway. 19", locking, rack mount cabinets are included.

The SONIK proposed solution will include two monitor receivers, located at the DEM site and SNO911 North Campus sites, to monitor the frequency for co-channel users and inhibit transmission by the new SONIK paging system, should the monitor detect the presence of co-channel carrier signal on the same frequency. The second monitor receiver at SNO911 North Campus site will only be active in the event the DEM site fails. More monitor receivers can be installed upon request.

SONIK has also provided two propagation maps that indicate expected RF coverage from the proposed new digital paging system. These maps are based on the parameters provided to SONIK as part of the RFP Section 19.4 and the RF sites as listed in Section 18 - Appendix F



SERS VHF Paging System FCC Licensing Data. One map provides expected on-street RF coverage and the other provides expected in 20dB-building RF coverage.

Motorola will not be responsible for the CAD side of the TAP interface, as we assume the CAD vendor will provide an industry-standard TAP interface, either serial or IP. The demarcation point for the TAP interface from SNOCOM is at the SNOCOM North Campus site, and the demarcation point for the NORCOM interface will be at the Apple Cove site (or the RF site where the NORCOM system currently connects to the SERS system).

In summary, the new paging Motorola/SONIK will:

- Replace all SSC, BSC, and transmitters
- Replace Paging Terminals with Redundant Message Gateways
- Support NORCOM existing serial links
- SERS site link connectivity will be IP based over the new MPLS network, NORCOM site links are anticipated to be serial via existing channel banks.
- Use serial servers to support NORCOM until KingCo microwave upgrades to IP
- Support for the existing 3510 users
- Support existing POTS line connection to the Message Switches for technician use.
- PTX-150 alarms will be interfaced to the Motorola P25 monitoring system.
- Serial/TAP interface to the Message Gateway for SERS existing PageGate interface.
- Message Gateway Internal Website for future paging capability

The major components of this digital paging system solution include the following:

SONIK Messaging Gateway: The new paging system solution includes a Message Gateway as the main processor for receiving requests to send numeric and/or alphanumeric messages. This hardware and software will receive paging requests via internet and serial based connections and send them out to the System Simulcast Controller, to be sent out to all transmitter sites, in simulcast mode. Compatible protocols include TNPP, TAPP, SNPP, WCTP, SMTP, SMS and voice. .

Both Snohomish and NORCOM CAD (Computer Aided Dispatch software) vendors offer a Telelocator Alphanumeric Protocol TAP Version 1.8 interface to the existing paging systems for sending alphanumeric paging messages. These existing CAD interfaces will remain the same. This TAP interface is the industry standard and is included in SONIK's Paging Message Gateway. TAP/IP is also included as a no-charge option. Motorola assumes all integration responsibilities to connect to the existing SNO911, NORCOM, and SONIK interfaces and warrants that no changes are necessary for the existing SNO911 and NORCOM interfaces.

For this system, Motorola/SONIK will be providing a primary and a redundant, backup Message Gateways. One Message Gateway will be installed at the DEM radio site and the backup Message Gateway installed at SNO911 North Campus site. IP links will be provided via the new Microwave network implemented as part of the P25 system. Upon failure of the primary Message Gateway, the backup Message Gateway will take over the operation of the system.



All alphanumeric pagers will be sent out by the Message Gateway software, which provides a central database and reports. Users, with User ID and Password, can initiate and send a page from the SONIK provided webpage, on the County LAN/WAN, to our Message Gateway. Other features include: unlimited groups, on-call groups, failover, and log files. The Message Gateway will receive alphanumeric messages via a variety of inputs and then assign the proper pager cap code(s) and forward to the System Simulcast Controller to be sent out to all transmitter sites, in simulcast mode. Motorola has reviewed the existing SERS paging system and is providing support and interfacing for all existing functionalities for external sub-systems.

Simulcast Controllers: For the new paging system we are including two (2) System Simulcast Controllers (SSC), with one (1) each to be co-located with each Message Gateway. The SSC will send all paging data out to the transmitter sites with launch time data from the attached Trimble GPS Receiver.

SONIK has included two monitor receivers, one co-located with each System Simulcast Controller, to be setup on the same paging frequency, to monitor for co-channel users transmitting on the same frequency. If carrier is detected by this monitor receiver, it will inhibit transmission of any paging data on the frequency. As soon as the channel is clear, the monitor receiver will send a command that paging messages can now be sent.

Each of the transmitter sites will have a Base Station Simulcast Controller (BSC) with attached Trimble GPS Receiver. When the paging data is received at each of the transmitter sites, the BSC will hold the data until the appropriate launch time has been reached. At that time, all sites will launch the paging data in simulcast mode.

SONIK has used this simulcast setup for most of their deployed digital paging systems, with great success and very high reliability. The proposed simulcast controllers can operate on either IP, analog or serial microwave networks however for is proposed to be interfaced over the new MPLS microwave network.

GPS Receivers: All simulcast controllers, both the SSC's and BSC's, will have co-located GPS Receivers for the simulcast timing. We have included Trimble GPS receivers, which provide accurate timing for simulcast synchronization, as well as a 10MHz frequency reference for the transmitter, to accommodate the simulcast system requirement in this RFP. Frequency stability for this solution is approx. +/- 0.0002ppm, which is an excellent specification for simulcast applications.

SONIK PTX-150: At each transmitter site, the BSC controllers will be interfaced to SONIK's newest PTX-150 All Digital Paging Transmitter, which will be setup for POCSAG digital paging. These true-digital paging transmitters will transmit all paging protocols automatically, so it is not necessary to set the baud rate. These PTX-150 Paging Transmitters will all have an internal 100-watt PA and internal isolator. These transmitters were specifically designed for this type of continuous duty system and are the finest true-digital paging transmitters available today, anywhere in the world.

SONIK has been selling the PTX-150 for over 17 years now, with their first major customer being Motorola, for their nationwide paging system in The Netherlands, with over 400 transmitter sites. SONIK has also installed several hundred PTX-150 transmitters for public safety agencies across the United States, including these customers in the State of Washington: Snohomish County, NORCOM, City of Bellevue, Valley Comm., King County, Thurston County and Spokane County.



Antenna Systems: A single 6dB omni transmit antenna with 200' of 7/8 LDF coax is included for each of the twenty-one (21) Snohomish County paging transmitter sites, including GPS antennas at all locations. Motorola is also replacing the antennas and transmission lines at the nine (9) NORCOM paging sites with the same configuration. Motorola will reuse the VHF cavity filters currently used by the paging transmitters. To accomplish this goal some outage during the swap is anticipated. To keep your system costs down, Motorola will be responsible for all antenna system installations, as well as any mounting hardware and/or mounting brackets. SERS and NORCOM will be responsible for appropriate FCC licensing at all sites.





MOTOROLA SOLUTIONS

NEGOTIATED CONTRACT WITH
SNOHOMISH COUNTY

EXHIBIT F PRICING SUMMARY

REQUEST FOR PROPOSAL #53-17DW

NOVEMBER 29TH, 2018

NEGOTIATED CONTRACT

The design, technical, pricing, and other information ("Information") furnished with this submission is proprietary and/or trade secret information of Motorola Solutions, Inc. ("Motorola Solutions") and is submitted with the restriction that it is to be used for evaluation purposes only. To the fullest extent allowed by applicable law, the Information is not to be disclosed publicly or in any manner to anyone other than those required to evaluate the Information without the express written permission of Motorola Solutions.

