

**Department of Administration
Purchasing Division**

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract #E0000016545**

Background:

User Department:	Fire and Police Commission (FPC)
Purchasing Agent:	Marina Litvinets
Contract Description:	Vendor Service Contract for Computer Aided Dispatch (CAD) Consulting Services
Vendor Name and Location:	Winbourne Consulting, LLC (Arlington, VA)
Contract Term:	02/01/2019-01/31/2020 with two (2) options to extend for one (1) year
Requisition # and Date Received:	0000017836 & 10/13/2020
Original Contract Amount:	\$47,500.00
Expenditures to Date:	\$116,143.80
Current Contract Amount:	\$350,690.00

History of Contract Amendments:

Date	Item	Term	Cost
01/24/2019	Original Contract - Vendor Service Contract for Computer Aided Dispatch (CAD) Consulting Services F&P Committee Approval was not required	02/01/2019 through 01/31/2020	\$47,500.00
07/24/2019	Amendment #1 – Increased the estimated contract total by \$75,090.00 from \$47,500.00 to \$122,590.00. Approved by F&P Committee on: 07/24/2019	n/a	\$75,090.00
09/25/2019	Amendment #2 – Increased the estimated contract total by \$10,000.00 from \$122,590.00 to \$132,590.00. One-time amendment of \$10,000, F&P review is not required	n/a	\$10,000.00
04/09/2020	Amendment #3- Increased the estimated contact total by \$218,100.00 from \$132,590.00 to \$350,690.00 and extended the contract term by two (2) years from 02/01/2020 through 01/31/2022. Approved by F&P Committee on: 04/09/2020	02/01/2020 through 01/31/2022	\$218,100.00
Pending	Amendment #4- Increase the estimated contact total by \$328,700.00 from \$350,690.00 to \$679,390.00 and extend the contract term by eleven (11) months from 02/01/2022 through 12/31/2022.	02/01/2022 through 12/31/2022	\$328,700.00
Total (including the pending amendment)			\$679,390.00

Purpose of Amendment:

Recommend amending the City's existing Vendor Service Contract for Computer Aided Dispatch (CAD) Consulting Services (Public Safety Project Management Services) with Winbourne Consulting, LLC by increasing the estimated contract total by \$328,700.00 from \$350,690.00 to \$679,390.00 and extending the contract term by eleven (11) months from 02/01/2022 through 12/31/2022 to be in alignment with contractor's Proposal to Complete Project Management and Subject Matter Expert Tasks dated 10/07/2020 and contractor's letter dated 10/07/2020 (Attachment 1).

Background:

There are four parts to this amendment:

- **Part 1** - is the increase in scope of services and number of hours worked for Debbie Wilichowski, a subcontractor to Winbourne Consulting, LLC (Attachment 1), totaling \$18,000.00. Ms. Wilichowski will be a member of the CAD/Mobile/Business Intelligence Evaluation Committee which includes evaluating and scoring proposals for that group, and will be providing project management services for the Solacom 911 Project.

- **Part 2** - includes additional tasks and hours to provide project management assistance for the Solacom 911 Project (Attachment 2) totaling \$29,700.00.
- **Part 3** - provides co-project management responsibilities and subject matter expertise for the PSEP/Unified MPD/MFD Emergency Communications Center Consolidation and CAD/Mobile/Business Intelligence Implementation (Attachment 3) totaling \$281,000.00.
- **Part 4:** includes a request to increase the length of the contract from 02/01/2022 to 12/31/2022. Given the delays to the project as result of the global health pandemic COVID-19 and planning for the Democratic National Convention, an extension of time is warranted. The estimated total for additional services through this contract amendment is \$328,700.00. The table below illustrates a breakdown of the estimated annual costs over the contract period.

Project	Amount	2020	2021	2022
Solacom 911 - Debbie Wilichowski	\$18,000	\$3,000	\$15,000	N/A
Solacom 911 - Tom Maureau	\$29,700	\$8,350	\$21,350	N/A
CAD/Mobile/BI Implementation	\$281,000	\$10,000	\$228,850	\$42,150
Total	\$328,700	\$21,3500	\$265,200	\$42,150

City Purchasing Director

Date

F&P Meeting Date: 12/09/2020

October 7, 2020

Griselda Aldrete
Executive Director
City of Milwaukee Fire and Police Commission
200 E. Wells Street
Room 706A
Milwaukee, WI 53202

Ref: Winbourne Consulting, LLC – Debbie Wilichowski Contract Amendment

Per your request, we are submitting a contract amendment regarding additional tasks assigned to Debbie Wilichowski.

On April 15, 2020, Contract #E0000016545/Amendment #3 (attached) was executed by the City and Winbourne Consulting, LLC (attached). The contract is for Time & Materials (T & M). The contract amendment included the assignment of Debbie Wilichowski to work part-time for the Fire and Police Commission.

Mrs. Wilichowski original tasks included:

- Providing subject matter expert assistance to the FPC for current and future projects including:
 - New 9-1-1 system
 - New CAD/Mobile/Business Intelligence system
 - GIS/mapping enhancement
 - MPD/MFD Public Safety Communications Operations Analysis
 - MPD/MFD Public Safety Communications Consolidation
- Representing the FPC Executive Director at meetings and workshops when required

Subsequent to Ms. Wilichowski starting her assignment, she has been requested by the FPC, MPD and MFD to complete additional tasks including:

- CAD/Mobile/Business Intelligence Evaluation Committee Member
 - City Purchasing requested both a seventh member and FPC representation on the Evaluation Committee
 - Responsibilities include the evaluation and scoring of six proposals that range between 800 and 1500 pages each. Examples of tasks include reading the proposals; taking notes; draft scoring; collaborating with Evaluation and Committee members; attending Evaluation/Committee meetings
- Project Management tasks for the CAD/Mobile/Business Intelligence Project including scheduling project team meetings; email communication with four subject matter expert groups; input for project plan and schedule and other tasks

- Solacom 911 Project Management tasks – The Solacom 911 Project required a re-organization. A new project team and plan have been developed. New tasks are related to scheduling meetings, communicating with project team members and reviewing Solacom documents

The original contract includes the statement – *“Ms. Wilichowski will average 10 to 15 hours per week. This number may be increased or decreased depending upon project activity and assignments from the FPC Executive Director.”*

Mrs. Wilichowski’s hours will be increased from 10 - 15 hours per week to up to 35 hours per week depending upon project activity through January 31, 2021. There may be weeks when the original 10 – 15 hours estimate is sufficient.

This topic was discussed and approved by the Public Safety Enhancement Program (PSEP) Executive Steering Committee. The new tasks started August 1, 2020. The contract does not end until January 31, 2022 so no contract extension is required.


