

Independent Citizen Committee

Public Safety General Obligation (GO) Bond

Date:

August 5, 2015

PUBLIC SAFETY GENERAL OBLIGATION BOND INDEPENDENT CITIZEN COMMITTEE MEETING

**August 5, 2015
3:00PM - 5:00PM
City Hall Rose Room**

AGENDA

- | | | |
|-----------|--|-----------------|
| 1. | Welcome | 3:00 PM |
| 2. | Committee Business | 3:10 PM |
| | a. Approve Meeting Summary from May | |
| 3. | Overall Program Financial Reporting | 3:15 PM |
| | a. Program's financial status report | |
| 4. | Review Project Status Reports | 3: 35 PM |
| | a. Apparatus | |
| | b. Emergency Radio System | |
| 5. | Questions/Next Steps | 4:25 PM |
| 6. | Adjourn | 5:00 PM |

Previous Meeting Notes

Public Safety GO Bond Independent Citizen Committee

Meeting Notes for May 6, 2015

ICC members present: Kirk Hall, Nicolette Johnson, Mick Seidl

ICC members absent: Cobi Jackson

City staff present: Jay Guo, Karl Larson, Aaron Beck, Jeff Baer, Doug Stickler, Connie Johnson, Marco Benetti, Ethan Cirimo

Committee Business:

- Minutes from February 12, 2015 meeting were discussed and approved.
- City staff presented financial spreadsheets on GO Bond Fund expenses to date.
- City staff presented updates on the two funded projects.

Follow Up Items:

City staff – None

ICC – None

Next Quarterly Meeting (August 5, 2015) Agenda Items

- Review project reports from quarter ending June 30, 2015.

Adjourn

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

Public Safety GO Bond Program
 Program budget and actual life-to-date expenses and revenues
 For ICC August 2015 meeting

	Original budget	Current budget	Life to date actuals through June 2015	Balance
<u>Requirements</u>				
Fire Station 21	\$7,900,000	\$11,930,122	\$10,471,585	\$1,458,537
Fire Apparatus	\$19,800,000	\$21,987,345	\$17,355,194	\$4,632,151
Emergency Coordinations Center	\$19,848,543	\$19,848,543	\$19,631,571	\$216,972
Public Safety Emergency Radio System	\$52,096,007	\$50,888,415	\$34,691,675	\$16,196,740
Program Admin costs (General Fund Overhead)	\$625,000	\$626,064	\$214,345	\$411,719
Fire project management	\$575,000	\$250,000	\$0	\$250,000
Bond issuance costs	\$560,000	\$560,000	\$471,392	\$88,608
Program contingency	\$0	\$0	\$0	\$0
TOTALS	\$101,404,550	\$106,090,489	\$82,835,763	\$23,254,726
<u>Resources</u>				
Other cash for Public Safety Emergency Radio System	\$3,156,007	\$3,156,007	\$3,156,007	\$0
Public Safety Emergency Radio System replacement monies	\$10,000,000	\$10,000,000	\$10,000,000	\$0
GO bond proceeds (2010)	\$72,400,000	\$72,400,000	\$70,526,966	\$1,873,034
GO bond proceeds (1998)	\$0	\$1,620,000	\$1,620,000	\$0
Grants	\$0	\$2,356,758	\$2,110,291	\$246,467
Property sales	\$0	\$701,755	\$701,755	\$0
Miscellaneous	\$0	\$7,426	\$19,418	(\$11,992)
Water and Facilities Services resources for ECC project	\$15,848,543	\$15,848,543	\$15,576,493	\$272,050
Interest earnings	\$0	\$0	\$568,633	(\$568,633)
Total resources	\$101,404,550	\$106,090,489	\$104,279,562	\$1,810,927

