



**ALASKA LAND MOBILE RADIO EXECUTIVE COUNCIL
(A Federal, State and Municipal Partnership)**



MEMORANDUM FOR ALMR Executive Council

April 10, 2014

FROM: DOD Executive Co-Chair

SUBJECT: April 17, 2014, ALMR Executive Council Meeting Agenda

TO: See Distribution

1. **Call to Order.** (5 min) Colonel Scott Moser, Department of Defense (DOD) Co-Chair will call the meeting to order at 1:30 p.m. The roll will be taken.
2. **Opening Statements and Other Announcements.** (5 min)
3. **Approval of Previous Meeting Minutes.** (5 min, Colonel Moser) Review of the draft Executive Council minutes from the March meeting. (Atch 1)

Motion: Approve March 20, 2014, Executive Council meeting minutes, as presented.

4. **Old Business.** (20 min)
 - a. System Upgrade Assistance II funding. (5 min, Mr. Tim Woodall)

At the March meeting, Deputy Commissioner Terry Vrabec stated the State of Alaska (SOA) would be seeking capital funds to cover future costs and Mr. Tim Woodall stated the Department of Defense (DOD) would also be seeking a do a similar contract.

- b. Transportable Communications System Memorandum of Agreement. (5 min, Mr. Tim Woodall)

At the March meeting, Colonel Moser advised the council he had been working with the base legal office and that they were doing research regarding this issue.

- c. Infrastructure Operation and Maintenance Services (IOMS) Contract. (5 min, Mr. Tim Woodall)

Mr. Woodall introduced this item at the March meeting; he advised the council the maintenance contract expires in July 2016 and that the DOD is looking into having one contract with the State similar to what they currently do for the OMO contract.

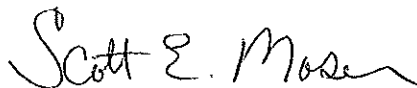
5. **User Council Update.** (5 min, Major Matt Leveque)
6. **Operations Management Office.** (10 min, Mr. Del Smith)
 - a. SOA Audit - inventory verification status update
 - b. FS12 status update
 - c. March System metrics (Atch 2)

7. **New Business.** (10 min)

FY15 Cost Share Cooperative Agreement

8. **Next Meeting.** (5 min) The next meeting is scheduled for May 15~~-17~~, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road.

9. **Adjourn Meeting.** (5 min)



SCOTT MOSER, Colonel, ALCOM/J6
Department of Defense Alaska Co-Chair
ALMR Executive Council

2 Attachments:

1. Draft March Meeting Minutes
2. March System Metrics

Distribution:

ALCOM/J6, Colonel Scott Moser
ALCOM/J66, LTC Glenn Mellor
SOA DPS, Deputy Commissioner Terry Vrabec
FBI, ASAC Kevin Donovan
AML, Chief Jeff Tucker
MOA, Lt Ken Spadafora
SOA ETS, Mr. Jim Bates
User Council, Major Matt Leveque
OMO, Mr. Del Smith
ALCOM/J64, Mr. Timothy Woodall
MOA, Mr. Trygve Erickson
SOA ETS, Mr. Max McGrath
MOA, Mr. Jason Beach



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MEMORANDUM FOR ALMR Executive Council

April XX, 2014

FROM: DOD Executive Co-Chair

SUBJECT: March 20, 2014, ALMR Executive Council Meeting Minutes

TO: See Distribution

Executive Council Members Present:

Colonel Scott Moser	Department of Defense (DOD) - Alaskan Command
Deputy Commissioner Terry Vrabec	State of Alaska (SOA) - Department of Public Safety (via teleconference)
ASAC Kevin Donovan	Alaska Federal Executive Association (AFEA) - Federal Bureau of Investigation
Chief Jeff Tucker	Alaska Municipal League (AML) - North Star Volunteer Fire Department (via teleconference)
Lt Ken Spadafora	Municipality of Anchorage (MOA) - Anchorage Police Department