As stated in the contract amendment, the City will provide advance approval of all work (e.g., tasks/hours) before it is started.

Estimated Cost

Ms. Wilichowski’s pay rate is \$90.00 per hour.

Hours Per Week	10 Week Cost (Jan 2021)	10 Week Cost Difference
15 hour week = \$1,350	\$13,500	N/A
20 hours week = \$1,800	\$18,000	+\$4,500
25 hours week = \$2,250	\$22,500	+\$9,000
30 hours week = \$2,700	\$27,000	+\$13,500
35 hours week = \$3,150	\$31,500	+\$18,000

Please let us know if additional detailed information is needed. Thank you.


Tom Maureau
Winbourne Consulting, LLC
Vice President
Tmaureau@w-llc.com

October 7, 2020

Griselda Aldrete
Executive Director
City of Milwaukee Fire and Police Commission
200 E. Wells Street
Room 706A
Milwaukee, WI 53202

Ref: Winbourne Consulting, LLC – Solacom 911 Project Tasks

Per your request, we are submitting a contract amendment regarding additional tasks for the Solacom 911 Project.

On January 22, 2020, a Firm Fixed Price contract (#E0000016545) was executed by the City and Winbourne Consulting, LLC regarding a CAD/Mobile Request for Proposal process.

A Time & Materials (T & M) Contract Amendment #1 was approved on July 22, 2020 (attached). This amendment added new tasks for PSAP/CAD/Mobile strategic planning and expanded tasks for the CAD/Mobile RFP Project.

Solacom 911 Project

The City procured a new 9-1-1 system from Solacom in February 2020. Due to the COVID-19 pandemic and planning for the Democratic National Convention (DNC), implementation of the 9-1-1 system was delayed.

In August 2020, the Public Safety Enhancement Program (PSEP) Executive Steering Committee (ESC) provided direction to Winbourne Consulting regarding the Solacom 911 Project. ESC direction included:

- Review the status of the Solacom 911 Project
- Ensure the Solacom 911 Project meets all PSEP goals and objectives
- Provide project management assistance to the Solacom 911 Project Team

Since Contract Amendment #1 is a T & M contract, the FPC/ESC instructed Winbourne to use hours from the T & M CAD/Mobile Project for the Solacom 911 Project. To date, approximately 30 hours have been used for the Solacom 911 Project.

In September 2020, the ESC approved adding hours to Contract Amendment #1 for the Solacom 911 Project to ensure the CAD/Mobile Project is not negatively affected.

Estimated Additional Hours

- Project Plan and Schedule – Up to 80 hours through December 15, 2020
 - Review all Solacom 911 contract and project documentation
 - Facilitate City Solacom 911 Project Meetings (e.g., FPC, MPD, MFD, ITMD)
 - Facilitate City/Solacom project meetings
 - Assist the City with the Motorola/AT&T legacy 9-1-1 system contract extension
- Project Oversight – Up to five hours per week until May 2021 depending on activity
 - Participate in City/Solacom project meetings
 - Review City/Solacom project documents
 - Provide subject matter expertise to the City Solacom 911 Project Team

As stated in the contract amendment, the City will provide advance approval of all work (e.g., tasks/hours) before it is started.

Estimated Cost Increase

- Project Plan and Schedule: Up to 80 hours x \$165 = \$13,200
- Project Oversight: Up to 100 hours x \$165 = \$16,500

Please let us know if additional detailed information is needed. Thank you.



Tom Maureau
Winbourne Consulting, LLC
Vice President
Tmaureau@w-llc.com

**Milwaukee Fire and Police Commission
Public Safety Enhancement Program**

**Winbourne Consulting Proposal to Complete Project
Management and Subject Matter Expert Tasks**

October 7, 2020



WINBOURNE
CONSULTING, LLC

1621 N. Kent St. Suite 704

Arlington, VA 22209

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www.winbourneconsulting.com

October 7, 2020

Griselda Aldrete
Executive Director
City of Milwaukee Fire and Police Commission
200 E. Wells Street
Room 706A
Milwaukee, WI 53202

Ref: Winbourne Consulting, LLC – Public Safety Enhancement Program

Director Aldrete,

Per the request of the Public Safety Enhancement Program (PSEP) Executive Steering Committee (ESC), the following is a proposal to provide Co-Project Management responsibilities and subject matter expertise for:

1. PSEP/Unified MPD/MFD Emergency Communications Center (ECC) Consolidation
 - a. Governance structure – Executive, administration, operations and technology
 - b. Strategic goals and objectives
 - c. Public safety industry standards, guidelines and best practices
 - d. Workflows, business processes, policies, procedures and training
 - e. ECC staffing
 - f. Universal Call Taker
2. CAD/Mobile/Business Intelligence Implementation

This proposal is being submitted to provide initial information for budget purposes. The information provided has been socialized and discussed by City stakeholders on numerous occasions. The estimated hours and onsite activity we intentionally developed to be on the high side for planning purposes. As the City makes decisions regarding the new Emergency Communications Center Organization and a CAD/Mobile/BI company is selected, the proposal will be modified to include precise:

- Project tasks and deliverables
- Detailed level of effort
- Personnel roles and responsibilities
- Milestones
- Project status reports

Please let us know if you have any questions.



Tom Maureau
Vice-President, Public Safety System Services
Winbourne Consulting, LLC
1621 N Kent Street, Suite 704
Arlington, Virginia 22209

Table of Contents

SOW PRICING METHODOLOGY	4
TIME AND MATERIALS	4
FIRM FIXED PRICE	4
PROPOSED TASKS AND ESTIMATED LEVEL OF EFFORT	5
RESUMES	6
ANDREW REECE (CEO) - ENGAGEMENT EXECUTIVE.....	7
TOM MAUREAU (VP) - PROJECT MANAGER/SUBJECT MATTER EXPERT	8
PETER A. HAMBUCH, SENIOR CONSULTANT	10
THOMAS M. KLABAN - TECHNICAL SUBJECT MATTER EXPERT	15
AMBER DAUGHTRY - BUSINESS ANALYST/MOBILE DATA SME	17

SOW Pricing Methodology

Time and Materials

Due to the fluidity of the various issues, Winbourne Consulting understands the level of effort to complete any assigned objective or task may change depending on what best meets the needs of the City. A Time & Materials approach may provide the best value to the City.

For a T & M contract, the assignment of all tasks must be approved in advance by the City and include City input regarding the level of effort to complete the task.

The following methodology will be applied to all assigned work:

- Winbourne Consulting will obtain City approval in advance for all labor hours and travel expenses
- Winbourne Consulting will not exceed the estimated hours without formal City approval
- Winbourne Consulting will provide the City a weekly summary of all hours used and expenses encumbered
- Travel accommodations and per diem will be reasonable (e.g., GSA) and approved in advance by the City
- The discounted Winbourne Consulting rate is \$165.00 per hour.