Public Safety GO Bond Fund Projection

	Budget with suggested enhancements and revenue true ups	Through FY 2013-14	Total FY 2014- 15	Total FY 2015- 16	Total FY 2016- 17
<u>Requirements</u>					
Fire Station 21	\$11,930,122	\$7,551,224	\$2,973,153	\$0	\$0
Fire Apparatus	\$21,987,345	\$7,222,466	\$6,380,474	\$5,349,405	\$3,035,000
ECC	\$19,848,543	\$19,631,571	\$0	\$0	\$0
Public Safety Emergency Radio System	\$50,888,415	\$24,640,444	\$12,174,965	\$5,291,357	\$2,687,332
Admin Costs (Fund level requirements of GFOH, I	\$626,064	\$73,621	\$173,358	\$250,368	\$177,515
Fire project management	\$250,000	\$0	\$68,181	\$85,000	\$96,819
Bond issuance costs	\$560,000	\$386,279	\$173,721	\$0	\$0
Program contingency	\$0	\$0	\$0	\$0	\$0
TOTALS	\$106,090,489	\$59,505,605	\$21,943,852	\$10,976,130	\$5,996,666

<u>Resources</u>					
Other PSSRP cash for 800 MHz radio system	\$13,156,007	\$13,156,007	\$0	\$0	(\$5,393,036)
Property sales (Station 21)	\$701,755	\$701,755	\$0	\$0	\$0
Grants (Station 21)	\$800,291	\$800,291	\$0	\$0	\$0
Grants (Apparatus)	\$1,556,467	\$1,556,467	\$0	\$0	\$0
GO bond proceeds (1998)	\$1,620,000	\$1,620,000	(\$918,328)	\$0	\$0
GO bond proceeds (2010)	\$72,400,000	\$51,550,045	\$19,039,063	\$0	\$0
Miscellaneous	\$7,426	\$7,426	\$0	\$0	\$0
Other ECC resources	\$15,848,543	\$15,631,571	\$0	\$0	\$0
Interest earnings	\$0	\$474,047	\$90,052	\$70,079	\$36,813
Total resources	\$106,090,489	\$85,497,609	\$18,210,787	\$70,079	(\$5,356,223)
Checktotal (S/B \$0)	\$0				

Beginning program balance		\$0	\$25,992,004	\$22,258,939	\$11,352,889
Ending program balance		\$25,992,004	\$22,258,939	\$11,352,889	\$0

Fire Apparatus Replacement Project

Quarterly Summary and Finances

Fire Apparatus Replacement Project (As of June 30, 2015)

Project Status		
Overall		<ul style="list-style-type: none"> The two fireboats have been delivered and are going through customer approval testing. Crews are also going through initial boat operations training. The three tiller aerial trucks and the quint that are under construction are nearing completion and should be delivered late summer 2015. Nine new fire pumpers have been ordered and the pre-construction conference is scheduled for late summer 2015. The pre-construction conference for the two air/light/rehab units on order will occur in summer of 2015. Specifications are being developed for the two new brush units and water tender. Additional funding derived from project savings and has allowed restoration of the dive van and the addition of a foam unit.
Schedule		The project timeline is on schedule.
Cost		The project remains within budget.
Scope		The project remains within its scope.
Quality		The project's quality remains on-track.
Key		Green: on target – Yellow: objectives threatened – Red: corrective action needed

Narrative

The Fire General Obligation Bond Project Oversight Committee (POC) last met on January 15, 2015 to review the project staff's report of the activities for the period ending December 31, 2014. By unanimous consent of the committee, the status report for the period ending March 31, 2015 was received, reviewed and approved without a formal meeting. The activities of the apparatus replacement project for the period ending March 31st were reported as on-track for its schedule, cost, scope and quality.

Executive Summary

The new quint is currently under construction and the three tiller trucks are nearing completion. The two new rehab/air/light unit specifications have been finalized and a pre-construction conference will occur in the summer of 2015. The new Pierce fire engines have been ordered and the preconstruction conference will also occur summer 2015.

The two new fireboats have been delivered and are undergoing customer acceptance testing. The crews are also undergoing preliminary training on the new boats. Some minor warranty issues have been identified during the testing process and are being addressed.

Major timelines/milestones

- The fire pumpers have been ordered.
- The ladder trucks are nearing completion and will be ready for final factory inspection the first week of August 2015 with delivery soon thereafter.

Project status/highlights/accomplishments

- The tiller trucks and quint are nearing completion.

- The fire pumpers order has been placed.
- Specifications for the brush units, foam unit water tender and dive van are being developed.

Project risks/issues

Delays in construction of apparatus are a potential problem due to the high volume of apparatus being built by manufacturers. PF&R is working with the vendor to ensure delays are minimized.

