



MEMORANDUM

TO: Mayor Pruyn, Village Administrator Carie Anne Ergo and members of the Village Board

FROM: Director O'Connor

DATE: March 14, 2019

SUBJECT: Three year renewal contract with ACDC for police dispatching services

Introduction

On January 1, 2016 the Itasca Police Department entered into an IGA and transferred dispatching services to ACDC for an initial three year contract ending on April 30, 2019.

Discussion

When the Itasca Police Department closed the dispatch center and ceased having its own dispatch the Village / PD entered into an initial three year IGA with Addison Consolidated Dispatch Center known as ACDC. The initial rate of \$201,220 did not increase for the first three years of this service. This IGA is now due for renewal with a 5.5% yearly increase. This increase is a shared cost amongst all the agencies that utilize ACDC for their dispatching services to include fire departments. I have attached a verified letter from the Addison Director of Police which states all agencies have the same increase.

Fiscal Impact

The financial impact to the Village for this service over the next three years is as follows:

FY 2019-2020 \$212,286

FY 2020-2021 \$223,961

FY 2021-2022 \$236,279

Staff Recommendation

The service provided by ACDC has been a very good product and a review of the DuCOMM rate for the same timeframe found the first year alone would be approximately \$267,800. That's **\$55,514 more than ACDC**.

Based on the above, I strongly recommend this IGA be forwarded to the Committee of the Whole (COW) on March 19, 2019 for consideration and approval. This IGA will solidify the dispatching services for the Village for the next three years.

After Action Steps

The signing of the IGA by the Village Administrator.

Attachments

Exhibit E (IGA/contract)

Letter from Addison Director of Police

EXHIBIT E – ITASCA

E-1. Itasca Customer Services

(a) Beginning January 1, 2016, Addison provided personalized customer services to Itasca including answering in person all non-emergency calls during hours when Itasca's offices are closed to the public, including Public Works, utility calls, and dispatching. Addison shall contact Itasca of any emergency by phone, alpha numeric paging, or other agreed upon methods. Addison will not provide services to Itasca for non-emergency calls during emergency events (i.e., storm, flood, etc.). Itasca shall provide thirty (30) days' notice of any change in their evening and weekend office hours. Any change of three (3) or more hours from the original office hours above must be mutually agreed upon. Itasca's schedule of office hours is as follows: Itasca answers non-emergency telephones Monday – Friday 0730 – 1600 hours. Addison will answer non-emergency telephone calls after Itasca's office hours, on Saturdays and Sundays, and on holidays. All 911 and 7 digit direct calls will be answered by Addison 24 hours a day, 7 days a week.

(b) Subject to Section E-1(a) Addison shall also answer in person all non-emergency calls during regular business hours for Itasca in the event that Itasca for some unforeseen reason is unable to have available its staff to answer its non-emergency calls. Addison can unilaterally decide to cease providing services under this part (b) upon giving Itasca thirty (30) days' notice.

E-2. Itasca Equipment

Itasca shall be responsible for procuring and maintaining, at its own cost, its mobile and portable radio equipment and repeaters for use by its personnel using the

system, and any required enhancements shall be at Itasca's cost.

E-3. Itasca Services Fee

For the period of May 1, 2019 through April 30, 2020, Itasca shall pay an Annual Service Fee to Addison in the amount of \$212,286.00. From May 1, 2020 through April 30, 2021, Itasca shall pay an Annual Service Fee to Addison in the amount of \$223,961.00. For the period of May 1, 2021 to April 30, 2022, Itasca shall pay an Annual Service Fee to Addison in the amount of \$236,279.00. All payments are to be scheduled according to the provisions of Paragraph 11 of the existing IGA.

E-4. Termination

In addition to what is provided in Paragraph 15 herein, Itasca may terminate its membership upon default of this Agreement by Addison. Any such termination for default shall be effective only after notice is provided with a time to cure as set forth in Paragraph 24 of the existing IGA.

Village Administrator/Designee
Richard Veenstra

Village Administrator/Designee

DATE:

DATE:



Addison Police Department



March 7, 2019

John Matuga, Deputy Chief
Itasca Police Department
540 W. Irving Park Rd.
Itasca, IL 60143

Dear Deputy Chief Matuga:

This letter will provide an explanation as to how all members of the Addison Consolidated Dispatch Center (ACDC) receive their new rate increase.

As you know, the Village of Itasca's prior three-year contract included a fixed price with no increases for dispatch services. For the next three-year period, Itasca will see a 5.5% increase for each year, which covers the salaries of the employees and nothing else. The 5.5% increase is calculated by adding the 3% employee step increase and the 2.5% Cost of Living Adjustment (COLA).

This 5.5% increase remains the same across the board for all ACDC members. Most recently, Pleasantview Fire District, the City of Wood Dale, and the Village of Glendale Heights have all received this same rate increase.

All Exhibits are attached to the IGA as we strive for transparency in our work. We are available to meet with you or your staff for further explanation if needed.

Thank you for your partnership in the overall continued success of ACDC.

Sincerely,

Timothy P. Hayden
Director of Police