

**UMATILLA MORROW RADIO & DATA DISTRICT**

Umatilla County Fire District #1, Station 23

April 3, 2018 1:30PM

Present: Director Pratt                      Director Kennedy  
          Director Lieuallen                 Director Roxbury

Absent: Director Matlack

Guests: Marlon Johnson, Day Wireless                      Loren Dieter, Boardman Police Department  
          Steve Surwillo, CDX Wireless                         Rick Stokoe, Boardman Police Department  
          Nicole Jackson, Motorola

Staff: Rosanna Brown, Brett Mueller

I. Call to Order and Recognition of Guest(s): The meeting was called to order at 1:30pm.

II. Minutes of the Meetings from March 6 and 19, 2018

*A motion to accept the minutes from the meetings on March 6 and March 19, 2018 was made by Director Pratt and seconded by Director Kennedy.*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Lieuallen: Aye*

*Director Kennedy: Aye*

III. Changes/Additions to the Agenda: Add III. Old Business A. Next system RFP 3. Motorola

IV. Old Business

A. Next System RFP

1. CDX Presentation

Steve Surwillo gave the Board an update on CDX's progress and distributed his presentation slides.

After the contract was approved at the last meeting it was signed, site visits were conducted, and users were interviewed. CDX was impressed by the sites and found them clean and laid out well, with a few minor issues to address. The users told CDX that the current system worked pretty well for them and they didn't want that to change. One opportunity for improvement was the coverage in the McKay area, Heppner, and southern Umatilla through fill-in sites. Some users wanted encryption and some wanted improved interoperability with the State and neighboring counties. Those would be included in the new system RFP.

Frequency Band: CDX recommended moving to the 700 MHz band based on its availability, the expectation of performance improvement, and the fact that new radios would be needed no matter which band was chosen, so going with 700 would not cost more in subscriber unit purchases. Steve noted that the RFI acknowledged there could be a small loss of coverage if the District moved to the 700 band. Director Pratt confirmed that the District was willing to lose a small amount of coverage, but Director Roxbury thought it unlikely that the RFI stated that. The charts provided showed the advantage of 700 MHz over UHF, based on inbound calls and the ability to use tower top amps with 700 but not with UHF. It was generally agreed that 700 MHz is better than UHF for in-building coverage, though that was not quantifiable. The preliminary map was generated with help from Brett and showed 95% coverage with 3.4 quality (public safety grade coverage). The map did not factor in simulcast or fill-in sites and its purpose was not to show coverage at specific sites, but to give another reason why 700 MHz was recommended.

Sites: CDX proposed providing a menu of sites for vendors to use in their RFP response because the District knows and understands the current sites, the sites are in very good shape, and there are not many alternative location options. The RFP would require a commitment and guarantee of coverage from the vendor. Director Pratt felt that the RFP should allow for vendors to propose other sites, along with the District's current sites. He felt that the engineers might have technology that would help with coverage and that might be more useful at other sites. He did not want to take away the option for vendors to engineer an alternative solution. Steve suggested the RFP give the recommendation of using the District's current sites, then ask for an explanation from the vendor why they wouldn't work or why something else would work better.

Phase Options: Steve explained that choosing between P25 Phase 1 and Phase 2 was not the most important decision, but would have to be decided. Phase 1 is one conversation per channel and Phase 2 divides that channel into 2 slots. The features in each phase are the same. Phase 2 radios will run Phase 1 and the State of Oregon does both. The trade-off would be in the cost, as Phase

2 portables and mobiles cost more. However, less base station radios are needed in Phase 2 so it could be a wash for smaller agencies. Another concern with Phase 2 is that less repeaters mean less redundancy.

**Microwave:** Based on the information collected from the District, CDX felt that there was little risk to procuring the microwave system before the radio system. The microwave system needed to be replaced and Steve had seen up to 4 months of lead time from a microwave vendor due to a backup from FirstNet related orders. Shawn had requested designs and costs from microwave vendors and had 3 or 4 proposals. He and CDX had a meeting with the State on 4/18/18 to discuss their microwave hops and the cost of purchasing from their contract.

In response to Director Kennedy's question, Steven confirmed that CDX's recommendation was to do the microwave project first, separate from the LMR system. Director Pratt had concerns about replacing the microwave system before a vendor has been chosen for the radio system. He asked Steve what CDX considered the dollar amount of low risk was and how much would it cost to take equipment down from one site and move it to another, if another site was proposed and agreed on by a radio system vendor. Steve agreed to find out those numbers and report back. Director Roxbury rephrased the question and asked how comfortable CDX was that the sites the District currently had would remain after the projects are done. Steve did not see any removal of sites in the new system and Brett agreed, and neither knew of any possible locations to move to. Director Pratt was concerned with putting equipment on sites, then not needing the site because a vendor had a solution that didn't include it. Steve felt that the risk was remote and it was based on the "big 10" sites, the fully redundant ring. Steve also noted that he did not believe any of the RFI responses proposed alternate sites.

