

LTACC
Lyons Township Area Communications Center

BOARD OF DIRECTORS
Meeting Agenda
February 11, 2016 @ 1:00 a.m.
Village of La Grange Park Village Hall

AGENDA

- I. Call to Order
- II. Approval of Minutes. *Motion to Approve the Minutes of the January 19, 2016 Meeting.*
- III. Space Needs Study. *Motion to Approve a Contract and Proposal for Phase 1 Architectural, Mechanical & Engineering Services, Lyons Township Area Communications Center (LTACC) in the Amount of \$8,150 plus Reimbursables.*
- IV. Items for Discussion
 - a. Space Needs Study
 - b. Potential Membership: Brookfield
 - c. IRMA – Insurance Coverage
 - d. Certification Filing with the State of Illinois
 - e. IT/AIS Support
 - f. Other Equipment Needs and Required Action/Timeline
 - g. Budget and/or Financial Update
 - h. Personnel Needs
- V. Additions to Agenda
- VI. Next Steps
- VII. Confirmation of Next Meeting
 - a. Date: _____
 - b. Location: _____
- VIII. Adjournment

The Lyons Township Area Communications Center (LTACC) Board of Directors Meetings are currently held at the Village of La Grange Park Village Hall located at 447 N. Catherine Avenue, La Grange Park, Illinois 60526. Should the future location of these meetings change, such location will be noticed on the meeting agenda.

The Lyons Township Area Communications Center and the Villages of La Grange Park, La Grange and Western Springs are subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Julia Cedillo, Village Manager, at 708-354-0225 x107 promptly to allow the Village of La Grange Park to make reasonable accommodations for those persons. Website <http://www.lagrangepark.org>

LYONS TOWNSHIP AREA COMMUNICATIONS CENTER (LTACC)

CONTRACT/PROPOSAL FOR

Phase 1 Architectural, Mechanical & Engineering Services Lyons Township Area Communications Center (LTACC)

Full Name of Bidder Wold Architects and Engineers ("Bidder")
Principal Office Address 110 North Brockway Street, Suite 220, Palatine, IL 60067
Local Office Address Same
Contact Person Roger Schroepper Telephone Number (847) 241-6100

TO: Lyons Township Area Communications Center (LTACC) ("Owner")
304 West Burlington Avenue
La Grange, Illinois 60525
Attention: Ms. Kim Knutsen

Bidder warrants and represents that Bidder has carefully examined the Work Site described below and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. NONE [if none, write "NONE"], which are securely stapled to the end of this Contract/Proposal.

construction practices, in full compliance with, and as required by or pursuant, to this Contract/Proposal, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged, and first quality equipment, materials, and supplies.

1. Work Proposal

A. Contract and Work. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall, at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract/Proposal and Owner's written notification of acceptance in the form included in this bound set of documents, all of the following, all of which is herein referred to as the "Work":

1. Labor, Equipment, Materials and Supplies. Provide, perform, and complete, in the manner specified and described in this Contract/Proposal, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for Phase I - Preliminary Design Work for the Lyons Township Area Communications Center (LTACC) Dispatch Center located at the 304 W. Burlington Avenue, La Grange, IL (the "Work Site") as described in consultants fee proposal dated January 26, 2016;
2. Permits. Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith;
3. Bonds and Insurance. Procure and furnish all bonds and all insurance certificates specified in this Contract/Proposal;
4. Taxes. Pay all applicable federal, state, and local taxes;
5. Miscellaneous. Do all other things required of Bidder by this Contract/Proposal; and
6. Quality. Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and

B. Performance Standards. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that all Work shall be fully provided, performed, and completed in accordance with industry standards [No provision of any referenced standard, specification, manual or code shall change the duties and responsibilities of Owner or Bidder from those set forth in this Contract/Proposal] [Whenever any equipment, materials or supplies are specified or described in this Contract/Proposal by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function, and quality desired. Other manufacturers' or vendors' products may be accepted, provided that the products proposed are equivalent in substance and function to those named as determined by Owner in its sole and absolute discretion.]

C. Responsibility for Damage or Loss. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall be responsible and liable for, and shall promptly and without charge to Owner repair or replace, damage done to, and any loss or injury suffered by, Owner, the Work, the Work Site, or other property or persons as a result of the Work.

