

# **Independent Citizen Committee**

## **Public Safety General Obligation (GO) Bond**

**Date: November 7, 2012**

# Agenda

**PUBLIC SAFETY  
GENERAL OBLIGATION BOND  
INDEPENDENT CITIZEN COMMITTEE  
MEETING**

**November 7, 2012  
3:00PM - 5:00PM  
Rose Room, City Hall 3<sup>rd</sup> Floor**

**AGENDA**

- |    |   |              |
|----|---|--------------|
| 1. | Welcome                                     | 3:00 PM      |
| 2. | Committee Business                          | 3:10 PM      |
|    | – Approve Meeting Summary from August       |              |
| 3. | Introduce new ICC Citizen Member Mick Seidl | 3:30 PM      |
| 4. | Overall Program Financial Reporting         | 3:30 PM      |
| 5. | Review Project Status Reports               | 3:40-4:50 PM |
|    | – Apparatus                                 |              |
|    | – Station 21                                |              |
|    | – Emergency Radio System                    |              |
|    | – Emergency Coordination Center             |              |
| 6. | Questions/Next Steps                        | 4:50 PM      |

# **Previous Meeting Notes**

**Public Safety GO Bond Independent Citizen Committee  
Meeting Notes for Wednesday, August 1, 2012**

**ICC members present:** Kirk Hall, Nicolette Larson,

**ICC members absent:** Scott Warnick, Steven Shane, Mick Seidl

**City staff present:** Greg Eisner, Chief Erin Janssens, Karl Larson, Aaron Beck, Frank Silva, Tamron Keith, Jim Coker, Doug Stickler, Ralph Smith, Crystal Castruita, Trevor Beltz

**Committee Business:**

- Minutes from May 2, 2012 meeting were discussed and approved.
- City staff presented financial spreadsheets on GO Bond Fund expenses to date. New projections will be available at the next ICC quarterly meeting.
- City staff presented updates on the four specific projects being funded.

**Follow Up Items:**

City staff to do the following:

- OMF staff to draft ICC quarterly report and send to ICC for review and approval
  - a. ICC Citizen Committee would like to the progress of projects documented, as such:
    - i. Type of project
    - ii. Cost of project
    - iii. Status: In design; Specs completed; on order; etc.
    - iv. If project has been completed
    - v. If project is not completed, the expected delivery date

Tasks to be accomplished via e-mail

ICC to do the following:

- Review quarterly report and edit or approve to be sent to CAO

**Next Quarterly Meeting (November 2012) Agenda Items**

- Review project reports from quarter ending September 28, 2012.

**Adjourn**

**Program, Budget, Actual Life-to-Date  
Expenses and Revenues**

**AND**

**Program Projection**

Public Safety GO Bond Fund  
 Program budget and actual life to date expenses and revenues  
 As per SAP

<u>Requirements</u>	Current budget	Life to date	Balance
		actuals through Sep 2012	
Fire Station 21	\$10,998,000	\$551,396	\$10,446,604
Fire Apparatus	\$19,800,000	\$2,022,672	\$17,777,328
Emergency Coordinations Center	\$4,000,000	\$1,225,115	\$2,774,885
Public Safety Emergency Radio System	\$52,096,007	\$7,312,934	\$44,783,073
GO bond fund costs (General Fund Overhead)	\$625,000	\$6,752	\$618,248
Fire project management	\$377,000	\$0	\$377,000
Bond issuance costs	\$560,000	\$230,999	\$329,001
Program contingency	\$0	\$0	\$0
<b>TOTALS</b>	<b>\$88,456,007</b>	<b>\$11,349,868</b>	<b>\$77,106,139</b>

<u>Resources</u>			
Other cash for Public Safety Emergency Radio System	\$3,156,007	\$3,156,007	\$0
Public Safety Emergency Radio System replacement	\$10,000,000	\$10,000,000	\$0
GO bond proceeds (2010)	\$72,400,000	\$26,662,244	\$45,737,756
GO bond proceeds (1998)	\$1,500,000	\$1,500,000	\$0
Grants	\$800,000	\$0	\$800,000
Property sales	\$600,000	\$0	\$600,000
Miscellaneous	\$0	\$2,890	(\$2,890)
Interest earnings	\$0	\$230,665	(\$230,665)
<b>Total resources</b>	<b>\$88,456,007</b>	<b>\$41,551,806</b>	<b>\$46,904,201</b>