In response to Director Pratt's question, Brett confirmed that cards go down on the microwave system regularly and it is gradually getting more difficult to maintain. There is no vendor support and all of the replacement parts are third party so upgrading the system is a priority.

In response to Rick Stokoe's question, Steven confirmed that CDX was recommending replacing the microwave system before and separately from the radio system. Rick expressed concern about who to blame when everything doesn't work together. Steve responded, and Chris agreed, that the microwave piece of the system was easy for radio system vendors to integrate with and was generally consistent from vendor to vendor. The RFP for the radio system would state the microwave specifics and the vendor engineered their solution based on that. Steve felt there was no risk of having a vendor not be able to integrate with the updated microwave system. Chris also noted that the microwave system was almost never the problem and, if it was, it was easy to point to. The responsibility would be very clear in that situation. In response to Director Lieuallen's question, Brett listed the microwave vendors as Nokia, Fujitsu, Microwave Networks, Aviat, and Dragonwave.

**Radio System RFP:** CDX will work from the RFP draft that Shawn created and will list the current sites, Cabbage Hill, and fill-in site possibilities. CDX will add information to the document including technical details, specs for each area, and important components. He and Shawn discussed adding a component allowing vendors to bid on sections of the system (consoles, radio system, and subscriber units) and take advantage of the P25 specs. The RFP would include language stating that the vendor assume risk and explain integration. Steve and Shawn felt that this was a good way to get the best prices and the preferred equipment and features. In CDX's experience, this approach had been successful. Director Pratt was not willing to agree to more than one vendor for the radio system without a project manager. Director Kennedy felt that it would come down to cost. Steve felt that, ultimately, the language in the RFP would be the way to decrease the risks of using more than one vendor.

Chris had seen challenges in systems that used more than one vendor and relied on P25 standards. Grey areas made them incompatible. Director Roxbury agreed with Director Pratt that having more than one vendor would be more trouble than the possible savings in cost of the system and they worried about how to hold vendors accountable when things did not work. Director Lieuallen noted that the District would not accept a system that did not have fully functioning and integrated components. She and Director Kennedy also were in favor of a project manager. Marlon suggested that the cost of hiring a project manager might mean that the District ultimately spends the same amount of money, even after the savings in equipment. In response to Director Roxbury's question, Steve thought the potential savings of using more than one vendor could exceed \$100k and Brett thought, when including all of the system parts, that amount could be up to \$1 million or more, since there were so many variable from vendor to vendor. Loren Dieter pointed out that the District wasn't obligated to accept the lowest bid just because the RFP had the option for the sections to be bid on individually. Steve agreed and also noted that vendors could bid on individual components and also offer a "bundled" price to show how much of a savings there could be. Chris noted that having a separate subscriber unit vendor was not as much of a risk as mixing consoles and infrastructure and Steve agreed. Director Pratt expected that the vendor that engineered the system would want to know what kind of portables and mobiles would be put on it. Steve felt that the contracts, documents, requirements, and P25 specs would solve that issue. The purpose of the RFP was to find the best functional solution at a price that the District could afford.

**Next Steps:** CDX would meet with the State, work on filling in the RFP, discuss financial options and methods, and work with the District to establish evaluation criteria to use. Steve expected to have the RFP ready to release in the summer, with responses due in early fall. He also planned to create a short document about the discussion points from this meeting and send it to the Board. In response to Director Roxbury's question, Brett said no action was needed.

## 2. Microwave System First/Separate RFP/Purchase off contract?

Most of the discussion was had during the previous agenda point. Brett did report that microwave system proposals were still being received and the costs were ranging from \$900k to \$1.8m. The meeting with ODOT would give more details about the possibility of sharing hops and state contract pricing.

## 3. Motorola

Nicole and Chris wanted to review what was discussed at the March 19 meeting and the advantages and disadvantages of the District partnering with Frontier Digital Network (FDN). They asked the Board if they would like to discuss the option further. Chris acknowledged that knowing the cost of the partnership, and Motorola SUAs, was of paramount importance. He also reviewed that the District has a budget of \$5 million to pay over a 10 year funding mechanism and that its objective was to be fully supported in a 700 MHz simulcast system. Director Matlack had asked Chris in the last meeting, to give his recommendation. Chris was glad to hear that he mindset of the Board was not to just get the lowest cost system, but find something the District could count on. He was also concerned with systems that were pieced together, not all under one vendor. Motorola was a low risk solution for many reasons. He did not believe Motorola would be able to provide a system quote for under \$5m. He believed that the District partnering with FDN would save \$1 million and that leveraging the current Core would also decrease costs. He also believed that the partnership could decrease some maintenance costs because Shawn and Brett could do some of the technical work.

