

# AGENDA

## LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

### BOARD OF DIRECTORS REGULAR MEETING

Thursday, April 1, 2010 • 9:00 a.m. – 10:30 a.m.

Grace E. Simons Lodge  
1025 Elysian Park Drive, Los Angeles, CA 90012

Los Angeles Regional Interoperable Communications Systems Authority (the "Authority")

#### **AGENDA POSTED: March 26, 2010**

Complete agendas are made available for review at the designated meeting location during normal business hours and may also be accessible on the Authority's website at <http://www.la-rics.org>.

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#### **Members:**

1. **William T Fujioka**, Chair, CEO, County of Los Angeles
2. **Charles L. Beck**, Vice Chair, Police Chief, City of Los Angeles
3. **Mark R. Alexander**, City Manager, representing California Contract Cities Association
4. **Leroy D. Baca**, Sheriff, County of Los Angeles
5. **Michael J. Bowman**, Police Chief, Los Angeles Unified School District
6. **John Schunhoff**, Interim Director, DHS, County of Los Angeles
7. **P. Michael Freeman**, Fire Chief, County of Los Angeles
8. **Reginald Harrison**, Deputy City Manager, City of Long Beach
9. **LeRoy J. Jackson**, City Manager, City of Torrance, representing At Large Seat
10. **Gerry Miller**, Chief Legislative Analyst, City of Los Angeles
11. **Millage Peaks**, Fire Chief, City of Los Angeles
12. **Donald Pederson**, Police Chief, City of Culver City, representing At Large Seat
13. **Scott Pickwith**, Police Chief, representing the Los Angeles County Police Chiefs Association
14. **Kim Raney**, Police Chief, City of Covina, representing At Large Seat
15. **Alex Rodriguez**, Fire Chief, representing the Los Angeles Area Fire Chiefs Association
16. **Miguel Santana**, CAO, City of Los Angeles
17. **Gregory Simay**, Assistant General Manager, City of Burbank Water & Power, representing At Large Seat

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#### **Officers:**

1. **Scott Poster**, Task Force Leader
2. **John Radeleff**, Deputy Task Force Leader
3. **Wendy L. Watanabe**, County of Los Angeles Auditor-Controller
4. **Mark J. Saladino**, County of Los Angeles Treasurer and Tax Collector
5. **Wendy Quintero**, Board Secretary



**NOTE: ACTION MAY BE TAKEN ON ANY ITEM IDENTIFIED ON THE AGENDA**

- I. CALL TO ORDER**
- II. ANNOUNCE QUORUM – Roll Call**
- III. PRESENTATIONS**
  - A. Recognition of Dennis Keane**
- IV. APPROVAL OF MINUTES – from the March 4, 2010, Board of Directors Regular Meeting**
- V. CONSENT CALENDAR – (None)**
- VI. REPORTS (1 – 3)**
  - 1. Response for Items from previous meeting of March 4, 2010 – Poster**
    - A-1. Item 3e – Proposed Joint Powers Authority (JPA) Management Team Composition and Job Analysis Specification**
    - A-2. Item 3g – Proposed Operating Budget**
    - A-3. Item 4 – Approval of Reprogramming 2007 UASI Funds**
    - A-4. Item 5b – Ad Hoc RFP Committee for selection of Evaluation Team and Subject Matter Experts Composition**
    - A-5. Item 6a – Proposed Operating Budget for the Management Staff**
    - A-6. Item 8a – Embedded Financing: approval of alternative financing to be removed from the Request for Proposal (RFP)**
    - A-7. Item 10a – LA-RICS JPA Brown Act Handbook distributed to Board and posted on the Authority's website**
    - A-8. Item 12 – refer to Item 6a**
  - 2. Committee Reports**
    - a. Finance Committee Report – Coultas**
    - b. Operations Committee Report – (no reportable action)**
    - c. Legislative Committee Report – (no reportable action)**
  - 3. Project Status – Poster**

**Attachments:** Item 3



**VII. ADMINISTRATIVE MATTERS (4 – 6)**

**4. Meeting Protocols – Poster**

- a. ACTION ITEM: Approve adoption of Public Meeting Protocols.

**Attachments:** Item 4

**5. RFP Release – Poster**

- a. ACTION ITEM: Authorize the LA-RICS Task Force Leader to release to the public the RFP through the County of Los Angeles Internal Services Department (ISD) on April 5, 2010. The RFP will be posted on the ISD website at <http://isd.lacounty.gov> and the Authority's website at [www.la-rics.org](http://www.la-rics.org). ISD shall accept vendor responses to the RFP through August 5, 2010 or such later date as the Authority may determine.

**Attachments:** Item 5

**6. Selection of Evaluation Team and Subject Matter Experts – Poster**

- a. ACTION ITEM: Authorize the Task Force Leader to select the Evaluation Team and Subject Matter Experts from nominees received by the JPA.

The seventh member will be selected from the list of nominees submitted by the Authority members. Although Authority members may submit multiple nominations, only one voting member will be selected from all nominations.

**Attachments:** Item 6

**VIII. MISCELLANEOUS (None)**

**IX. ITEMS FOR FURTHER DISCUSSION AND ACTION BY THE BOARD – (None)**

**X. PUBLIC COMMENT**

**XI. ADJOURNMENT – NEXT MEETING:** Thursday, May 6, 2010 at 9:00 a.m.  
at the Grace E. Simmons Lodge



#### BOARD MEETING INFORMATION

Members of the public are invited to address the LA-RICS Authority Board on any item on the agenda prior to action by the Board on that specific item. Members of the public may also address the Board on any matter within the subject matter jurisdiction of the Board. The Board will entertain such comments during the Public Comment period. Public Comment will be limited to three (3) minutes per individual for each item addressed, unless there are more than ten (10) comment cards for each item, in which case the Public Comment will be limited to one (1) minute per individual. The aforementioned limitation may be waived by the Board's Chair.