# **Emergency Coordination Center Project**

**Quarterly Summary and Finances**

Project summary for the period ending September 30, 2012		
<b>Overall:</b>		Construction is underway with Emerick Construction for the new building, street, and site improvements, with completion expected in the fall of 2013. Construction of the new 150' telecommunications tower is complete.
<b>Schedule:</b>		Building construction continues to proceed on schedule. The Emergency Coordination Center is a complex structure with extensive data and telecommunications technologies. While completion of construction is expected in the fall of 2013, a 3-6 month shake-down period is anticipated between completion of construction and final move-in and beginning of operations. Final move-in and beginning of operations is anticipated by 1/1/14.
<b>Cost:</b>		Since the start of construction, change order requests have been approved for \$190,810 for the two construction contracts (Emerick for the building and Schomer and Sons for the tower). These changes are well within anticipated additional costs and project contingency.
<b>Scope:</b>		Project remains within scope.
<b>Quality:</b>		Quality on-track per requirements stated in the drawings and specifications.

Quarterly Project Summary	Prior Rating	Current Rating	Change	Problems Encountered / How They Were Dealt With
Footings and concrete slab for the new building are completed and the erection of the steel structure has begun.				The project team continues to work through numerous technical changes as the ECC project progresses and approximately 17 change order requests have been approved for \$121,463 (as of 9/24/12). 29 other changes are being reviewed and processed for an additional approx. \$120,000. These are all normal and within industry standards for changes during construction.

## PROJECT NARRATIVE

The ECC serves as a multiagency coordination entity that supports the on-scene response to an emergency. It is the centralized location that:

- Coordinates, collects, monitors and distributes damage information and assess impacts.
- Develops overall strategies and policies in support of emergency response and recovery efforts.
- Coordinates the allocation and management of scarce resources based on incident priorities.
- Documents all communications, decisions, activities, and the deployment and tracking of resources.
- Coordinates emergency public information with and among governmental agencies, private sector, community based organizations (CBO)/non-governmental organizations (NGO) and initiates alert and warnings and provide public messaging to the media and general public including issuance of protective action recommendations.

The ECC will co-locate the Portland Bureau of Emergency Management, Portland Water Bureau Emergency Management and Water Bureau Security.

### A. Project Oversight Committee (POC) meetings

July 25, 2012

October 3, 2012

January 2, 2013

April 3, 2013

July 3, 2103

October 2, 2013

### B. Major timelines / milestones

1. Permit application submitted mid-June 2011.
2. 100% complete contract documents completed 8/1/11.
3. The bid phase was complete and bids were opened in December 2011 with all bids under the construction cost estimate.
4. A construction contract with Emerick Construction was executed on 3/21/12 and a Notice to Proceed issued on 4/2/12 with a project completion date (issuance of Certificate of Substantial Completion\*) of 10/1/13.

\*Note: Substantial Completion occurs at the beginning of the “punchlist” phase. Construction of a new building is not considered 100% complete until issuance of the “Certificate of Final Completion” which occurs when all punchlist items are completed. Usually, building occupants can move in sometime between substantial and final completion.

5. Construction started on-site in mid-April and Phase I (new street construction) and tower footings were completed on 6/22/12. Phase II of construction (building and site improvements) commenced on this date. Phase II required the closure of the 911 Center's main pedestrian entry point and its relocation to the north end of the building. Phase II also involved removal of the 911 Center's south parking lot and an on-street parking program was implemented to replace the lost parking spaces during construction.
6. The telecommunications tower work was completed in mid-August.

### **C. Project risks / issues**

1. An infrastructure project by the Water Bureau near the intersection of Powell Boulevard and I-205 – the Kelly Butte Storage Improvement Project which will replace the existing water tank with a new buried 25 MG reservoir – is also scheduled for construction in 2012. The increased volume of truck traffic entering and leaving the Water Bureau project site could negatively impact traffic circulation along SE Powell Blvd.

The Kelly Butte project is experiencing a slow start and heavy truck traffic is not anticipated to begin on SE Powell for several months. Most work at the ECC project that relies on significant truck transportation will be mostly completed this fall, so overlapping transportation-related issues are now considered to be minimal.