ALMR Support Team Members and Guests Present:

Mr. Del Smith	Operations Manager, ALMR
Mr. Tim Woodall	DOD ALMR Program Manager
Mr. Max McGrath	Enterprise Technology Services
Mr. Trygve Erikson	Municipality of Anchorage Program Manager (via teleconference)
LTC Glenn Mellor	Alaskan Command (ALCOM) Deputy J6
Mr. Scott Stormo	Enterprise Technology Services (via teleconference)
Ms. Sharon White	Enterprise Technology Services (via teleconference)
Ms. Sherry Shafer	Operations Management Office (via teleconference)

1. **Call to Order.** Colonel Scott Moser, Department of Defense (DOD) Co-Chair, called the meeting to order at 1:31 p.m.

2. **Opening Statements and Other Announcements.** There were no opening statements or special announcements.

3. **Approval of Previous Meeting Minutes.** Colonel Moser asked the Executive Council (EC) members if they had reviewed the February meeting minutes. Hearing no changes, Colonel Moser proposed the motion for their approval.

Motion: Approve February 20, 2013, Executive Council meeting minutes, as written.

The motion to accept the minutes was made by Colonel Moser and seconded by Assistant Special Agent in Charge Kevin Donovan. There were no objections. **The motion was carried and approved.**

4. **Old Business.**

a. System Upgrade Assistance (SUA) II. Colonel Moser advised the council there was no additional information to present at this time.

Deputy Commissioner Terry Vrabec stated there was no change in the status for the State funds and they would be pursuing capital funding to cover the future costs.

Mr. Woodall stated during the next contract cycle, the DOD would be seeking to do a similar contract.

b. AFEA replacement Co-Chair. Colonel Moser stated the Executive Council had received the letter from the AFEA appointing ASAC Donovan as the representative and requested the item be **closed**.

c. Transportable Communications System Memorandum of Agreement (MoA). Colonel Moser advised the council since the last meeting he had been working with two individuals at the base legal office who were doing research regarding this issue.

5. **User Council Update.**

NOTE: Major Matt Leveque was out of state and unavailable for the meeting. Mr Del Smith, Operations Manager, provided the update on behalf of Major Leveque.

a. Vacant SOA-All Others User Council position. Mr. Smith advised the council members, the Department of Military and Veterans Affairs had nominated Mr. Greg Eubank to fill the vacant State of Alaska-All Others alternate position on the User Council. He presented the following motion for consideration.

Motion: Approve the nomination by the Department of Military and Veterans Affairs for appointment of Mr. Greg Eubank as the alternate State of Alaska - All Others representative to the ALMR User Council.

Colonel Moser asked if there were any objections to the proposed nominee. Hearing none, Colonel Moser proposed the motion as written and it was seconded by Deputy Commissioner Vrabec. There were no objections. **The motion was carried and approved.**

b. Next sites for upgrade. Mr. Smith briefed the User Council had voted at their March 5 meeting on the next sites for capacity upgrade based on agreed upon recommendations from both the Enterprise Technology Services (ETS) and the ALMR System Management and Operations Management Offices.

He advised the selected sites were Willow Mountain, Glennallen, Tok and Tolsona; the Cottonwood site would also be upgraded if there was equipment available.

Colonel Moser asked if the repeaters were available or was the User Council counting on the equipment from the site removed from Clear.

Mr. Smith stated the User Council was not looking at the Clear equipment but possibly some channels from Fire Station 12, some spares in stock and some additional equipment from the recently removed 800MHz site at Atwood, which would need to be converted to VHF.

Mr. Smith also advised the council there was some on-going discussion of replacing some of the Quantars with GTR 6-packs, as well, which would also free up more equipment for use.

6. Operations Management Office.

a. Subscriber Audit Inventory Status. Mr. Smith briefed the council that 96 of the 119 agencies on the System had completed and returned their inventory confirmation forms. He stated the Operations Management Office had been talking with those larger agencies that required extra time due to the number of subscribers they owned, but expected all the agencies to respond by mid April.

