

By: Finance Department  
Adopted: February 24, 2020  
Yes: Burney, Dryden, Graham, Harvey, Ledford, Velock  
No: None  
Absent: None

**City of Wasilla  
Resolution Serial No. 20-08**

**A Resolution Of The Wasilla City Council Authorizing The Mayor To Execute A Memorandum Of Understanding Between The Alaska Department Of Transportation And Public Facilities, Design And Engineering Services, And City Of Wasilla, Matcom Public Safety Dispatch Center, For Operation Of The 511 Management Center In The Amount of \$63,000.**

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WHEREAS, the Alaska Department of Transportation and Public Facilities (DOT&PF), Design and Engineering Services (DES), establishes the relationship and partnership required to operate the 511 management center; and

WHEREAS, the City of Wasilla, Matcom Public Safety Dispatch Center (MATCOM) wishes to assist DOT&PF with the 511 management center by providing emergency data to the 511 system; and

WHEREAS, DES has secured \$63,000 in federal funding annually to compensate for staff time related to the 511 reporting.

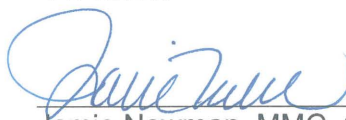
NOW, THEREFORE, BE IT RESOLVED, that the Wasilla City Council authorizes the Mayor to execute a Memorandum of Understanding between DOT&PF/DES and MATCOM for operation of the 511 management center.

Effective Date. This resolution takes effect upon adoption.

ADOPTED by the Wasilla City Council on February 24, 2020.

  
Bert L. Gottle, Mayor

ATTEST:

  
Jamie Newman, MMC, City Clerk

[SEAL]

**City of Wasilla  
Legislative Staff Report  
Resolution Serial No. 20-08**

**Authorizing The Mayor To Execute A Memorandum Of Understanding Between The Alaska Department Of Transportation And Public Facilities, Design And Engineering Services, And City Of Wasilla, Matcom Public Safety Dispatch Center, For Operation Of The 511 Management Center In The Amount of \$63,000.**

Originator: Troy Tankersley, Finance Director

Date: 2/12/2020

Agenda of: 2/24/2020

Route to:	Department Head	Signature	Date
X	Communications Manager		2/18/2020
X	Finance Director		2-13-20
X	Deputy Administrator		2/13/2020
X	City Clerk		2/13/2020
X	Mayor		2/13/2020

**Fiscal Impact:**  yes or  no

**Funds Available:**  yes or  no

**Account name/number:**

DOT&PF 511 Agreement    001-4200-342-10-17    \$63,000

**Attachments:** Resolution Serial No. 20-08 (1 page)

Memorandum of Understanding Between the Alaska Department of Transportation & Public Facilities, Design and Engineering Services and City of Wasilla, Matcom Public Safety Dispatch Center (4 pages)

**Summary Statement:** Matcom has committed to take part in a Memorandum of Understanding (MOU) with the Alaska Department of Transportation and Public Facilities (DOT&PF), Design and Engineering Services (DES), to become the after-hours, and emergency contact for updating the statewide 511 records for the public. The purpose of the MOU is to expand Matcom's capabilities and responsibilities, along with contributing to a unified goal of providing the public with the best, most updated, and most efficient forms of communication pertaining to weather alerts, road closures, and other emergency communications affecting the state's major roadways.

This added role to Matcom is fully funded and integrated by DOT&PF/DES. Through the MOU, DES will provide support and annual software training to Matcom staff to enter emergency related events into the 511 system after normal working hours, weekends, and holidays, or during normal weekday hours, if needed.

This MOU continues Matcom's goal of information sharing, networking public safety entities, and a shared collaboration between municipal and state government entities to progress public safety.

