

Non-Code Ordinance

By: Administration
Introduced: February 27, 2017
Public Hearing: March 13, 2017
Adopted: March 13, 2017
Yes: Burney, Dryden, Graham, Harvey, Ledford, O'Barr
No: None
Absent: None

**City Of Wasilla
Ordinance Serial No. 17-02**

An Ordinance Of The Wasilla City Council Authorizing The Mayor To Execute A Memorandum Of Agreement Between The Alaska Department Of Transportation And Public Facilities And The City Of Wasilla For The Wasilla Wireless Communications Network And Amending The Fiscal Year 2017 Budget By Appropriating \$3,902,385 Of Federal Funding Administered By The State Of Alaska Combined With City Match Funding For The Project.

Section 1. Classification. This is a non-code ordinance.

Section 2. Purpose. To Authorize the Mayor to execute a Memorandum of Agreement between the Alaska Department of Transportation and Public Facilities and the City of Wasilla for the Wasilla Wireless Communications Network and amending the fiscal year 2017 budget by appropriating \$3,902,385 in federal funding administered by the State of Alaska combined with City match funding for the communications project.

Section 3. Appropriation of Funds. The funds are appropriated to the following:

WWCN Project- Federal	110-4210-420.45-xx	\$3,550,000
WWCN Project- City Match	110-4210-420.45-xx	\$352,385
Transfer/CIP Fund	001-4990-499-99-11	\$240,885

Section 4. Source of Funds

WPD Equipment Replacement	110-4210-420.45-08	85,500
PTP Ethernet Link	110-4210-420.45-27	26,000
Transfer/General Fund	110-0000-391-10-01	240,885

Section 5. Effective date. This ordinance shall take effect upon adoption by the Wasilla City Council.

ADOPTED by the Wasilla City Council on March 13, 2017.


BERT L. COTTLE, Mayor

ATTEST:


JAMIE NEWMAN, MMC, City Clerk

[SEAL]

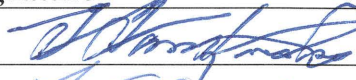

CITY COUNCIL LEGISLATION STAFF REPORT

Ordinance Serial No. 17-02: Authorizing the Mayor to execute a Memorandum of Agreement between the Alaska Department of Transportation and Public Facilities and the City of Wasilla for the Wasilla Wireless Communications Network and amending the Fiscal Year 2017 budget by appropriating \$3,902,385 of Federal Funding Administered by the State of Alaska combined with City Match Funding for the project.

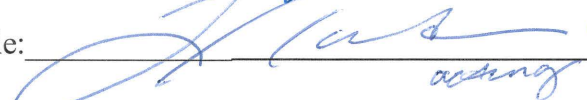
Originator: Administration

Date: February 15, 2017

Agenda of: February 27, 2017

Route to:	Department Head	Signature	Date
X	Finance Director		2/12/17
X	Deputy Administrator		2/17/17
X	Public Works Director		2/17/17
X	City Clerk		2/17/17

Reviewed by Mayor Bert L. Cottle:

 2/17/17
acting

Fiscal Impact: yes or no WWCN Project/110-4210-420.45-xx \$3,902,385

Attachments: Memorandum of Agreement with attachments (7 pages)

Summary Statement: This ordinance authorizes the Mayor to execute a Memorandum of Agreement between the State of Alaska and the City for the Police Department Wasilla Wireless Communications Network project. This ordinance also amends the Fiscal Year 2017 budget by appropriating \$3,902,385 of federal pass through funding combined with City match funding for the project.

Part of this project is currently in the City's FY2017 Public Safety budget in the amount of \$85,500 for Wasilla Police Department Equipment Replacement and \$26,000 for the Point-To-Point Ethernet Link between City Hall and the Police Department.

