



**Special Kitsap 911 Board of Directors Meeting on
August 8, 2023
Via Virtual Meeting and Kitsap 911**

ATTENDING:

Board of Directors:

Katie Walters-Kitsap County Commissioner
Joe Deets-City of Bainbridge Island
Rob Putaansuu- City of Port Orchard Mayor
Greg Wheeler-City of Bremerton Mayor (Vice Chair)
Jeff Coughlin-City of Bremerton Council Member
David Ellingson-Fire Commissioner (Chair)
Dusty Wiley-Fire Commissioner
Bob Muhleman- Fire Commissioner

Staff:

Richard Kirton- Executive Director
Maria Jameson-Owens-Deputy Director
Brandon Wecker-Technician Service Manager
Jamie Donley- Deputy Operations Manager
Steve Rogers-Financial Manager
Scott Peabody- Radio Project Manager
Stephanie Browning- Administrative Specialist

Absent:

Denis Frey- City of Bremerton Council Member
Charlotte Garrido-Kitsap County Commissioner
Becky Erickson- City of Poulsbo Mayor
Christin Rolfes- Kitsap County Commissioner
Sheriff John Gese- Kitsap County

Guests:

Chief Jim Gillard
Pat Donley
Jay Lovato
Jason Jerrel
Chief Jeff Faucett
Brad Steiner- ATT/FirstNet
Chad Luna
Teri Maa-JVCKennwick
Will
Calos Delatorre
Mark Nelson-Kitsap 911
Terry Brennon- RACOM
Sarah's I-phone
Mike Miller
Alex Boeddeker
John Clark
Eric Olsen
Mike Miller
Ken Bagwell-Kitsap 911 Legal Council
Chief Rob Harding

Call to Order: Chair David Ellingson called the meeting to order at 1:01 pm.

Public Comment: No public comment was received prior to the start of the meeting and no members of the public were in attendance.

Approval of Interlocal Agreement for E911 Services and Reimbursements of Eligible Expenses with Kitsap County

Executive Director Richard Kirton briefed the Board of Directors on the contract and requested that the Board approve it.

Director Dusty Wiley made a motion to approve the Interlocal Agreement for E911 and Reimbursements of Eligible Expenses with Kitsap County. Motion was seconded by Directors Bob Muhleman. Motion Carried.

Radio Vendor Selection

Radio Project Manager Scott Peabody presented the recommendation (presentation attached) There was a unanimous recommendation from the Radio Steering Committee and the Strategic Advisory Board for the Radio Land Mobile RFP Vendor Selection. They recommend RACOM

as the primary vendor for the P25 radio system. More than 50 people participated in the RFP evaluation and all were truly engaged. Director Joe Deets stated that it was a great presentation, and he was supportive in both the decision and the decision process, but had a few requests. In relation to the contract, he would like to add to the motion that the Fire Chiefs review the contract before it is executed. Director Kirton said the process would be to take the contract through the SAB and up to the Executive Committee. Director Deets said that is excellent. The other item is that he would like to see the underlying financial data, since this project is being broken down into three phases. Mr. Kirton said the original budget includes this project, the microwave project, and towers. The 2nd 1/10th of 1% has been set aside and assigned for this project. He will come back with a budget amendment to move the radio, capital, LMR money from the reserves into the appropriations.

Director Putansuu asked to modify the motion language and not state “award” but rather use “select”.

Director Bob Muhleman made a motion to authorize staff to select the Radio RFP to RACOM, notify all RFP bidders, and begin contract negotiations. Motion was seconded by Director Dusty Wiley. Motion Carried

The meeting was adjourned at 1:35 PM.

The next scheduled meeting of the Kitsap 911 Board of Directors is September 5, 2023, at 12:30 Virtually or In-Person at Norm Dicks Government Chambers.