2. As part of the recently conducted review of NEC 708 (critical power supply), the project is planning to install a building connection for a second backup generator. After checking into the availability of generators of the size required (1000 KW), it was discovered that none exist in the rental market in the Portland area. Rental of a dedicated (stored at our site) 1000 KW generator would cost approximately \$100,000 per year and the cost to buy a 1000 KW generator is approximately \$330,000, not including the cost of storage.

ECC  
 Financial status report for independent citizen committees  
 MFOP/B00001 and B00014

Asset/project line item	Account	Current budget	LTD actuals (through Sep 2012)	Remaining balance
Land	56XXXX	\$1,500,000	\$1,500,000	\$0
<b>Building</b>				
<u>Hard costs</u>				
Construction Services	563300	\$10,376,495	\$1,209,811	\$9,166,684
Furniture fixtures and equipment	534000	\$402,833	\$0	\$402,833
Moves	529000	\$50,000	\$0	\$50,000
ComNet / IT	651511	\$1,547,617	\$286,448	\$1,261,169
Other	529000	\$270,000	\$0	\$270,000
Percent for Art	549000	\$220,333	\$220,000	\$333
Total for hard costs		\$12,867,278	\$1,716,259	\$11,151,019
<u>Soft Costs:</u>				
Professional services:	521000	\$1,594,149	\$1,218,997	\$375,152
City staff time				
Project Management	651306	\$713,172	\$334,624	\$378,548
Maintenance technician	651307	\$10,000	\$3,725	\$6,275
BTS Design phase cost	651511	\$50,000	\$64,066	(\$14,066)
WB design and constrction phase c	652529	\$150,000	\$100,000	\$50,000
Subtotal City staff time		\$923,172	\$502,414	\$420,758
		\$2,517,321	\$2,577,321	
Permits, fees, misc and overhead				
Permits & fees	549000	\$395,591	\$342,171	\$53,420
Misc	549000	\$100,000	\$44,074	\$55,926
General Fund Overhead	601020	\$145,650	\$62,564	\$83,086
Subtotal permits, fees, misc and overhead		\$641,241	\$448,809	\$192,432
Total for building		\$16,025,840	\$3,886,479	\$12,139,361
Contingency	571100	\$2,322,703	\$0	\$2,322,703
Total for project		\$19,848,543	\$5,386,479	\$14,462,064
Checktotal		\$0	\$0	
<b>Resources</b>				
<u>Facilities</u>				
IA's with customers (originally intended for debt service)				
FY 2009		\$350,000	\$350,000	\$0
FY 2010		\$350,000	\$350,000	\$0
FY 2011		\$350,000	\$350,000	\$0
FY 2012		\$0	\$0	\$0
Debt sales (with debt service covered by Facilities IA's)				
Approved in FY 2010 and 2011		\$5,530,213	\$5,530,213	\$0
Interest earnings		\$0	\$26,441	(\$26,441)
Fund balance		\$73,000	\$73,000	\$0
Total		\$6,653,213	\$6,679,654	(\$26,441)
Cash from BTS for share of tower				
		\$65,000	\$65,000	\$0
GO bonds		\$4,000,000	\$4,000,000	\$0
Water		\$9,130,330	\$1,600,000	\$7,530,330
Total		\$19,848,543	\$12,344,654	\$7,503,889
			\$0	

# **Fire Apparatus Replacement Project**

## **Quarterly Summary and Finances**

**Fire Apparatus Replacement Project as of October 10, 2012**

<b>Project Status</b>		
Overall:	<b>Green</b>	<ul style="list-style-type: none"> <li>• Satisfactory progress continues on construction of the two fireboats. Delivery of the first boat is expected by June 2013.</li> <li>• Satisfactory progress continues on the construction of the Heavy Rescue Squad. The project team completed the on-site mid-construction inspection in September and will be doing a final inspection on the week of October 22<sup>nd</sup>.</li> <li>• Satisfactory progress continues on the construction of the Tiller Ladder Truck (Truck #3). The project team will be doing a mid-construction inspection on the week of October 22<sup>nd</sup>.</li> <li>• The 4 Rapid Response Vehicles have been fully outfitted and are in service at Stations 7, 11, 19 and 30</li> </ul>
Schedule	<b>Green</b>	The Fire Apparatus Replacement Project is on schedule.
Cost	<b>Green</b>	The Fire Apparatus Replacement Project remains within budget.
Scope	<b>Green</b>	The Fire Apparatus Replacement Project remains within its scope.
Quality	<b>Green</b>	The Fire Apparatus Replacement Project's quality remains on-track.

