

**REQUEST FOR COUNCIL ACTION**

**TO:** Mayor via City Secretary

**RCA# 2016AHZ06**

<b>Subject:</b> Approve an Ordinance Authorizing a Third Amendment to Interlocal Agreement 4600011832 with Harris County for the Joint Radio Maintenance Facility to enact provisions and guidelines for shared services and to Approve an Ordinance to Authorize Spending to pay for the operation and maintenance cost of shared facility.	Category # 1	Page 1 of 1	Agenda Item
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<b>FROM (Department or other point of origin):</b> Tina Carkhuff Interim Chief Information Officer Houston Information Technology Services	<b>Origination Date</b> 4/8/2016	<b>Agenda Date</b>
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DIRECTOR'S SIGNATURE	<b>Council District(s) affected</b> All
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<b>For additional information contact:</b> Somayya Scott Phone: (832) 393-0082	<b>Date and Identification of prior authorizing Council Action:</b> 2012-0674: 07/20/12; 2012-0897: 10/10/12; 2013-0896:10/09/13; 2015-0276: 04/01/15
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**RECOMMENDATION: (Summary)**  
Approve an Ordinance Authorizing a Third Amendment to Interlocal Agreement 4600011832 with Harris County for the Joint Radio Maintenance Facility to add provisions and guidelines for shared services and Approve an Ordinance to Authorize Spending in the amount of \$50,000.00 for the cost of operation and maintenance of the Joint Radio Maintenance Facility.

Amount: N/A	<b>Finance Budget</b>
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Source of Funding:  
\$10,000 – FY16 General Fund (1000)  
\$40,000 – General Fund (1000) - Out years  
\$50,000.00

**SPECIFIC EXPLANATION:**  
The Interim Chief Information Officer recommends City Council approve an amending ordinance authorizing a third amendment to the Interlocal Agreement between the City of Houston and Harris County to enact provisions and guidelines for shared services, and also to approve an ordinance authorizing spending in the amount of \$50,000.00 to allow the City to pay for 50% of the cost for operation and maintenance of the Joint Radio Maintenance Facility.

The proposed Amendment enables the parties to provide repair and other miscellaneous services to each other's customers on an as needed basis as authorized and as directed. The City and County will not direct one another's employees but instead work between peer level managers to make the appropriate assignments/requests for assistance. Other services would include but are not limited to the sharing of equipment/parts, joint procurement and other cost savings measures.

The agreement requires the establishment of proper controls and audits to ensure that revenues and expenses can be properly tracked and reconciled. Reconciliation will take place as needed but at least quarterly. Also, at no time will the pre-reconciliation balances exceed \$100,000.00. Each entity also agrees to regular audits as required by the appropriate business units of each agency.

The agreement established that the City would pay 50% of the expenses. This amendment establishes a spending authority for the agreement. The estimated spending is as follows:

Year One	Year Two	Year Three	Year Four	Year Five	Total
\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$50,000.00

HITS will include this expense as part of its annual general fund budget going forward.

**BACKGROUND:**

On October 10,2012, the City of Houston and Harris County entered into an Interlocal Agreement to co-locate each parties radio shop equipment and personnel in a facility located at 2318 Greens road. The agreement included the acquisition of land, construction of the facility, operation, and maintenance responsibilities of the joint facility. Both City and Harris County own 50% of the land and the improvements. The facility houses a Network Operations Center as well as repair and maintenance for all Harris County and City of Houston public safety and general government radios.

This item was presented to the Public Safety Committee on April 12, 2016.

**REQUIRED AUTHORIZATION**

Finance Department:	Other Authorization:	Other Authorization:
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