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Pricing Summary			Original RFP Response Total	RFC #1 SERS Requested Total	Negotiated Contract Pricing
RFP Requirements					
System Equipment					
System Level Equipment		\$	4,837,102.37	\$	6,915,932.97
P25 Remote Site Equipment		\$	10,453,855.38	\$	11,318,037.79
Conventional & Paging Remote Site Equipment (SERS)		\$	1,096,482.25	\$	2,086,523.67
Paging Remote Site Equipment (NORCOM)		\$		\$	388,690.58
Dispatch Console & FSA Equipment		\$	686,891.50	\$	686,891.50
Microwave & MPLS Transport Equipment		\$	1,534,391.09	\$	1,742,086.49
Subscriber Radio Equipment		\$	12,260,580.00	\$	31,075,820.00
Site Development & Civil Equipment		\$	-	\$	-
Total System Equipment Cost		\$	30,869,302.59	\$	53,825,292.42
System Services					
System Level Services		\$	1,496,032.11	\$	2,008,562.11
P25 Remote Site Services		\$	3,727,346.50	\$	3,888,251.50
Conventional & Paging Remote Site Services (SERS)		\$	561,961.58	\$	913,105.58
Paging Remote Site Services (NORCOM)		\$		\$	184,757.33
Dispatch Console & FSA Services		\$	229,137.18	\$	229,137.18
Microwave & MPLS Transport Services		\$	1,291,396.11	\$	1,767,476.11
Subscriber Radio Services		\$	-	\$	1,868,000.00
Site Development & Civil Services		\$	-	\$	-
Performance Bond		\$	333,395.00	\$	455,483.00
Shipping & Handling		\$	64,512.00	\$	69,512.00
Total System Services Cost		\$	7,703,780.49	\$	11,199,527.49
TOTAL BASE BID PROPOSAL COST FOR SYSTEM EQUIPMENT & SERVICES		\$	38,573,083.08	\$	65,024,819.90
Additional Incentives					
Full Contract Execution by 12/29/2018		\$	(1,149,887.34)	\$	(1,938,429.89)
APX Subscriber Volume Discount		\$	(1,190,675.08)	\$	(2,007,188.08)
Motorola Customer Loyalty System Discount		\$	(2,120,078.80)	\$	(3,573,936.31)
Motorola Prime Solutions Integrator Discount		\$	(2,602,554.75)	\$	(4,387,273.20)
Additional Allowances					
Trade-In Allowance For Removed Equipment (Dispatch Consoles, RF Equipment, etc.)		\$	(551,812.18)	\$	(930,220.90)
Motorola Systems Engineering Design Services for Contract & Exhibit Finalization			No Cost to SERS	No Cost to SERS	No Cost to SERS
Motorola Site Surveys (As Required) For Additional Site Information			No Cost to SERS	No Cost to SERS	No Cost to SERS
SERS Requested Options Package Incentives					
Options Package Discount (DSR, GeoPrime, Paging, Subscribers, WAVE, Antenna Replacement)			N/A	\$	(5,117,014.94)
Negotiated Scope Contract Package Discount			N/A		N/A
TOTAL REDUCED BID PROPOSAL COST FOR SYSTEM EQUIPMENT & SERVICES		\$	30,958,074.93	\$	47,070,756.59
Estimated Washington State Sales Tax (9.4% w. Shipment to Marysville)		\$	2,254,539.27	\$	3,545,682.23
TOTAL REDUCED BID PROPOSAL COST FOR SYSTEM EQUIPMENT & SERVICES (INCL. TAX)		\$	33,212,614.20	\$	50,616,438.82
-All incentives above are based upon the scope as proposed and subject to change as applicable to the project scope -Pricing and incentives are valid through 12/31/2018					

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU (Memorandum of Understanding)

Participating Agencies:

NORCOM¹

Valley Com

SERS

City of Bellevue

August 26, 2008

¹ NORCOM is currently not fully operational. Therefore, during this transition period, the City of Bellevue (Bellevue) will be a party to this Agreement acting on its own behalf. However, once NORCOM is fully operational and takes over the functions overseen by this Agreement, Bellevue will terminate its participation in this Agreement.

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU

Document Revisions:

<u>Revision</u>	<u>Date</u>	<u>Distribution</u>
Original	April 29, 2008	NORCOM, SERS, Valley Com, Bellevue
Revision 1.0	June 3, 2008	NORCOM, SERS, Valley Com, Bellevue -Incorporated comments from initial meeting.
Revision 2.0	June 27, 2008	NORCOM, SERS, Valley Com, Bellevue -Incorporated comments from all parties.
Revision 3.0	August 8, 2008	NORCOM, SERS, Valley Com, Bellevue -Incorporated comments including adding sections 13 and 14, making sections IV and V of the SOPs Optional, and adding a statement specifying personal use of the system is prohibited.
Revision 3.1	August 13, 2008	NORCOM, SERS, Valley Com, Bellevue -Changed "Fire One" to "designated dispatch talkgroup" in Appendix A -Added SERS Coordinating Committee Rep names.
Revision 3.2	August 26, 2008	NORCOM, SERS, Valley Com, Bellevue -Added names to sign and Coordinating Committee names -Added indemnification (Bellevue mod approved by all via email) -Made use of Valley Com and Valley Communications Center consistent

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU (Memorandum of Understanding)

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Section 1.0 Introduction

Washington state public safety agencies recognize the need for and benefits of interagency communication, interoperability, and cooperation. The King County, WA and Snohomish County, WA agencies participating in this agreement have well-established interoperability capabilities and mutual aid agreements in place for police, fire response, and Emergency Medical Services (EMS).

Each participating agency has a desire and need for an efficient, dedicated alphanumeric paging capability to be used primarily for emergency alerting and communications for public safety personnel.

Additionally, each participating agency would benefit from a regional, dedicated alphanumeric paging system with service for all participating agencies available uniformly and with equivalent priority mechanisms across the coverage areas and paging facilities of each participating agency.

It is to the benefit of each participating agency to work towards a shared resource system implementation which can offer the broadest operational benefits in the most efficient manner.

No payment will be exchanged between any participating agencies. Each participating agency is expected to purchase and maintain their portion of the system and work diligently to provide a high level of service to all users of the system. Additionally, each participating agency is expected to set aside funds for the maintenance and replacement of system equipment. The end result of this cooperation is expected to be a higher level of service and more efficient resource utilization for the public served by the participating agencies.

In this case, separate existing alphanumeric paging systems currently operate on the same VHF frequency (152.0075 MHz). These systems are owned and operated by Valley Com and SERS, respectively. Additionally, Bellevue is building a new alphanumeric paging system for the same use on the same frequency as Valley Com's and SERS' existing systems. It is desired by all parties that the ultimate goal of a single, simulcast alphanumeric paging system be achieved by January 2010 through cooperative agreements and required technical and operational cooperation.

The goal will be achieved in two phases. The first phase will allow for SERS and

Bellevue to merge their respective resources to build and operate a single, simulcast alphanumeric paging system to service all their users. Valley Com would initially continue to operate their own network in phase one. Additionally, a communication link between Valley Com and the SERS/Bellevue system will be put in place to facilitate efficient dispatch of resources and communications to the benefit of all three parties. It is highly desirable to be able to allow the SERS paging terminals to be in a redundant failover configuration with the Valley Com paging terminals and vice versa. This may or may not be feasible to accomplish in Phase 1. If it cannot be accomplished in Phase 1, this portion of the system evolution will be carried over to Phase 2. The goal for completion of Phase 1 in its entirety is December 2008.

In phase two, Valley Com may merge its paging system technology and join the Valley Com system together with SERS/Bellevue to achieve a single channel simulcast, region-wide alphanumeric paging system which serves public safety agencies across counties and jurisdictions to the benefit of the participating public safety agencies and the public at large. It is important to note that it may be discovered in Phase 1 that a zoned approach for Valley Com and SERS/Bellevue is sufficient to meet the needs of the users alleviating the need for Valley Com to simulcast with SERS/Bellevue.

Today's public safety realities have highlighted the need for agencies to work together to establish communications interoperability and mutual aid plans—not only across traditional jurisdictional boundaries—but across disciplines as well. Bellevue, SERS, NORCOM and Valley Com have worked cooperatively and will continue to do so to develop this inter-jurisdictional, interoperable emergency alerting solution. This solution establishes a Regional VHF Alphanumeric Paging System with jointly agreed upon procedures for use, maintenance and costs. The development and operation of this Regional VHF Alphanumeric Paging System is a shining example of Government agencies working cooperatively to provide the highest quality service to the public with the most efficient and effective utilization of public resources.

Section 2.0 Purpose

The purpose of the inter-jurisdictional, interoperable, Regional VHF Alphanumeric Paging System is to provide a region wide emergency alerting communications system for public safety users. This network transcends traditional or mutual intra-discipline aid in terms of purpose and function. This inter-jurisdictional agreement provides a framework intended to describe the agreements of the parties regarding the implementation, coordination, ownership, standard operating procedures, maintenance

and support obligations, and costs associated with deployment and ongoing operation of the regional alphanumeric paging system.

Section 3.0 Scope

The scope of the Regional VHF Alphanumeric Paging System includes initially NORCOM, SERS, Bellevue and Valley Com public safety agencies which, in turn, includes many departments' police, fire, and EMS organizations. It is the intent of the parties that the scope may be increased in the future to include other public-safety agencies wishing to participate in the regional alphanumeric paging system.

Section 4.0 Definitions

Capcode – A seven digit number used to address a pager. A pager may be programmed with more than one capcode. Multiple pagers may utilize the same capcode.

NORCOM - North-East King County Regional Public Safety Communications Center

SERS – Snohomish County Emergency Radio System

SOP – Standard Operating Procedure

Valley Com – Valley Communications Center

VHF – Very High Frequency defined as the band from 30 MHz to 300 MHz.

