



**BOARD OF SUPERVISORS AGENDA ITEM REPORT**  
**CONTRACTS / AWARDS / GRANTS**

☐ Award ☒ Contract ☐ Grant

Requested Board Meeting Date: May 18, 2021

*\* = Mandatory, information must be provided*

or Procurement Director Award ☐

**\*Contractor/Vendor Name/Grantor (DBA):**

Arizona Board Of Regents, On Behalf Of The University Of Arizona and Its Risk Management Department (UA RMD)

**\*Project Title/Description:**

Intergovernmental Agreement (IGA) between Pima County Wireless Integrated Network (PCWIN) and UA RMD for Subscriber Services.

**\*Purpose:**

PCWIN Subscriber Services and City of Tucson General Services are the only two service providers authorized by the PCWIN Board of Directors for subscriber (radio) repair and maintenance.

UA RMD has chosen PCWIN Subscriber Services to provide this service and has agreed to pay Pima County for these services as specified in Exhibit B.

**\*Procurement Method:**

This revenue contract is a non-Procurement contract and not subject to Procurement rules.

**\*Program Goals/Predicted Outcomes:**

To ensure that public safety radios are sufficiently maintained and remain fully functional.

**\*Public Benefit:**

To support the efforts of PCWIN, a state-of-the-art digital trunked radio communications system designed to provide public safety grade radio communications throughout Pima County.

**\*Metrics Available to Measure Performance:**

UA RMD to make timely payments per the agreement

**\*Retroactive:**

NA

TO: COB 4-28-21 (1)  
Vers: 1  
pgs.: 9

Procure Dept 04/27/21 PM0150

**Contract / Award Information**

Document Type: CTN Department Code: WIN Contract Number (i.e., 15-123): 21-105  
Commencement Date: 7/1/2021 Termination Date: 6/30/2026 Prior Contract Number (Synergen/CMS): \_\_\_\_\_  
☐ Expense Amount: \$\* \_\_\_\_\_ ☒ Revenue Amount: \$ 791.80

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☒ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

Contract is fully or partially funded with Federal Funds? ☐ Yes ☒ No

**If Yes, is the Contract to a vendor or subrecipient?**

Were insurance or indemnity clauses modified? ☐ Yes ☒ No

*If Yes, attach Risk's approval.*

Vendor is using a Social Security Number? ☐ Yes ☒ No

*If Yes, attach the required form per Administrative Procedure 22-10.*

**Amendment / Revised Award Information**

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Contract Number (i.e., 15-123): \_\_\_\_\_  
Amendment No.: \_\_\_\_\_ AMS Version No.: \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ New Termination Date: \_\_\_\_\_  
Prior Contract No. (Synergen/CMS): \_\_\_\_\_  
☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ \_\_\_\_\_  
Is there revenue included? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_

**\*Funding Source(s) required:**

Funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

**Grant/Amendment Information** (for grants acceptance and awards) ☐ Award ☐ Amendment

Document Type: \_\_\_\_\_ Department Code: \_\_\_\_\_ Grant Number (i.e., 15-123): \_\_\_\_\_  
Commencement Date: \_\_\_\_\_ Termination Date: \_\_\_\_\_ Amendment Number: \_\_\_\_\_  
☐ Match Amount: \$ \_\_\_\_\_ ☐ Revenue Amount: \$ \_\_\_\_\_

**\*All Funding Source(s) required:**

\*Match funding from General Fund? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Match funding from other sources? ☐ Yes ☐ No If Yes \$ \_\_\_\_\_ % \_\_\_\_\_

