



Office of Regional Communications and Technology
115 S. Andrews Avenue, Room 325 • Fort Lauderdale, Florida 33301 • 954-357-8570

PROJECT CHARTER

[Note: All fields in blue text must be filled in.]

1. General Project Information			
Project Name:		Broward County Fire Rescue Agencies to utilize Closest Unit Response for life threatening emergencies	
Department/Agency Sponsor:			
<ul style="list-style-type: none"> What department is the primary proponent of this project? <i>(Enter one.)</i> 		Broward County Office of Regional Communications and Technology (BC ORCAT)	
<ul style="list-style-type: none"> Who, within that department, is the Project Sponsor? <i>(Note: This person must be a decision-maker with the authority to commit department resources.)</i> 		Tracy Jackson, Director	
<ul style="list-style-type: none"> Is this a Regional Project, i.e. does it have significant impact on regional applications or resources (Y/N)? 		Yes	
Department Co-Sponsor:		Broward County Fire Rescue Agencies	
Department/Agency Project Rank:		Broward County Fire Rescue Agencies / High Priority	
If this project is mandated or is required for continued business operation:	Mandated by whom?	GOAL: Enact "Closest Unit Response (CUR)," a 2002 Broward County Charter amendment, calling for the closest fire/emergency management unit to respond to an emergency for a life-threatening emergency irrespective of municipal boundary. The utilization of Closest Unit Response provides a superior level of service than currently provided to the residents of Broward County.	
	Impact of not meeting mandate?	The impact of not moving forward with Closest Unit Response means that anyone with a life threatening emergency in Broward County may not receive care from the closest available emergency responder.	
Document History			
Version	Date	Author	Reason for Change
1.0	6/13/2018	Daniel Revis	Initial Draft
2.0	6/18/2018	Daniel Revis	Additional refinements to document based on author review and feedback from others
3.0	7/12/2018	Daniel Revis	Added detail to objectives section to emphasize decisions that will need to be made.

4.0	8/16/2018	Daniel Revis	Added decisions made by FCABC Core Team members submitted from Chief Levy via email on 8/8/2018. Also, applied additional changes to objectives and project strategy.
5.0	8/27/2018	Daniel Revis	Changed Keith Tomey to Robert Palmer (FC Miramar), changed ETA from 4 minutes to 2 minutes, modified timeline based on 30 day TM, LH, and SN CUR pilot to take place in January 2019, and modified AA agency expectations by removing volunteer fire departments (Plantation and LBTS) from CUR recommendations.
6.0	8/30/2018	Daniel Revis	Added requirements for auto-assignment of TAC channel to specific incident types. Exhibit A modified according to incident types defined by BSO Communications and FCABC Core Team.
7.0	9/7/2018	Daniel Revis	Returned ETA to 4 minutes and returned Plantation and LBTS to AA agency expectation spreadsheet for CUR recommendations. Added Oakland Park Fire Rescue and North Lauderdale Fire Rescue to CUR pilot program.
8.0	9/24/2018	Daniel Revis	Returned ETA to 2 minutes based on meeting with FCABC Core Team representatives on Friday, September 21, 2018 at Sunrise PSC. Adding 2 nd pilot program between Ft. Lauderdale and Oakland Park to run in parallel with Pilot Program #1 between Sunrise, Lauderhill, Tamarac, North Lauderdale, and Oakland Park. Adding executed Regional Automatic Aid Agreement as a pre-requisite/predecessor to CUR Pilot Program and full go-live efforts. Timeline modified to include Regional AA Agreement and include Ft. Lauderdale in CUR Pilot Program #2. Added Regional Communications SOP as Exhibit F.
9.0	10/2/2018	Daniel Revis	Per request of FCABC, revised verbiage regarding Max ETA threshold to remove history of changes. Added caveat for "The FCABC has determined that any unit that is available is recommendable" to include that this is only true if the agencies have signed Automatic Aid Agreements. Corrected project milestone numbering in 'Project Milestones' section and added caveat that Go-Live is dependant on the passing of the final ATP and mutual agreement by the representatives of the CUR Core Team. For Exhibit C, indicated that "schedule is subject to change based on availability of units/resources". Added conditional language surrounding AA agreements with volunteer FDs under title of Exhibit D. Reflected CUR pilot agencies in Agency Expection matrix – Exhibit D. Per FCABC, changed pilot program from 30 days to 6 months. Modified timeline to reflect 6 month pilot.
10.0	10/4/2018	Daniel Revis	Updated Exhibit F – CUR Draft Policy to align with 10/3 email provided by Angie Mize.

