

**Memorandum of Understanding
Radio System Access Fees for 2016**

This Memorandum of Understanding (“MOU”) is entered into between South Sound 911 (“SS911”), the City of Tacoma (“Tacoma”), and Pierce County/Pierce Transit (Combined Communications Network – CCN) (“CCN”), collectively the “Parties”, to address public safety radio system access fees (“Fees”) from January 1 through December 31, 2016.

Whereas, Tacoma is the owner of the 800 MHz radio system (“800 System”) and assesses Fees for system use based on respective operating costs; and

Whereas, CCN is the owner of the 700 MHz/VHF System and plans to assess fees for system use based on its operating costs; and

Whereas, the police and fire departments in Pierce County listed in Appendix “A” (the “Agencies”), using either the 800 System or 700/VHF System for primary radio communications, have requested SS911 to help establish a uniform 2016 Fee of \$30 per month per radio to be charged by Tacoma and CCN (“Owners”); and

Whereas, the SS911 Policy Board and Operations Board has allocated up to \$2,500,000 in 2016 for the purpose of partially offsetting each of the Owners’ operating costs such that each Owner would directly bill and collect from each of its customer Agencies a uniform monthly Service Fee of \$30 per radio in year 2016; and

Whereas, the Parties agree this MOU is an interim step towards establishing a service delivery and fee model for fiscal year 2017 and that they will work collaboratively through 2016 towards that goal; and

Whereas, in 2016, SS911 has agreed to cost share the Fees for public safety users while the Parties explore feasibility and options for combining the 700/VHF System and 800 System into a single system for the purpose of improved regional public safety emergency communications and determining whether SS911 should pursue future roles of owner and/or operator of a combined radio system;

Now, Therefore, the Parties agree as follows:

- 1) On the first day of each quarter in 2016, SS911 will pay Tacoma one-fourth of the annual amount of \$445,859 to offset its net annual operating costs of \$1,762,949 as shown in Appendix B. Tacoma agrees to directly bill its public safety 800 System customer Agencies a monthly Fee of \$30 per radio from January 1 through December 31, 2016.
- 2) On the first day of each quarter in 2016, SS911 will pay CCN one-fourth of the annual amount of \$1,850,029 to offset its net annual operating costs of \$3,726,480 as shown in Appendix B. CCN agrees to directly bill its public safety 700/VHF System customer Agencies a monthly Fee of \$30 per radio from January 1 through December 31, 2016.

3) It is the intent of all Parties that current owners/operators be treated in a similar manner regarding allowable reimbursement costs. It is not the intent of this Agreement to allow for differential SS911 funding reimbursement policies to the owners/operators for any operational expenses, equipment, overhead/administrative/internal services costs, and end user support be they provided internally or by external contract if so funded by SS911. As such, by February 15, 2017, CCN and Tacoma shall submit a detailed statement of 2016 revenues and expenses to SS911. Such accounting will clearly distinguish public safety revenues and expenses. In the event that actual 2016 operating expenses for the 700/VHF System or 800 System are less than detailed in Appendix B or if allowable (as determined by SS911) radio infrastructure and dispatch console support expenses are less than those listed in Section 1, any savings of public safety operations and maintenance expenditures shall be used to offset future assessments to the public safety agencies served by the Parties. Allowable reimbursements to the owners/operators may be adjusted up or down by SS911 up to the maximum available funding of \$2,500,000 as additional information becomes available and at the discretion of SS911 thirty (30) days prior to the quarterly payment.

4) Term

1) This MOU is effective the date of the last signature and will expire December 31, 2016; provided that, the requirements of Section 3 of this MOU shall survive expiration.