Mr. Smith advised the council he would update them at their May meeting if there were any agencies that were still non-compliant at that time.

b. February System Metrics. Mr. Smith went over the System statistics from the previous month and stated there were no surprises as historically the counts in February normally dropped off some.

c. Motorola presentation. Mr. Smith advised the council he had requested a Motorola provide a presentation on Inter-**RF s**Subsystem **i**nterface (ISSI)/ Console Subsystem Interface (CSSI) because agencies were looking at the ability to utilize other manufacturer's console when it came time to replace their current equipment.

Mr. Max McGrath stated there is a financial forklift operation to upgrade in the not too distant future. He advised the agencies and System maintainers are looking at the security risks and support issues with utilizing multiple vendors, as well as exploring the risks and benefits of other than Motorola vendor equipment.

7. New Business.

a. Infrastructure Maintenance Contract. Mr. Woodall briefed the council the maintenance contract expires in July 2016 and currently the State owns 88 percent of the infrastructure while the DOD owns 12 percent. Due to this recent change in ownership percentages and a recent law/policy allowing the sharing of services with State and local governments, the DOD is looking into having one contract with the State similar to what they currently do for the OMO contract.

Mr. Woodall stated they are running it through legal channels to get a ruling on the execution of a Memorandum of Agreement for services as long as they can leverage the same levels of quality assurance/quality control the DOD currently has. He advised there were still some Federal receipt authority questions and other information they needed to explore.

Colonel Moser advised his office would be meeting with the contracting office to discuss this simpler, more effective approach

Mr. Woodall also briefed there is now a one and a half year timeframe required to complete the contract award process if this avenue does not work.

Mr. McGrath stated ETS is also studying the options for partial in-sourcing or fully in-sourcing the maintenance.

b. SOA Budget Hearings. Deputy Commissioner Vrabec advised the council he had been attending the Legislative Budget hearings and had not heard much talk about the recent audit. He stated the Department of Administration had provided strong support regarding ALMR and how much we need the System and for the moment there doesn't seem to be any pushback.

c. Long-term Evolution (LTE) and land mobile radio (LMR). Mr. Woodall stated he understood the State has been looking at FirstNet LTE data for now but wondered if they had plans for voice at some point.

Mr. McGrath stated LMR is not going away. He advised the State is interested in finding out what the Federal agencies want with regard to LTE but they will have to conduct studies and look at all the pros and cons.

Mr. McGrath also advised he had recently attended the FirstNet Western States Conference with Major Leveque and from a technology perspective it was very interesting. He briefed the State has a very clear understanding that LMR is mission-critical voice and LTE is data. Mr. McGrath stated during testimony at the conference an

example of utilizing a telephone for voice and computer for data was presented as an eloquent way to demonstrate the difference of how LMR and LTE are not the same.

Mr. Woodall stated the Legislature and senior DOD leadership would probably have similar questions so he could arrange for briefings on the subject if required.

Colonel Moser advised it would probably be wise to do another briefing session this summer.

8. Next Meeting. Colonel Moser briefed the next meeting is scheduled for April 17, 2014, 1:30 p.m. at the Department of Public Safety Training/Conference Room, 5700 E Tudor Road.

9. Adjourn Meeting. Colonel Moser asked if there were any other items for discussion. Hearing none, he provided the motion to adjourn.

Motion: Adjourn the March monthly Executive Council meeting.

A motion to adjourn was made by Colonel Moser and seconded by ASAC Donovan. There were no objections. **The motion was carried and approved.**

The meeting adjourned at 1:57 p.m.