\*Funding Source: \_\_\_\_\_

**\*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** \_\_\_\_\_

Contact: Nicole Jennings

Department: PCWIN

Telephone: 724-9320

Department Director Signature/Date: Robert C. Mendicino 4/20/21

Deputy County Administrator Signature/Date: Just 4/26/2021

County Administrator Signature/Date: C. DeLuca 4/27/21

*(Required for Board Agenda/Addendum Items)*

**PIMA COUNTY WIRELESS INTEGRATED NETWORK**

**PROJECT: SUBSCRIBER SERVICES**

**GRANTEE: ARIZONA BOARD OF REGENTS, ON BEHALF OF THE UNIVERSITY OF  
ARIZONA AND ITS RISK MANAGEMENT DEPARTMENT**

**CONTRACT NO.: CTN-WIN- 21-105**

**ESTIMATED REVENUE:\$ 791.80**

**INTERGOVERNMENTAL AGREEMENT  
FOR PCWIN SUBSCRIBER SERVICES BETWEEN  
PIMA COUNTY AND ARIZONA BOARD OF REGENTS, ON BEHALF OF THE UNIVERSITY  
OF ARIZONA AND ITS RISK MANAGEMENT DEPARTMENT**

**THIS SUBSCRIBER SERVICES AGREEMENT (Agreement)**, is made and entered into by and between Pima County, a political subdivision of the State of Arizona ("*County*") and Arizona Board Of Regents, On Behalf Of The University Of Arizona And Its Risk Management Department (hereafter referred to as "*Agency*") and;

**WHEREAS** County has implemented a regional public safety communications network known as the Pima County Wireless Integrated Network ("*PCWIN*"); and

**WHEREAS** Agency agreed to participate in the PCWIN communications network; and

**WHEREAS** Agency desires to use radio subscribers on PCWIN and does not have the ability to maintain same; and

**WHEREAS** County has facilities and resources to maintain and service PCWIN subscriber equipment; and

**WHEREAS** County is willing to provide communication service and equipment maintenance to Agency.

**NOW, THEREFORE** County and Agency agree as follows:

**1. Purpose**

The purpose of this Agreement is to set forth the responsibilities of the parties and provide communication service and equipment maintenance to Agency.

## **2. Scope**

- 2.1. County, through the PCWIN, Wireless Services Division, shall provide communication equipment maintenance to Agency at 3434 E. 22<sup>nd</sup> Street, Tucson, Arizona, 85713. County shall only provide communication equipment maintenance to PCWIN communications equipment owned or leased by Agency, and all affected equipment shall be clearly marked or identified as such.
- 2.2. County guarantees communication equipment maintenance work for 90 days and will pass on to Agency any parts warranty provided by the manufacturer. If County communication equipment maintenance work or replacement parts fail in normal service within that period, the County shall make additional repairs at no additional charge to Agency. County provides no other express warranty on communication equipment maintenance work. Any implied warranty of merchantability or fitness is limited to the 90 day duration of this warranty.
- 2.3. Agency shall be liable for all damages to the County facility caused by Agency in the course of maintaining the Agency communication equipment, except for damages that results from the sole negligence of County.

## **3. Payment**

- 3.1. County shall bill Agency monthly through the Finance Department, Revenue Management Division for maintenance services. This service will be billed in arrears of the service provided. Current rates are outlined in the attached Exhibit A. Exhibit B requires Agency to opt for either monthly or time and materials billing; provided, however, that Agency may opt for **both** monthly and time and materials payment. Agency shall pay County within thirty (30) days of receipt of County's bill.
- 3.2. If, after ten (10) days additional written notice to Agency it fails to pay the full amount due, County may terminate this Agreement immediately upon written notice.
- 3.3. County reserves the right to increase the rates set forth in Exhibit A as applicable to Agency, if County's actual costs for labor or materials increase. County will provide sixty (60) days' written notice of any increase in rates or charges to Agency.

## **4. Term and Termination**

- 4.1. County and Agency will within their lawful methods of financing provide for payment of the costs and expenses of their obligations arising each year under this Agreement from current annual budgeted funds for that year.

