



NOTICE and AGENDA for
Kalamazoo County Consolidated Dispatch Authority
BOARD OF DIRECTORS
July 14, 2022 – Regular Meeting

PLEASE TAKE NOTICE that a REGULAR Meeting of the Kalamazoo County Consolidated Dispatch Authority (KCCDA) Board of Directors will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, Michigan on **Thursday, July 14th, 2022** at 3:30 p.m. for consideration of items, namely, on this Agenda.

ITEM 1 – CALL TO ORDER

ITEM 2 – ROLL CALL

ITEM 3 – APPROVAL OF MEETING MINUTES

- A. May 12, 2022 – Regular Meeting

ITEM 4 – CITIZENS’ TIME

The Board welcomes members of the public to express their ideas or concerns about issues affecting Kalamazoo County Consolidated Dispatch Authority. Members of the public wishing to speak are requested to stand at the podium and state your full name and address for the record. Each member of the public is limited to four minutes or less.

ITEM 5 – FOR CONSIDERATION

- A. Executive Director Report
 - 1. Administrative Monthly Report
 - 2. May and June Reconciliation Reports
 - 3. Year-to-Date Budget Performance Report
 - 4. Correspondence:
 - a. Letter from UAW Local 2290 Unit 5 dated May 27, 2022
 - b. Kalamazoo County Board of Commissioners Meeting Minutes from July 5th – KCFCA Board of Directors Representative
- B. Committee Reports
 - 1. Executive Committee – Jan Van Der Kley
 - a. Meeting Minutes from June 9, 2022 (Special Meeting)
 - 2. Personnel Committee – Adam Herringa
 - a. Meeting Minutes from June 9, 2022
 - 3. Technical Advisory Committee – Bryan Ergang
 - a. Meeting Minutes from July 6, 2022
 - b. MPSCS Integration Agreements (three separate Agreements)
 - 4. Finance Committee – Don Martin
- C. Old Business
- D. New Business

ITEM 6 – OTHER ITEMS

- A. Announcements and Member Comments
- B. Next regular scheduled meeting – September 8, 2022 (Chief Switalski Meeting Room)

ITEM 7 – ADJOURNMENT

Kalamazoo County Consolidated Dispatch Authority (KCCDA) meetings are open to all without regard to race, color, national origin, sex or handicap. The KCCDA will provide special aid or assistance to attend a KCCDA meeting and will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting/hearing, to individuals with disabilities, upon four (4) business days' notice to the KCCDA. Individuals with disabilities requiring auxiliary aids or services should contact the KCCDA by writing (email: admin@kccda911.org) or calling: Chris McComb, KCCDA, 7040 Stadium Drive, Kalamazoo, 49009, Telephone: (269) 488-8911.



MINUTES

REGULAR MEETING

May 12, 2022

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Kalamazoo County Consolidated Dispatch Authority Board was called to order by Chairperson Jan VanDerKley at 3:30 p.m. in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, May 12, 2022.

ITEM 2 – ROLL CALL

Members Present: Jim Ritsema; Matt Huber; John Gisler; Craig Dieringer; Scott Ernstes; Don Martin; Dexter Mitchell; Jan VanDerKley; Scott Merlo; Chad Tackett; Adam Herringa (arrived at 3:36)

Others Present: Nick Arnold; Jeff Troyer; Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. March 10, 2022 – Regular Meeting

“Motion by Mr. Martin, second by Mr. Ritsema to approve the meeting minutes for the March 10, 2022, Regular Meeting as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - CITIZENS TIME

There was none.

ITEM 5 –FOR CONSIDERATION

A. Executive Director Report

1. Administration’s Monthly Report

Mr. Troyer then introduced Joanna Johnson, Managing Director for the Kalamazoo County Road Commission. Mr. Troyer described the KCCDA and Road Commission collaboration on Active911 for the Road Commission.

Ms. Johnson announced that the Road Commission had been given two awards for the coordination with KCCDA to implement Active911. One award was the County Road Association Impress Award. The second award was a People’s Choice Award for success in operations. She stated they hope to have the program fully implemented by the end of the month and she appreciates working together.

Ms. VanDerKley thanked Ms. Johnson and stated she appreciated the partnership. She stated that Dispatch was consolidated to improve services in the county and this is a perfect example of that.

Mr. Martin stated this will really help how the road department services the residents.

Mr. Troyer stated the new process will save considerable time in making phone calls, as someone can be assigned to the call.

Ms. Johnson stated this will be copied across the state and speaks to the value of the project.

Mr. Troyer provided tower and staffing updates then noted the FEMA grants were both approved. He stated the normal statistical reports were included in the packet.

2. March and April Reconciliation Reports

Mr. Troyer stated the March and April reconciliation reports of the General Checking and MI Class accounts were attached.

3. Year-to-Date Budget Performance Report

- a. FY-2022
- b. FY-2021 (Final)

Mr. Troyer stated there were no anomalies in the budget performance reports, which were YTD FY 2022 and the final budget performance report (post audit) for 2021 .

4. Correspondence

There was none.

- B. Committee Reports

1. Executive Committee – Jan VanDerKley
 - a. Meeting Minutes from March 1, 2022
 - b. UPDATE - County ARPA Funds Grant Application

Mr. Troyer presented an ARPA grant request update. He stated the essential worker premium pay totaled \$7500 and was submitted across two time periods. If awarded, the authority match will just be taxes.

2. Personnel Committee – Adam Herringa
3. Technical Advisory Committee – Scott Merlo
 - a. Meeting Minutes from March 2, 2022

Mr. Merlo stated the Technical Advisory Committee met and discussed MPSCS talk group optimization.

Mr. Troyer explained that most talk groups were programmed to be statewide, so they are trying to narrow down service areas to optimize the overall system.

3. Finance Committee – Don Martin

Mr. Troyer introduced Steven Bryer of Siegfried and Crandall.

Steven Bryer, Siegfried & Crandall, presented the 2021 audit. He stated the audit opinion was clean, except for internal controls and there were no weaknesses other than they prepare the financial statements. He thanked Mr. Troyer and his staff and stated that Mr. Troyer does a great job.

Mr. Martin stated the budget amendment had been approved by the Finance Committee.

Mr. Troyer stated we typically do one budget amendment in the spring and one in the fall to realign expenditures. He then reviewed the amendment request.

“Motion by Mr. Martin, second by Mr. Mitchell to approve the 2022 Budget Amendment Revision I as presented including total expenditures of \$9,810,674.”

On a roll call vote, Yes – 11, No – 0. MOTION CARRIED.

C. Old Business

There was none.

D. New Business

There was none.

ITEM 6 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Gisler announced there was a new County Administrator, Kevin Catlin and a new DEI director, Alvin Gray. He also stated the new justice center would be having a topping out ceremony coming in the next week or two.

B. Next regular scheduled meeting – July 14, 2022 (Chief Switalski Meeting Room)

ITEM 7 - ADJOURNMENT

The meeting was adjourned at 4:02 p.m.

Chris McComb
Deputy Clerk of KCCDA Board of Directors

KCCDA Administrative Report

June 2022

(Completed July 5, 2022)

Meetings, Discussions, Conference Calls, & Events

The following is a summary of meetings/conference calls, events, and presentations attended by KCCDA's Administrative Team during the timeframe indicated above:

- 66 – Meetings, Video/Telephone Conferences, and Presentations

Tasks and/or Projects

The following are tasks worked on by the KCCDA Administration during this period.

- **COVID-19**
KCCDA is operating at COVID-19 Continuity of Operations Plan of Action Level four. The facility is open without restrictions except the dispatch center workspace. If a non-employee is going into the dispatch center workspace, the non-employee must complete a Health Assessment Tool and wear a mask the entire time they are in the dispatch center.

Since the onset of the pandemic, KCCDA has had 29 different occurrences of an employee testing positive for COVID-19; No cases during the month of June.

- **COMPUTER AIDED DISPATCH AND MOBILE COMPUTING SYSTEM**
The Tyler Technology System environment had several failures starting the last week of May and the whole month of June. Some of these outages lasted two or three hours at a time. On June 21st, a virtual meeting was held with Tyler to discuss their plans to stabilize the system which included upgrading CAD WebViewer to the newest version and create and implement a separate interface server to operate all interfaces versus them running on the application production server. CAD WebViewer has been upgraded and the new Interface Server is up and running. KCCDA IT staff continue to work with all third-party interfaces to transition them to the new server.

Administration remains open to exploring other CAD and Mobile systems and will continue to work closely with partner agencies as they explore various records management systems. An initial demo was conducted with Central Square on May 10th, and we are working to schedule Hexagon in latter part of July. These are initial demos so the administrative team can evaluate the environment and functionality to determine whether to involve a larger evaluation team.

- **911 TELEPHONY SYSTEM – ON-SITE CONTROLLER PROJECT**
The scope of work and contract for the on-site controller installation approved in the 2022 budget is complete (reviewed and approved by legal counsel) and executed. Bobbie Carter

will be the INdigital Project Manager for the implementation. The following is a high-level schedule for the project:

- VESTA Hardware currently scheduled to ship to INdigital – August 15th
- Hardware delivery to KCCDA – Late August
- Begin Installation of Hardware – Early September
- Go-Live – Late September

- **PUBLIC SAFETY RADIO COMMUNICATIONS EXPANSION PROJECT**

Remediation work at existing sites is complete. Orders have been placed with Peninsula Fiber Network (PFN) for connectivity at the prime site (WMU/5112) and re-homing connectivity for Lamont/5108.

Below is a progress report for each of the green (new) tower site locations:

****WMU BTR2 Site #5112****

The following work was recently completed and/or is scheduled:

- Tower and shelter are complete
- Compound fabric and stoning complete
- Fencing is complete
- Electric service is complete
- Gas service is in the engineering phase (no scheduled date of install yet)
- DC Plant is installed
- Landscape buffer trees are planted

****Augusta Site #5114****

The following work was recently completed and/or is scheduled:

- Tower and shelter are complete
- Compound fabric and stoning complete
- Fencing is complete
- Electric service is complete
- Gas service is in the engineering phase (no scheduled date of install yet)
- DC Plant is complete

****Oshtemo (Kzoo West) Site #5111****

The following work was recently completed and/or is scheduled:

- Tower and shelter are complete
- Compound fabric and stoning complete
- Fencing is complete
- Electric service: transformer is on backorder
- Gas service is in the engineering phase (no scheduled date of install yet)
- DC Plant is complete

****Portage Site #5113****

The following work was recently completed and/or is scheduled:

- Tower and shelter are complete
- Compound fabric and stoning complete
- Fencing is complete
- Electric service is scheduled for June
- Gas service is in the engineering phase (no scheduled date of install yet)
- DC Plant is being installed
- Landscape buffer trees are planted

- **KCCDA STAFFING**

The following is a snapshot of KCCDA staffing levels as of July 5, 2022:

POSITION/TITLE	Staffing from former PSAPs	POSITIONS Budgeted	POSITIONS Filled	NOTES
ECO – I	0	12	7	
ECO – II	28	36	25	
PT ECO’s	0	4	8	2-PT Pool/Contract
Dispatch Supervisor	6	6	6	
TOTAL:	34	58	46	

We just closed the application window for ECO I and II’s on June 3rd at 3:00 p.m. We had 35 applicants, 7 withdrew before the pre-employment testing on June 7th and 9 candidates failed to reply to the testing invitation. 17 candidates participated in the testing (2 were no-shows) and 13 passed. First round interviews were conducted on June 13th and only seven of the applicants participated. Six candidates were invited to second round interviews, but two withdrew and one excused herself due to a family emergency. Therefore, three finalists were interviewed, and the oral board unanimously recommended two of the three to move forward in the hiring process.

- **MONTH END FINANCIALS**

The June bank statement for the Mercantile checking account and Michigan Class investment account were both reconciled on July 5th.

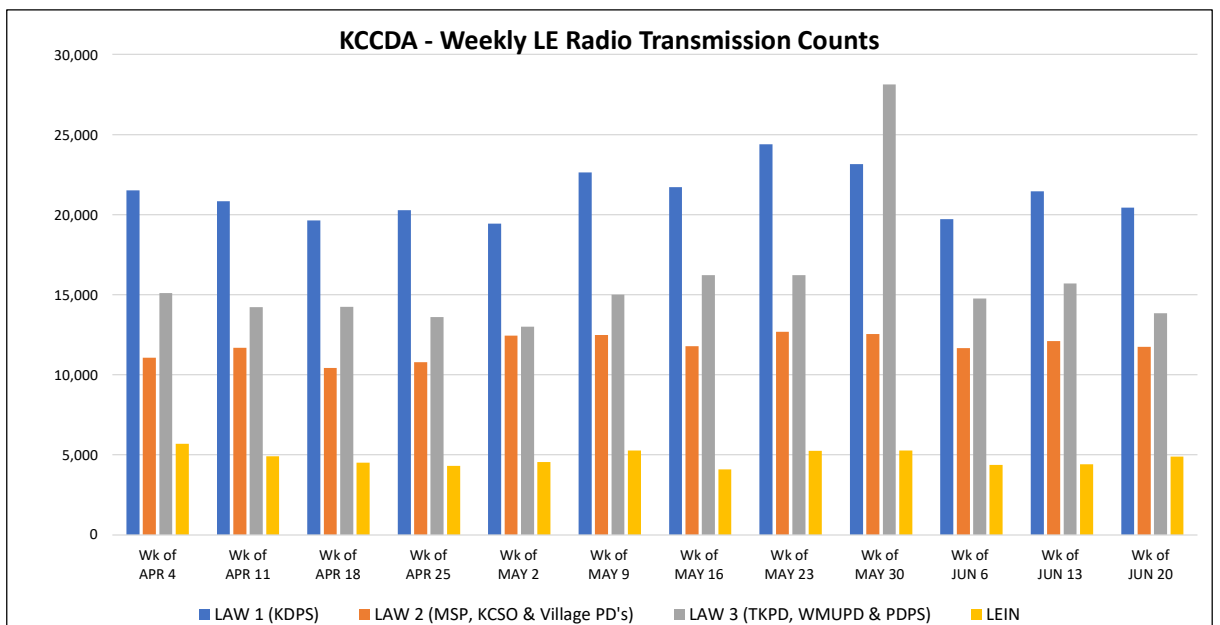
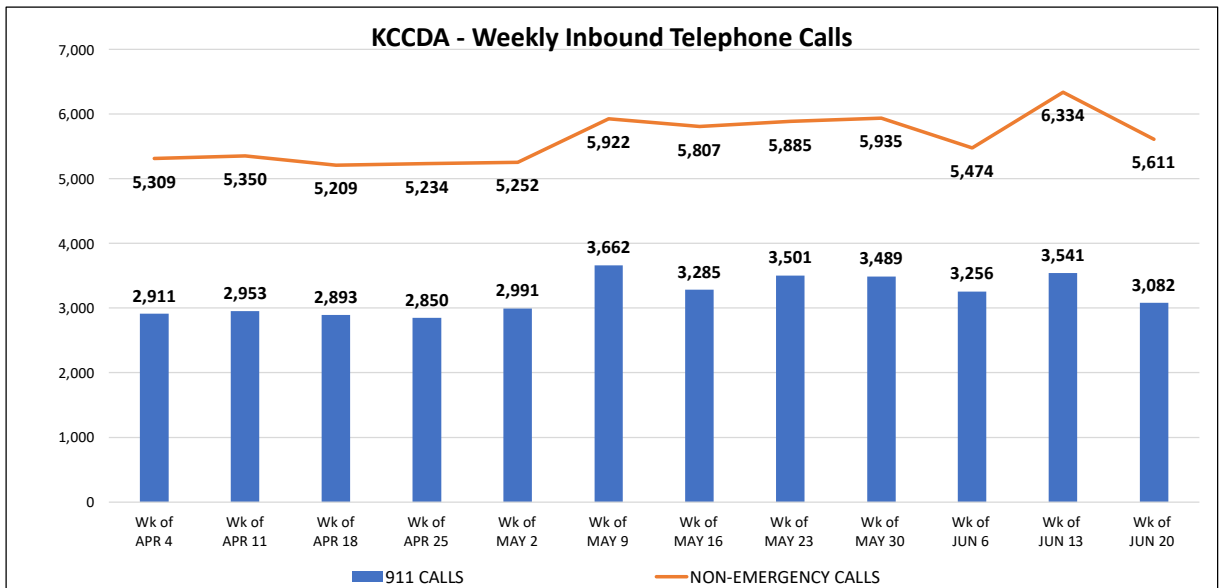
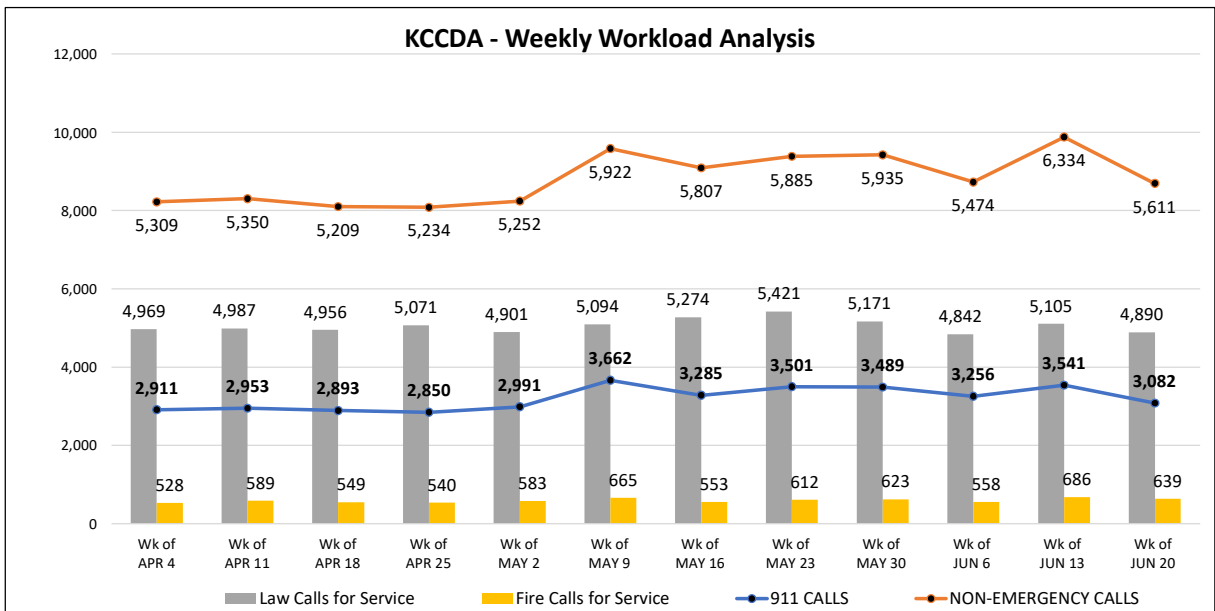
- **STATISTICS & METRICS**

