ILLINOIS STATE POLICE
Office of the Statewide 9-1-1 Administrator

State of Illinois
Consolidation
Waiver Request

ISP 7-304 (3/16)
911 GENERAL INFORMATION

**DATE:**

<table>
<thead>
<tr>
<th>Type of Waiver:</th>
<th>Public Safety</th>
<th>Economically Unreasonable</th>
<th>Technically Infeasible</th>
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<tbody>
<tr>
<td>Time frame to become compliant for consolidation:</td>
<td></td>
<td></td>
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<tr>
<td>Estimated 48-60 months</td>
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**Current System Name:** Alsip 911 (A-Comm)

**9-1-1 System Provider:** ATT

**Population Served:** 19427

**Land Area in Sq Miles:** 8

<table>
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<tr>
<th>PSAPs Located within Existing System:</th>
<th>Primary</th>
<th>Secondary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alsip</td>
<td>X</td>
<td></td>
</tr>
</tbody>
</table>

**911 System Coordinator:** Chief Chris Radz  Deputy Chief Jay Miller

**Street Address:** 4500 W. 123 Street

**City, State and Zip Code:** Alsip IL 60803

**Office Telephone:** (708) 385-6902

**Cellular Telephone:**

**Email:** cradz@voamail.org  jmiller@villageofalsip.org

**Wireless Coverage for Consolidated System:**

- ___ % Phase II compliant
- ___ % Phase I compliant

**Please check if applicable:**

- ___ NG9-1-1 capable
- ___ Receive 9-1-1 Text
- ___ Receive 9-1-1 Video
VERIFICATION

I, Christopher Radz, first being duly sworn upon oath, depose and say that I am Police Chief of Alsip Police Department; that I have read the foregoing plan by me subscribed and know the contents thereof; that said contents are true in substance and in fact, except as to those matters stated upon information and belief, and as to those, I believe same to be true.

[Signature]

Subscribed and sworn to before me

this 24th day of June, 2015

NOTARY PUBLIC, ILLINOIS

[Seal]
WAIVER REQUEST

Pursuant to (50 ILCS 750) Emergency Telephone System Act, Section 154a(c), a 9-1-1 authority may request a waiver from the requirement to consolidate and must fully demonstrate a need for such waiver based on one or more of the following grounds:

1) will result in a substantial threat to public safety;

2) is economically unreasonable; or

3) is technically infeasible.

In addition, a waiver request shall include, at a minimum, the following supporting documentation (see next page):

1) A detailed explanation of the efforts taken, if any, to comply with the statutory requirement for consolidation prior to requesting a waiver;

2) The duration of time for which a waiver is sought;

3) A five year strategic plan, including, but not limited to, financial projections, for implementation of a consolidation plan.

4) Any additional information regarding planned equipment purchases or replacements, as well as efforts to establish interoperability or shared resources.

Section 1324.200 requires the waiver to be filed electronically with the Department for review and recommendations. Within 40 calendar days of receiving a request for waiver, the Department will appoint an Administrative Law Judge (ALJ) to hold a hearing and to make a recommendation to the Advisory Board. Within 60 calendar days of receiving a request for waiver, the Advisory Board shall hold a public hearing on the request for waiver and make a recommendation to the Administrator. Notice of the hearing shall be provided to the respective entity to which the waiver request applies. Within 90 calendar days of receiving a waiver request, the Administrator shall provide a written decision.

The Statewide 9-1-1 Advisory Board and Statewide 9-1-1 Administrator acknowledge that costs to consolidate may not be present within the mandatory time frame. The waiver must include a minimum five year financial projection to demonstrate that consolidation is economically unreasonable, and a projected time frame for consolidation under the current economic or technical conditions. For example, indicate when the next major equipment replacement will take place within the system or how the 9-1-1 system will begin interoperability, sharing resources and/or consolidating. Any decision by the Administrator under this Section shall be deemed a final administrative decision and shall be subject to judicial review under the Administrative Review Law.
Request for Waiver from PSAP Consolidation or Forming a Joint ETSB Consolidation

System Name: Alsip 911
System Address: 4500 W. 123 Street Alsip IL. 60803
System Contact: Deputy Chief Jay Miller
Contact Number: 708-385-6902 x 286 jmiller@villageofalsip.org

List and attach documentation to support the waiver request. Requestor should include any financial analysis, strategic plans, equipment replacement schedules, etc. to support this waiver request.