The initial term of this Agreement is five (5) years, commencing on July 1, 2021 unless otherwise terminated in accordance with 4.3 below. This agreement may be renewed for

additional five (5) year terms through a written amendment signed by County and Agency as long as Agency maintains its membership in PCWIN. Notwithstanding the foregoing, this Agreement automatically terminates upon dissolution of the PCWIN Cooperative.

Agency may select a new maintenance option, Monthly Maintenance or Time and Material, by written notice to County annually by March 30<sup>th</sup>. Any changes that result in a reduction in the approved budgeted amount will be effective July 1<sup>st</sup> of the following fiscal year. If Agency desires no changes, the existing maintenance will remain in effect.

- 4.2. Notwithstanding any other provision in this Agreement, this Agreement may be terminated if for any reason the Pima County Board of Supervisors does not appropriate sufficient monies for the purpose of maintaining this Agreement. In the event of such cancellation, County shall have no further obligation to Agency, and Agency's only obligation to County will be payment for services rendered and the satisfaction of any other obligations under this Agreement.
- 4.3. Either party may terminate this Agreement by issuing a written notice of its intention to terminate this Agreement at least ninety (90) days prior to the date of the termination.

## **5. Severability**

Each provision of this Agreement stands alone, and any provision of this Agreement found to be prohibited by law shall be ineffective to the extent of such prohibition without invalidating the remainder of this Agreement.

## **6. Indemnification**

Each party (as "Indemnitor") agrees to defend, indemnify, and hold harmless the other party (as "Indemnitee") from and against any and all claims, losses, liability, costs, or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "Claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such Claims which result in vicarious/derivative liability to the Indemnitee are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

## **7. Americans With Disabilities Act**

Agency shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.

## **8. Cancellation For Conflict Of Interest**

This Agreement is subject to cancellation for conflict of interest pursuant to ARS § 38-511, the pertinent provisions of which are incorporated into this Agreement by reference.

## **9. No Joint Venture**

It is not intended by this Agreement to, and nothing contained in this Agreement shall be construed to, create any partnership, joint venture or employment relationship between the parties or create any employer-employee relationship between County and any of Agency employees, or between Agency and any County employees. None of the parties shall be liable for any debts, accounts, obligations or other liabilities whatsoever of the other party, including (without limitation) Agency's and County's obligation to withhold Social Security and income taxes for itself or any of its employees.

## **10. Insurance.**

The County acknowledges that Agency participates in a program of self-insurance, administered by the State of Arizona, Department of Administration, Risk Management Division, which provides coverage against loss for Agency employees, officers, and agents under the provisions of Arizona Revised Statutes § 41-621 et seq. The enabling statute does not specify dollar limits of coverage, or an expiration date. The Parties agree that the general and professional liability coverage provided by this self-insurance program is deemed sufficient for the purposes of this Agreement.

## **11. Compliance With Laws**

The parties shall comply with all federal, state, and local laws, rules, regulations, standards and Executive Orders, without limitation. In the event any services provided under this Agreement require a license issued by the Arizona Registrar of Contractors (ROC), County certifies that those services will be provided by a contractor licensed by ROC to perform those services in Arizona. The laws and regulations of the State of Arizona shall govern the rights, performance and disputes of and between the parties. Any action relating to this Agreement shall be brought in a court of the State of Arizona in Pima County, and may be subject to judicial arbitration in accordance with applicable law and court rules.

Any changes in the governing laws, rules, and regulations during an agreement shall apply, but do not require an amendment/revisions.

## **12. Non-Discrimination**

Agency agrees to comply with all provisions and requirements of Arizona Executive Order 2009-09 which is hereby incorporated into this agreement as if set forth in full herein **including flow down of all provisions and requirements to any subcontractors.** During the performance of this agreement, Agency will not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.

## **13. No Third Party Beneficiaries**

Nothing in the provisions of this Agreement is intended to create duties or obligations to or rights in third parties not parties to this Agreement or affect the legal liability of either party to the

Agreement by imposing any standard of care with respect to the maintenance of public facilities different from the standard of care imposed by law.