*(NOTE: Pursuant to Government Code Section 54954.3(b) the legislative body of a local agency may adopt reasonable regulations, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.)*

Members of the public who wish to address the Board are urged to complete a Speaker Card and submit it to the Board Secretary prior to commencement of the public meeting. The cards are available in the meeting room. However, should a member of the public feel the need to address a matter while the meeting is in progress, a card may be submitted to the Board Secretary prior to final consideration of the matter.

It is requested that individuals who require the services of a translator contact the Board Secretary no later than the day preceding the meeting. Whenever possible, a translator will be provided. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, you are advised to make your request at least 72 hours prior to the meeting you wish to attend. (323) 881-8291 or (323) 881-8295

SI REQUIERE SERVICIOS DE TRADUCCION, FAVOR DE NOTIFICAR LA OFICINA CON 72 HORAS POR ANTICIPADO.

The meeting is recorded, and the recording is kept for 30 days.



**LOS ANGELES REGIONAL INTEROPERABLE  
COMMUNICATIONS SYSTEM AUTHORITY**

2525 Corporate Place, Suite 200 • Monterey Park, California 91754 • (323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

Board of Directors

LA-RICS Board Meeting:  
April 1, 2010

**Members of the Board:**

**SUBJECT: Funded Projects and Pre-RFP Tasks Status**

LA-RICS twenty-two (22) Projects and Tasks:

- SHSGP 2007 Grant Funded Projects (6)
- JAG Grant Funded Projects (14)
- CEO Funded Projects (2)
- Pre-RFP Tasks (approximately four hundred (400))

Attachments: LA-RICS Active Projects

**AGENDA ITEM 3**



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

April 1, 2010

## LA-RICS ACTIVE PROJECTS

The LA-RICS Project Management Team currently has twenty-two (22) projects underway.

### **SHSGP 07 GRANT FUNDED PROJECTS:**

Six (6) projects are funded by SHSGP 07 grants. These projects include geotechnical investigation for six (6) communications sites, replacement of three (3) microwave links, antenna tower structural study for six (6) communications sites, battery expansion/upgraded emergency power systems at four (4) communications sites, upgrade of a portion of the microwave radio/fiber optic ring, and the upgrade of three (3) microwave links to increase capacity for LA-RICS.

These six projects total approx \$4.2 million with two of the projects already nearing completion. The remaining projects are required to be completed by the end of December 2010.

### **JAG 09 GRANT FUNDED PROJECTS:**

Fourteen (14) projects have begun which provide improvements for multiple communications sites. Such improvements include new or expanded buildings to accommodate LA-RICS equipment, tower replacement, permit acquisition, inspections, upgrade of microwave radio system paths, geotechnical investigation and soil reports, and other related engineering studies and efforts necessary for LA-RICS functionality.

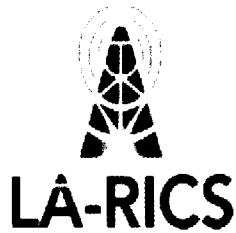
These 14 projects total \$14 million, with completion required by the first quarter of 2013.

### **CEO FUNDED PROJECTS:**

Two projects which are currently underway, including the expansion of "patch" capabilities in four areas of the county not yet covered by the system, and the completion of the interoperability link with Orange County. These projects are expected to be complete by the end of this year. Costs to complete these projects are negligible and were previously funded by the CEO.

### **PRE-RFP TASKS:**

With the anticipated release of the RFP, LA-RICS staff has identified approximately four hundred (400) tasks that can be addressed prior to the contract being awarded. These tasks largely include operational and technical issues, but also include some administrative, legal, training and stakeholder coordination issues. Timelines are being prepared and potential cost issues identified as we "gear up" to address these tasks.



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SCOTT L. POSTER  
TASK FORCE LEADER

Board of Directors

LA-RICS Board Meeting:  
April 1, 2010

**Members of the Board:**

**SUBJECT: Meeting Protocols**

**RECOMMENDATION:**

Recommendation for approval of general meeting protocol:

- Duties and Powers of Authority Chair
- Removal from Authority Meetings
- Requests to Address the Authority on an Agenda Item
- Addressing the Authority
- Use of Cell Phones and Pagers during Board Meetings
- Public Comment – Non-Agenda Items
- Additions to Agenda
- Robert's Rules of Order

**Attachments:** LA-RICS JPA Public Meeting Protocols

**AGENDA ITEM 4**



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

April 1, 2010

## LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM (LA-RICS) JOINT POWERS AUTHORITY PUBLIC MEETING PROTOCOLS – BOARD OF DIRECTORS