Issues identified at the factory inspections that do not meet PF&R's specifications are always a potential risk and do usually arise. These can sometimes create delays and potential additional costs depending upon whether it is an error in PF&R's specification or an error during construction.

Problems encountered/how they were dealt with

There was a construction delay of the quint apparatus at the factory that has been resolved by the distributor and progress is again being made. The distributor has addressed the issue and is keeping a close eye on project timelines.

This process is on-going as it pertains to the specifications of the remaining types of apparatus continues, specifically for the water tender, brush vehicles, foam unit and dive van.

Next steps/next quarter projections

Finalize the ordering of approved apparatus and continue work of evaluating type and configuration of apparatus needs, specifically for the water tender, brush vehicles, foam unit and dive van.

Estimated completion in Fall 2016*

*Dependent on apparatus build times and subject to build and testing delays

Fire & Rescue Apparatus Replacement
 Financial Status Report for Independent Citizen Committees

	Acquisition Status	Original Unit Price Estimates	Original Allocations	Revised Unit Price Estimates	Revised Allocations	Actual Expenditures (through Jun 2015)	Encumbrances (through Jun 2015)	Remaining Balance
REQUIREMENTS								
Direct Costs								
9 Engines (increased to 9 units 7/2015)	9 on order	\$672,000	\$7,392,000	\$660,000	\$5,940,000	\$4,500,000	\$0	\$1,440,000
4 Ladder Trucks	1 in service /3 on order	\$1,261,000	\$5,044,000	\$1,012,332	\$4,049,328	\$3,611,766	\$437,562	\$0
2 Quints (added 3/2014)	1 in service/1 under construction			\$776,516	\$1,553,032	\$1,385,285	\$167,747	\$0
2 Brush Vehicles (decreased by 1 unit 7/2015)	specifications in development	\$223,000	\$669,000	\$390,000	\$780,000	\$0	\$0	\$780,000
2 Air / Light / Rehab Units	2 on order	\$657,000	\$1,314,000	\$678,805	\$1,400,000	\$1,141,852	\$0	\$258,148
1 Water Tender	specifications in development	\$628,000	\$628,000	\$665,088	\$622,699	\$0	\$0	\$622,699
1 Dive Apparatus (restored 7/2015)	specifications in development	\$215,000	\$215,000	\$250,000	\$250,000			\$250,000
1 Foam Unit (added 7/2015)	specifications in development			\$300,000	\$300,000	\$0		\$300,000
1 Heavy Rescue Squad	1 in service	\$1,200,000	\$1,200,000	\$1,127,178	\$1,127,178	\$1,127,178	\$0	\$0
2 Fire Boats	2 received	\$1,669,000	\$3,338,000	\$2,680,000	\$5,743,277	\$5,241,951	\$0	\$501,326
4 Rapid Response Vehicles	4 in service	\$0	\$0	\$55,457	\$221,831	\$221,831	\$0	\$0
Total direct costs			\$19,800,000		\$21,987,345	\$17,229,863	\$605,309	\$4,152,173
Indirect Costs								
Project Management Costs			\$575,000		\$250,000			\$250,000
Total indirect costs			\$575,000		\$250,000	\$0	\$0	\$250,000
TOTAL REQUIREMENTS			\$20,375,000		\$22,237,345	\$17,229,863	\$605,309	\$4,402,173
RESOURCES								
GO bonds (Original 2010)			\$20,375,000		\$20,680,878	\$15,673,396	\$605,309	\$4,402,173
Grants					\$1,556,467	\$1,556,467		\$0
TOTAL RESOURCES			\$20,375,000		\$22,237,345	\$17,229,863	\$605,309	\$4,402,173

Radio Replacement Project

Quarterly Summary and Finances

Radio Replacement Project Oversight Committee Report (As of June 30, 2015)

Project Status / Highlights / Accomplishments

The project is progressing, with delayed action only at Mt. Scott. Equipment has been installed at all sites with the exception of Walters Hill and Willalatin Tank. These two sites are in various stages of build, and are targeted for completion by late Fall or end of calendar year. Antenna work on all sites with the exclusion of Walters Hill and Council Crest has been completed. Subscriber installs for outside agencies is continuing.