Section 5.0 Policy

The Regional VHF Alphanumeric Paging System is available for use to participating agencies with equal message handling in terms of priority as an Emergency Alerting System and is intended primarily for use for that purpose. Additional use on a lower priority basis may be articulated in the SOPs (Regional VHF Alphanumeric Paging System Standard Operating Procedures) attached to this document as Appendix A.

Agreement and adherence to SOPs is critical to the overall success of this system impacting response times and the number of pages. The SOP will be a managed document with revisions and updates administered by a representative selected by the participating agencies at the first meeting of the Coordinating Committee or sooner if the parties deem it so.

Section 6.0 Oversight

Oversight of the Regional VHF Alphanumeric Paging System is administered through the Regional VHF Alphanumeric Paging System Coordinating Committee core members who are identified in the contact list in Appendix C. Each agency will assign their own core member and an alternate. The committee chair will rotate every 12 months and will initially be chaired by SERS. Each agency participating in the use of the system is required to provide a representative to the Regional VHF Alphanumeric Paging System Coordinating Committee after entering into this MOU. The committee will handle all operational and other issues that require communication and coordination on an ongoing basis. The purpose of the committee is to ensure effective public-safety operation of the system on an ongoing basis and to provide a mechanism for issue resolution and related information distribution among participating agencies.

Any issues affecting policy, recommendation, and/or subsequent change that alter the purpose or function of the Regional VHF Alphanumeric Paging System will be implemented only after a consensus, i.e. 100% agreement, is reached by the VHF Alphanumeric Paging System Coordinating Committee. It is expected that all parties will have a mutual interest in resolving issues quickly and to the satisfaction of all users.

Accordingly, each agency must establish oversight authority and the level of delegation with regard to use of the VHF Alphanumeric Paging System Coordinating in accordance with this agreement and the SOPs.

Section 7.0 Maintenance

Each participating agency will be responsible for licensing and maintaining the portion of the VHF Alphanumeric Paging System that they own and operate. Agencies will give reasonable, advance notice of service-affecting maintenance and changes to participating agencies through the VHF Alphanumeric Paging System Coordinating Committee. Each agency will work diligently to identify and repair any service affecting issues in a timely manner. Each agency will set aside appropriate funds for maintenance, replacement and repair of the equipment required for operation of the system. Additional agreements will be needed where specific equipment sharing requires any fund transfer between agencies for equipment costs.

Section 8.0 Responsibility for SOP Compliance

It is the responsibility of agency heads or their designee to ensure that the Regional VHF Alphanumeric Paging System SOPs are followed and to ensure that agency personnel are trained appropriately.

Section 9.0 Updates to the MOU

Updates will take place after the Interoperability Committee meets and gains consensus on proposed changes. It is then the responsibility of the Committee to decide the best possible method of dissemination to all affected agencies. In the event that a proposed change or technical upgrade to the intra-jurisdictional interoperability channel degrades the capability or changes the purpose of the channel, an amendment to the MOU verifying the understanding of changes may be required.

Section 10.0 Approvals

This MOU must be signed by the agency's head or its designee and, if required by the agency's by-laws, submitted to the appropriate governing body for consideration.

Submission and acceptance of this MOU grants the authority for the use of the regional alphanumeric paging system as outlined in this MOU and in accordance with associated SOPs attached as Appendix A and in accordance with the Capcode Assignments and Administration Procedures attached as Appendix B.

Each agency shall ensure accuracy of its own contact information with the Agency Contact Information and Update Procedure attached as Exhibit C. NORCOM will be the administrative body for maintenance of this agreement and any necessary administrative maintenance required for the execution of this agreement.

Section 11.0 Termination

In the event that an agency desires to terminate its participation in this MOU, it shall provide twelve (12) months advance written notice to the other participating agencies. In the event that the agencies participating in the MOU have incurred debt during the time period of a participating member that desires to terminate participation, that terminating member shall continue to be responsible for any proportionate debt incurred during its participation unless other agreements are mutually acceptable to the participating agencies. Written notice shall be directed to the agency heads or their

designee. In the event that termination is due to one party decommissioning their system, terminating agency agrees to negotiate in good faith, if desired by remaining parties, for the transfer of assets of decommissioned system with priority given to make whole and operational any remaining operational systems.

Section 12.0 Non-Compliance

All participating agencies acknowledge that non-compliance with this agreement will result in disconnection from this service. Participating agency may be terminated with at least 180 days advance notice upon the Regional VHF Alphanumeric Paging System Coordinating Committees determination by a unanimous vote of the other participating agencies that the participating agency has not complied with its obligations under this Agreement; provided that prior to any vote on termination, the participating agency must be given written notice describing the alleged deficiencies and a reasonable opportunity to cure such deficiencies.

Section 13.0 Indemnification

Each Party shall defend, indemnify and hold the other Parties, their elected officials, employees, agents and volunteers harmless from any and all claims, injuries, damages, losses, or suits including attorney fees, arising out of that Party's negligent acts or omissions in connection with the performance of its obligations under this Memorandum of Understanding, except to the extent the injuries or damages are caused by another Party.

Section 14.0 Addition of New Agencies

New agencies may be added to this system and agreement in the future. Prior to a new agency being added to the system, a complete technical and operational feasibility analysis is required. Acceptance of new agencies into the system requires a unanimous favorable vote of the Regional VHF Alphanumeric Paging System Coordinating Committee.

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU

APPROVED BY:

SERS




Gary Haakenson, SERS Board President.

10/10/08

(date)

Valley Com



Steve Reinke, Director, Valley Communications Center

September 5, 2008

(date)

NORCOM




Chris Fischer, Executive Director, NORCOM

11-14-08

(date)

City of Bellevue



Linda Pillo, Police Chief, City of Bellevue

10/1/08

(date)

Appendix A. Standard Operating Procedures (SOPs)

I. Purpose

Bellevue, NORCOM, SERS and Valley Communications Center jointly operate a private, regional alphanumeric paging network for reliable and efficient paging in support of emergency responses. This policy is intended to establish guidelines regarding the administration and use of the paging network.

II. Policy

Access to the System will be granted to public safety or similar emergency service providers only, at the discretion of the respective Operations Boards of Bellevue, NORCOM, SERS, and Valley Communications Center. The following guidelines have been established for the use of the paging network. All administration and use of the network shall be in accordance with the procedures contained herein. This system is for public safety communications only. Personal use of this system is prohibited.

III. Procedure

a. Responsibilities

Bellevue, NORCOM, SERS and Valley Com each are responsible for maintaining their own alphanumeric paging network infrastructure, which may consist of redundant paging terminals, simulcast paging transmitters, antennas, microwave connections and related equipment necessary to support its service area. Although a reasonable level of consultation with technical personnel may be necessary, users are solely responsible for equipment required for receiving alphanumeric pages, such as pagers, station alerting equipment, antennas and printers.

b. Acceptable User Equipment

To maintain system integrity, Bellevue, NORCOM, SERS and Valley Com will each maintain a list of acceptable equipment for use with the alphanumeric paging network. This list shall include all equipment that has been tested and shown to be compatible with the alphanumeric paging network. Equipment that has not been tested and added to the acceptable equipment list should not be purchased for use with the system. Bellevue, NORCOM, SERS, nor Valley Com will be responsible for

troubleshooting faulty equipment not identified as acceptable equipment, nor can it guarantee that this equipment will continue to function after system upgrades.

c. Capcode Assignment/Programming

Pagers and alerting devices will require programming to receive pages on the alphanumeric paging network. The programming includes assignment of capcodes to associate the pager with the paging terminal. To maintain integrity of the system, Bellevue, NORCOM, SERS, and Valley Com shall each coordinate the programming of all paging devices used on the system.

d. Paging Priority

Paging priorities are established to ensure first responders receive pages regarding emergency responses without competing with lower priority pages. In general the categories are as follows:

i. Priority 4

As the highest priority, this category is reserved for cap codes associated with dispatching apparatus and first responders to emergency calls for service.

ii. Priority 3

As the second highest priority, this category is reserved for dispatching or recalling miscellaneous responders.

iii. Priority 2

As the second lowest priority, this category is reserved for official messaging.

iv. Priority 1

As the lowest priority, this category is reserved for miscellaneous, non-urgent messaging.

e. Grouping

To maintain system efficiency, Bellevue, NORCOM, SERS, and Valley Com requires, wherever possible, establishing groups that can be alerted with the transmission of a single capcode. Careful planning by agencies should attempt to make maximum use of groups. Paging multiple units in a sequential list, while possible, will be strictly limited.