#### **14. Workers' Compensation**

Agency will comply with the notice of A.R.S. §23-1022 (E). For purposes of A.R.S. §23-1022, Agency is considered the primary employer of all personnel currently or hereafter employed by Agency, irrespective of the operations of protocol in place, and Agency has the sole responsibility for the payment of Workers' Compensation benefits or other fringe benefits of its employees.

#### **15. Notice**

Any notice required or permitted to be given under this Agreement shall be in writing and shall be served by personal delivery or by certified mail upon the other party as follows:

COUNTY:  
Robert Meredith  
PCWIN Executive Director  
3434 E. 22<sup>nd</sup> Street  
Tucson, AZ 85713  
520-724-9320  
Robert.Meredith@pima.gov

Agency:  
Director  
Sponsored Projects & Contracting Services  
P.O. Box 210158, Room 515  
Tucson, AZ 85721-0158  
520-626-6000  
sponsor@arizona.edu

#### **16. Entire Agreement**

This document constitutes the entire agreement between the parties pertaining to the subject matter hereof, and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein. This Agreement may be modified, amended, altered or extended only by a written amendment signed by the parties.

**REMAINDER OF PAGE INTENTIONALLY LEFT BLANK**

IN WITNESS THEREOF, the parties have affixed their signatures to this Agreement on the date written below.

**PIMA COUNTY**

\_\_\_\_\_  
Chair, Board of Supervisors


\_\_\_\_\_  
Date

**ARIZONA BOARD OF REGENTS,  
UNIVERSITY OF ARIZONA**

  
Authorized Officer Signature

Stephen G. Harsy, PhD, Director, Contracting

\_\_\_\_\_  
Printed Name and Title

  
Date

**ATTEST**

\_\_\_\_\_  
Clerk of Board


\_\_\_\_\_  
Date

**INTERGOVERNMENTAL AGREEMENT DETERMINATION**

The foregoing Intergovernmental Agreement between Pima County and the Arizona Board of Regents, University of Arizona, has been reviewed pursuant to A.R.S. § 11-952 *et seq.* by the undersigned, who have determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those Parties to the Intergovernmental Agreement represented by the undersigned.

  
Deputy County Attorney

04/15/2021  
Date

  
Associate General Counsel  
University of Arizona

4/6/21  
Date



Exhibit A  
**PCWIN Wireless Services**  
**Monthly Subscriber Maintenance Services**

ITEM	PRICE
Subscriber Services Provided; <ul style="list-style-type: none"> <li>• Programming</li> <li>• New radio activation</li> <li>• Basic troubleshooting</li> <li>• Load/remove encryption key</li> <li>• Radio inhibit (lost or stolen) -Documentation will need to be provided</li> <li>• Loaner radio during radio repairs, if available</li> </ul>	<b>\$10.00 per radio, Monthly fee (Effective July 1, 2020)</b>
Parts/accessories replaced; <ul style="list-style-type: none"> <li>• Knobs</li> <li>• Belt Clips</li> <li>• Batteries</li> <li>• Antennas</li> <li>• Dust Covers</li> <li>• Single Unit Desk Chargers</li> <li>• Dual Head Conversion Kits</li> </ul>	<b>No Charge</b>
<b>Radio Reactivation/Deactivation fee</b>	<b>\$50 per occurrence, per radio</b>
<b>FedEx Shipping Flat Rate Fee</b>	<b>\$20</b>
<b>Annual Preventative Maintenance</b>	<b>No Charge</b>
Preventative Maintenance includes: <p><u>Portable Radios</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Test/tune radio to factory specifications</li> </ul> <p><u>Mobile Radios</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Pre/post inspection of vehicle</li> <li>✓ Test coax and antenna</li> <li>✓ Removal and installation of radio</li> <li>✓ Test/tune radio to factory specifications</li> </ul> <p><u>Control Station</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Test/tune radio to factory specifications</li> </ul>	<b>No Charge</b>

**NOTES**

1. Motorola depot cost(s) and applicable taxes are the responsibility of the agency.
2. Damage caused by physical abuse, chemicals, or liquids are NOT covered.
3. Covered replacement parts are a 1 for 1 swap; damaged/malfunctioning parts must be turned in to receive replacement.
4. Lost or stolen parts will be charged to the agency/department.
5. Repair or replacement of coax and wiring is not covered.