- **DUTIES AND POWERS OF BOARD CHAIR:** The Chair shall possess the powers, and perform the duties prescribed, as follows.
  - Have general direction over the meeting and assign seats for the use of the members;
  - Preserve order and decorum; prevent demonstrations; order removed from the meeting any person whose conduct he/she deems objectionable; and order the meeting room cleared whenever he/she shall deem it necessary (*Government Code § 54957.9*);
  - Assure that attendants of the public at meetings shall be limited to that number which can be accommodated by the seating facilities regularly maintained therein. No standees shall be permitted;
  - Allocate the length of time for public discussion of any matter in advance of such discussion, with the concurrence of the Board;
  - Allocate equal time to opposing sides insofar as possible taking into account the number of persons requesting to be heard on any side;
  - Limit the amount of time that a person may address the Board during a public discussion period in order to accommodate those persons desiring to speak and to facilitate the business of the Board.
- **REMOVAL FROM BOARD MEETINGS.** At the discretion of the Chair or upon motion and vote of the Board, Chair may order removed from the meeting any person who commits the following acts of disruptive conduct in respect to a regular, adjourned regular or special meeting of the Board:
  - Disorderly, contemptuous or insolent behavior toward the Board or any member thereof, tending to interrupt the due and orderly course of said meeting;
  - A breach of the peace, boisterous conduct or violent disturbance, tending to interrupt the due and orderly course of said meeting;
  - Disobedience of any lawful order of the Chair, which shall include an order to be seated or to refrain from addressing the Authority; and
  - Any other unlawful interference with the due and orderly course of said meeting.

Any person so removed shall be excluded from further attendance at the meeting from which he/she has been removed, unless permission to attend is granted upon motion adopted by a majority vote of the Board.

In addition, any person so removed on the basis of disruptive conduct described above may not be allowed to address the Board for up to a maximum of ninety (90) days. The period of prohibition from addressing the Board will be determined by the Chair, or the Board upon a vote, based on the number and severity of prior incidents of disruptive conduct.



- **REQUESTS TO ADDRESS THE BOARD ON AN AGENDA ITEM.** A person requesting to address the Board will be allowed a total of three (3) minutes per meeting unless the time is adjusted by the Chair as deemed appropriate given the nature of the matter. Requests to be heard must be submitted to the Authority staff through the use of an approved "Speaker Request" form before the item is called. Any individual found to have engaged in disruptive conduct, as defined above, may be prohibited from addressing the Board at future meetings as set forth above.

Speaker Request forms shall request the following information from the constituent:

- The name of the Board, Authority or Committee (if applicable)
  - Agenda item number to be discussed (or Public Comment)
  - If the constituent is in favor or opposed to the agenda item
  - Constituent's name
  - Constituent's telephone number (optional)
  - Constituent's address (optional)
  - Name of organization (if applicable)
  - A brief summary of the constituent's position on the matter
- **ADDRESSING THE BOARD.** No person shall address the Board until he/she has first been recognized by the Chair. The decision of the Chair to recognize or not recognize a person may be changed by order of the Board. All persons addressing the Board shall give their name for the purpose of the record. The Chair may, in the interest of facilitating the business of the Authority, limit or expand the amount of time which a person may use in addressing the Board.
  - **USE OF CELL PHONES AND PAGERS DURING BOARD MEETINGS.** All pagers and cell phones belonging to the public, press or Authority personnel must be placed on vibrate mode or be turned off while a Board meeting is in session.
  - **PUBLIC COMMENT - NON-AGENDA ITEMS.** Notwithstanding any other provision of these rules, members of the public shall have the right to address the Board on items of interest which are within the subject matter jurisdiction of the Authority. A person requesting to address the Board on a non-agenda item will be allowed up to three (3) minutes per meeting. Any individual found to exhibit disruptive conduct may be prohibited from addressing the Board on agenda items and during public comment at future meetings as set forth above.
  - **ADDITIONS TO AGENDA.** In order allow sufficient time for an action or discussion item to be considered for addition to the posted agenda for the next regularly scheduled meeting of the Board, the text thereof shall be submitted to the Chair as early as possible, but in no event less than 5 full business days, before the meeting. Any such action item or discussion item shall be added to the agenda at the discretion of the Chair. Alternatively, an action or discussion item may be brought forward by motion during open session for consideration at a subsequent meeting in compliance with the Brown Act (*Government Code* § 54950, *et seq.*).
  - **ROBERT'S RULES OF ORDER.** The proceedings of the Authority shall be governed by the provisions of law applicable thereto and, except as herein otherwise provided, by Robert's Rules of Order Newly Revised. Provided, further, that the failure to follow the Rules of Order or these rules shall not invalidate any action taken.



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

April 1, 2010

Board of Directors  
Los Angeles Regional Interoperable Communications System (LA-RICS) Joint Powers Authority (the  
"Authority")

Dear Directors:

## **APPROVE THE RELEASE OF THE REQUEST FOR PROPOSAL FOR THE LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM**

### **SUBJECT**

Release of the Los Angeles Regional Interoperable Communications System Request for Proposal (RFP) to seek proposals for a modern, integrated, single platform wireless voice and data communications system that will support more than 34,000 first responders and local mission-critical personnel within the greater Los Angeles region.

### **IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM JOINT POWERS AUTHORITY:**

1. Authorize the LA-RICS Task Force Leader to release to the public the RFP through the County of Los Angeles Internal Services Department (ISD) on April 5, 2010. The RFP will be posted on the ISD website at <http://isd.lacounty.gov> and the Authority's website at [www.la-rics.org](http://www.la-rics.org). ISD shall accept vendor responses to the RFP through August 5, 2010 or such later date as the Authority may determine.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended action now before your Board will authorize the LA-RICS Task Force Leader to release the RFP to the public for competitive bidding to build the regional communication system as further described therein.

### **FISCAL IMPACT/FINANCING**

There is no fiscal impact.