1. Report for consolidation which includes estimates from 3 separate entities for dispatch services

2. List of other duties that would need to be covered by other personnel.

3. 

4. 

5. 

6. 

Narrative:

We are respectfully requesting a waiver due to various issues and circumstances.

Some of the issues we are enduring are that this involves village representatives, likely will involve two separate dispatch entities (police & fire) for dispatch services, the hiring and training of new personnel to monitor lockup, answer administrative lines, have a 24/7 presence at the police department window, discuss alarms for both police (burglar, hold up) and fire alarms whether those will be outsourced or maintained at our current facility. We recently remodeled and built a dispatch center.

A collective bargaining agreement has been in the process of negotiation for over one (1) year, parts of which have been signed off on. As the contract covers dispatch employees, consolidation prior to the expiration of the c.b.a. (30 APR 18) could have adverse financial effects on the Village in terms of severance packages etc. for union employees above and beyond the costs associated with consolidation.

We have met with several other communications centers in detail those centers are Southwest Central, Oak Lawn Central and Oak Forest for the purpose of outsourcing. Financially if we did this we would then have to hire personnel to cover the other job duties currently administered by our dispatch personnel, negating any cost savings.

We have also had conversations and discussions and those discussions are continuing with other towns about creating our own dispatch agency, those towns consist primarily with Merrionette Park and Blue Island dispatch.

Regardless of the consolidation method this agency must purchase updated radios at a substantial cost of $250k-$350k. Those costs can be affected by what center we ultimately contract with or if we stay on our own system. Further strategic/financial plans cannot be submitted until we exhausted our processes of trying to consolidate to keep our center.

Our population size is reasonable to the required number, also coupled with the fact that we currently dispatch both police and fire services we respectfully request this waiver to adequately plan a quality, and financially prudent plan that will be successful.
Date: Tuesday, June 21, 2016

To: Mayor Kitching and the Village Board

From: Christopher Radz, Police Chief

Subject: Radio Room Report

I am submitting this report to you about the Radio Room. No one appreciates the urgency of this issue more than I do; I was at that level of urgency many months ago when I was appealing to the mayor then the board as a whole. I was the first Police Chief engaging other Police Chief’s in meetings over the Radio Room a year ago July. I will tell you my stance from the onset of this endeavor was to bring this issue to the board and to offer this board Two Options: Option One maintain the room on site with other towns (for I know there are trustees who are in favor of this to save jobs) and Option Two go to another agency (another option I know some trustees can see the value of for fiscal reasons). It is a grave disservice to the board not to offer you both of these options. There are recordings, actions, meetings, emails and witnesses that can verify that this has been my stance. Unfortunately, there was someone else’s plan to procrastinate to the point that we would have no option but to go outside. So please don’t assume that there was a failure to plan, because the fact is, that the plan WAS to fail, to leave this village with no other option. With this being said, I received word from Oak Forest, after a last second push and tour that they are opting to not come to Alsip. As it stands today, this boards only options are to go elsewhere or lose a substantial amount of money to keep the operations as they are today. I am extremely upset and frustrated that due to this late date I am unable to provide this board with the first option. I have advised the HR Director of this situation and there is a need to engage the Union on behalf of the Telecommunicators about packages if we opt to eliminate the service.

Here is the official report as of this time: To keep the radio room we would have to be approved by the State to be a stand-alone ETSB but we would lose all 911 monies.

The recommended action from the Alsip Fire Department is to go to Orland Park Fire Protection District and get dispatched by them.

As for the Alsip Police, there are three viable recommendations:
1) We can combine with Oak Forest and get dispatched by them and establish a combined ETSB and split the operations cost 50/50.
2) Get dispatched by Southwest Central.
3) Get dispatched by Oak Lawns Norcom.

I’m going to attempt to break these options down into more easily understandable details but first there are some basic things you may need to consider or to have a good working knowledge of, they are as follows:
Duties to be Considered

Absent the dispatch center there are Job Functions that will need to be covered either by distribution to existing employees or the hire of new ones.

