



**Sacramento Regional Fire/EMS Communications Center**  
10230 Systems Parkway, Sacramento, CA 95827-3006  
[www.srfecc.ca.gov](http://www.srfecc.ca.gov)

**9:00 a.m.**

**Tuesday, May 11, 2021**

**REGULAR MEETING OF THE GOVERNING BOARD OF SRFECC**  
**10545 Armstrong Ave – Room #385**  
**Mather, CA 95655-4102**

**Public Remote Access at:**

**[Join Microsoft Teams Meeting](#)**

[+1 916-245-8065](tel:+19162458065) United States, Sacramento (Toll)

Conference ID: 950 282 072#

[Local numbers](#) | [Reset PIN](#) | [Learn more about Teams](#) | [Meeting options](#)

**The Board will convene in open session at 9:00 a.m.**

**Call to Order**

Chairperson

**Roll Call of Member Agencies**

Clerk of the Board

**Primary Board Members**

Chris Costamagna, Chairperson  
Tyler Wagaman, Vice Chairperson  
Troy Bair, Board Member  
Chad Wilson, Board Member

Deputy Chief, Sacramento Fire Department  
Deputy Chief, Sacramento Metropolitan Fire District  
Deputy Chief, Cosumnes Fire Department  
Division Chief, Folsom Fire Department

**Pledge of Allegiance**

**AGENDA UPDATE:** An opportunity for Board members to (1) reorder the agenda; and (2) remove agenda items that are not ready for presentation and/or action at the present Board meeting.

**PUBLIC COMMENT:** An opportunity for members of the public to address the Governing Board on items within the subject matter jurisdiction of the Board. Duration of comment is limited to three (3) minutes.

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**Please Note:** The Public's health and well-being are the top priority for the Board of Directors ("Board") of Sacramento Regional Fire/EMS Communications Center and therefore, because of the potential threat of COVID-19 (Coronavirus), public access to this meeting will be available through the link set forth above.

**PRESENTATION:**

None

\* INDICATES NO ATTACHMENT

**CENTER REPORTS:**

- 1. Medical Director Dr. Mackey\*

**RECESS TO CLOSED SESSION:**

- 1. CONFERENCE WITH LABOR NEGOTIATOR\*  
Pursuant to Government Code Section 54957.6

Center Negotiator(s) Lindsay Moore, Counsel  
Ty Bailey, Executive Director  
Employee Organization(s) Teamsters Local 150  
Teamsters Local 856  
Unrepresented Administrators

- 2. PERSONNEL ISSUES\*  
Pursuant to California Governing Code Section 54957

a. Employee Evaluation: Executive Director  
b. Employee Evaluation: Medical Director

- 3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\*

a. Pursuant to California Government Code Section 54956.9(b)  
The Board will meet in closed session to discuss significant exposure to litigation. Two (2) potential cases

RECONVENE TO OPEN SESSION AT ESTIMATED TIME: 10:00 a.m.

**CONSENT AGENDA:** Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

- 1. Board Meeting Synopsis (April 13, 2021) Page 4
- 2. Special Board Meeting Synopsis (April 29, 2021) Page 11

PROPOSED ACTION: Motion to Approve Consent Agenda

**ACTION ITEMS:**

- 1. Approval of Deccan LiveMUM 2.0 Software Price Proposal Page 13
- 2. Approval of Procurement Policy (to replace Board Policy 3.017 – Contracts) Page 14
- 3. Approval of Peraton Quotation for 14 Additional CommandPoint CAD Workstations Page 22

**DISCUSSION/POSSIBLE ACTION:**

NONE

**INFORMATION:**

- 1. Communications Center Statistics Page 32
- 2. Financial Reports Page 39
  - a. Monthly Credit Card Usage Statement (January)
  - b. Budget to Actuals
  - c. Umpqua Lease Update

\* INDICATES NO ATTACHMENT

3. Recruitment Update
4. Project Update
5. PAD Update

Page 45  
Page 46  
Page 47

**CENTER REPORTS:**

1. Executive Director Bailey\*
2. Deputy Director House – Administration\*
3. Deputy Director Soares – Operations\*

**CORRESPONDENCE:**

None

**ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:**

**BOARD MEMBER COMMENTS:**

**ADJOURNMENT:**

The next scheduled Board Meeting is June 8, 2021.

Location: 10545 Armstrong Ave, Mather, CA 95655-4102

Time: 9:00 a.m.  
Board Members, Alternates, and Chiefs

Posted at: 10230 Systems Parkway, Sacramento, CA 95827  
[www.srfecc.ca.gov](http://www.srfecc.ca.gov)  
10545 Armstrong Ave, Mather, CA 95655-4102

**DISABILITY INFORMATION:**

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Executive Director's Office at (916) 228-3070. Notification at least 48 hours prior to the meeting will enable the Center to make reasonable arrangements to ensure accessibility to this meeting.

\* INDICATES NO ATTACHMENT

**POSTING:**

This is to certify that on May 7, 2021, a copy of the agenda was posted:

- at 10230 Systems Parkway, Sacramento, CA 95827
- at 10411 Old Placerville Rd – Suite #210, Sacramento, CA 95827
- on the Center's website which is: [www.srfecc.ca.gov](http://www.srfecc.ca.gov)
- 10545 Armstrong Ave, Mather, CA 95655-4102

A handwritten signature in black ink that reads "Marissa Shmatovich". The signature is written in a cursive, flowing style.

Clerk of the Board

\* INDICATES NO ATTACHMENT

# REGULAR GOVERNING BOARD MEETING

April 13, 2021

## GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Tyler Wagaman	Sacramento Metropolitan Fire District
Deputy Chief Troy Bair	Cosumnes Community Services District
Division Chief Chad Wilson	Folsom Fire Department

## GOVERNING BOARD MEMBERS ABSENT

## COMMUNICATIONS CENTER MANAGEMENT

Ty Bailey	Executive Director
Diane House	Deputy Director – Administrative
Kylee Soares	Deputy Director - Operations

## OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFEC
Marissa Shmatovich	Executive Assistant, SRFEC

NOTE: Because the Governor declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the Coronavirus) attendance by the public at this meeting was by telephonic means only and was made accessible to members of the public solely through the link set forth below.

### Join Microsoft Teams Meeting

+1 916-245-8065 United States, Sacramento (Toll)  
Conference ID: 950 282 072#

The meeting was called to order and roll call taken at 9:03 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no Public Comment.

#### 4. **CENTER REPORTS**

##### Medical Director Dr. Mackey

Dr. Mackey opened with informing the board that the Johnson and Johnson COVID vaccine has been pulled by the FDA for concerns of blood clots. Dr. Mackey is in touch with CDPH to discuss next steps because that is the vaccine used in the current vaccine program.

The vaccine program has distributed vaccines to unsheltered communities, such as Loaves and Fishes, but this program is now on hold until further direction is given. To date, the vaccine program has administered approximately 18,000 vaccines, making it a successful program.

Dr. Mackey has been participating in ProQA policy updates at the Dispatcher Center, sparking great discussion and he is looking forward to more.

County policy updates will be released on July 1. Dr. Mackey is currently working on educational videos in preparation to summarize changes of policies, to be sent out via EMS divisions. Dr. Mackey is also working on several quality cases.

**5. CLOSED SESSION:**

**1. CONFERENCE WITH LABOR NEGOTIATOR\***

Pursuant to Government Code Section 54957.6

Center Negotiator(s) Lindsay Moore, Counsel  
Ty Bailey, Executive Director

Employee Organization(s) Teamsters Local 150  
Teamsters Local 856  
Unrepresented Administrators

**2. PERSONNEL ISSUES\***

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Executive Director
- b. Employee Evaluation: Medical Director

**3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\***

- a. Pursuant to California Government Code Section 54956.9 (b)  
The Board will meet in closed session to discuss significant exposure to litigation.  
Two (2) potential cases

Closed session was convened at 9:05 a.m.

Open session was reconvened at 10:53 a.m.

- 1. The Board received direction. No formal action was taken.
- 2. The Board received an update; no formal action was taken.
- 3. The Board received an update; no formal action was taken.

**6. CONSENT AGENDA:** Matters of routine approval including, but not limited to Board meeting synopsis, payroll reports, referral of issues to committee, other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

A motion was made by Chief Wilson and seconded by Chief Bair to approve the consent agenda and Board Meeting minutes (March 9, 2021).

AYES: Sacramento Fire Department, Sacramento Metro, Cosumnes Community Services District, Folsom Fire

NOES:

ABSENT:

ABSTAIN:

Motion passed.

**7. ACTION ITEMS:**

- 1. Assignment of Contract from Northrop Grumman to Peraton

A motion was made by Chief Bair and seconded by Chief Wilson to approve the assignment of contract from Northop Grumman to Peraton.

AYES: Sacramento Metro, Cosumnes Community Services District, Folsom Fire  
NOES:  
ABSENT:  
ABSTAIN:

Motion passed.

2. Approval of the PAD Update – Removal of EMS Coordinator Position

A motion was made by Chief Wilson and seconded by Chief Wagaman to approve the PAD Update – Removal of EMS Coordinator Position.

AYES: Sacramento Fire, Cosumnes Community Services District, Folsom  
NOES:  
ABSENT:  
ABSTAIN:

Motion passed.

8. **DISCUSSION/POSSIBLE ACTION:**

None

9. **INFORMATION:**

None

10. **CENTER REPORTS**

1. Executive Director

ED Bailey opened with offering condolences for the passing of Kyle Rutherford last month and the funeral – he expressed thanks to all at the dispatch center who assisted in the ceremony of life for Kyle, and reiterated that he will be greatly missed. ED Bailey Sends regards to his family on the Center's behalf.

Year to date, the Center has completed the following projects:

- UPS Completion
- ProQA AQUA
- Nice Software/Hardware upgrade
- AQUA software integration
- CommandPoint FitGap

ED Bailey expressed thanks to all who made the project completions possible, both operationally and administratively.

He also shared that contract negotiations with the local union groups continue and thanked the board for the support and conversations.

ED Bailey shared that the Center has 6 recruits in dispatch academy 21-1.

He also thanked Marissa Shmatovich for her work on the Wellness Program, to be launched shortly in the Center.

In closing, ED Bailey expressed immense appreciation for dispatchers in honor of National Public Safety Telecommunicator's week. The work the dispatchers do day in, and day out, 365 days a year is instrumental in the region. He also expressed thanks to all who stopped by, and will stop by this week to show appreciation for Center staff as well.

2. Deputy Director House

DD House opened with the update that the CAD project is progressing along. CAD workstation hardware will be delivered this week, to demonstrate monitor configuration, look and feel. CAD servers are on order, with delivery dates yet to be determined. The servers will be delivered to Peraton office in Oakland, for staging and programming, with final anticipated delivery to Center mid-June.

Still have not received updates project schedule. Waiting for actual delivery date, all dates will be adjusted accordingly.

Essential services study is underway at Metro Headquarters to determine fitness for the Center's disaster recovery site.

The AT&T/Intrado phone upgrade – which is funded by SETNA state funds – is underway. The quote has been updated, pending call with state for state approval. This will add Automatic Call Distribution (ACD), to benefit operations staff.

NG911 hardware install has now been completed. NG911 is a state project to convert serial connection to ESI net configuration. The Center is one of the first in the state to complete this update.

3. Deputy Director Soares

DD Soares shared that Academy 21-1 is getting ready to transition to 1:1 training onto the dispatch floor in the next few weeks. One dispatcher is currently in main training and one has completed main training. The 20-1 and 20-2 academes are progressing nicely through their training.

The Center is planning an IROC refresher training, as well as ongoing ProQA training for fine tuning internal processes.

DD Soares and the Operations staff continue to review operational workflow, with intention of improving with the addition of ProQA. Adding ProQA to the dispatch environment has been a positive for EMS but provides challenges for Radio operators. The Center has implemented second trial beta test for restructuring how phone lines are answered, which is currently in its first week.

This morning, DD Soares met with Ops chiefs to review radio etiquette and best practices, with the goal to reduce MDC/Radio traffic and engage crews more in CAD.

DD Soares also wished thank you to member agencies for sponsoring dispatcher week. This week is a week of celebration for our profession, thank you for celebrating with us.

In closing, DD Soares wished Steve Wooton congratulations on his 10 year service anniversary.

10. **CORRESPONDENCE:**

None.



**11. ITEMS FOR DISCUSSION AND POTENTIAL PLACEMENT ON A FUTURE AGENDA:**

None.