# **AGENDA ITEM 5**

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

ISD will utilize approved policies and procedures to post and distribute the RFP to the vendor community, and receive sealed bids from proposing vendors.

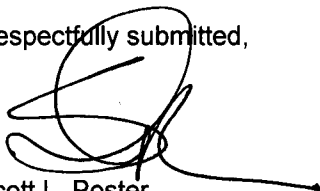
**ENVIRONMENTAL DOCUMENTATION**

The recommended action is not subject to the provisions of the California Environmental Quality Act. The recommended action will not result in a direct or reasonable foreseeable indirect physical change in the environment in accordance with Section 15061(b)(3) of the State of California Environmental Quality Act guidelines.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended action will provide the Authority and other participants in the LA-RICS project the ability to receive proposals for an effective and sustainable communications system, resulting in improved levels of public safety to the residents of and visitors to the Los Angeles Region and expanded quality and productivity of regional public safety communication.

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Scott L. Poster", written over the text "Respectfully submitted,".

Scott L. Poster  
Task Force Leader  
SLP:dm

c: County Counsel  
Internal Services Department



# LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY

2525 Corporate Place, Suite 200  
Monterey Park, California  
(323) 881-8291

SCOTT L. POSTER  
TASK FORCE LEADER

April 1, 2010

Board of Directors  
Los Angeles Regional Interoperable Communications System (LA-RICS) Joint Powers Authority (the  
"Authority")

Dear Directors:

**APPROVE THE TASK FORCE LEADER TO CREATE AN  
AD HOC SELECTION COMMITTEE TO SELECT EVALUATORS AND  
SUBJECT MATTER EXPERTS (SMEs), AND APPROVE THE TASK FORCE LEADER TO  
MAKE THE FINAL SELECTION OF THE EVALUATION TEAM AND SMEs.**

## **SUBJECT**

Nominees have been requested from Authority Members to be evaluators and SMEs. The evaluation team and SMEs will evaluate the responses provided by bidders on the radio system request for proposal (RFP).

**IT IS RECOMMENDED THAT YOUR BOARD ACTING AS THE GOVERNING BODY OF LOS ANGELES REGIONAL INTEROPERABLE COMMUNICATIONS SYSTEM JOINT POWERS AUTHORITY:**

1. Authorize the LA-RICS Task Force Leader to create an Ad Hoc Selection Team to assist in the selection process for Evaluators and SMEs from the pool of nominees provided by Authority Members consistent with selection criteria approved by the Authority's Board.
2. Authorize the LA-RICS Task Force Leader to make the final selection of Evaluation Team Members and SMEs as recommended by the Ad Hoc Selection Committee.

## **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended action now before your Board will authorize the LA-RICS Task Force Leader to create a five (5)-member Ad Hoc Selection Committee which will be comprised of the Task Force Leader, a representative from the City of Los Angeles Mayor's Office, City of Long Beach, County Internal Services Department (ISD), and County Counsel. The Ad Hoc Selection Committee will evaluate and review nominees provided by the Authority Members to become Evaluators and SMEs. The committee will recommend final selections to the Task Force Leader. The Task Force Leader will make the final selection based on criteria approved by the Board and the committee recommendation and then notify the nominee and the nominating Authority Member.

**AGENDA ITEM 6**

**FISCAL IMPACT/FINANCING**

There is no fiscal impact.

**FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

As approved by the Authority the RFP Evaluation Team will consist of seven (7) people representing the Authority as nominated by the following:

1. L.A. County Sheriff Department
2. L.A. County Fire Department
3. Los Angeles Fire Department
4. Los Angeles Police Department
5. Los Angeles Area Fire Chief's Association
6. Los Angeles County Police Chief's Association
7. Independent Cities

The Subject Matter Experts will consist of up to eighteen (18) people representing the Authority with expertise in Fiber Optics, Microwave, Voice Radio, Mobile Data, Networking, and Facilities Engineering.

The Subject Matter Expert team may be supplemented by contractors if needed to fulfill the requirements of the Evaluation Team providing the Authority is unable to fill the positions through its membership.

The Ad Hoc Selection Team will be disbanded after the Evaluators and Subject Matter Experts are selected.

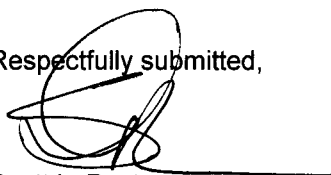
**ENVIRONMENTAL DOCUMENTATION**

The recommended action is not subject to the provisions of the California Environmental Quality Act. The recommended action will not result in a direct or reasonable foreseeable indirect physical change in the environment in accordance with Section 15061(b)(3) of the State of California Environmental Quality Act guidelines.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

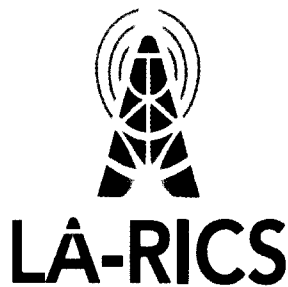
None

Respectfully submitted,



Scott L. Poster  
Task Force Leader  
SLP:dm

c: County Counsel  
Internal Services Department



# **Board of Directors MEETING MINUTES**

**LOS ANGELES REGIONAL  
INTEROPERABLE COMMUNICATIONS SYSTEM AUTHORITY**

March 4, 2010

Grace E. Simons Lodge  
1025 Elysian Park Drive, Los Angeles, CA 90012

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## **Board Members Present:**