- 24hrs/7days a week Visual & audio monitoring of lock up facility (**Biggest liability in the PD)**
- 24/7 Answer/Greeter at the front window to assist citizens with a variety of needs:
  - Filing a report
  - Sex Offender Registry
  - Violent Offender Registry
  - Advice
  - Requesting a Report
  - Village Ordinances
  - Other General Information
- 24/7 Tow releases to accident victims, arrestees, etc.
- 24/7 Answering of administrative lines.
- 24/7 Monitoring of fire alarms (unknown if this is staying)
- 24/7 Monitoring of burglar alarms
- Provide after hour access for meeting rooms in Village Hall
- Bond outs
- Misc Data Entry
- Alarm Card Entries

*Note: There is an after-hours phone in the vestibule that can be directly hooked up to any location this board chooses.

Numbers to be Considered

Here are some figures that were provided by Karen in the finance department you should keep in mind.

Current 911 Balance: $531,615.00 as of May 2016.
911 Monies brought in from 1 May 2015 through 30 April 2016 $166,449.00
(Alsip’s current 911 surcharge is 50 cents per but with this new State Law there will be a mandated increase to 85 cents per). This figure could increase to an estimated $420,000.00 in the years to follow.

Keltron Revenues: $216,731.00 between 1 May 2015 through 30 April 2016. These revenues may be affected by other outside issues or if the system is monitored by the outside agency we partner with.

******************************************************************************
****** The Police Department as a whole is overdue in replacing the hand held radios the officers’ use but has held off awaiting the Dispatch Centers direction. The reason is that the band UHF v VHF is a crucial factor in determining which radio to purchase.******************************************************************************
**Handheld Radio Pricing**

1. APX4000 is the replacement for the radios we have now (they no longer make the XTS1500 we use). This is a single band (Ch. 1 is UHF). To outfit entire Dept (since our radios are 11 years old, it is hit or miss if they are even fixable when one breaks now) is $84,062.37 or about $2001/radio. This is bare bones analog (switching to digital later would be another $200/radio or $8400). The 4000s are just an updated version of what we have now...no ability to communicate on any other band.

2. APX8000 is an all-band radio (UHF/VHF/Digital). This would cover us no matter what our plans for Dispatch are or what changes happen in 2021. You could also have a radio that picks up both Channel 1 (UHF) and Channel 3 (VHF). That total is $314,296.64 or about $7500/radio. We could buy the APX8000s with ONLY the UHF frequency we use. Deleting VHF & Digital would save about $600 per band deleted per radio (so about $1,200/radio, which brings the price down to around $6300/radio). These could be added later if we need them (which would cost us), but the difference is the APX8000s actually have this capability versus the APX4000s which are stuck on a single band.

Both packages include mics, 2 batteries for each radio and enough rack chargers for the station to charge every radio.

Alsip’s Last Documented Population Count: 19,453

### Approximate Current Operating Costs Of Center

<table>
<thead>
<tr>
<th>Frequency (Radio Band Net 6)</th>
<th>$571,724.00</th>
<th>Benefits</th>
<th>$171,517.20</th>
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<tbody>
<tr>
<td>421-10-42</td>
<td></td>
<td>Holiday Pay $90,000, 20% $18,000.00</td>
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<tr>
<td>Covers the salary paid for seven paid holidays for all police department personnel.</td>
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<tr>
<td>425-10-54</td>
<td></td>
<td>Overtime $206,000, 25% $51,500.00</td>
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<tr>
<td>Covers the expected overtime cost for all police department employees</td>
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<tr>
<td>421-29-20</td>
<td></td>
<td>Clothing Allowance $49,700, 10 $6,500.00</td>
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<tr>
<td>Covers uniform replacement and clothing purchases by sworn and civilian personnel.</td>
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<td></td>
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<tr>
<td>421-33-12</td>
<td></td>
<td>Maintenance / Radios Contracts $40,000, $40,000</td>
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<tr>
<td>Covers expenses associated with all radio and electronic equipment covered by service contracts including: mobile data terminals, radio consoles, base stations, software licensing and maintenance of CAD systems, J&amp;L Contract.</td>
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<tr>
<td>421-45-30</td>
<td></td>
<td>Communications Equipment $20,650, $20,650</td>
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<tr>
<td>Covers equipment purchases and radio repairs as well as expenses not covered by contract.</td>
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<td></td>
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<tr>
<td>421-70-48</td>
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<td>Equipment Computers $16,000, $16,000</td>
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<tr>
<td>Covers the purchase and replacement of computers, routers, firewall, software, etc. for the police department computer network.</td>
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<tr>
<td><strong>Total:</strong> $895,891.20</td>
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**Anticipated Upcoming Expenditures to Expect:**

| Narrow Banding broken down Four Ways (Alsip, Oak Lawn, Evergreen Park, Merr Park) | One Time Cost $400,000 |
| Infrastructure Repairs broken down Four Ways (Alsip, Oak Lawn, Evergreen Park, Merr Park) | One Time Cost $800,000 |

**Annual 911 Monies Approximated by the State:**

| Current Balance $531,615.00 | $166,000.00 |
Oak Forest:
- City with a 2010 population of 27,962. Only dispatches Police at this time. Currently in talks with Orland Park for consolidation.