D. Inspection/Testing/Rejection. Owner shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in Owner's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract/Proposal and Owner, without limiting its other rights or remedies, may require correction or replacement at Bidder's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Bidder with any excess cost incurred thereby, or cancel all or any part of any order or this Contract/Proposal. Work so rejected may be returned or held at Bidder's expense and risk.

2. Contract Price Proposal

If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth below.

A. Schedule of Prices. For providing, performing, and completing all Work, the total Contract Price of \$8,150 plus reimbursables. Phase 1 fees are calculated as follows:

Phase 1 – Preliminary Design

	Compensation For Discipline		
	Architectural	Mechanical/Electrical	Electrical
a. Kick-off Meeting/Workshop	8	8	8
b. Establish criteria			
c. Collect existing documentation			
d. Existing condition verification			
e. Establish programmatic requirements			
f. Establish overall schedule			
1. Establish Preliminary Design Scope Documents	10	8	8
a. SF program			
b. Description of scope per discipline			
c. Furniture analysis			
d. New equipment load requirements established			
e. HVAC system solution established			
f. Establish hardening and redundancy goals			
g. Establish sustainability goals			
h. Establish phasing/sequence of work			
2. Create Preliminary Estimate of Costs	2	2	2
3. Review and Approval of Final Phase 1 Documents	2		
Total Estimated Hours Phase 1	22	18	18

Architectural = 22 hours at \$125 = \$2,750
 Mechanical = 18 hours at \$185 = \$3,330
 Electrical = 18 hours at \$115 = \$2,070
 Total Phase 1 Cost Plus Fixed Fee = \$8,150

*Plus reimbursables excluding telephone and CAD fees.

Position	Rate
1. Partner in Charge	\$135
2. Mission Critical Planner	\$135
3. Project Director	\$115
4. Project Manager	\$115
5. Architect	\$100
6. Architectural Intern	\$85
7. Mechanical Engineer	\$185
8. Lead Electrical Engineer	\$120
9. Electrical Engineer	\$115
10. Electrical Intern / Drafter	\$95
11. Administration	\$75

TOTAL CONTRACT PRICE (in numbers):

\$ 8,150 plus reimbursables

B. Basis for Determining Prices. It is expressly understood and agreed that:

- All prices stated in the Schedule of Prices are firm and shall not be subject to escalation or change;
- Owner is not subject to state or local sales, use, and excise taxes, that no such taxes are included in the Schedule of Prices, and that all claim or right to claim any additional compensation by reason of the payment of any such tax is hereby waived and released; and

3. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work are included in the Schedule of Price; and

4. Any items of Work not specifically listed or referred to in the Schedule of Prices, or not specifically included for payment under any Unit Price Item, shall be deemed incidental to the Contract Price, shall not be measured for payment, and shall not be paid for separately except as incidental to the Contract Price, including without limitation extraordinary equipment repair, the cost of transportation, packing, cartage, and containers, the cost of preparing schedules and submittals, the cost or rental of small tools or buildings, the cost of utilities and sanitary conveniences, and any portion of the time of Bidder, its superintendents, or its office and engineering staff.

C. Time of Payment. It is expressly understood and agreed that all payments shall be made in accordance with the following schedule:

Compensation for the project will be paid in monthly installments. The Consultant must submit to LTACC, on a monthly basis a written invoice for payment for completed work. Each invoice must be accompanied by receipts, vouchers, and other documents as necessary to reasonably establish the Consultant's right to payment of the Compensation stated in the invoice. In addition, each invoice must include (a) employee classifications, rates per hour, and hours worked by each classification and, if the Project is to be performed in separate phases, for each phase, (b) total amount billed in the current period and total amount billed to date and, if the Project is to be performed in separate phases, for each phase, and (c) the estimated percent completion of the Project and, if the Project is to be performed in separate phases, for each phase.

All payments may be subject to deduction or setoff by reason of any failure of Bidder to perform under this Contract/Proposal.

3. Contract Time Proposal

A. Term. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall commence the Work within 10 days following Owner's acceptance of this Contract/Proposal provided Bidder shall have furnished to Owner all bonds and all insurance certificates specified in this Contract/Proposal (the "Commencement Date"). If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall perform the Work diligently and continuously and shall complete the Work within 30 days following the commencement date.