Firm Fixed Price

Winbourne Consulting is prepared to provide a Firm Fixed Price (FFP) for any milestones and tasks as required by the City. An FFP requires collaboration by all stakeholders and a clear understanding of the precise deliverables.

Proposed Tasks and Estimated Level of Effort

Task	Onsite/Offsite	Hours
<ul style="list-style-type: none"> • Expedited CAD/Mobile/BI implementation – January 2021 – December 2021 • Assistant Project Manager for the implementation of the PSEP Initiative • Combined Emergency Communications Center <ul style="list-style-type: none"> ○ Governance structure – Executive, administration, operations and technology ○ Strategic goals and objectives ○ Public safety industry standards, guidelines and best practices ○ Workflows, business processes, policies, procedures and training ○ ECC staffing ○ Universal Call Taker ○ Transition Plan ○ Performance metrics and reports • CAD/Mobile/BI Implementation <ul style="list-style-type: none"> ○ Project Plan <ul style="list-style-type: none"> ▪ Project Team Organization ▪ Scope, schedule, roles, responsibilities ▪ Communications Plan ▪ Document Management Plan ▪ CAD/Mobile Payment Milestone Validation Plan ▪ Master Report Plan (Business Intelligence/Analytics) ▪ Master Interface Plan ▪ Master Data Conversion Plan ▪ Master Test Plan ▪ Master Training Plan ▪ Master Cutover Plan ○ System Design <ul style="list-style-type: none"> ▪ Strategic objectives 	<p>To be determined by the City.</p> <p><u>Onsite</u></p> <ul style="list-style-type: none"> • Two weeks per month (40 hours each week) <p><u>Offsite</u></p> <ul style="list-style-type: none"> • 20 hours two weeks a month for 11 months 	<p>All hours and travel expenses will be approved in advance by the City.</p> <p>The City will provide input regarding the level of effort required for each task.</p>

<ul style="list-style-type: none"> ▪ Concept of Operations ▪ MPD and MFD initiatives ○ System Configuration <ul style="list-style-type: none"> ▪ System training ▪ Workflows, business processes, policies and procedures ▪ Configuration log ○ Interfaces ○ Data conversion ○ System Testing ○ Training ○ Cutover – Go/No Go Process ○ System Support 		
Estimated Costs	Onsite 960 Hours Offsite 440 Hours Total \$231,000	Total Travel \$50,000
Total Cost	\$281,000	

Resumes

Winbourne Consulting will use all relevant company personnel to ensure the project is completed in a successful manner. Personnel assigned to the project include:

Andrew Reece (CEO) – Engagement Executive

- Direct contact for City executive management

Tom Maureau (VP) – Project Manager/SME

- Project Manager and primary SME. Responsible for the success of the project

Peter Hambuch - Assistant Project Management/SME

- Responsible for City/CAD vendor PM/administrative and SME tasks

Tom Klaban – Technical SME

- Responsible for IT/technical tasks

Amber Daughtry – Mobile SME/Business Analyst (BA)

- Responsible for Mobile related and BA tasks



Andrew Reece (CEO) - Engagement Executive

Summary of Experience

Mr. Reece has over fifteen years of experience in managing the improvement of government operations. He specializes in strategic planning, business process design, business process improvement, and organizational design and realignment. Specifically, he has a broad knowledge of government operations including finance and budget, technology and systems, and their impact on business process and organization structure. He has worked extensively over the past ten years planning and implementing complex information technology, network, and communications systems. Highlights include:

- Executive management responsibility for over \$40 million in public safety Information Technology (IT) projects
- Extensive experience with the design, procurement, configuration, and implementation of numerous public safety IT applications and projects
- Project management experience for a wide array of public safety applications

Mr. Reece served as Technical Project Manager for the implementation of the District of Columbia Metropolitan Police Department's (MPD) new 9-1-1/3-1-1 communications center, a 35,000 square-foot state-of-the-art emergency communications facility. He assessed technical infrastructure and requirements, and developed information technology-related strategic plans. He also participated in the implementation of these plans to include the development of a new city-wide telephone system, a new 9-1-1/3-1-1 communications center and overall policy developments and budget strategies. Mr. Reece worked on the voice and data technology issues impacting the staff and service operations. He planned and implemented the facility security plan including the technology utilized (e.g., video cameras) and physical access concerns.

Work History

2011 – Present	Winbourne Consulting, LLC. - President
2001 – 2011	Winbourne & Costas, Inc. - Vice President
1998 – 2001	District of Columbia Office of Property Management - Chief of Staff
1995 – 1998	District of Columbia Financial Authority - Assistant Chief Management Officer
1991 – 1995	Howard University - Assistant to the Vice President for Academic Affairs

WINBOURNE
CONSULTING, LLC

Education

University of North Carolina
University of Miami

MA, Geographical Information Systems
BA, Geography, English

Certifications

2012 Information Technology Infrastructure Library (ITIL®) v3 Foundation Certification
2008 Project Management Institute Project Management Professional (PMP®) Certification

Professional Affiliations

The Association of Public Safety Communications Officials – International
National Emergency Number Association

Tom Maureau (VP) - Project Manager/Subject Matter Expert

Summary of Experience

Mr. Maureau is a retired law enforcement Division Commander (27 years) who possesses a unique combination of PSAP, IT, law enforcement, fire department, EMS and emergency management expertise developed through numerous Police and Fire Department assignments and as a Florida Registered EMT/Paramedic. Additionally, Mr. Maureau has an MBA in Technology Management and brings an Operations Management/Business Case Analysis approach to all projects.

During his last 10 years of service, Mr. Maureau served as a PSAP Director, Chief Information Officer (CIO) for Public Safety IT and was the Technical Services Division Commander comprised of Records Management, Crime Analysis, Criminal Intelligence and Property & Evidence. Previous law enforcement assignments include Watch Commander, Criminal Investigations, SWAT, Narcotics/Organized Crime Drug Enforcement Task Force, Armed Robbery Task Force, Career Criminal Unit, Training and Emergency Management.

In addition to his public safety experience, Mr. Maureau has over twelve years' experience as a consultant to state, city and county agencies and public safety Information Technology companies. Mr. Maureau has worked with a wide spectrum of large, medium and small public safety agencies.