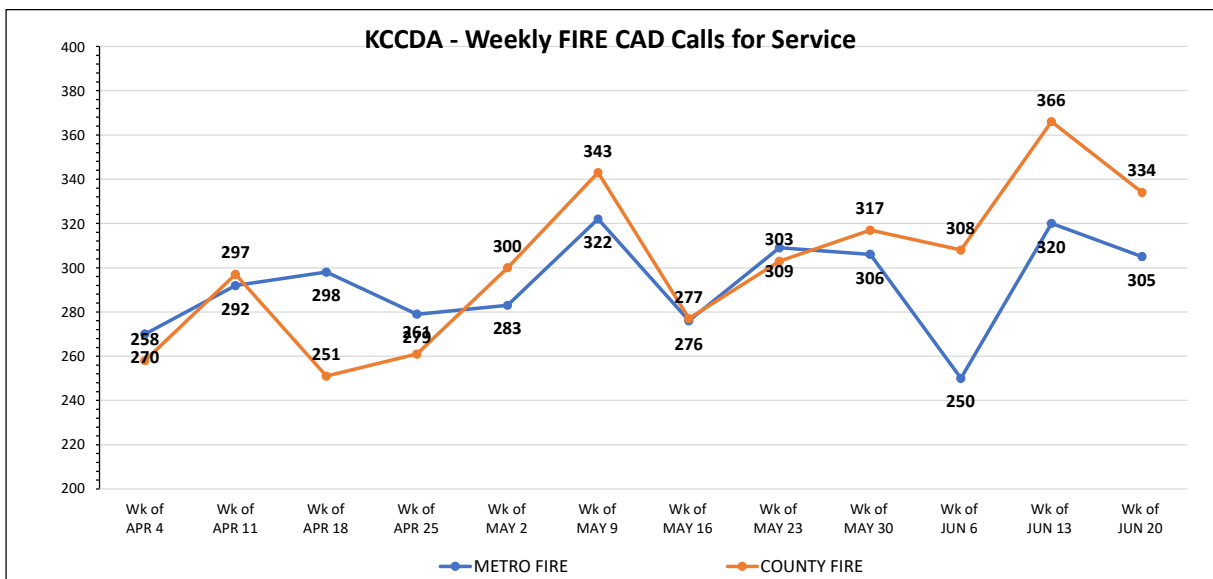
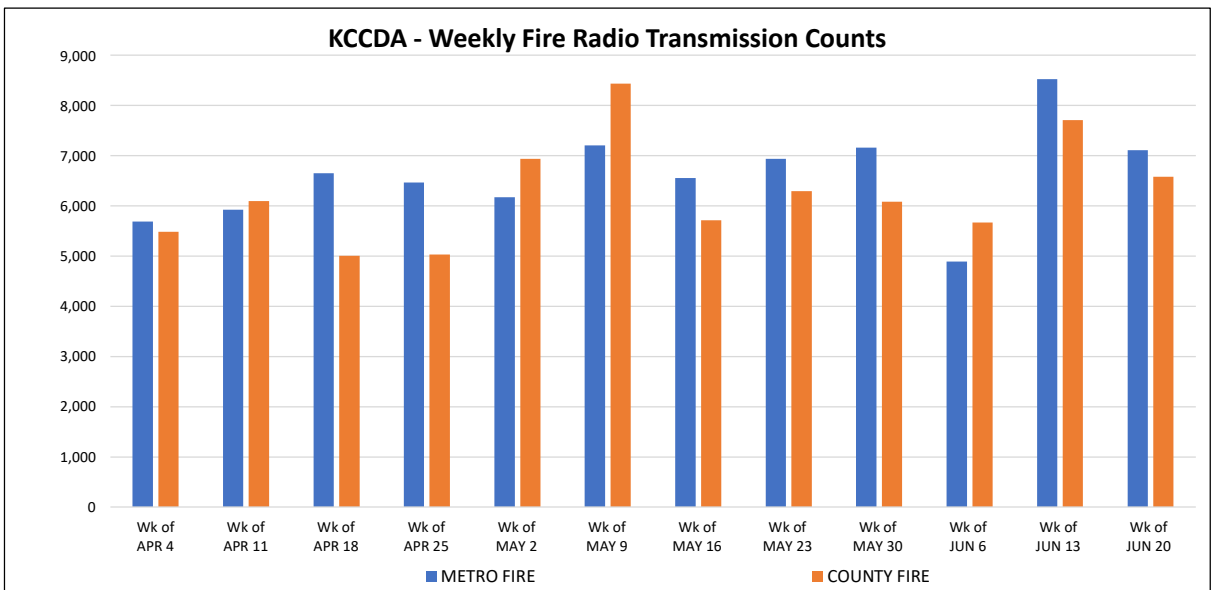
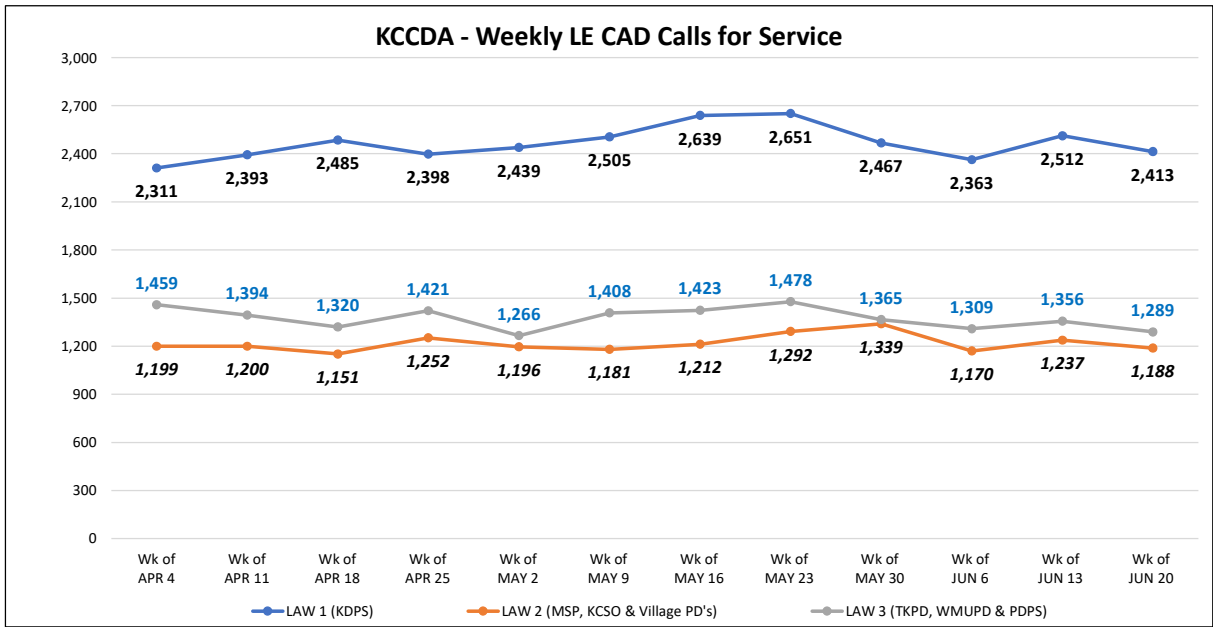
Attached are several different statistical and performance metrics reports:

- ✓ Monthly Accolades, Complaints and Suggestions
- ✓ Weekly workload graphs
- ✓ 2022 and 2021 Monthly workload statistics
- ✓ Emergency Call Wait Time Report

June 2022 - Accolades, Complaints and Suggestions

Date Recvd	Related Dept	Received From	Incident Number	Date of Incident	Chief Accolade, Complaint or Suggestion	Investigative Results	KCCDA Actions (if any)
6/21/2022	Citizen	Anita Smith	CFS #9975	6/19/2022	Citizen was upset because she was pulled over and detained by WMU PD because dispatch told the officer the vehicle she was in was stolen.	Vehicle was run properly, however, NCIC returned with a stolen vehicle out of Missouri and the plate was run out of Michigan. The SOS response was delayed. Prior to her getting the SOS return back and without verifying the state out of NCIC, the LEIN Dispatcher gave return information of a stolen vehicle. The female driver was detained and placed in handcuffs. Upon further questioning of LEIN, the dispatcher's error was discovered. The LEIN dispatcher did advise the supervisor immediately of her error.	Disiplinary Action was taken with the employee.
6/29/2022	Dive Team	Brian Booth - Dive Team Leader	CFS #120	6/29/2022	Request to look into why the Dive Team was requested via Pride instead of via Active911 as the new policy states.	Dispatch Supervisor admitted fault and that he forgot about the new policy. Error on dispatch part.	Follow-up email sent back to Brian Booth. In addition, the Dive Team Notification Policy SOP 08.06 was sent to all the Supervisor's to go over with their teams as a refresher.





2022 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<u>Primary Dispatch:</u>													
LAW 1	80,131	81,948	88,383	88,511	98,170	89,346							526,489
LAW 2	54,502	48,102	50,238	46,911	54,416	50,563							304,732
LAW 3	62,381	62,493	62,827	61,175	66,899	63,239							379,014
METRO FIRE	26,232	24,094	26,285	27,192	29,567	29,471							162,841
COUNTY FIRE	25,775	24,678	23,817	22,586	29,909	27,774							154,539
LEIN	18,550	20,658	21,960	21,053	21,045	20,218							123,484
<u>Tactical Channels:</u>													
800-TAC 1	5,830	3,680	5,528	5,444	8,414	7,093							35,989
800-TAC 2	917	631	1,103	689	1,277	1,935							6,552
800-TAC 3	350	234	911	462	624	599							3,180
800-TAC 4	384	176	278	1,363	1,405	736							4,342
800-TAC 5	303	350	1,391	1,772	987	1,495							6,298
800-TAC 6	138	49	154	70	162	203							776
800-TAC 7	12	1	1	78	6	4							102
800-TAC 8	665	14	0	0	10	26							715
TOTAL:	276,170	267,108	282,876	277,306	312,891	292,702	0	0	0	0	0	0	1,709,053
<i>Compared to 2021:</i>	<i>-5.93%</i>	<i>8.24%</i>	<i>-4.80%</i>	<i>-6.00%</i>	<i>-1.27%</i>	<i>-9.74%</i>							

2022 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
PHONE CALLS													
911 CALLS	12,341	11,372	12,713	12,415	14,952	14,122							77,915
NON-EMERGENCY	22,199	20,846	23,047	22,567	25,115	24,879							138,653
TOTAL:	34,540	32,218	35,760	34,982	40,067	39,001	0	0	0	0	0	0	216,568
<i>Compared to 2021:</i>	<i>-0.12%</i>	<i>-2.60%</i>	<i>-2.96%</i>	<i>-6.16%</i>	<i>-1.47%</i>	<i>-14.95%</i>							

2022 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,691	9,487	10,742	10,293	11,248	10,500							61,961
LAW 2	5,019	4,501	5,055	5,047	5,397	5,224							30,243
LAW 3	5,189	5,330	5,660	5,991	6,134	5,700							34,004
METRO FIRE	1,185	1,085	1,138	1,236	1,298	1,258							7,200
COUNTY FIRE	1,318	1,135	1,043	1,120	1,339	1,415							7,370
TOTAL:	22,402	21,538	23,638	23,687	25,416	24,097	0	0	0	0	0	0	140,778
<i>Compared to 2021:</i>	<i>-1.12%</i>	<i>3.82%</i>	<i>-3.57%</i>	<i>-0.06%</i>	<i>1.97%</i>	<i>-3.44%</i>							

2021 ALL RADIO TRANSMISSIONS

(Includes Dispatch to Field Units, Field Unit to Dispatch, and Field Unit to Field Unit)

	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>YTD TOTAL</u>
<u>Primary Dispatch:</u>													
LAW 1	90,943	84,548	93,572	96,031	103,685	104,492	104,529	101,576	98,046	97,996	86,902	92,206	1,154,526
LAW 2	56,993	27,709	53,711	49,827	54,972	55,928	56,140	50,601	49,262	53,517	53,678	55,625	617,963
LAW 3	62,548	56,234	61,817	64,597	67,129	66,861	66,559	68,713	64,201	63,886	58,762	61,144	762,451
METRO FIRE	26,637	25,146	28,929	26,487	27,405	29,732	29,926	37,006	30,245	28,743	29,007	26,953	346,216
COUNTY FIRE	24,163	25,219	25,368	24,007	25,686	28,372	25,789	32,371	27,218	28,492	26,441	26,938	320,064
LEIN	20,864	18,198	25,675	25,173	23,977	25,094	26,075	25,678	24,156	24,871	20,411	19,759	279,931
<u>Tactical Channels:</u>													
800-TAC 1	5,320	4,402	4,631	5,190	9,261	7,458	7,179	6,275	6,458	10,189	7,674	4,444	78,481
800-TAC 2	1,359	759	1,104	648	1,079	876	474	1,209	1,859	2,056	384	621	12,428
800-TAC 3	896	514	376	562	383	603	646	6,275	792	617	719	1,298	13,681
800-TAC 4	126	59	7	110	612	43	379	544	664	848	768	288	4,448
800-TAC 5	2,204	2,066	1,249	932	2,370	1,669	1,189	2,402	981	2,804	5,510	1,121	24,497
800-TAC 6	461	237	7	373	309	39	305	628	253	1,549	349	170	4,680
800-TAC 7	2	0	1	0	2	41	261	118	4	26	6	29	490
800-TAC 8	29	1	5	0	0	1	152	4	0	6	0	137	335
TOTAL:	292,545	245,092	296,452	293,937	316,870	321,209	319,603	333,400	304,139	315,600	290,611	290,733	3,620,191
<i>Compared to 2020:</i>	-13.02%	-28.02%	1.52%	17.69%	2.74%	1.43%	1.48%	7.24%	1.75%	2.44%	-0.60%	-0.66%	0.04%

2021 TELEPHONE CALLS

	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
PHONE CALLS													
911 CALLS	12,478	11,598	13,165	13,504	15,532	16,596	15,888	16,320	15,134	15,647	13,857	13,755	173,474
NON-EMERGENCY	22,104	21,457	23,652	23,632	25,123	28,234	27,685	28,774	26,628	27,352	24,066	23,745	302,452
TOTAL:	34,582	33,055	36,817	37,136	40,655	44,830	43,573	45,094	41,762	42,999	37,923	37,500	475,926
<i>Compared to 2020:</i>	-2.58%	-2.83%	9.85%	20.59%	12.77%	8.24%	3.16%	7.87%	8.73%	11.29%	7.52%	9.42%	8.01%

2021 CAD CALLS FOR SERVICE

(Does not include canceled calls)

<u>DISPATCH POSITION:</u>	<u>JAN</u>	<u>FEB</u>	<u>MARCH</u>	<u>APRIL</u>	<u>MAY</u>	<u>JUNE</u>	<u>JULY</u>	<u>AUG</u>	<u>SEPT</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTAL</u>
LAW 1	9,824	9,137	10,933	10,516	11,037	10,803	11,237	10,447	10,947	10,340	9,765	10,247	125,233
LAW 2	5,304	4,584	5,599	5,341	5,766	5,860	5,767	4,718	4,883	5,198	5,182	5,530	63,732
LAW 3	5,311	4,923	5,713	5,572	5,665	5,653	5,733	5,571	5,348	5,732	5,279	5,331	65,831
METRO FIRE	1,097	932	1,152	1,132	1,178	1,242	1,223	1,395	1,259	1,267	1,186	1,217	14,280
COUNTY FIRE	1,117	1,139	1,085	1,140	1,270	1,367	1,276	1,406	1,310	1,333	1,294	1,343	15,080
TOTAL:	22,653	20,715	24,482	23,701	24,916	24,925	25,236	23,537	23,747	23,870	22,706	23,668	284,156
<i>Compared to 2020:</i>	-4.50%	-7.79%	13.28%	22.54%	4.29%	5.19%	3.90%	0.35%	-1.44%	0.72%	3.71%	4.74%	3.94%

Emergency Call Wait Time Report

For (KCCDA)

Creation Date: 07/05/2022 09:19:10 AM

Grouping: KCCDA

Date Range: 06/01/2022 12:00:00 AM - 06/30/2022 11:59:59 PM

Filter Criteria: Please, refer to the last page.

Summary Information

KCCDA		None	0 - 10	11 - 20	21 - 30	31 - 40	41 - 50	51 - 60	>= 61	Total
Total	Call Count	2	12,749	1,459	352	109	29	15	8	14,723
	Cumulative Percentage		87 %	97 %	99 %	100 %	100 %	100 %	100 %	

Emergency Call Wait Time Report

For (KCCDA)

Creation Date: 07/05/2022 09:19:10 AM

Grouping: KCCDA

Date Range: 06/01/2022 12:00:00 AM - 06/30/2022 11:59:59 PM

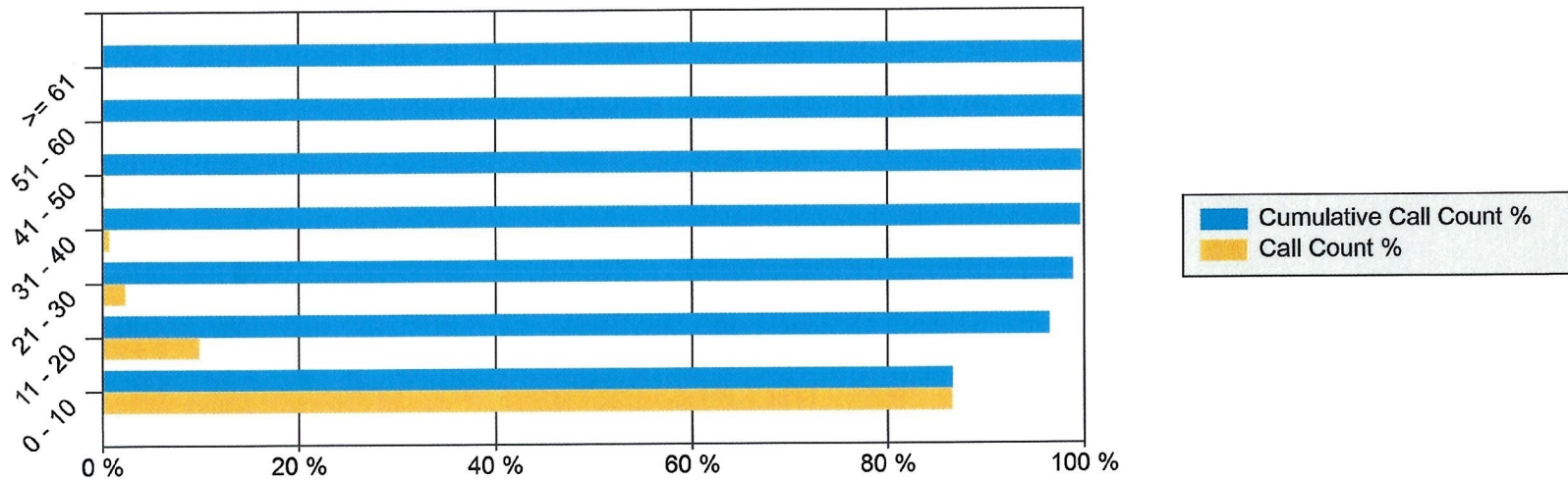
Filter Criteria: Please, refer to the last page.