IV. Dispatching Procedure (Optional, may vary with agency)

Departments utilizing alphanumeric paging as their primary source for dispatch paging must dedicate two capcodes in each pager to dispatch operations. One must be unique to the pager. Another must be an agency/department common cap code for direct paging to all pagers simultaneously. The remaining cap codes may be used at the discretion of the department/agency.

V. CAD Outage Procedure (Optional, may vary with agency)

CAD is the method used by the dispatcher to page alphanumeric pagers. If a CAD outage is experienced under normal circumstances, police dispatching will not be affected, but fire/EMS dispatching operations must be supported by a backup messaging application. Under these circumstances, apparatus paging may not be possible, but department wide or station alerting may still be available. If incident volume is unmanageable using the backup messaging application due to a significant event or events, fire/EMS dispatching operations may revert to a "Radio Watch" on Designated dispatch talkgroup for emergency dispatches. Upon implementation of a Radio Watch, all primary fire/EMS apparatus must constantly monitor Designated dispatch talkgroup for emergency dispatches without an alert of any type. Whenever possible, the common department/agency capcode shall be activated and an alphanumeric message sent to all pagers simultaneously indicating that CAD is not available and whether a Radio Watch is being implemented. If all means of alerting become unusable and a Radio Watch is implemented, each station shall be contacted by telephone and advised to monitor Designated dispatch talkgroup until further notice.

VI. Alternate Messaging Access

Users are allowed to access the paging terminals and CAD paging function from remote locations with dial-up or network interfaces. This access is to be controlled such that the paging channel is utilized consistent with requirements and SOPs outlined in this document.

VII. Commercial Paging Company Interfaces

This is not applicable to this agreement because it is purely a private paging system with associated CAD, dial-up and network interfaces.

Appendix B. CAPCODE Assignments and Administration Procedure

All participating agencies are required to efficiently utilize Capcodes according to agreed upon SOPs listed in Appendix A of this document. It is recognized that poor Capcode administration can dramatically impact delays in receiving pages for all users. Good practice in Capcode administration is needed to efficiently utilize the available spectrum and to minimize the alerting time for all users.

All participating agencies are required to adhere to the Washington State Capcode assignments described in the table below.

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU

No	County	Capcode Block
0	Reserved	100xxxx
1	Adams	101xxxx
2	Asotin	102xxxx
3	Benton	103xxxx
4	Chelan	104xxxx
5	Clallam	105xxxx
6	Clark	106xxxx
7	Columbia	107xxxx
8	Cowlitz	108xxxx
9	Douglas	109xxxx
10	Ferry	110xxxx
11	Franklin	111xxxx
12	Garfield	112xxxx
13	Grant	113xxxx
14	Grays Harbor	114xxxx
15	Island	115xxxx
16	Jefferson	116xxxx
17	King (Valley Com)	117xxxx
18	Kitsap	118xxxx
19	Kittitas	119xxxx
20	Klickitat	120xxxx
21	Lewis	121xxxx
22	Lincoln	122xxxx
23	Mason	123xxxx
24	Okanogan	124xxxx
25	Pacific	125xxxx
26	Pend Oreille	126xxxx
27	Pierce	127xxxx
28	San Juan	128xxxx
29	Skagit	129xxxx
30	Skamania	130xxxx
31	Snohomish	131xxxx
32	Spokane	132xxxx
33	Stevens	133xxxx
34	Thurston	134xxxx
35	Wahkiakum	135xxxx
36	Walla Walla	136xxxx
37	Whatcom	137xxxx
38	Whitman	138xxxx
39	Yakima	139xxxx
40	Harborview Medical Center - Seattle	0xxxxxxx
41	King County - Zone 1/NORCOM	147xxxx

NOTES

- 1) x denotes any digit 0 - 9
- 2) 10,000 Capcodes per county are available
- 3) Blocks 140xxxx thru 199xxxx available for those counties requiring growth
- 4) Capcode block 100xxxx and 2000000 through 2097119 reserved for future use
- 5) ValleyCom, Kent, Washington, will assign additional Capcode Blocks when requested by users to avoid duplicate Capcodes

Appendix C. Agency Contact Information and Update Procedure

The following are the initial representatives (core and alternate) for each agency on the coordinating committee. Any update of this list should be forwarded in writing to the current chair of the coordinating committee who will update this page and distribute it to each of the representatives.

SERS

Coordinating Committee Core Representative:	Ron Solemsaas
Contact Phone Number(s):	(425) 407-3945
Contact Email:	rsolemsaas@sers800.org
Coordinating Committee Alternate Representative:	Mark McDermott
Contact Phone Number(s):	(425) 407-3946
Contact Email:	mmcdermott@sers800.org

Valley Com

Coordinating Committee Core Representative:	Steve Reinke
Contact Phone Number(s):	(253) 372-1510
Contact Email:	stever@valleycom.org
Coordinating Committee Alternate Representative:	Kristin Meitzler
Contact Phone Number(s):	(253) 372-1512
Contact Email:	kristinm@valleycom.org

NORCOM

Coordinating Committee Core Representative:	Chris Fischer
Contact Phone Number(s):	206-255-0148
Contact Email:	cfischer@norcom.org
Coordinating Committee Alternate Representative:	Mark Nelson
Contact Phone Number(s):	425-576-5675
Contact Email:	mnelson@norcom.org

City of Bellevue

Coordinating Committee Core Representative:	Pam Heide
Contact Phone Number(s):	425-452-2920
Contact Email:	pheide@bellevuewa.gov

Western Washington Regional Public Safety VHF Alphanumeric Paging System MOU

Coordinating Committee Alternate Representative:	Mark Trout
Contact Phone Number(s):	425-452-6136
Contact Email:	mtrout@bellevuewa.gov



MEMORANDUM

To: Governing Board
From: Tom Orr, Executive Director
Date: 07/12/2019
Subject: Resolution 171: Authorizing Letter of Support for University of Washington Grant Request

Executive Summary:

Authorize the Executive Director to draft and submit a letter of support at the request of the University of Washington addressed to The Honorable Elaine Chao, Secretary, US Department of Transportation in support of the Seattle Area Joint Operations Group (SAJOG) and WSDOT Virtual Command Center proposal to be funded via the Advanced Transportation and Congestion Management Technologies (ATCMTD) federal grant initiative.

Background:

NORCOM was recently invited by Washington State Patrol to participate in the SAJOG technical committee, and present NORCOM's own RAADAR. The group consisted of representatives from WSDOT, Washington State Patrol, Seattle transportation, Police & Fire, technical staff and a University of Washington initiative group; The Center for Collaborative Systems for Security, Safety and Regional Resilience (CoSSaR) from the UW Human Centered Design & Engineering Applied Physics Laboratory.

The group had consensus that RAADAR could be an integral part of the project. The University of Washington later contacted NORCOM to request our participation and support of the initiative and federal grant.

Past Board or Other Related Actions:

No past board action has been taken on this subject, however the board has frequently supported regional initiatives and partnerships.

Policy and Strategic Implications:

NORCOM participation and support of the Advanced Transportation and Congestion Management Technologies (ATCMTD) initiatives in conjunction with University of Washington and numerous regional partners could open countless opportunities. These opportunities could be integrated with current public safety capabilities across the region, as well as increased cooperation, partnerships and development of NORCOM services.

NORCOM Staff Recommendation:

NORCOM staff recommends approval authorizing the Executive Director to support this regional partnership and initiative.

Staff Comments:

NORCOM IT staff believes the partnership with University of Washington could lead to advanced research, development and NORCOM specific initiatives including development resources. We also believe, partnerships with all participating agencies will increase NORCOM capabilities to provide advanced technical resources to the agencies we serve both to public safety and all citizens.

Options

NORCOM Governing board has the option to authorize support of this regional grant initiative, or not support the initiative.

Risks

Risk of supporting the U.S. Department of Transportation's Advanced Transportation and Congestion Management Technologies Deployment grant initiative will be minimal, through NORCOM staff time participating in meetings, technical participation, and possible data sharing agreements with new agencies to share use of RAADAR and share other NORCOM technical and operational innovations to enhance the federal grant initiative, NORCOM regional footprint and service to the agencies we serve.

Finance Committee Review: No

The letter of support does not have a fiscal impact, and as such no Finance Committee review has occurred.

Legal Review: No

No legal review has been completed as this letter is to support the University of Washington request of NORCOM to support the U.S. Department of Transportation's Advanced Transportation and Congestion Management Technologies Deployment initiative (ATCMTD).

Joint Operations Board Review: No

The letter of support deadline of July 12th occurs prior to the Joint Operations meeting. Joint Operations Board will be presented the proposed letter at the next scheduled meeting in July.