Education

- MBA/Technology Management - University of Phoenix
- Certified Public Manager - Florida State University Center for Professional Development
- Bachelor of Science/Criminology - Florida State University
- Registered Paramedic/EMT Program - Tallahassee Community College

Related Project Experience

- **Seminole County, FL** – August 2017 to present. All (7) County/City Fire/Rescue Departments. Current state/future state gap analysis. CAD/Mobile/Business Intelligence procurement – RFP through selection and contract negotiations; CAD/Mobile implementation
- **Miami-Dade County, FL** – November 2016 to present. CAD/Mobile RFP process for Miami-Dade Police and Fire Departments
- **Los Angeles County Fire Department** – July 2016 to present. CAD/RMS RFP project. Strategic plan, RFP requirements and RFP evaluation and scoring process
- **San Mateo County, CA**
 - September 2016 – Present – CAD/Mobile/Business Intelligence RFP requirements, RFP evaluation and scoring, CAD-to-CAD/Information sharing, Staffing analysis
 - December 2015 – August 2016. CAD Gap Analysis Project. Current and future state assessment of Public Safety Communications technology systems, workflows and business processes
- **State of Colorado** – November 2015 – March 2016. State Legislature Body Worn Camera Project. Provided facilitation and strategic guidance for a Body-Worn Camera Study Group to meet and collect data to determine best practices regarding the utilization of body worn cameras for law enforcement.
- **Atlanta** – March 2015 – June 2015. NICE Systems. Atlanta PD Logging and Recording system assessment
- **Los Angeles, CA** – January 2015 to May 2015. LA Fire Region CAD-to-CAD RFP development and evaluation, C2C Operational Best Practices
- **State of Gujarat, India** – January 2015 – Current. ESINet and PSAP consolidation analysis
- **New York City OCEC/ECTP** – May 2, 2012 to December 31, 2014:

- ECTP2/FDNY CAD Project Team - Subject Matter Expert to the Mayor's Office of Citywide Emergency Communication (OCEC) and FDNY regarding a variety of projects including 9-1-1/PSAP operations, business process improvement and technology systems including CAD, mobile, AVL, GIS/mapping, computer triage, business intelligence, CAD-to-CAD, RMS and wireless data networks
- SME to the FDNY Bureau of Communications concerning Fire and Emergency Dispatch operations, technology systems, policies, procedures, training protocols, workload analysis and business process improvement
- FDNY business case research assignments including: NYPD/FDNY CAD-to-CAD opportunities for improved public safety operations; Benefits of AVL/closest unit dispatching; Requirement for an FDNY Mobile Data Strategic Plan; FDNY Transition to a Broadband Wireless Data Network; Leveraging an FDNY Business Intelligence System and the employment of guide cards and pre-arrival instructions
- NYPD/FDNY business case research assignments including implementation of Text-to-9-1-1 for NYC and federal grant application; Requirement for a NYC NG9-1-1 Strategic Plan and federal grant application
- **New York City Mayor's Office of Citywide Emergency Communication** – January 2, 2011 to May 1, 2012. Operations and workload analysis of NYPD/FDNY Fire and EMS 9-1-1/PSAP call taking/dispatch business processes and procedures; technology systems and inter-agency workflow. Evaluated all aspects of NYPD and FDNY 9-1-1/PSAP operations to provide findings and recommendations - Project Manager/SME
- **City of Boston, MA** – 9-1-1/PSAP Consolidation Feasibility Analysis and operations assessment of Boston PD, Fire and EMS dispatch centers - Project Manager/SME

Peter A. Hambuch, Senior Consultant

Summary of Experience

Mr. Hambuch is a subject matter expert and respected consultant with more than 30 years expertise with public safety agencies and senior account management roles. He is a trusted Public Safety advisor on wireless technology platforms including Broadband. He has worked his entire career with Public Safety agencies developing and executing communications plans with a focus on lifecycle, vendor, and



network management services. He is skilled at delivering a professional document of results that allows agencies to easily implement solutions.

Mr. Hambuch is proficient at analyzing the performance of existing systems and networks and comparing specifications and applying that knowledge. He has served as a public speaker representing large organizations to local, regional, and national exhibitions. He is committed to integrity, credibility, and professionalism and seeks out relationships at all levels of engagement.

PRIOR RELEVANT PROJECTS

- Dispatch Consortium, Chicago, IL: Managing review of the existing Request for Proposal for a new wireless communications network for 9 police and 4 fire agencies. Worked with vendor responses and negotiated additional cost savings. Ensured vendors met the requirements and acted on behalf of the consortium in vendor management discussions.
- Project date: August 2019 – January 2020
 - Roles and Responsibilities
 - Coverage
 - Review available coverage in the geo-political boundary of the consortium
 - Determine where additional sites were located to provide the required coverage
 - Ran propagation analysis to determine coverage
 - Reviewed coverage from existing and proposed sites. Needed to consider how failure modes would affect coverage to subscribers travelling throughout the coverage area.
 - Recommended most cost effective sites to provide coverage.
 - Worked with the Vendor (Motorola) regarding modification of their network to incorporate the additional sites.
 - Negotiated the Coverage Acceptance Test Plan incorporating changes to be in line with Motorola coverage standards
 - Failure mode analysis
 - Worked with the vendor (Motorola) to determine how different failure modes would affect Police and Fire organizations.
 - Made recommendations for redundancy to mitigate failure modes.
 - RFP Evaluation
 - Reviewed Motorola's response to the RFP
 - Pointed out significant errors and omissions
 - Generated 25 questions for clarification. Worked with Motorola to get appropriate answers to the questions. This was a lengthy process.
 - Negotiation
 - Worked with the Consortium to negotiate terms and pricing. Was

able to get an additional 10% discount (17% to 27%) in subscriber pricing and an additional \$125,000 system discount

- San Francisco East Bay, CA: Overseeing the move of the 911/Dispatch center to a new Civic Center. Developed equipment specifications and cutover plan for all wireless systems for Police and Fire. Recommended an alternate migration to save the client significant funding. Technologies included 911/Dispatch consoles, wireless communications network, point to point microwave paths, tower construction, and recommendations on backup power.
- Project date: December 2019 – June 2020
 - Roles and Responsibilities
 - Interface with Motorola and Aviat Microwave
 - Coordinated cutover plan between vendors
 - Interface with Director of East Bay RCS
 - Designed outdoor shelter requirements
 - Power requirements
 - Shelter size
 - Shelter power
 - Layout of shelter
 - Tower Design
 - Determined antenna placements on tower
 - Worked with manufacturer on tower shroud to hide antennas
 - Worked with Motorola on detailed cutover plan to move existing MCC7500 consoles to new facility
 - Worked with Aviat Microwave on path surveys and antenna placements
 - Responsible for detailed cutover plan involving Motorola and Aviat
- Western Chicago, IL: Worked with the 911 Director to review the current wireless communications network. Interoperability with surrounding counties was a significant concern. Gave the client three options for them to consider, all of which gave them communications with adjacent counties.
- Project date: March 2020 – August 2019
 - Coverage
 - Review available coverage in the geo-political boundary of the county. County Sheriff and Fire had different requirements
 - Determine where additional sites were located to provide the required coverage
 - Ran propagation analysis to determine coverage
 - Reviewed coverage from existing and proposed sites. Needed to