**William "Bill" Fujioka**, Chair, CEO, County of Los Angeles  
**Charles "Charlie" Beck**, Vice Chair, Police Chief, City of Los Angeles  
**Mark Alexander**, City Manager, City of La Canada Flintridge, representing Contract Cities Association  
**Leroy Baca**, Sheriff, County of Los Angeles County  
**Michael Bowman**, Police Chief, Los Angeles Unified School District  
**P. Michael Freeman**, Fire Chief, County of Los Angeles  
**Reginald "Reggie" Harrison**, Deputy City Manager, City of Long Beach  
**LeRoy Jackson**, City Manager, City of Torrance, representing At Large Seat  
**Gregory "Greg" Simay**, Assistant General Manager, City of Burbank Water & Power, representing At Large Seat

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## **Representatives For Board Members Present:**

**Tom Coultas**, representing Miguel Santana, CAO, City of Los Angeles  
**Kay Fruhwirth**, representing John Schunhoff, Interim Director, DHS, County of Los Angeles  
**June Gibson**, representing Gerry Miller, Chief Legislative Analyst, City of Los Angeles  
**Dennis Keane**, representing Millage Peaks, Fire Chief, City of Los Angeles  
**Derek Webster**, representing Kim Raney, Police Chief, City of Covina, At Large Seat  
**Michael Wiggins**, representing Scott Pickwith, Police Chief, City of LaVerne  
**Harold Scoggins**, representing Alex Rodriguez, Fire Chief, Los Angeles Area Fire Chiefs Association

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## **Officers Present:**

**Scott Poster**, Task Force Leader  
**John Radeleff**, Deputy Task Force Leader

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## **Absent:**

**Donald Pederson**, Police Chief, City of Culver City, representing At Large Seat  
**Mark Saladino**, Los Angeles County Treasurer and Tax Collector  
**Wendy Watanabe**, Los Angeles County Auditor-Controller

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I. CALL TO ORDER

A meeting of the Los Angeles Regional Interoperable Communications Systems Authority Board of Directors was called to order on March 4, 2010 at 9:05 a.m. by the Chair Bill Fujioka.

II. ANNOUNCE QUORUM – Roll Call

Chair Bill Fujioka made an acknowledgment that a quorum was present without a formal roll call.

III. APPROVAL OF MINUTES

Motions were made for approval of the minutes from the February 4, 2010, Board of Directors Regular Meeting.

**MOTION APPROVED.**

IV. CONSENT CALENDAR

None.

V. REPORTS (1 – 4)

1. Committee Reports

Chair Bill Fujioka stated there was no reportable action from the (a) Finance, (b) Operations, and (c) Legislative Committees. Board Representative Dennis Keane provided background information of the (d) Ad Hoc Request for Proposal (RFP) Committee and stated that the finalization of the RFP is now ready for release and there is no longer a need for the committee to meet.

2. Project Overview

Board Representative Dennis Keane provided a brief overview of the Ad Hoc Review Committee and the Technical Committee in their relation and respective roles in finalizing the technical portions of the RFP which did not change much from its initial development. Meetings were published through LA Area Fire Chiefs, Police Chiefs, and both City Managers Association and the LA-RICS website so that any members of LA-RICS could get a copy of the entire RFP, including the administrative, technical, sample agreement, and confidential supplement. Additional meetings were held for three days to address the comments and modify appropriate sections of the RFP. Mr. Keane indicated that all portions of the RFP are being presented today for approval and release.

Board Representative Harold Scoggins expressed concerns regarding review of the RFP. Mr. Scoggins asked that reassurance be made about the system addressing the needs of the entire region.

Further comments of the technical aspects, specifications, concerns, adjustments, etc. about the system were made by Board Members LeRoy Jackson and Greg Simay. The Chair assisted Board Representative Dennis Keane by stating that the RFP efforts were fully vetted and that the process was very interactive and collaborative and that it also went



through a very deliberate and comprehensive process by our own personnel and consultants who are experts of the field...its March and now time to move on without delay.

Chair Bill Fujioka requested to move on to the Project Status.

3. Project Status

Scott Poster, Task Force Leader, provided a brief description of the project status since the last meeting.

This section addressed reports and communications only. No action was required by the Board.

a. Internal Organization Chart

A report was given on the internal organization that has been established, while continually working on an organization chart to define the management team underneath the LA-RICS organizational structure, along with specific tasks.

b. Grant Manager (vacancy)

It was stated that a Grant management position was needed to coordinate projects seeking additional revenue, grant follow-up and documentation.

c. Public Affairs (vacancy)

It was stated that a Public Affairs position was needed to communicate with state powers in regards to public project advocacy and marketing for a long-term financial plan.

d. Team consolidation and task coordination

A report was given on team consolidation and task coordination, which have been conducted and are in transition. It was stated that positions relative to the new tasks at hand would be redefined once the RFP was released on March 8<sup>th</sup>.

e. Management team composition and job specification analysis

It was reported that the management team composition and job specification analysis is ongoing and staff is working on developing a permanent LA-RICS team. A list of the management team will be provided to the Board at the next meeting on April 1<sup>st</sup>.

f. Budget/Funding working group

A report was given on the Working Budget/Funding Group, which has been developed to support the Finance Committee to provide recommendations and work on the financial plan. Cost allocation meetings will be held on March 8<sup>th</sup> and March 11<sup>th</sup>. Greg Simay is the Facilitator of the group.

g. Operating Budget

It was stated that the Operating Budget is being developed and the short-term needs are being addressed. The Operating Budget and short-term needs will be provided to the Board at the next meeting.





h. Evaluation team development

It was reported that an evaluation team is being developed and the elements for this team are being built using internal and external experts. Letters will be sent to the Board to solicit names for the evaluation team. Letters will also be sent to the 85 members of the Authority to solicit members for the subject matter experts.