Funding for the wireless communications project is summarized as follows:

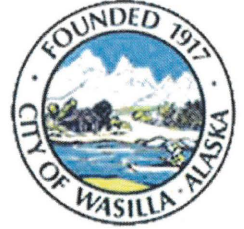
Federal Funding	ADOT/PF Memorandum of Agreement	\$3,550,000
City Match	FY2017 WPD Equipment Replacement	\$85,500
City Match	FY2017 PTP Ethernet Link	\$26,000
City Match	FY2017 General Fund, Fund Balance	\$240,885
Total		\$3,902,385

The initial phase of this project will upgrade the Police Dispatch system to better serve the new dispatch contract with the Mat-Su Borough. This project will also create a new wireless communications network with greater capacity and a lower operating cost than the existing fiber optic network can provide, and this system will be available for other agencies to use in the future.

Staff Recommendation: Introduce and set the ordinance for public hearing.



**Memorandum of Agreement
Between Alaska Department of Transportation and Public
Facilities and
City of Wasilla**



Project: Wasilla Wireless Communications Network (WWCN)
IRIS Project Number: (TBD)

The parties to this Agreement are the Alaska Department of Transportation and Public Facilities (hereafter ADOT&PF) and City of Wasilla, a City established under Alaska law (hereafter the City).

WHEREAS, the City received an FFY17 Federal Earmark for Wasilla Wireless Communications Network (hereafter WWCN);

WHEREAS, \$3,550,000 has been appropriated for the project and 5%, or \$177,500, is reserved for ICAP. Leaving \$3,372,500 available for the WWCN project.

WHEREAS, ADOT&PF will support the City using a Reimbursable Contract Agreement for managing the federal funding.

THEREFORE, the parties, in consideration of the mutual promises contained in this Agreement, agree to the following:

COMPLIANCE WITH LAWS AND REGULATIONS

The City agrees to comply with all applicable local, State, and Federal laws and regulations.

PROJECT SCOPE

The purpose of this agreement is for ADOT&PF to manage the FFY17-19 federal earmark funds for the City so that it can implement the WWCN.

A total of \$4,499,500 in Federal Earmark funds was originally appropriated in FFY05, and there is currently a remaining balance of \$4,169,243. Of this amount, \$3,550,000 is being allocated for tasks 1-4 of the project. Additional funds will be obligated at a later date for the Maintenance phase. The project phase and budget, as well as the local match plan, are provided in Appendix A.

The City plans to use the federal earmark to develop a multi-layered voice and data network and other advanced communication systems in order to improve emergency response communications, data systems and the interoperability of voice and data systems for the benefit of multiple emergency response agencies in the Wasilla area. ADOT&PF has an interest in this project in order to share the communications network in this area for intelligent transportation systems related projects.

The City has the responsibility to:

- conform to all US DOT rules and regulations in developing the project using Systems Engineering for Intelligent Transportation Systems.
- provide the 9.03% match of the federal earmark.
- administer all funding which includes accounts receivable and payable, managing the budget and requesting federal reimbursements.
- administer the project and expend funds that directly relate to the project.

ADOT&PF has the responsibility to:

- Ensure that the project conforms to all US DOT rules and regulations in developing the project using Systems Engineering for Intelligent Transportation Systems.
- Ensure all reimbursement requests are for expenses related to the WWCN project

FUNDING

The project schedule, budget and local match plan are included in Appendix A.

Funds required to complete the project in excess of \$4,169,243 will be secured by the City.

DOT&PF indirect costs, at the rate of 4.96 percent, are deducted from the project account. DOT&PF indirect costs are those authorized by 2-CFR-200.

The City will administer all funding under this agreement and will procure contractual services to develop the project.

The estimate takes into consideration services needed for planning, design, implementation and maintenance.

BILLING

Project costs eligible for reimbursement include in-house project management, contracted services, and materials purchases.

Billings for all phases of this project will be paid by ADOT&PF through a reimbursable contract agreement for completed work directly related to the project. All billings shall include back-up documentation such as copies of receipts for materials and equipment purchases, timesheet copies for personnel labor and, where applicable, contractor invoices paid for consultant work, and copies of all payments made for the approved purchases, including copies of checks or credit card statements.