- consider how failure modes would affect coverage to subscribers travelling throughout the coverage area.
 - Recommended most cost effective sites to provide coverage.
 - Recommended Simulcast instead of multicast for better in-building coverage
- Failure mode analysis
 - Worked with the county to determine how different failure modes would affect Sheriff and Fire organizations.
- Frequency Evaluation
 - County was at VHF
 - Surrounding counties were all on the Statewide Project 25 800MHz system
 - Ran coverage evaluations at 800MHz from existing Motorola sites.
- Recommendation
 - Worked with the Consortium to negotiate terms and pricing. Was able to get an additional 10% discount (17% to 27%) in subscriber pricing and an additional \$125,000 system discount
- Large City in Ohio: Assisted the city by writing the specifications for a replacement microwave system to link their current tower sites. Worked with the 911 Director and their engineers on technical specifications and a statement of work for vendors to respond.
- State Wireless Contract: The client is self-maintained. Worked to implement a new maintenance tracking tool for them to monitor the network. Worked on definition of system requirements and helped in the initial installation of the tool. Gave significant feedback to the vendor on proposed changes to the monitoring process on behalf of the client.
- State Agency Microwave Analysis: Review of clients existing 41 microwave tower locations. Document operational equipment. Determine if a new shelter/tower is required. Generate equipment specifications for all site equipment including backup generators, fuel tank, transfer switch, shelter sizing and construction, new microwave equipment and power systems, review grounding practices.

Mission Critical Partners

**Senior Technology Consultant
2020**

2019-

Public Safety Solutions Consultant helping clients answer the most challenging public safety technology issues. Worked directly with clients, project managers, engineers, and vendors to deliver a professional document of results.



Orange County Sheriff's Department
Telecommunications Engineer
2018 - 2019

2018 -

Rotational working assignments in site design, subscriber radios programming and troubleshooting, network management and console operations. Responsible for all Sheriff's wireless communications needs, 14 dispatch centers, in building systems, and broadband applications. Worked with the groups and reported to the Director on the progress of programs.

EFJohnson

Sales Director – Western Region

2016 - 2017

Mr. Hambuch was responsible for the expansion of sales in the western region of the United States. Consultative selling to share EFJohnson's technology with public safety agencies. Helped agencies with planning, implementation, and support of their networks.

Motorola Solutions

2002 - 2016

Senior Solutions Architect

Market development manager and technical architect at Motorola Solutions. Consulting with clients to help set dependable communications roadmaps for their public safety networks. He helped develop migration plans to digital systems along with responding to RFP's. He worked with product development to prioritize future features for clients. He helped develop Voice of the Customer feedback to help with prioritizations.

Motorola

1990 - 2002

Director of System Engineering

Responsible for customer engineering for all states west of the Mississippi River. Led a group of 100 engineers and technologists to work with customers on wireless communications networks.

EDUCATION

- **Bachelor of Science in Electrical Engineering**
- **Milwaukee School of Engineering, Milwaukee, WI**

PROFESSIONAL ORGANIZATIONS

- **PTIG** Project 25 Technology Interest Group
- **APCO** Association of Public Safety Officials

WINBOURNE
CONSULTING, LLC

Thomas M. Klaban – Technical Subject Matter Expert

Summary of Experience

Mr. Klaban has served as the project manager and subject matter expert for City of Cleveland, OH, City of Columbus, OH, Washtenaw County, MI, Twin Cities of St Paul and Minneapolis (MESB), MN, Milwaukee County, WI and the California Department of Justice, CA. He is a senior level Public Sector consultant with over 35 years of extensive, successful experience in the assessments, analysis, process and workflow, development of functional specifications and requirements, RFI's (Request for Information), RFP's (Request for Proposals), software architecture and development, software evaluation, project management and implementation of City Financial, Utility Billing, Dispatch, Police/Sheriff, Court and Fire/EMS systems. Development credentials include software architecture, analysis, design, development, testing, quality assurance, implementation and support of city financial and utility billing software plus five CAD (Computer Aided Dispatch), Police/Sheriff Records, Fire/EMS Records and Mobile systems. Project Management experience includes implementation, transition and migration, training and go-live support for multiple CAD, RMS, Fire/EMS, Jail, City Financial, Utility Billing, Municipal, Circuit and Probate Court systems as well as Prosecutor and District Attorney systems. Management credentials include general management, operations management, sales management, product development management, and financial management. Executive credentials encompass a broad range of corporate positions within large, medium, small and start-up companies.

Related Project Experience

Winbourne Consulting, LLC, VA (2013 – Present)

Public Safety Senior Consultant

Senior Consultant responsible for technology and operational assessments, analysis, process and workflow improvements, as well as RFI and RFP lifecycle, project management, transition planning, data sharing, interoperability and consolidation services. Specializing in technology, operations, process transition planning, flow analysis, business analysis, requirements gathering, interfaces, case and data management for CAD, RMS, JMS, FMS, EMS, NG911, CPE and Mobile clients. Instrumental in dealing with all levels of management within an

organization to effect and manage change; including hardware, software, conversion, gap analysis, training, integration and go-live support. Projects include:

Wichita PD, KS – Implementation of RMS software and connectivity to NIBRS, Subject Matter Expert and Project Manager

- City of Durango, CO – Assessment and recommendations of CAD, RMS and JMS software, Subject Matter Expert and Project Manager
- Virginia Beach, Virginia, City of Virginia Beach Integrated Public Safety Project, Subject Matter Expert and Technical Consultant on CAD, RMS, JMS and interfaces
- MESB Minneapolis/St Paul, MN - PSAP CAD-to-CAD connectivity and interoperability assessment, Project Manager
- Milwaukee County, PSAP Consolidation, CAD-to-CAD Interoperability assessment, Project Manager
- Columbus, Ohio, 9-1-1 Dispatch Center Consulting and Implementation Services, Project Manager
- California DOJ (Department of Justice) – SRS to NIBRS transition planning, NIBRS repository vendor evaluation, DOJ staffing evaluation, Law Enforcement agency readiness evaluation, RMS vendor readiness to report NIBRS evaluation, and recommendations to the FBI; Project Manager
- Ho Chi Minh City, Vietnam – Police 113, Fire 114 and EMS 115 communication centers consolidation study, assessment and recommendation for a single communications center with emergency phone number including CPE, CAD, Mobile and RMS.
- Denver, CO – PSAP CAD-to-CAD connectivity and interoperability assessment, RFP development and project management; Technical Lead
- Onondaga County, NY – Police, Fire & EMS Mobile connectivity and interoperability assessment, RFP development, vendor selection, implementation and project management; Technical Lead

EDUCATION

- Bachelor of Science in Business Administration, Ohio State University
- Computer Science and Accounting Dual major, Ohio State University

Amber Daughtry - Business Analyst/Mobile Data SME

Summary of Experience

Ms. Daughtry has extensive experience in design, configuration, training, implementation and maintenance of public safety technology systems. Worked closely with multiple law enforcement and fire/rescue stakeholders in the development of various information systems within the public safety arena. Experience includes not only the system requirements/administration but also includes the development of policies and procedures and training curriculum. As a certified law enforcement instructor, Amber has trained hundreds of officers at multiple agencies on mobile computers and software; electronic ticketing hardware, software and back office; in-car video, body worn camera and back office products.