**14. BOARD MEMBER COMMENTS:**

Chief Bair

Chief Bair opened with condolences to Rutherford family, and to brothers and sisters at Metro Fire.

He also expressed appreciation for the work to implement ProQA, and acknowledged it's been challenging. However, he has received positive feedback and sees it as a very good thing for the staff on the line.

Chief Bair closed with a tremendous thank you to all dispatcher for all they've done over the years. He recognize that there are many good people who support the operations of the region, and thanks them for that support.

Chief Wilson

Chief Wilson also expressed condolences for loss of Kyle Rutherford. The entire region felt it and was impacted by the loss. Chief Wilson was pleased to see the region stand up tall together to support the families who experienced the loss.

Chief Wilson enjoyed hearing all the completed project reported out. There is much progress being made and he thanked Center staff for all the efforts.

Chief Wilson also thanked DD House for all her work, bringing back new work and ideas, especially in regard to the budget.

In closing, Chief Wilson share that words cannot describe how appreciative FFD is for all the dispatcher efforts. Center staff does their job well, every day, every hour of every day. Appreciation is not a strong enough word to express the feelings for the dispatchers.

Chief Wagaman

Chief Wagaman opened with condolences for Rutherford family. Power of the JPA and family of the region was seen as the region grieved together and supported one another. He is beyond appreciative to all who participated and supported those efforts.

Chief Wagaman went on to mention the milestones of completed projects – talk about progress. He expressed that we should step back every now and then and appreciate all that has been accomplished. Chief Wagaman is proud of all who work at the Center and the agencies who work with the Center.

Chief Wagaman also wished the dispatchers a Happy Dispatcher's Appreciation week – last year was a flop, but 2020 was a good demonstration of how instrumental the dispatchers are. Last year hit them hard, but they rose to the occasion and did an amazing job. Chief Wagaman is hopeful that 2022 will be the year the fire agencies can truly express their appreciation for the dispatchers.

Chief Wagaman concluded with thanks to Marissa Shmatovich for the Wellness program, and valuing the members' health by implementing this program.

**14. ADJOURNMENT:**

The meeting was adjourned at 11:09 a.m.

Respectfully submitted,



Marissa Shmatovich  
Clerk of the Board

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Chris Costamagna, Chairperson

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Tyler Wagaman, Vice Chairperson

# SPECIAL GOVERNING BOARD MEETING

April 29, 2021

## GOVERNING BOARD MEMBERS

Deputy Chief Chris Costamagna	Sacramento Fire Department
Deputy Chief Tyler Wagaman	Sacramento Metropolitan Fire District
Deputy Chief Troy Bair	Cosumnes Community Services District
Division Chief Chad Wilson	Folsom Fire Department

## GOVERNING BOARD MEMBERS ABSENT

## COMMUNICATIONS CENTER MANAGEMENT

Ty Bailey	Executive Director
Diane House, Remote	Deputy Director – Administrative
Kylee Soares	Deputy Director - Operations

## OTHERS IN ATTENDANCE

Lindsay Moore	Counsel, SRFECC
Marissa Shmatovich	Executive Assistant, SRFECC

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### Public Remote Access at:

#### Join on your computer or mobile app

[Click here to join the meeting](#)

#### Or call in (audio only)

[+1 916-245-8065](tel:+19162458065),432105464# United States, Sacramento

Phone Conference ID: 432 105 464#

The meeting was called to order and roll call taken at 10:06 a.m.

1. The Pledge of Allegiance was recited.
2. There were no agenda updates.
3. There was no public comment.
4. There was no presentation.

#### 5. CLOSED SESSION:

##### 1. PERSONNEL ISSUES\*

Pursuant to California Governing Code Section 54957

- a. Employee Evaluation: Medical Director

##### 3. CONFERENCE WITH LEGAL COUNSEL: Anticipated Litigation\*

- a. Pursuant to California Government Code Section 54956.9 (b)  
The Board will meet in closed session to discuss significant exposure to litigation.

Two (2) potential cases

Closed session was convened at 10:07 a.m.

Open session was reconvened at 11:22 a.m.

1. The Board received an update and direction was given.

**6. ADJOURNMENT:**

The meeting was adjourned at 11:44 a.m.

Respectfully submitted,



Marissa Shmatovich  
Clerk of the Board

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Chris Costamagna, Chairperson

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Tyler Wagaman, Vice Chairperson

Quote Number: 20201222-LM-JWB

Price Proposal for LiveMUM 2.0 Software Application

<b>Sacramento Regional</b>	
Up to 85 Fire Station Locations <sup>1</sup>	12/23/2020
	<b>Price</b>
Total Price for LiveMUM 2.0 (Includes Configuration, Project Management, Interface <sup>2</sup> , LiveMUM Server, WallMap, Installation, Onsite Training <sup>3</sup> , Deccan Conference & Training <sup>4</sup> , & User Licenses <sup>5</sup> )	<b>\$299,000</b>
Maintenance and Support Fee for Year 1 <sup>6</sup>	<b>\$74,750</b>
<b>Total Price</b>	
	<b>Total Price</b>
Total Price Payable (LiveMUM + Interface + LiveMUM Server + Onsite Training + Deccan Conference & Training + User Licenses + Maintenance and Support for Year 1)	<b>\$373,750</b>

All prices are quoted in USD.

Quote is valid for 180 days.

Payments made by credit card will be subject to an additional 3% processing fee.

<sup>1</sup>Quote is for 1 (one) application that will be configured based on a common set of Business Rules/Operational Policies, including up to the number fire station and/or post locations noted; if additional changes are needed, pricing may differ.

<sup>2</sup>Quote includes Deccan's scope of work in establishing an interface with CAD provider; CAD vendor may charge an additional fee for interface.

<sup>3</sup>Includes one (1) day of Onsite Training by a Deccan Project Manager, for up to eight (8) hours, including up to 18 participants.

<sup>4</sup>Includes a one-time complimentary waiver for attendance at the next Deccan Conference & Training (registration for 2 attendees, 2 hotel rooms for 3 nights, & 2 round trip flights to/from San Diego [SAN]).

<sup>5</sup>Total of 18 User Licenses included as follows:

12 Full Licenses - User can view coverage and commit move-ups.

6 Viewer Licenses - User can view coverage, but NOT commit move-ups.

LiveMUM 2.0 User Licenses are based on concurrent usage. User licenses may be used in either a production, training, testing or disaster recovery environment; the only limitation being that ONLY up to 12 Full User Licenses and/or 6 Viewer Licenses may be used concurrently at any given point in time, unless additional licenses are purchased.

<sup>6</sup>Annual Maintenance and Support fees increase by 3% over the previous year fee.

Payment terms are as follows: 50% of Total Price due upon issuance of Purchase Order, 40% of Total Price due upon delivery of LiveMUM, 10% of Total Price due upon interface against the test or training CAD.

**SACRAMENTO REGIONAL PUBLIC SAFETY COMMUNICATIONS CENTER  
MANUAL OF POLICIES**

**POLICY:** 3.017  
**TITLE:** Procurement  
**ADOPTED:** 1/31/2017  
**REVISED:** 5/4/2021

1. Purpose:

The purpose of this policy is to provide a single resource of information for the procurement of all equipment, material, supplies, and services to be utilized by the Center.

2. Definitions:

- 2.1 **Bid:** The process of obtaining quotes for the purchase of equipment, materials, supplies, and services when specifics are known.
- 2.2 **Proposal:** The process of obtaining quotes for purchase of equipment, materials, supplies, and services when specifics are known or not known, or a solution is being sought.
- 2.3 **Board:** The Joint Powers Authority Board of SRFECC.
- 2.4 **Emergency:** An unforeseen circumstance(s) in which an immediate purchase, service, or construction is necessary in order to avoid a substantial hazard to life, health, property, or an interruption to the operation of the Center.
- 2.5 **Executive Director Designee:** An employee of the Sacramento Regional Fire/EMS Communications who has been authorized to requisition and contract on behalf of the Center.
- 2.6 **Formal Bidding Process:** The process of receiving sealed written bids for purchases exceeding the maximum purchasing authority of the Executive Director (any amount in excess of \$50,000).
- 2.7 **Informal Bidding Process:** The process of receiving a minimum of three written bids, if available, for purchases in excess of \$5,000 but less than the maximum purchasing authority of the Executive Direction (an amount in excess of \$50,000).

2.8 **Personal Property:** Includes goods, material, supplies, vehicles, machinery, furnishings, equipment and any other tangible article required for the conduct of the business of the Center.

2.9 **Purchase or Purchases:** Any contractual arrangement or transaction involving payment for the acquisition of title to real or personal property; the use by rental, lease or otherwise of real or personal property, the provision of services by independent contractor or otherwise; or any combination of the foregoing.

2.10 **Request for Formal Proposal:** Used when the specific personal property or service is not easily identified or detailed specifications are or are not available and the cost is expected to be in excess of \$50,000. Suppliers are asked to propose their own solution to achieve the desired results.

2.11 **Professional Services:** Any service of a specialized nature required in the conduct of operations of the Center, which may include services in the areas of accounting, administration, economics, engineering, finance, insurance, labor relations, law, maintenance, mechanics, medicine, planning, science, technology, and other services which are incidental to the operation of the Center.

2.12 **Fixed Asset:** Assets of significant value that extends beyond the current year and that are broadly classified as land, buildings and improvements, infrastructure, equipment and intangible assets, and exceed a capitalization amount of \$25,000.

3. Policy:

3.1 For the purpose of this Policy, there are three types of purchases: Professional Services, General Services, and Tangible Personal Property (goods)

3.2 Professional Services -Service Types (Contract required):

- a. Consultant
- b. Custodial
- c. Executive Director
- d. Finance/Accounting
- e. Insurance
- f. Labor relations
- g. Legal Advising
- h. Medical Director
- i. PIO
- j. Project Manager
- k. Technology – Network, Managed Services
- l. Other services which are incidental to the operation of the Center

Purchase Requirements:

Under \$5,000: No Contract required

\$5,000 or more: Contract required

Bidding Requirements: EXEMPT

Competitive quotes NOT required. No comparison shopping or bidding required. Requesting 3 quotes encouraged, but optional. Due to the high degree of professional or technical skill of the services provided, professional services are exempt from the bidding process and selection shall be based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required.

Awarding Authority:

The Executive Director or his/her designee shall negotiate with the best qualified individuals or firms until one of the agrees to an amount the Executive Director or his/her designee determines is fair and reasonable.

\$5,000 or less: Executive Director

\$5,000 or more: Board of Directors

3.3 General Services -Service Types (Contract required:

- a. Maintenance or non-structural repair of buildings, structures or improvements which do not require engineering plans, specifications, or design
- b. Repair, modification, maintenance of equipment and software
- c. Temporary personnel services
- d. Other miscellaneous services to facilitate Center operations
- e. Licensing software
- f. Leasing or renting of personal property to District

Purchase Requirements:

Under \$5,000: No Contract required, unless recurring

\$5,000 or more: Contract required



Bidding Requirements:

Under \$5,000: No comparison shopping or bidding required.  
Requesting 3 quotes encouraged, but optional.

\$5,000 or more: Informal bidding required.  
Requesting 3 quotes required, evidence of which must be submitted along with contract award. Quotes may be made by phone, fax, email, or mail. Quotes do not need to be sealed or secured. When services are standardized/uniform in quality, the award will be given to the vendor with the lowest quote. If the services are not standardized/uniform in quality and the agreement is not awarded to the vendor with the lowest quote, written justification is required.

Awarding Authority:

\$5,000 or less: Executive Director

\$5,000 or more: Board of Directors

3.3 Tangible Personal Property (Goods)- Types (Purchase Order required for \$1,000 or more):

- a. Goods
- b. Material
- c. Supplies
- d. Vehicles
- e. Machinery
- f. Furnishings
- g. Equipment
- h. Any other tangible article

\*NOTE: Tangible Personal Property shall NOT include financial instruments including bonds, stocks, certificates of deposit or insurance.

Purchase Requirements:

Under \$1,000: No Purchase Order required

\$1,000 or more: Purchase Order required

Bidding Requirements:

- Under \$5,000: No comparison shopping or bidding required.  
Requesting 3 quotes encouraged, but optional.
- \$5,000 - \$50,000: Informal bidding required.  
Requesting 3 quotes required, evidence of which must be submitted along with Purchase Order. Quotes may be made by phone, fax, email, or mail. Quotes do not need to be sealed or secured. When tangible personal property is standardized/uniform in quality, the award will be given to the vendor with the lowest quote. If the tangible personal property is not standardized/uniform in quality and the agreement is not awarded to the vendor with the lowest quote, written justification is required.
- \$50,000 or more: Formal bidding required.  
The process of receiving sealed written bids for purchases exceeding the maximum purchasing authority of the Executive Director (any amount in excess of \$50,000).