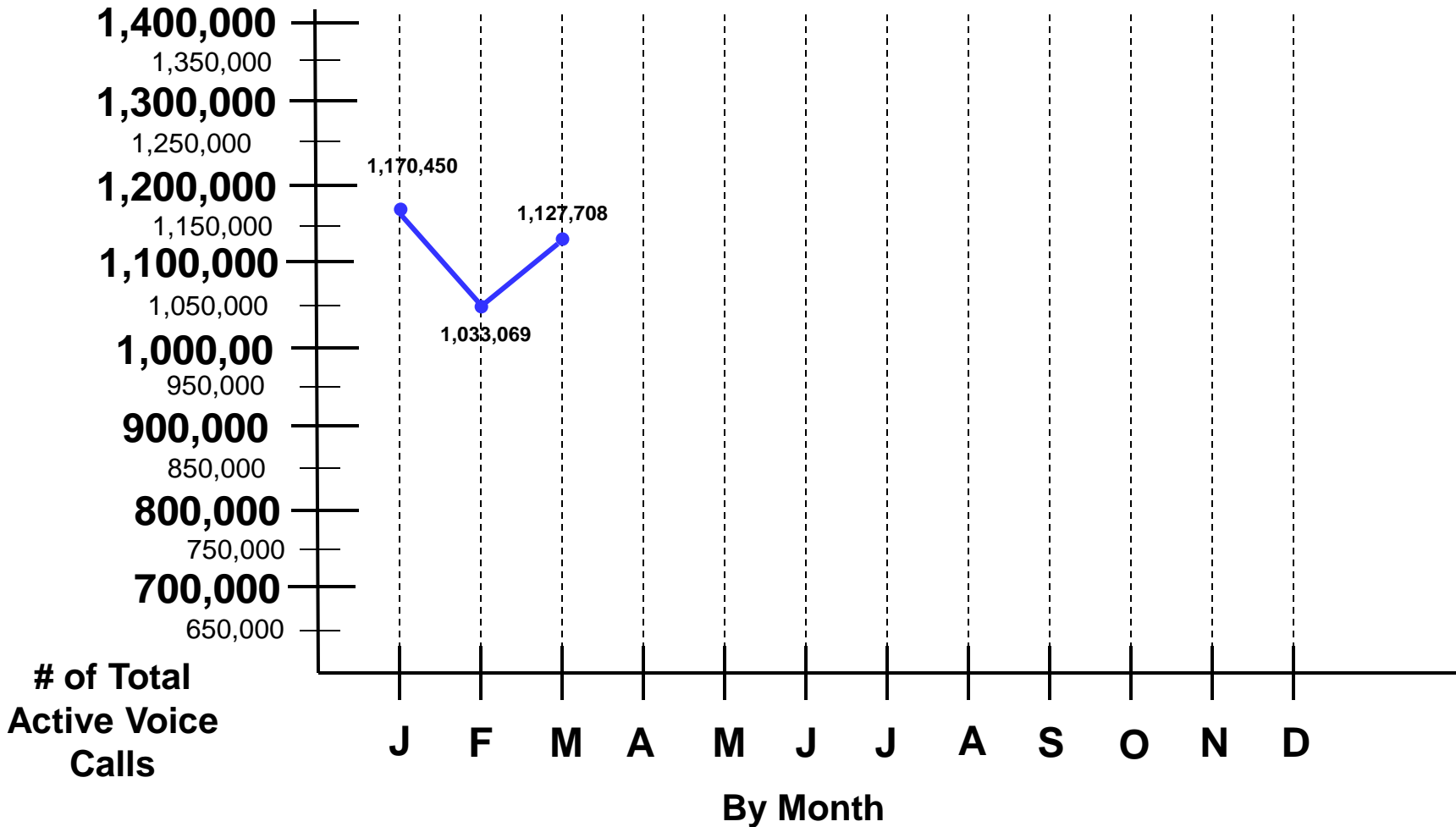
SCOTT E. MOSER, Colonel, ALCOM/J6
Department of Defense Alaska Co-Chair
ALMR Executive Council