Walters Hill – Significant milestones occurred on this site. Land Use permits have been issued, final design has gone to the City of Gresham for permitting. Target expectations have stayed constant with early 3rd quarter of 2015 beginning construction, with a completion target of November, 2015.

Willalatin Tank/Lookout Point – The City has begun work on the Willalatin tank site. The delay on work for this site was primarily caused by a City imposed moratorium until early May. All construction and planning documents were in place contractors are now on site. Projections of a 90-day construction cycle have not changed. Lookout Point has been completed.

Mt. Scott. The Tower at Mt. Scott, owned by TriMet but utilized by a number of communication networks, is severely overloaded. A study commissioned by the City showed the tower overloaded by approximately 30%. This site is critical to the overall radio system, and the delay in being able to install new antennae and microwave equipment has had impacts on the timing of testing the infrastructure of the radio system. An initial design to mitigate the tower proved to be unworkable to contractors that viewed the plans, and a re-engineering of the site was done to provide an alternative design. This has been completed and we are awaiting final contractor selection and negotiations through Motorola.

Arrowwood. Although this site is complete, we have found that the Propane Tank at this site was never properly permitted at the time of installation. The Fire Marshal has required the re-location of the tank. The A/C unit is being upgraded and needs to be relocated also at this site. Neither of these activities will delay the installation of the Radio System.

Other highlights are:

Microwave upgrades and changes in equipment are continuing. All MW equipment is either on-site or awaiting installation pending the completion of sites listed above.

Tower and Antenna work, including the removal of obsolete equipment was completed where possible.

Electrical power and air conditioning upgrades to several sites, and additional power generation is being installed at some radio sites. (Substantially complete)

All Portable and Mobile radios for Police and Fire (City) have been deployed and are in use. Subscriber work for outside agencies is in the planning stages, with Gresham and Multnomah County Sheriff begun in this quarter.

Console installations for all locations for the City have been completed. Additional interface work for the Computer Aided Dispatch system link to the consoles is being done to enhance that bridge.

BTS Staff is using the delays at Mt. Scott to concentrate on completion of other work at a number of sites. The positive note of the Mt. Scott delay is that it has allowed us a window to insure that site readiness throughout the system is assured prior to transitioning any units over to the digital infrastructure.

Milestone payments through Milestone 6 have been completed. Please note that Milestone 5 is an incremental payment process, and we have not yet received final invoicing for Milestone 5. A payment schedule and breakout has been agreed upon by all parties, and partial payment for Milestone 5 has occurred.

The Project still remains within expected budget norms. Budget reviews have indicated that the Radio project will likely result in some savings. The Radio project managers have recommended some add-on projects that are being considered by the City and will be reviewed by the RPOC and the ICC prior to finalization.

Stakeholder briefings continue. Our purchase also provided “flash” upgrades for all XTS (portable) and XTL (mobile) radios at no cost, and a plan is in place to provide upgrades to internal and external users. The transition for those radios has not yet begun.

As requested by the ICC, a timeline chart was attached to this report.

Project Risks/Issues/Problems

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

Risk: The timing is important to BOEC regarding installation of consoles, to BOEC’s restrictions on scheduling any activities that impact Operations personnel schedules between mid-April and mid-September. Additional impacts on the console installation are space restrictions on the Dispatch floor due to the size of computer platforms use.

Mitigation: Our work with Motorola on the timing of this proved very good. The installs of the consoles were completed with little or no disruption to the dispatch floor.

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: The City is still evaluating and doing some maintenance work on radio sites. The two tower locations that were of concern have been assessed by a third party, and we are awaiting that report. *Please see the report on Mt. Scott earlier in this report.*

Risk: Tower construction and site work at Walters Hill: Walters Hill was purchased by the City of Portland in 2011. It was known that the building on the site needed to be replaced and the telephone pole currently supporting the antennae at the site was inadequate for any future use. The City through a separate Project managed by BTS has submitted land use permit applications to the City of Gresham. The initial application was deemed incomplete and BTS is working to provide other requested information by Gresham Planning and Development.

Mitigation: Walters Hill issues have been nearly 100% resolved. Construction will begin in the 3rd quarter. Additional work on the site to achieve full microwave pathways is continuing.