**Proposed Action:** Adopt the Resolution.



THE STATE  
of **ALASKA**  
GOVERNOR MIKE DUNLEAVY

## Department of Transportation and Public Facilities

Design & Engineering Services  
Geospatial Engineering Services

3132 Channel Drive, Ste 250  
P.O. Box 112500  
Juneau, AK 99811  
Main: 907-465-8952  
dot.alaska.gov

February 6, 2020

City of Wasilla  
Matcom  
1800 E. Parks Highway  
Wasilla, AK 99654

**Memorandum of Understanding  
Between the  
Alaska Department of Transportation & Public Facilities,  
Design and Engineering Services  
And  
City of Wasilla, Matcom Public Safety Dispatch Center**

This Memorandum of Understanding (MOU) is entered into by the Alaska Department of Transportation & Public Facilities (DOT&PF), Design and Engineering Services (DES) and the City of Wasilla, Matcom Public Safety Dispatch Center (MATCOM). It establishes the official relationship and defines the partnership required to operate the 511 management center at the City of Wasilla Dispatch Center.

Whereas, the DOT&PF, under its Strategic Plan, is responsible for providing the safe and efficient movement of people and goods, providing access to state services and opening opportunities for exploration and development of Alaska's resources.

Whereas, DES and MATCOM recognize the opportunity to partner in which MATCOM staff will provide 511 reporting as needed. A majority of the 511 reports are entered by DOT&PF staff during normal business hours (Monday - Friday, 8am - 5pm); however, MATCOM will enter emergency related events into the 511 system after normal working hours, on weekends, and holidays, or during the normal weekday hours, if needed. These events could include road closures, traffic delays, floodgates and/or disaster alerts, or AMBER/Silver alerts.

Whereas, DES has secured \$63,000 in federal funding annually to pay MATCOM for staff time related to 511 reporting.

*"Keep Alaska Moving through service and infrastructure."*

Whereas, DES will not be responsible for any costs above \$63,000 per year and if additional funds are needed, both parties will revisit the MOU and assess the funding need.

Whereas, DES will provide support and annual software training to MATCOM staff via either webinar and/or classroom-style training.

Both DES and MATCOM understand that:

1. This Memorandum of Understanding is subject to the availability of Federal Highway Administration (FHWA) funds using Catalog of Federal Domestic Assistance (CFDA) 20.205, Highway Planning and Construction.
2. Modifications of the MOU may be proposed by either party and become effective upon approval by both parties.
3. This MOU may be voided at any time by either party.
4. This MOU is executed as of February 15<sup>th</sup>, 2020 and shall be in effect until September 30, 2021, at which time it will be subject to review, renewal, revision, or expiration. Additionally, at this time, the parties to this MOU will conduct an interim review of its language, tasks, and direction and make any necessary corrections as mutually agreeable.
5. The annual budget allotted for the 511 Management Center is \$63,000 annually, or \$126,000 for two years, for Personnel Services only.
6. City of Wasilla shall submit billings to the following address:  
Alaska DOT&PF / DES  
Attn: ITS Coordinator  
P.O. Box 112500  
Juneau, AK 99811-2500

Billings will be submitted at the beginning of each quarterly service period and payable no later than 30 days following.

7. Each party shall conduct themselves at all times in accordance with the highest standards of professional conduct and responsibility and each hereby indemnifies and saves harmless the other from each and every and all losses, claims, demands, obligations, liabilities, indebtedness and causes of action of every kind, type, nature or description whatsoever, whether known or unknown, as if expressly set forth and described herein, which either party may incur, suffer, become liable for, or which may be asserted or claimed against the other party as a result of the acts, errors or omissions of the other part

Both Parties of DOT&PF / DES and MATCOM agree upon the MOU as outlined above.

Approved By:

Date:

Approved By:

Date:

Department of Transportation & Public Facilities  
DES  
Carolyn Morehouse  
Director

City of Wasilla  
Bert L. Cottle, Mayor

## Appendix A

The City of Wasilla agrees to submit the following along with Quarterly billings:

1. A brief summary of the work performed for the billing period. Summary will include approximate number of calls taken and events entered.
2. Participation in any 511 related meetings or calls
3. Training (either vendor hosted, DOT hosted, or train the trainer)

### BUDGET

\$63,000 has been allotted for each year. The following federal project, 511 Maintenance and Operations, is federally funded and is being used to support this work.

Funds shall be used to pay for personnel services only. Any costs outside of personnel services shall be paid for by the City of Wasilla.