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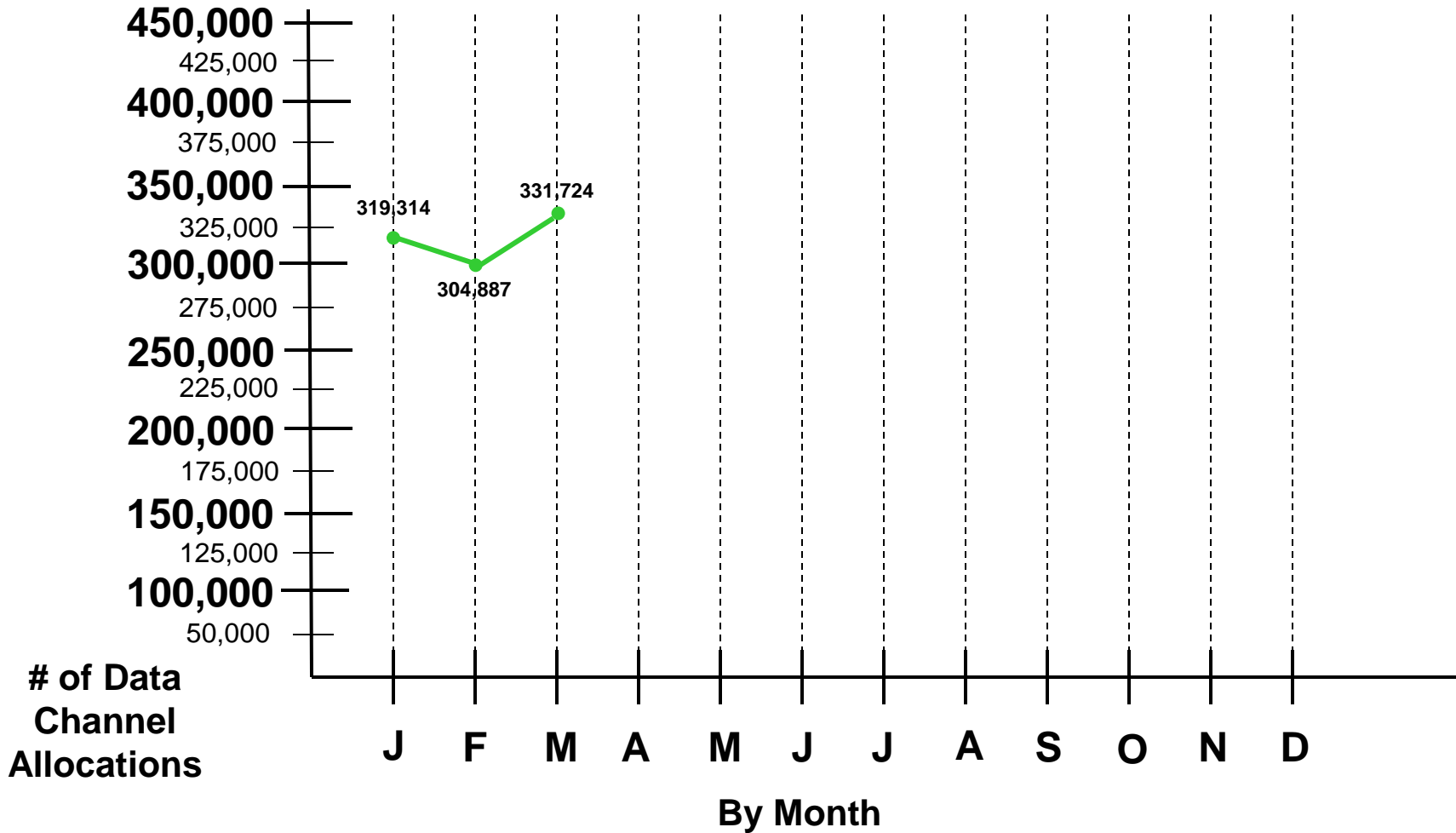
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2014 System Performance