11.0	12/3/2018	Daniel Revis	<p>Replace 'Pilot Cities' with 'Phase I Cities'. Outline plan to replace end of life CF-30 hardware for SN, LH, OP, and NL while reimbursing TM as long as Regional AA and CUR project charter is executed by the parties. The hardware orders and installation for the aforementioned agencies will occur prior to CUR go live for the Phase I Cities which will require an adjustment to the Project Executive Timeline (Exhibit E). Reflect hardware replacement changes in objectives, deliverables, and strategy accordingly.</p>
12.0	12/18/2018	Daniel Revis	<p>Page 2 – Stakeholder Section – Added line for Chief Frank Babinec as Fire Chief of Coral Springs. Was previously represented as FCABC Lead and President.</p> <p>Page 2 – Stakeholder Section – Replaced Laney Stearns as Fire Chief of Plantation with Blake Estes (Acting Fire Chief).</p> <p>Page 6 – Project Purpose / Business Justification – 2nd paragraph – Added word 'Agency' after 'Fire Rescue' in the first sentence to maintain 'Fire Rescue <u>Agency</u>' terminology through CUR Project Charter.</p> <p>Page 9 - #3 under 'Fire Chief's Association of Broward County will do the following' – Changed 'Ensure' to 'Encourage'.</p> <p>Page 18 – Sign-Off Section – Made adjustments for Plantation and Coral Springs signature parties to align with aforementioned changes made in 'Stakeholder' section on page 2.</p>

2. Stakeholders

	Name	Department	Telephone	E-mail
County Lead:	Tracy Jackson	BC ORCAT	(954) 931-7560	trjackson@broward.org
ORCAT Lead:	Brett Bayag	BC ORCAT	(954) 594-7774	bbayag@broward.org
Regional Public Safety Applications / PSI Administrator:	Daniel Revis	BC ORCAT	(954) 410-2665	drevis@broward.org
CAD Technical Lead:	Sandy Frederick	BC ORCAT	(954) 817-4079	sfrederick@broward.org
Mobile Data Terminal Technical Lead:	Ruben Rivera	BC ORCAT	(954) 882-7786	ruvrivera@broward.org
BSO Communications Director	Lisa Zarazinski	BSO Communications	(561) 602-5554	Lisa_Zarazinski@sheriff.org
BSO Communications Lead:	Angela Mize	BSO Communications	(954) 895-3259	Angela_Mize@sheriff.org
FCABC Lead:	Frank Babinec	FCABC President	(954) 344-1045	fbabinec@coralsprings.org
FCABC Ops Lead:	Jeff Levy	Mutual Aid Sub-Committee Chairperson	(954) 347-8116	jlevy@laudhill-fl.gov
Fire Chief:	Frank Babinec	City of Coral Springs	(954) 344-1045	fbabinec@coralsprings.org
Fire Chief:	Christopher Pratt	City of Hollywood	(954) 967-4248	cpratt@hollywoodfl.org
Fire Chief:	Donald DiPetrillo	Seminole Tribe of Florida	(863) 983-2150 Ext. 12478	DonaldDiPetrillo@semtribe.com
Fire Chief:	Julie Downey	Town of Davie	(954) 797-1213	firechief@davie-fl.gov
Fire Chief:	John Jurgle	City of Pompano Beach	(954) 786-4510	John.Jurgle@copbfl.com
Fire Chief:	Joseph Fernandez	Broward Sheriff's Office	(954) 831-8200	joseph_fernandez@sheriff.org
Fire Chief:	John Picarello	City of Pembroke Pines	(954) 499-9600	jpicarelllo@ppines.com

2. Stakeholders

	Name	Department	Telephone	E-mail
Fire Chief:	Robert Palmer	City of Miramar	(954) 602-4801	rpalmer@miramarfd.org
Acting Fire Chief:	Blake Estes	City of Plantation	(954) 797-2150	bestes@psd.plantation.org
Fire Chief:	Lee Bennett	Town of Southwest Ranches	(954) 868-2057	leebennett242@aol.com
Fire Chief:	Marc Celetti	City of Lauderhill	(954) 730-2950	mceletti@lauderhill-fl.gov
Fire Chief:	Rhoda Mae Kerr	City of Ft. Lauderdale	(954) 828-6821	rkerr@fortlauderdale.gov
Fire Chief:	Rodney Turpel	City of North Lauderdale	(954) 720-4315	rturpel@nlauderdale.org
Fire Chief:	Shawn Gilmartin	City of Lighthouse Point	(954) 943-7750	sgilmartin@lighthousepoint.com
Fire Chief:	John McNamara	City of Sunrise	(954) 746-3400	jmcnamara@sunrisefl.gov
Fire Chief:	Percy Sayles	City of Tamarac	(954) 597-3807	percys@tamarac.org
Fire Chief:	Jeffrey Gary	City of Coconut Creek	(954) 956-1534	JGary@coconutcreek.net
Fire Chief:	Dan Booker	City of Margate	(954) 971-7010	dbooker@margate.fl.com
Fire Chief:	Mark Ellis	City of Hallandale Beach	(954) 457-1470	mellis@cohb.org
Fire Chief:	Stephen Krivjanik	City of Oakland Park	(954) 630-4550	StephenK@oaklandparkfl.gov
Fire Chief:	David G. Nilio	City of Wilton Manors	(954) 390-2110	dnilio@wiltonmanors.com

3. Vendor Contacts

Name	Company / Role	Telephone	E-mail
Ryan Goforth	Motorola / Sr. Sales Consultant/P1 Mobile	561-951-0319	Ryan.goforth@motorolasolutions.com

3. Vendor Contacts

Name	Company / Role	Telephone	E-mail
Patricia Fernandez	Panasonic / Account Manager	973-558-3788	patricia.e.fernandez@us.panasonic.com

4. Project / Service Description

Project Purpose / Business Justification

To support Broward County's goal of achieving Closest Unit Response for life threatening emergencies through the use of technology and public safety standard operating procedures.