Fiscal Impact

Budgeted Y/N: No

Fiscal Year: 2019-2022

Account (s): NA

Fiscal Note:

Fiscal Impact:

NORCOM support of the University of Washington Seattle Area Joint Operations group, and federal grant initiative has no fiscal impact, but rather in-kind contribution through NORCOM staff time and expertise to attend and participate in meetings if the federal grant is approved.

Attachments

Resolution 171 Authorizing Letter of support for CoSSaR UW Grant Request

Draft Letter in Support of WSDOT/UW Grant Request

RAADAR Coverage Map

NORCOM Direct Service Area Map

King County Marine Patrol Map

ATCMTD White Paper

Resolution 171

A RESOLUTION OF THE GOVERNING BOARD OF NORCOM AUTHORIZING LETTER OF SUPPORT FOR UNIVERSITY OF WASHINGTON GRANT REQUEST

WHEREAS, the Washington State Patrol invited NORCOM to attend a two meetings of the Seattle Area Joint Operations Group (SAJOG) to brief the group on RAADAR technology and implementation; and

WHEREAS, NORCOM's Chief Technology Officer briefed the SAJOG Technical group in late June, and the NORCOM Executive Director and NORCOM Chief Technology Officer subsequently participated in a telephonic conference with a key partner in SAJOG's efforts, i.e., the Center for Collaborative Systems for Security, Safety and Regional Resilience (CoSSaR) from the UW Human Centered Design & Engineering Applied Physics Laboratory; and

WHEREAS, NORCOM will be presenting a RAADAR briefing to the SAJOG principals in August; and

WHEREAS, CoSSaR, the Washington State Patrol, and other members of SAJOG have expressed strong interest in RAADAR being an integral part of their efforts to develop a suite of solutions known collectively as Advanced Transportation and Congestion Management Technologies (ATCMTD); and

WHEREAS, CoSSaR is seeking a NORCOM letter of support for a grant request to the U.S. Department of Transportation (USDOT) to fund further development of Advanced Transportation and Congestion Management Technologies (ATCMTD); and

WHEREAS, NORCOM participation and support of the Advanced Transportation and Congestion Management Technologies (ATCMTD) initiatives in conjunction with University of Washington and numerous regional partners could open opportunities to further integrate regional public safety capabilities as well as provide expanded support, infrastructure, and capabilities for further development of NORCOM services; and

WHEREAS, NORCOM's letter of support for the CoSSaR grant initiative has no fiscal impact and would mean limited in-kind contribution through NORCOM staff time and expertise to attend and participate in meetings if the federal grant is approved;

NOW, THEREFORE, BE IT RESOLVED by the Governing Board of NORCOM as follows:

Section 1. Authorization. The Board hereby authorizes the Executive Director to submit a letter of support substantially in the form of that attached hereto as Exhibit A.

Section 2. Further Authority; Prior Acts. All NORCOM officials, their agents, and representatives are hereby authorized and directed to undertake all action necessary or desirable from time to time to carry out the terms of, and complete the transactions contemplated by, this resolution. All acts taken pursuant to the authority of this resolution but prior to its effective date are hereby ratified and confirmed.

Section 3. Effective Date. This resolution shall take effect immediately upon its passage and adoption.

Passed by a majority vote of the Governing Board in an open public meeting on this ____ day of _____, 2019.

Signed in authentication thereof on this ____ day of _____, 2019.

Chair

Attest: _____

Exhibit 1

(see attached DRAFT Letter of Support)



July 12, 2019

The Honorable Elaine Chao
Secretary
US Department of Transportation
1200 New Jersey Ave. SE
Washington DC 20590

RE: ***Letter of support for WSDOT/University of Washington Virtual Command Center proposal related to Advanced Transportation and Congestion Management Technologies (ATCMTD) Initiative***

Dear Secretary Chao:

NORCOM desires to give its strongest possible recommendation and endorsement in support of the joint proposal by the Washington State Department of Transportation's (WSDOT) and the Center for Collaborative Systems for Security, Safety and Regional Resilience (CoSSaR) at the University of Washington Human Centered Design & Engineering Applied Physics Laboratory (collectively WSDOT/UW).

NORCOM believes the WSDOT/UW proposal to the U.S. Department of Transportation's Advanced Transportation and Congestion Management Technologies (ATCMTD) federal grant initiative will enhance the ability of NORCOM, its 20 first responder agencies, and the current 76 agencies using NORCOM's RAADAR technology to coordinate emergency responses, manage incidents (particularly those impacting major transportation corridors), provide mutual aid, and collaborate not only for the population of 650,000 and 1,600 first responders it serves directly but also on a regional level for all the populations and first responders served by NORCOM's RAADAR technology.

By way of background, NORCOM (North East King County Regional Public Safety Communications Agency) is an interlocal governmental agency formed under Chapter 39.34 of the Revised Code of Washington (RCW). It is owned, governed, and operated by the cities of Bellevue, Kirkland, Mercer Island, Snoqualmie, Medina, Clyde Hill, Normandy Park, Bothell and Redmond; and the fire districts of Shoreline, Northshore, Woodinville, Eastside Fire & Rescue, Duvall, Fall City, Snoqualmie Pass, and Skykomish.

NORCOM sees the WSDOT/UW proposal as a critical complement and enhancement to NORCOM's own innovative technology known as RAADAR which is not only implemented throughout NORCOM's 660 square mile service area but also throughout most of King County and all of Snohomish County. NORCOM has been gratified and honored to see its RAADAR technology adopted and either implemented or in the process of implementation by such major agencies as the Washington State Patrol, the King County Sheriff's Office, the Seattle Fire Department, and all 57 fire and police agencies in Snohomish County. NORCOM has also been notified to expect an NTIA grant award to expand RAADAR along the entire I-5 and I-90 corridors in Washington State.

North East King County Regional Public Safety Communications Agency
P.O. Box 50911 • Bellevue, WA 98015-0911 • Phone 425-587-3499
www.norcom.org



The WSDOT/UW proposal presents a unique opportunity to combine ATCMTD technology with NORCOM's RAADAR technology to create a new leading-edge, national model and demonstration project. NORCOM's RAADAR technology provides total situational awareness in real-time of all police, fire, and medical incidents in progress not only on major traffic corridors but also throughout the entire region served by RAADAR (see attached RAADAR service area map). Users can access and view that information from any Internet-enabled smart phone, tablet, or computer. Information displayed includes mapping with automatic vehicle location, detail on responding units and the nature of the call, overhead imagery, access to radio transmissions and 911 calls, heat maps, and a host of other features. RAADAR enables NORCOM agencies and agencies using RAADAR to coordinate emergency responses across multiple jurisdictions and multiple disciplines such as Fire, Emergency Medical Response and Police.

Funding the WSDOT/UW proposal would therefore directly impact major transportation corridors used by residents and commuters in NORCOM's service area as well as those residents and commuters in major transportation corridors served by the 76 agencies using NORCOM's RAADAR technology. As you will see in the attached map, NORCOM's service area includes not only direct coverage of four miles of the I-5 corridor from the northern Seattle city limit into Snohomish County but also indirect coverage of the entire I-5 corridor through Seattle via the Washington State Patrol, King County Sheriff's Office, and Seattle Fire implementations of RAADAR.

In addition, RAADAR provides visibility on all major transportation corridors throughout King County and into both Snohomish and Kittitas counties. NORCOM's responsibilities and the first responder agencies it serves include providing Fire, Emergency Medical Service consisting of Basic and Advanced Life Support, and Police direct/mutual aid response on 24 miles of I-405 from the city limits of Renton north into Snohomish County at the I-5 interchange, 65 miles of I-90 from westbound traffic on the I-90 floating bridge to both lanes from Mercer Island to milepost 69 in Kittitas County, 15 miles of State Route 520 from westbound traffic on the SR 520 floating bridge to its terminus at Avondale Road in Redmond; and 23 miles of Hwy 2 from Baring to Stevens Pass. NORCOM, the Mercer Island Police Department Marine Patrol, and the Kirkland Fire Marine Rescue Unit also provide coverage for Lake Washington in concert with the King County Sheriff Marine Patrol and the Seattle Police Department Harbor Patrol. NORCOM's direct service area alone includes 51,400 road segments, 5,200 road miles, and 375,500 unique address points.

NORCOM strongly supports the implementation and utilization of Advanced Transportation and Congestion Management Technologies. NORCOM has in-depth technical expertise and has invested significantly in developing, patenting and implementing unique and innovative technology to enhance public safety. Traffic flow and incidents impacting major traffic corridors impact public safety directly and therefore are of great importance to NORCOM and the 76 first responder agencies it serves directly or indirectly through emergency communications services such as RAADAR.