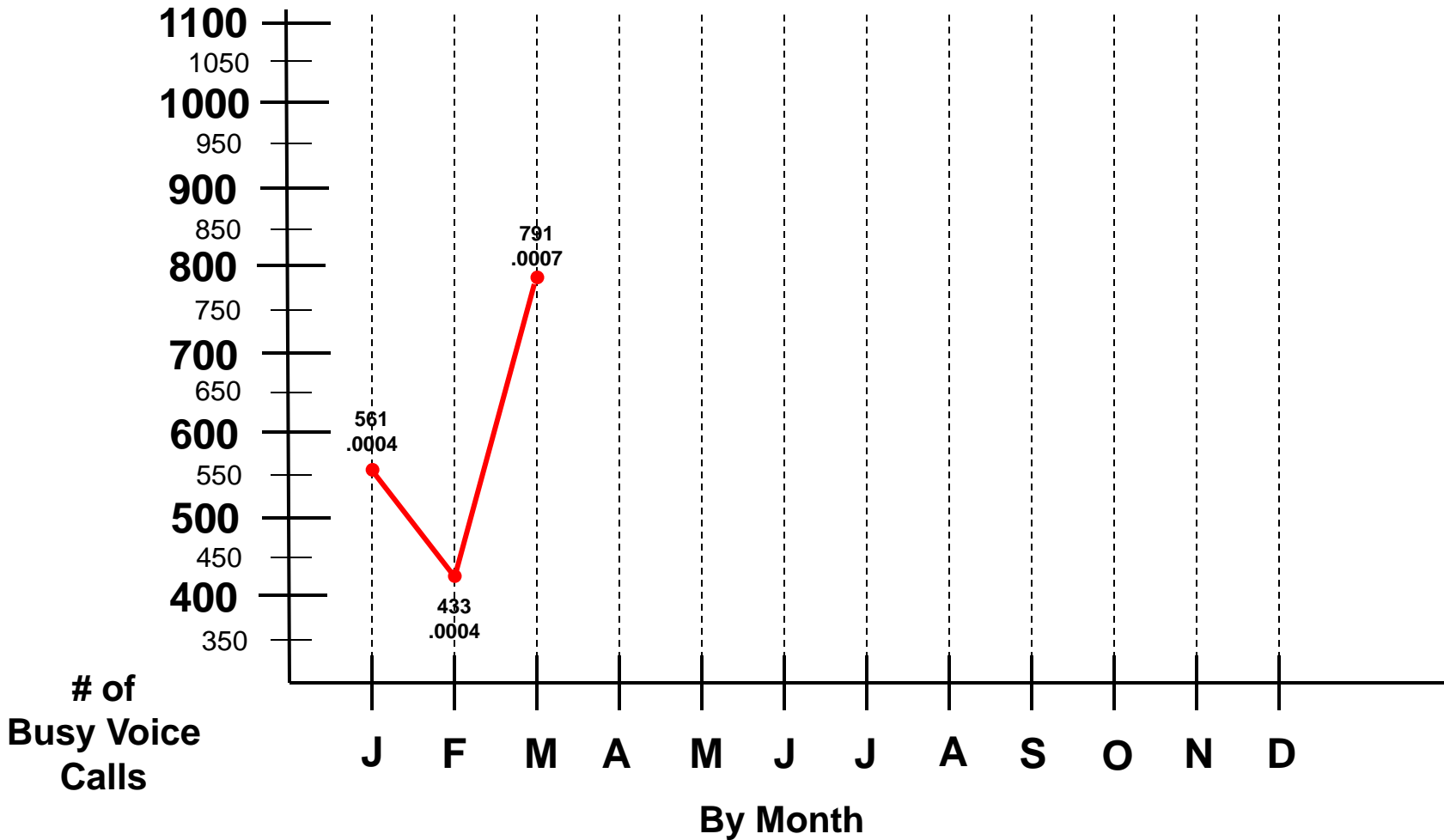
Active Voice Calls



2014 System Performance Data Channel Allocations



2014 System Performance Busy Voice Calls





Cooperative Agreement for the Cost Share of the Alaska Land Mobile Radio (ALMR) Communications System Operations and Maintenance (O&M) between the State of Alaska (SOA), as represented by the Department of Administration (DOA), the Alaska Federal Executive Association (AFEA), the Department of Defense (DOD), as represented by the Alaskan Command (ALCOM), and Local Government represented by the SOA/DOA

