

Memorandum of Understanding
Radio System Access Fees for 2016

This Memorandum of Understanding (“MOU”) is entered into between South Sound 911 (“SS911”), the City of Tacoma (“Tacoma”), and Pierce County/Pierce Transit (Combined Communications Network – CCN) (“CCN”), collectively the “Parties”, to address public safety radio system access fees (“Fees”) from January 1 through December 31, 2016.

Whereas, Tacoma is the owner of the 800 MHz radio system (“800 System”) and assesses Fees for system use based on respective operating costs; and

Whereas, CCN is the owner of the 700 MHz/VHF System and plans to assess fees for system use based on its operating costs; and

Whereas, the police and fire departments in Pierce County listed in Appendix “A” (the “Agencies”), using either the 800 System or 700/VHF System for primary radio communications, have requested SS911 to help establish a uniform 2016 Fee of \$30 per month per radio to be charged by Tacoma and CCN (“Owners”); and

Whereas, the SS911 Policy Board and Operations Board has allocated up to \$2,500,000 in 2016 for the purpose of partially offsetting each of the Owners’ operating costs such that each Owner would directly bill and collect from each of its customer Agencies a uniform monthly Service Fee of \$30 per radio in year 2016; and

Whereas, the Parties agree this MOU is an interim step towards establishing a service delivery and fee model for fiscal year 2017 and that they will work collaboratively through 2016 towards that goal; and

Whereas, in 2016, SS911 has agreed to cost share the Fees for public safety users while the Parties explore feasibility and options for combining the 700/VHF System and 800 System into a single system for the purpose of improved regional public safety emergency communications and determining whether SS911 should pursue future roles of owner and/or operator of a combined radio system;

Now, Therefore, the Parties agree as follows:

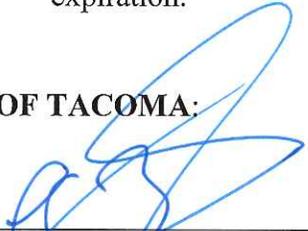
- 1) On the first day of each quarter in 2016, SS911 will pay Tacoma one-fourth of the annual amount of \$445,859 to offset its net annual operating costs of \$1,762,949 as shown in Appendix B. Tacoma agrees to directly bill its public safety 800 System customer Agencies a monthly Fee of \$30 per radio from January 1 through December 31, 2016.
- 2) On the first day of each quarter in 2016, SS911 will pay CCN one-fourth of the annual amount of \$1,850,029 to offset its net annual operating costs of \$3,726,480 as shown in Appendix B. CCN agrees to directly bill its public safety 700/VHF System customer Agencies a monthly Fee of \$30 per radio from January 1 through December 31, 2016.

3) It is the intent of all Parties that current owners/operators be treated in a similar manner regarding allowable reimbursement costs. It is not the intent of this Agreement to allow for differential SS911 funding reimbursement policies to the owners/operators for any operational expenses, equipment, overhead/administrative/internal services costs, and end user support be they provided internally or by external contract if so funded by SS911. As such, by February 15, 2017, CCN and Tacoma shall submit a detailed statement of 2016 revenues and expenses to SS911. Such accounting will clearly distinguish public safety revenues and expenses. In the event that actual 2016 operating expenses for the 700/VHF System or 800 System are less than detailed in Appendix B or if allowable (as determined by SS911) radio infrastructure and dispatch console support expenses are less than those listed in Section 1, any savings of public safety operations and maintenance expenditures shall be used to offset future assessments to the public safety agencies served by the Parties. Allowable reimbursements to the owners/operators may be adjusted up or down by SS911 up to the maximum available funding of \$2,500,000 as additional information becomes available and at the discretion of SS911 thirty (30) days prior to the quarterly payment.

4) Term

1) This MOU is effective the date of the last signature and will expire December 31, 2016; provided that, the requirements of Section 3 of this MOU shall survive expiration.