Detail Information

KCCDA		None	0 - 10	11 - 20	21 - 30	31 - 40	41 - 50	51 - 60	>= 61	Total
KCCDA	Call Count	2	12,749	1,459	352	109	29	15	8	14,723
	Cumulative Percentage		87 %	97 %	99 %	100 %	100 %	100 %	100 %	
Total	Call Count	2	12,749	1,459	352	109	29	15	8	14,723
	Cumulative Percentage		87 %	97 %	99 %	100 %	100 %	100 %	100 %	

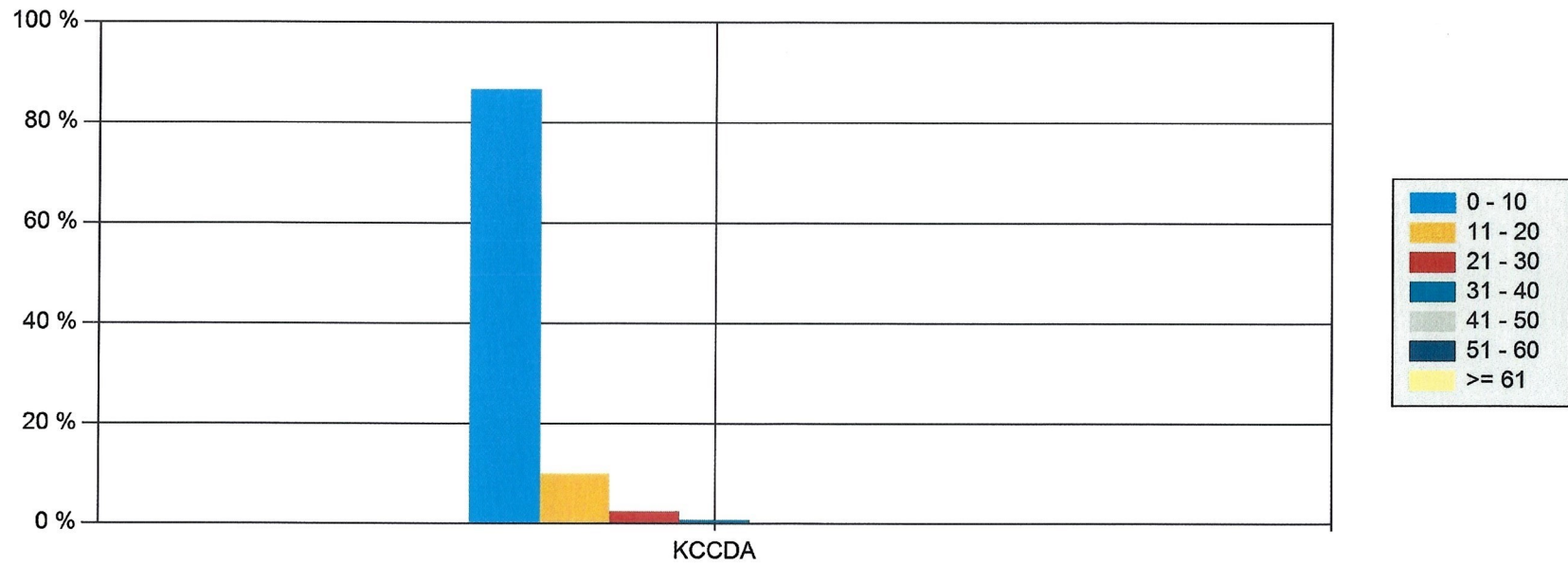
Summary Chart

Call Count % by Wait Time Range



Detail Chart

Call Count % by Wait Time (KCCDA)



Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 05/31/2022

RECONCILIATION REPORT

Reconciled on: 06/02/2022

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	2,001,037.40
Checks and payments cleared (47).....	-388,171.81
Deposits and other credits cleared (2).....	1,525,290.73
Statement ending balance.....	<u>3,138,156.32</u>
Uncleared transactions as of 05/31/2022.....	-18,737.94
Register balance as of 05/31/2022.....	3,119,418.38
Cleared transactions after 05/31/2022.....	0.00
Uncleared transactions after 05/31/2022.....	120,187.01
Register balance as of 06/02/2022.....	3,239,605.39

Details

Checks and payments cleared (47)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
04/19/2022	Bill Payment	2893	APCO International	-1,260.00
04/21/2022	Expense	May 22	Consumers Life Insurance Co...	-865.06
05/03/2022	Bill Payment	2905	Unum Insurance Company of ...	-3,325.05
05/03/2022	Bill Payment	2906	Besco	-101.75
05/03/2022	Bill Payment	2907	DirectTV	-122.99
05/03/2022	Bill Payment	2908	INDigital	-27,500.00
05/03/2022	Bill Payment	2909	Rose Pest Solutions	-92.00
05/03/2022	Bill Payment	2904	Michigan Municipal Risk Man...	-13,076.75
05/03/2022	Bill Payment	2903	Police Legal Sciences	-4,180.00
05/03/2022	Bill Payment	2910	AT&T - Box 5011	-2,661.48
05/03/2022	Bill Payment	2911	Hi-Tech Electric Company	-1,675.00
05/03/2022	Bill Payment	2912	Insight Direct USA	-9,458.60
05/03/2022	Bill Payment	2913	DeWolf & Associates	-795.00
05/03/2022	Bill Payment	2914	MACNLOW Associates	-275.00
05/03/2022	Bill Payment	2915	Michigan Chapter of APCO	-2,975.00
05/03/2022	Bill Payment	2916	CTS Telecom, Inc.	-3,379.67
05/03/2022	Bill Payment	2917	TransUnion Risk and Alternati...	-295.00
05/03/2022	Bill Payment	2918	Sohn Linen Service	-41.46
05/03/2022	Expense	EDLife2022	United of Omaha	-1,152.06
05/06/2022	Expense	050622	PAYROLL	-113,253.62
05/07/2022	Expense	050622	MERS - Alerus Financial	-12,021.68
05/07/2022	Expense	050622	MERS - Alerus Financial	-3,560.20
05/07/2022	Expense	050622	MERS - Alerus Financial	-472.18
05/07/2022	Expense	050622	MERS - Alerus Financial	-380.00
05/12/2022	Bill Payment	2919	VISA - Mercantile Bank of Mic...	-5,123.31
05/12/2022	Bill Payment	2920	Environmental Systems Rese...	-1,500.00
05/12/2022	Bill Payment	2921	Hi-Tech Electric Company	-125.00
05/12/2022	Bill Payment	2922	Travelers - RMD	-258.00
05/12/2022	Bill Payment	2923	Insight Public Sector, Inc.	-813.48
05/12/2022	Bill Payment	2924	Language Line Services, Inc	-251.05
05/12/2022	Bill Payment	2925	Dixon Lawn Care	-72.00
05/12/2022	Bill Payment	2926	Peninsula Fiber Network	-2,135.00
05/12/2022	Bill Payment	2927	Consumers Energy	-140.48
05/12/2022	Bill Payment	2928	A-1 Asphalt	-6,645.00
05/12/2022	Bill Payment	2929	Chelsea Snow	-236.00
05/12/2022	Bill Payment	2930	Cohl, Stoker & Toskey, P.C.	-572.00
05/16/2022	Expense	Apr22	Mercantile Bank of Michigan	-50.00
05/20/2022	Expense		Blue Cross Blue Shield of Mic...	-25,023.23
05/20/2022	Expense		Consumers Life Insurance Co...	-788.90

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/20/2022	Expense	052022	PAYROLL	-112,815.99
05/21/2022	Expense	052122	MERS - Alerus Financial	-12,081.06
05/21/2022	Expense	052122	MERS - Alerus Financial	-3,650.49
05/21/2022	Expense	052122	MERS - Alerus Financial	-472.18
05/21/2022	Expense	052122	MERS - Alerus Financial	-380.00
05/26/2022	Bill Payment	2947	Victoria Rose	-236.93
05/26/2022	Bill Payment	2931	Insight Direct USA	-9,622.16
05/26/2022	Bill Payment	2945	Williams Building Services LLC	-2,260.00
Total				-388,171.81

Deposits and other credits cleared (2)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/18/2022	Deposit		Kalamazoo County - Millage ...	1,524,975.00
05/31/2022	Deposit		Mercantile Bank of Michigan	315.73
Total				1,525,290.73

Additional Information

Uncleared checks and payments as of 05/31/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/28/2018	Expense	PAYROLL	PAYROLL	-66.07
05/14/2020	Bill Payment	1984	Bel Aire Heating and Air Cond...	-311.31
08/28/2020	Expense	Sept 20	Consumers Life Insurance Co...	-518.21
04/28/2021	Bill Payment	2421	DirecTV	-122.99
01/18/2022	Bill Payment	2773	Dena Dunn	-198.00
01/18/2022	Bill Payment	2790	Detroit Wayne Mental Health ...	-200.00
02/17/2022	Expense	021722	Mercantile Bank of Michigan	-30.00
05/26/2022	Bill Payment	2933	Republic Services	-409.74
05/26/2022	Bill Payment	2934	The Sign Shop	-100.00
05/26/2022	Bill Payment	2935	Kalamazoo City Treasurer	-90.92
05/26/2022	Bill Payment	2940	DirecTV	-129.24
05/26/2022	Bill Payment	2946	DL Gallivan Office Solutions	-48.85
05/26/2022	Bill Payment	2939	AT&T Mobility	-521.03
05/26/2022	Bill Payment	2936	Consumers Energy	-3,284.92
05/26/2022	Bill Payment	2942	Precision Printer Services, Inc.	-601.00
05/26/2022	Bill Payment	2943	Sohn Linen Service	-41.46
05/26/2022	Bill Payment	2941	AT&T - Box 5011	-2,661.48
05/26/2022	Bill Payment	2944	Unum Insurance Company of ...	-2,196.72
05/26/2022	Bill Payment	2932	Frontline Public Safety Solutio...	-3,000.00
05/26/2022	Bill Payment	2937	Besco	-97.00
05/26/2022	Bill Payment	2938	A-1 Asphalt	-4,109.00
Total				-18,737.94

Uncleared deposits and other credits as of 05/31/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/10/2022	Bill Payment	2836	Consumers Energy - Damage...	0.00
Total				0.00

Uncleared checks and payments after 05/31/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/04/2022	Expense		MERS - Alerus Financial	-380.00
06/04/2022	Expense		MERS - Alerus Financial	-3,560.20
06/04/2022	Expense		MERS - Alerus Financial	-12,032.61
06/04/2022	Expense		MERS - Alerus Financial	-472.18

Total -16,444.99

Uncleared deposits and other credits after 05/31/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/08/2022	Deposit		Kalamazoo County - Surcharg...	136,632.00
Total				136,632.00

Kalamazoo County Dispatch Authority

Mercantile General Busn. Checking, Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 07/05/2022

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	3,138,156.32
Checks and payments cleared (51).....	-429,909.62
Deposits and other credits cleared (5).....	496,412.17
Statement ending balance.....	<u>3,204,658.87</u>
Uncleared transactions as of 06/30/2022.....	-6,636.21
Register balance as of 06/30/2022.....	3,313,839.40
Cleared transactions after 06/30/2022.....	-115,816.74
Uncleared transactions after 06/30/2022.....	-16,950.74
Register balance as of 07/05/2022.....	3,181,071.92

Details

Checks and payments cleared (51)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
01/18/2022	Bill Payment	2790	Detroit Wayne Mental Health ...	-200.00
05/26/2022	Bill Payment	2932	Frontline Public Safety Solutio...	-3,000.00
05/26/2022	Bill Payment	2946	DL Gallivan Office Solutions	-48.85
05/26/2022	Bill Payment	2944	Unum Insurance Company of ...	-2,196.72
05/26/2022	Bill Payment	2943	Sohn Linen Service	-41.46
05/26/2022	Bill Payment	2942	Precision Printer Services, Inc.	-601.00
05/26/2022	Bill Payment	2941	AT&T - Box 5011	-2,661.48
05/26/2022	Bill Payment	2933	Republic Services	-409.74
05/26/2022	Bill Payment	2934	The Sign Shop	-100.00
05/26/2022	Bill Payment	2935	Kalamazoo City Treasurer	-90.92
05/26/2022	Bill Payment	2936	Consumers Energy	-3,284.92
05/26/2022	Bill Payment	2937	Besco	-97.00
05/26/2022	Bill Payment	2938	A-1 Asphalt	-4,109.00
05/26/2022	Bill Payment	2939	AT&T Mobility	-521.03
05/26/2022	Bill Payment	2940	DirectTV	-129.24
06/03/2022	Expense	069322	PAYROLL	-119,798.05
06/03/2022	Expense	HMOJune22	Blue Cross Blue Shield of Mic...	-1,964.44
06/04/2022	Expense	060422	MERS - Alerus Financial	-472.18
06/04/2022	Expense	060422	MERS - Alerus Financial	-3,812.26
06/04/2022	Expense	060422	MERS - Alerus Financial	-12,787.13
06/04/2022	Expense	060422	MERS - Alerus Financial	-400.00
06/09/2022	Bill Payment	2955	Danielle Mayo	-765.69
06/09/2022	Bill Payment	2963	Michigan Critical Power	-1,245.50
06/09/2022	Bill Payment	2962	Cohl, Stoker & Toskey, P.C.	-220.00
06/09/2022	Bill Payment	2961	TransUnion Risk and Alternati...	-295.00
06/09/2022	Bill Payment	2960	Jon Moored	-80.50
06/09/2022	Bill Payment	2959	Dixon Lawn Care	-573.00
06/09/2022	Bill Payment	2958	Sohn Linen Service	-41.46
06/09/2022	Bill Payment	2956	Language Line Services, Inc	-505.45
06/09/2022	Bill Payment	2954	VISA - Mercantile Bank of Mic...	-1,760.95
06/09/2022	Bill Payment	2952	Sarah Clark	-33.99
06/09/2022	Bill Payment	2950	Adah Whisman	-67.33
06/09/2022	Bill Payment	2949	Besco	-132.50
06/09/2022	Bill Payment	2948	Rose Pest Solutions	-92.00
06/13/2022	Expense	051322	Principal Life Insurance Comp...	-3,388.93
06/15/2022	Expense	May2022	Mercantile Bank of Michigan	-50.00
06/16/2022	Bill Payment	2971	Michigan State Police - Cash...	-387.00
06/16/2022	Bill Payment	2972	Unum Insurance Company of ...	-1,489.86
06/16/2022	Bill Payment	2973	Williams Building Services LLC	-2,260.00

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/16/2022	Bill Payment	2970	Precision Printer Services, Inc.	-44.00
06/16/2022	Bill Payment	2969	Besco	-43.75
06/16/2022	Bill Payment	2968	Consumers Energy	-99.17
06/16/2022	Bill Payment	2967	Insight Public Sector, Inc.	-833.46
06/16/2022	Bill Payment	2966	VISA - Mercantile Bank of Mic...	-828.94
06/16/2022	Bill Payment	2964	Bronson Healthcare Group	-475.00
06/17/2022	Expense	061722	PAYROLL	-123,569.75
06/18/2022	Expense	061722	MERS - Alerus Financial	-472.18
06/18/2022	Expense	061722	MERS - Alerus Financial	-3,851.10
06/18/2022	Expense	061722	MERS - Alerus Financial	-400.00
06/18/2022	Expense	061722	MERS - Alerus Financial	-13,360.95
07/01/2022	Expense	070122	PAYROLL	-115,816.74
Total				-429,909.62

Deposits and other credits cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/08/2022	Deposit		Kalamazoo County - Surcharg...	136,632.00
06/22/2022	Deposit		Kalamazoo County - Surcharg...	281,163.13
06/30/2022	Deposit		State of Michigan - Dept of Tr...	34,385.00
06/30/2022	Deposit		Mercantile Bank of Michigan	382.04
06/30/2022	Deposit		State of Michigan - Dept of Tr...	43,850.00
Total				496,412.17

Additional Information

Uncleared checks and payments as of 06/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/28/2018	Expense	PAYROLL	PAYROLL	-66.07
05/14/2020	Bill Payment	1984	Bel Aire Heating and Air Cond...	-311.31
08/28/2020	Expense	Sept 20	Consumers Life Insurance Co...	-518.21
04/28/2021	Bill Payment	2421	DirecTV	-122.99
01/18/2022	Bill Payment	2773	Dena Dunn	-198.00
02/17/2022	Expense	021722	Mercantile Bank of Michigan	-30.00
06/09/2022	Bill Payment	2951	Candace Khillah	-16.83
06/09/2022	Bill Payment	2957	NetMotion Systems, Inc.	-4,762.80
06/09/2022	Bill Payment	2953	Vicki Downs	-10.00
06/16/2022	Bill Payment	2965	Michigan Chapter of APCO	-600.00
Total				-6,636.21

Uncleared deposits and other credits as of 06/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
03/10/2022	Bill Payment	2836	Consumers Energy - Damage...	0.00
Total				0.00

Uncleared checks and payments after 06/30/2022

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
07/02/2022	Expense	070122	MERS - Alerus Financial	-472.18
07/02/2022	Expense	070122	MERS - Alerus Financial	-12,400.90
07/02/2022	Expense	070122	MERS - Alerus Financial	-3,677.66
07/02/2022	Expense	070122	MERS - Alerus Financial	-400.00
Total				-16,950.74

Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 05/31/2022

RECONCILIATION REPORT

Reconciled on: 06/07/2022

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	14,483.98
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	9.79
Statement ending balance.....	<u>14,493.77</u>

Register balance as of 05/31/2022.....	14,493.77
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Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
05/31/2022	Deposit		Michigan CLASS	9.79

Total	9.79
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Kalamazoo County Dispatch Authority

Michigan CLASS, Period Ending 06/30/2022

RECONCILIATION REPORT

Reconciled on: 07/05/2022

Reconciled by: Jeff Troyer

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	14,493.77
Checks and payments cleared (0).....	0.00
Deposits and other credits cleared (1).....	13.47
Statement ending balance.....	<u>14,507.24</u>

Register balance as of 06/30/2022.....	14,507.24
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Details

Deposits and other credits cleared (1)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
06/30/2022	Deposit		Michigan CLASS	13.47
Total				13.47



Kalamazoo County Consolidated Dispatch Authority

Budget vs. Actuals: 2022 Budget - REVISION I - FY22

January - December 2022

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
Income									
400.000 Use of Fund Balance		2,480,385.00	2,480,385.00				\$0.00	\$2,480,385.00	\$2,480,385.00
402.000 Property Taxes	3,049,950.00	6,099,900.00	3,049,950.00				\$3,049,950.00	\$6,099,900.00	\$3,049,950.00
528.000 Federal Grants - Other	78,235.00	78,235.00	0.00				\$78,235.00	\$78,235.00	\$0.00
615.010 Surcharge Revenue - State 911	136,632.00	484,000.00	347,368.00		44,000.00	44,000.00	\$136,632.00	\$528,000.00	\$391,368.00
615.020 Surcharge Revenue - Local 911	281,163.13	1,080,000.00	798,836.87				\$281,163.13	\$1,080,000.00	\$798,836.87
665.000 Interest Earned	1,233.21	3,000.00	1,766.79				\$1,233.21	\$3,000.00	\$1,766.79
667.000 Rent/Lease Revenue		7,200.00	7,200.00				\$0.00	\$7,200.00	\$7,200.00
671.000 Miscellaneous Revenue	7.80	250.00	242.20				\$7.80	\$250.00	\$242.20
Total Income	\$3,547,221.14	\$10,232,970.00	\$6,685,748.86	\$0.00	\$44,000.00	\$44,000.00	\$3,547,221.14	\$10,276,970.00	\$6,729,748.86
GROSS PROFIT	\$3,547,221.14	\$10,232,970.00	\$6,685,748.86	\$0.00	\$44,000.00	\$44,000.00	\$3,547,221.14	\$10,276,970.00	\$6,729,748.86
Expenses									
700 thru 718 Personnel Services							\$0.00	\$0.00	\$0.00
702.010 Salaries - Administration	138,206.94	293,643.00	155,436.06				\$138,206.94	\$293,643.00	\$155,436.06
702.020 Wages - Regular					12,000.00	12,000.00	\$0.00	\$12,000.00	\$12,000.00
702.021 Administrative Support	64,477.12	160,604.00	96,126.88				\$64,477.12	\$160,604.00	\$96,126.88
702.022 Dispatch Supervisors	186,320.01	394,380.00	208,059.99				\$186,320.01	\$394,380.00	\$208,059.99
702.023 ECO II's	664,629.08	1,633,034.00	968,404.92				\$664,629.08	\$1,633,034.00	\$968,404.92
702.024 ECO I's	135,792.24	332,030.00	196,237.76				\$135,792.24	\$332,030.00	\$196,237.76
702.026 Bereavement	4,336.20		(4,336.20)				\$4,336.20	\$0.00	\$ (4,336.20)
702.029 Healthy Wrkplc Leave	11,964.67		(11,964.67)				\$11,964.67	\$0.00	\$ (11,964.67)
702.040 Wages - Short Term Disability	1,915.47		(1,915.47)				\$1,915.47	\$0.00	\$ (1,915.47)
Total 702.020 Wages - Regular	1,069,434.79	2,520,048.00	1,450,613.21		12,000.00	12,000.00	\$1,069,434.79	\$2,532,048.00	\$1,462,613.21
702.030 Wages - Overtime		315,787.00	315,787.00				\$0.00	\$315,787.00	\$315,787.00
702.031 Administrative Support	266.37		(266.37)				\$266.37	\$0.00	\$ (266.37)
702.032 Dispatch Supervisors	45,998.55		(45,998.55)				\$45,998.55	\$0.00	\$ (45,998.55)
702.033 ECO II's	115,289.14		(115,289.14)				\$115,289.14	\$0.00	\$ (115,289.14)
702.034 ECO I's	14,810.92		(14,810.92)				\$14,810.92	\$0.00	\$ (14,810.92)
Total 702.030 Wages - Overtime	176,364.98	315,787.00	139,422.02				\$176,364.98	\$315,787.00	\$139,422.02
702.050 CTO Pay	5,122.25	23,000.00	17,877.75				\$5,122.25	\$23,000.00	\$17,877.75
706.000 Wages - Holiday Premium	40,398.92	130,872.00	90,473.08				\$40,398.92	\$130,872.00	\$90,473.08
712.000 Payment in Lieu of Benefits	25,675.00	52,650.00	26,975.00				\$25,675.00	\$52,650.00	\$26,975.00
715.010 Auto Allowance	5,064.64	8,683.00	3,618.36				\$5,064.64	\$8,683.00	\$3,618.36
Total 700 thru 718 Personnel Services	1,460,267.52	3,344,683.00	1,884,415.48		12,000.00	12,000.00	\$1,460,267.52	\$3,356,683.00	\$1,896,415.48
719 thru 725 Benefits and Taxes							\$0.00	\$0.00	\$0.00