4. Grant Status

Scott Poster gave a grant status report and provided the Board with a copy of the activities of the UASI 07 Contingency Projects (Attachment of Item 4).

It was stated that a document was sent out on February 26<sup>th</sup> to all Directors outlining the allocations and reprogramming of the 2007 UASI and SHSGP Grant. The \$7,126,754 UASI funds are targeted to be reprogrammed to 31 projects away from the LA-RICS project; and the SHSGP funds originally allocated to the LA-RICS were not fully developed. Due to the project not being fully developed in time—the project submission was delayed and did not meet the grant deadline; however there is an opportunity to submit projects by Friday, March 5<sup>th</sup>. Project applications will be submitted by the LA-RICS group to put forth projects to be considered by the SHSGP working group, which will be the Tier 2. A list of projects will be submitted on March 5<sup>th</sup> with LA-RICS related issues.

Board Member P. Michael Freeman made comments regarding the February 26<sup>th</sup> memo, which indicated the working group had reprogrammed the 2007 UASI grant money. He stated not being clear that the working group had the authority to reprogram the money and asked for clarification on who had reprogrammed the 2007 UASI money.

Scott Poster will report back at the next meeting with the information about who reprogrammed the 2007 UASI funds.

VI. ADMINISTRATIVE MATTERS (5 – 9)

5. Evaluation Team for Design/Build RFP

Mark Manning, Los Angeles County ISD addressed the Board with the following details:

a. Evaluation team member criteria and process for selection.

Mark Manning stated that at the last meeting the criteria for the evaluation team members was discussed and the Chair had requested a one page document with that information, which is Item 5 in the Agenda. The composition description of the subject matter experts was not discussed at the previous meeting, which was discussed today. The subject matter experts would only be needed in six of the seven areas described, as the Board had already appointed the Auditor-Controller of the County of Los Angeles at the Finance position, who will be the subject matter expert for the financial statement and cost analysis.



Composition of subject matter experts (Attachment of Item 5):

- Act in the best interest of the Authority and not of their individual appointing or nominating agencies.
  - Be independent from their agencies and the member agency should not expect a report of their activity until the end of the process.
  - Be available though the entire evaluation process.
  - Be required to sign an affidavit/non-disclosure agreement.
- b. **ACTION ITEM:** The Authority Board members may submit names and qualifications of nominees for the seventh Evaluation Committee team member by 12 noon on March 15, 2010 to the Task Force Leader.

The seventh member will be selected by the Ad Hoc RFP Committee from the list of nominees submitted by the Authority Board members. Although Authority Board members may submit multiple nominations, only one voting member will be selected from all nominations.

Mark Manning stated the Board and member agencies will receive a letter asking for nominations for subject matter experts with a description of the categories experts are needed in and type of expertise and background they must possess. At the previous meeting, the Chair had asked a question about the commitment of the evaluation team and the subject matter experts, which is described below:

- The Evaluation Team is expected to last about 4 months (16 weeks) in which during the first two months—are to provide full-time commitment service (40 hour work week).
- Subject matter experts are expected to commit 75% of their working hours for the first month, in order to read through portions of vendor responses. They will have access to the entire technical proposal, not just the portion of expertise.
- During the four month evaluation, committee members will not be needed full-time for the first two months, but will be needed about 25% to 75% over the final two months.
- There will be site visits and subject matter experts are expected to be on-call full-time for the remaining three months of their service, where they are expected to meet with the Evaluation Committee on an as-needed basis. They will be released at the end of the evaluation period.

Board Member Greg Simay expressed concerns pertaining to the 7<sup>th</sup> seat of the Evaluation Committee, as there is no obvious representation for the Independent Cities in terms of the county-wide system representation.



Mark Manning stated that the Independent Cities would have representation through the 7<sup>th</sup> seat in which the intention was to be divided up by the major users (Fire, Sheriff, and Police). So the seat was not specifically given to the Independent Cities to avoid a problem with the Contract Cities.

Board Member Mark Alexander made comment to clarify the use of the term Independent Cities in that it does have two meanings—the Independent Cities Association as opposed to the Incorporated Cities. Mr. Alexander further stated that the representative should come from one of the incorporated cities to share in the interest of the cities.

Board Member Greg Simay moved that the 7<sup>th</sup> seat on the Evaluation Committee, one currently called the LA-RICS Board of Directors, be filled by a representative from an Independent City that is otherwise qualified to serve.

Board Member Greg Simay provides clarification for Board Member Mark Alexander of Independent City or Incorporated City—as a city that relies on at least either fire or police independently—and provides its own police/fire services or at least one both.

Chair Bill Fujioka states a motion is on the table to change the membership of the Evaluation Committee to specifically state Board Member Greg Simay motion. It is seconded.

Board Member Mark Alexander objects to the motion on the basis of its limitation to only the Independent City Association members and states there is room for representation from Contract Cities as well. Contract Cities should not be excluded from the opportunity to at least be able to serve.

Board Representative Dennis Keane make references that in the Joint Powers Agreement (JPA) document there are specific entities that are called out for this Board and four seats are available that are not otherwise represented. Recommendation that the languages satisfies that the 7<sup>th</sup> seat could not be from someone already represented.