Major Timelines/Milestones

All engineering tasks – with the exception of MW testing - are on schedule. The schedule has been adjusted to include BTS work on sites.

Next Steps/Next Quarter Projections

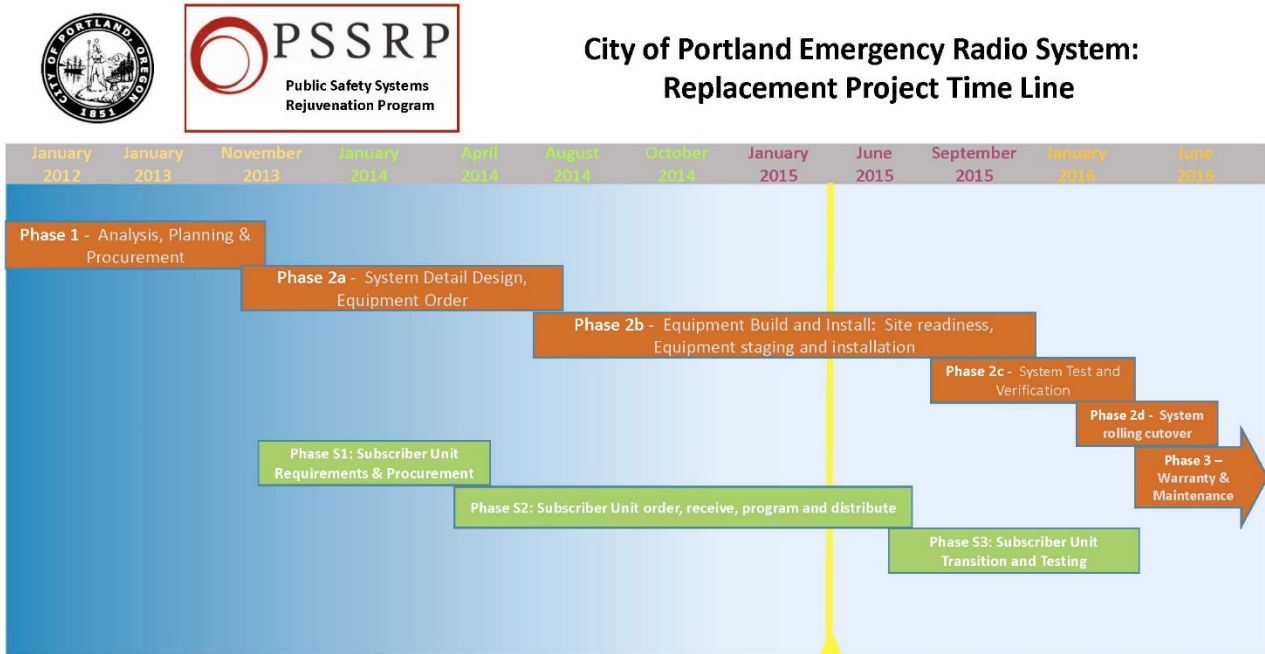
During the 3rd quarter of 2015, the deployment of mobiles and portables will continue, the contracting work for Walters Hill will begin, Willalatin Tank will be close to completion, and Mt Scott tower mitigation work should commence. We are awaiting a projected timeline for completion of that work.

Other work that will continue (as examples)

- Microwave completion of install
- Battery Systems update
- FCC Licensing (nearing completion)

- Generator installs
- Lease revisions
- In-building coverage planning – BDA replacements
- Logging recorder changes (Completed in April, we are doing some additional interface work)