Kalamazoo County Consolidated Dispatch Authority

Budget vs. Actuals: 2022 Budget - REVISION I - FY22

January - December 2022

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
719.000 Workers Comp Insurance	3,142.00	11,484.00	8,342.00				\$3,142.00	\$11,484.00	\$8,342.00
720.010 Medical/Health Insurance	159,795.35	349,180.00	189,384.65				\$159,795.35	\$349,180.00	\$189,384.65
720.020 Dental Insurance	13,977.40	28,658.00	14,680.60				\$13,977.40	\$28,658.00	\$14,680.60
720.030 Vision Insurance	2,593.15	6,468.00	3,874.85				\$2,593.15	\$6,468.00	\$3,874.85
720.040 Life Insurance	4,497.73	8,995.00	4,497.27				\$4,497.73	\$8,995.00	\$4,497.27
720.050 Unemployment		9,000.00	9,000.00				\$0.00	\$9,000.00	\$9,000.00
720.060 HSA Contributions	71,400.00	78,050.00	6,650.00				\$71,400.00	\$78,050.00	\$6,650.00
720.070 Short-Term Disability Insurance	17,165.23	31,736.00	14,570.77				\$17,165.23	\$31,736.00	\$14,570.77
721.000 Social Security	88,650.98	205,944.00	117,293.02				\$88,650.98	\$205,944.00	\$117,293.02
722.000 Medicare	20,732.90	48,164.00	27,431.10				\$20,732.90	\$48,164.00	\$27,431.10
725.010 Retirement - MERS DC	119,237.32	266,968.00	147,730.68				\$119,237.32	\$266,968.00	\$147,730.68
725.020 Retirement - MERS 457	4,164.18	8,734.00	4,569.82				\$4,164.18	\$8,734.00	\$4,569.82
725.030 Retirement - MERS HCSP	33,602.56	55,504.00	21,901.44				\$33,602.56	\$55,504.00	\$21,901.44
Total 719 thru 725 Benefits and Taxes	538,958.80	1,108,885.00	569,926.20				\$538,958.80	\$1,108,885.00	\$569,926.20
726 thru 799 Supplies							\$0.00	\$0.00	\$0.00
727.000 Office Supplies	4,273.28	15,000.00	10,726.72				\$4,273.28	\$15,000.00	\$10,726.72
730.000 Maintenance Supplies	1,205.00	6,000.00	4,795.00				\$1,205.00	\$6,000.00	\$4,795.00
740.000 Uniform Supplies		8,000.00	8,000.00				\$0.00	\$8,000.00	\$8,000.00
760.000 Kitchen Supplies	146.88	1,750.00	1,603.12				\$146.88	\$1,750.00	\$1,603.12
764.000 Food Supplies	54.99	1,750.00	1,695.01				\$54.99	\$1,750.00	\$1,695.01
Total 726 thru 799 Supplies	5,680.15	32,500.00	26,819.85				\$5,680.15	\$32,500.00	\$26,819.85
800 thru 969 Services & Other Charges							\$0.00	\$0.00	\$0.00
801.010 Contractual Services	415,821.58	623,956.00	208,134.42				\$415,821.58	\$623,956.00	\$208,134.42
805.010 Professional Services - Audit	7,100.00	7,100.00	0.00				\$7,100.00	\$7,100.00	\$0.00
810.000 Administrative Fees		3,600.00	3,600.00				\$0.00	\$3,600.00	\$3,600.00
813.000 Legal Fees	2,266.00	22,000.00	19,734.00				\$2,266.00	\$22,000.00	\$19,734.00
820.010 Interpreter Fees	2,173.54	4,800.00	2,626.46				\$2,173.54	\$4,800.00	\$2,626.46
835.010 Medical Services - Physical Exams	2,594.00	2,500.00	(94.00)				\$2,594.00	\$2,500.00	\$ (94.00)
835.020 Medical Services - Drug Testing	215.00	1,500.00	1,285.00				\$215.00	\$1,500.00	\$1,285.00
850.010 Telephone Service	6,769.94	14,750.00	7,980.06				\$6,769.94	\$14,750.00	\$7,980.06
850.020 Internet Service	56,562.89	96,190.00	39,627.11				\$56,562.89	\$96,190.00	\$39,627.11
850.030 Copying	71.81	2,500.00	2,428.19				\$71.81	\$2,500.00	\$2,428.19
850.040 Mailing	42.74	3,000.00	2,957.26				\$42.74	\$3,000.00	\$2,957.26
870.010 Travel - Training/Registration	3,001.97	10,000.00	6,998.03	10,224.00	24,000.00	13,776.00	\$13,225.97	\$34,000.00	\$20,774.03
870.020 Travel - Lodging	1,163.41	9,000.00	7,836.59	532.80	2,500.00	1,967.20	\$1,696.21	\$11,500.00	\$9,803.79



Kalamazoo County Consolidated Dispatch Authority

Budget vs. Actuals: 2022 Budget - REVISION I - FY22

January - December 2022

	2911 - GENERAL OPERATIONS			2913 - TRAINING			TOTAL		
	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING	ACTUAL	BUDGET	REMAINING
870.030 Travel- Meals/Food	177.34	6,000.00	5,822.66	109.28	2,500.00	2,390.72	\$286.62	\$8,500.00	\$8,213.38
870.040 Travel - Mileage	678.18	5,000.00	4,321.82	184.87	2,500.00	2,315.13	\$863.05	\$7,500.00	\$6,636.95
870.050 Travel - Other	2,397.01	8,500.00	6,102.99	60.00	500.00	440.00	\$2,457.01	\$9,000.00	\$6,542.99
871.010 Education Expense		2,000.00	2,000.00				\$0.00	\$2,000.00	\$2,000.00
900.000 Printing		2,000.00	2,000.00				\$0.00	\$2,000.00	\$2,000.00
905.000 Advertising	2,570.00	5,500.00	2,930.00				\$2,570.00	\$5,500.00	\$2,930.00
915.000 Dues & Subscriptions	275.34	9,000.00	8,724.66				\$275.34	\$9,000.00	\$8,724.66
920.010 Utilities - Gas	2,262.56	8,000.00	5,737.44				\$2,262.56	\$8,000.00	\$5,737.44
920.020 Utilities - Electricity	18,452.84	55,000.00	36,547.16				\$18,452.84	\$55,000.00	\$36,547.16
920.030 Utilities - Water & Sewer	1,575.10	4,000.00	2,424.90				\$1,575.10	\$4,000.00	\$2,424.90
934.010 Repair & Maintenance - Equipment	5,508.05	25,000.00	19,491.95				\$5,508.05	\$25,000.00	\$19,491.95
955.000 Miscellaneous Operating	5,267.49	20,000.00	14,732.51				\$5,267.49	\$20,000.00	\$14,732.51
958.010 Insurance Premium	52,307.00	55,000.00	2,693.00				\$52,307.00	\$55,000.00	\$2,693.00
Total 800 thru 969 Services & Other Charges	589,253.79	1,005,896.00	416,642.21	11,110.95	32,000.00	20,889.05	\$600,364.74	\$1,037,896.00	\$437,531.26
970 thru 989 Equipment & Capital Outlay							\$0.00	\$0.00	\$0.00
976.000 Project Costs	4,200.00	150,000.00	145,800.00				\$4,200.00	\$150,000.00	\$145,800.00
980.000 Equipment/Software - Capital	27,500.00	2,690,385.00	2,662,885.00				\$27,500.00	\$2,690,385.00	\$2,662,885.00
980.010 Equipment/Software - Small	9,272.37	30,000.00	20,727.63				\$9,272.37	\$30,000.00	\$20,727.63
980.020 Facility - Capital	6,645.00	35,745.00	29,100.00				\$6,645.00	\$35,745.00	\$29,100.00
980.030 Land - Capital	35,033.00	35,033.00	0.00				\$35,033.00	\$35,033.00	\$0.00
Total 970 thru 989 Equipment & Capital Outlay	82,650.37	2,941,163.00	2,858,512.63				\$82,650.37	\$2,941,163.00	\$2,858,512.63
990 thru 994 Debt Service							\$0.00	\$0.00	\$0.00
991.010 Loan/Lease - Principal		1,208,598.00	1,208,598.00				\$0.00	\$1,208,598.00	\$1,208,598.00
991.020 Loan/Lease - Interest		124,949.00	124,949.00				\$0.00	\$124,949.00	\$124,949.00
Total 990 thru 994 Debt Service		1,333,547.00	1,333,547.00				\$0.00	\$1,333,547.00	\$1,333,547.00
Total Expenses	\$2,676,810.63	\$9,766,674.00	\$7,089,863.37	\$11,110.95	\$44,000.00	\$32,889.05	\$2,687,921.58	\$9,810,674.00	\$7,122,752.42
NET OPERATING INCOME	\$870,410.51	\$466,296.00	\$ (404,114.51)	\$ (11,110.95)	\$0.00	\$11,110.95	\$859,299.56	\$466,296.00	\$ (393,003.56)
NET INCOME	\$870,410.51	\$466,296.00	\$ (404,114.51)	\$ (11,110.95)	\$0.00	\$11,110.95	\$859,299.56	\$466,296.00	\$ (393,003.56)

UAW Region 1D
1940 W Atherton Rd
Flint, MI 48507-2201

Phone 810.767.0910
Fax 810.767.3206



Director Steve Dawes

Assist. Dir. Scott Zuckschwerdt

UAW Region 1D Sub-Regional Office
2944 Fuller Ave NE—Suite 103
Grand Rapids, MI 49505-3784

Phone 616.949.4100
Fax 616.949.6866

INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE & AGRICULTURAL IMPLEMENT WORKERS OF AMERICA, UAW

May 27, 2022

Jeff Troyer, Director
Kalamazoo County Consolidated Dispatch Authority
202 W. Kalamazoo Avenue
Kalamazoo MI 49007

via email

Dear Director Troyer:

During the process of negotiating the new contract – which becomes effective January 1, 2023 – both the Employer and the Union have expressed that their greatest priority is to find ways to incentivize current employees, and more importantly, attract and retain new employees. The Union believes adding new employees to the roster will eliminate the need for constant overtime, and by so doing enabling employees to maintain a better work/life balance. The Union also sees it as a means to reduce the employees' overtime budget – in the long run saving the community's money.

We believe we can accomplish these goals by mutually agreeing to apply a portion of whatever pay increase we agree to, to the 2022 pay scale effective the first full pay period in July 2022. That will have the effect of increasing the entry-level rate as well as increasing the rate by said percentage to current employees in order to retain them. The remainder of the pay rate negotiated will become effective the first full pay period of January 2023.

Mr. Troyer, the Union understands that you must be authorized to reopen the 2022 agreement, however, we stand ready to work with you on this and other issues.

Sincerely,

A handwritten signature in black ink, appearing to read "N. J. Mark", is written over a large, stylized scribble or flourish.

Neville J Mark
Int'l Representative
UAW Region 1D



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

Proposed Motion:

No action

Agenda Request Approved: Meeting Date: Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



MEETING MINUTES for
Kalamazoo County Consolidated Dispatch Authority
EXECUTIVE COMMITTEE
June 9, 2022

ITEM 1 – CALL TO ORDER

The SPECIAL Meeting of the Executive Committee, held in the Chief Switalski Meeting Room at KCCDA, was called to order by Jan VanDerKley at 3:30 p.m. on Thursday, June 9, 2022.

ITEM 2 – ROLL CALL

Members Present: Jan VanDerKley, Jim Ritsema, Don Martin, Adam Herringa

Others Present: Jeff Troyer, Torie Rose, Chris McComb

ITEM 3 – APPROVAL OF MEETING MINUTES

A. May 3, 2022 – Regular Meeting

“Motion by Mr. Ritsema, second by Mr. Herringa to approve the meeting minutes for the May 3, 2022, Regular Meeting as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - CITIZENS TIME

There were no public comments.

ITEM 5 – FOR CONSIDERATION

B. OLD BUSINESS

There was none.

C. NEW BUSINESS

1. CLOSED SESSION – MCL 15.268 (c) Negotiation Strategies Regarding a Collective Bargaining Agreement

Ms. VanDerKley stated there has been interest expressed on behalf of the union for a change in compensation and opening the contract.

Mr. Troyer stated he would provide a review of the union request.

“Motion by Mr. Herringa, second by Mr. Ritsema to retire to Closed Session per MCL 15.268 (c) Negotiation Strategies Regarding a Collective Bargaining Agreement

On a roll call vote, Yes – 5, No – 0. **MOTION CARRIED.**

The Committee retired to Closed Session at 3:33 p.m.

The Committee returned to Open Session at 4:08 p.m.

“Motion by Mr. Herringa, second by Mr. Martin to receive the communications from UAW Local 2290 Unit 5 as information only but take no further action at this time.”

On a voice vote, **MOTION CARRIED.**

ITEM 6 – OTHER ITEMS

D. Announcements and Member Comments

There was none.

E. Next meeting – Move to July 12, 2022, at 4:00 p.m.

ITEM 7 – ADJOURNMENT

The meeting was adjourned at 4:10 p.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

Proposed Motion:

No action

Agenda Request Approved: Meeting Date: Time:

Persons or items will not be placed on a meeting agenda without an agenda request form first being completed. The agenda request form must be accompanied by information that substantiates and justifies your request. Lack of this information may cause a delay in your request being acted upon by the Board of Directors. Agenda requests must be received by 9:00 a.m. on Monday of the week preceding the monthly meeting date. Completed forms should be delivered to an Officer of the Board of Directors or sent electronically to admin@kccda911.org. If you have any questions regarding this form, please feel free to contact KCCDA's administrative office at (269) 488-8911.



Personnel Committee

June 9, 2022

2:30 p.m.

ITEM 1 – CALL TO ORDER

The Personnel Committee Meeting was called to order at 2:30 p.m. by Personnel Committee Chairperson Adam Herringa in the Chief Switalski Meeting Room, Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan on Thursday, June 9, 2022.

ITEM 2 – ROLL CALL

Members Present: Adam Herringa, Portage Interim City Manager; Dexter Mitchell, Kalamazoo Township Manager (arrived at 3:03); Kevin Catlin, Kalamazoo County Administrator; Jeff Chamberlain, City of Kalamazoo Deputy City Manager; John Gisler, Kalamazoo County Commissioner

Others Present: Jeff Troyer, Executive Director; Torie Rose, Deputy Director; Chris McComb, Executive Administrative Assistant

ITEM 3 – APPROVAL OF MEETING MINUTES

A. February 16, 2022

“Motion by Mr. Chamberlain, second by Mr. Mitchell to approve the February 16, 2022, Regular Session minutes as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 - CITIZENS' TIME

There was no citizen comment.

ITEM 5 – FOR CONSIDERATION

A. Old Business

There was none.

B. New Business

1. Presentation of 2022 ECC/PSAP Wage Survey

Mr. Troyer presented information regarding the 2022 ECC/PSAP wage survey to provide classification wage comparisons with surrounding and comparable agencies.

2. CLOSED SESSION – MCL 15.268 (c) Negotiation Strategies Regarding a Collective Bargaining Agreement

“Motion by Mr. Chamberlain, and second by Mr. Mitchell to retire to Closed Session Per MCL 15.268 (c) Negotiation Strategies Regarding a Collective Bargaining Agreement.”

On a voice vote, **MOTION CARRIED.**

Mr. Troyer requested Administrative Staff be included in the Closed Session. The request was granted.

The Committee retired to Closed Session at 3:05 p.m.

The Committee returned to Open Session at 3:30 p.m.

ITEM 6 – OTHER ITEMS

C. Member Comments

There were none.

D. Next Meeting

To be determined.

1. Adjournment

The meeting was adjourned at 3:33 p.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The attached meeting minutes are presented to the Board for informational purposes, no action necessary.

Proposed Motion:

No action

Agenda Request Approved: Meeting Date: Time:

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MEETING MINUTES for

Kalamazoo County Consolidated Dispatch Authority TECHNICAL ADVISORY COMMITTEE July 6, 2022 – Regular Meeting

ITEM 1 – CALL TO ORDER

The Regular Meeting of the Technical Advisory Committee was called to order by Chief Bryan Ergang at 10:00 a.m. on Wednesday, July 6, 2022, in the Chief Switalski Meeting Room at Kalamazoo County Consolidated Dispatch Authority, 7040 Stadium Drive, Kalamazoo, Michigan.

ITEM 2 –ROLL CALL

Members Present: Matt Huber (KDPS), Bryan Ergang (KTPD), Scott Ernstes (MSP), Nick Arnold (PDPS), Scott Merlo (WMUPD), Craig Dieringer (KCMCA), Gerry Leudecking (KCFCA)

Others Present: Chris Franks, Ryan McGregor, Matt Beauchamp, Jeff Troyer, Torie Rose, Marty Ftacek, Chris McComb

ITEM 3 - APPROVAL OF MEETING MINUTES

A. May 4, 2022 – Regular Meeting

“Motion by Mr. Merlo, second by Mr. Arnold to approve the May 4, 2022, Regular Meeting Minutes as presented.”

On a voice vote, **MOTION CARRIED.**

ITEM 4 – CITIZEN’S TIME

There were no citizen comments.

ITEM 5 - FOR CONSIDERATION

A. Administrative Monthly Report

Mr. Troyer stated a short system demo has been scheduled during the next meeting. Prepared is a newer company bringing live stream video into the dispatch center and it is starting to become popular. The live stream is Dispatcher initiated and is provided at no cost to dispatch centers. They recover costs by charging field units to view the same footage. Video is kept according to our retention cycle. There are a couple of PSAPs in Michigan rolling it out now, but we want TAC to see it before we decide.