**Narrative**

Meetings

The fifth Fire General Obligation Bond Project Oversight Committee (POC) meeting was held on July 11, 2012. At this meeting, the project team presented a summary of the project activities for the period ending September 30, 2102. The project's schedule, cost, scope and quality were reported on-track and no significant risks were identified.

Executive Summary

The Heavy Rescue Squad and Tiller Ladder Truck (Truck #3) are currently under construction at Pierce Manufacturing. The project team will be conducting on-site inspections of these apparatus during the week of October 22<sup>nd</sup>. Both apparatus are on-track to be received in the fall of 2012.

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

Satisfactory progress continues on the two fireboats. One fireboat is on-track for delivery next summer 2013; the second fireboat is expected to be completed in the fall of 2013.

The four rapid response vehicles have been received and fully outfitted for service. These vehicles are staffed and in service at Station 7 Mill Park, Station 11 Lents, Station 19 Mt. Tabor and Station 30 Gateway.

### Major timelines / milestones

The four rapid response vehicles have been received and are ready for service.

### Project status / highlights / accomplishments

*(same as listed under Major timelines / milestones)*

### Project risks / issues

No risks or issues anticipated at this time.

### Problems encountered / how they were dealt with

No problems have been encountered.

### Next steps / next quarter projections

Acceptance of the Heavy Rescue Squad is expected by October 31, 2012.

Acceptance of the Ladder Truck (#3) is expected by November 30, 2012.

Fire and Emergency Apparatus Replacement  
 Financial status report for independent citizen committees

	Current Budget	LTD* actuals (through Sept 2012)	Remaining balance
<b>REQUIREMENTS</b>			
Direct costs			
11 Engines	\$7,392,000	\$0	\$7,392,000
4 Ladder Trucks Subtotal	\$5,764,000	\$0	\$5,764,000
3 Brush Vehicles Subtotal	\$669,000	\$0	\$669,000
2 Air Units	\$1,314,000	\$0	\$1,314,000
2 Fire Boats	\$3,588,000	\$1,800,840	\$1,787,160
1 Water Tender	\$628,000	\$0	\$628,000
1 Dive Apparatus	\$215,000	\$0	\$215,000
1 Heavy Rescue Squad	\$1,200,000	\$0	\$1,200,000
4 Rapid Res Med Vehicles	\$250,000	\$221,831	\$28,169
<b>Total direct costs</b>	<b>\$21,020,000</b>	<b>\$2,022,671</b>	<b>\$18,997,329</b>
Indirect costs			
Project Management Costs	\$377,000	\$0	\$377,000
<b>Total indirect costs</b>	<b>\$377,000</b>	<b>\$0</b>	<b>\$377,000</b>
<b>Subtotal</b>	<b>\$21,397,000</b>	<b>\$2,022,671</b>	<b>\$19,374,329</b>
Contingency		\$0	
<b>Total</b>	<b>\$21,397,000</b>	<b>\$2,022,671</b>	<b>\$19,374,329</b>
<b>RESOURCES</b>			
GO bonds	\$20,177,000	\$2,022,671	\$18,154,329
Grants*	\$1,220,000	\$0	\$1,220,000
Blank	\$0		\$0
<b>TOTAL</b>	<b>\$21,397,000</b>	<b>\$2,022,671</b>	<b>\$19,374,329</b>

\* Life to date (LTD)