Related Project Experience

WINBOURNE CONSULTING, LLC, Arlington, VA

2015-present

Senior Consultant

- **Bellevue (WA) Police Department, In-Car Video/Body Worn Camera Feasibility Study, 2018-Current**
- **Westminster (CO) Police Department, CAD/Mobile, 2018-Current**
- **Seminole County (FL) Fire Department, CAD/Mobile, 2017-current**
- **Chatham County/Savannah (GA), Deconsolidation Study, 2018**
- **California DOJ NIBRS Transition Project, 2017-2018**
- **Superion/SunGard, RFP Assessment Project (2017)**
- **Waco (TX) Police Department, Body Worn Camera RFP (2016-2018)**
- **Colorado Department of Public Safety, Body Worn Camera Study Group (2015-16)**

CITY OF TALLAHASSEE, Tallahassee, FL

1986 – 2015

Public Safety Information Management Services

Tallahassee Police and Fire Departments

Mobile Data System Administrator

1996 - 2015



- **Mobile Data System Administrator, 1996-2015**

Mobile Data Computer (MDC) Project: The project began in 1996 with field-based reporting and fixed in-car computer devices and progressed to portable laptops with field-based reporting, Motorola PMDC and PCAD systems.

- Participated in hardware vendor selection, configuration, design/installation, and maintenance of hardware (computer devices, modems, AVL, etc.)
- Maintenance and support of associated servers and server room
- Maintenance and support of field-based reporting software and server
- Maintenance and support of PMDC/PCAD software and servers
- On-call for police and fire (hardware and software support)
- Participated in creation and maintenance of training curriculum for all mobile products
- Trained sworn and civilian users for mobile data, AVL, and field-based reporting at multiple agencies
- Trained IT staff to use and support all mobile data products

- **Electronic Citation Program Administrator, 2005-2015**. Designed, configured, implemented and maintained e-citation program. Worked closely with command staff to establish requirements to create and maintain up-to-date department policies, procedures and training curriculum. Trained sworn and civilian staff, including staff from both the State Attorney's Office and Clerk of Court. Provided the same services to Florida State University (FSU PD) Police Department (installed, maintained, and trained) and was liaison to court staff and vendor for FSU PD. Maintained training records.

- **Field Based Reporting Administrator, 1996-2015**. Participated in vendor selection, extensive design and customization, configuration, implementation, maintenance and support; trained department staff (sworn and civilian); server maintenance and support; worked closely with command staff (requirements, policies and procedures), vendors, State Attorney staff, and the public (records requests), etc. Maintained up-to-date training curriculum and training records.

- **Assistant CAD Administrator, 1996-2000**. Responsible for CAD software maintenance and support (and after hours on call); responsible for fire and police dispatch center hardware maintenance and support.

Digital System Administrator

2005-2015

- Digital System Administrator, 2005-2015. Maintenance and support of hardware and software for body worn camera, in-car video, prisoner transport, and interview room systems. Responsible for department Electronic Document Management System (maintenance and support of digital images/photos and document storage) and digital camera inventory. Provided certification/authenticity testimony in court. Helped create and maintain training curriculum and trained sworn and civilian users. Responded to Public Records Requests and confidential inquiries (Internal Affairs investigations and requests for information on license plates, people, staff/vehicle locations, etc.). Worked closely with command staff and State Attorney staff for requirements to create department policies, procedures and training curriculum. Updated policies and training as needed. Provided the same services to Florida State University (FSU PD) Police Department.

EDUCATION

- **Criminology/IT**, Tallahassee Community College, Tallahassee, FL
- **Certified Law Enforcement Instructor**, Pat Thomas Law Enforcement Academy, Tallahassee, FL

2021 Open Enrollment Meeting
GoTo Virtual Meeting
Wednesday, October 14, 2020 at 9:00 AM

Agenda

1. Open Enrollment
 - a. October 26 through November 20
 - b. No In Person Open Enrollment Fairs
 - i. Hosting virtual options instead
 - c. 2021 Materials (Postcard, Rate Charts, Benefits Guide, Open Enrollment Guide and Website)
2. Healthcare and Dental
 - a. 2021 Rates
 - b. 2021 Healthcare Changes
 - c. Rule Changes
 - d. Employees do NOT have to re-enroll in health/dental unless making changes
 - e. Waiver Form Reminder
3. Voluntary Vision Insurance--NEW
 - a. New Vision Insurance Coverage through MetLife
 - b. Separate from Coverage under UHC
4. Flexible Spending
 - a. New Vendor—Switching from Benefit Advantage to Ameriflex
 - b. Will Occur before Year End—Blackout Period of 2 Weeks
 - c. No Late Enrollments Past Open Enrollment Period
 - d. Paycheck Deduction Change
 - e. IRS Maximum Limits
5. Long Term Disability
 - a. Rate Increases
6. Health, Wellness & Safety Program Updates
 - a. Health Appraisal
 - b. Healthy Rewards Updates
 - c. Flu Clinics
 - d. Clinics Updates
 - e. Wellness Programming—All Virtual
 - f. Virtual Employee Safety Training
7. Deferred Compensation
 - a. Open Enrollment Period and Election Default Process
 - b. Other Updates

8. Important Payroll Updates
 - a. Worker's Compensation

9. Other Updates

To: Administrative Assistants, Personnel Payroll Assistants, Office Assistants,
and Field Assistants

From: Renee Joos, Employee Benefits Director

Date: October 8, 2020

RE: Annual Benefits Virtual Meeting, Wednesday, October 14, 2020

The Department of Employee Relations Benefits Division provides an annual information session to update personnel who have the primary responsibility for administrative payroll functions within their division or department. These positions play a critical role in helping communicate and administer payroll and benefit functions for City employees.