1. General. This Cooperative Agreement for Cost Share, which shall become effective on 1 July 2014, is part of, and incorporates by reference, the 21 November 2007 ALMR Cooperative Agreement in order to support the sustainment of the Operation and Maintenance (O&M) of the ALMR shared infrastructure. It also incorporates by reference the 26 February 2008 ALMR Service Level Agreement (SLA), developed by the ALMR User Council under the guidance of the ALMR Executive Council¹ and approved by the stakeholders, establishes the service levels and quality of service required by the end users. This agreement provides the cost share approach, cost share method, and the applicable responsibilities of the parties to the agreement.

Funds may not be presently available to support this Cooperative Agreement. The Government's² obligation is contingent upon the availability of appropriated funds from which payment can be made. No legal liability on the part of the Government for any payment may arise until funds are made available for this purpose. Notwithstanding any contrary provision herein, no contractor or other government or non-government agency performing operation and/or maintenance duties under this Cooperative Agreement can proceed with its work on behalf of the participating party and incur a financial obligation, until said contractor receives notice of funds availability, to be confirmed in writing by the participating party to this agreement.

2. Authority. 31 U.S.C. Subtitle V, Chapter 63, Section 6305, Using Procurement Contracts and Grant and Cooperative Agreements (unclassified and publicly available) forms the basis for

¹ Cooperative Agreement, *Article 9 - Funding and Expenditures*. § 1. Upon first availability of fiscal funds, in the first quarter of each federal fiscal year (October 1 – September 30), each Party will identify the amounts and sources of funding for the next five years to be used in financing its portion of the System. Amounts and sources of revenue received from the operation of each Party's portion of the System, for the current and upcoming year, will be reported, in writing, to the Executive Council. § 2. Upon first availability of fiscal funds, each Party to the Agreement will identify the annual operating and maintenance costs of its portion of the System for the current and upcoming year, and report those costs in writing to the Executive Council. § 3. The costs, funding amounts and sources, and revenues for each category of service required, as defined in the Service Level Agreement, shall be reflected in the Executive Council's annual proposed budget, as stated in Sections 1 and 2 of this Article.

² "Government" in this context refers to any and all parties to this agreement.

DOD and AFEA participation in cooperative partnerships like ALMR and State Procurement Code A.S. 36, Chapter 30 forms the basis for State of Alaska participation.

3. Scope. This **ALMR Cost Share Cooperative Agreement** is established between ALCOM, on behalf of participating DOD member agencies (United States Army Alaska, Joint Base Elmendorf-Richardson, and Eielson Air Force Base), the SOA/DOA, AFEA, and Local government represented by the SOA/DOA to share costs for the O&M of the ALMR shared infrastructure equipment, based on an approved cost share approach and cost share method.

This agreement establishes the approach and method for determining the cost share by a party. This agreement does not commit or set a demand for funds. By signing this agreement, the parties agree to the approach and method by which the cost share will be apportioned between the parties.³

4. Cost Share Approach:

Agencies owning infrastructure pay for the cost of maintaining all equipment, connectivity, spares, radio site towers, power, shelters, roads, grounds they own or occupy and providing response repair IAW the approved ALMR Service Level Agreement.

Preventative Maintenance Inspections (PMIs) and those services, which provide a mutual benefit to the member agencies, will be cost shared among member agencies. Shared services are defined as Systems Management and Operations Management, PMIs, Zone Controllers, Anchorage and Fairbanks MotoBridge™ Servers, and specified connectivity costs attributed to ALMR and as expressly agreed to by the cooperative parties.