CITY OF TACOMA:

SOUTH SOUND 911:

T.C. Broadnax
City Manager

Andrew E. Neiditz
Executive Director

Date: _____

Date: _____

Approved:

Approved as to form:

Jack Kelanic
Director, Information Technology

Peter Beckwith
Legal Advisor

Andrew Cherullo
Finance Director

Approved as to form:

Deputy City Attorney

Attested:

Doris Sorum
City Clerk

COMBINED COMMUNICATIONS NETWORK:

Lowell Porter
CCN Executive Director

Date: _____

Doug Middleton
CCN Operations Committee

Date: _____

Kevin Phelps
Board Chair

Date: _____

Approved as to form:

Donna Matsumoto
Legal Advisor

Appendix A

Agencies/Primary Radio System

| 700/VHF System | | 800 System | |
|---------------------------------|-------------|----------------------|--------------|
| Agency | Radio Count | Agency | Radio Count |
| PC Auditor | 14 | Anderson Island Fire | 40 |
| Buckley Fire | 42 | Browns Point Fire | 30 |
| Buckley Police | 40 | Central Pierce Fire | 337 |
| Carbonado Fire | 25 | DuPont Fire | 29 |
| Crystal Mountain Fire | 18 | DuPont Police | 29 |
| Dispatch 35th Street | 10 | Lakewood Police | 307 |
| East Pierce Fire and Rescue | 218 | Riverside Fire | 23 |
| Eatonville Police | 17 | Ruston Fire | 19 |
| Fife Police | 121 | Ruston Police | 22 |
| Firecrest Police | 20 | Steilacoom Police | 28 |
| PC Fire Marshal | 11 | West Pierce Fire | 162 |
| Gig Harbor Police | 56 | Tacoma Fire | 386 |
| Jail (PC Corrections) | 174 | Tacoma Police | 982 |
| Milton Police | 37 | Total | 2,394 |
| Orting Police | 33 | | |
| PCFD #16 (Key Penn) | 71 | | |
| PCFD #18 (Orting) | 53 | | |
| PCFD #21 (Graham) | 86 | | |
| PCFD #23 (Ashford/Elbe) | 42 | | |
| PCFD #43 (Eatonville) | 24 | | |
| PCFD #26 (Green Water) | 33 | | |
| PCFD #5 (Gig Harbor) | 152 | | |
| Records (945 Tacoma Ave) | 2 | | |
| Roy Police | 12 | | |
| PC Sheriff | 712 | | |
| South Pierce Fire and Rescue | 82 | | |
| PT Public Safety | 23 | | |
| TOTAL | 2128 | | |

Appendix B

Radio System Operating Costs

| 2016 Budget: City of Tacoma Radio System | | |
|---|-----------|------------------|
| Labor Total: | \$ | 681,892 |
| Personnel Costs | \$ | 503,889 |
| Internal Assessments | \$ | 178,003 |
| Motorola Services Total: | \$ | 672,474 |
| Services Supported by South Sound 911 | \$ | 672,474 |
| Maintenance & Operations Total: | \$ | 408,583 |
| Supplies & Equipment | \$ | 69,985 |
| Contracted Services - Equipment | \$ | - |
| Maintenance & Repair | \$ | 162,827 |
| Rent - Leased Space | \$ | - |
| Rent - Radio Sites | \$ | 86,449 |
| Insurance | \$ | 2,150 |
| Electricity | \$ | 21,410 |
| Other Professional Services | \$ | 65,762 |
| Total 2016 Budget - City of Tacoma | \$ | 1,762,949 |
| 2016 Budget: Combined Communications Network (CCN) | | |
| Labor Total: | \$ | 1,349,547 |
| Personnel Costs | \$ | 298,460 |
| DEM Admin Allocation | \$ | 123,920 |
| EM Oper Management Allocation | \$ | 394,650 |
| Pierce Transit Personnel Allocation (PM&O) | \$ | 430,716 |
| 10% Admin for Pierce Transit PM&O | \$ | 43,072 |
| 38% Pierce Transit IND Cost | \$ | 58,729 |
| Motorola Services Total: | \$ | 1,454,034 |
| Services Supported by South Sound 911 | \$ | 873,725 |
| <i>Other Services</i> | \$ | 580,309 |
| Maintenance & Operations Total: | \$ | 922,899 |
| Supplies & Equipment | \$ | 41,000 |
| Contracted Services - Equipment | \$ | 422,105 |
| Maintenance & Repair | \$ | 168,701 |
| Rent - Leased Space | \$ | 11,300 |
| Rent - Radio Sites | \$ | 223,923 |
| Insurance | \$ | 20,170 |
| Electricity | \$ | 35,700 |
| Total 2016 Budget - CCN | \$ | 3,726,480 |

Appendix C