Frequency:
- This is a VHF frequency that is already narrowband compliant. Alsip and Oak Forest would be the only two agencies sharing the frequency.

Records Management System:
- New World (Cost Increases Involved) Possibly $50-$100 thousand a year depending on the level of the package.

Onset Costs Associated to Go From Our Base to Thiers:
- Estimated at $100-$120 thousand Verbally by J&L Electronics.

Anticipated Upcoming Expenditures:
- Oak Forest is already Narrow Band Compliant.

Annual Cost for them to Dispatch Police:
- Oak Forest quoted verbally (nothing in written form) to consider an operating cost of $90,000 per Telecommunicator (this is salary and benefits) with approximations of 13 to 14 full time Telecommunicators in order to have three (3) Telecommunicators on at all times. So for operating costs this would be in the ballpark of $1,260,000.00 (14 ops) (this does not include overtime, days off etc.). Half of this cost would be $630,000.00 as a base before we even begin to consider in car equipment and all the other peripheral budgetary line items.

Annual Cost for them to Dispatch Fire: *(This provided as a courtesy for this was not a recommendation of the Fire Chief)*
- Oak Forest does not currently dispatch for their Fire Department, but if Alsip Fire were to come to Oak Forest they would anticipate the return of theirs. Oak Forest Fire is currently dispatched by Orland Fire Protection District.

Southwest Central:

Frequency:
- We would be on a UHF frequency. At this time, the number of agencies, depending on the frequency, would be a minimum of 2 and a maximum of 6 dependent upon total agency usage and location within the system. Radio is primary communications and we have enough latitude to control the amount of normal radio traffic based on frequency and location placement. Records
**Management System:**
We would migrate to the Southwest Central Dispatch in house RMS which they had expressed that they would be updating.

**Onset Costs Associated to Go From Our Base to Thiers:**

**Alsip Fire Department:**
*(This provided as a courtesy for this was not a recommendation of the Fire Chief)*

1. Projected cost for Southwest Central Dispatch Center infrastructure installation if the Village of Alsip fully funds the equipment need.... $55,552.77
2. Projected cost for Southwest Central Dispatch Center infrastructure installation with funds distributed to the Village of Alsip from South West Central Dispatch....$35,303.95

**Alsip Police Department:**

1. Projected cost for Southwest Central Dispatch Center infrastructure installation if the Village of Alsip fully funds the equipment need....$78,841.30
2. Projected cost for Southwest Central Dispatch Center infrastructure installation with funds distributed to the Village of Alsip from South West Central Dispatch....$51,026.39

Total projected cost for Southwest Central Dispatch infrastructure to be installed in the Village of Alsip if fully funded by the Village....$134,394.07

Total projected cost for Southwest Central Dispatch infrastructure to be installed in the Village of Alsip with funds distributed to the Village of Alsip from South West Central Dispatch....$86,330.34

Note: All prices were provided by J &L Electronic Services Inc. Quote # W-82419F, W-82421F, W-82424F, and W-82425F

**Anticipated Upcoming Expenditures:**

**Annual Cost for them to Dispatch Police:**
SWCD currently charges 11,585.16 per full time officer or equivalent.

This rate of 11,585.16 per officer multiplied by the APD's 42 full time officers will equal $486,576.72. This annual assessment is an all-encompassing fee for all services and equipment rendered throughout the fiscal year.

The board of directors set an annual cap for assessment fees increase at 5%. For the last 6 years the rate of assessment increase has not exceeded 2.5%. If the fee is increased 2.5 % for
Alsip in the next year, the annual assessment for the village would be $498,741.14. If a 5% fee increase is assessed the total will be $510,905.56.