CONTACTS

Required notices of this Agreement must be sent to the following contract administrators:

ADOT&PF: Lisa Idell-Sassi
ITS Coordinator/511 Manager
ADOT&PF-Information Systems & Services Div.
3132 Channel Dr., #250
PO Box 112500, MS-2500
Juneau, AK 99811-2500
PH: (907) 465-8952
E-mail: lisa.idell-sassi@alaska.gov

City: Joel Butcher, ENP
Wasilla Police Department
1800 E Parks Highway
Wasilla, AK 99654
PH: (907) 352-5402
E-mail: jButcher@ci.wasilla.ak.us

Each party agrees to notify the other party in writing of any change in this agreement.

AMENDMENT OF AGREEMENT

This Agreement may only be modified or amended by written agreement signed by the original signatories or their successors in office.

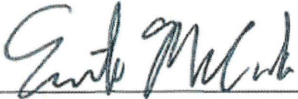
THE WHOLE AGREEMENT

This Agreement constitutes the entire agreement between the parties. There are no other understandings or agreements between the parties, either oral or memorialized in writing regarding the matters addressed in this Agreement. This Agreement may not be amended by the parties unless agreed to in writing with both parties signing through their authorized representatives.

SIGNATURES

Mayor, City of Wasilla

Date

 (For Bill Anker)

William Anker, Director
ADOT&PF / Information Systems & Services Div.

Date 2/16/17


MEMORANDUM

STATE OF ALASKA
Department of Transportation & Public Facilities
Information Systems and Services Division

TO: Distribution

DATE: August 18, 2015

TELEPHONE: 465-8102

FROM: William Anker 
Director, ISSD

SUBJECT: Standing Delegation of
Authority

The standing delegation of authority for the Information Systems and Services Division to maintain continuity of services and workflow in my absence is as follows:

When I am not available for execution of authority to keep the division operating, Erik McCormick, Division Operations Manager, is delegated authority to assume the duties and responsibilities of the Division Director, during my absence.

In the event Mr. McCormick and I are absent, this delegation will go to George Crowder, Data Processing Manager III, then Jack Stickel, Transportation Planner III, and then Selmon Holland, Data Processing Manager II.

Cc: Commissioner Luiken
Deputy Commissioners
Erik McCormick, Division Operations Manager, ISSD
George Crowder, Data Processing Manager III, ISSD
Jack Stickel, Transportation Planner III, ISSD
Selmon Holland, Data Processing Manager II, ISSD
Trish Nelson, Administrative Assistant I, ISSD
Mary Siroky, Director, Administrative Services Division
Craig Walsh, Administrative Operations Manager, Administrative Services Division



CITY OF WASILLA

MAYOR BERT L. COTTLE

290 E. Herning Avenue

Wasilla, AK 99654-7091

Phone: (907) 373-9055

Fax: (907) 373-9096

February 15, 2017

Project: Wasilla Wireless Communication Network (WWCN)

RE: Local Match Plan

Lisa Idell-Sassi, ITS Coordinator

Alaska DOT&PF / ISSD

3132 Channel Drive, Suite 250

Juneau, AK 99811

Dear Lisa,

The Federal Earmark funds for Phase 1 through 4 of the project are \$3,550,000.00.

The City of Wasilla intends to set up a project account to for all expenditures related to the project. The City of Wasilla Finance Department, located at 290 E Herning Ave, Wasilla, AK 99654, will be the point of contact for financial transactions related to the project.

The City of Wasilla has sufficient fund balances to obligate to this project, and will appropriate those funds based on FHWA and ADOT&PF approval of the project and City Council approval of the financial expenditure processes outlined in the Reimbursable Services Agreement (RSA) and Memorandum of Agreement (MOA) with ADOT&PF.

Subject to Council approval, the City of Wasilla intends to appropriate 9.03% in local matching funds from existing revenues in the amount of \$352,385.00.


None of the matching funds appropriated by the City of Wasilla for this project originated from Federal Revenue.