Chair Bill Fujioka asks if there is an amendment to this motion.

Board Member Greg Simay commented for not understanding the JPA in regards to the seat representation.

Board Representative Dennis Keane and Chair Bill Fujioka further clarified that the 7<sup>th</sup> seat could not be represented from someone from the same group.

Board Member Greg Simay states his agreement with the amendment to the motion. He gives a solution to change the seven seats to nine seats in order to represent the Contract Cities and Independent Cities. He states that Independent Cities are lacking in representation and consideration is that one of the seven positions needs to have a focus



on the Independent Cities. An Independent City focus helps determine the balance between a system that serves everybody effectively, where an individual agency must (1) solve problems that are particular to its locality and; (2) where there is a surrender of control of frequencies, which is a local control issue.

Board Member Leroy Baca elaborates the effectiveness of the system that it is driven by technology and not politics for the goal is that efficient services are in the best interest of emergency management communication.

Chair Bill Fujioka states with the amendment that one cannot have two individuals from the same entity or the same city. Motion is on the table.

Board Member LeRoy Jackson seconds the motion.

Chair Bill Fujioka further states that the motion speaks to having that 7<sup>th</sup> seat be a representative from an Independent City with the provision that it cannot be two individuals from the same entity. He states the motion is seconded.

Board Member Reggie Harrison addressed concerns of setting up an Evaluation Committee that has not had input from the entire body of cities that would be impacted in regards to technology and cost.

Jose Silva, Los Angeles County Counsel, clarifies that the 7<sup>th</sup> member would be chosen by the Ad Hoc RFP Review Committee, along with the nominations rather than the Board to avoid Brown Act problems.

Mark Manning reiterated that the selection would come from the 85 agencies. Each of the member agencies would receive letters from the Task Force Leader, informing the nomination process for some subject matter experts and asking for names with resumes, CD's or a brief description. The actual selection would come from the AD Hoc Committee.

Board Member Mark Alexander objects the motion due the wording, which excludes the Contract Cities' eligibility to participate on the committee.

Chair Bill Fujioka reiterates the motion with its amendment, which is seconded.  
**MOTION APPROVED.**

Board Member Representative Harold Scroggins asks who is on the Ad Hoc Committee and how that was determined.

Scott Poster stated the Ad Hoc Committee was being developed at this time and a report on the committee and its members will be provided at the next meeting.



6. LA-RICS Management Staff

- a. **DISCUSSION ITEM:** Scott Poster stated the permanent management staff is being developed for the LA-RICS management staff. A recommendation was made to have employees be of a participating administrative agency and assigned under contractual agreement to that agency from a JPA.

A report on the operating budget for the LA-RICS Management Staff will be provided at the next meeting.

Board Member Greg Simay suggested a follow-up item at a later date which would describe how an agency is selected to enter into a contract.

Motion was made that management staff would be employees of a large participating administrative agency under contractual agreement to the Authority.

**MOTION APPROVED.**

7. Design/Build RFP

- a. **ACTION ITEM:** Authorize the LA-RICS Task Force Leader to (1) release the Design/Build RFP through the Los Angeles County Internal Services Department (ISD) on March 8, 2010; and (2) to issue, addenda and amendments to the Design/Build RFP from time to time when necessary in the Task Force Leader's discretion. The Design/Build RFP will be posted on the ISD website at <http://isd.lacounty.gov> and the Authority's website at [www.la-rics.org](http://www.la-rics.org). ISD shall accept vendor responses to the Design/Build RFP through July 8, 2010 or such later date as the Task Force Leader may determine.

Chair Bill Fujioka gives an introduction on the Design/Build RFP.

Board Member LeRoy Jackson asks if motion will include the clarification of issues raised throughout the process which were considered as the proposals came in.

Chair Bill Fujioka responded that once the RFP is released, concerns must be incorporated in the selection process and how the review of the RFP is addressed; establishing its responsiveness to everyone's needs.

Motion made that RFP will be released on March 8<sup>th</sup>.

**MOTION APPROVED.**

8. Embedded Financing in Design/Build RFP

- a. **ACTION ITEM:** Recommendation for approval to delete alternative financing options from RFP.



Scott Poster briefly described that the RFP contains 4-5 lines/paragraphs that include the financing options. A recommendation is put forth to have the financing options removed from the RFP reasons being that the Authority can select a system that meets the needs of its members financing it separately after the technical solutions have been identified. It was explained that a system with a financing solution could cloud the technical solutions in the RFP. The RFP Task Force has been unable to develop a methodology for scoring potentially; despairing financing solutions for systems designs that can vary significantly. It was expressed that the inclusion of the financing options in the RFP on an information basis only, has the potential to complicate the selection process and may increase the potential for a protest by an unsuccessful proposer.

Chair Bill Fujioka clarifies that the financing option will be taken out of the RFP, yet a specific action step will be taken to come forward with a financing plan or proposal addressing how the program will be financed.

Board Member Greg Simay motions and clarifies that the financing option would be removed from the RFP as the technical element, but will be include it as a separate consideration to be submitted out and then request proposals.

Board Member LeRoy Jackson stated a second.

Chair Bill Fujioka states there is a motion with a first and second.

Board Member LeRoy Jackson withdraws the motion and concurs with what's recommended on that basis.

Board Member Leroy Baca recommends that alternative financing options should be included in the RFP, also expressing concerns about system replacement and long-term maintenance.

Chair Bill Fujioka states that the information about the financing of the RFP will be available to the Board before a decision is made, in order to address the concerns on how the system will be financed. He states that if the motion is denied the RFP release would be delayed until the next meeting.