NORCOM has experience working with transportation departments including those of Bellevue and Kirkland. For example, NORCOM enabled Bellevue transportation to incorporate RAADAR data into their traffic dashboards. Most recently, NORCOM presented at a Vision Zero regional summit hosted by the City of Bellevue. NORCOM and Bellevue demonstrated how NORCOM's RAADAR technology



assisted them in identifying actual and “*near miss*” accidents not captured in traditional police reports. Surprisingly, RAADAR data led to the discovery that only 29% of the 5,042 actual accidents in 2017 were at a level that required police reports. The other 71% were reflected in dispatch data, police CAD logs, and Fire/EMS CAD logs routinely accessed and shared across the region via RAADAR. RAADAR also enabled transportation departments to visualize accident and incident patterns through customizable, on-demand heat maps that could target traffic corridors or other user-defined areas for specific analysis.

The WSDOT/UW proposal also would be of great assistance to NORCOM in further leveraging NORCOM’s already robust location data on traffic and other incidents. NORCOM’s high-fidelity location data has also proven to be of great value to the transportation departments that NORCOM works with. NORCOM has invested heavily in location technology that goes well beyond that of Waze, other commercial providers, and standard Wireless Phase II location data. NORCOM utilizes a Caller Location Query that can gather GPS coordinates directly from a cellular phone and uses the same transmission method that a text does, meaning that location information can be gathered in situations where a person is too far out of range to make a call but could still send a text. NORCOM also has been selected by RapidSOS and awarded a grant to be the first service provider in Washington State utilizing the fully-enabled version of its state-of-the-art location service.

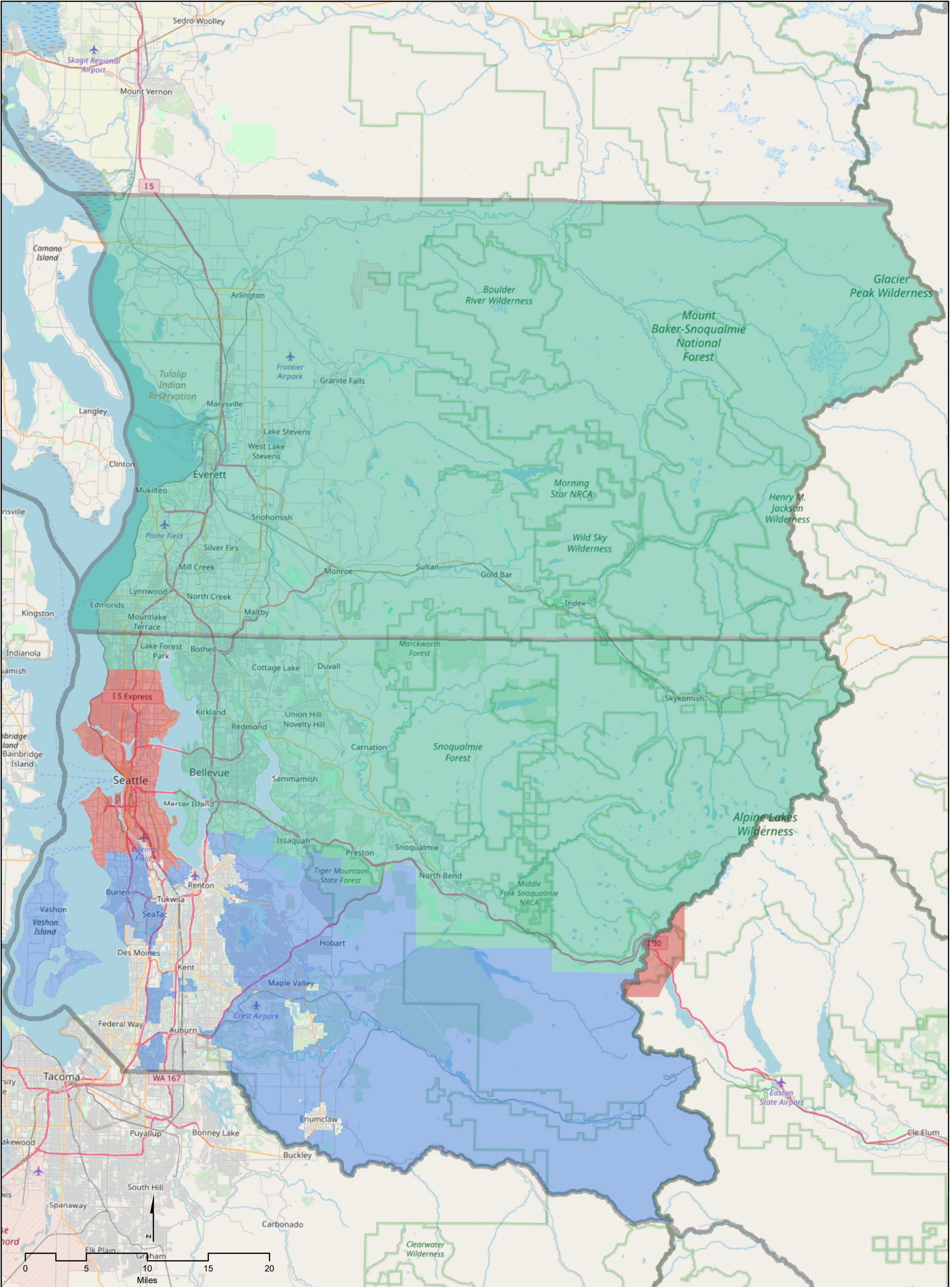
We look forward to working with WSDOT/UW, along with other partners in the Seattle Area Joint Operations Group (SAJOG), to develop, implement and evaluate a regional Virtual Command Center for the integrated management of the Seattle 1-5 corridor.

If the joint proposal to the ATCMTD is selected, NORCOM will provide in-kind participation and contribution of NORCOM development staff, integration, and use of our multi-region interagency application RAADAR for reciprocal data sharing currently serving seventy-six agencies across King County and Snohomish County over the next three years (July 2019 through July 2022).

Please feel free to contact NORCOM Executive Director, Thomas Orr at 425-577-5671 or email torr@norcom.org with any questions or clarification of our proposed support of this exciting Advanced Transportation and Congestion Management Technology initiative