CTN-WIN 21\*105

Exhibit A

# PCWIN Wireless Services

## Time and Material Subscriber Maintenance Services

ITEM	PRICE
Subscriber Services Provided; <ul style="list-style-type: none"> <li>• New radio activation</li> <li>• Reprogramming repaired radio</li> <li>• UID changes</li> <li>• Talkgroup changes</li> <li>• Fleetmap modification</li> <li>• Load/remove encryption key</li> <li>• Radio inhibit (lost or stolen). Documentation will need to be provided</li> </ul>	\$60.00 per hour, 1 hour minimum charge (Effective July 1, 2020)
<b>Radio Reactivation/Deactivation fee</b>	\$50 per occurrence, per radio
<b>FedEx Shipping Flat Rate Fee</b>	\$20
<b>Mileage</b>	\$1.16 per mile <sup>1</sup>
<b>Annual Preventative Maintenance</b>	\$20 per radio
<p>T&amp;M Subscriber Services customers are required to have an annual preventative maintenance check performed on their radios which includes:</p> <p><u>Portable Radios</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Test/tune radio to factory specifications</li> </ul> <p><u>Mobile Radios</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Pre/post inspection of vehicle</li> <li>✓ Test coax and antenna</li> <li>✓ Removal and installation of radio</li> <li>✓ Test/tune radio to factory specifications</li> </ul> <p><u>Control Station</u></p> <ul style="list-style-type: none"> <li>✓ Inspect and clean</li> <li>✓ Test/tune radio to factory specifications</li> </ul>	

### NOTES

1. Motorola depot cost(s) and applicable taxes are the responsibility of the agency.
2. Parts and materials used for repairs will be billed at current approved rate.

<sup>1</sup> Mileage computed from PCWIN Wireless Services, 3434 E. 22nd St., Tucson, AZ

## EXHIBIT B

<b>Agency Name</b>	University of Arizona – Risk Management
<b>Maintenance Agency</b>	Pima County
<b>Monthly / T&amp;M / Both</b>	T&M

	<b>Totals</b>
# of Mobiles	0
# of Portables	4
# of Control Stations	0
# of DVRs	0
<b>Totals</b>	4

### Monthly Subscriber Maintenance Services *(Per radio/Per month)*

		21/22	22/23	23/24	24/25	25/26
<b>Type of Radio</b>	<b># of Radios</b>	\$10	\$10	\$12	\$12	\$14
Mobiles						
Portables						
Control Stations						
DVRs						
<b>Totals</b>						

### Time and Materials Maintenance Services

<b>T&amp;M</b>	<b># of Radios</b>	<b>*Preventive Maintenance Annual Fee (\$20 per radio)</b>
Mobiles	0	\$0
Portables	4	\$80
Control Stations	0	\$0
DVRs	0	\$0
<b>Totals</b>	0	<b>\$80</b>

**T&M Estimated Annual Service Cost\*\*** (195.90 x # of radios x 10%) **\$ 78.36**

<b>Estimated Grand Total ( 5 years)</b>	<b>\$ 791.80</b>
---	------------------

\*Preventive maintenance is required annually on all radios. This service is included with the Monthly Subscriber Maintenance Service.

\*\*10% of total radios needing 1 hour repair and an average of battery, belt clip and antenna replacement (\$135.90 for parts and \$60 for one hour of labor = \$195.90).