B. Termination. This Contract/Proposal may be terminated by LTACC under the following conditions:

- LTACC may terminate this Contract/Proposal at any time at its sole discretion, with or without cause, on 10 days written notice to Bidder. On termination, LTACC's liability will be limited to the pro rata cost of the services performed as of the date of the termination.

2. LTACC may terminate this Contract/Proposal at any time without notice (a) if at any time Bidder's performance threatens the health or safety of LTACC or the public, (b) if Bidder fails to maintain and keep in force the required insurance, or (c) Bidder otherwise breaches this Contract/Proposal.

- Broad Form Property Damage Endorsement "X," "C," and "U"
- Contractual Liability

Contractual Liability coverage shall specifically include the indemnification set forth below.

4. Financial Assurance

A. Bonds. Not required.

B. Insurance. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall provide certificates of insurance evidencing the minimum insurance coverages and limits set forth below within 10 days after Owner's acceptance of this Contract/Proposal. Such insurance shall be in form, and from companies, acceptable to Owner and shall name Owner, including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives, as an Additional Insured. The insurance coverages and limits set forth below shall be deemed to be minimum coverages and limits and shall not be construed in any way as a limitation on Bidder's duty to carry adequate insurance or on Bidder's liability for losses or damages under this Contract/Proposal. The minimum insurance coverages and limits that shall be maintained at all times while providing, performing, or completing the Work are as follows:

1. Workers' Compensation and Employer's Liability

Limits shall not be less than:

Worker's Compensation: Statutory

Employer's Liability: \$500,000 each accident-injury; \$500,000 each employee-disease; \$500,000 disease-policy.

Such insurance shall evidence that coverage applies to the State of Illinois and provide a waiver of subrogation in favor of Owner.

2. Commercial Motor Vehicle Liability

Limits for vehicles owned, non-owned or rented shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit

3. Commercial General Liability

Limits shall not be less than:

\$1,000,000 Bodily Injury and Property Damage Combined Single Limit.

Coverage is to be written on an "occurrence" basis, Coverage to include:

- Premises Operations
- Products/Completed Operations
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)

4. Umbrella Liability

Limits shall not be less than:

\$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

This Coverage shall apply in excess of the limits stated in 1, 2, and 3 above.

C. Indemnification. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall indemnify, save harmless, and defend Owner against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof, or any failure to meet the representations and warranties set forth in Section 6 of this Contract/Proposal.

D. Penalties. If this Contract/Proposal is accepted, Bidder proposes, and agrees, that Bidder shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Bidder's performance of, or failure to perform, the Work or any part thereof.

5. Firm Proposal

All prices and other terms stated in this Contract/Proposal are firm and shall not be subject to withdrawal, escalation, or change provided Owner accepts this Contract/Proposal within 60 days after the date this sealed Contract/Proposal is opened.

6. Bidder's Representations and Warranties

To induce Owner to accept this Contract/Proposal, Bidder hereby represents and warrants as follows:

A. The Work. The Work, and all of its components, (1) shall be of merchantable quality; (2) shall be free from any latent or patent defects and flaws in workmanship, materials, and design; (3) shall strictly conform to the requirements of this Contract/Proposal, including without limitation the performance standards set forth in Section 1B of this Contract/Proposal; and (4) shall be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Contract/Proposal and the warranties expressed herein shall be in addition to any other warranties expressed or implied by law, which are hereby reserved unto Owner.

B. Compliance with Laws. The Work, and all of its components, shall be provided, performed, and completed in compliance with, and Bidder agrees to be bound by, all applicable federal, state, and local laws, orders, rules, and regulations, as they may be modified or amended from time to time, including without limitation prevailing wage laws; any statutes requiring preference to laborers of specified classes; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or

requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification; and any statutes regarding safety or the performance of the Work.