Very respectfully,

Thomas R. Orr
Executive Director



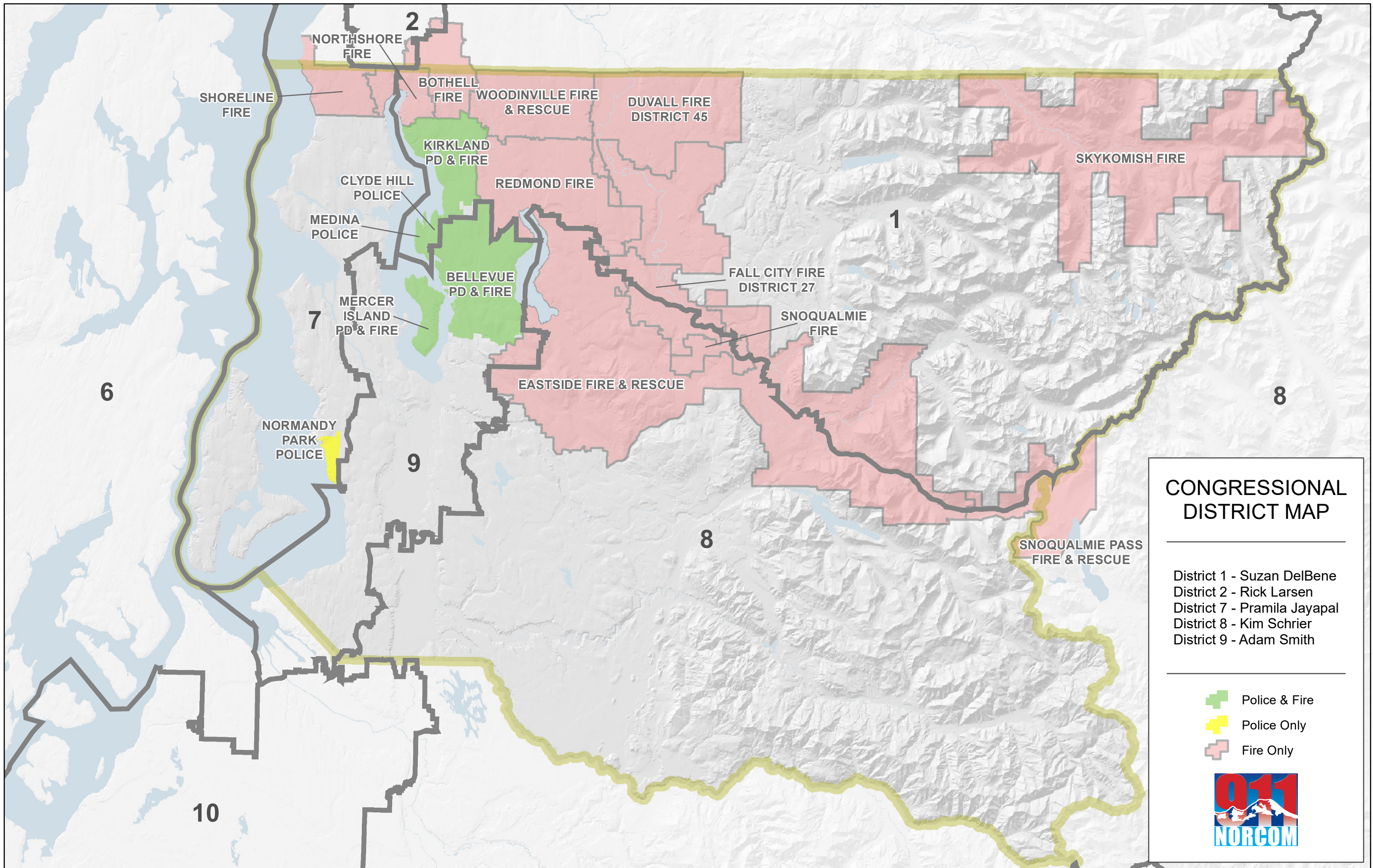
NORCOM RAADAR COVERAGE MAP

RAADAR
REAL-TIME AGENCY ACTIVITY DISPLAY AND REPORTING

<https://raadard.norcom.org/RAADAR/>

Police and Fire
Police Only
Fire Only





CONGRESSIONAL DISTRICT MAP

District 1 - Suzan DelBene
District 2 - Rick Larsen
District 7 - Pramila Jayapal
District 8 - Kim Schrier
District 9 - Adam Smith

- Police & Fire
- Police Only
- Fire Only



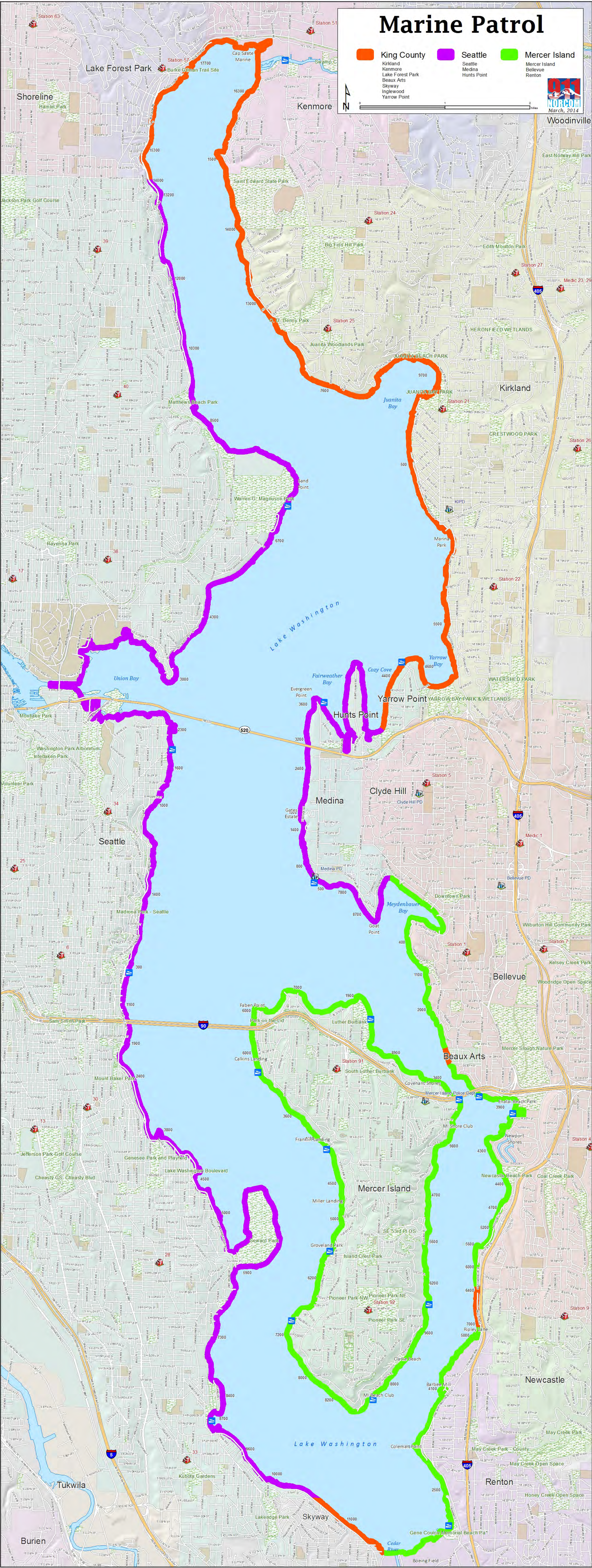
Marine Patrol

- King County

Kirkland
Kenmore
Lake Forest Park
Beaux Arts
Skyway
Inglewood
Yarrow Point
- Seattle

Seattle
Medina
Hunts Point
- Mercer Island

Mercer Island
Bellevue
Renton



Deployment of the Washington State Virtual Environment for integrated Mobility Management

Overview: In the ever-growing Greater Seattle area, and other Northwest urban centers, a single major roadway incident can bring traffic to a standstill for hours with gridlock extending far outside the urban core.

Motivated by the critical need to maintain regional mobility, executives from the Washington State Department of Transportation, Washington State Patrol (WSP), Seattle Department of Transportation, Seattle Police, Seattle Fire, and King County Metro Transit have signed a charter establishing the Seattle Area Joint Operations Group. This group has been leading the design and development of a shared interagency collaboration and communication environment, which they have identified as essential for achieving integrated interagency response, management, and public information in the face of mounting transportation challenges.

Over the past 18 months, this regional transportation community has jointly participated in an Agile design process, facilitated by the University of Washington and private sector partners, to highlight interdependencies and develop visual representations of a cloud-based virtual environment for integrated mobility management. We call this environment the Virtual Coordination Center (VCC). VCC design visualizations include:

- Integrated computer-aided dispatch data from WSP, Seattle Fire, Seattle Police and King County Metro
- A map-based situational awareness component with multiple layers for data sharing
- A real-time incident alerting system
- Coordinated population movement communication tools
- Tools to support secure interagency communication and information sharing
- A shared framework to support the development and implementation of regional response and management plans
- Predictive analysis tools to support regional response and management plans

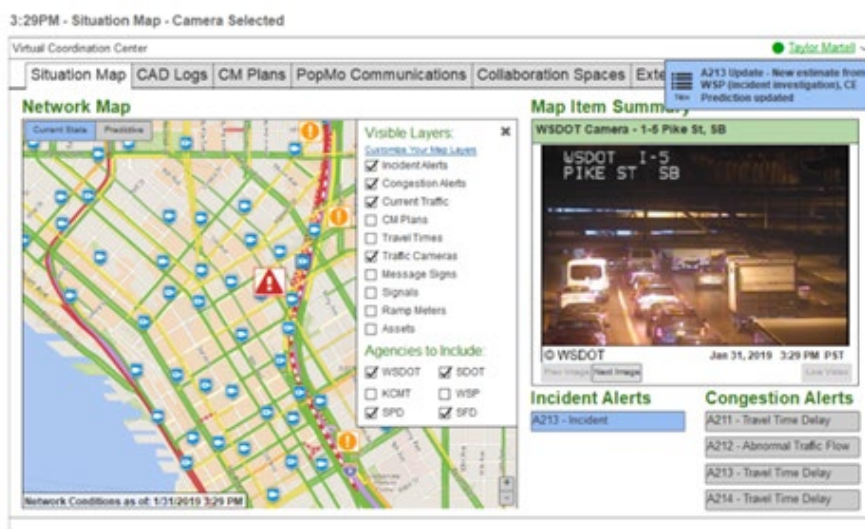


Figure 1. Example of situational awareness wireframe

The VCC program proposed here has two deployment phases. During the first phase (Years One and Two) we will complete development of the cloud environment and field a series of capabilities for the operational community to use, assess, and guide the iterative enhancement of those capabilities and the environment itself. During the second phase (Years Three and Four) we will launch and operate the VCC as a shared operational system (vendor solicitations, contracting, etc.) and continue a development thrust to evolve the VCC to address future needs such as for an urban infrastructure to interact with autonomous vehicles. Throughout the four year project we will formally address critical non-technical issues such as the establishment of a regional governance structure, a regional integrated concept of operations, and a data management and privacy plan. We will also begin the process of expanding the coverage and modifying the capabilities of the VCC to serve other counties and cities across Washington State.

