

Finance & Personnel Committee Approval Required
Single / Sole Source Contract Amendments \$50K or More
Contract #E-10082

Background:

User Department: Fire & Police Commission

Contract Description: Consultant contract to serve as the Regional Southeast Wisconsin State Communications Interoperable Plan Implementation (SCIP) Coordinator

Vendor Name: Mr. Eugene Oldenburg

Contract Term: 01/01/2010 thru 12/31/2010 with option to renew based on performance and funding availability.

Original Contract Amount: \$45,000

Background of Contract Amendments:

| Date | Description | Term | Cost |
|--|--|----------------------------|--------------------|
| 01/01/10 | Original Contract E10082 – consultant contract to serve as the Regional SCIP Implementation Coordinator under a grant from the State of Wisconsin, Office of Justice Assistance (OJA). | 01/01/2010 thru 12/31/2010 | \$45,000.00 |
| Pending | Amendment #1 – To facilitate the correction of the billing of allowable expenses under the OJA grant. | 01/01/2010 thru 12/31/2010 | \$8,255.00 |
| Total (including the pending amendment) | | | \$53,255.00 |

Purpose of Amendment:

The Fire & Police Commission is requesting to increase the total amount of the SCIP Coordinator consultant contract by \$8,255 from \$45,000 to \$53,255 to facilitate the correction of the billing of allowable expenses under the OJA grant and fund additional work hours that are allowable under the OJA grant that must be expended by December 31st, 2010.

Mr. Oldenburg currently serves as the Southeast Wisconsin SCIP Coordinator and is working toward meeting the deliverables enumerated under the grant for establishing and coordinating a regional planning commission; present training workshops and technical guidance to the eight county SE Wisconsin Region with the goal of fully interoperable emergency communications in compliance with State of Wisconsin requirements. The following summarizes the status of specific deliverables as of October 27, 2010 as provided by Mr. Oldenburg to the Fire & Police Commission under the grant:

- **Establish regional governance.** I made 19 presentations to law and fire associations or representatives in the eight county SE SCIP region to recruit members to form the regional interoperability council. I conducted the first organizational meeting on July 12th. I conducted the second meeting of the council on October 11th that led to the election of the leadership and the adoption of the regional council by-laws.
- **Narrowbanding Mitigation.** I conducted educational presentations to the regional council membership and also the WHEPP Region 7 Board of Directors. I developed a PowerPoint presentation on the FCC Narrowbanding Mandate for use by all regional state SCIP coordinators and other stakeholders.
- **Define “Active participation” requirement.** This is currently under discussion by the regional council leadership and will be presented to the general membership at a future meeting.

- **Define regional meeting schedules.** This was established in the regional by-laws.
- **Implement CASM software database.** I participated in approximately ten instructional webinars to gain an understanding of the software. I have worked with the national CASM database coordinator to import all Wisconsin law enforcement agency information, thereby eliminating the need to manually enter this information. I am currently working with other regional coordinators to standardize the data field naming conventions.
- **Develop County TICPs.** I completed the two day train-the-trainer OEC/ICTAP workshop held in August in Kewaunee County.
- **COML Training Initiative.** I have completed all of the ICS prerequisites in preparation for formal COML training scheduled to be held sometime in 2010.
- **BadgerNet/Radio over IP Initiative.** This deliverable is not applicable at this time.
- **Interoperability Exercises Initiative.** This is a future deliverable; however I have completed two of the three ICS training courses on exercise design in preparation for this item.
- **After-action Reporting of Interoperability Incidents/Exercises.** I obtained reports on a Franklin PD bank robbery apprehension incident involving multiple agencies and I am currently participating as a panel member reviewing the shooting of two West Allis police officers that involved a responsive by ten law enforcement agencies.
- **SCIP Plan Update.** I participated in an OEC/ICTAP facilitated workshop held on June 23rd in Appleton to update the current Wisconsin SCIP plan.

City Purchasing Director Recommendation:

Approval of this contract amendment request by the Finance & Personnel Committee is recommended because it will assist with the facilitation of the correction of billing of allowable expenses under the OJA grant by the Fire & Police Commission and allow Mr. Oldenburg to continue to provide specific deliverables related to the full implementation of a SCIP Plan for the Southeast Wisconsin region.