Awarding Authority:

- \$5,000 or less: Executive Director
- \$5,000 or more: Board of Directors

3.4 EXCEPTIONS TO THE BIDDING PROCESS

Regardless of the amount of the proposed contract or purchase, the open market procedure may be used in the following instances:

- a. The purchase is made in an emergency
- b. When the following types of personal tangible property or services are being acquired, obtained, rented, or leased:
  - i. Advertising
  - ii. Books, recordings, films
  - iii. Training supplies
  - iv. Insurance
  - v. Public utility services
  - vi. Communication services
  - vii. Travel services
  - viii. Property or services provided by or through other governmental agencies; or obtainable from suppliers which have in force a current contract with another

- governmental agency for the same item or service
- c. The supplies, materials, services or equipment are produced only by one manufacturer or are available only from one source

#### 4. Procedures:

- 4.1 The Executive Director shall designate purchasing authority to certain individuals, giving each the ability to make a purchase or enter into an agreement once all applicable purchasing procedures have been followed as described in this policy.
- 4.2 All Center personnel having purchasing authority shall conduct themselves in such a manner as to foster public and Board confidence in the integrity of the 's purchasing procedures.

#### 4.3 General Purchasing and Procurement Procedures

- a. A purchase request will be completed for all purchases over \$100. The purchase request is an email to the requestor's manager. Email subject line shall include: Purchase Request – (Description of Purchase). The email shall include the department (Operations or Administration), the vendor (if known), amount (if known) and the reason for the purchase. The manager's approval email shall include the Purchasing Agent.
- b. The Purchasing Agent will review all purchase requests for supplies and services prior to the order being placed with the Vendor to undertake the expense. The Purchasing Agent, Accounting, and the budget item owner are jointly responsible for identifying acceptable vendors for a specific product or service.
- c. A Purchase Order is required for all purchases over \$5,000, unless otherwise approved by the Deputy Director of Administration or designee.
- d. The Purchasing Agent will review all invoices to assure compliance with bidding, contracting, and purchase request policy.
- e. The Purchasing Agent will assume responsibility for issuing all Requests for Formal Bids, Formal Proposals, and Formal Qualifications for supplies and services through a coordinated effort with the involved department.

#### 4.2 Purchases of Tangible Personal Property or Supplies

- a. Except as otherwise provided by law, all purchases shall be made in the DBA name of the Center. Some vendors may require the legal name.
- b. Amount included in the annual budget approved by the Board for the purchase of specifically identified items of personal property shall constitute spending authority to the Executive Director or Executive Director's designee for such items of personal property up to

the approved amounts. All such purchases shall meet the requirement, if any, of the Informal or Formal Bidding Process and contracting limits as specified within this policy.

#### 4.3 Professional Services

- a. The Center may contract for special services (as defined in the Definitions section of this policy) with persons or expert firms specially trained, experienced, and competent to perform the special service.
- b. The Executive Director or Executive Director's designee is hereby authorized to enter into agreements, by which independent contractors provide such special services to the Center. The Executive Director may enter into a contract on the behalf of the Center if the amount payable pursuant to the contract does not exceed \$10,000 except in the event of a bona fide emergency, in which the amount payable pursuant to the contract may be up to \$50,000.
- c. Any contract or agreement exceeding the authority of the Executive Director must be approved by the Board.
- d. Any special service contract as defined herein, which is expected to exceed \$50,000 shall be solicited through the formal bidding process.

#### 4.5 Informal Bidding Process

Requesting 3 quotes required, evidence of which must be submitted along with Purchase Order. Quotes may be made by phone, fax, email, or mail. Quotes do not need to be sealed or secured. When tangible personal property is standardized/uniform in quality, the award will be given to the vendor with the lowest quote. If the tangible personal property is not standardized/uniform in quality and the agreement is not awarded to the vendor with the lowest quote, written justification is required.

#### 4.6 Formal Bidding Process

- a. When the expenditure required for the purchase of personal property or services is in excess of \$50,000, and detailed specifications are either known or unknown or a solution is being sought, the Center shall utilize the Request for Formal Proposal process.

#### 4.7 Conflict of Interest

- a. The Executive Director, Executive Director's designee, or Board shall ensure that any purchase of any personal property or special services shall be in compliance with Government Code Section 87100 et. Seq., pertaining to Conflict of Interest. All transactions over \$5,000 will require an additional Disclosure Statement to safeguard against any financial interest or personal relationship with the vendor that may be deemed a conflict.

#### 4.8 Bid and Purchase Splitting Prohibited

- a. It is prohibited, for the purpose of evading any requirements herein, to split or separate into smaller units of purchase any purchase covered by this policy.

#### 4.9 Emergency

- a. In the case of an emergency, the Board may adopt by resolution or motion and by a majority vote of all members of the board, to repair or replace a public facility, take any directly related and immediate action required by that emergency, and procure the necessary equipment, services, and supplies for those purposes, without giving notice for bids to let contracts.
- b. Before the Board takes any action pursuant to section 4.9 (a) of this policy, it shall make a finding, based on substantial evidence set forth in the minutes of its meeting, that the emergency will not permit a delay for the purposes of a competitive solicitation for bids, and that the action is necessary to respond to the emergency.
- c. If the Executive Director or Executive Director's designee orders any action specified in section 4.9 (a) of this policy, that person shall report to the Board at its next meeting the reasons justifying why the emergency will not permit a delay resulting from a competitive solicitation for bids and why the action is necessary to respond to the emergency.

#### 4.10 Credit Card

- a. The Center may issue a credit card to certain individuals for business use only. Requests for a Center credit card will be sent to the Executive Director and Deputy Director of Administration. All purchases made with the Center credit card must fall within the limitations and guidelines of Policy 200.1XX Credit Card.

#### 5. References

- a. Sacramento Regional Public Safety Communications Policy 200.1XX Credit Card
- b. Sacramento Regional Public Safety Communications Policy 200.XXX Capitol Assets
- c. pital Assets



Peraton  
Civil & Health Division  
Public Safety & Products OU  
First Responder Solutions  
7575 Colshire Drive  
McLean, Virginia 22102

April 16, 2021

Ms. Diane House  
Deputy Director  
Sacramento Regional Fire/EMS Communications Center  
10230 Systems Parkway  
Sacramento, CA 95827

**CR-134199**

*Transmitted via email to: [dhouse@srfecc.ca.gov](mailto:dhouse@srfecc.ca.gov)*

Dear Ms. House:

Peraton is pleased to provide a Firm Fixed-Price (FFP) quotation to add fourteen (14) new CommandPoint® CAD workstations with both CAD and ViewPoint™ mapping licensing, and remote configuration and deployment services to the Sacramento Regional Fire/EMS Communications Center (SRFECC) CommandPoint® CAD upgrade project.

### **Overview**

Upon the receipt of a properly executed Purchase Order and subsequent mutually agreed to schedule, Peraton will provide the hardware, software and services described in the following scope of work.

### **Scope of work**

Peraton will modify the current SRFECC CommandPoint® CAD adding fourteen (14) new workstations to run both CAD and ViewPoint™ clients. Six (6) of the new workstations will be designated for production use in the expanded bullpen area and the other eight (8) will be setup for standby use in the new Disaster Recovery (DR) site. The workstation hardware will be procured using the same hardware specifications previously purchased under the CommandPoint® CAD upgrade contract except without any monitors due to SRFECC wanting to evaluate utilizing a single large curved monitor instead of three separate smaller ones. Therefore SRFECC will handle any needed monitor procurement and installation for these (14) additional workstations.

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The following services will be provided upon purchase of this enhancement:

1. Procurement and delivery of fourteen (14) new workstations without monitors as identified in the attached BOM (See Appendix A)
2. Delivery of six (6) CommandPoint® CAD Full-use and six (6) ViewPoint™ Map client licenses for the SRFECC bullpen area
  - a. No additional Peraton client licensing is needed for the eight (8) DR workstations as the primary site licenses each include a DR instance as long as only one client is in active production use at any one time
3. Conduct remote CommandPoint® CAD and ViewPoint™ Map client installation, configuration and testing on all fourteen (14) new workstations
4. Provide remote CommandPoint® CAD and ViewPoint™ Map client post installation support on all fourteen (14) new workstations as needed
5. Provide pro-rated first year new client license maintenance for the six (6) CommandPoint® CAD Full-use and six (6) ViewPoint™ Map client licenses that will subsequently be added to the annual maintenance contract.

### **Acceptance Criteria**

Acceptance of this change order shall occur once SOW service items 1- 5 above have been delivered to SRFECC with the fourteen (14) new workstations installed and ready for testing and training activities within the CommandPoint® CAD upgrade project.

### **Assumptions**

1. Only hardware and third party software listed in the attached BOM (Appendix A) will be included as part of this change order
2. All Peraton client installation, configuration and testing work will be performed remotely
3. No additional Peraton client licensing is needed for the eight new (8) DR workstations as the primary site licenses each include a DR instance as long as only one client is in active production use at any one time
4. The six (6) additional CommandPoint® CAD Full-use and six (6) ViewPoint™ Map client licenses brings the total owned by SRFECC to eighteen (18) CommandPoint® CAD Full-use and six (6) ViewPoint™ Map client licenses for a maximum of eighteen (18) DR instances of each
5. Monitors for the new workstations are **not** included where SRFECC will procure, install and evaluate desired monitor options.

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**Customer Responsibilities**

SRFECC will be responsible for the following:

1. Provide a dedicated project manager/single point-of-contact to work with and coordinate all interface activities and communication with the Peraton project manager, including (but not limited to) requesting and coordinating with any needed 3<sup>rd</sup> party vendors and SRFECC personnel
2. Provide the WAN network connection to the remote DR location and any needed end-to-end network configuration including any required firewalls to support testing and deployment throughout the project
3. Provide all network configuration changes and any other new workstation setup items identified at the start of the project in advance of any new workstation installation, configuration and testing work by Peraton in accordance to the mutually agreed to schedule
4. Handle all new workstation physical receipt, installation, network configuration and onsite support activities as needed to allow Peraton staff to remotely install, configure and test the CommandPoint<sup>®</sup> CAD ViewPoint<sup>™</sup> Map client software at both the primary dispatch and DR facilities
5. Ensure qualified SRECC technical staff are available throughout the project to assist Peraton staff when needed in accordance to the mutually agreed to schedule.

Failure to satisfy the requirements as identified above per the mutually agreed to schedule will entitle Peraton to request equitable adjustment if cost or schedule impacts are incurred as a result.



**Price and Payment**

The FFP pricing is listed in the table below:

Item #	Item Description	Price
1	Fourteen (14) HP Z2 G5 Tower Workstations	<b>\$21,615.69</b>
2	Six (6) CommandPoint® CAD & ViewPoint™ Client Licenses (No Charge for DR Client Licenses)	<b>\$46,200.00</b>
3	Remote CommandPoint® CAD & ViewPoint™ Client Installation, Configuration, Testing, Deployment Support Services	<b>\$17,591.65</b>
4	Annual Maintenance Fee of \$9,240 (Assumes Purchase in May 2021 so Pro-Rated at 42%)	<b>\$3,850.00</b>
<b>(plus appropriate state taxes)</b>		
<b>Total</b>		<b>\$89,257.34</b>

**Period of Performance**

The Period of Performance will begin once a signed Purchase Order (PO) or other procurement vehicle is provided to and accepted by Peraton. Upon award acceptance, a mutually-agreed upon implementation schedule for the procured enhancement will be scheduled.

The base POP to add the fourteen (14) workstations is anticipated to be three (3) months in duration and dependent upon resource availability.

**Payment Milestones**

The payment milestones for this change order are as follows:

- 100% of License Fees upon receipt of PO or other procurement vehicle: \$46,200.00
- 60% of Hardware & Services upon receipt of Purchase Order: \$23,524.40
- 40% of Hardware upon workstation delivery to SRFEC: \$8,646.28
- 40% of Services upon deployment on the CommandPoint® CAD system: \$7,036.66
- 100% of pro-rated annual maintenance fee upon deployment on the CommandPoint® CAD system: \$3,850.00

Applicable taxes (if any) will be added to each invoice.