The meeting will cover important reminders for payroll staff and changes to various benefit programs and services including:

- Open Enrollment & Virtual Education Sessions
- 2021 Benefit Rule Changes
- 2021 Health and Dental Rates
- 2021 Health Benefit Design Changes
- New 2021 Voluntary Vision Insurance
- FSA Administrator Change
- Wellness updates
- Virtual Employee Safety Training

An agenda is also included with this memo with additional meeting information. The meeting is scheduled as a virtual GoTo Meeting on Wednesday, October 14, 2020 at 9:00 a.m. <https://global.gotomeeting.com/join/859329565> **Access Code: 859-329-565**
You can also dial in using your phone. United States: +1 (571) 317-3122

Please plan to have one representative from your department or division attend the GoTo Virtual Meeting. We encourage the Field Assistants to attend as well, because they serve as a primary source of information for your field employees.

If you cannot attend the meeting, let us know and we will ensure you receive important updates and an overview of the information covered.

Thank you in advance for your participation.



To: Griselda Aldrete
Renee Keinert
Fire and Police Commission

From: Tom Maureau
Winbourne Consulting, LLC

Date: October 12, 2020

Subject: Milwaukee CAD/Mobile Strategic Plan – Payment Milestone #4

Total Due: \$25,345.42

Background Information

The CAD/Mobile Strategic Plan is a Time & Expense (T & E) contract addendum to the original CAD/Mobile RFP Firm Fixed Price (FFP) contract. Estimated contract amount \$75,090

Payment Milestone #3 was issued on July 10, 2020 for June 2020. Due to the DNC and COVID-19, project tasks were delayed. Tasks were fully re-engaged in the August and September time frame.

The Executive Steering Committee (ESC) assigned tasks related to the Solacom 911 Project with direction to use hours from the CAD/Mobile Strategic Plan Project.

Since the contract is T & M requiring monthly invoices, three separate invoices (e.g., July, August and September) comprise Payment Milestone #4. Regular monthly invoices will resume starting in October.

Payment Milestone #4 Summary

Date Range:	July 1, 2020 to September 30, 2020
Total Hours:	138.5
Total Labor:	\$22,725
Total Expenses:	\$2,620.42
Total:	25,345.42

CAD Strategic T & M Contract

Contract Amount	\$75,090
Payment Milestone #1	\$12,280.76 (Sep 15, 2019)
Payment Milestone #2	\$7,260 (Oct 31, 2019)
Payment Milestone #3	\$7,287.62 (July 10, 2020)
Payment Milestone #4	\$25,345.42 (October 12, 2020)
Remaining Contract Amount	\$22,916.20

Payment Milestone #4 - Monthly Totals

July 2020	\$1,815.00
August 2020	\$13,773.98
<u>September 2020</u>	<u>\$9,756.44</u>
Combined Total	\$25,345.42

Payment Milestone #4 Monthly Breakdown

July 1 – 31, 2020

Tom Maureau

- 11 hours X \$165 = \$1,815.00
- Expenses = -0-

August 1 – 31, 2020

Tom Maureau

- 69 hours x \$165 = \$11,385.00
- Expenses = \$1,413.98

Amber Daughtry

- 6.5 hours x \$150 = \$975.00
- Expenses = -0-

September 1 – 30, 2020

Tom Maureau

- 50 hours x \$165 = \$8,250
- Expenses = \$1,206.44

Amber Daughtry

- 2 hours x \$150 = \$300
- Expenses = -0-

Payment Milestone #4 Information

Tasks completed for Payment Milestone #4 include:

July 2020

- FPC/Public Safety Enhancement Program
 - PSEP Executive Steering Committee tasks – Facilitate meetings, meeting agenda, status reports
 - FPC oversight for the MPD CAD Stabilization Project
 - Alderman 9-1-1 diversion meeting and follow-up
 - Michael Baker International/DataMark GIS proposal – Public Safety GIS Data Requirements

- Solacom 911 Project
 - Review contract and project documents
 - Project Team formation and facilitate meetings
 - Project Plan
- CAD/Mobile/BI Project
 - Project management and status briefings
 - Meetings, conference calls and emails with FPC Executive Director, MPD, MFD, City Purchasing and Project Team personnel
 - Evaluation and scoring process
 - Vendor Q & A

August 2020

- FPC/Public Safety Enhancement Program
 - PSEP Executive Steering Committee tasks – Facilitate meetings, meeting agenda, status reports
 - PSEP Charter
 - City Budget tasks reference new combined Emergency Communications Center
 - Michael Baker International/DataMark GIS proposal – Public Safety GIS Data Requirements
- Solacom 911 Project
 - Solacom 911 system demonstration
 - Contract and project documents
 - Facilitate project meetings and develop project plan
 - Communication with Solacom
- CAD/Mobile/BI Project
 - Project management and status briefings
 - Meetings, conference calls and emails with FPC Executive Director, MPD, MFD, City Purchasing and Project Team personnel
 - Evaluation and scoring process
 - RFP reference check survey and status reports
 - RFP proposal review – Respond to committee member questions
 - Onsite August 31 – September 2, 2020 – Facilitate SME group meetings
 - Public Safety Committee conference calls and slide deck – Alderman Spiker

September 2020

- FPC/Public Safety Enhancement Program
 - PSEP Executive Steering Committee tasks – Facilitate meetings, meeting agenda, status reports
 - PSEP Charter
 - City Budget tasks reference new combined Emergency Communications Center
 - Michael Baker International/DataMark GIS proposal – Public Safety GIS Data Requirements

- Solacom 911 Project
 - Facilitate conference calls with Solacom
 - Contract and project documents
 - Facilitate project meetings and develop project plan
- CAD/Mobile/BI Project
 - Project management and status briefings
 - Meetings, conference calls and emails with FPC Executive Director, MPD, MFD, City Purchasing and Project Team personnel
 - Evaluation and scoring process
 - RFP reference check survey and final report
 - RFP proposal review – Respond to committee member questions
 - Facilitate proposal review discussion
 - Phase 1 vote – Facilitate Evaluation and SME committee member meetings
 - Phase 2/Scripted Demonstration – Agenda, schedule, scenarios and presentation questions

July 2020 Replicon Report

User Name	Entry Date	Hrs	Billing Rate	Billable Amt	Comments
Maureau, Tom	07/08/20	2.00	\$ 165.00	\$ 330.00	Vendor Q & A - Email to Purchasing Call with Debbie
Maureau, Tom	07/09/20	2.00	\$ 165.00	\$ 330.00	FPC conference call Project status
Maureau, Tom	07/23/20	2.00	\$ 165.00	\$ 330.00	Solacom 911 issue email
Maureau, Tom	07/24/20	1.00	\$ 165.00	\$ 165.00	Solacom 911 issue
Maureau, Tom	07/27/20	1.00	\$ 165.00	\$ 165.00	911
Maureau, Tom	07/31/20	3.00	\$ 165.00	\$ 495.00	Diversion call and prep CAD/Mobile RFP
July 2020 Total		11.00		\$ 1,815.00	