Special Board of Directors and Executive Committee Update

August 9, 2023

R. Scott Peabody, P.E.

speabody@kitsap911.org

360 552-8402



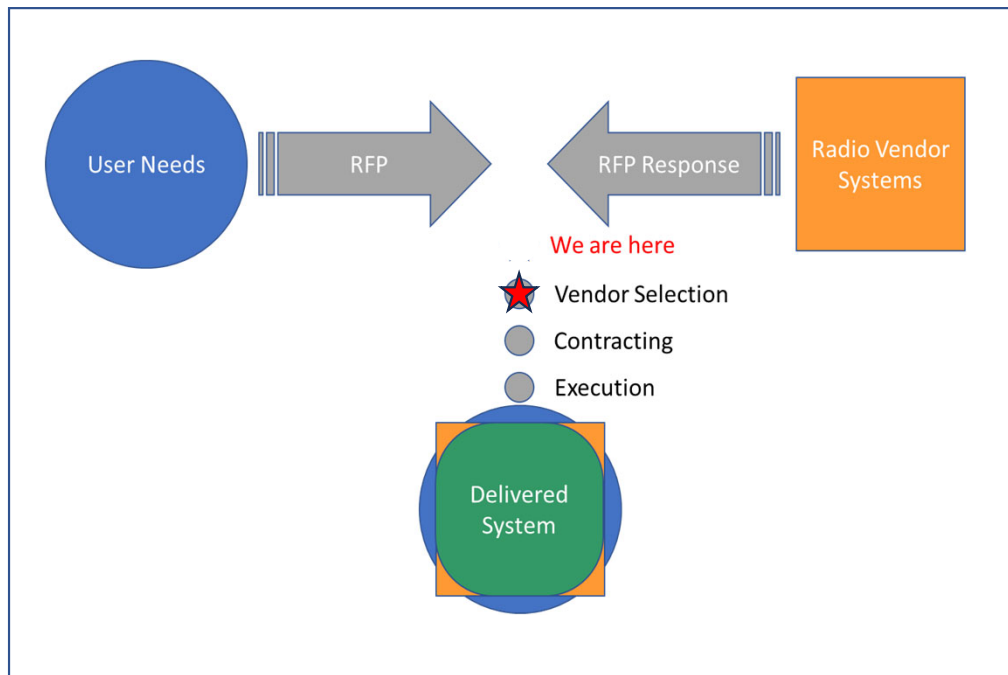


Topics

- Request for Approval to Award RFP
- Unanimous Recommendations
 - Radio Steering Committee
 - Strategic Advisory Board
- Evaluation Criteria and Results
- Next Steps



Vendor Selection Progress



- **Unanimous Recommendations:**
 - ✓ 6/13 Radio Steering Committee
 - ✓ 6/27 SAB
- **Next Steps:**
 - 8/9 Special BOD and Exec. Comm. Meeting
 - 1. Present Decision Package
 - 2. Request Approval to Notify Bidders



Radio Committee Recommendation

unanimously

The Radio Steering Committee[^] recommends RACOM as the primary vendor for the P25 radio system with the following clarifications:

- 1. As proposed, the console system upgrade will be contracted directly with Zetron.*
- 2. The Kitsap Fire Agencies and Kitsap 911 will continue to evaluate the fire portables certified to NFPA 1802 standard with a subsequent notification when a determination is made.*