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### **Peraton Annual Software Maintenance**

New Peraton licenses come with a 30-day warranty period after acceptance where the initial maintenance coverage through the next annual maintenance contract renewal date of February 24, 2022 is included in pricing item 4 and pro-rated at 42% based on an anticipated May 2021 purchase date.

Subsequent Peraton software maintenance coverage in the amount of \$9,240.00 will be added to the existing SRFEEC annual maintenance contract due to be renewed on February 24, 2022. This maintenance coverage fee will also be carried forward in future year's maintenance contract renewals following the same annual escalation rate applied to all other Peraton software maintenance fees.

### **Terms and Conditions**

The attached negotiated Exhibit 2-SFRECC CP CAD Upgrade General Terms and Conditions will apply to this quotation unless noted otherwise herein. Upon receipt of the final firm fixed-price quote, a purchase order including quote number **CR-134199**, should be sent to my attention at [cynthia.williams@peraton.com](mailto:cynthia.williams@peraton.com) to procure the software and services contained in this quotation.

This quotation is valid for 90 days unless extended in writing by Peraton

Peraton sincerely appreciates the opportunity to respond to the needs of your agency. Please contact me or Scott Johnson at (510) 208-9125 if you need additional information.

Sincerely,

**[Sent Via E-Mail – Cynthia Williams](#)**

Cynthia Williams  
Contracts Administrator  
Phone: (865) 269-1134  
[cynthia.williams@peraton.com](mailto:cynthia.williams@peraton.com)

cc: Jeff Hayhow  
Chris Valvo  
Alicia Li  
Robin Wooten  
Sue Jun  
Scott K. Johnson  
Contract File

---

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**Appendix A: New Workstation Hardware and Software BOM**

Item #	Qty	Description
1	14	HP Z2 G5 Tower Workstations each with US County Kit, Keyboard and Mouse
2	14	16GB Memory
3	14	256GB Solid State Drive (SSD)
4	14	NVIDIA Quadro P620 - 2 GB - 4 x Mini DisplayPort
5	14	DVD/RW Ultra Slim Tray
6	14	Microsoft Windows 10 Pro 64-bit
7	14	Extended Hardware Service Agreement - Parts and Labor - 5 years - On-site – Next Business Day Response Time

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## EXHIBIT 2 GENERAL TERMS AND CONDITIONS

1. **STANDARD OF CARE.** Peraton's Services will be performed, findings obtained, reports and recommendations prepared in accordance with generally and currently accepted principles and practices of his/her profession for services to California public entities.
2. **ORIGINALITY OF SERVICES.** Peraton agrees that all technologies, formulae, procedures, processes, methods, writings, ideas, dialogue, compositions, recordings, teleplays and video productions prepared for, written for, or submitted to the Center and/or used in connection with this Agreement, shall be wholly original to Peraton and shall not be copied in whole or in part from any other source, except those submitted to Peraton by the Center as a basis for such services.
3. **PRODUCT.** Peraton understands and agrees that all matters produced under this Agreement shall become the property of the Center and cannot be used without the Center's express written permission. The Center shall have all right, title and interest in said matters, including the right to secure and maintain the copyright, trademark and/or patent of said matter in the name of the Center. Peraton consents to use of Peraton's name in conjunction with the sale, use, performance and distribution of the matters, for any purpose and in any medium.
4. **TERMINATION.**
  - a. **Without Cause by the Center.** The Center may, at any time, with or without reason, terminate this Agreement and compensate Peraton only for services satisfactorily rendered to the date of termination. Written notice by the Center shall be sufficient to stop further performance of services by Peraton. Notice shall be deemed given when received by Peraton or no later than three (3) days after the day of mailing, whichever is sooner.
  - b. **Without Cause by Peraton.** Peraton may not terminate this Agreement without cause.
  - c. **With Cause by the Center.** The Center may terminate this Agreement upon giving written notice of intent to terminate for cause. Cause shall include:
    - (1) material violation of this Agreement by Peraton; or
    - (2) any act by Peraton exposing the Center to liability to others for personal injury or property damage; or
    - (3) Peraton is adjudged bankrupt, Peraton makes a general assignment for the benefit of creditors, or a receiver is appointed on account of Peraton's insolvency.

Written notice by the Center shall contain the reasons for such intent to terminate and unless within three (3) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the three (3) calendar days cease and terminate. In the event of this termination, the Center may secure the required services from another Peraton. If the expense, fees, and/or costs to the Center exceeds the cost of providing the service pursuant to this Agreement, the Peraton shall immediately pay the excess expense, fees, and/or costs to the Center upon the receipt of the Center's notice of these expense, fees, and/or costs. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to the Center.

- d. **With Cause by Peraton.** Peraton may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include:
  - (1) material violation of this Agreement by the Center; or
  - (2) any act by the Center exposing the Peraton to liability to others for personal injury or property damage; or
  - (3) the Center is adjudged bankrupt, the Center makes a general assignment for the benefit of creditors or a receiver is appointed on account of Peraton's insolvency.

Written notice by Peraton shall contain the reasons for such intention to terminate and unless within thirty (30) calendar days after that notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the thirty (30) calendar days cease and terminate. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to Peraton.

- e. Upon termination, Peraton shall provide the Center with all documents produced maintained or collected by Peraton pursuant to this Agreement, whether or not such documents are final or draft documents.
5. **INDEMNIFICATION/ DEFENSE /HOLD HARMLESS.**
  - a. **Generally.** To the furthest extent permitted by California law, Peraton shall indemnify, defend, and hold free and harmless the Indemnified Parties from any Claim to the extent that the Claim:
    - (1) arises out of, pertains to, or relates to the negligent errors or omissions (active or passive, ordinary or

## EXHIBIT 2 GENERAL TERMS AND CONDITIONS

- gross), recklessness (ordinary or gross), or willful misconduct of Peraton, its directors, officials, officers, employees, contractors, subcontractors, consultants, or subconsultants; ***or***
- (2) arises out of, pertains to, or relates to the performance of this Agreement
- b. **Indemnified Parties, Defined.** The “Indemnified Parties” are the Center, its officers, consultants, employees, and trustees.
- c. **Claim, Defined.** A “Claim” consists of actions, assessments, counts, citations, claims, costs, damages, demands, judgments, liabilities (legal, administrative or otherwise), losses, notices, expenses, fines, penalties, proceedings, responsibilities, violations, reasonable attorney’s and consultants’ fees and causes of action to property or persons, including personal injury and/or death, except that:
- (1) If the Agreement is a contract for design professional services under Civ. Code, § 2782.8, a “Claim” shall be limited to those that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of Peraton; and
- (2) If the Agreement is a construction contract with a public agency under Civ. Code, § 2782, a “Claim” shall exclude any loss to the extent that such loss arises from the active negligence, sole negligence, or willful misconduct of the Indemnified Parties or defects in design furnished by those persons.
- d. The Center may accept or reject legal counsel Peraton proposes to defend the Center with, in its sole and absolute discretion, and may thereafter appoint, legal counsel to defend the Center at Peraton’s expense against a Claim set forth in Section 5.a, supra, of this Exhibit C.
6. **INSURANCE.** Peraton shall procure and maintain at all times it performs any portion of the Services the insurances specified in Exhibit D to the Agreement.
7. **CONFIDENTIALITY.** Peraton and Peraton’s agents, personnel, employee(s), and/or subcontractor(s) shall maintain the confidentiality of all information received in the course of performing the Services (“Confidential Information”), and shall not disclose Confidential Information, including information derived from Confidential Information, to any person not a party to this Agreement without the express prior written consent of the Center, except as required by law or as necessary for Peraton’s agents, personnel, employee(s), and/or subcontractor(s) to perform the Services. If Peraton or any of Peraton’s agents, personnel, employee(s), and/or subcontractor(s) is served with any subpoena, court order, or other legal process seeking disclosure of any Confidential Information, both Peraton and the person served shall each promptly send to the Center notice(s) of the legal process, but in no event shall do so any later than forty-eight (48) hours or such shorter time frame as necessary so that the Center may exercise any applicable legal rights and remedies. Peraton shall require its agents, personnel, employee(s), and/or subcontractor(s), as a condition of their retention, appointment, employment, or contract, to agree to comply with the provisions of this Section, and shall not permit its agents, personnel, employee(s), and/or subcontractor(s) access to Confidential Information in the absence of such agreement being effective. The obligations imposed in this Section shall survive the termination of this Agreement.
8. **CONFLICT OF INTEREST.** Through its execution of this Agreement, Peraton acknowledges that it is familiar with the provisions of Gov. Code, § 1090 et seq. and Chapter 7 of the Political Reform Act of 1974 (Gov. Code, § 87100 et seq.), and certifies that it does not know of any facts that constitute a violation of those provisions. In the event Peraton receives any information subsequent to execution of this Agreement that might constitute a violation of these provisions, Peraton agrees it shall immediately notify the Center of this information.
9. **APPROVAL OF LEGISLATIVE BODY.** This Agreement shall not be binding upon the Center until the Center’s Governing Board has approved all the terms and conditions contained herein.
10. **DISPUTES.** In the event of a dispute between the parties as to performance of Services, Agreement interpretation, or payment, the Parties shall attempt to resolve the dispute by negotiation and/or mediation, if agreed to by the Parties. Pending resolution of the dispute, Peraton shall neither rescind the Agreement nor stop performing the Services.
11. **COMPLIANCE WITH LAWS.** Peraton shall observe and comply with all rules and regulations of the governing board of the Center and all federal, state, and local laws, ordinances and regulations. Peraton shall give all notices required by any law, ordinance, rule and regulation bearing on conduct of the Services as indicated or specified. If Peraton observes that any of the Services required by this Agreement is at variance with any such laws, ordinance, rules or regulations, Peraton shall notify the Center, in writing, and, at the sole option of the Center, any necessary changes to the scope of the Services shall be made and this Agreement shall be appropriately amended in writing, or this Agreement shall be terminated effective upon Peraton’s receipt of a written termination notice from the Center. If Peraton performs any work that is in violation of any laws, ordinances, rules or regulations, without first notifying the Center of the violation, Peraton shall bear all costs arising therefrom.

**EXHIBIT 2**  
**GENERAL TERMS AND CONDITIONS**

12. **PERMITS/LICENSES.** Peraton and all Peraton's employees or agents shall secure and maintain in force all permits and licenses that are required by law in connection with the furnishing of Services pursuant to this Agreement.
13. **ANTI-DISCRIMINATION.** It is the policy of the Center that in connection with all work performed under contracts there be no discrimination against any employee engaged in the work because of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status, or any other class or status protected by applicable law, and therefore the Peraton agrees to comply with applicable Federal and California laws including, but not limited to the California Fair Employment and Housing Act beginning with Government Code Section 12900 and Labor Code Section 1735. In addition, the Peraton agrees to require like compliance by all its subcontractor(s).
14. **AUDIT.** Peraton shall establish and maintain books, records, and systems of account, in accordance with generally accepted accounting principles, reflecting all business operations of Peraton transacted under this Agreement. Peraton shall retain these books, records, and systems of account during the Term of this Agreement and for three (3) years thereafter. Peraton shall permit the Center, its agent, other representatives, or an independent auditor to audit, examine, and make excerpts, copies, and transcripts from all books and records, and to make audit(s) of all billing statements, invoices, records, and other data related to the Services covered by this Agreement. Audit(s) may be performed at any time, provided that the Center shall give reasonable prior notice to Peraton and shall conduct audit(s) during Peraton's normal business hours, unless Peraton otherwise consents.
15. **EVALUATION OF PERATON AND SUBORDINATES.** The Center may evaluate Peraton in any manner which is permissible under the law. The Center's evaluation may include, without limitation:
  - a. Requesting that Center employee(s) evaluate Peraton and Peraton's employees and subcontractors and each of their performance.
  - b. Announced and unannounced observance of Peraton, Peraton's employee(s), and/or subcontractor(s)
16. **TIME IS OF THE ESSENCE.** Time is of the essence in the performance of Services and the timing requirements agreed upon by the Parties, if any, shall be strictly adhered to unless otherwise modified in writing in accordance with Section 28 of this Agreement. Peraton shall commence performance and shall complete all required Services no later than the dates agreed upon by the Parties. Any Services for which times for performance are not specified shall be commenced and completed by Peraton in a reasonably prompt and timely manner based upon the circumstances and direction communicated to Peraton by the Center.
17. **PROVISIONS REQUIRED BY LAW DEEMED INSERTED.** Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted and this Agreement shall be read and enforced as though it were included. If through mistake or otherwise, any provision is not inserted or is not correctly inserted, then upon application of either Party, the Agreement shall be amended to make the insertion or correction. All references to statutes and regulations shall include all amendments, replacements, and enactments in the subject which are in effect as of the date of this Agreement, and any later changes which do not materially and substantially alter the positions of the Parties.
18. **ASSIGNMENT AND SUCCESSORS.** Neither the Center nor Peraton shall, without the prior written consent of the other Party, assign the benefit or in any way transfer their respective obligations under this Agreement. This Agreement shall inure to the benefit of and be binding upon the Parties hereto and, except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
19. **SEVERABILITY.** In the event that any provision of this Agreement shall be construed to be illegal or invalid for any reason, said illegality or invalidity shall not affect the remaining provisions hereof, but such illegal or invalid provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal or invalid provision had never been included herein, unless to do so would frustrate the intent and purpose of this Agreement.
20. **FORCE MAJEURE.** No Party shall be liable to any other Party for any loss or damage of any kind or for any default or delay in the performance of its obligations under this Agreement (except for payment obligations) if and to the extent that the same is caused, directly or indirectly, by fire, flood, earthquake, elements of nature, epidemics, pandemics, quarantines, acts of God, acts of war, terrorism, civil unrest or political, religious, civil or economic strife, or any other cause beyond a Party's reasonable control.