When deployed, the VCC will dramatically reduce the time and increase the effectiveness of interagency incident operations and provide a framework for regional transportation, transit and law enforcement agencies to coordinate traffic management strategies using shared real-time data. In addition, the VCC will help reduce demand on the Seattle area's crowded system through enhanced public information for use by partner agencies and large regional employers.

Multi-agency teams are currently working towards an initial deployment phase to launch in July 2019. We are seeking Federal support for full deployment, assessment, and exploration of future VCC enhancements.



MEMORANDUM

To: Governing Board
From: J.R. Lieuallen, Finance Manager
Date: 07/08/2019
Subject: 2020 NORCOM Preliminary Budget

Executive Summary:

This preliminary budget is presented to the Board for its consideration and comment. As per policy, the Proposed Budget must be approved at the Board's August meeting, so no action is being asked at this time. The Finance Committee and NORCOM management has thoroughly reviewed the budget and believes that this recommendation provides NORCOM with the best opportunity to continue to provide quality service to our agencies.

Background:

This is part of the annual budgeting process. Previously the Board approved the budget calendar and budget policies per Resolution 165 on May 10th. The Board was provided a brief PowerPoint presentation regarding this issue via email on June 20th.

Past Board or Other Related Actions:

The Board has previously approved Resolution 165 adopting the 2020 Budget Calendar and Policy. The Board has been provided this information previously on June 20th via email.

Policy and Strategic Implications:

Although no action is required at this time, this is an integral step in the budget approval process. Any changes made to the budget at this time will need to be vetted by the Finance Committee and Joint Operations. Approval of the 2020 Proposed Budget must take place on August 9th to maintain the budget schedule and allow for agencies to receive their fee notifications in September and all the agencies time to adopt the budget by December.

NORCOM Staff Recommendation:

NORCOM Staff has conducted a thorough review and analysis and submits this information to the Board for their review and consideration. No action is required at this time.

Staff Comments:

NORCOM staff will provide comments and answer questions at the meeting.

Options

The Board may provide feedback and ask for changes to these budget numbers. The Board may also consent to moving these numbers forward to the Joint Operations Board as is for its review and then the Governing Board will take action in August.

Risks

As action is not required at this time, risks are minimal. However, large changes, particularly increases to the budget may delay Proposed Budget approval in August. Any changes made to these figures will need to be vetted by the Finance Committee before the Joint Operating Board meeting on July 25th.

Finance Committee Review: Yes

The Finance Committee has reviewed this budget at previous meetings and will again review and discuss at the July 10th Committee meeting. As to date, not questions, concerns, or comments have been submitted. Any potential changes from the Committee's July 10th meeting will be updated and communicated to the Board on July 12th.

Legal Review: No

Joint Operations Board Review: No

Joint Operations will review the Preliminary Budget at their July meeting. Any changes submitted by the Finance Committee or Governing Board will be used to update the budget presented to the Joint Operations Board.

Fiscal Impact

Budgeted Y/N: N

Fiscal Year: 2020

Account (s):

Fiscal Note:

Fiscal Impact:

The 2020 Budget is a necessary component for NORCOM operations. Per policy, the Board must adopt the budget annually.

Attachments

2020 Preliminary Budget

2020 Preliminary Budget

- Total Increase to Agency User Fees = 5.0%
- Revenue:
 - \$280k reduction in E-911 revenue
 - Effects to user fees are reduced as we are spending down \$280k of the \$500k fund balance
 - The schedule will be to use the remaining fund balance in 2021 as a way to “smooth” the effects of E-911 reductions
- Expenses:
 - 4.5 FTE or \$450k reduction to account for vacancies in personnel
 - Personnel increases = \$389k or 3.7%
 - Includes contractual obligations and addition of 4 FTEs in administration, finance and information technology
 - 6.4% increase in all other operating expenses
- No use of Rate Stabilization Funds
- Finance Committee has reviewed and approves of this proposal. Joint Operations will officially recommend in July.

Capital Projects & Equipment Replacement

- No “new” funds are being transferred to or from either Fund.
- The Capital Projects list will be provided by the Technology Department for Board review.
- The Capital Projects Fund is adequately funded for all 2019 and 2020 projects
- The Equipment Replacement Fund is adequately funded (with transfers from operations resuming in 2021) through at least 2028.

2020 User Fees

2020 User Fees - Budget Cost	2020 Total	2019 Total	Increase/ (Decrease)	Percent Change
Bellevue Police	3,632,483	3,509,321	123,162	3.5%
Clyde Hill Police	86,687	101,742	(15,055)	-14.8%
Kirkland Police	2,231,091	2,085,308	145,783	7.0%
Medina Police	69,017	80,393	(11,376)	-14.2%
Mercer Island Police	587,065	616,775	(29,710)	-4.8%
Normandy Park Police	116,643	-	116,643	0.0%
Total Police	6,722,985	6,393,539	329,446	5.2%
Bellevue Fire	1,242,278	1,172,653	69,625	5.9%
Bothell Fire	391,841	367,660	24,181	6.6%
Duvall Fire	58,719	55,188	3,531	6.4%
Eastside Fire and Rescue	664,523	639,538	24,985	3.9%
Fall City Fire	34,688	34,108	580	1.7%
Kirkland Fire	513,947	489,642	24,305	5.0%
Mercer Island Fire	170,091	169,409	682	0.4%
Northshore Fire	196,705	189,159	7,546	4.0%
Redmond Fire	626,697	590,836	35,861	6.1%
Shoreline Fire	638,138	639,501	(1,363)	-0.2%
Skykomish Fire	17,373	21,809	(4,436)	-20.3%
Snoqualmie Pass Fire	29,273	-	29,273	0.0%
Snoqualmie Fire	50,970	47,736	3,234	6.8%
Woodinville Fire	189,875	182,764	7,111	3.9%
Total Fire	4,825,117	4,600,003	225,114	4.9%
Agency Total	11,548,102	10,993,542	554,560	5.0%

2020 Budget Summary

Description	Operating	Capital Projects	Equipment Replacement	Operating Exp. Res.	E-911 Escrow	Rate Stabilization	Total All Funds
2020 Estimated Beginning Fund Balance	\$ -	\$ 45,391	\$ 506,361	\$ 120,098	\$ 568,790	\$ 1,226,294	\$ 2,466,934
Revenue:							
From Participating Agencies	11,548,102	-	-	-	-	-	\$ 11,548,102
From Subscribing Agencies	-	-	-	-	-	-	\$ -
Grant Revenue							
State Funded	-	-	-	-	-	-	\$ -
Federal Appropriation	-	-	-	-	-	-	\$ -
E-911 Revenue	-	-	-	-	1,393,239	-	\$ 1,393,239
Miscellaneous Revenues	369,000	-	-	-	-	-	\$ 369,000
Interest Earnings	-	-	-	-	-	-	\$ -
Transfers-In	1,693,239	-	-	13,743	-	-	\$ 1,706,982
Total Revenue	13,610,341	-	-	13,743	1,393,239	-	15,017,323
Total 2020 Resources	\$ 13,610,341	\$ 45,391	\$ 506,361	\$ 133,841	\$ 1,962,029	\$ 1,226,294	\$ 17,484,257
Expenditures							
Salaries & Wages	7,817,529	-	-	-	-	-	7,817,529
Personnel Benefits	3,102,239	-	-	-	-	-	3,102,239
Operating Services & Supplies	2,676,830	-	-	-	-	-	2,676,830
Capital Outlays	-	-	132,000	-	-	-	132,000
Total Expenditures	\$ 13,596,598	\$ -	\$ 132,000	\$ -	\$ -	\$ -	\$ 13,728,598
Transfers-Out							
To Operating	-	-	-	-	-	-	-
To Capital Projects	-	-	-	-	-	-	-
To Equipment Replacement	-	-	-	-	-	-	-
To Operating Expense Reserve	13,743	-	-	-	-	-	13,743
To E-911 Escrow	-	-	-	-	-	-	-
To Rate Stabilization	-	-	-	-	1,693,239	-	1,693,239
Total Transfers-Out	\$ 13,743	\$ -	\$ -	\$ -	\$ 1,693,239	\$ -	\$ 1,706,982
2020 Ending Fund Balance	\$ -	\$ 45,391	\$ 374,361	\$ 133,841	\$ 268,790	\$ 1,226,294	\$ 2,048,677
Change in Fund Balance	\$ -	\$ -	\$ (132,000)	\$ 13,743	\$ (300,000)	\$ -	\$ (418,257)