SAB Recommendation



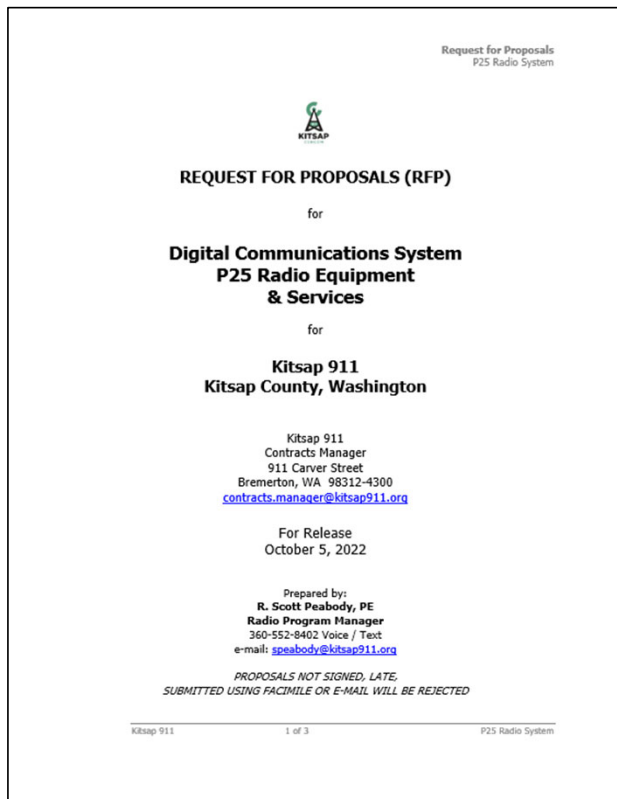
unanimously

The SAB[^] recommends RACOM as the primary vendor for the P25 radio system with the following clarifications:

- 1. As proposed, the console system upgrade will be contracted directly with Zetron.*
- 2. The Kitsap Fire Agencies and Kitsap 911 will continue to evaluate the fire portables certified to NFPA 1802 standard with a subsequent notification when a determination is made.*



Published Evaluation Criteria



- **Procurement under RCW 39.04.270**
“The request for proposal shall identify significant evaluation factors, including price, and their relative importance.”
- **Two Phase Evaluation**



Published Two Phase Evaluations

1 Pass
Fail

Evaluation Criteria – Phase 1	
Factor	Importance
Timely Submittal of Proposal	Pass/Fail
Proposal Package Security	Pass/Fail
Proposal Copies	Pass/Fail
Proposal Letter with Pricing Form <ul style="list-style-type: none"> See Exhibit P Proposal Format Include Pricing Form in Excel Format 	Pass/Fail
Exhibit F Mandatory Bidder Responsibility Checklist	Pass/Fail
Exhibit G Certification of Compliance with Wage Payment Statutes	Pass/Fail
Exhibit H Non-collusion Affidavit	Pass/Fail
Exhibit I RFP Addenda Acknowledgement	Pass/Fail
Exhibit J Vendor Information	Pass/Fail
Exhibit K References Forms (Customers and Subcontractors)	Pass/Fail
Exhibit L Proposal Bond Form	Pass/Fail
Exhibit M Performance Bond Form	Pass/Fail
Exhibit N Payment Bond Form	Pass/Fail
Proposal description, coverage maps, P25 Statement of User Needs (PDF and Word formats), and Requirements Compliance Matrix (PDF and Word formats)	Pass/Fail