**Annual Cost for them to Dispatch Fire**

*(This provided as a courtesy for this was not a recommendation of the Fire Chief)*

SWCD currently charges $28.28 per call for fire department dispatch. This rate of $28.28 per call multiplied by 3205 calls dispatched for the AFD in 2015 would equal $90,637.40. Like police dispatch, this annual assessment is an all-encompassing fee for all services and equipment rendered throughout the fiscal year. Like the assessment fees for police dispatch the board of directors of SWCD set an annual cap for assessment fees increase at 5%. For the last 6 years the rate of assessment increase has not exceeded 2.5%. If the fee is increased 2.5% for Alsip Fire Dispatch in the next year, the annual assessment for the village would be $92,722.06. If a 5% fee increase is assessed the total will be $95,169.27

Besides the annual assessment there is a $5,000 one time membership fee.

There currently is no information on the cost per vehicle equipment (radios, computers) to make them compatible with SWCD.

**Oak Lawn’s Norcom:**

- Dispatches around 130,000 residents. Specifically, these include Oak Lawn (2010 pop. = 56,690), Evergreen Park (2010 pop. = 19,852), Bridgeview (2010 pop. = 16,446), Burbank (2010 pop. = 28,925), Central Stickney (fire) (Village of Stickney’s 2010 pop. = 6,786), Bedford (Village of Bedford Park’s 2010 pop. = 580).

**Frequency:**

We would stay on the UHF Net 6 shared by Alsip, Oak Lawn, Evergreen Park and Merrionette Park but the costs involved in maintaining the infrastructure would be reduced by one partner for Hometown will be leaving this frequency under this new initiative.

**Records Management System:**

Oak Lawn utilizes a shared Records Management system with all the member police departments. (SunGard/OSSI) Our costs already include the annual maintenance into that system, but being a new agency we will have some costs related to initial licensing, training and implementation.

**Onset Costs Associated to Go From Our Base to Thiers:**

None we are already compliant.

**Anticipated Upcoming Expenditures:**

Infrastructure repairs that are due but are already rolled into the dispatch fees. Narrow banding could be a future issue that could cost upwards of $400,000.00 per agency for a one-time fee.

**Annual Cost for them to Dispatch Police:**

Our agency would fall under our Tier 1 agency with fees ranging from $400,000 - $425,000 plus $60,000 annual capital contribution (This will absorb the Infrastructure repairs that are needed for net 6). This brings our annual costs in the rage of $460,000-$485,000 for Police and 9-1-1 services only.
Annual Cost for them to Dispatch Fire:
*(This provided as a courtesy for this was not a recommendation of the Fire Chief)*

Adding the Alsip Fire Department would put the total costs for Alsip at approx. $425,000.00-$460,000,000.00 in addition to the aforementioned $60,000.00 annual capital contribution. We would need to have further discussion regarding their operations and MABAS dispatch.

**Orland Fire Protection District**
- Dispatches for around 112,000 residents. Specifically, these include the Orland Park Fire Protection District (Orland Park's 2010 pop. = 56,757), the City of Oak Forest's Fire Department (2010 pop. = 27,962), Calumet City's Fire Department (2010 pop. = 37,042), and the Lemont Fire Protection District (Village of Lemont's 2010 pop. = 16,000).

The following is the sole recommendation under the circumstances by Chief Thomas Styczynski and Deputy Chief Robert Ricker of the Alsip Fire Department as it was presented to me:

Based on the tours of the various dispatch centers in October, by far, Orland exceeds all of the other dispatch centers capabilities for fire. Additionally, they would meet our ISO requirements, plus they currently dispatch for our mutual-aid (extra alarms). Listed on the next page are the estimated costs for both start-up and recurring.

Estimated Costs:
- a. Initial start-up costs- $10,000
- Recurring annually:
  - a. Annual cost for service- varies from year to year dependent on the number of incidents that the fire department is dispatched to. In 2015, the cost would have been $128,240.00 ($40 per call X 3206 calls).
  - b. Estimated $7,200 annually for a T1 phone line.
  - c. $4,440.00 annually for Verizon cards for vehicle computers
  - d. $2,000 for annual CAD silences.

Please if anyone has any questions and/or suggestions I will gladly doggedly pursue anything this board feels that they could support. Feel free to contact me at my desk or on my cel-phone, as time is of the essence for I have to give a report to the State of Illinois by 1 July 2016. I would appreciate if you didn’t wait for the board meeting cycle but called me at any time if a question were to arise.

(Disclaimer: Please bear in mind while considering all numbers included in this report that there is a margin of error and an approximation element due to call packs and that they were prepared with little or no assistance from any finance specialists.)

Respectfully Submitted,

Chief Christopher Radz

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