**EXHIBIT 2**  
**GENERAL TERMS AND CONDITIONS**

21. **VENUE/GOVERNING LAWS.** This Agreement shall be governed by the laws of the State of California and venue shall be in the County and/or federal judicial district in which the Center's principal administrative office is located.
22. **ATTORNEY'S FEES.** If suit is brought by either Party to enforce any of the terms of this Agreement, each Party shall bear its own attorney's fees and costs.
23. **EXHIBITS.** All Exhibits referred to in this Agreement are incorporated in this Agreement and made a part of this Agreement as if fully set forth herein.
24. **ENTIRE AGREEMENT.** This Agreement represents the entire agreement between the Center and Peraton and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended or modified only by an agreement in writing, signed by both the Center and Peraton.
25. **MODIFICATION.** This Agreement may be amended at any time by the written agreement of the Center and Peraton.
26. **WAIVER.** Waiver of a breach or default under this Agreement shall not constitute a continuing waiver of a subsequent breach of the same or any other provision under this Agreement.
27. **AUTHORITY.** The individual executing this Agreement on behalf of Peraton warrants that he/she is authorized to execute the Agreement on behalf of Peraton and that Peraton will be bound by the terms and conditions contained herein.
28. **HEADINGS AND CONSTRUCTION.** Headings at the beginning of each paragraph and subparagraph are solely for the convenience of the Parties and are not a part of the Agreement. Whenever required by the context of this Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. This Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, sections, subparagraphs, and subsections are to this Agreement.
29. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which, together, when signed by all of the Parties hereto, shall constitute one and the same instrument. A facsimile or electronic signature shall be as valid as an original.



# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

[www.srfecc.ca.gov](http://www.srfecc.ca.gov)

## Telephony Performance Measure April 2021

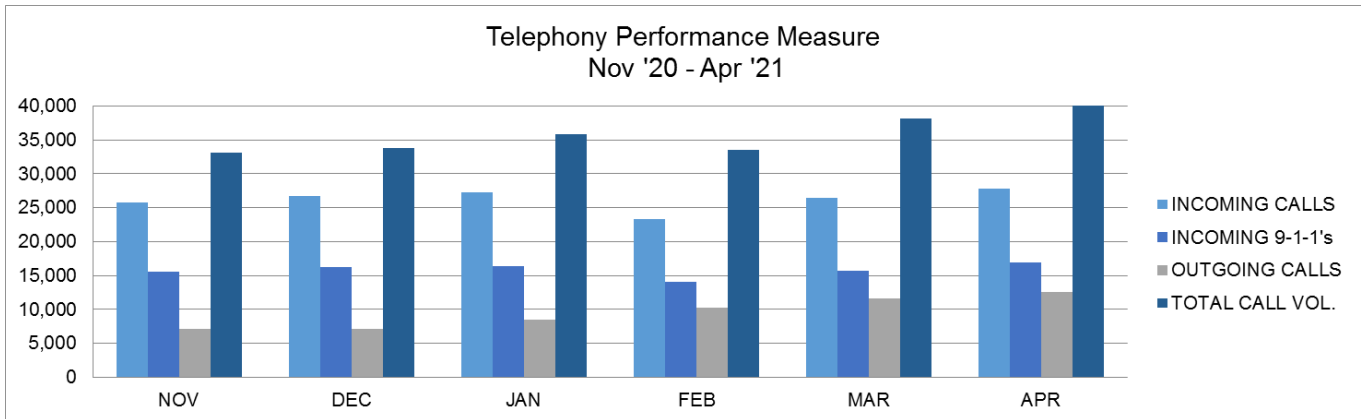
The following data is the telephony performance measures for the Sacramento Regional Fire/EMS Communications Center (SRFECC) during the month of April 2021 for all incoming and outgoing calls to and from the Center on 9-1-1 lines, Seven-Digit Emergency (7DE) lines, Allied Agencies (i.e. Sacramento Police Dept.), Alarm Company lines, as well as Seven-Digit Administrative lines.

### Summary of Information

During the month of April 2021, dispatch staff processed **27,786** incoming calls and **12,491** outgoing calls for a total call volume of **40,277**.

### Detailed Breakdown of Information – Incoming Lines

- **9-1-1 Emergency lines: 16,930**
- **“Seven-Digit” Emergency lines (7DE): 4,168**
- **Allied Agency/Alarm Companies: 3,201**
- **Non-Emergency/Administrative (7DA) lines: 3,828**





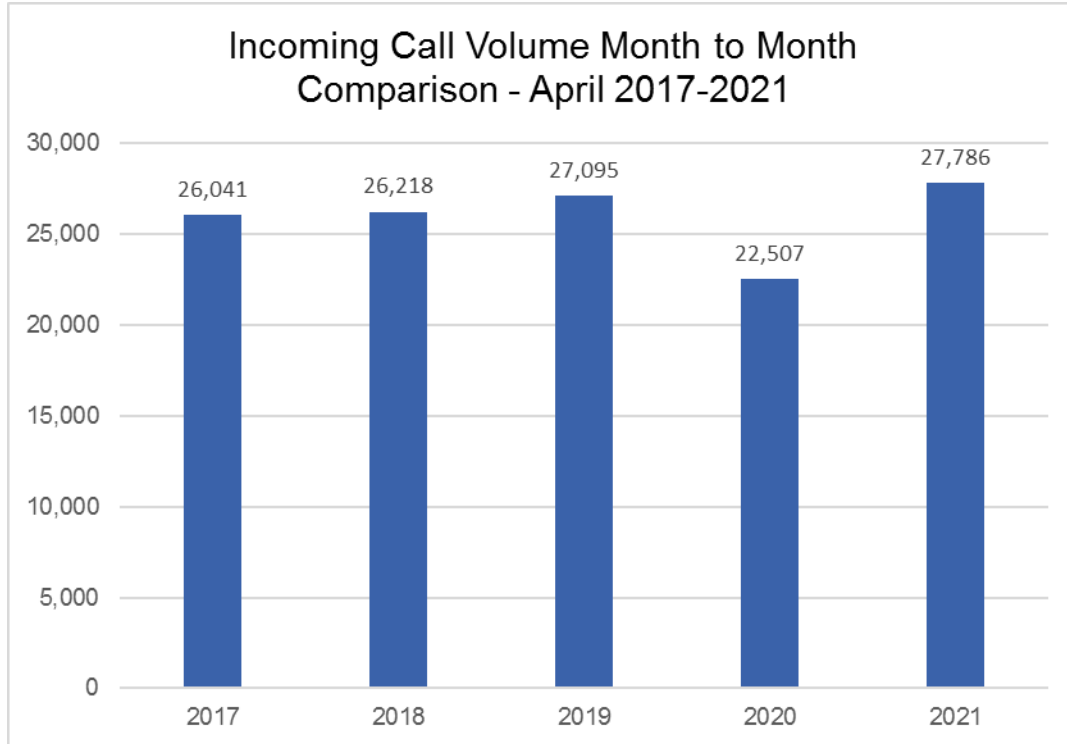


## **Sacramento Regional Fire/EMS Communications Center**

10230 Systems Parkway, Sacramento, CA 95827-3006

[www.srfecc.ca.gov](http://www.srfecc.ca.gov)

The following data represents incoming call comparisons for the same month over a 5 year time period:





# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

www.srfecc.ca.gov

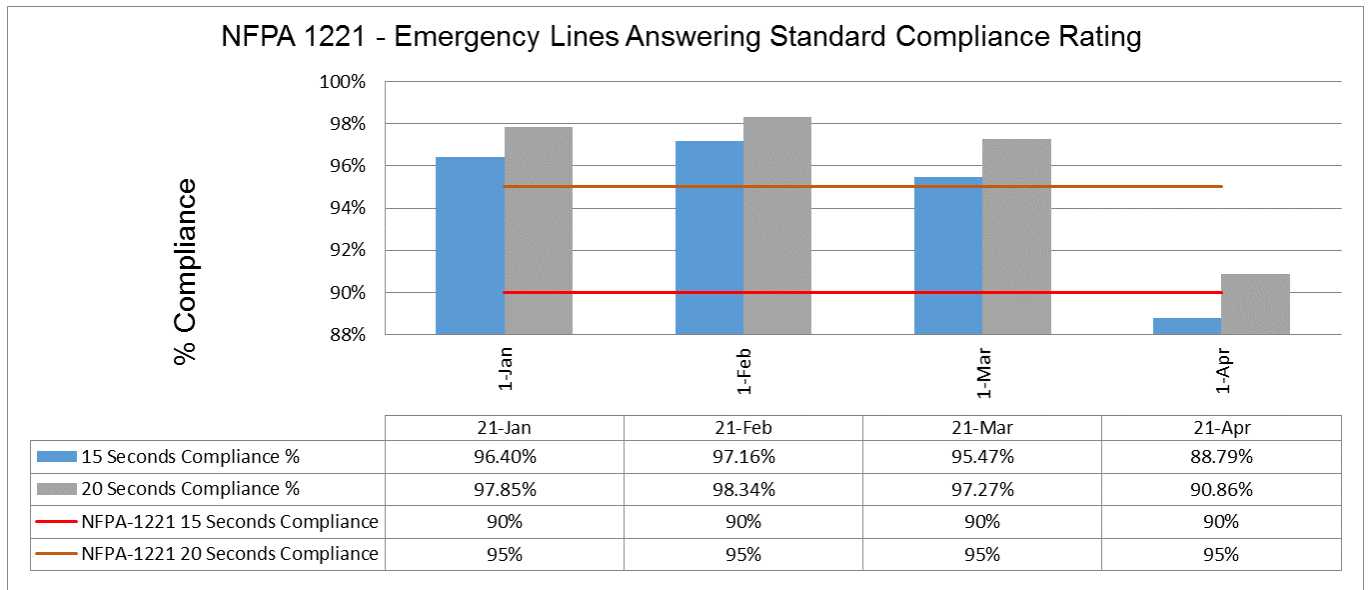
## Emergency Lines Answering Standard: NFPA-1221 (2019 Edition)

According to NFPA-1221 (2019 ed.), Chp. 7, Sec. 7.4 – Operating Procedures:

**Rule 7.4.1:** “Ninety percent of events received on emergency lines shall be answered within 15 seconds, and 95 percent of alarms shall be answered within 20 seconds.”

NFPA-1221 (2019 ed.) recommends that all calls received on emergency lines shall be answered within 15 seconds 90% of the time and 95% percent of alarms shall be answered within 20 seconds – In April, the dispatch team answered all calls on emergency lines within 15 seconds 88.79% of the time and answered within 20 seconds 90.86% of the time.

The following chart represents the Emergency Lines Answering Standard under NFPA-1221 (2019 ed.), Chapter 7, Section 7.4 – Operating Procedures, Rule 7.4.1 for identifying the compliance performance ratings.