2 Significant
Factors



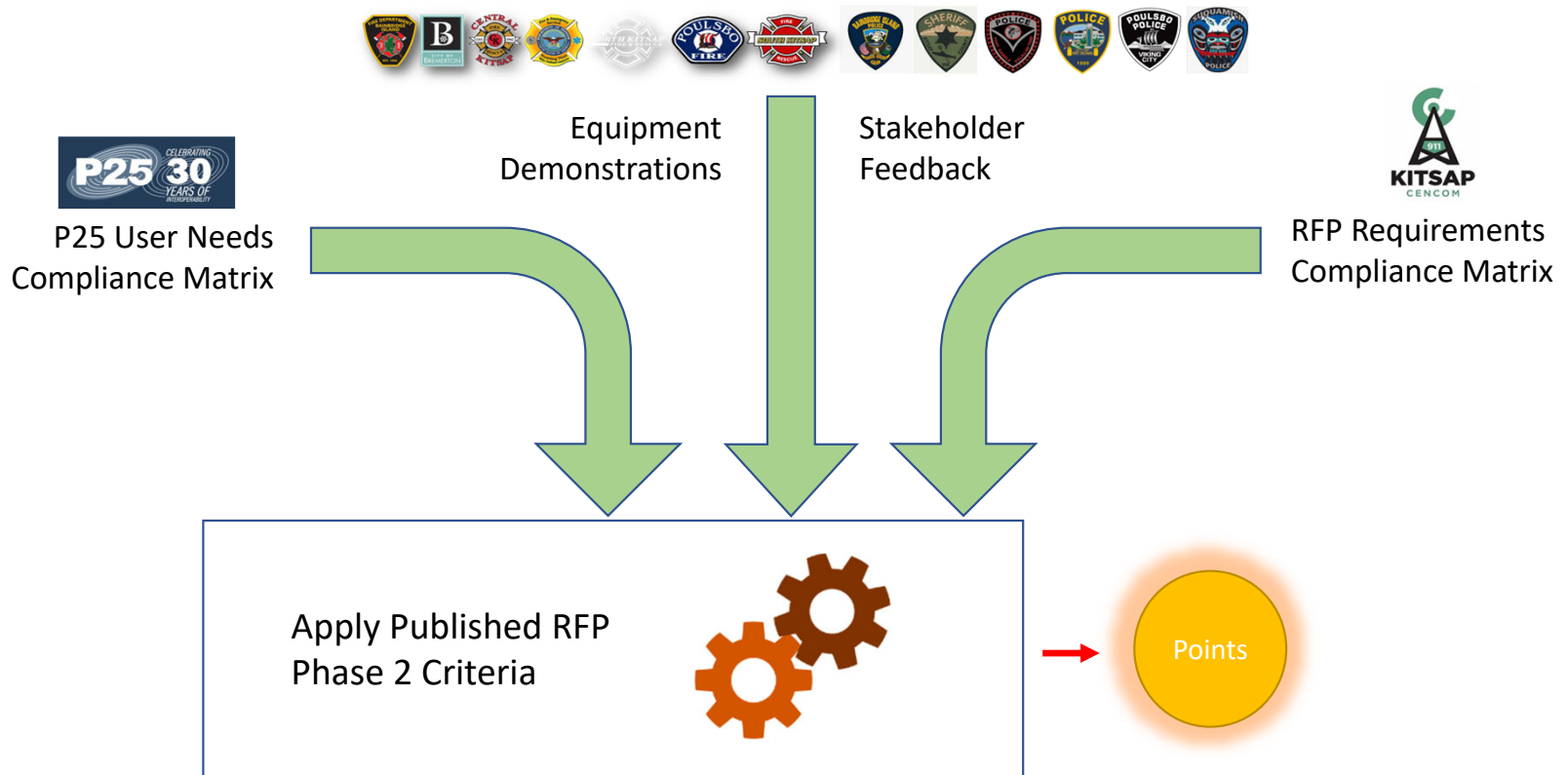
Sdvv2Id lo
J dwh

Evaluation Criteria – Phase 2	
Factor	Importance
Project Understanding and Approach	20
Qualifications and Experience	10
User Radio Equipment and Services	20
Console System Equipment and Services	20
Radio Infrastructure and Backhaul Equipment and Services	20
Coverage and Interoperability	20
Interviews with Project Teams	10
References Interviews	10
Expectation of Delivery Performance Based on Past Delivery Performance	20
Equipment Demonstrations	10
Annualized Costs for Equipment, Services, and Recurring Expenditures for Comparable Systems	40
Total	200

Four Proposals Passed into the Phase 2 Evaluation

Evaluation Process

More than 50 people participated in the RFP evaluation!



Demonstrations Focus: User Experience

Evaluation Criteria – Phase 2	
Factor	Importance
Project Understanding and Approach	20
Qualifications and Experience	10
User Radio Equipment and Services	20
Console System Equipment and Services	20
Radio Infrastructure and Backhaul Equipment and Services	20
Coverage and Interoperability	20
Interviews with Project Teams	10
References Interviews	10
Expectation of Delivery Performance Based on Past Delivery Performance	20
Equipment Demonstrations	10
Annualized Costs for Equipment, Services, and Recurring Expenditures for Comparable Systems	40
Total	200



