

NORCOM Meeting Minutes
May 25, 2007

Attendees:

Jeff Blake, Kirkland Fire	
Warren Burns, Bothell Fire	
Tracy Burrows, Kirkland CMO	
Diane Carlson, Bellevue CMO	Marcus Kragness, Shoreline Fire
Jane Christenson, Redmond	Alan Komenski, ECC
Chris Connor, Fall City	Bud Backer, Woodinville Fire
Stan Conrad, Issaquah PD	Gene Markle, Kirkland PD
Brenda Cooper, Kirkland CIO	Walt Mauldin, Mercer Island Fire
Toni Cramer, Bellevue IT	Chelo Picardal, Bellevue IT
Tracey Dunlap, Kirkland Finance	Dave Ramsay, Kirkland CMO
Mike Eisner, Bellevue Fire	Steve Sarkozy, Bellevue CMO
Tim Fuller, Redmond Fire	Lee Soptich, Eastside Fire & Rescue
Linda Herzog, Mercer Island CMO	Mario Trevino, Bellevue Fire
Ed Holmes, Mercer Island PD	Tom Weathers, Northshore Fire
Rosemarie Ives, Redmond	Bill Quinn, Bellevue PD
Brian Hudson, DeltaWRX	Ron Zsigmondvics, Bothell Fire
Bret O'Connor, DeltaWRX	

The Steering Committee approved the March 16th meeting minutes.

The Committee reviewed the status of the work program items that are being completed. The Back-Up Committee reported that no one particular back-up solution is emerging. The Back-Up Committee will be reporting back on a range of costs for back-up solution options. The Negotiations Committee is finalizing a proposal for the lease, asset transfer and cost smoothing for Steering Committee review.

Chelo Picardal introduced the work on the technology strategy. The strategy is intended to answer the following questions:

1. Can we leverage the investments we have?
2. What are the requirements of the system?
3. What is the cost range for the system?

Chelo pointed out that the typical process for technology system selection begins with requirements gathering, followed by an RFP, selection and negotiation of the price. This process is a bit different because we are requesting a cost estimate very early in the process.

Brian Hudson and Bret O'Connor from DeltaWRX presented the Technology Strategy. The Strategy includes a high level analysis of the functional requirements. DeltaWRX will complete the more detailed system requirements as part of their current contract.

The technology strategy develops a vision for the optimal procurement approach. It assumes that the CAD system will drive the suite of solutions. DeltaWRX reviewed the current system capabilities related to CAD, RMS, Mobile, and Field Reporting. Most, if not all the existing systems are capable of satisfying the high-level requirements. The issues that emerged from the review:

1. The uncertainty surrounding proximity dispatching for Fire with the New World system.
2. The uncertainty as to the smooth integration of the CAD, mobile and RMS with the different vendors who would partner with a Tri-Tech solution.

The assumptions of the study include:

1. One CAD system for police and fire – the benefits of a single system outweigh the drawbacks
2. One RMS of all police
3. Regional Fire RMS would be phased in later as future one-time costs

The group discussed the issue of delaying the acquisition of a single Fire RMS system. DeltaWRX commented that the Fire RMS systems that are in place work relatively well. The Fire RMS system would need to be able to interface with the CAD system – but this would not likely be an obstacle in the future. The approach to acquiring a Fire RMS system is typically to obtain the “best of breed” – and is not dependent on the system selection that is made. The consultant also recommended that the technology RFP ask the vendors to give us a recommended approach to the Fire RMS.

The one-time technology acquisition costs are estimated to fall within a range of \$2.01 million to \$6.78 million.

DeltaWRX reviewed the transitional costs related to technology implementation. These are estimated to include the costs of a project manager, business analysts, mobile, CAD, and RMS staffing, and back up support.

The consultants recommended that NORCOM undertake a competitive RFP process – there does not appear to be a compelling cost reason to extend either of the existing systems over the other at this point in time.

Mayor Ives questioned the timing of NORCOM formation – she suggested that the technology procurement should proceed so that detailed requirements can be documented and there is a firm cost figure for the technology acquisition before NORCOM is formed. Lee Soptich agreed that NORCOM formation should await more definitive cost figures. Others pointed out that NORCOM is already encountering obstacles in obtaining grants

because it is not yet a legal entity. Also, it will be important to have an executive director on board to direct the technology procurement and implementation.

Steve Sarkozy suggested that the primary question was whether NORCOM will meet fire and police professional needs. NORCOM addresses one of the most important functional piece of the most important local government services. Bellevue is prepared to launch – the costs of the system should be considered in the context of the hundreds of millions we are spending on public safety services.

Tracey Dunlap offered that there are a number of financing options for the technology acquisition and that we could develop a menu of options. She offered to meet with finance staff from the steering committee agencies to review the financing options. The meeting was tentatively scheduled for the week of June 4th.

The meeting adjourned at 10:45 am.