Agenda Item #: **3H** 

## PALM BEACH COUNTY **BOARD OF COUNTY COMMISSIONERS AGENDA ITEM SUMMARY**

Meeting Date: October 7, 2014	[ X ] Consent [ ] Workshop	[ ] Regular [ ] Public Hearing	
Department: Facilities Develop	ment & Operations		
,	I. EXECUTIVE BRI	<u>EF</u>	
Motion and Title: Staff recom	mends motion to approve:	,	٢
A) Contract with RCC Consciountywide public safety radio sy		g and engineering services associated w	vith
B) Consultant Service Author	orization (CSA) No. 1 in the am	nount of \$304,105.	
identified projects. This contract RCC Consultants, Inc. has headqusing Palm Beach County subcor Enterprise (SBE) goal of 15% who Consultants, Inc. anticipates achievallestones which require a format proceeding to the next task. The migration from the existing county the Association of Public-Safety Codraft of the Request for Proposal purpose of these reviews are to example are not resolved. CSA No. 1 proposal proposal purpose of vendor neutral RFF compliant public safety radio systems. Background and Justification: the Consultant Competitive Negotian Selection of RCC Consultants, Inc.	t will be for three (3) years with a resultants for 15% of the work. Inch can be met through the use ving a 15% SBE participation. It review and comment by potenose two milestones are: 1) they wide trunked radio system to a Communications Officials (APC lls (RFP) for the design and in the subject of the communications of the design and in the subject of the county with project provides the Cou	provide planning and engineering service be negotiated on an individual basis for the ith two (2)-one (1) year renewal option regional office in Tallahassee and will be a This contract includes a Small Busine se of either M/WBE or SBE firms. RC RCC's scope of work includes two inition ential vendors and municipalities prior the recommendation for a phased or find full digital system that is compliant with a full digital sy	t to Check t
	***Continued On Page 3	***	
Attachments: 1. Contract 2. Disclosure of Ownership Inte 3. CSA No. 1 4. Budget Availability Statemen	erests		
Recommended by:	Department Director	9/15/14 <b>Date</b>	
Approved by:	Marten	9/24/14	
	County Administrator	Date	

## II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:	
Fiscal Years       2015       2016       2017       2018       2019         Capital Expenditures       \$354,105       0       0       0       0         Operating Costs       0       0       0       0       0         External Revenues       0       0       0       0       0         Program Income (County)       0       0       0       0       0         In-Kind Match (County)       0       0       0       0       0         NET FISCAL IMPACT       \$354,105       **       **       **         # ADDITIONAL FTE       POSITIONS (Cumulative)       **       **       **	-
Is Item Included in Current Budget? YesX No	
Budget Account No: Fund 3801 Dept 411 Unit B552 Object 4907 Reporting Category	
B. Recommended Sources of Funds/Summary of Fiscal Impact:  All expenses associated with the P25 Migration are funded from the 800 MHz System Renewal/Replacement Fund which is made up of annual renewal/replacement contributions by	
PBSO, FR, county departments, cities who have direct connect agreements on the existing County system as well as PBSO generated \$12.50 funding.	
Planning/Engineering Services Staff Costs  Ou  9 304,105 \$ 50,000 \$ 354,105	
III. <u>REVIEW COMMENTS</u> :	
A. OFMB Fiscal and/or Contract Development and Control Comments:  A. OFMB Fiscal and/or Contract Development and Control Comments:  A. J. Jackson (9) 32  Contract Administrator  G-22-14 B Whiches	114
B. Legal Sufficiency:  Assistant County Attorney	
C. Other Department Review:	
Department Director	

## Background and Justification (Cont'd): Page 3

No. 1 the consultant will be preparing technical specifications to solicit bids from contractors for a P25 compliant public safety radio system. CSA #1 includes eight tasks that will be completed in the following order: 1) assessment of the County's current trunked radio system, 2) conduct stakeholder (i.e. law enforcement, fire rescue, etc.) interview sessions, 3) provide options for system replacement to meet the County's goals, 4) develop design criteria package for the P25 system, 5) develop technical specifications and statement of work that will become the basis of the RFP, 6) support the County in its evaluation of RFP responses, 7) assist with vendor negotiation and provide support for the resulting agreement, and 8) prepare and present the contract to stakeholders and elected officials. Tasks 1-5 occur pre-selection of a radio system vendor.

Intergovernmental and vendor participation are key components of the scope of work. In addition to distributing a copy of this item to all city managers (of cities with their own police and/or fire departments), police chiefs and potential vendors, Staff attended the Criminal Justice Commission (CJC)/ Law Enforcement Planning Council (LEPC) meeting held on September 25 to explain the County's scope of work, intergovernmental participation program and anticipated schedule. The key components of the intergovernmental and vendor participation program are discussed below.

Major pre-selection decision points will arise at the end of Tasks 3 and 5. In Task 3, RCC is responsible for providing a recommendation as to a phased or full migration to the P25 system. Staff has given RCC the ability to speak with all potential vendors individually prior to making its recommendation. After the recommendation is made to the County, Staff will provide the vendors with a copy of RCC's detailed report detailing the selected option and invite all to an open attendance meeting to allow an opportunity for the vendors to ask questions, provide feedback, make comments and voice their own recommendations. The County will share the vendor workshop comments with all interested parties (including those vendors not in attendance) to allow open commenting on each other's comments. This follow-up step is necessary since vendors may otherwise make biased comments and recommendations that could strengthen their position within a competitive RFP environment.

In addition, Staff will distribute RCC's report directly to each municipality with its own law enforcement and/or fire department for review and comment. Shortly thereafter, Staff will present the report at a CJC/LEPC meeting. RCC will be available at that meeting to answer any operational questions and Staff will be available to answer any financial questions. RCC will then compile the feedback from that meeting, as well as written feedback received directly from municipalities, and update the report as appropriate. RCC will provide a written response for each comment indicating how the comment was accommodated, or if the comment could not be addressed, why it could not be accommodated. Staff will update the Board on RCC's recommendation and any outstanding municipal or vendor comments prior to authorizing work to proceed to the next task.

As part of Task 5, the draft of the RFP will be reviewed by vendors and municipalities in a manner that is similar to the approach outlined for Task 3. RCC will work with the County to develop a plan to allow the open attendance vendor meeting to occur in a professional environment with the ultimate goal of producing an RFP that will allow for fair competition from multiple responsive bidders. Again, Staff will update the Board on the results of the vendor and municipal review of the draft RFP prior to issuing the solicitation.