B. Old Business

1. MPSCS Kalamazoo Subsystem Project Update

Mr. Troyer stated power has been delivered to the WMU site and the power is done at Augusta, so both are ready to go. We are still waiting for power in Portage and in Oshtemo, but they will start installing site equipment. The transformers are on back order. We are still on target for the end of the year but with backorders and delays it’s up in the air.

Mr. Troyer presented the integration agreements, noting that terminology was added requiring MPSCS to notify us of non-public safety users who apply for access to the system. He stated there has been a lot of discussion on these agreements. In part two of the integration agreement, Exhibit 2.C, we requested a 5% cap on monitoring fees and MPSCS has requested a clause for exigent circumstances. This is the only thing that is not finalized. Mr. Troyer requested the Committee to support either language so the agreements can be sent to the Board next week.

“Motion by Mr. Huber, second by Mr. McGregor to support and recommend to the Board the Michigan’s Public Safety Communications System Integration Agreements as presented.”

On a voice vote, MOTION CARRIED.

2. EMS Staging (Request from EMS to not send them until LE official is enroute)

Mr. Troyer stated that at the last KCMCA meeting, it was brought up that the EMS agencies are not happy with how long they are staging. They have requested we not send EMS until a law enforcement officer is enroute. Medical Control has asked us to look at it again.

The Committee held discussion and agreed their recommendation is for KCCDA to continue current process and encourage EMS agencies/ambulances staged to contact KCCDA via radio after ten minutes of staging to see if it’s clear to enter or if they are still needed.

Discussion also occurred around ME requests. It was clarified that any agency – law enforcement, fire or EMS – can request an ME.

C. New Business

1. Tyler Technologies System Environment – Outages/Instability since mid-May

Mr. Troyer stated the center has been having problems with corrupt databases and every three or four days the entire environment goes down. Staff has been working with Tyler to identify issues. They have made recommendations and moved some interfaces to another server. Staff also took the CAD Webviewer to the newest version. There have been several conversations about the process and hopefully this will stabilize the system. We are keeping our options open for other systems.

2. CAD Incidents

Mr. Troyer stated there is a system-wide configuration in CAD where if you initiate an incident then add another incident to the call, it uses the original time for the second incident instead of using the new time. We can modify it so it will use the current time for any additional incidents that are added. No down sides have been identified but it can be changed back if any are found. Mr. Troyer advised they would make the change first on the Test side of CAD to see how it functions.

3. CAD Nature Code: Rescue-Medical ECHO

Mr. Troyer advised they’ve been working on implementation of a Rescue-Medical ECHO nature code. There are only three types of calls that will generate the ECHO nature code, which will put the call out to more agencies. They are still working on specifics and have not decided where the information will be

disbursed but there will be no tones on law dispatch channels/talkgroups; just a general announcement for the highest priority calls.

4. Administrative/Non-Emergency Telephone Calls

Mr. Troyer presented a general call list that the State 911 Committee put together. He stated there is only one center in the state that receives more non-emergency/administrative calls than KCCDA. We may be reaching out to agencies with recommendations for changes to their phone systems to help us lower the number of administrative calls that do not pertain to KCCDA. There is no reason we should be second in the state for the number of calls.

ITEM 6 – OTHER ITEMS

A. Announcements and Member Comments

Mr. Leudecking stated he likes the idea of community health and disposition codes.

1. Next Meeting

The next Technical Advisory Board meeting will be Wednesday, September 7, 2022, at 10 am, and will be held in the Chief Switalski Meeting Room at KCCDA, 7040 Stadium Drive, Kalamazoo, MI 49009.

2. Adjournment

The meeting was adjourned at 11:18 a.m.



KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY

Agenda Request Form

Please fill in the boxes below with the appropriate information.

Name: Agency:

Phone Number: Length of Time Needed: Agenda Item #:

Topic:

Brief Description:

The Executive Director presented three separate agreements with DTMB-MPSCS for consideration at the July 6th TAC Meeting:

- MPSCS Integration Agreement with KCCDA
- Part II Final Integration Agreement
- MPSCS Memorandum of Agreement with KCCDA

All three agreements have been reviewed by legal counsel. The Executive Director is still awaiting final decision from MPSCS reference Exhibit 2.C of the Part II Final Integration Agreement (on page 9). The wording of the highlighted sentence may change to include the “commented” language. Either way, the Executive Director aske for TAC’s support for the agreements and to recommend to the Board of Directors for consideration.

The TAC unanimously supported and recommends approval of the three agreements.

Proposed Motion:

Motion to approve the three MPSCS Integration Agreements as presented.

Agenda Request Approved: Meeting Date: Time:

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**MICHIGAN’S PUBLIC SAFETY COMMUNICATIONS SYSTEM
INTEGRATION AGREEMENT WITH
KALAMAZOO COUNTY CONSOLIDATED DISPATCH AUTHORITY**

This Michigan’s Public Safety Communications System Integration Agreement, (Agreement) comprised of a Pre-Integration Section and Final Integration Section is entered between the State of Michigan, by its Department of Technology, Management, and Budget, Office of the Michigan’s Public Safety Communications System (DTMB-MPSCS), whose address is 7150 Harris Drive, Lansing, MI 48909, and Kalamazoo County Consolidated Dispatch Authority (KCCDA or Member), whose address is 7040 Stadium Drive, Kalamazoo, Michigan 49009. DTMB-MPSCS and Member together are referred to as the “Parties”.

**PART I
PRE-INTEGRATION AGREEMENT**

WHEREAS, the DTMB-MPSCS manages and operates for the State of Michigan the Michigan’s Public Safety Communications System (MPSCS), a statewide public safety communications system;

WHEREAS, the Member is implementing an 800 MHz Simulcast radio communications system and Dispatch Consoles System, by acquiring new equipment for existing communications facilities which will be integrated into the MPSCS for interoperability;

WHEREAS, the Member has independently evaluated mobile and portable radio communication coverage options and believes that it can enhance its mobile and portable radio coverage and/or capacity by integrating the Radio Sites into the MPSCS;

WHEREAS, DTMB-MPSCS desires to obtain enhanced MPSCS radio coverage and/or capacity, for portable and mobile communications, within the Radio Sites’ coverage areas;

WHEREAS, Member will contribute 800 MHz radio channels and license those for which Member is individually authorized pursuant to Federal Communication Commission Licenses in deploying the Radio Sites;

WHEREAS, the Parties desire to enter into this Agreement to integrate the Radio Sites and MPSCS on an interoperable basis to achieve enhanced communications coverage and performance, in the geographic areas covered by each system. The pre-integration process will be initiated as provided in Part I and fully implemented as provided in Part II;

WHEREAS, the Parties agree that Part I is an independent agreement until, and if, Part II is entered, at which time the Parties agree that the terms and conditions of

both Part I and II will be integrated into one controlling agreement as of Part II's effective date.

THEREFORE, the Parties agree to commence the technical process prerequisites to integrate the Radio Sites into the MPSCS (collectively “the Network”), including co-location of Member’s Electronics Equipment on MPSCS facilities in accordance with a MPSCS Co-location License Agreement between the Parties, for interoperable and enhanced communications coverage and performance in certain geographic locations within Member's corporate boundaries as follows:

1. **DEFINITIONS FOR PURPOSES OF PART I OF THIS AGREEMENT.**

A. 9-1-1 Dispatch Center—means a public safety radio communication center operated by the Member for emergency public safety dispatch purposes and integrated into the MPSCS for dispatching purposes.

B. Agreement—means this Integration Agreement, comprised of Parts I and II, including exhibits, attachments, renewals, or amendments.

C. Agreement Part I—means Part I of this Agreement, including its exhibits, attachments, renewals, or amendments.

D. Agreement Part II—means Part II of this Agreement, including its exhibits, attachments, renewals, or amendments.

E. Best Efforts—means the contractual obligation of the Parties to meet all the terms and conditions of this Agreement using every reasonable means available.

F. Communications Equipment— means the MPSCS or Radio Sites, comprised of towers; electronics equipment; ancillary equipment; equipment shelters; and supporting facilities.

G. Catastrophic Event—means a sudden failure of the Communications Equipment due to natural, manufacturer's defect, or other man-made force or event.

H. RESERVED

I. Dispatch Console System— means the physical Site that comprises a dispatch operating position, including but not limited to, computers that run dispatch software and interfaces that allow operators to access the network, control local auxiliary functions, a voice processor module, site controller, network switching and access equipment recorder all operated by the Member and integrated into the MPSCS.

J. DDP—means the Detailed Design Plan.

K. DTMB-MPSCS—means the Michigan Department of Technology, Management, and Budget, Office of the Michigan’s Public Safety Communications System, which is the State of Michigan Department that manages and operates the MPSCS.

L. Electronics Equipment—means the Member's Communications Equipment located on Towers or in the Equipment Shelters and required for the operation of the Radio Sites.

M. Equipment Shelter—means the physical structure that houses the equipment that supports the operation of the Electronics Equipment.

N. Exhibit—means the attachments to Part I of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

1. **Exhibit 1.A**—means required information to be included in the Detailed Design Plan (DDP).
2. **Exhibit 1.B**—means required information for approval to utilize integrated equipment for purposes other than testing.
3. **Exhibit 1.C**—means required information for finalization of the integration project.
4. **Exhibit 1.D**— means required documented approval to proceed in writing by MPSCS whether received via mail or email. The attached exhibit provides two example written notices: (1) the formal written signed Notice to Proceed, and (2) the unsigned Notice of Consent that may be sent via email correspondence with next step of Project.

O. FCC Licenses—means the radio broadcast licenses issued by the FCC to the State or the Member, as Licensees, and used for the MPSCS and/or the Radio Sites.

P. Insurable Event—means events not excluded from insurance coverage under any insurance maintained by the Member.

Q. Interoperability—means an essential communication link within public safety and public service communications systems that permits units from two or more different entities to interact with one another, and to exchange information according to a prescribed method in order to achieve predictable results.

R. Member—means KCCDA, a Michigan political subdivision and includes its agencies, instrumentalities, boards, and commissioners, together with its officers, agents and employees, paid or volunteer.

S. MOA—means the Memorandum of Agreement between the Parties regarding the Member's credits for MPSCS fees based on the Member's investment in the Radio Sites and the benefit of enhanced coverage and Interoperability to the MPSCS.

T. Monitoring—means MPSCS actively monitoring the operational readiness of the Radio Sites integrated into the Network on a 24/7 basis via the NCC.

U. Motorola—means Motorola Solutions, Inc. the company that designed and constructed the MPSCS pursuant to its December 8, 1994 contract with the State.

V. MPSCS—means the Michigan’s Public Safety Communications System, a statewide public safety communications system.

W. MPSCS Member Subscriber Agreement—means the agreement between DTMB-MPSCS and the Member, granting it MPSCS member status. The MPSCS Member Subscriber Agreement specifies the MPSCS services provided to MPSCS members and the terms and conditions under which services are provided.

X. MPSCS Standards—means the standards for design, construction, and performance, as specified in the contract between the State and Motorola; the MPSCS Emergency Management Plan; and the MPSCS Preventative Maintenance Schedule and the MPSCS Book of Technical Standards.

Y. Multicast Site—means an 800 MHz Multicast public safety communications system infrastructure, comprised of a tower, electronic equipment, ancillary equipment, equipment shelter, and supporting facility owned by Member and integrated into the MPSCS.

Z. Simulcast—means an 800MHz Simulcast public safety communications infrastructure, comprised of towers, electronics equipment, ancillary equipment, equipment shelters and supporting facilities owned by a Member and integrated into the MPSCS.

AA. Network—means the MPSCS and the Radio Sites when working together to support the integrated radio operations requirements of the Parties.

BB. NCC—means the MPSCS Network Communication Center, that controls and monitors the MPSCS.

CC. Point to Point Radio—means the Point to Point (PTP) microwave radio used to interconnect the Member’s Dispatch Console System to the MPSCS.

DD. Radio(s)—means control stations, consolettes, mobile, or portable radios, or any other radio frequency transmitter interface, to include 9-1-1 dispatch consoles all of which has a unique identification number programmed and operating on the System.

EE. Radio Trouble Report—means a form used to communicate radio or system problems or issues to the MPSCS.

FF. Radio Sites—means Member’s 800 MHz Simulcast radio communications system and Dispatch Console System which will be integrated into the MPSCS for interoperability.

GG. Seamless Roaming—means the ability of Radio Sites users' and MPSCS members' Radios to roam through the integrated Systems.

HH. Service Provider—means the contractor(s) retained by the Member to construct and/or maintain all or a portion of its Communications Equipment.

II. State—means the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents.

JJ. Systems—means the MPSCS and the Radio Sites, each individually owned and operated by the State and the Member, respectively, and that together support the Parties' integrated radio operations.

KK. Systems' Grade of Service—means level of busies.

LL. Talkgroup—means a group of radio users that can share calls and messages as a group; a talkgroup comprises a group of users who have a need to communicate with each other.

MM. Talkgroup Prioritization Policy—means the MPSCS policy implemented to assure that at all times there is an appropriate prioritization of use on the Systems so that public safety users are given priority over general government users at times when either or both Systems experience an unacceptable level of busies.

NN. Testing—means all Acceptance Test Plans (ATPs) listed in this agreement, or the Detailed Design Review documentation.

OO. Tower(s)—means the communication towers owned by the Member; or the space on communication towers leased or licensed by the Member.

2. CONSIDERATION.

In consideration of the mutual covenants and benefits of Interoperability and Seamless Roaming for Radio Sites users and MPSCS members, the Parties agree to integrate the Radio Sites into the MPSCS, as an MPSCS enhancement, as provided in this Agreement and the MOA. Additionally, the Member retains DTMB-MPSCS to monitor, maintain and repair the Radio Sites in accordance with the terms and payment schedule in Part II of this Agreement.

3. TERM OF PART I.

Term. The term of this Part I Agreement is for the duration of the Member's membership in the MPSCS, commencing on the effective date of its Member Subscriber Agreement, unless terminated earlier as provided in this Agreement.

4. RELATIONSHIP OF THE PARTIES.

This Agreement is not intended to, and shall not constitute, create, or give rise to a joint venture, partnership or formal business association, organization or

relationship of any kind between the Parties. No employee, agent, or servant of either party shall be deemed to be an employee, agent or servant of the other.

Nothing in this Agreement shall be construed to express, or imply, that either party assumes any of the other party's obligations as owner of its Communications Equipment, or in any manner waives the State's governmental immunity.

5. RADIO SITES CONSTRUCTION AND MAINTENANCE SPECIFICATIONS.

In addition to attached Exhibits, the following documents are incorporated by reference into Part I of this Agreement.

A. The MPSCS Standards. Construction and maintenance of the Radio Sites shall comply with the most current MPSCS Book of Technical Standards. The Member agrees to obtain a formal exception (if needed) from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system to the Radio Sites.

B. Member Communications Equipment Documents. The following documents are required in addition to all documents in Exhibit 1.A:

1. Project schedule.
2. Statement of Work.
3. System descriptions.
4. Final design of backhaul system:
 - a. Microwave system description.
 - b. Microwave network maps.
 - c. Microwave path analysis for each hop.
 - d. Microwave traffic engineering and IP network plan.
 - e. MPLS configuration plan.
 - f. Microwave path survey report with evidence of field validation of paths.
 - g. Frequency coordination submittals for FCC Part 101 licensing.
 - h. IP traffic plan.
 - i. DC power consumption data.
 - j. Traffic cutover plan.
5. Final design of land mobile radio system.
6. Equipment lists.
7. System block and level diagrams.
8. Drawings:
 - a. Site layout drawings.
 - b. Shelter floor plan drawings.
 - c. Tower elevation / antenna placement diagrams.
 - d. Antenna System diagrams, including combiners, tower top amplifiers and receiver multicoupler systems.
 - e. Rack elevation drawings.
9. Site equipment Information:
 - a. Power consumption data.
 - b. Site alarm definition.
10. DC power system description.

11. Testing plans:
 - a. Land mobile radio system factory acceptance test plan.
 - b. Backhaul system factory acceptance test plan.
 - c. Functional acceptance test plan.
 - d. Functional and operational system test plan.
 - e. Land mobile radio system field installation, inspection and test plan.
 - f. Backhaul system field test plan.
12. System administrator documentation and system programming parameters.
13. Final implementation plan.
14. Installed equipment inspections.
15. Training plan.
16. Final cutover plans.

6. COMMUNICATIONS EQUIPMENT REQUIREMENTS.

A. MPSCS Standards. The Member represents that the construction of its Radio Sites will meet or exceed MPSCS Standards, and in all respects the Communications Equipment shall be compatible with MPSCS' equipment, and shall be configured in a manner similar to MPSCS' Communications Equipment. The Member agrees to obtain a formal exception from DTMB-MPSCS before installation or implementation of any design, configuration, equipment, or system of its Communications Equipment.

B. Portable Radio Coverage. The Member acknowledges and agrees that DTMB-MPSCS makes no representations or makes any guarantees, or other assurances, that the Systems will enhance portable radio coverage based on the Member's benchmark test results.

C. Third Party Interference. The Parties acknowledge that actual RF coverage reliability from either of the Systems may become degraded on an intermittent basis, or over time, due to third party interference beyond the reasonable control of either party. The Parties agree to use their Best Efforts, working cooperatively, to document, address and eliminate third party interference through the use of applicable FCC dispute resolution processes.

D. Integration.

1. Network Use Limitation. The Parties acknowledge that the Radio Sites and MPSCS are for general government communication, including but not limited to, public safety communication purposes consistent with FCC licensing requirements. Use of the Network by Member for anything other than Land Mobile Radio (LMR) voice and data traffic must be approved by DTMB-MPSCS.
2. Integration Cost. Each party shall pay its own costs for integration and separation.
3. System Grade of Service. The Parties acknowledge that the Radio Sites and MPSCS communications can be degraded by the addition of radio traffic that exceeds the Systems' capabilities and cause an

unacceptable increase to the Systems' Grade of Service. Each party agrees to evaluate the Member's increased radio traffic impact to the MPSCS to avoid overloading. In the event there is potential for overloading, the Parties shall use their Best Efforts to determine the required solution. If in order to resolve overloading additional infrastructure and components (upgrades) are required to be added to the Radio Sites and/or the MPSCS, the Parties agree that the Member shall have the option to provide for the upgrades at the Members sole cost.

7. **THE MEMBER'S RESPONSIBILITIES.**

Required Integration Project Deliverables. The Member shall provide all system integration proposals and Detailed Design Plans to DTMB-MPSCS as received through system integration engineering process.

DTMB-MPSCS will acknowledge receipt of the detailed design/proposal and review each within ten (10) business days. If proposed design or specific equipment does not meet MPSCS system standards or has the potential to negatively impact MPSCS system or users, DTMB-MPSCS will work with Member and system integrator Service Provider to resolve issues. When all technical requirements of the deliverable are mutually agreed upon by all parties, DTMB-MPSCS will provide Member a Notice to Proceed, Exhibit 1.D. The Member shall not integrate equipment that does not meet MPSCS standards or minimum requirements. The Member may choose to have the Service Provider submit deliverables to DTMB-MPSCS provided the Member has reviewed and consented to that which is being submitted.

Service Provider (Motorola) to provide DTMB-MPSCS the detailed Member pre-sale proposal. DTMB-MPSCS will not accept a high-level DDP Power Point. The pre-sale documents shall include all parts and equipment related to the system integration project.