# **Fire Station 21 Project**

## **Quarterly Summary and Finances**

**Fire Station 21 Project as of October 10, 2012**

<b>Project Status</b>		
Overall:	Green	<ul style="list-style-type: none"> <li>• The Madison St. Dock property transfer from Portland Parks &amp; Recreation to Portland Fire &amp; Rescue is being finalized.</li> <li>• PF&amp;R's request to transfer the remaining funds from the 1998 GO Bond to the 2010 GO Bond is in process and expected within the next month.</li> <li>• PF&amp;R's request to surplus two properties acquired with the 1998 GO Bond was approved by City Council. PF&amp;R has requested that the properties be sold and the proceeds be transferred to the Station 21 project.</li> <li>• The Land Use Review, including the Conditional Use and Greenway Review, was completed and approved. Other than building permits, PF&amp;R has the required permits to proceed.</li> <li>• Members of the POC and project staff met with five neighborhood groups to present the project in advance of the Land Use Review hearing. The project received letters of support and no protests.</li> <li>• PF&amp;R was awarded a FEMA Port Security Grant of \$800,000 to be used toward the construction of the boathouse. Final grant approval is expected after a review of the environmental and historical impact of the project is completed.</li> <li>• Hickey Marine Enterprises was selected through a competitive bidding process to remove the existing derelict pilings and install new pilings for the boathouse (contract amount \$205,000). Their work will commence and be completed within the in-water construction window.</li> <li>• A Request for Proposals (RFP) to purchase a pre-built boathouse will be posted within the next week with proposals due the week of October 29<sup>th</sup>.</li> <li>• Skanska was selected as the project's Construction Manager/General Contractor (CM/GC). A kick-off</li> </ul>

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

		<p>meeting to review the construction plans was held on October 8<sup>th</sup>. Within the next month, Skanska will provide a first cost estimate and a constructability review based on the 100% Design Development Documents prepared by Whelton Architecture.</p> <ul style="list-style-type: none"> <li>Plans to install temporary structures on ODOT property near Station 21 to keep emergency response in service at that location during construction are in permitting. Once PF&amp;R receives a permit, the emergency responders will move into the temporary facility and salvageable items from the current facility will be retrieved by a non-profit agency to expedite demolition.</li> </ul>
Schedule	Yellow	The project continues to remain tentatively on schedule. The timing for the permit process to install the temporary Station 21 building may affect the schedule.
Cost	Yellow	The project's budget scenario improved with the award of the Port Security Grant, however until Skanska completes a comprehensive cost estimate, the budget for this project remains tentatively within budget.
Scope	Green	The project remains within its scope.
Quality	Green	The project's quality remains on-track.

### **Narrative**

#### Meetings

The fifth Fire General Obligation Bond Project Oversight Committee (POC) meeting was held on July 11, 2012. At this meeting, the project team presented a summary of the project activities for the period ending September 30, 2012. The project's scope and quality were reported on-track, however some risks were identified with the project's schedule and cost.

#### Executive Summary

Significant progress was made on several key project issues and requirements within the last quarter. The favorable Land Use Review allowed the project to proceed with the removal of existing derelict pilings and construction of new pilings that will support the boathouse. Chief Eisner and other project team members presented the project plans to the key neighborhood stakeholders and received the necessary support toward the Land Use Review process. Hickey

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

Marine Enterprises was selected for the pilings work. The pilings work will be completed within the in-water construction period, thereby allowing the project to proceed on schedule.

Another significant accomplishment was the successful ownership transfer of the Madison St. property to Portland Fire & Rescue.

PF&R's request to augment current funding level with remaining funds from the 1998 GO Bond is in process. The bureau is also seeking approval to use proceeds from the sale of surplus property acquired with the 1998 GO Bond. An independent broker has provided an Opinion of Value on the two surplus properties. One property is valued between \$380K and \$480K; the other is valued between \$260K and \$340K.

Another source of funding was acquired with the successful application to the Port Security Grant provided by FEMA. PF&R will receive \$800,000 toward the cost of the boathouse. The grant proposal is being reviewed for the environmental and historical impacts to the proposed site, but this is a standard process and is expected to be approved.

Finally, Skanska was selected as the project's Construction Manager/General Contractor (CM/GC). The pre-construction kick-off meeting with the project team was held on October 8<sup>th</sup>. Skanska will be providing a cost estimate of the project along with a constructability review that will provide the best cost estimates to date of the project.

### Major timelines / milestones

- Approval of Land Use Review and required permits
- Selection of Skanska as Construction Manager/General Contractor (CM/GC)
- Selection of Hickey Marine Enterprises to begin construction of pilings

### Project status / highlights / accomplishments

- Successful grant award of \$800,000 toward boathouse

### Project risks / issues

Timing of the permit process for the temporary Station 21 building may affect the project schedule.

### Problems encountered / how they were dealt with

The project team continues to work proactively to mitigate any known or potential risks by initiating and maintaining communications with key stakeholders.