CITY OF TACOMA:



T.C. Broadnax
City Manager

Date: 3/17/14

Approved:



Jack Kelanic
Director, Information Technology



Andrew Cherullo
Finance Director

SOUTH SOUND 911:



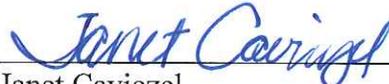
Andrew E. Neiditz
Executive Director

Date: 3/17/16

Approved as to form:

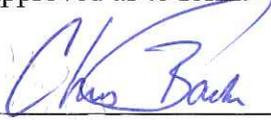


Peter Beckwith
Legal Advisor



Janet Caviezel
Budget & Finance Manager

Approved as to form:



Chief

Deputy City Attorney

Doris Sorum 3-21-2016

Doris Sorum, City Clerk

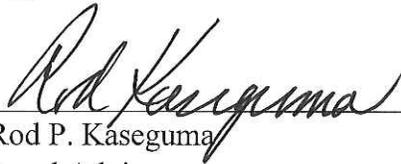
COMBINED COMMUNICATIONS NETWORK:



Sue Dreier
Board Chair

Date: 3/29/16

Approved as to form:



Rod P. Kaseguma
Legal Advisor

Appendix A

Agencies/Primary Radio System

700/VHF System		800 System	
Agency	Radio Count	Agency	Radio Count
PC Auditor	14	Anderson Island Fire	40
Buckley Fire	42	Browns Point Fire	30
Buckley Police	40	Central Pierce Fire	337
Carbonado Fire	25	DuPont Fire	29
Crystal Mountain Fire	18	DuPont Police	29
Dispatch 35th Street	10	Lakewood Police	307
East Pierce Fire and Rescue	218	Riverside Fire	23
Eatonville Police	17	Ruston Fire	19
Fife Police	121	Ruston Police	22
Fircrest Police	20	Steilacoom Police	28
PC Fire Marshal	11	West Pierce Fire	162
Gig Harbor Police	56	Tacoma Fire	386
Jail (PC Corrections)	174	Tacoma Police	982
Milton Police	37		
Orting Police	33	Total	2,394
PCFD #16 (Key Penn)	71		
PCFD #18 (Orting)	53		
PCFD #21 (Graham)	86		
PCFD #23 (Ashford/Elbe)	42		
PCFD #43 (Eatonville)	24		
PCFD #26 (Green Water)	33		
PCFD #5 (Gig Harbor)	152		
Records (945 Tacoma Ave)	2		
Roy Police	12		
PC Sheriff	712		
South Pierce Fire and Rescue	82		
PT Public Safety	23		
TOTAL	2128		