1. Pre-Integration Review

The Member is responsible for obtaining and delivery of the final completed proposals from system integrator and Service Providers providing equipment and services for integration. The Member shall resubmit any proposals that are revised. The Member agrees to provide or facilitate additional details for clarification of the proposals if requested by DTMB-MPSCS. The Member agrees to allow DTMB-MPSCS full access to all technical documentation prior to entering into a contract with a service provider for the submitted proposal until DTMB-MPSCS and Member mutually and reasonably agree with all system design criteria. DTMB-MPSCS will not unreasonably withhold a Notice to Proceed. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's consent for the Member

to enter into the proposed contract with the Service Provider but does not require the Member to do so.

2. Detailed Design Review

The Member is responsible for delivery of a Detailed Design Plan (DDP) that provides details of the project implementation plan, design, connections, equipment, and configuration. The Member agrees to provide or facilitate additional details for clarification of the DDP if requested by DTMB-MPSCS. Information that a DDP should contain is described in Exhibit 1.A. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval of the final system design and for the Member's Service Provider to proceed with installation of the final design.

3. System Staging Testing and Acceptance

The Member is responsible for delivery of completed system staging acceptance testing documentation if applicable. The Member agrees that its contract with the Service Provider will prohibit the Service Provider from beginning integration of equipment covered by this Agreement into the MPSCS prior to receiving a Notice to Proceed from DTMB-MPSCS for this deliverable. A Notice to Proceed for this deliverable indicates DTMB-MPSCS's approval to integrate the staged system and equipment into the MPSCS.

4. Go-Live Documentation and Acceptance

The Member is responsible for delivery of all documentation listed in Exhibit 1.A. A Notice to Proceed for this deliverable indicates all necessary documentation has been received by DTMB-MPSCS so that the integrated Systems and equipment can be properly maintained and supported as required for a live public safety communications system.

5. Final System As-Built Documentation

The Member is responsible for delivery of all documentation listed in Exhibit 1.C. The Member agrees that its contract with the integrator Service Provider will require a Notice to Proceed from DTMB-MPSCS for this deliverable prior to the final contractual payment. A Notice to Proceed for this deliverable indicates all necessary documentation has been received by DTMB-MPSCS so that the project has been historically and technically documented.

6. Project Changes

The Member agrees that the contract with its Service Provider will prohibit the Service Provider from proceeding with any work or design that has not been agreed to by DTMB-MPSCS. If changes are required for previously approved system designs or project plans, the

Member shall submit the proposed changes for DTMB-MPSCS review and acceptance and issuance of a Notice to Proceed.

A. Federal and State Licensing Requirements.

1. The Member shall obtain all appropriate approvals, registrations, permits, or primary licenses for operation of the Communications Equipment and frequencies licensed for the Member's geographic area, from the requisite agencies, including but not limited to, the Federal Aviation Administration (FAA), the Federal Communications Commission (FCC), and the Regional Frequency Coordination Committee.
2. Both parties recognize the frequencies may change due to FCC mandates or optimization of MPSCS or Member.
3. The state-wide frequencies allocated by the MPSCS for use on any Member Tower(s) that are licensed to the State prior to this Agreement, will remain licensed in the name of the State of Michigan. All FCC licenses obtained for this Agreement will be licensed in the name of the State of Michigan for the duration of this integration.
4. The Member shall comply with all applicable pre-construction federal regulatory environmental requirements necessary to obtain approvals, permits or licenses as required pursuant to FCC Regulation 47 CFR 1.1301 – 1.1319. 3. Member acknowledges and agrees that it will be solely responsible for the resolution and correction of any regulatory omission or violation.

B. Decision to Rebuild. In the event of a Catastrophic Event, Member may, at its sole discretion, build, relocate, change or abandon all or part of its Radio Sites at its sole cost. Member must issue a written notice to DTMB-MPSCS within thirty (30) days of a Catastrophic Event, summarizing the impact on the Radio Sites. Within ninety (90) days of the Catastrophic Event, Member must notify DTMB-MPSCS of its decision to either rebuild or abandon all or part of the Radio Sites.

C. Suitability, Insurance, and Indemnification.

1. DTMB-MPSCS makes no representations as to the suitability of the MPSCS for the Member's use or that DTMB-MPSCS maintains any insurance to insure Member, its employees, agents, contractors, subcontractors, or service providers against any claims, demands, actions, suits, or causes of action, and judgments, settlements, or recoveries, for bodily injury or property damage arising out of the condition of the MPSCS or any other equipment or facilities operated by DTMB-MPSCS or anything contained in this Agreement. DTMB-MPSCS is not obligated under this Agreement to obtain any insurance for Member's benefit. All insurance coverage provided relative to this

Agreement is primary and non-contributing to any comparable liability insurance (including self-insurances) carried by the State.

2. Member must purchase and maintain insurance during any term of this Agreement Part I and II, protect against claims which may arise out of, or result from its operations, under this Agreement as follows:

i. Member must carry Commercial General Liability coverage. This coverage must include bodily injury, personal injury, property damage, and contractual liability subject to limits of not less than \$1,000,000 each occurrence and when applicable, \$1,000,000 annual aggregate. This coverage must include the State of Michigan, its departments, divisions, agencies, offices, boards, commissions, officers, employees and agents as additional insured, only as respects liability directly arising from this Agreement Part I and II.

ii. Member must have insurance for benefits payable under Michigan's Workers' Disability Compensation Law, including coverage for bodily injury, occupational sickness or disease, or death of Member's employees.

iii. Member must carry Commercial Motor Vehicle insurance, including hired and none owned coverage or its equivalent subject to limits of liability of not less than \$1,000,000 per occurrence for bodily injury and property damage combined.

iv. If Member fails to pay any premium for required insurance, or if any insurer cancels or significantly reduces any required insurance without the DTMB-MPSCS's written consent, at DTMB-MPSCS's election (but without any obligation to do so) after DTMB-MPSCS has given Member at least thirty (30) days prior written notice, DTMB-MPSCS may pay such premium or procure similar insurance coverage from another company or companies and Member must pay the entire reasonable cost upon DTMB-MPSCS's demand.

v. Member's compliance with the insurance requirements will not relieve Member of its obligations under its indemnification or other obligations under this Agreement.

vi. Member must provide insurance from an insurance company or municipal self-insurance organization authorized to do business in the State of Michigan.

vii. Insurance Certificates.

a. Members must provide DTMB-MPSCS within thirty (30) days following the effective date of this Agreement (Part I) and before any work commences and every year after Part

1 and II are in effect, certificate(s) of insurance verifying liability coverage and listing the State of Michigan, its departments, divisions, agencies, offices, commissions, officers, employees and agents as additional insured.

b. The insurance certificate(s) must provide that the policies of insurance will not be modified, cancelled, or allowed to expire without first giving thirty (30) days prior written notice to DTMB-MPSCS.

3. **Waiver of Subrogation.**

Each Party releases the State from any claim for recovery for any loss or damage which is insured under valid and collectible insurance policies to the extent of any recovery collectible under such insurance.

4. **Indemnification and Apportionment of Liability.** The Parties acknowledge that each is legally precluded from indemnifying the other against any liabilities related to or in support of their systems' integration. Each party shall be solely and entirely responsible for its acts and the acts of its employees, agents, servants, contractors, subcontractors, and volunteers during the Term of this Agreement. Liability for any losses, liabilities, penalties, fines, damages, and claims (including taxes), and all related costs and expenses (including reasonable attorneys' fees and disbursements and costs of investigation, litigation, settlement, judgments, interest and penalties), arising from or in connection with any claim, demand, action, citation or legal proceeding arising out of or resulting from activities related to or in support of their systems' integration shall be determined in accordance with applicable law.

5. Both parties agree that every contract entered into for its performance related to or in support of its system's integration will include a contractor indemnification provision, requiring both parties contractors to indemnify the other party, its departments, divisions, agencies, offices, commissions, officers, employees, elected and appointed officials and agents. Each party must provide the other party with a copy of the contracts evidencing this requirement before the contractor(s) commencing work. Contractors' indemnification obligation shall survive the termination of this Agreement.

D. Radio Interference. Member shall not do anything in its operation of the Radio Sites that would cause any unreasonable interference with the MPSCS, Network or Communications Equipment. Member shall give DTMB-MPSCS thirty (30) day prior written notice of its desire to install or locate other

Electronic Equipment and shall provide DTMB-MPSCS with an interference study(s) that shows that the additional Electronic Equipment will not cause interference with the existing Communications Equipment. In the event the existing Communications Equipment experiences interference as a result of the additional Electronic Equipment, Member shall use Best Efforts to correct the problem within ninety (90) days.

E. Relocation of Communications Equipment. Member shall not relocate the Communications Equipment unless such relocation will be conducive to the overall effective operation of the Network and approved by DTMB-MPSCS.

F. Approved Software and Programming. Only software approved for the MPSCS may be installed on the Electronics Equipment, Network equipment or other interconnected devices. A written request shall be submitted to DTMB-MPSCS and approved by DTMB-MPSCS prior to any requested changes in Electronics Equipment programming, hardware, software, or other functions of the System. No Talkgroups may be added or deleted from the Electronics Equipment without the prior written approval of DTMB-MPSCS.

G. Interconnecting the Electronics Equipment to other Networks or Equipment. The Electronics Equipment shall not be wired or wirelessly interconnected to any external equipment, networks, or other facilities without DTMB-MPSCS's prior written approval.

H. Security.

1. MPSCS Towers:

DTMB-MPSCS will permit unescorted Member access to the MPSCS tower site for installation, repair, maintenance, or removal of the Electronics Equipment provided Member and its authorized contractors fully comply with the current MPSCS Co-location Tower Site Access Policy. The Electronics Equipment shall be installed in a secure location limiting access to only personnel approved by Member. Member shall limit its activity to the normal use and maintenance of the Electronics Equipment and immediately associated Network equipment. Other than the foregoing, Member does not have permission to access any other parts of the Network. The passwords provided for the operation of the Electronics Equipment shall remain secured within Member's organization. If passwords or accounts are breached as a result of Member's employees or representatives, Member will be responsible for any costs associated with the remediation of the security breach.

2. Member Towers:

Member will facilitate DTMB-MPSCS access to the Radio Sites for installation, repair, maintenance, or removal of the Electronics Equipment. The Electronics Equipment shall be installed in a secure location limiting access to only personnel approved by Member. DTMB-MPSCS shall limit its activity to the normal use and maintenance of the Electronics Equipment and immediately associated Network equipment. The Member does not have permission to access any other parts of the MPSCS network, databases, or other systems integrated into the MPSCS. The passwords provided for the operation of the Electronics Equipment shall remain secured within the Member's organization. If passwords or accounts are breached as a result of the Member's employees or representatives, the Member will be responsible for any costs associated with the remediation of the security breach.

Member shall be responsible for its compliance with the most current federal Criminal Justice Information Services (CJIS) Security Policy, and any future versions, including but not limited to: maintaining user, training, and access lists.

Member will keep an updated CJIS compliant list of all Member related staff and contractors that will access the MPSCS Network or physical locations, to include names, Live Scan Fingerprint Transaction Control Number (TCN), purpose of access and locations of access. Member will provide the updated list to DTMB-MPSCS on an annual basis, and when any deletions, additions or changes in status occur. Member will designate one Point of Contact (hereby referred to as POC) for the MPSCS to work through and notify the MPSCS ten (10) business days prior to that POC changing. All communications will be sent to DTMB-MPSCS, MPSCS-Security-Access@michigan.gov or as otherwise required by DTMB-MPSCS, in writing.

I. Radio Sites Maintenance. Member retains DTMB-MPSCS to manage, monitor, maintain, and repair the Radio Sites Electronics Equipment according to the terms and payment schedule in Part II of this Agreement.

J. Radio Users. Member is responsible for maintenance of the Member's radios and Member will use its best efforts to maintain its user's equipment to MPSCS and the radios' manufacturer specifications. Member shall encourage its users to submit written MPSCS system Radio Trouble Reports to the person or persons coordinating radio communications for Member on forms provided by DTMB-MPSCS. Member shall investigate and, to the extent feasible, provide solutions in response to its user's Radio Trouble Reports. Member shall periodically report to DTMB-MPSCS on the status and disposition of its users' Radio Trouble Reports. In the event, Member determines that the Radio Trouble Report is related to the MPSCS and not a Member user's radio; it shall

immediately forward the Radio Trouble Report to the NCC for remedial action or resolution.

K. NCC. Member shall use the NCC as its single point of contact regarding the operation of the Radio Sites and its Communications Equipment. NCC's monitoring service costs are invoiced in advance to Member annually on January 1, prorated from the beneficial use start date, as further detailed in the Agreement Part II. Time and material costs associated to Member Towers for break fix, trouble shooting, and/or maintenance will be billed in the year following the service. In the event that Member decides at the end of the term to be mutually agreed upon by the Parties in the Agreement Part II, to retain another service provider for the maintenance and repair of the Radio Sites, it shall adopt an Emergency Management Plan and Preventative Maintenance Schedule similar to plan and standards in the MPSCS Standards prior to the start date of the new service provider.

L. Tower Leasing/Licensing. Member retains the right to license or lease its Tower(s) to third-parties. However, DTMB-MPSCS will only maintain Member Electronic Equipment on any Tower(s) with third-party co-locations and will not maintain the physical steel nor any third-party equipment. Upon Member entering into the first license or lease of a Member owned tower to a third-party, DTMB-MPSCS's maintenance and repair obligations for the Tower(s) and shelter shall at DTMB-MPSCS's option terminate upon the Member entering into the first license or lease of a Member owned tower to a third party. The Member shall give DTMB-MPSCS thirty (30) day's prior written notice that it has entered into a license or lease, and that it assumes responsibility for the maintenance and repair, or has retained a qualified Service Provider for the maintenance and repair of the licensed or leased Tower. Additionally, the Member shall submit to DTMB-MPSCS for approval a proposed Emergency Management Plan and Preventative Maintenance schedule that is consistent with the MPSCS Standards before the Service Provider's start date.

8. DTMB-MPSCS'S RESPONSIBILITIES.

A. Communications Equipment Maintenance. DTMB-MPSCS agrees to monitor, maintain, and repair the Communications Equipment on behalf of the Member in accordance with the terms of this Part II Agreement. DTMB-MPSCS shall notify the Member of any Communications Equipment scheduled for maintenance or emergency service requirement.

B. MPSCS Management and Operations. DTMB-MPSCS shall manage, monitor, and keep the MPSCS in good working condition. DTMB-MPSCS shall provide preventative maintenance in accordance with the MPSCS Preventative Maintenance Schedule and respond to Systems' outages pursuant to the MPSCS Emergency Plan.

C. Upgrade and Enhancements Costs to the MPSCS Platform. An MPSCS upgrade that negatively affects the Network that supports the integrated radio operations requirements of the Parties will be totally at the expense of the State conditional on the allocation of funds from the State Legislature. Network enhancements may be covered by the State on the allocation of funds from the State Legislature, or at the Member's expense if it agrees to purchase the enhancement and pay for associated costs.

D. Decision to Rebuild. In the event of a Catastrophic Event, DTMB-MPSCS shall have the sole option and responsibility, to build or abandon all or part of the MPSCS at its sole cost, subject to the allocation of funds from the State Legislature authorizing the expenditure. DTMB-MPSCS shall provide a written notice to the Member within thirty (30) days of such event, summarizing the impact to the MPSCS and Radio Sites. Within ninety (90) days of a Catastrophic Event DTMB-MPSCS shall notify the Member of its decision to either rebuild or abandon all or part of MPSCS. In the event DTMB-MPSCS elects not to rebuild, the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient 800 MHz channels to permit the continued operation of the Radio Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Radio Sites into the MPSCS.

E. Radio Sites Interruptions. DTMB-MPSCS shall use its Best Efforts to manage the System so as to not disrupt the Member's law enforcement and emergency services operations. In the event that non-emergency repairs, upgrades, modifications, or enhancements to the Communications Equipment require temporary shutdown of MPSCS and/or the Radio Sites' Electronics Equipment, DTMB-MPSCS shall provide the Member with twenty-four (24) hours advance notice via the NCC.

F. Regulatory Requirements. DTMB-MPSCS may obtain and maintain all appropriate RF licenses for operation of the Communications Equipment for the Radio Simulcast Site.

9. NONDISCRIMINATION.

Under the Elliott-Larsen Civil Rights Act, 1976 PA 453, MCL 37.2101, et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, MCL 37.1101, et seq., and Executive Directive 2019-09, The Parties agree not to discriminate against an employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex (as defined in Executive Directive 2019-09), height, weight, marital status, partisan considerations, any mental or physical disability, or genetic information that is unrelated to the person's ability to perform the duties of a particular job or position. The Parties further agree that every subcontract entered into for the performance of the Agreement will contain a provision requiring non-discrimination in employment, as herein specified,

binding upon each subcontractor. Any breach of this Section shall constitute a material breach of the Agreement.

10. UNFAIR LABOR PRACTICES.

DTMB-MPSCS may void this Agreement, if the Member or any of its contractors, subcontractors, manufactures, or suppliers appear in the register compiled pursuant to 1980 PA 278, as amended, MCL 423.321 *et seq.* (Employers Engaging in Unfair Labor Practices Act).

11. TERMINATION.

A. Notice. Either party may terminate this Agreement for any reason by giving the other party thirty (30) months written notice of its intent to terminate this Agreement.

B. Best Efforts. In the event of termination each party shall have the obligation to use its Best Efforts to reasonably assist the other party to separate the Systems into independent systems during the thirty (30) month notice period, but shall have no obligation to pay any costs, fees, compensation or damages of any kind to the other party resulting from the termination. Notwithstanding this right of termination, DTMB-MPSCS agrees that it will not terminate integrated operations of the Communications Equipment until the Member obtains, installs, and successfully tests the operation of any additional equipment so that the Member can operate an independent radio system and the Parties will cooperate to request the FCC to assign to the Member FCC Licenses with sufficient 800 MHz channels to permit the continued operation of the Radio Sites at a comparable Grade of Service as the Member enjoyed prior to integration of the Radio Sites into the MPSCS.

C. FCC Frequencies. In the event that the Parties elect to separate into two independent systems, any existing Statewide or locally allocated frequencies will revert to the original allocation or licensee.

D. Terminated Obligations. Upon termination of this Agreement by either party, any obligations of the other party for maintenance and/or repair services or upgrades shall be terminated at such time that the Parties' systems become operationally independent of each other, or at the end of the thirty (30) months termination period, whichever occurs first.

12. NOTICES.

All written notices required under this Agreement shall be delivered by U.S. certified mail, return receipt requested. All notices will be sent to the Parties as follows:

To: Member

Kalamazoo County Consolidated Dispatch Authority
7040 Stadium Drive
Kalamazoo, MI 49009
Attn: Executive Director

To: DTMB-MPSCS

MPSCS
2nd Floor, Wing A
7150 Harris Drive
Dimondale, MI 48821
Attn: Director MPSCS

13. FORCE MAJEURE.

The time of performing any duty or obligation of the State or the Member must be extended for the period during which performance was delayed or impeded by reason of riots, insurrections, war, fire, casualty, earthquake, acts of nature, governmental action or other reasons of a like nature not the fault or, in the case of governmental action, not reasonably within the control of the party required to perform such duty or obligation.

14. GOVERNING LAW.

This Agreement shall be governed by, and construed in accordance with, the laws of the State of Michigan.

15. AMENDMENTS.

This Agreement may not be amended except by a written agreement of the Parties.

16. NO WAIVER OF DEFAULT.

The failure of a party to insist upon strict adherence to any term of this Agreement shall not be considered a waiver, or deprive the party of the right to later insist on the strict adherence to that term of the Agreement.