### Next steps / next quarter projections

## Portland Fire & Rescue GO Bond Project Oversight Committee Report

- Skanska will provide a cost estimate of the upland portion of the project along with a constructability review
- A fabricator will be selected to build the boathouse off-site.
- The new pilings will be installed.
- Construction of the temporary facility should be completed and Station 21 emergency responders should be operating out of the temporary facility. Salvage of the existing station should occur in December.

**Fire Station 21**  
**Financial status report for independent citizen committees**  
**MFOP000038/B70011 and B70012**

	Account	Current budget	LTD actuals (through Sep 2012)	Remaining balance
<b>Requirements</b>				
<b>Direct costs</b>				
Construction-Station	563300	\$5,189,000	\$0	\$5,189,000
Construction-Boathouse	563300	\$1,635,000	\$0	\$1,635,000
Temporary structure	525000	\$214,000	\$0	\$214,000
Payment to Parks	650020	\$288,000	\$0	\$288,000
Telecomm	651511	\$73,000	\$8,953	\$64,047
RACC art	549000	\$162,000	\$0	\$162,000
<b>Total direct costs</b>		<b>\$7,561,000</b>	<b>\$8,953</b>	<b>\$7,552,047</b>
<b>Indirect costs</b>				
Professional services	521000	\$1,024,000	\$308,404	\$715,596
Facilities Services hours	651306	\$879,000	\$177,598	\$701,402
Permits and fees	549000	\$358,000	\$20,510	\$337,490
Miscellaneous	549000	\$31,000	\$35,930	(\$4,930)
<b>Total indirect costs</b>		<b>\$2,292,000</b>	<b>\$542,442</b>	<b>\$1,749,558</b>
<b>Subtotal</b>		<b>\$9,853,000</b>	<b>\$551,396</b>	<b>\$9,301,605</b>
<b>Contingency</b>	571100	\$1,145,000	\$0	\$1,145,000
<b>Total</b>		<b>\$10,998,000</b>	<b>\$551,396</b>	<b>\$10,446,605</b>
<b>Resources</b>				
GO bonds (2010)		\$8,098,000	\$2,968,000	\$5,130,000
GO bonds (1998)		\$1,500,000	\$1,500,000	\$0
Miscellaneous		\$0	\$2,890	(\$2,890)
Grants		\$800,000	\$0	\$800,000
Property sales		\$600,000	\$0	\$600,000
<b>Total</b>		<b>\$10,998,000</b>	<b>\$4,470,890</b>	<b>\$6,527,110</b>

**Radio Replacement Project**  
**Quarterly Summary and Finances**

## **Radio Replacement Project Oversight Committee Report as of September 30, 2012**

*Please note: The following is update information on the project's status and performance only for the quarter from April 1 through September 30, 2012 .*

### **Project Status / Highlights / Accomplishments**

The engineering analysis by Federal Engineering began in the last quarter of 2011. At this time, all six contractual deliverables have been accomplished and signed off by PSSRP and the Sponsors. Those deliverables are:

- Existing Inventory and Assessment
- Stakeholder Needs Analysis
- Requirements Definitions
- Feasibility Analysis
- Conceptual Design
- Technical Specifications

The sixth deliverable, Technical (functional) Specifications, was delivered and has been incorporated into the Request for Proposal (RFP) document now being prepared for Q4 publishing date, scheduled for November 15, 2012. Work is continuing on the RFP by PSSRP personnel, Procurement Services, and Legal.

We have notified Federal Engineering formally that we will activate the contract clause that allows their participation in RFP creation, response analysis and contract negotiations consulting during that phase of the project. This optional piece of the contract does not require any other approvals. However, we are working out a deliverable list to facilitate Federal Engineering's ability to invoice appropriately.

The Project still remains within expected budget norms.

Stakeholder meetings have been on-going, with a second round of briefings for the summer quarter being scheduled. Primary stakeholders will be briefed at the Quarterly Stakeholder meeting scheduled for July 20<sup>th</sup>.

### **Major Timelines / Milestones**

All engineering tasks are on schedule.