Two Proposals Advanced After the Vendor Demonstrations

Motorola

RACOM/Harris

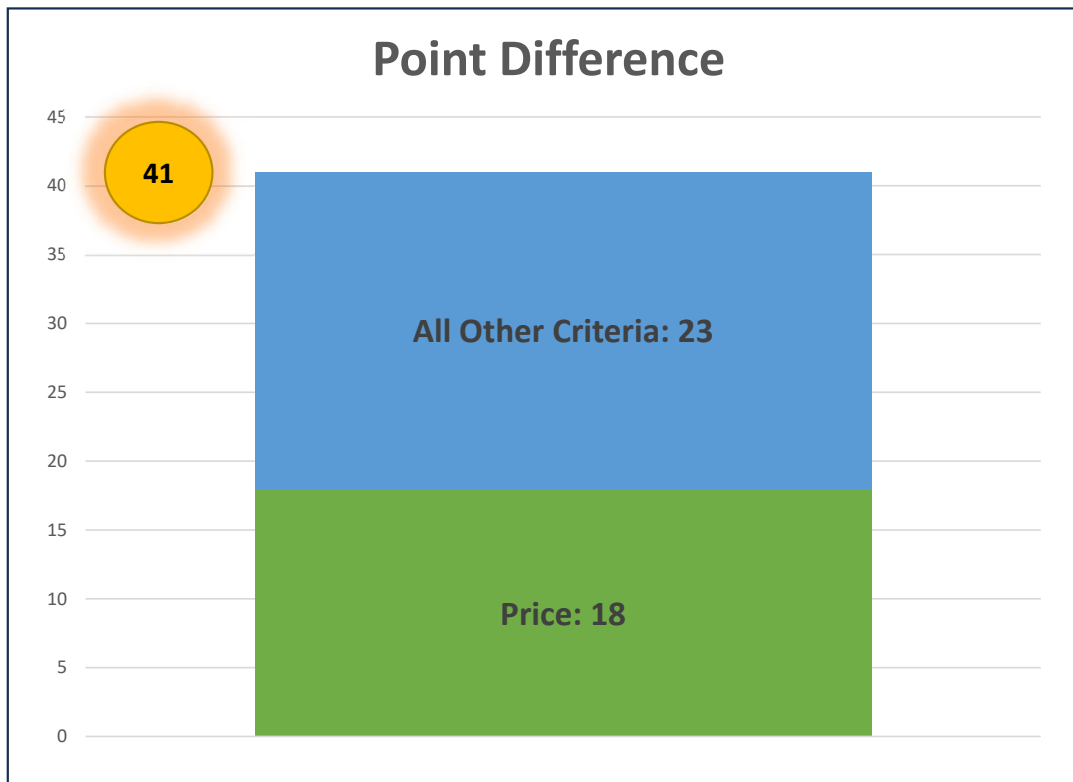
Evaluation Criteria Results

Evaluation Criteria – Phase 2				
Factor	Importance	Motorola	RACOM	Notes
Project Understanding and Approach	20	18	18	
Qualifications and Experience	10	10	10	
User Radio Equipment and Services	20	16	18	Based on Radio Survey Results
Console System Equipment and Services	20	13	18	
Radio Infrastructure and Backhaul Equipment and Services	20	13	17	
Coverage and Interoperability	20	13	16	Used Middle Values of Three Independent Analyses
Interviews with Project Teams	10	8	10	Interviews on 4/27 and 4/28
References Interviews	10	7	10	Checked Many References, Completed 5/9
Expectation of Delivery Performance Based on Past Delivery Performance	20	14	16	Results Compiled from Interviews
Equipment Demonstrations	10	5-6	8	
Annualized Costs for Equipment, Services, and Recurring Expenditures for Comparable Systems	40	22	40	
Total	200	140	181	

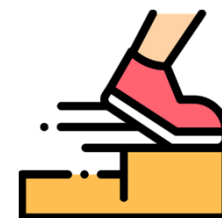
41

Evaluation Difference: 41 points

Point Difference Explained



- **Selection Based on More Than Price**
- **All Other Criteria:**
 - User Experience
 - Equipment
 - Coverage
 - References
 - Delivery and Implementation

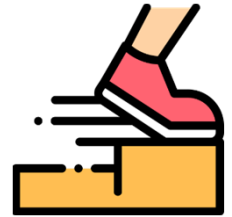


Next Steps

- Discussion
- Receive Approval to Award RFP
- Notify All RFP Proposers
- Begin Contract Negotiations
 - Start Detailed Design



Requested Action



Authorize staff to award the Radio RFP to RACOM, notify all RFP bidders, and begin contract negotiations.