C. Not Barred. Bidder is not barred by law from contracting with Owner or with any other unit of state or local government as a result of (i) a violation of either Section 33E-3 or Section 33E-4 of Article 33 of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.; or (ii) a violation of the USA Patriot Act of 2001, 107 Public Law 56 (October 26, 2001) (the "Patriot Act") or other statutes, orders, rules, and regulations of the United States government and its various executive departments, agencies and offices related to the subject matter of the Patriot Act, including, but not limited to, Executive Order 13224 effective September 24, 2001. Bidder is not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism; and Bidder is not engaged in this transaction directly or indirectly on behalf of, or facilitating this transaction directly or indirectly on behalf of, any such person, group, entity or nation.

D. Qualified. Bidder has the requisite experience, ability, capital, facilities, plant, organization, and staff to enable Bidder to perform the Work successfully and promptly and to commence and complete the Work within the Contract Price and Contract Time Proposals set forth above.

7. Acknowledgements

In submitting this Contract/Proposal, Bidder acknowledges and agrees that:

A. Reliance. Owner is relying on all warranties, representations, and statements made by Bidder in this Contract/Proposal.

B. Reservation of Rights. Owner reserves the right to reject any and all proposals, reserves the right to reject the low price proposal, and reserves such other rights as are set forth in the Instructions to Bidders.

C. Acceptance. If this Contract/Proposal is accepted, Bidder shall be bound by each and every term, condition, or provision contained in this Contract/Proposal and in Owner's written notification of acceptance in the form included in this bound set of documents.

D. Remedies. Each of the rights and remedies reserved to Owner in this Contract/Proposal shall be cumulative and additional to any other or further remedies provided in law or equity or in this Contract/Proposal.

E. Time. Time is of the essence for this Contract/Proposal and, except where stated otherwise, references in this Contract/Proposal to days shall be construed to refer to calendar days.

F. No Waiver. No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, whether before or after Owner's acceptance of this Contract/Proposal; nor any information or data supplied by Owner, whether before or after Owner's acceptance of this Contract/Proposal; nor any order by Owner for the payment of money; nor any payment for, or use, possession, or acceptance of, the whole or any part of the Work by Owner; nor any extension of time granted by Owner; nor any delay by Owner in exercising any right under this Contract/Proposal; nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, or nonconforming Work, nor operate to waive or otherwise diminish the effect of any representation or warranty made by Bidder; or of any requirement or provision of this Contract/Proposal; or of any remedy, power, or right of Owner.

G. Severability. The provisions of this Contract/Proposal shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract/Proposal shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract/Proposal shall be in any way affected thereby.

H. Amendments. No modification, addition, deletion, revision, alteration, or other change to this Contract/Proposal shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Bidder; provided, however, that Owner shall have the right, by written order executed by Owner, to make changes in the Work ("Change Order"). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. No decrease in the amount of the Work caused by any Change Order shall entitle Bidder to make any claim for damages, anticipated profits, or other compensation.

I. Assignment. Neither this Contract/Proposal, nor any interest herein, shall be assigned or subcontracted, in whole or in part, by Bidder except upon the prior written consent of Owner.

J. Governing Law. This Contract/Proposal, and the rights of the parties under this Contract/Proposal shall be interpreted according to the internal laws, but not the conflict of law rules, of the State of Illinois. Every provision of law required by law to be inserted into this Contract/Proposal shall be deemed to be inserted herein.

Bidder's Status: (x) Minnesota Corporation () _____ Partnership () Individual Proprietor
(State) (State)

Architect's Name: **Wold Architects and Engineers** _____

Doing Business As (if different: **Wold Architects Inc.** _____

Signature of Architect or Authorized Agent:  _____

(corporate seal) Printed Name: **Roger Schroepfer** _____
(if corporation)

Title/Position: **Vice President, Partner** _____

Date: **2/04/2016** _____

Bidder's Business Address: **110 N. Brockway St. Suite 220** _____
Palatine, IL 60067 _____

Bidder's Business Telephone: **847-241-6100** _____ Facsimile: **847-241-6105** _____

If a corporation or partnership, list all officers or partners:

NAME	TITLE	ADDRESS
R. Scott McQueen	Chairman of the Board	332 Minnesota St. Ste W2000 St. Paul, MN 55101
Michael Cox	President	332 Minnesota St. Ste W2000 St. Paul, MN 55101
Vaughn Dierks	Vice President	332 Minnesota St. Ste W2000 St. Paul, MN 55101
Roger Schroepfer	Vice President	110 N. Brockway St. Ste 220 Palatine, IL 60067

ACCEPTANCE

The Contract/Proposal attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the order of the Lyons Township Area Communications Center (LTACC) ("Owner") this ____ day of _____, 20____.