Estimated completion in Summer 2016



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

Account	Description	Current budget	LTD actuals Mar 2015	S00002 Stabilization S00008 Replacement		LTD actuals (through Jun 2015) after closing	Remaining balance*
				Apr/May/Jun Expenses			
Requirements							
511100	Full-time Employees	\$1,281,497	\$986,613	\$0	\$56,812	\$1,043,425	\$238,072
511300	Part-time Employees	\$37,602	\$651	\$0	\$0	\$651	\$36,951
512000	Overtime	\$706	\$706	\$0	\$0	\$706	\$0
513000	Premium Pay	\$44	\$212	\$0	\$14	\$226	(\$182)
514000	Benefits	\$435,344	\$321,970	\$0	\$18,546	\$340,516	\$94,828
610010	Labor Allocation	\$2,471	\$2,471	\$0	\$0	\$2,471	\$0
Total	Personnel Services	\$1,757,664	\$1,312,623	\$0	\$75,372	\$1,387,995	\$369,669
521000	Professional Services	\$14,790,226	\$8,927,678	\$0	\$1,191,788	\$10,119,466	\$4,670,760
522000	Utilities	\$0	\$0	\$0	\$0	\$0	\$0
523000	Equipment Rental	\$84,382	\$2,498	\$0	\$0	\$2,498	\$81,884
524000	Repair & Maintenance Services	\$0	\$2,759	\$0	\$21,799	\$24,558	(\$24,558)
529000	Miscellaneous Services	\$33,735	\$1,912,659	\$0	\$42,955	\$1,955,614	(\$1,921,879)
531000	Office Supplies	\$203	\$700	\$0	\$0	\$700	(\$497)
532000	Operating Supplies	\$16,143,589	\$17,773,892	\$0	\$74,163	\$17,848,055	(\$1,704,466)
532350	Computer Supplies - software	\$9,074	\$9,074	\$0	\$1,844	\$10,918	(\$1,844)
532355	Computer Supplies - hardware	\$126,669	\$126,669	\$0	\$0	\$126,669	\$0
533000	Repair & Maintenance Supplies	\$0	\$36	\$0	\$0	\$36	(\$36)
534000	Minor Equipment & Tools	\$199,574	\$627,558	\$0	\$355,303	\$982,861	(\$783,287)
535000	Clothing & Uniforms	\$0	\$0	\$0	\$0	\$0	\$0
539000	Other commodities (external)	\$11,905,950	\$309	\$0	\$0	\$309	\$11,905,641
541000	Education	\$10,000	\$0	\$0	\$0	\$0	\$10,000
542000	Travel (In-town/Out-of-town)	\$39,631	\$36,786	\$0	\$0	\$36,786	\$2,845
544000	Space Rental	\$0	\$0	\$0	\$0	\$0	\$0
548000	Operating Lease	\$0	\$0	\$0	\$0	\$0	\$0
549000	Miscellaneous	\$10,250	\$11,834	\$0	\$0	\$11,834	(\$1,584)
Total	External Materials & Services	\$43,353,283	\$29,432,452	\$0	\$1,687,853	\$31,120,305	\$12,232,979
651100	Fleet Services	\$3,012	\$10,902	\$0	\$2,351	\$13,253	(\$10,241)
651200	Printing & Distribution	\$234	\$234	\$0	\$0	\$234	\$0
651300	Facilities Services	\$59,663	\$58,522	\$0	\$23,383	\$81,905	(\$22,242)
651400	EBS Services	\$0	\$0	\$0	\$0	\$0	\$0
651500	Technology Services	\$1,427,569	\$1,370,032	\$0	\$155,733	\$1,525,765	(\$98,196)
651600	Insurance	\$0	\$0	\$0	\$0	\$0	\$0
652000	Bureau to Bureau Interagencies	\$70,000	\$0	\$0	\$45,783	\$45,783	\$24,217
Total	Internal Materials & Services	\$1,560,478	\$1,439,690	\$0	\$227,250	\$1,666,940	(\$106,462)
563000 / 599630	Capital Equipment	\$41,990	\$163,884	\$0	\$352,551	\$516,435	(\$474,445)
Total	Capital Outlay	\$41,990	\$163,884	\$0	\$352,551	\$516,435	(\$474,445)
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	\$4,175,000	\$0	\$0	\$0	\$0	\$4,175,000
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
Total	Other	\$4,175,000	\$0	\$0	\$0	\$0	\$4,175,000
Grand Total		\$50,888,415	\$32,348,649	\$0	\$2,343,026	\$34,691,675	\$16,196,741
Resources							
GO bonds		\$37,730,000	\$24,948,791	\$0	\$2,325,109	\$27,273,900	\$10,456,100
Project cash		\$13,158,415	\$7,399,858	\$0	\$17,917	\$7,417,775	\$5,740,640
Total		\$50,888,415	\$32,348,649	\$0	\$2,343,026	\$34,691,675	\$16,196,740