17. ENTIRE AGREEMENT AND ORDER OF PRIORITY.

The Integration Agreement Part I, The Integration Agreement Part II, MPSCS Member Subscriber Agreement, and MPSCS Co-location License Agreement (together the "Agreements"), represent the entire agreement between the

Parties and supersede all proposals, prior agreements (oral or written), and all other communications between the Parties relating to matters covered in the Agreements. The Agreements shall be read to be consistent with one another.

18. AGREEMENT PART I EFFECTIVE DATE.

This Agreement Part I's effective date is the date it is signed by the MPSCS Director.

19. HEADINGS.

Section headings in this Agreement are for convenience and shall not be used to construe or interpret the scope or intent of this Agreement or in any way affect the same.

20. SEVERANCE.

If any provision of this Agreement, or its application to any person or circumstance, shall to any extent be invalid or unenforceable, the remainder of the Agreement shall not be affected and shall remain valid and enforceable.

21. AGREEMENT NEGOTIATION.

This Agreement has been negotiated by both Parties and should not be construed against either party as “drafter”.

22. VALIDITY.

In the event any provision of the Agreement is found to be invalid or unenforceable, such finding must not affect the validity and enforceability of the remaining provisions of this Agreement.

23. COUNTERPARTS.

This Agreement may be signed in counterparts, each of which has the force of an original, and all of which constitute one document.

The duly authorized representatives of the Parties approved and executed this Agreement Part I on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:
KCCDA

By: Jan Van Der Kley
Its: KCCDA Board of Directors Chairperson

Date: _____

By: Richard Fuller
Its: KCCDA Board of Directors Clerk

Date: _____

**STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System**

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

EXHIBIT 1.A

DETAILED DESIGN PLAN (DDP) REQUIRED INFORMATION

The DDP is intended to show design details of the system, equipment, and services purchased by the Member in the approved proposal. This process is intended to ensure consensus on the details of the integration between the Member, DTMB-MPSCS, and the service provider. The following lists information that should be included in the DDP, although some items may not be applicable and additional items not listed by apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- System Description
- Site Coordinates, Addresses, and MPSCS Assigned Site Numbers
- System Topology Drawings
- Facility Plans and/or Modifications
- Microwave Path Survey Reports
- Single Line Drawings showing equipment interconnections
- Rack Drawings
- Floor Plan Layouts
- Alarm and Control Design
- Frequency Plans
- Software Licensing Requirements (RCM's, etc.)
- Encryption Requirements
- Backhaul Design (Channel Plan, DACS, Leased Lines, etc.)
- Existing Infrastructure Usage and/or Changes
- Coverage Details and Requirements
- RF Link Budgets including antenna system details
- Storm Plan (Backup Communications Plans)
- Acceptance Test Plans (ATP's) to be Performed
- Included Spare Equipment
- Staging Plans
- Implementation Description
- Implementation Schedule
- Subcontractor List
- Cutover Plans
- Warranty/ Service Plan
- Requested Exceptions to MPSCS Standards

EXHIBIT 1.B

INTEGRATED EQUIPMENT APPROVAL REQUIREMENTS (for purposes other than testing)

The gathering of the following information is intended to ensure that the agreed upon integrated systems and equipment have been successfully installed, configured, and tested and will be reliable for Public Safety use. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- All Required FAA and State of Michigan Tall Structures / Obstruction Documentation including but not limited to: Antenna Site Registrations, 2C Letters, Form 7460-2 Supplemental Notice, No Hazard Determination, and Michigan Tall Structures Permits.
- All required FCC Licenses and Applications including but not limited to: Frequency coordination documents, submitted applications, and granted licenses.
- System Configuration Tracking Documentation. Examples include but are not limited to: Digital Access Cross Connection System (DACS) changes, CWR Layout, Alarm and Control Configuration, Cross Connect Wiring Label and Tracking - DSX Tracking, IP Address Table for all networked devices, Microwave Channel Plan, etc.
- AC electrical distribution as-built drawings
- DC distribution as-built drawings
- Fire detection system as-built drawings
- Tower light controller wiring details
- Finalized Site Coordinates, Addresses, and Site Numbers
- Tower design as-built drawings (Tower, Tower foundations, Structural analysis)
- Configuration files for all installed or modified hardware / software. Equipment includes but is not limited to, channel banks, routers, site controllers, microwave radios, multiplexers, radio base stations, comparators, and any other equipment integrated into the system. Copies of the files will need to be left on site (or location) with the associated equipment so that in the event of a failure, equipment can be restored to operation.
- Equipment Inventory with all original manufacturer serial numbers. Note: Reseller serial numbers will not be accepted.
- Wiring drawings for equipment with unique or extensive interconnections. Example: Wiring harness drawings or cable running lists for all intra-rack microwave wiring. This shall include all plug-in shelf assemblies, showing wiring connections between a shelves. (Alcatel 098 Drawings)
- Completed and Signed Acceptance Test Plans
- Project Punch List including test item failures, and required corrective action or resolution.
- Customer Support Plan

EXHIBIT 1.C

FINALIZATION OF INTEGRATION PROJECT REQUIRED INFORMATION

The gathering of the following information is intended to ensure that the Member and the DTMB-MPSCS can properly facilitate maintenance, operation, and future changes of the agreed upon integrated systems and equipment. The following lists information that should be included as part of this deliverable, although some items may not be applicable and additional items not listed may apply in unique circumstances. Information regarding systems, equipment, or services included in the proposal that do not affect the MPSCS or the responsibilities of the DTMB-MPSCS do not need to be included.

- Site grounding system drawings
- Building elevation detail drawings with foundations
- Building and shelter as-built drawings
- Fence Installation details
- Foundation details for Shelter and LPG tank
- Site Lighting details
- Soil Analysis / Geotech
- Site Surveys
- Equipment/ rack as-built drawings showing rack dimensions on all equipment and their location in the rack.
- Rack Footprint/Floor Plan Layout As-Built Drawings
- Console operator position layout drawings (floor plan)
- RF Link Budgets including antenna system as-built details
- Resolved Punch List with corrective action results and MPSCS inspection sign off

EXHIBIT 1.D

NOTICE TO PROCEED (Example)

DTMB-MPSCS acknowledges receipt of the attached Proposals for the proposed Member integration project and agrees with Member proceeding with execution of its contract for the specified equipment and services, if they so choose. This Notice to Proceed is given only for the attached proposals. Any revisions to the attached proposals or proposals not attached are not approved by MPSCS and will need to be reviewed by MPSCS before approval is given. Any delays or costs incurred due to procurement of equipment or service for integration that has not been approved by the MPSCS are at the sole responsibility of the requesting member.

Attachments List:

MPSCS Representative _____

Member Representative _____

NOTICE OF CONSENT (Example)

This email it to provide you with Notice of Consent for the high-level design for the _____ project. Consent is limited to the high-level design submitted for review on the date noted below and the subsequent changes and information reviewed and agreed to prior to this notice. Any aspects of the design still under review that will be resolved at a later date are summarized below. Please note that any future changes to the reviewed design must be reviewed by MPSCS and documented prior to proceeding. Thank you for your time and efforts and please feel free to contact us with any questions.

This consent is for the _____ that is attached and dated _____. Any previous versions of the attached document and/or notices of consent are void.

Project Name: _____

High Level Design Submission Date: _____

Submitted design items requiring modification or additional information: _____

Open Design Items Pending Consent: _____

**PART II
FINAL INTEGRATION AGREEMENT**

This Michigan's Public Safety Communications System Integration Agreement Part II is entered between the State of Michigan, by its Department of Technology, Management, and Budget, Office of the Michigan's Public Safety Communications System (DTMB-MPSCS), and Kalamazoo County Consolidated Dispatch Authority (KCCDA or Member). DTMB-MPSCS and Member together are referred to as the "Parties".

WHEREAS, the Parties agree that the requirements of Part I of the Agreement have been satisfied and that the integration of the Radio Sites and MPSCS may be implemented; And agree that Part I and Part II are integrated into one Agreement as of the effective date of Part II.

THEREFORE, the Parties agree to maintain the Network as provided in the Agreement for interoperable and enhanced communications coverage and performance in certain geographic locations within Member's corporate boundaries as follows subject to the following additional terms.

1. ADDITIONAL DEFINITIONS FOR PURPOSES OF PART II.

Exhibit—means the attachments to Part II of this Agreement, which are incorporated into this Agreement and specify additional obligations as follows:

- i. **Exhibit 2.A**—means Member's Member Subscriber Agreement(s) with MPSCS incorporated by reference. If applicable, each of Member's user agencies will sign a MPSCS Member Subscriber Agreement. Exhibit 2.A may be amended from time to time to update the applicable MSA's under the Agreement.
- ii. **Exhibit 2.B**—means the communications towers integrated into the MPSCS.
- iii. **Exhibit 2.C**—means DTMB-MPSCS's schedule for preventative maintenance and repair of the identified components of the Radio Sites, with additional terms and payment schedule.
- iv. **Exhibit 2.D**—means the Network Drawings showing the demarcation point where Member's owned and maintained equipment connects and interfaces with the MPSCS system. MPSCS is responsible for maintenance/repair of the MPSCS system up to the demarcation point, and the Member is responsible for maintenance/repair of everything beyond the demarcation point.

2. ADDITIONAL CONSIDERATION.

The Member retains DTMB-MPSCS to monitor the Radio Sites in accordance with the terms and payment schedule provided in Exhibit 2.C.

3. **ADDITIONAL MEMBER RESPONSIBILITIES.**

A. Radio Sites Maintenance. Member is responsible for its Electronics Equipment repairs needed while the Electronics Equipment is under warranty, except for the Backhaul which will be maintained by DTMB-MPSCS. After the Equipment warranty expires, Member has the option to retain DTMB-MPSCS to manage, maintain and repair the Member's Radio Sites Electronics Equipment according to the terms and payment schedule provided in Exhibit 2.C and as identified in the Network Drawing demarcation points in Exhibit 2.D. However, DTMB-MPSCS does not maintain or repair the dispatch consoles or recording equipment at Member's dispatch center.

B. End of Warranty Preventative Maintenance. Member or its Service Provider will provide a yearly Preventative Maintenance (PM) on all ASR Multicast and/or Simulcast sites if the system is under warranty for more than one year. Additionally, a PM will be performed on all sites at the end of the warranty period prior to the MPSCS taking over the maintenance ("End of Warranty PM"). This End of Warranty PM will also be conducted by the Member or its Service Provider responsible for servicing the system during the warranty period, along with a Radio Technician and a Tower technician, if needed, from the MPSCS who will sign off on the results of the PM. The PM will be performed to the specifications and standards defined by the MPSCS, using existing documents that the MPSCS currently utilizes during all site PM's Statewide. The End of Warranty PM will include the radio communications equipment, the backup generator, transfer panel and HVAC units.

Additionally, any equipment spares located at sites will be tested at the site by placing them into service as part of the End of Warranty PM to verify that the spares are in a working condition.

C. NCC. Member will use the NCC as its single point of contact regarding the operation of the Radio Sites and its Communications Equipment. In the event that Member decides at the end of the term provided in Exhibit 2.C to retain another service provider for the maintenance and repair of the Radio Sites, it will adopt an Emergency Management Plan and Preventative Maintenance Schedule similar to plan and standards in the MPSCS Standards prior to the start date of the new service provider.

D. Patches and updates. NCC will periodically push patches and updates to equipment. It is the Members responsibility for re-booting equipment on a weekly basis to implement latest updates and patches. Some equipment, such as Logging Recorders, have a specific re-boot process. See MPSCS Operating Systems and Software Patch Requirements Policy 4.1.14 for specific re-booting information.

E. Emergency Alert Monitoring.

- i. Members who want to implement the Emergency Mode option must comply with the MPSCS Emergency Alert and Emergency Call Policy 1.1.3.
- ii. To utilize the Emergency Mode, the requesting member agency must have the ability to monitor the incoming Emergency Alert or an agreement with another agency that has this ability.
- iii. The monitoring responsibility must be prearranged prior to implementing this option. This assures a proper emergency response as well as facilitates acknowledgment and management of the alarm condition. The MPSCS Network Communications Center (NCC) observes all Emergency Alerts on their diagnostic terminals but is not liable to respond to such emergencies.
- iv. Alerts must be deactivated by the responsible agency once the emergency situation is over.

4. DTMB-MPSCS'S RESPONSIBILITIES.

A. Communications Equipment Maintenance. DTMB-MPSCS will notify the Member, through the Member's associated Dispatch Center, of any Communications Equipment scheduled or emergency service requirement. (The Member will only be notified if scheduled maintenance is system impacting.)

B. DTMB-MPSCS equipment or upgrades located on a Member tower site shall not now or in the future cause damage to, impede, or interfere with, the Member's non-MPSCS current or future equipment or systems and installation of such equipment or upgrades is subject to prior review and approval by Member. Prior approval or review is not required if the equipment relates to bi-annual system upgrades. Prior approval by the Member is required if any additional equipment is to be added for any new non-government use of any Member's infrastructure. If damage or interference shall occur as a result of equipment or upgrades located on a Member tower site, Member shall give DTMB-MPSCS written notice thereof and DTMB-MPSCS shall use its best efforts to correct the damage or interference.

5. Addition Of Non-Public Safety Users After Effective Date

DTMB-MPSCS shall give prior notice to Member of applications for membership in the MPSCS by applicants who are not a public body corporate within the State of Michigan and who are not public safety providers (law enforcement, fire and EMS agencies) where such membership would have access to the Kalamazoo Simulcast System. Membership shall not be granted unless agreed to in writing by Member and shall be subject to prior system overload evaluation described in the Integration Agreement. Member reserves the right to negotiate cost recovery with a non-public body and non-public safety user applicant.

6. EFFECTIVE DATE.

The effective date of Part II is the date it is signed by DTMB-MPSCS.

The duly authorized representatives of the Parties approved and executed this Agreement Part II on the date below each signature.

SIGNATURE PAGES FOLLOW

MEMBER:
KCCDA

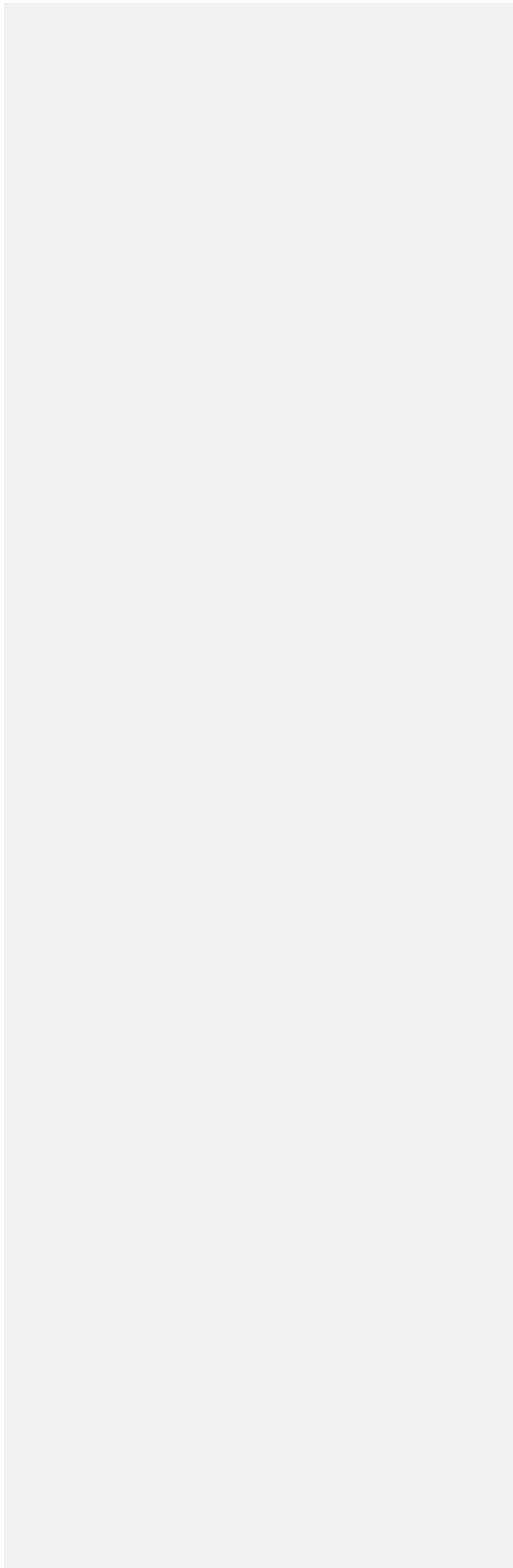
By: Jan Van Der Kley
Its: KCCDA Board of Directors Chairperson

Date: _____

By: Richard Fuller
Its: KCCDA Board of Directors Clerk

Date: _____

A copy of the Member's resolution authorizing this Agreement, and the person(s) authorized to execute the agreement, is attached.



STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

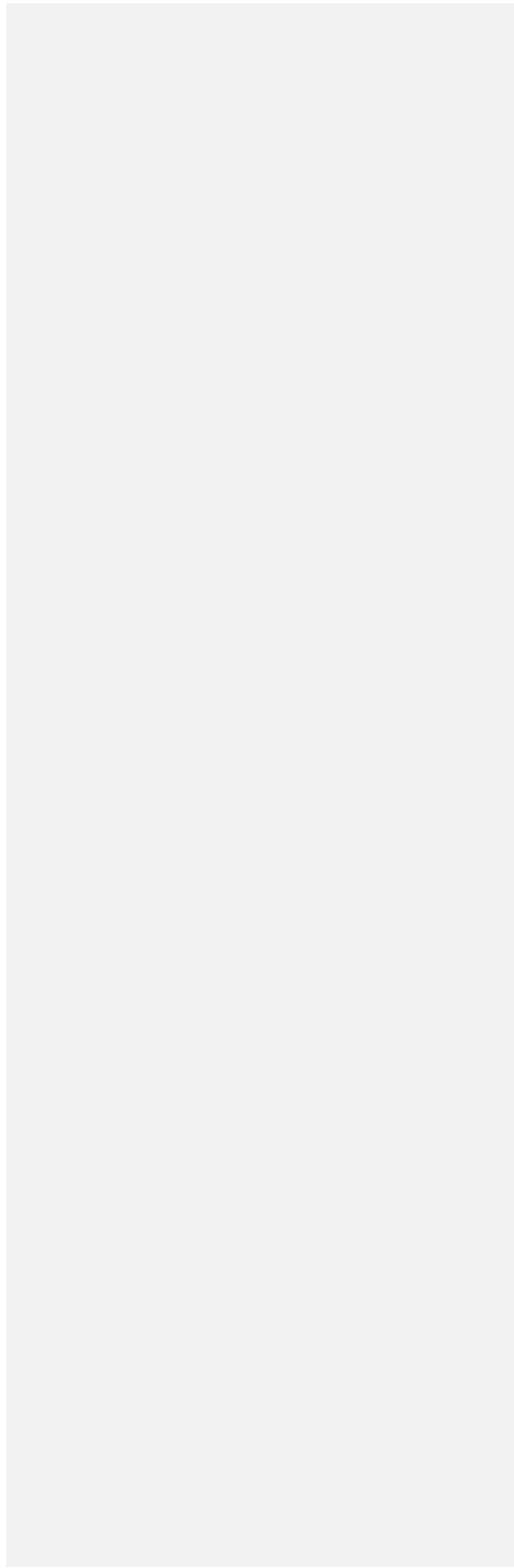


EXHIBIT 2.A

**MEMBER'S MPSCS MEMBER SUBSCRIBER AGREEMENT(S)
INCOPORATED BY REFERENCE**

1. 39-042 Kalamazoo County Consolidated Dispatch Authority (KCCDA)
entered into on April 19, 2018
Signed by: Jeffery Troyer, Executive Director

EXHIBIT 2.B

COMMUNICATIONS TOWERS INTEGRATED INTO THE MPSCS

KCCDA Sites

Site #	Name	Type	Address
5108	Lamont	RF, Simulcast Remote Site (160 SS)	1500 Lamont Ave. Kalamazoo, MI 49048 Kalamazoo
5109	Ravine Road	RF, Simulcast Remote Site (199 Guyed)	2244 Ravine Road Kalamazoo, MI 49004 Kalamazoo
5111	Oshtemo	Simulcast Remote Site (190 SS)	2770 N 6th Street Kalamazoo, MI 49009 Kalamazoo
5112	WMU	Simulcast Prime/Remote Site (190 SS)	5030 Parkview Ave. Kalamazoo, MI 49009 Kalamazoo
5113	Portage	Simulcast Remote Site (190 SS)	8595 S 12th St. Portage, MI 49024 Kalamazoo
5114	Augusta	Simulcast Remote Site (190 SS)	305 W. Jefferson St. Augusta, MI 49012 Kalamazoo

MPSCS Towers

Site #	Name	Type	Address
5102	Paw Paw	ASR, RF, Microwave Only Site for Kalamazoo Simulcast	43455 60th Avenue Paw Paw, MI 49070 Van Buren
5104	Adams Park	RF, Simulcast Remote Site (334 Guyed)	12826 S. 29th St Adams Park, MI 49097 Kalamazoo
5604	Plainwell	ASR, RF, Microwave Only Site for Kalamazoo Simulcast	12285B M-89 Plainwell, MI 49080 Barry
5704	Battle Creek	ASR, RF, Microwave Only Site for Kalamazoo Simulcast	15756 11Mile Rd Battle Creek, MI 49017 Calhoun

EXHIBIT 2.C

**DTMB-MPSCS'S ADDITIONAL TERMS AND PAYMENT SCHEDULE FOR
PREVENTATIVE MAINTENANCE AND REPAIR OF THE IDENTIFIED
COMPONENTS OF THE RADIO SITE**

- A. Consistent with the Integration Agreement, Member retains DTMB-MPSCS to provide Monitoring, maintain and repair the Tower, Microwave, 700/800 MHz and supporting electronics equipment at the Tower Sites as listed in Exhibit 2.B.
- B. Member may choose a different combination of repair and maintenance services from DTMB-MPSCS, at any time during the initial term or any renewal term, by sending a sixty (60) day advance written request to DTMB-MPSCS. Reimbursement to DTMB-MPSCS will be adjusted to reflect this requested change based on the MPSCS Service Fees schedule in place at the time of the request.
- C. DTMB-MPSCS's Services will be compensated as follows:
 - 1. Member will reimburse DTMB-MPSCS for the replacement costs of Spare Parts, Materials, and Supplies, and will also be reimbursed for Member's integrated site equipment at the incurred labor costs.
 - 2. DTMB-MPSCS will also be reimbursed for its labor costs incurred, related to Service Providers' or manufacturers' warranty service; and in the performance end of its maintenance and repair of the Simulcast Radio Sites.
 - 3. DTMB-MPSCS will be reimbursed time and deployment of the forestry cutter for the removal of overgrowth when Member's Site is not properly maintained. Member will be billed for the forestry cutter deployment cost for each day at the Member's Site and also the MPSCS technician's hourly cost for actual time spent maintaining Member's Site. The forestry cutter deployment cost and MPSCS technician's hourly cost may be found on the MPSCS Service Fees Schedule.
 - 4. DTMB-MPSCS will be reimbursed for the labor costs incurred during the NCC's Monitoring of the Radio Sites. These costs are included in the DTMB-MPSCS Tower Site Monitoring fee. The parties agree the fee is a foreseeable cost and shall not exceed a maximum five percent (5%) increase from the previous year's fee.

The DTMB-MPSCS will recommend annually to the Michigan's Public Safety Communications Interoperability Board the planned Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board will be tasked with reviewing the recommendation and approving the Tower Site Monitoring fee increase for the next fiscal year. The Michigan's Public Safety Communications Interoperability Board also has the capability to reduce the recommended Tower Site Monitoring fee if the Board sees reason to do so.

Commented [JT1]: MPSCS may add to end of sentence "...with the capability to increase to a max of ten percent (10%) under extreme circumstances"

5. Member will be billed in arrears for time and materials costs related to maintenance of Member's Radio Sites, including expenses, payroll, benefits, and other overhead on an annual basis.
 6. Member will submit payment for DTMB-MPSCS services, within thirty (30) days from DTMB-MPSCS's invoice date. Invoices not paid within ninety (90) days of the invoice date will be referred to the MPSCS Director for review. Non-payment is a material breach of this Agreement; cause for termination of DTMB-MPSCS's Services, and termination of this Agreement useful life and/or manufacturer support.
 7. Payments will be directed to DTMB-MPSCS at the address shown on the invoice and will be made payable to the State of Michigan.
- D. The Parties will use their Best Efforts to negotiate a mutually acceptable service period and rate for the continuation of DTMB-MPSCS Services. In the event DTMB-MPSCS's services are not continued, Member agrees it will retain the services of a qualified contractor approved by DTMB-MPSCS to maintain and repair the Radio Site.

Preventative Maintenance Tasks

Quarterly Tower Inspection

- Climb tower and conduct a visual inspection
- Inspect anchor foundations
- Inspection tower foundation
- Inspect guy wires, turnbuckles, thimbles, safety cables, safety clamps and ice clips
- Inspect and test tower lighting photocell operation and alarm reporting system (FAA mandated)
- Inspect tower grounding system
- Inspect RF cable surge suppression devices and grounding on all outside cables
- Inspect dehydrator and verify pressure on each pressurized feedline

Annual Tower Inspection and Maintenance

- Includes all items listed in the quarterly inspection
- Inspect all lighting fixtures and junction boxes and cable on the tower
- Inspect lighting controller box
- Replace side marker lamps
- Replace strobe lamps (when recommended by manufacturer to meet FAA requirements)
- Measure and adjust as required all guy wires tension specifications to meet manufacturer's recommendation
- Verify tower is plumb
- Inspect tower bolts during climb
- Inspect ice bridge
- Inspect cathodic grounding systems
- Measure grounding system resistance

- Inspect all 700/800 MHz antennas
- Inspect all microwave antennas
- Inspect antenna feedline clamps
- Sweep all 700/800 MHz antennas and feedlines and record values
- Sweep microwave antennas and feedlines and record values
- Test alarming system with NCC

Quarterly Grounds and Building Maintenance

- Inspect and clear all guy wire lanes for brush and debris
- Inspect and remove or cut up fallen trees on property
- Inspect and brush hog property as required
- Inspect roads and ditches for integrity
- Inspect LP tank foundation
- Inspect shelter foundation
- Inspect the power and telephone pedestals for integrity
- Inspect and adjust the roadway gate
- Inspect, adjust and repair all site fencing for integrity
- Inspect weather proof seals on all feedlines into the shelter
- Inspect building exterior for weather damage or degradation
- Inspect building roof for ice damage or other leaks
- Inspect and verify all exterior door locks for proper operation
- Verify appropriate signage is on fencing and property
- Inspect and verify all surge protection devices are operating properly
- HVAC
 - Inspect HVAC covers and ice diverters for damage or leaks
 - Test operation of the FCC switch
 - Inspect bearings and belts and replace as necessary
 - Verify regulator valves for proper operation
 - Check refrigerant charge level
 - Inspect dampers, actuators and other air regulating devices
 - Lubricate appropriate bearings and shafts
 - Verify proper voltage to motor and current draw
 - Inspect heating elements and current draw
 - Verify proper temperature rise on heat
 - Verify proper temperature fall on cooling
 - Verify proper economizer mode
 - Inspect drains and clean as required
 - Verify proper lead/lag operation of the controller
 - Inspect unit for signs of wear, overheating or other trouble
 - Verify thermostat is set at proper ranges
 - Listen to the unit while operating to verify normal sounds
- Generator Maintenance
 - Inspect all fluid levels and top off as necessary
 - Inspect battery terminals and connecting cables
 - Load test generator battery
 - Inspect all clamps and hoses

- Inspect exhaust system
- Inspect generator air filter for dirt
- Inspect hot-start for proper operation and temperature
- Inspect battery charger for proper operation
- Inspect generator room air dampers for proper operation
- Inspect room air filters for dirt
- Inspect generator panel for proper alarm and meter functions
- Inspect Generator transfer panel
 - Monitor for appropriate transfer and cool down times
- Inspect fuel system
 - External LP fuel tank
 - External diesel fuel tank
 - Diesel day tank (if applicable)
 - Natural gas meter and fittings
 - Fuel lines between tank and generator
 - Record and notify NCC of fuel levels
- Start Generator and place on-line for thirty (30) minutes
 - Verify voltage, current and frequency parameters during operation
 - Test sensors and reporting to the generator panel
 - Inspect for leaks during generator run
 - Verify normal operating temperature and pressures
 - Listen for unusual noise or vibration
- Load test generator every other year

Semi Annual Grounds and Building Maintenance

- Includes all items listed in the Quarterly Grounds and Building Maintenance
- Test Emergency Exit lamps
- Test GFCI outlets
- Inspect fire extinguishers for proper pressure
- Inspect and test smoke detection systems
- Inspect and verify temperature and humidity alarms
- Inspect all safety equipment stored in building
- Confirm appropriate safety signage is posted or available within the shelter
- Inspect and test security alarm on doors
- Replace as necessary all lamps and bulbs inside and outside of shelter
- Inspect grounding system for lightning damage
- Inspect cable ladder systems for tightness
- Inspect walls and floor for damage
- Clean building as appropriate

Annual Grounds and Building Maintenance

- Includes all items in the Quarterly and Semi-Annual Grounds and Building Maintenance
- Apply vegetation sterilizer as appropriate within the compound and immediately outside the compound

- Inspect property for overgrown vegetation and deploy the forestry cutter to remove when needed (this may result in added infrastructure charges if not properly maintained by the owner)
- Replace HVAC air filters
- Paint exterior surfaces as required
- Seal roof as required
- Inspect all concrete flatwork
- Inspect door hardware for seal and proper operation
- Test all building alarms with the NCC
- Conduct a general inspection of the site for damage or other degradation
- Clean building as appropriate
- HVAC
 - Inspect air filters and replace as necessary
 - Clean coils as necessary
 - Clean air cabinets reliefs
 - Inspect cabinet for rust or other degradation
 - Inspect fan blades for wear
- Generator Maintenance
 - Drain and replace oil and filter yearly
 - Replace generator battery every five (5) years
 - Drain and flush coolant system every five (5) years
 - Replace fuel filter every three (3) years

Monthly Microwave Radio Performance

- NCC trends the path performance of each microwave radio path

Annual 700/800 MHz Radio Site Maintenance

- Transmitter power output will be set to manufacturer’s specifications and FCC standards
- Transmitter frequency error will be set to manufacturer’s specifications and FCC standards
- Transmitter BER will be set to manufacturer’s specifications
- Transmitter EVM or transmit Fidelity will be measured and set to manufacturer’s specifications
- Receiver sensitivity will be measured and set to manufacturer’s specifications
- Transmitter combiners will be measured and set to manufacturer’s specifications
- Receiver tower top amp (when applicable) will be measured and verified for manufacturer’s specifications
- Receiver multi-coupler will be measured and verified for manufacturer’s specifications
- Cleaning of Prime Site controllers (where applicable)
- Radios will be verified for proper diagnostic command and control through the SmartZone Management system
- Verify programming files are located on site

Quarterly Battery Site Maintenance

- Verify & set as required UPS charger voltage and alarm points

- UPS batteries load tested
- Verify & set as required microwave chargers voltage and alarm points
- Microwave batteries load tested
- Review analysis readings for trends and storage of measurements

Annual DC Power Plant Maintenance

- Cleaning and tightening microwave battery terminals to manufacturer's specifications
- Verifying proper operation of DC rectifier units
- Equalizing the load on the DC rectifier units
- Testing and setting the DC distribution panel disconnect
- Testing inverter system
- Perform an equalizing charge on batteries

Modifications to the Established Preventative Maintenance Procedures

The maintenance steps listed in any of the above maintenance procedures may be modified or changed based upon improvements in the maintenance and testing process or changes in technology without written notice or modification of this agreement. Any changes will be in accordance with established MPSCS maintenance standards.

EXHIBIT 2.D

**ELECTRONICS EQUIPMENT DTMB-MPSCS WILL MAINTAIN AND REPAIR
IDENTIFIED IN ATTACHED NETWORK DRAWINGS
SHOWING DEMARCATION POINT**

**MICHIGAN'S PUBLIC SAFETY COMMUNICATIONS
SYSTEM MEMORANDUM OF AGREEMENT WITH
KALAMAZOO COUNTY
CONSOLIDATED DISPATCH AUTHORITY**

This Memorandum of Agreement is entered between the State of Michigan, by its Department of Technology, Management, and Budget (DTMB-MPSCS) and the Kalamazoo County Consolidated Dispatch Authority (KCCDA or Member), together "the Parties."

I. STATEMENT OF PURPOSE.

The purpose of this Memorandum of Agreement (MOA) is to create a binding agreement between the Parties regarding the credit and setoff of MPSCS member fees, for the enhancements brought to the MPSCS from Member's investment in the KCCDA's Simulcast System and its integration into the MPSCS.

This MOA amends and supersedes the terms of the MPSCS Integration and MPSCS Member Subscriber agreements between the Parties relating exclusively to the payment of MPSCS member's radio initialization and pager talkgroup fees. The MOA does not affect Member's obligation to pay for other services as provided by MPSCS. The defined terms in the Integration Agreement and the MPSCS Member Subscriber Agreement shall have the same meaning in this MOA.

II. MPSCS MEMBER FEES.

The Member's MPSCS Member radio initialization and pager talkgroup fees as identified in MPSCS Policy 1.1.1 are assessed to each radio initialized within the MPSCS. The credits identified within this agreement may only be applied towards the Member's radio initialization or pager talkgroup fees.

The credits are not eligible for data, maintenance or monitoring fees.

III. MEMBER'S CONTRIBUTION.

DTMB-MPSCS acknowledges that the KCCDA's Simulcast System, by providing MPSCS members Seamless Roaming enhanced MPSCS radio coverage, is a valuable contribution and enhancement to the MPSCS. The Parties agree to DTMB-MPSCS's valuation of the Member's contributions and enhancements to the MPSCS, as fully detailed on the attached Exhibit A, in the amount of \$8,267,966.

IV. CONSIDERATION.

In consideration of the Member's investment in the Simulcast System and interconnecting microwave and the value of its enhancements to the MPSCS, DTMB-

MPSCS grants the Member a credit and setoff against MPSCS member fees, in the amount of \$413,398. The Parties agree that the value of the Member's enhancements to the MPSCS is good and valuable consideration for the credit and setoff against the Member's MPSCS member fees.

V. CREDITS.

Member may program Radios on the MPSCS and start using the MPSCS member fee credits after the MOA's effective date.

VI. TERM.

The term of this MOA shall be for a maximum of ten years after the date of beneficial use, or when the MPSCS member fees credit is exhausted, whichever occurs first.

VII. ADDITIONAL INFRASTRUCTURE INVESTMENT.

Additional investment by the Member in the Simulcast System, related to capacity and functionality may result in additional credits to the Member's MPSCS member fees. DTMB-MPSCS will evaluate the proposal for the additional infrastructure investment to determine its value to the MPSCS. In the event the Parties agree to any additional credits for infrastructure investment the Parties will amend this MOA to include the additional credit.

VIII. ACCOUNTING AND ADMINISTRATION.

The Parties acknowledge that it is the intent of the Member to allow existing and new Users access to the Simulcast System. New Users will apply to the MPSCS to become Members, subject to system overload evaluation described in Integration Agreement. The Member will determine if the new User receives any Member's credits, if available, for MPSCS member fees.

MPSCS will maintain an active Radio inventory of the Users that join the MPSCS. The Radio inventory shall include an accounting of the membership fees and if applicable the corresponding setoff against the Member's MPSCS Member fee credits.

IX. MODIFICATIONS AND TERMINATION.

The Parties may propose modifications to this MOA by providing written notice to the other. Notices shall include a statement of the proposed modification and the reason for the modification. Any modification to this MOA shall become effective upon written approval by both Parties. This MOA is subject to the Termination provisions in the Integration Agreement.

X. NOTICES.

All written notices required under this MOA shall be delivered by U.S. certified mail, return receipt requested. All notices will be sent to the Parties as follows:

To: Member

Kalamazoo County Consolidated
Dispatch Authority
7040 Stadium Drive
Kalamazoo, MI 49009
Attn: Executive Director

To: DTMB-MPSCS

MPSCS
Attn: Director MPSCS
P.O. Box 30631
Lansing, MI 48909-8131

XI. GOVERNING LAW.

This MOA shall be governed by, and construed in accordance with, the laws of the State of Michigan.

XII. NO WAIVER OF DEFAULT.

The failure of a party to insist upon strict adherence to any term of this MOA shall not be considered a waiver, or deprive the party of the right to later insist on the strict adherence to that term of the MOA.

XIII. ENTIRE AGREEMENT AND ORDER OF PRIORITY.

The Integration Agreement, Memorandum of Agreement, MPSCS Member Subscriber Agreement, and MPSCS Co-location Agreement (together the "Agreements"), represent the entire agreement between the Parties and supersede all proposals, prior agreements (oral or written), and all other communications between the Parties relating to matters covered in the Agreements. The Agreements shall be read to be consistent with one another. However, if there is a conflict between the terms of the Agreements relating to the payment of MPSCS member fees, the terms of the Memorandum of Agreement, shall take precedence, followed by the terms of the Integration Agreement, with the terms of the MPSCS Membership Agreement having the lowest priority. If there is a conflict regarding co-location of Member Equipment the terms of the Co-location License Agreement will take precedence over the Integration Agreement.

XIV. AGREEMENT NEGOTIATION.

This Agreement has been negotiated by both Parties and should not be construed against either party as "drafter".

XV. HEADINGS.

Section headings in this MOA are for convenience and shall not be used to construe or interpret the scope or intent of this MOA or in any way affect the same.

XVI. SEVERANCE.

If any provision of this MOA or its application, to any person or circumstance shall to any extent be invalid or unenforceable, the remainder of the MOA shall not be affected and shall remain valid and enforceable.

XVII. EFFECTIVE DATE.

This MOA's effective date is the date it is signed by DTMB-MPSCS.

SIGNATURE PAGES FOLLOW

MEMBER:
KCCDA

By: Jan Van Der Kley
Its: KCCDA Board of Directors Chairperson

Date: _____

By: Richard Fuller
Its: KCCDA Board of Directors Clerk

Date: _____

STATE OF MICHIGAN:
Department of Technology, Management, and Budget,
Office of the Michigan's Public Safety Communications System

By: Bradley A. Stoddard,
Its: Director MPSCS

Date: _____

EXHIBIT A

KCCDA Final Pricing

System Solution	
12 Channel, 7 Site Simulcast – 4 Green Sites, 3 sites reuse	\$ 11,531,333
Michigan State Contract #190000001544	\$ (1,149,577)
Discount Q3 Incentive	\$ (2,113,790)
Total Solution with State Contract Pricing and Q3 Incentive	\$ 8,267,966
5% Allowable Infrastructure Credits	\$ 413,398