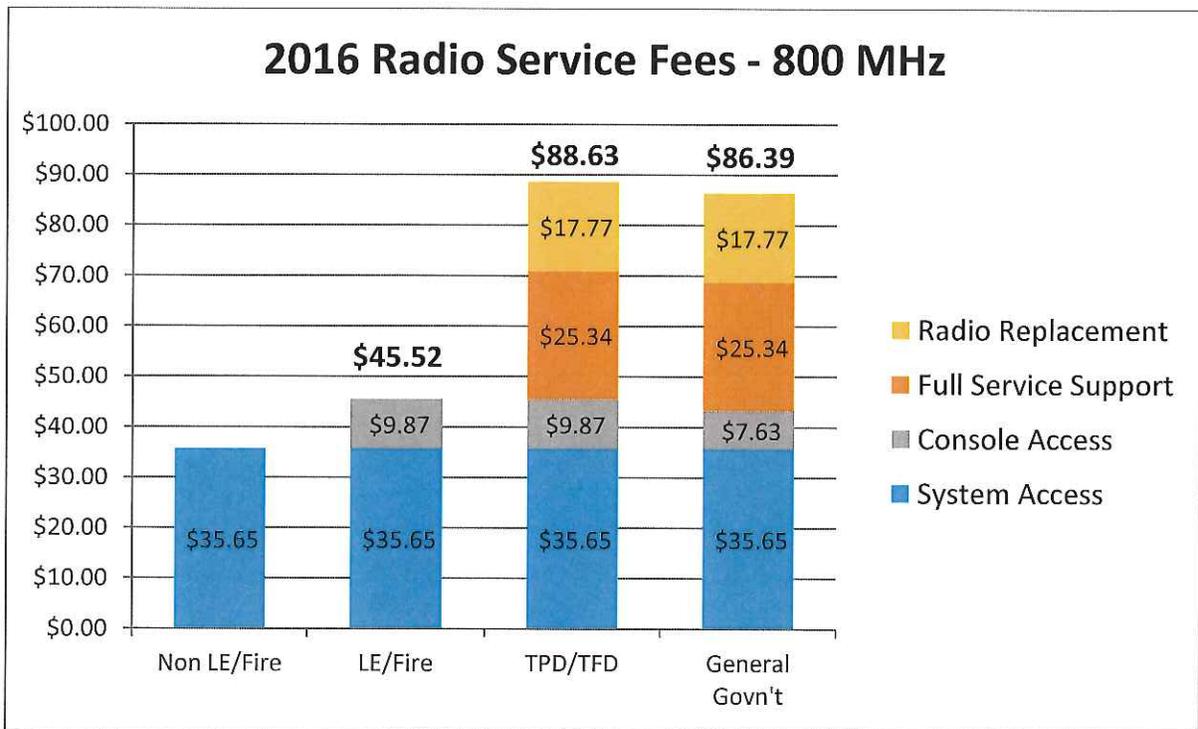
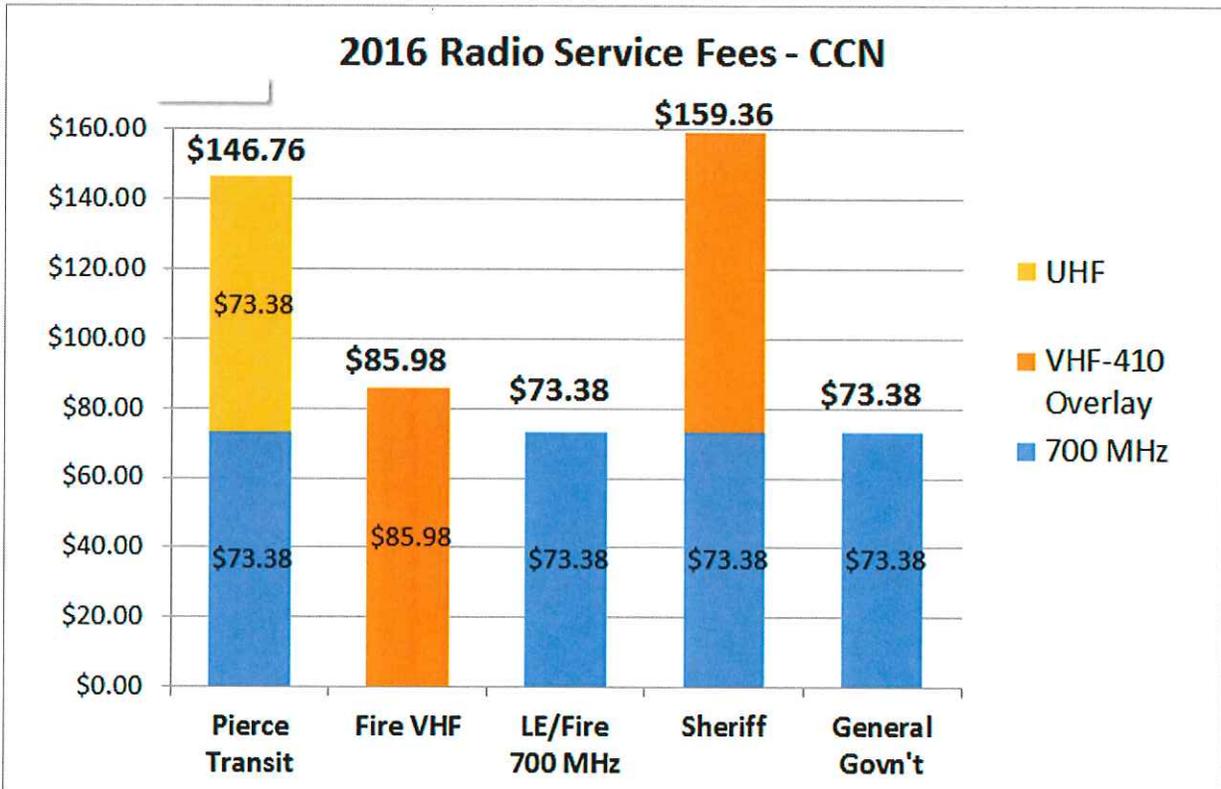
Appendix B

Radio System Operating Costs

2016 Budget: City of Tacoma Radio System		
Labor Total:	\$	681,892
Personnel Costs	\$	503,889
Internal Assessments	\$	178,003
Motorola Services Total:	\$	672,474
Services Supported by South Sound 911	\$	672,474
Maintenance & Operations Total:	\$	408,583
Supplies & Equipment	\$	69,985
Contracted Services - Equipment	\$	-
Maintenance & Repair	\$	162,827
Rent - Leased Space	\$	-
Rent - Radio Sites	\$	86,449
Insurance	\$	2,150
Electricity	\$	21,410
Other Professional Services	\$	65,762
Total 2016 Budget - City of Tacoma	\$	1,762,949