This Acceptance, together with the Contract/Proposal attached hereto, constitutes the entire and only agreement between the parties relating to the accomplishment of the Work and the compensation therefor and supersedes and merges any other prior or contemporaneous discussions, agreements, or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgement, invoice, or other standard form used by the parties in the performance of the Contract/Proposal. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by Owner without further notice of objection and shall be of no effect nor in any circumstances binding upon Owner unless accepted by Owner in a written document plainly labeled "Amendment to Contract/Proposal." Acceptance or rejection by Owner of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

LYONS TOWNSHIP AREA COMMUNICATIONS CENTER

Signature: _____

Printed name: Kim Knutsen

Title: Executive Director

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PROJECT MANAGEMENT

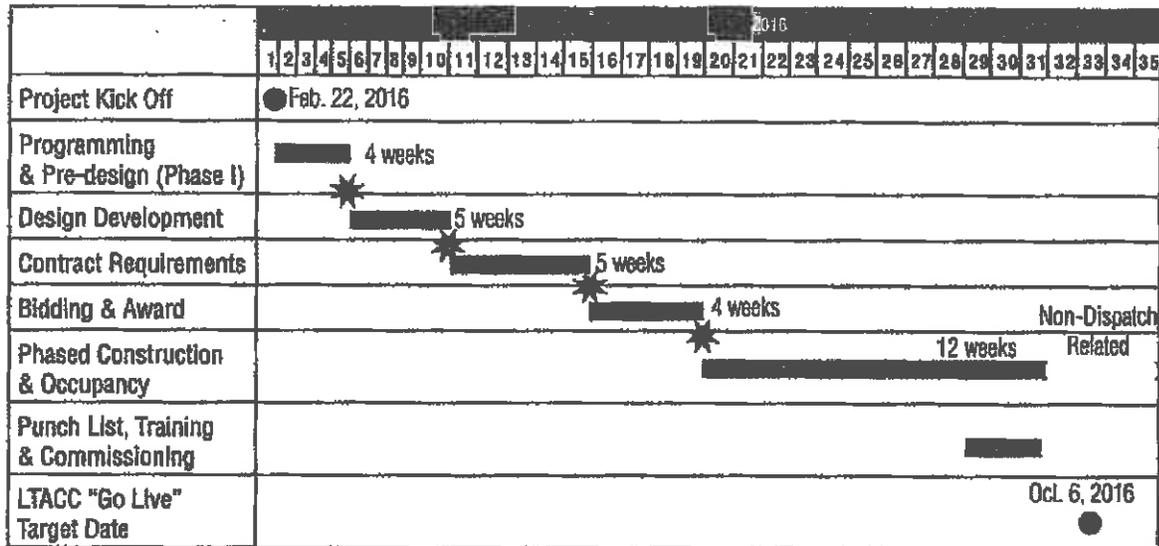
CONSTRUCTION ADMINISTRATION

What's Important

- » Thorough documents to avoid confusion and change orders
- » Maintain a safe and fully functional operation throughout the construction process
- » Strong communication to avoid confusion and frustration
- » Finish the job with minimal phasing and minimal moves

Construction Administration

- » Site presence by experienced individuals
- » Frequent and regular construction meetings
- » Timely and thorough review of shop drawings
- » Frequent and regular on-site observation
- » Thorough written documentation and paper trail
- » Timely processing requests and applications
- » Comprehensive closeout process



★ Denotes Owner Approval Required



MEMORANDUM

TO: Membership Relations Committee

FROM: Margo Ely, Executive Director
Susan Garvey, Legal Director

DATE: January 27, 2016

RE: Membership Request for Members' Consolidated Dispatching Center

Action Requested: Concur with Staff's recommendation to pursue membership for the consolidated dispatching center being created by IRMA members, Western Springs, LaGrange and LaGrange Park.