### Portland Public Safety Radio Replacement Project - Summary Time Line

Major Task	2011	2012				2013				2014		2015	
		Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	Jan-Mar	Apr-Jun	Jul-Sep	Oct-DEC	Jan-Jun	Jul-Dec	Jan-Jun	Jul-Dec
Collect/Update Inventory Data													
Hire Engineering Consultant													
Perform Engineering Analysis													
Procure System													
Subscriber Unit Procurement Process													
Implement system													



### Project Risks / Issues / Problems

The following review highlights the main risks being identified on the project that may affect schedule and/or costs.

**Risk:** There is potential for increased impact on the project schedule and cost for training of BOEC personnel on new dispatch consoles and BTS personnel on site infrastructure hardware if the procurement process leads to the selection of a non-incumbent solution.

Additionally, the timing is important as further impact may occur due to BOEC's restrictions on scheduling any activities that impact Operations personnel schedules between mid-April and mid-September.

**Mitigation:** The RFP will require the proposing vendors to submit a training plan for all relative personnel which addresses the city's training needs and meets the project schedule time frames and restrictions. Based on the chosen solution, the Radio Project Schedule will be adjusted to accommodate all necessary training.

**Risk:** There is potential for impact on the project schedule and cost if the selected solution requires tower and cabling space at tower sites that are currently loaded to or near capacity. Since the City does not own all the tower sites and towers that are used by the radio system, potentially some sites could be unavailable to the new system. This could result in proposed technical solutions needing to be re-designed and/or some tower sites lease agreements needing to be renegotiated. Current information indicates that there are 5 or more towers that are over 90% loaded.

**Mitigation:** Proceed to evaluate the space requirements base on the Conceptual Design provided by FE and the capacities for each tower site based on current tower load. BTS/Communications will also evaluate what unused equipment could be uninstalled to provide additional space.

Additionally, the City has contacted the Tower owners for those leased for additional information on site condition. Most importantly, the City is currently working on a Scope of Work that will be used to have a detailed survey of all sites and towers

completed prior to the RFP closing date in sufficient time to give responding vendors accurate information on the sites being used for the replacement project.

**Risk:** BOEC must upgrade all its PC workstations to Windows 7 not later than April 2014. The schedule to complete this software upgrade could coincide with the radio project's schedule to upgrade or replace the radio consoles on the BOEC Operations Floor. Collision of these two scheduled changes could introduce a significant disruption to the BOEC Ops floor.

**Mitigation:** Project Managers will coordinate with BTS Deployment, BTS IT Services Manager at BOEC and BOEC Operations Manager to minimize the impact of these changes on BOEC Operations.

### **Next Steps / Next Quarter Projections**

During the next quarter, the RFP creation will be finalized, with significant Legal and Procurement assistance, with additional consultation with Federal Engineering. RFP release should occur in Q4 and site/tower studies should be completed or near completion by the end of Q4. Coverage analysis of current baseline coverage for both street level and a sampling of in-building coverage for comparison on vendor proposals and eventual actual coverage of the completed radio system will be started. Training on software and hardware for this purpose will begin in Q4.

Public safety emergency radio system  
 Financial status report for independent citizen committees  
 MFCP/S00002 and S00008