August 2020 Replicon Report

Daughtry, Amber	08/19/20	0.50	\$ 150.00	\$ 75.00	Created draft survey; sent to Tom M
Daughtry, Amber	08/24/20	1.00	\$ 150.00	\$ 150.00	Updated survey; sent to Tom M (for client approval).
Daughtry, Amber	08/27/20	3.00	\$ 150.00	\$ 450.00	Published survey; bad emails; returned emails; inquiries
Daughtry, Amber	08/28/20	2.00	\$ 150.00	\$ 300.00	Survey issues
Subtotal Daughtry, Amber		6.50		\$ 975.00	
Maureau, Tom	08/04/20	4.00	\$ 165.00	\$ 660.00	CAD/Mobile RFP next steps ESC agenda and meeting Project Plan
Maureau, Tom	08/07/20	4.00	\$ 165.00	\$ 660.00	Eval and scoring instructions Nest steps with Debbie Reference checks City Purchasing
Maureau, Tom	08/10/20	4.00	\$ 165.00	\$ 660.00	Combined dispatch tasks - City Budget RFP eval and scoring next steps 911 Solacom tasks
Maureau, Tom	08/12/20	2.00	\$ 165.00	\$ 330.00	Project Plan
Maureau, Tom	08/13/20	7.00	\$ 165.00	\$ 1,155.00	Charter DataMark proposal RFP proposals
Maureau, Tom	08/14/20	5.00	\$ 165.00	\$ 825.00	Combined PSAP tasks Solacom 911 tasks Charter tasks Reference check process RFP Proposal Review
Maureau, Tom	08/17/20	4.00	\$ 165.00	\$ 660.00	DataMark conf call - Updated price quote Conf call with Griselda and Debbie ITMD GIS plan City Budget call Solacom 911
Maureau, Tom	08/18/20	2.50	\$ 165.00	\$ 412.50	Solacom 911 demonstration and follow-up
Maureau, Tom	08/19/20	3.00	\$ 165.00	\$ 495.00	Combined PSAP tasks and emails City Budget information Solacom 911 project
Maureau, Tom	08/20/20	5.00	\$ 165.00	\$ 825.00	Chief Lipski conf call regarding LOE Prep and create document for all committees meeting - Evaluation and scoring instruction All committee Team call FPC conf call
Maureau, Tom	08/21/20	2.00	\$ 165.00	\$ 330.00	Solacom 911 - Project Team call and follow-up
Maureau, Tom	08/24/20	1.50	\$ 165.00	\$ 247.50	Questions to Rhonda and conf call Update CAD instructions Conf call with



					Debbie
Maureau, Tom	08/25/20	3.00	\$ 165.00	\$ 495.00	CAD RFP eval and scoring instructions Conf call with all committees Solacom 911 project tasks
Maureau, Tom	08/26/20	5.00	\$ 165.00	\$ 825.00	City Budget conf call RFP Proposal Review
Maureau, Tom	08/27/20	6.00	\$ 165.00	\$ 990.00	Solacom 911 - Conf call with Solacom 911 project follow-up with Debbie Letter from FPC to Solacom - PSEP CAD/Mobile survey RFP Proposal Review
Maureau, Tom	08/28/20	3.00	\$ 165.00	\$ 495.00	PSEP ESC agenda and meeting RFP Proposal Review
Maureau, Tom	08/31/20	8.00	\$ 165.00	\$ 1,320.00	Onsite - Committee meetings evaluation and scoring instructions.
Subtotal Maureau, Tom		69.00		\$ 11,385.00	
August 2020 Total		75.50		\$ 12,360.00	

September 2020 Replicon Report

User Name	Entry Date	Hrs	Billing Rate	Billable Amt	Comments
Daughtry, Amber	09/09/20	2.00	\$ 150.00	\$ 300.00	Preparing summary for Tom M; will update tomorrow
Subtotal Daughtry, Amber		2.00		\$ 300.00	
Maureau, Tom	09/01/20	8.00	\$ 165.00	\$ 1,320.00	Onsite Solacom project meetings CAD/Mobile project meetings
Maureau, Tom	09/02/20	7.00	\$ 165.00	\$ 1,155.00	Follow-up tasks - Staffing information for City Budget, Solacom next steps, proposal review schedule, scripted demo plan RFP Proposal Review
Maureau, Tom	09/03/20	4.00	\$ 165.00	\$ 660.00	ESC agenda Debbie conf call ESC meetings RFP Proposal Review
Maureau, Tom	09/10/20	4.00	\$ 165.00	\$ 660.00	Solacom 911 project team and Solacom conf call - Hold on project. Next steps Proposal review process
Maureau, Tom	09/11/20	7.00	\$ 165.00	\$ 1,155.00	Project Team meeting - Review of three proposals. Start scripted demo scenarios
Maureau, Tom	09/15/20	2.00	\$ 165.00	\$ 330.00	Common Council Public Safety meeting Talking points for Ald Spiker Solacom 911 project Proposal review



Maureau, Tom	09/21/20	2.00	\$ 165.00	\$ 330.00	Phase 1 vote process Scripted demo Solacom 911 emails
Maureau, Tom	09/24/20	8.00	\$ 165.00	\$ 1,320.00	Evaluation and Scoring - Instructions, facilitate 3 hours team meeting, follow-up calls with Debbie and Rhonda. Scripted demo scenarios
Maureau, Tom	09/25/20	8.00	\$ 165.00	\$ 1,320.00	Phase 1 vote call. Next steps with Marina and Rhonda Scripted demo RFP Proposal Review
Subtotal Maureau, Tom		50.00		\$ 8,250.00	
September 2020 Total		52.00		\$ 8,550.00	

August 31 – September 2, 2020 Travel Expenses

Aug 30	Sun	MKE CAD Strategic	Travel Day TLH - MKE. Early flight	\$50.00
		MKE CAD Strategic	Hilton Garden Inn Downtown	\$106.64
31	Mon	MKE CAD Strategic	Onsite	\$50.00
		MKE CAD Strategic	Hilton Garden Inn Downtown	\$106.64
		MKE CAD Strategic	Parking	\$8.00
Sep 1	Tue	MKE CAD Strategic	Onsite	\$50.00
		MKE CAD Strategic	Hilton Garden Inn Downtown	\$106.64
		MKE CAD Strategic	Parking	\$15.00
		MKE CAD Strategic	Rental car fuel	\$4.01
2	Wed	MKE CAD Strategic	Travel Day MKE - TLH	\$25.00
		MKE CAD Strategic	Parking	\$20.00
		MKE CAD Strategic	National Rental Car	\$188.71
		MKE CAD Strategic	TLH Airport Parking	\$44.00
		MKE CAD Strategic	Roundtrip house to TLH Airport	\$26.10