Background:

Public Act 99-0006 signed by the Governor on June 29, 2015, amends the Department of State Police Law of the Civil Administrative Code, the Emergency Telephone Safety Act, the Wireless Emergency Telephone Safety Act and the Prepaid Wireless 9-1-1 Surcharge Act to create a single statewide 9-1-1 system, to be administered by the Department of State Police. The new law added section 15.4a to the Emergency Telephone System Act which requires the consolidation of 9-1-1 services. The act requires that in any county with a population of at least 250,000, it must reduce its public safety answering points by one-half and municipalities with population under 25,000 that have their own Emergency Telephone System Board must consolidate "such that no 9-1-1 Authority...serves a population of less than 25,000". Section 15.4a is attached for reference.

In compliance with the new law, three members are putting in place an Intergovernmental Agreement for the operation and maintenance of a combined dispatch and communication system. The Village of LaGrange, the Village of LaGrange Park and the Village of Western Springs are consolidating their dispatch services and establishing the Lyons Township Area Communications Center ("LTACC"). One of the provisions of the intergovernmental agreement is that LTACC apply for membership to IRMA, some other self-insured risk management association or file an application for commercial insurance. In accordance with the agreement, LTACC has approached IRMA about membership.

Discussion:

Attached to this memo is the IRMA Statement of Guidelines for Membership Selection, Withdrawal and Expulsion used to provide a evaluation criteria for prospective members. IRMA has also developed criteria for membership for special service districts, including public safety dispatching centers. Also attached to this memo are the Membership Guidelines for Special Governmental Service Districts which includes the following underwriting guidelines for Public Safety Dispatching Agencies:

- Agency must have a minimum of (3) years of operating experience to apply.
- The majority of member agencies served must be current IRMA members at the time of application.
- All dispatchers will be required to receive a minimum of 80 hours classroom training.
- The agency must have in place a detailed training manual that is issued to every employee.
- Emergency back-up system should be tested weekly and at least monthly under load.
- Dispatching entity retains copies of audio recordings for at least one year.
- IRMA experience modifier would not be applied until after three (3) years of IRMA membership.

Upon review of the criteria for new membership and the potential membership of LTACC certain factors arise to be considered by the Committee.

A. Minimum of 3 years experience to apply.

LTACC does not have 3 years of experience operating as a dispatching agency. However, each member of LTACC has provided dispatching services for, at a minimum, 3 years. Staff recommends that the years of experience of each member be used collectively to meet the criteria.

B. Governance

The majority of member agencies served must be IRMA members at the time of application. The three members of LTACC are long time members of IRMA and are dedicated to the purpose and philosophy of IRMA. The intergovernmental agreement does leave open the ability to provide service for fee arrangements with other units of local government or public safety agencies which will be further studied if this Committee determines to pursue membership for LTACC.

C. Loss History

There is no loss history available for what will be the newly created entity to compare to IRMA membership averages to develop a record of exposure to loss. However, IRMA's experience with these members indicates no liability loss exposures in their dispatching services. There is no additional workers' compensation or employment liability loss exposure as current member employees will be hired with LTACC. Staff recommends that the loss experience of each member be used collectively to develop the record of loss exposure for LTACC.

D. Revenue Base

The majority of the revenue for LTACC will be derived through the collection of surcharges authorized by the Emergency Telephone System Act, the Wireless Emergency Telephone System Act and the Prepaid Wireless 9-1-1 Surcharge Act to assist with the delivery of 9-1-1 services and wireless E-9-1-1 services. Compliance with revenue base policies of IRMA will be

investigated and explored further with the Administration and Finance Committee based upon this Committee's recommendation to pursue membership for LTACC.

With this new law, there may be other municipalities consolidating dispatching centers and seeking membership with IRMA for their resulting entity. At this time, Staff is suggesting that the Committee consider only LTACC's request for membership. Moving forward, consideration of membership for consolidated dispatching centers can be limited to centers that are comprised solely of IRMA members until there is further development of these consolidated entities under this new law.

Representatives from the LTACC entities have been invited to attend the Committee meeting to address questions or provide the Committee further information.

If the Committee agrees to pursue membership for LTACC, a Special Service District Application with staff's final recommendations will be presented at the April Committee meeting.

Recommendation: Concur with staff's recommendation to pursue membership of LTACC using the collective prior dispatching experience of the three members as the criteria to be considered for membership.

ME:SG/ds

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