5. Method of Cost share:

Shared costs are divided into two categories: 1) Infrastructure owners; and 2) non-infrastructure owners (subscriber ownership only). The method of cost share between infrastructure owners is based on percentage of facilities owned. Shared services costs will be split in a ratio based on the percentage of Federal site ownership to State site ownership. This ratio is 88 percent State of Alaska, 12 percent DOD Alaska.

Non-infrastructure owning agencies should pay a per-minute system's usage charge based upon a privately negotiated percent of the State of Alaska's shared cost liability. The State is responsible for negotiating all costs pertaining to their shared cost liability.

6. Responsibilities.

a) Infrastructure Owners (SOA/DOA) is responsible for the following:

1) Requesting an appropriation for their apportioned cost share defined in their membership agreement through their annual budget process, and applying that

³ The Membership Agreement, dated 31 July 2008, is executed between the individual members and the ALMR Operations Management Office. It defines the roles and responsibilities of the parties and includes the apportioned cost share amount for each member.

appropriation in full when received to the applicable ALMR cost share in sufficient time to permit application to applicable contract services.

2) Infrastructure owners are responsible for sustaining and maintaining the infrastructure in accordance with the SLA, and requesting an appropriation for the associated costs of maintaining that infrastructure, and applying that appropriation in full when received to the applicable ALMR cost share in sufficient time to permit application to applicable contract services.

3) State agencies are responsible to complete every legal action available to them to obtain funding when appropriated funding results in a shortfall.

b) ALCOM, representing the participating DOD Alaska member agencies, is responsible for the following:

1) Requesting an appropriation for their apportioned cost share defined in their membership agreement through their annual budget process.

2) Infrastructure owners are responsible for sustaining and maintaining the infrastructure in accordance with the SLA, and requesting an appropriation for the associated costs of maintaining that infrastructure, and applying that appropriation in full when received to the applicable ALMR cost share in sufficient time to permit application to applicable contract services.

3) DOD agencies are responsible to complete every legal action available to them to obtain funding when appropriated funding results in a shortfall.

c) Non-Infrastructure Owners/members (Local Government/AFEA) are responsible for the following:

1) Requesting an appropriation for their negotiated cost share through their annual budget process and applying that appropriation in full when received as defined by the process and agreement the State of Alaska has independently set forward.

2) Agencies are responsible to complete every legal action available to them to obtain funding, when appropriated funding results in a shortfall.

7. All parties to this Cooperative Agreement are voluntary participants, and expressly acknowledge the requirements contained here within and their associated responsibilities, as outlined.

8. The Point of Contact for the State of Alaska and Local Government is Mr. Max McGrath, (907) 334-0876. The Point of Contact for ALCOM is Mr. Tim Woodall, (907) 552-8223. The Point of Contact for the Alaska Federal Executive Association is Assistant Special Agent in Charge Kevin Donovan, (907) 265-8102.

9. The initial term of this agreement is from 1 July 2014 through 30 June 2015 unless extended, superseded or otherwise terminated by the stakeholders.

10. This **ALMR Cost Sharing Cooperative Agreement** will become effective upon final signature and will remain effective until the end of its term or until extended, terminated or modified, in writing, by consent of all parties. An annual review of this Cooperative Agreement will be conducted within three months of the anniversary date of the original signatures.

Colonel Scott Moser, USAF
Director, Command, Control, Communications and Computer Systems
Alaskan Command/JTF-AK

Date

Deputy Commissioner Terry Vrabec
Department of Public Safety
State of Alaska

Date

Mr. Max McGrath (coord) _____ (Initials/Date)
Department of Administration, Enterprise Technology Services

Assistant Special Agent in Charge Kevin Donovan
Participating Non-DOD Federal Agency Representative
Alaska Federal Executive Association

Date