

MEMORANDUM

To: Regional 9-1-1 Consolidation Governance Committees
From: Regional 9-1-1 Project Manager
Date: December 28, 2018
Re: BACKGROUND ON 9-1-1 PROJECT CONSULTANT HIRING PROCESS

1. Summary: The Contractor Proposal Review Team recommends hiring Mission Critical Partners (MCP) to support 9-1-1 consolidation planning. MCP possess the experience and expertise to support the Governance Committees in the development of a 9-1-1 consolidation plan. Lake County Purchasing's assessment is that the current quote (\$115,808) is comparable, reasonable, and fair. References are favorable for both MCP and the project manager, Maura Hickey.
2. Lake County posted Request for Proposal (RFP) 18133 911 *Consolidation Implementation and Migration* from July 19th to August 16th, 2018. 19 vendors downloaded the RFP. Several of the downloads were from consulting firms Lake County has used for various projects and were not necessarily industry leaders in 9-1-1 consolidation.
3. Lake County received one proposal in response to the RFP (MCP). Research indicated that MCP was an industry leader in 9-1-1 consolidation and public safety support. Assessment is that MCP's quote (\$115,808) is comparable, reasonable, and fair.
4. Lake County solicited feedback from viable / relevant vendors that downloaded the 9-1-1 consolidation RFP but chose to not submit a proposal. Vender feedback on not submitting a proposal ranged from being uncomfortable with the scope of the project to not having enough time / resources to meet the requirements.
5. 9-1-1 Contractor Proposal Review Team first met to review the proposal on October 16, 2018. The Team met in person with MCP on October 30th and by phone on November 19th. Based on the dialogue between MCP and the Team, MCP provided updated proposals on November 7th and November 30th with a final proposal on December 10th. On December 28th Lake County Purchasing finalized the agreement / contract with MCP.
6. MCP understands the end deliverable is a plan (not a "study" or "report") and that they will be working with / for the group of 21 Public Safety Entities defined in the IGA (even though the County is signing the agreement). MCP will be paid a percentage of the total amount when they provide each of the five agreed upon deliverables: Project Plan (15%), First Draft of Plan (30%), Second Draft of Plan (30%), Third Draft of Plan (15%), Final Plan (10%). Deliverable details can be found in the agreement.
7. 9-1-1 Contractor Proposal Review Team members:
 - Ms. Lisa Berger (Policy Committee - CenCom E9-1-1)
 - Ms. Anne Marrin (Policy Committee - Fox Lake & FoxCom)
 - Mr. Dave Dato (Policy Committee – Lake County ETSB)
 - Mr. Peter Vadopalas (Policy Committee - Mundelein)
 - Chief Rich Carani (Operations Committee - Libertyville)
 - Ms. Susan August (*Support* - Lake County Purchasing)
 - Mr. Jim Hawkins (*Support* - Project Manager)