2016 Budget: Combined Communications Network (CCN)		
Labor Total:	\$	1,349,547
Personnel Costs	\$	298,460
DEM Admin Allocation	\$	123,920
EM Oper Management Allocation	\$	394,650
Pierce Transit Personnel Allocation (PM&O)	\$	430,716
10% Admin for Pierce Transit PM&O	\$	43,072
38% Pierce Transit IND Cost	\$	58,729
Motorola Services Total:	\$	1,454,034
Services Supported by South Sound 911	\$	873,725
<i>Other Services</i>	\$	580,309
Maintenance & Operations Total:	\$	922,899
Supplies & Equipment	\$	41,000
Contracted Services - Equipment	\$	422,105
Maintenance & Repair	\$	168,701
Rent - Leased Space	\$	11,300
Rent - Radio Sites	\$	223,923
Insurance	\$	20,170
Electricity	\$	35,700
Total 2016 Budget - CCN	\$	3,726,480

Appendix C



March 4, 2016

Ms. Sue Dreier
Board Chair
Combined Communications Network
Via email to sdreier@piercetransit.org

Mr. Lowell Porter
Executive Director
Combined Communications Network
Via email to lporter@co.pierce.wa.us

Dear Sue and Lowell,

This letter is to confirm and clarify some language in the MOU as discussed with the Combined Communications Network (CCN) Executive Board at their retreat late last week. As you are aware, the intent of the MOU is to keep public safety radio access fees standardized for 2016 while we work on the future role of South Sound 911 with radio systems.

The CCN 2016 Budget amount of \$3,726,480, as detailed in Appendix B of the MOU, was the result of numerous conversations between the former CCN Chairperson, CCN Staff and South Sound 911. South Sound 911 recognizes that the approved CCN operating budget was \$4.35M. The approved adjusted operating amount of \$3,726,480 was used to determine South Sound 911's contribution of \$1,850,029, which is the reason why the lower amount is referenced in the MOU.

In regards to the concerns raised from Section 3 of the MOU, the language was intended to ensure that the taxes allocated to South Sound 911 for public safety communications are used solely for public safety. This section also clarifies that if either system experienced savings in operating costs, those savings would be applied to future assessments. Although the MOU specifies only public safety agencies, it is understood that any potential future budget savings of the CCN would be applied to all users of the systems, including Pierce Transit.

As you are aware, both the South Sound 911 Policy Board and Tacoma City Council have approved the current language of the MOU. I hope this letter helps clarify the intent of the language in the MOU and provides justification of the adjusted operating budget amount used to calculate the agreed-upon contribution of South Sound 911 in 2016.

South Sound 911 looks forward to discussions with the CCN as well as the cities of Tacoma and Puyallup on our long term roles and responsibility for public safety communications.

Sincerely,



Andrew E. Neiditz
Executive Director

March 14, 2016

Lowell Porter
CCN Executive Director
2501 South 35th Street, Suite D
Tacoma, WA 98409
Sent via email to: lporter@co.pierce.wa.us

Dear Mr. Porter:

This letter serves as a of clarification regarding the proposed Memorandum of Understanding (MOU) involving South Sound 911 (SS911), the City of Tacoma (COT), and the Combined Communications Network (CCN) - Radio System Access Fees for 2016.

During the last CCN Executive Board meeting, there was concern regarding the proposed MOU – Radio System Access Fees for 2016 – Page 2 of 6 – section #3:

“Allowable reimbursement to the owners/operators may be adjusted up or down by SS911 up to the maximum available funding of \$2,500,000 as additional information becomes available and at the discretion of SS911 thirty (30) days prior to the quarterly payment.”

During these discussions, SS911 Assistant Director Tim Hannah clarified for the CCN Executive Board that SS911’s intent was:

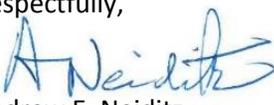
1. The funding from SS911 will be \$1,850,029 for 2016
2. It is my expectation that the CCN will fully expend the above funds
3. The expended funds from the CCN and SS911 will be accounted for in accordance to appropriate audit requirements
4. Such accounting will distinguish Public Safety revenue and expenses

The CCN Executive Board stated they want to support this MOU initiative in a way that would not cause significant delays, but with a full and clear understanding of the level of funding that is being committed by SS911 in 2016 is \$1,850,029. The CCN Executive Board agreed by Motion that if this clarification were provided as outlined above, they would support the signing of the MOU and the moving of these discussions forward.

As the Executive Director, I am confirming for the CCN Executive Board the clarification provided by Mr. Hannah and our commitment to the intent of the MOU language as stated above.

If you have any questions, or if you need any additional information, please let me know.

Respectfully,



Andrew E. Neiditz
Executive Director