Chris stressed that moving from analog to digital would be a big shift for users and would cause a lot of frustration. Working with a neighbor that had already been through the process would help.

Director Kennedy explained that the formation and full control of the District as its own entity took a lot of work by a lot of people and the idea of giving up some of that control by partnering was a concern.

Chris responded that defining control points was the most important part of an agreement, including unambiguous language regarding expectations and governance. He had seen agreements go very well and very badly. He felt that CDX would be helpful with the governance language part of an agreement.

Brett noted that Shawn had reservations about the SUAs and about having the core completely outside of the District. This was a major redundancy concern.

Director Roxbury asked for Shawn to get more information about FDN's rules for budgeting, governance, and ORS. FDN was not the same as the District, so they could be following a different model.

Chris also reminded the Board that partnering with FDN would negate the need for an RFP and that would save costs as well.

## B. Subscriber Unit Subcommittee

Director Kennedy gave a subcommittee report. He and Shawn visited law enforcement agencies in Boardman, Umatilla, Hermiston, and Pendleton. He reported that most of the users were in agreement that encryption was not a big issue, even with BENT. They thought that having one encrypted channel per county, if not cost prohibitive, would be sufficient for the District. Some also thought that GPS would be nice, but only if the cost was not too high. They did not want to be tracked by GPS, but wanted the location sent to Dispatch when they used the Emergency button. Basically, the users wanted radios that worked. Shawn expected radios to include Bluetooth capabilities. The users also agreed that, if they were presented with a 'base model' radio and wanted more features, they would be responsible for the additional cost of the radio. They also agreed to be responsible for some accessories and some confirmed that they might have radios that would not need to be replaced with the new system. Keith explained that not all vehicles needed a permanently installed mobile, such as the Pendleton Police Department's crime scene truck.

## C. Vadata SIP

Brett gave a report from Shawn. Shawn, Steve Potts, and Scott Stanton met with George Murdock. It was agreed that the Tier 2 funds would be distributed to the district by their tax rates. Umatilla County and the City of Umatilla would not receive Tier 2 funds. Umatilla County would receive Tier 3 funds, but Brett was unsure if the City of Umatilla would or would not.

## V. New Business

### A. System Administrator's Report

#### 1. Unit Tracking Sheet: The Board reviewed the Unit Tracking sheet.

4 XTLs were issued to Stanfield Police Department, to replace MCS2000 that were not working properly.

#### 2. District Income Review: The Board reviewed the income report.

#### 3. District Expenditures Review: The Board reviewed the expenditure report.

#### 4. District Bank Statement/Checks Review: The Board reviewed the bank statements and checks.

#### 5. LGIP: The Board reviewed the LGIP statement.

## 6. Safety Review

Replacing the battery stacks in the coming months was an employee safety concern. The stacks weighed 420lb, so Brett explained that employees doing the work should be lifting with their backs, using appropriate eye and skin protection, using hoists and hand trucks carefully, and removing jewelry, tools, and other conductive materials.

### B. Budget Committee Appointment

#### 1. Jason Edmiston

Stuart Roberts left the budget committee and Jason Edmiston volunteered to take his place. Shawn felt that Edmiston was a logical replacement for Roberts, as a Umatilla County law enforcement representative.

*A motion to accept the appointment of Jason Edmiston to the UMRDD Budget Committee was made by Director Lieuallen and seconded by Director Kennedy.*

*Director Roxbury: Aye*

*Director Pratt: Aye*

*Director Lieuallen: Aye*

*Director Kennedy: Aye*

### VI. Open Discussion

Chris asked the Board if they would like to have another discussion with FDN and Motorola, and include CDX. The Board wanted to discuss the matter further first, and would contact them when ready.

The Director packet also included a flyer from SDAO announcing a board member training in Pendleton on May 1.

### VII. Adjourn

*A motion to adjourn the meeting at 3:19pm was made by Director Kennedy and seconded by Director Lieuallen.*

*Director Lieuallen: Aye*

*Director Pratt: Aye*

*Director Matlack: Aye*

*Director Kennedy: Aye*

#### **Next Meeting**

May 1, 2018 @ 1:30pm

Boardman City Hall

#### ***Budget Committee Meeting***

May 1, 2018

Immediately following the Board meeting

Boardman City Hall