Attendee/Consultant Mike Thayer clarifies that the business model is part of the RFP financing option that would be removed from the RFP if the Board moves to approve the action item.

**Public Comments:** Chair Bill Fujioka opened for members of the public who submitted requests to address the Board on this action item

Dario Frommer a representative from Meyer Brown Law Firm addresses the Board regarding the RFP and explains how his client has done systems like this for others. He



states there should be an opportunity for entities to come forward and say what can be done. A scored financing option is preferred, but if it's not it gives others the opportunity to come in. He explains that one should have the option to look at it and start discussing the issues of obsolescence and risks.

Chair Bill Fujioka closed the public comments portion on this action item

Chair Bill Fujioka states that the RFP needs to be taken as it exist due to the motion that says amended. As it exists, information about the model and financing is to be provided to the Board members to describe what is being changed in order to understand the consequences of that modification. It is stated that this Item be tabled until the next meeting.

Therefore, pending clarification to each Board member, Action Item 7—release of the RFP was retracted and held as per the Chair until an understanding and decision is reached.

9. Officer of the Board

- a. **ACTION ITEM:** Recommendation to appoint the secretary to the LA-RICS Task Force leader to serve as the Secretary to the Authority.

Scott Poster recommends appointing a secretary to the JPA and the secretary of the JPA Executive Director has volunteered and is willing to serve that role as so selected.

**MOTION APPROVED.**

VII. MISCELLANEOUS (10 – 11)

10. Compliance with the Brown Act

- a. Pamphlet will be made available for distribution to the Board at a subsequent meeting.

Chair Bill Fujioka states that pamphlets describing the Brown Act will be available for the staff at the next meeting.

11. Compliance with public disclosure.

- a. California Fair Political Practices Commission "Form 700 Statement of Economic Interests" to be completed no later than April 1, 2010 by Board Directors, Alternates, and Officers.

Disclosure Information and Form distributed with Agenda (Attachment to Item 11)

VIII. ITEMS FOR FURTHER DISCUSSION AND ACTION BY THE BOARD (12)

- 12. Operating budget for LA-RICS management team is being prepared for approval.



Chair Bill Fujioka states that the operating budget for LA-RICS management team is being prepared for approval and a report will be provided at a future meeting.

IX. PUBLIC COMMENTS

No additional comments from the public on items of interest were received.

Board Member Greg Simay states that a request was made to the Operations Committee to develop operationally focused questions and real life scenarios. He states that examples of situations should be given and explained on how the system could address it, in order to address specific operating concerns first responders might have.

Board Member LeRoy Jackson made a suggestion that meetings be started with roll call to identify those present on the Board and the role they are in. He states that certain positions have substitutes and should be identified.

Chair Bill Fujioka states that a roll call will be made at the next meeting.

X. ADJOURNMENT and NEXT MEETING

Chair Bill Fujioka adjourned the meeting at 10:38 a.m.

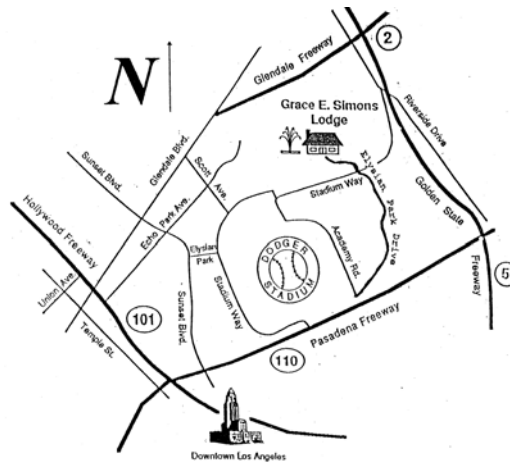
The next regular meeting of the Board of Directors is scheduled for Thursday, April 1, 2010, at 9:00 a.m. at the Grace E. Simmons Lodge.

Wendy Quintero, Board Secretary



Grace E. Simons Lodge...1025 Elysian Park Drive...Los Angeles, CA...90012

Map and Driving Directions:



- **5 Freeway NORTH:**

Exit Stadium Way, Turn Left on Riverside Drive. Turn Left on Stadium Way, Turn Right at top of hill on Elysian Park Drive.

- **5 Freeway SOUTH:**

Exit Stadium Way, Turn Left on Stadium Way. Turn Right at the top of the hill on Elysian Park Drive.

- **110 Freeway NORTH:**

Take the 110 North to the 5 North. Exit Stadium Way, Turn Left on Riverside Drive. Turn Left on Stadium Way, Turn Right at top of hill on Elysian Park Drive.

- **2 Freeway SOUTH:**

Take the 2 South to the 5 South. Exit Stadium Way, Turn Left on Stadium Way. Turn Right at the top of the hill on Elysian Park Drive.

- **101 NORTH:**

Exit Glendale Blvd/Echo Park. Go straight on Union Ave. Turn left on Temple St. Turn left on Glendale Blvd. Turn right on Scott Ave. Turn left on Stadium Way. Turn right on Academy Road, immediately turn left back onto Stadium Way. Go half (1/2) mile and turn left on Elysian Park Drive.

- **Sunset Boulevard WEST:**

Take Sunset Blvd., West, Turn right on Elysian Park Avenue. Turn left on Stadium Way. Turn right on Academy Road, immediately turn left back onto Stadium Way. Go half (1/2) mile and turn left on Elysian Park Drive.