



Dave Freudenthal
Governor

State of Wyoming

Kim Lee
Chairman

Public Safety Communications Commission

Administration and Funding Work Group Meeting Minutes for October 26, 2009

Chairman Kim Lee called the meeting to order at 11:08 am on October 26, 2009 in Room 237, Emerson Building, Cheyenne, WY.

Members present: Kim Lee, Bill Westerfield, Dave Johnson, John Hartwig, and Kevin Hibbard.
Others in Attendance: Mark Harshman, Robert Wilson and Robert Symons

Chairman Lee stated the Public Safety Communications Commission approved the Portable Radio Coverage Enhancement Grant at the September 18, 2009 meeting. The WyoLink Operations Work Group reviewed and approved the portable coverage propagation studies for Lander, Laramie, Riverton and Thermopolis on September 17, 2009. The Portable Radio Coverage Enhancement Grant package was sent to all of the dispatch centers and County Coordinators on September 30, 2009. As of October 26, 2009, no grant applications have been received.

Motorola has provided a proposal to bundle the civil work, (site construction, building, tower and generator) for nine sites for \$4 million. These nine sites include Lander, Laramie, Thermopolis, Riverton, Torrington, Wheatland, Lusk, Sheridan and Worland. With this proposal the grant process could be streamlined.

The work group discussed the locations, civil work required and land leasing that may be required at each site. The local agencies will be required to provide the land leasing or acquisition.

Kevin Hibbard, WYDOT, provided insight on the WYDOT purchasing policy and the WyoLink RFP. Mr. Hibbard had six concerns or comments about the Motorola proposal.

1. Current appropriation from the Legislature has an ending date of June 30, 2010. The grant funds need to be encumbered, by a grant agreement that is executed prior to June 30, 2010, it would be better to have the funds paid by the June 30 date.
2. This proposal would create a Sole Source purchasing agreement that will need to be approved. For transparency in government it is best not to have Sole Source purchasing agreements.
3. Can this purchasing agreement be in the form of a Request for Proposals (RFP)?
4. Where are the local governments on this proposal? What is their level of concurrence? Are the Local governments in agreement with this proposal?
5. Does this proposal need to go to the PSCC for Approval? The PSCC has already provided the Administration and Funding work group authority to proceed.
6. The governor's message to WYDOT, during the Budget meetings, was not have a process of never ending requests for WyoLink.

Discussion on how to proceed. What options are there to help streamline the grant process to have sites operational in the shortest time frame? The option to Sole Source will require a strong justification. A justification for Sole Source was developed for the Phase 4 WyoLink construction and may be used as a starting point for developing the justification. The sole source agreement may provide an economy of scale pricing and provide a reasonable construction time frame. The local agencies will need to agree to the sole source agreement. The grant guidance states the local agencies must use the WYDOT specifications for the tower, building, generator and R56 grounding. The site construction will have WyoLink overview to make sure everything is up to WyoLink specifications before any radio equipment or antennas are installed. Because of these requirements, the sole source may be the best option, but with the local agencies purchasing from the agreement.

Will the contract be between the State of Wyoming and Motorola? For WYDOT the best method would be to provide the grant to the local agencies and have them provide the contract management and pay the costs with WYDOT providing a lump sum grant award.

Who will own the sites? If the proposal is accepted, the State would own the sites and be responsible for the maintenance. The intent of the grant was to have the locals own the sites and WyoLink would provide the radio equipment. The ownership may require a legal opinion.

Who will provide the contract administration? The WyoLink Support Manager may not be able to handle all nine sites at one time. WYDOT does not want to pay the vendor.

Mac Landen, State Procurement Officer, will be contacted to discuss the purchasing options and for guidance on how to move forward. John Hartwig will contact Mr. Landen to set up a meeting to include WYDOT. Four options will be forwarded to procurement for guidance and comments.

1. Cities and Counties on their own to bid and purchase equipment meeting WyoLink specifications.
2. Add a change order to the WyoLink contract with Motorola for the civil work on the nine sites. Ownership questions.
3. Pre-negotiated pricing agreement that allows the local jurisdiction to purchase the specified equipment.
4. Develop a request for proposals, with the concurrence of the local agencies, for the civil work required at enhancement sites.

Being no further business, Chairman Lee adjourned the meeting at 1:00 pm.

Respectfully Submitted

Robert Symons,
PSCC Administrative Support