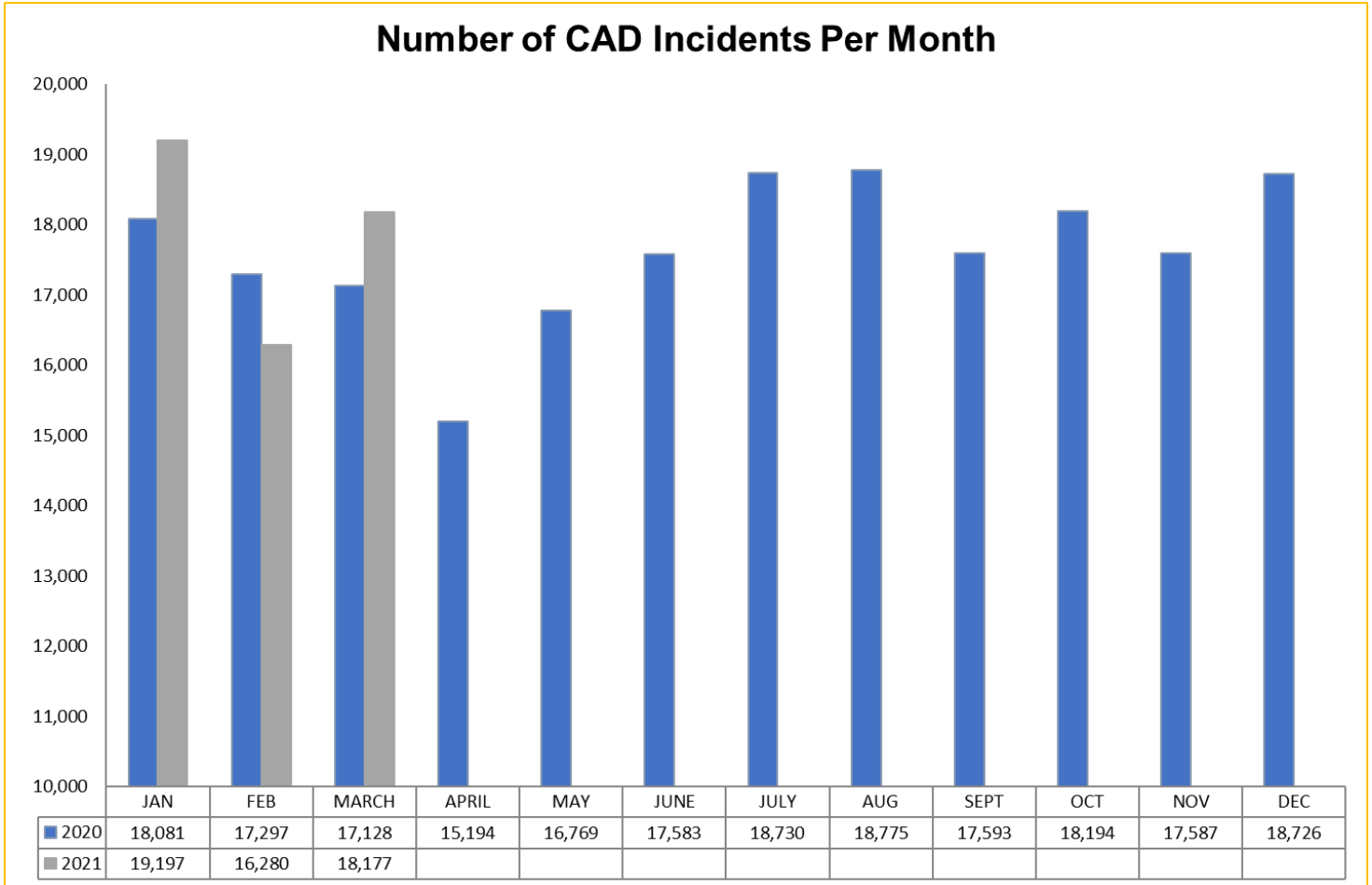
# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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## CAD Incidents March 2021

**Total number of CAD incidents entered for MARCH: 18,177**





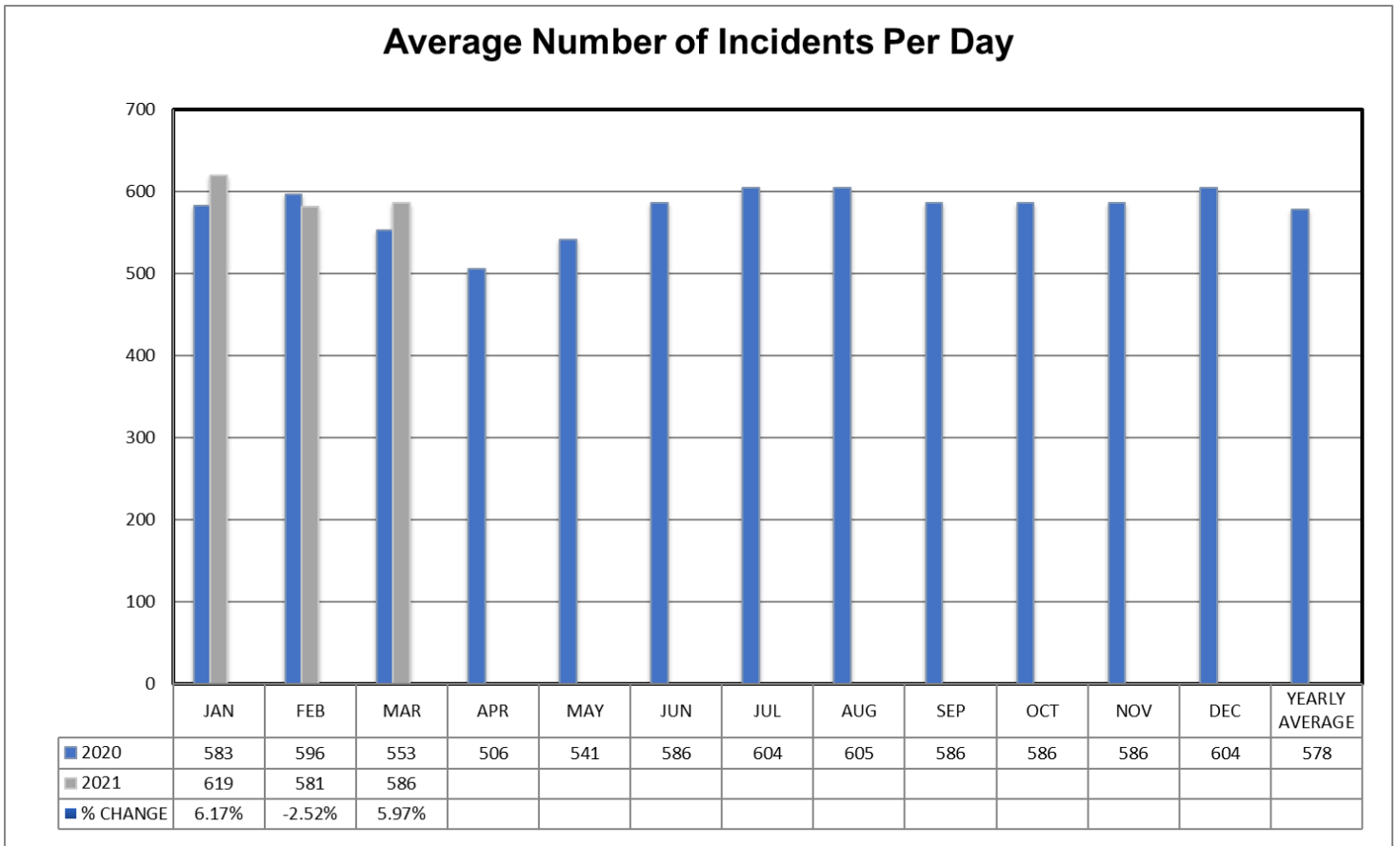
# Sacramento Regional Fire/EMS Communications Center

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## CAD Incidents March 2021

**Average number of CAD incidents entered per day for MARCH: 586**





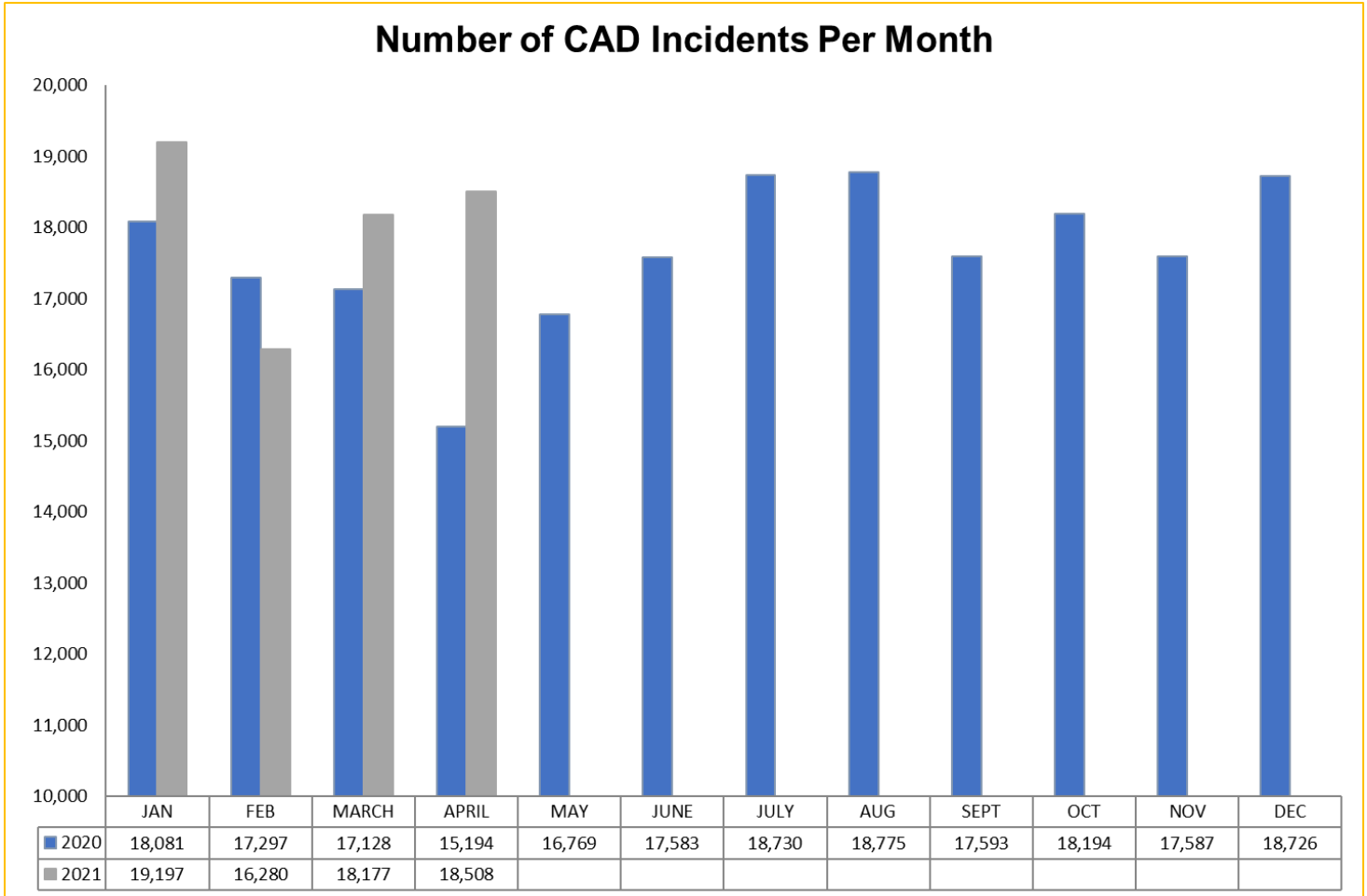
# Sacramento Regional Fire/EMS Communications Center