Budget Category	Federal Share	Match
(300) Contractual Services (any contractor)	262,613	26,068
(400) Commodities	441,205	43,796
(500) Equipment	2,677,134	265,741
State ICAP (5%)	169,048	16,780
TOTALS	3,550,000	352,385
TOTAL PROJECT COSTS:	3,902,385	
START DATE:	1-Mar-17	
*END DATE:	30-Apr-19	

Sincerely,

A handwritten signature in blue ink, appearing to read 'Bert L. Cottle', with a stylized flourish at the end.

Bert L. Cottle
Mayor

A handwritten signature in blue ink, appearing to read 'Troy Tankersley', with a stylized flourish at the end.

Troy Tankersley
Finance Director

Enclosure(s)

Task

1. Project planning and design				Cost	FWHA%	Local Match %
	3	planning	Other contractors	30,800	28,019	2,781
	3	design	RF Engineering-FCC licensing	25,000	22,743	2,258
	3	design	Network design/engineering	27,000	24,562	2,438
			ICAP (5%)	4,140	3,766	374
				86,940	79,089	7,851

2. Project Voice System - Dispatch upgrades				Cost	FWHA%	Local Match %
	5	installation	MCC7500 console upgrade	878,580	799,244	79,336
	5	installation	Dispatch Expansion	65,500	59,585	5,915
	5	installation	Dispatch Consoles	198,000	180,121	17,879
	5	installation	Mobile and Portable Radios	460,000	418,462	41,538
	5	installation	Back up Repeaters	54,000	49,124	4,876
	5	installation	MUSC BDA	87,000	79,144	7,856
	5	installation	Component redundancy	18,000	16,375	1,625
	5	installation	MPLS -Microwave Redundant Path	25,000	22,743	2,258
			ICAP	89,304	81,240	8,064
				1,875,384	1,706,037	169,347

3. Project Data Systems Testing Proof of Concept				Cost	FWHA%	Local Match %
	5	testing	Servers and Interfaces	129,000	117,351	11,649
	5	testing	Switches, routers, cable	60,000	54,582	5,418
	5	testing	Circuit Connections-ANC	25,000	22,743	2,258
	5	testing	PTP wireless circuit	27,000	24,562	2,438
	3	testing	System Admin Training	51,000	46,395	4,605
	3		PM @ 15%	43,800	39,845	3,955
			ICAP	16,790	15,274	1,516
				352,590	320,751	31,839

4. Project Data Systems Installation				Cost	FWHA%	Local Match %
	4	installation	RMS System Upgrade	260,000	236,522	23,478
	5	installation	DR Base stations x 2	125,000	113,713	11,288
	5	installation	DR Modems x 60	186,000	169,204	16,796
	4	installation	MG Mobile Lic x 200	40,000	36,388	3,612
	4	installation	Mobile Com Lic x 100	155,000	141,004	13,997
	5	installation	PTP-PTMP Infrastructure	360,000	327,492	32,508
	5	installation	Wireless Access Points @400ea	50,000	45,485	4,515
	5	installation	Mobile Computers	148,000	134,636	13,364
	5	installation	Mounts and Vehicle Installs	46,798	42,572	4,226
	4	installation	Other System Licenes	30,000	27,291	2,709
	3		PM @ 10%	111,080	101,049	10,031
			ICAP	75,594	68,768	6,826
			Phase 4 Total	1,587,472	1,444,123	143,349
		Phase 1-4	TOTAL PROJEC 3,902,385	3,902,386		
			FWHA Funding target 3,550,00 (3,373,994)		3,550,000	
			local match target 352,385			352,385

Project Maintenance Phase FY2018-FY2022				Cost	FWHA%	Local Match %
	3		Leases	100,000	90,970	9,030
	4		DATA Circuits	40,000	36,388	3,612
	4		Software License Fees	175,000	159,198	15,803
	3		Maintenance Contracts	457,635	416,311	41,324
	5		Equipment Spares	60,000	54,582	5,418
			ICAP	41,632	37,872	3,759
			<FWHA Funding target (795,323)>		795,320	78,946
			annual cost(s)	\$174,853.35		15,789