Account	Description	Current budget	LTD actuals May 2012	S00008		LTD actuals (through Sep 2012) after closing	Remaining balance*
				S00002 Stabilization	Replacement		
				Jun/Jul/Aug/Sep Expenses			
<b>Requirements</b>							
511100	Full-time Employees	\$1,100,466	\$423,128	\$0	\$80,906	\$504,034	\$596,432
511300	Part-time Employees	\$1	\$1	\$0	\$650	\$651	(\$650)
512000	Overtime	\$0	\$706	\$0	\$0	\$706	(\$706)
513000	Premium Pay	\$45	\$77	\$0	\$19	\$96	(\$51)
514000	Benefits	\$373,635	\$129,331	\$0	\$27,996	\$157,327	\$216,308
<b>Total</b>	<b>Personnel Services</b>	<b>\$1,474,147</b>	<b>\$553,243</b>	<b>\$0</b>	<b>\$109,572</b>	<b>\$662,815</b>	<b>\$811,333</b>
521000	Professional Services	\$9,826,282	\$3,647,507	\$0	\$35,681	\$3,683,188	\$6,143,094
522000	Utilities	\$0	\$0	\$0	\$0	\$0	\$0
523000	Equipment Rental	\$0	\$0	\$0	\$0	\$0	\$0
524000	Repair & Maintenance Services	\$0	\$0	\$0	\$0	\$0	\$0
529000	Miscellaneous Services	\$1,800,350	\$27,136	\$0	\$6,600	\$33,736	\$1,766,614
531000	Office Supplies	\$113	\$113	\$0	\$0	\$113	\$0
532000	Operating Supplies	\$2,264,311	\$2,250,594	\$0	\$0	\$2,250,594	\$13,717
532350	Computer Supplies - software	\$0	\$9,074	\$0	\$0	\$9,074	(\$9,074)
532355	Computer Supplies - hardware	\$0	\$4,677	\$0	\$0	\$4,677	(\$4,677)
533000	Repair & Maintenance Supplies	\$0	\$0	\$0	\$0	\$0	\$0
534000	Minor Equipment & Tools	\$19,108,152	\$81,629	\$0	\$29,325	\$110,954	\$18,997,198
535000	Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0
539000	Other commodities (external)	\$50	\$155	\$0	\$154	\$309	(\$259)
541000	Education	\$5,089	\$0	\$0	\$0	\$0	\$5,089
542000	Travel (In-town/Out-of-town)	\$43,812	\$26,280	\$0	\$1	\$26,281	\$17,531
544000	Space Rental	\$0	\$0	\$0	\$0	\$0	\$0
548000	Operating Lease	\$0	\$0	\$0	\$0	\$0	\$0
549000	Miscellaneous	\$10,249	\$10,249	\$0	\$0	\$10,249	\$0
<b>Total</b>	<b>External Materials &amp; Services</b>	<b>\$33,058,408</b>	<b>\$6,057,414</b>	<b>\$0</b>	<b>\$71,761</b>	<b>\$6,129,175</b>	<b>\$26,929,233</b>
651100	Fleet Services	\$0	\$0	\$0	\$0	\$0	\$0
651200	Printing & Distribution	\$176	\$176	\$0	\$58	\$234	(\$58)
651300	Facilities Services	\$0	\$0	\$0	\$804	\$804	(\$804)
651400	EBS Services	\$0	\$0	\$0	\$0	\$0	\$0
651500	Technology Services	\$1,018,304	\$510,005	\$0	\$9,902	\$519,907	\$498,397
651600	Insurance	\$0	\$0	\$0	\$0	\$0	\$0
652000	Bureau to Bureau Interagencies	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>Internal Materials &amp; Services</b>	<b>\$1,018,480</b>	<b>\$510,181</b>	<b>\$0</b>	<b>\$10,764</b>	<b>\$520,945</b>	<b>\$497,535</b>
563000 / 599630	Capital Equipment	\$12,357,547	\$0	\$0	\$0	\$0	\$12,357,547
<b>Total</b>	<b>Capital Outlay</b>	<b>\$12,357,547</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,357,547</b>
551000	Debt Retirement	\$0	\$0	\$0	\$0	\$0	\$0
555000	Debt Interest	\$0	\$0	\$0	\$0	\$0	\$0
557000	Debt Issuance	\$0	\$0	\$0	\$0	\$0	\$0
571100	General Operating Contingency	\$4,187,425	\$0	\$0	\$0	\$0	\$4,187,425
573000	Equipment Cash Transfers	\$0	\$0	\$0	\$0	\$0	\$0
650010 / 589961	General Fund Overhead	\$0	\$0	\$0	\$0	\$0	\$0
650020 / 589964	Other Cash Transfers	\$0	\$0	\$0	\$0	\$0	\$0
<b>Total</b>	<b>Other</b>	<b>\$4,187,425</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,187,425</b>
<b>Grand Total</b>		<b>\$52,096,007</b>	<b>\$7,120,838</b>	<b>\$0</b>	<b>\$192,096</b>	<b>\$7,312,934</b>	<b>\$44,783,073</b>
<b>Resources</b>							
GO bonds		\$38,940,000	\$4,561,842	\$0	\$35,925	\$4,597,767	\$34,342,233
Project cash		\$13,156,007	\$2,558,996	\$0	\$156,171	\$2,715,167	\$10,440,840
<b>Total</b>		<b>\$52,096,007</b>	<b>\$7,120,838</b>	<b>\$0</b>	<b>\$192,096</b>	<b>\$7,312,934</b>	<b>\$44,783,073</b>