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## CAD Incidents April 2021

**Total number of CAD incidents entered for APRIL: 18,508**





# Sacramento Regional Fire/EMS Communications Center

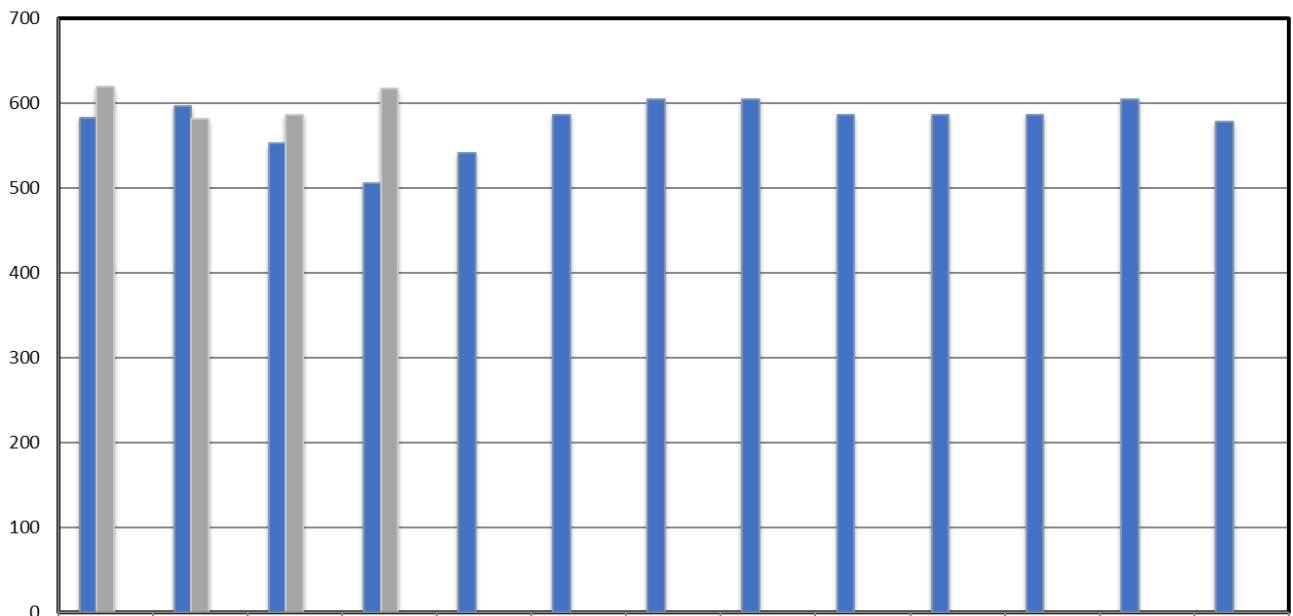
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## CAD Incidents April 2021

**Average number of CAD incidents entered per day for APRIL: 617**

### Average Number of Incidents Per Day



	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	YEARLY AVERAGE
■ 2020	583	596	553	506	541	586	604	605	586	586	586	604	578
■ 2021	619	581	586	617									
■ % CHANGE	6.17%	-2.52%	5.97%	21.94%									



**Sacramento Regional Fire/EMS Communications Center**

10230 Systems Parkway, Sacramento, CA 95827-3006

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**Executive Monthly Credit Card Usage Report**

**Reporting Month: March 2021**

Last 4 of card	Last Name	Status	Credit Limit	Monthly Usage	Approvals		
					Employee	DD	ED
3418	Shmatovich	Open	\$ 5,000.00	\$ 1,086.45	MS	DT	TB
4358	Vargo	Open	\$ 5,000.00	\$ 309.93	CV	DT	TB
6115	Mackey	Open	\$ 1,500.00	\$ -			
6917	House	Open	\$ 1,000.00	\$ -			
6925	Soares	Open	\$ 1,000.00	\$ 80.10	KS	DT	TB
9507	Bailey	Open	\$ 5,000.00	\$ 151.88	TB	DT	TB
		<b>Total:</b>	<b>\$ 18,500.00</b>	<b>\$ 1,628.36</b>			

**Monthly Activity:** March 2021

**New/Closed Accounts Added:** None

**Cards Reported Lost or Stolen:** None

**Disputed Transactions:** None

**Changes in Authorization Limits:** None

**Monthly Liability:** \$18,500.00




**Sacramento Regional Fire/EMS Communications Center**

10230 Systems Parkway, Sacramento, CA 95827-3006

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FY 20-21					
Total Monthly Credit Card Usage					
July	\$	2,458.07	January	\$	3,520.84
August	\$	1,761.92	February	\$	1,623.27
September	\$	1,361.75	March	\$	1,628.36
October	\$	1,587.32	April		
November	\$	5,643.94	May		
December	\$	4,495.97	June		

I certify I have reviewed and approved the monthly credit card transactions and activity as reported. These are legitimate expenses incurred solely for the benefit of SRF ECC business. I also certify that no alcoholic beverages, tobacco products, gift cards or gift certificates were purchased.

DocuSigned by:  
  
 3A9025160EF64E1...

4/14/2021

Executive Director Signature

Date





# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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## FY 20/21 Budget to Actuals Report

Quarter End March 2021

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GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>EMPLOYEE-RELATED EXPENSES</b>										
5010	Base Salaries and Wages	3,859,165	260,617	236,784	287,224	2,510,206	2,894,374	384,168	13%	1,348,960
5020	Overtime	189,000	16,419	28,839	25,067	317,812	141,750	(176,062)	(124%)	(128,812)
5030	Overtime - FLSA	145,824	10,816	5,460	4,933	88,727	109,368	20,641	19%	57,097
5040	Uniform Allowance	53,650	10,350	45	200	29,838	40,237	10,400	26%	23,812
5050	Night/Admin Shift Differential	48,332	3,849	3,514	5,131	30,969	36,249	5,280	15%	17,363
5055	Out-of-Class Pay	29,167	800	750	150	2,425	21,875	19,450	89%	26,742
5060	Longevity	35,200	2,150	2,150	2,250	19,250	26,400	7,150	27%	15,950
5065	On-Call Pay	51,506	4,425	4,100	4,750	40,175	38,629	(1,546)	(4%)	11,331
5115	Vacation Cash Out	58,335	4,798	1,330	18,627	40,417	43,752	3,334	8%	17,918
5120	Sick Leave	0	17,306	14,005	8,849	94,954	0	(94,954)	0%	(94,954)
5130	CTO Leave	0	0	0	0	0	0	0	0%	0
5140	Holiday Pay	196,847	20,045	19,652	0	133,292	147,635	14,344	10%	63,555
5220	Training Pay	39,267	2,901	2,922	319	30,333	29,450	(882)	(3%)	8,934
5310	Workers Compensation Insurance	65,000	0	9,549	4,775	42,971	48,750	5,779	12%	22,029
5410	FED ER Tax - Medicare	87,640	4,745	4,438	4,970	45,332	65,730	20,398	31%	42,308
5413	FED ER Tax - Social Security	13,149	0	0	0	0	9,861	9,861	100%	13,149
5420	State ER Tax - ETT	2,632	277	26	22	356	1,974	1,619	82%	2,277
5423	State ER Tax- UI-	27,541	8,600	812	675	11,176	20,656	9,480	46%	16,365
5510	Medical Insurance	827,353	65,378	57,399	61,164	555,486	620,515	65,029	10%	271,868
5520	Dental Insurance	79,905	5,843	6,086	6,150	49,202	59,929	10,727	18%	30,704
5530	Vision Insurance	7,909	547	591	569	4,842	5,932	1,090	18%	3,067
5610	Retirement Benefit Expense	1,115,007	93,661	90,877	94,088	843,757	836,255	(7,501)	(1%)	271,250
5611	Pension Adjustment-	0	0	0	0	0	0	0	0%	0
5620	OPEB Benefit Expense	289,656	22,870	23,549	23,549	213,420	217,242	3,822	2%	76,236
5625	Education Incentive	20,172	2,122	1,564	2,036	15,825	15,129	(696)	(5%)	4,347
5690	Other Salary and Benefit Expns	9,563	852	1,462	927	5,866	7,172	1,306	18%	3,696
<b>TOTAL EMPLOYEE-RELATED EXPENSES</b>		<b>7,251,820</b>	<b>559,371</b>	<b>515,904</b>	<b>556,425</b>	<b>5,126,631</b>	<b>5,438,864</b>	<b>312,239</b>	<b>6%</b>	<b>2,125,194</b>

GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>MATERIALS &amp; SUPPLIES</b>										
6010	Office Supplies	12,000	0	104	88	2,397	9,000	6,603	73%	9,603
6013	Office Supplies - Ink Cartridge	4,000	122	330	308	1,238	3,000	1,763	59%	2,763
6015	Equipment Rental	7,200	582	582	582	5,375	5,400	25	0%	1,825
6020	Postage	1,000	93	59	8	326	750	424	56%	674
6090	Other Materials and Supplies	7,200	673	1,363	765	13,304	5,400	(7,904)	(146%)	(6,104)
<b>TOTAL MATERIALS &amp; SUPPLIES</b>		<b>31,400</b>	<b>1,470</b>	<b>2,438</b>	<b>1,751</b>	<b>22,640</b>	<b>23,550</b>	<b>910</b>	<b>4%</b>	<b>8,760</b>

GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>PROFESSIONAL SERVICES</b>										
6110	Legal Services	240,000	17,093	5,000	19,946	111,844	180,000	68,156	38%	128,156
6115	Accounting and Audit Services	18,500	0	0	0	18,500	13,875	(4,625)	(33%)	0
6120	Actuary Services	17,000	16,000	0	0	16,000	12,750	(3,250)	(25%)	1,000
6125	Consulting Services	636,561	49,809	49,956	49,809	460,310	477,421	17,111	4%	176,251
6140	Technological Services	182,000	4,725	3,900	8,663	53,558	136,500	82,943	61%	128,443
6710	Umpqua Lease Interest Only	120,000	22,394	22,394	22,394	120,668	90,000	(30,668)	(34%)	(668)
6190	Other Professional Services	0	646	0	0	646	0	(646)	0%	(646)
<b>TOTAL PROFESSIONAL SERVICES</b>		<b>1,214,061</b>	<b>110,667</b>	<b>81,250</b>	<b>100,812</b>	<b>781,526</b>	<b>910,546</b>	<b>129,020</b>	<b>14%</b>	<b>432,535</b>



# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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## FY 20/21 Budget to Actuals Report

Quarter End March 2021

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GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>COMMUNICATION EQUIPMENT &amp; SERVICES</b>										
6220	Maintenance - Radios & Radio Equipment	32,930	0	0	0	0	24,698	24,698	100%	32,930
6221	Maintenance - Radio Consoles & Other	51,000	3,982	2,751	2,751	36,222	38,250	2,028	5%	14,778
6223	Radio - Backbone Subscription SRRCs	20,000	908	908	908	8,168	15,000	6,833	46%	11,833
6230	Communication Services	221,223	13,765	15,477	12,259	136,328	165,917	29,590	18%	84,895
6245	Maintenance - Tower Equipment	15,000	103	106	106	3,685	11,250	7,565	67%	11,315
6290	Other Communication Services and Equipment	40,000	0	(87)	0	658	30,000	29,342	98%	39,342
<b>TOTAL COMMUNICATION EQUIPMENT &amp; SERVICES</b>		<b>380,153</b>	<b>18,758</b>	<b>19,155</b>	<b>16,024</b>	<b>185,061</b>	<b>285,115</b>	<b>100,054</b>	<b>35%</b>	<b>195,093</b>

GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>HW &amp; SW MAINT</b>										
6310	Hardware Maintenance - Equipment	12,200	0	0	0	0	9,150	9,150	100%	12,200
6315	Hardware Maintenance - Network	23,400	134	134	134	1,285	17,550	16,265	93%	22,115
6316	Hardware Maint - Network	0	0	0	0	0	0	0	0%	0
6319	Hardware Maintenance Other	14,500	0	0	0	0	10,875	10,875	100%	14,500
6320	Software Maintenance - Applications	134,349	7,992	3,205	11,542	55,488	100,762	45,274	45%	78,861
6322	CAD Maintenance and Support/Northrop Grumman	396,428	47,686	27,323	40,953	402,079	297,321	(104,758)	(35%)	(5,651)
6323	Software Maintenance - GIS	26,424	6,113	6,224	6,188	55,202	19,818	(35,384)	(179%)	(28,778)
6330	Software Maintenance - Network	16,630	0	0	1,038	2,883	12,472	9,589	77%	13,747
6390	Other, Computer Services and Supplies	12,000	366	752	1,414	4,561	9,000	4,439	49%	7,439
<b>TOTAL HW &amp; SW MAINT</b>		<b>635,931</b>	<b>62,291</b>	<b>37,638</b>	<b>61,269</b>	<b>521,498</b>	<b>476,948</b>	<b>(44,550)</b>	<b>-9%</b>	<b>114,432</b>

GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>FACILITIES &amp; FLEET</b>										
6410	Services - Landscaping	4,800	399	399	0	3,188	3,600	412	11%	1,612
6415	Maintenance - Building	20,000	0	0	149	5,767	15,000	9,233	62%	14,233
6260	Lease - CTC	78,000	6,129	6,129	6,129	55,163	58,500	3,337	6%	22,837
6420	Services - Custodial	36,000	3,000	3,000	3,000	27,000	27,000	0	0%	9,000
6421	Services - Center Security	0	0	0	0	0	0	0	0%	0
6425	Maintenance - HVAC	16,742	670	0	0	34,005	12,557	(21,448)	(171%)	(17,263)
6235	Maintenance - Power Supply	35,000	930	4,748	930	12,940	26,250	13,310	51%	22,060
6430	Services - Cable	3,108	172	172	182	1,549	2,331	782	34%	1,559
6435	Services - Pest Control	600	50	50	50	450	450	0	0%	150
6490	Other, Facilities and Fleet	6,026	160	2,994	624	6,673	4,519	(2,153)	(48%)	(647)
6510	Utilities - Electric	48,700	3,977	3,610	3,676	34,354	36,525	2,171	6%	14,346
6515	Utilities - Water	7,250	137	159	139	3,367	5,438	2,071	38%	3,883
6520	Utilities - Refuse Collection / Disposal	3,800	562	561	579	5,018	2,850	(2,168)	(76%)	(1,218)
6525	Utilities - Sewage Disposal Services	1,800	0	33	0	449	1,350	901	67%	1,351
6635	Services - Bottled Water	1,200	16	249	307	2,375	900	(1,475)	(164%)	(1,175)
6645	Services - Printing	2,000	283	82	387	1,412	1,500	88	6%	588
6650	Services - Shredding	2,000	105	80	80	985	1,500	515	34%	1,015
6652	Fleet - Maintenance	7,000	1,463	0	509	3,950	5,250	1,300	25%	3,050
6654	Fleet - Fuel	14,000	319	347	338	3,376	10,500	7,124	68%	10,624
6655	Insurance (Property and Fleet)	62,000	3,613	3,613	3,613	34,901	46,500	11,599	25%	27,099
6690	Other - Facility & Fleet Management	7,000	5,857	(4,853)	226	7,177	5,250	(1,927)	(37%)	(177)
<b>TOTAL FACILITIES &amp; FLEET</b>		<b>357,026</b>	<b>27,842</b>	<b>21,373</b>	<b>20,918</b>	<b>244,099</b>	<b>267,770</b>	<b>23,673</b>	<b>9%</b>	<b>112,930</b>



# Sacramento Regional Fire/EMS Communications Center

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## FY 20/21 Budget to Actuals Report

Quarter End March 2021

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GL Account	Description	FY 20/21 Budget	Jan-21 Actual	Feb-21 Actual	Mar-21 Actual	FY 20/21 YTD Actual	FY 20/21 YTD Budget	YTD Variance Bud - Act	YTD Var % Bud - Act	Budget Remainder
<b>RECRUITMENT, RETENTION &amp; TRAINING</b>										
6610	Recruitment	20,050	4,118	4,350	270	28,955	15,037	(13,917)	(93%)	(8,905)
6612	Employee Retention	2,500	0	0	2,867	2,944	1,875	(1,069)	(57%)	(444)
6615	Employee Education & Training	10,150	0	0	358	7,424	7,613	189	2%	2,726
6618	Conference Registration	0	0	0	0	0	0	0	0%	0
6622	Lodging	0	0	106	0	2,324	0	(2,324)	0%	(2,324)
6624	Parking	1,200	0	0	0	0	900	900	100%	1,200
6625	Membership Dues	290	0	0	0	100	218	118	54%	190
6626	Taxi, Uber, Mileage, Other	560	0	0	0	3,928	420	(3,507)	(835%)	(3,367)
6627	Per Diem	12	0	0	0	747	9	(738)	(8457%)	(735)
6640	Uniform/Badges/Shirts	9,000	131	0	788	1,792	6,750	4,958	73%	7,208
6660	Operations Support	21,300	628	653	1,285	9,278	15,975	6,697	42%	12,022
6661	Administration Support	17,000	0	0	0	3,553	12,750	9,197	72%	13,447
<b>TOTAL RECRUITMENT, RETENTION &amp; TRAINING</b>		<b>82,062</b>	<b>4,877</b>	<b>5,109</b>	<b>5,568</b>	<b>61,045</b>	<b>61,547</b>	<b>504</b>	<b>1%</b>	<b>21,019</b>
<b>GRAND TOTAL</b>		<b>9,952,453</b>	<b>785,276</b>	<b>682,867</b>	<b>762,767</b>	<b>6,942,500</b>	<b>7,464,340</b>	<b>521,850</b>	<b>7%</b>	<b>3,009,964</b>



# Sacramento Regional Fire/EMS Communications Center

10230 Systems Parkway, Sacramento, CA 95827-3006

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## SRFECC – Umpqua Lease Agreement Monthly Report FY 20/21

Umpqua Lease-Purchase Budget	\$ 4,000,000	Hardware	Software & Services	Warranty Mnt
NG COBOL CAD Hardware Stabilization	\$ (429,446)	\$ 97,411.00	\$ 262,679.00	\$ 69,356.00
NG Command Point SW Upgrade	\$ (1,991,562)		\$ 1,720,047.00	\$ 271,515.00
NG CommandPoint Fit Gap	\$ (199,381)		\$ 199,381.00	
NG CommandPoint Hardware Upgrade	\$ (512,171)	\$ 512,171.00		
NG CommandPoint switches and power	\$ (200,000)	\$ 200,000.00		
Westnet Hardware and Software	\$ (667,440)	\$ 412,633.40	\$ 254,806.60	
<b>Total</b>	<b>\$ -</b>			

Umpqua Payment Schedules	Lease Payments		
Schedule 1 - Funding Request #1	Date	Description	Amount
NG Invoice 1001	10/1/2019	Lease Initiation	\$ 500.00
NG Invoice 0011	10/1/2019	Legal Fees (June)	\$ 385.00
NG Invoice 0003	10/1/2019	Legal Fees (July)	\$ 6,757.50
NG Invoice 1002Z	10/3/2019	Interest Payment	\$ 4,318.69
NG Invoice 0001R	11/1/2019	Interest Payment	\$ 10,558.31
NG Invoice 0002	12/2/2020	Interest Payment	\$ 7,656.19
<b>Schedule 1 - Funding Request #1 Total:</b>	1/2/2020	Interest Payment	\$ 7,656.19
	2/1/2020	Interest Payment	\$ 7,656.19
	3/2/2020	Interest Payment	\$ 7,360.20
<b>Schedule 1 - Funding Request #2</b>	4/1/2020	Interest Payment	\$ 7,344.10
NG Invoice 0004	5/1/2020	Interest Payment	\$ 6,122.25
<b>Schedule 1 - Funding Request #3</b>	6/1/2020	Interest Payment	\$ 6,113.70
Westnet Invoice 24637	7/1/2020	Interest Payment	\$ 5,242.37
<b>Total Schedule 1</b>	8/1/2020	Interest Payment	\$ 5,260.88
	9/1/2020	Interest Payment	\$ 5,234.54
Schedule 2 - Estimate Q2 2020	10/1/2020	Interest Payment	\$ 5,198.81
Schedule 2 - Estimate Dec 2020	11/1/2020	Interest Payment	\$ 5,199.66
<b>Total</b>	12/1/2020	Lease Payment	\$ 23,021.75
	12/1/2020	Interest Payment	\$ 4,327.36
	1/1/2021	Lease Payment	\$ 22,394.34
	2/1/2021	Lease Payment	\$ 22,394.34
	3/1/2021	Lease Payment	\$ 22,394.34
	4/1/2021	Lease Payment	\$ 22,394.34
		<b>Total</b>	<b>\$ 215,491.05</b>



## **Sacramento Regional Fire/EMS Communications Center**

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### **SRFECC Staff Report – May 5, 2021**

#### **Dispatcher Positions:**

We are currently budgeted for 35 dispatchers and have 31 on staff, leaving us with 4 vacancies.

#### **Academy 21-1:**

Our 21-1 Academy had 5 dispatchers successfully navigate through the classroom training. They started their call taker training during the last week in April.

#### **Academy 21-2:**

Academy 21-2 has been approved and our target start date will be in August, date to be determined. We are conducting panel interviews on Thursday, May 13th and have 15 candidates scheduled to participate. Two candidates from previous recruiting efforts have started the background check process and if cleared, will be joining the 21-2 Academy. The number of new hires for Academy 21-2 has not yet been determined.

#### **Recruitment Activity:**

We continue to review resumes, conduct phone screens and schedule CrtiCall assessments to build our candidate pipelines for future Academies.



# Sacramento Regional Fire/EMS Communications Center

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## SRFECC Projects Update – 5/11/2021

Project Description	Operations Lead	IT/Admin Lead	Center Priority	Key Dates	Project Update
WestNet and AVD		Brad Dorsett Chuck Schuler Roman Kukharets	2	Q2 2021	Working through final list of project issues for project acceptance.
ACE Accreditation	Elizabeth Strong Kylee Soares	Diane House	2	TBD	4/1/21: Operations/EMS working on timeline
NG CommandPoint Hardware	Tara Poirier	Brad Dorsett	1	Q2 2021	4/22/21: CAD Workstations received 3/15/21: Hardware ordered, pending delivery date 3/1/21 - NG finalized hardware 1/5/21 - NG advised to proceed with this step.
NG CAD CommandPoint CAD	Tara Poirier	Brad Dorsett	1	Go Live EY 2021	5/1/21: Project plan still in progress. December go live is questionable at this time per NG. 1/5/21 - NG advised to proceed to next step - hardware.
Kronos Upgrade - TeleStaff	Supervisors	Marissa Shmatovich Cierra Lewandowski	2	Q3 2021	WFR configuration issues created delay. Pay calc engine upgrade required.
Kronos Upgrade - PayCalc II		Marissa Shmatovich Cierra Lewandowski	1	Q2 2021	Engagement kick off in 1/11/21
AT&T / Intrado CPE Hardware Upgrade	Kylee Soares	Diane House	1	Q4 2021	4/12: Updated quote from AT&T pending
AT&T / Intrado CPE Software Upgrade adding ACD	Kylee Soares	Diane House	1	Q4 2021	4/12: Updated quote from AT&T pending
NextGen (NG) 911		Diane House	2	Q2 2021	5/4/21: Comcast onsite to complete communications component 4/8: Atos scheduled to be onsite for application server install
Website Update/Maintenance		Mark Hick	2	Q2 2021	Working through website content.
SharePoint	Katherine Shelton Kylee Soares	Diane House	3	Q1 2022	Department by department migrating in progress - Finance and Facilities departments complete. Operations, HR, Executive and Contract management in progress.
Audio Files - Move to OneDrive/SP	Elizabeth Strong Kylee Soares	Diane House	2	Q2 2021	Working through the workflow and requests. Email group set up.
OES Radius Map	Kylee Soares	Diane House	3	Q2 2021	Bug fixed applied, application working. Pending Ops full deployment and use.
OES Radius Mapping Plus	Kylee Soares	Diane House	3	Q2 2021	Added feature of Text FROM 911, need Center deployment plan.
Employee Handbook Update	Kylee Soares	Marissa Shmatovich	1	Q2 2021	Final reviews in progress.
Supervisor Academy	Kylee Soares	Diane House	1	Q3 2021	HR, Operations, Administration (Budget/Projects), BC - Fire Ops, ED, Leadership Module
Staff Retention Plan	Kylee Soares	Diane House	1	Q2 2021	
Add eFax - decommission fax lines		Diane House	2	Q3 2021	
ESRI - Event Server		Diane House	Hold	Q3 2021	
ECaTS Real Time		Diane House	Hold	Q3 2021	
EM Resource		Diane House	Hold	Hold	On hold for NG CommandPoint CAD

<b>SRFECC Positions &amp; Authorization Document (PAD) - Revised 05/01/2021</b>			
<b>FY 20/21</b>			
<b>Center Management</b>			
<b>Position</b>	<b>Authorized</b>	<b>Actual</b>	<b>Comments</b>
Executive Director	1	1	
Deputy Director, Operations	1	1	
Deputy Director, Administration	1	1	
Executive Assistant	1	1	
<b>Totals</b>	<b>4</b>	<b>4</b>	
<b>Operations Division</b>			
<b>Position</b>	<b>Authorized</b>	<b>Actual</b>	<b>Comments</b>
Dispatcher Supervisor	6	6	
Dispatcher	35	31	
<b>Totals</b>	<b>41</b>	<b>37</b>	
<b>Administration and IT Division</b>			
<b>Position</b>	<b>Authorized</b>	<b>Actual</b>	<b>Comments</b>
Human Resource Manager	1	1	
CAD Administrator	1	1	
Telecommunications Engineer	1	1	
CAD/Radio Technician	1	1	
Office Specialist - Admin	1	0	
Accounting Specialist II	1	1	
Payroll & Benefits Administrator	1	1	
<b>Totals</b>	<b>7</b>	<b>6</b>	
<b>Totals</b>	<b>52</b>	<b>47</b>	