In summary, this closest unit response initiative recognizes current technology (both hardware and software) and allows for Broward County Regional 911 Communication Centers to identify the exact location of Broward County Fire Rescue Agency Vehicles utilizing Global Positioning Satellite (GPS) technology and state of the art mapping systems. By installing GPS and broadband capable mobile data terminals in each fire rescue frontline emergency vehicle coupled with 911 dispatch and mobile mapping software, vehicles will be able to respond to incidents more quickly.

Given the need for Fire Rescue Agencies to establish communication interoperability and decrease life saving response times throughout Broward County; this initiative is consistent with the Fire Rescue Council and Broward County Commissioner's goals of providing multi-agency interoperability and closest unit response capability for all fire rescue agencies within Broward County. This initiative is also consistent with the Broward County Commission's November 2008 approval of the newly modified communications infrastructure demarcation points outlined in the Regional Inter-local Agreement.

4. Project / Service Description

Objectives (in business terms)

- Establish and Execute a Project Charter with Project Sponsors and Project Stakeholders.
- Establish and Execute a Regional Automatic Aid Agreement among agencies and municipalities.
- Establish a core team consisting of subject matter experts from technology, field operations, and dispatch operations who will be responsible for input, system provisioning, and training of end users.
- Provide Broward County Fire Rescue Agencies access to Broward County's Regional Public Safety Intranet (PSI) to facilitate Closest Unit Response.
- Deliver an integrated mobile mapping and GPS based computer aided dispatch application capable of displaying call location, driving directions, premise hazards, location of other units, and geo-fencing.
- Conduct a mobile data terminal assessment on all Fire Rescue Frontline Vehicles to ensure the technology is functional and CUR ready. Repair/Replace end of life MDTs and docking stations as needed upon the execution of the Regional Automatic Aid Agreement and CUR Project Charter. The mobile data assessment schedule is included in Exhibit C.
- Implement below Closest Unit Response parameters agreed upon by the Fire Chief's Association of Broward County (FCABC) into the County-Wide Computer Aided Dispatch System.
 - o Standardized incident types for inclusion in auto-aid/CUR. Incident types that will be provisioned for Closest Unit Response are included in Exhibit A.
 - o Addition of 'TAC' capability for assignment to pseudo radio TAC channel units for automatic recommendation and assignment to incidents. Incident types that will be provisioned for automatic TAC channel assignment are included in Exhibit A.
 - o Capabilities configured for CUR – this is configured at each incident response capability level. Not every requirement has to be considered part of CUR response. Capabilities that will be provisioned for Closest Unit Response are included in Exhibit B.
 - o Max ETA threshold – this is configured at each incident response requirement capability level if desired. Not every requirement has to be considered part of CUR response.
 - This is an optional setting. If no Max ETA threshold is set, the system will look for the closest unit regardless of time to arrival.
 - The FCABC has decided to adopt a Max ETA threshold of two (2) minutes and evaluate impact during Phase I of the CUR program. Phase IA of the CUR program will include Fire Rescue agencies from Tamarac, Lauderhill, Sunrise, Oakland Park, North Lauderdale, and Ft. Lauderdale. Phase IB will include Fire Agencies from Ft. Lauderdale and Oakland Park. Any adjustment to the ETA parameter can be made after Phase I to ensure the CUR program achieves the best results.
 - Please note: NFPA 1710 recommends travel time for a fire/rescue response be four (4) minutes or less.
 - o Agencies to include in consideration for each Agency's CUR response. This will align with AA Agreements that will be provided by the Fire Chief's Association of Broward County. Expected Closest Unit Response between agencies/cities is included in Exhibit D.
 - o Speed limits on streets.
 - Access roads – 25 mph
 - Highways – 55 mph
 - Major roads – 35 mph
 - Ramps – 35 mph
- Deliver training to all field personnel and communication center operators.
- Establish a Regional SOP for Closest Unit Response among the Broward County Consolidated Communication Centers (see Exhibit F).
- Perform rolling go-live (North, Central, and South)
- Monitor, Evaluate, Adjust, and Optimize

4. Project / Service Description

Deliverables

BC ORCAT's Regional Public Safety Applications (RPSA) Division will assess and configure the Regional Computer Aided Dispatch (CAD) System based on the following parameters which have unanimously been agreed to by all Broward County Fire Agencies:

- 1) Signal Types – The BC ORCAT RPSA Team will configure the Regional CAD System to utilize Closest Unit Response based on the standardized signal types outlined in Exhibit A.
- 2) Automatic TAC channel Assignment – The ORCAT RPSA Team will configure the Regional CAD System to automatically assign TAC channels based on the standardized signal types outlined in Exhibit A.
- 3) Capabilities – The BC ORCAT RPSA Team will configure the Regional CAD System to utilize Closest Unit Response based on the standardized capabilities outlined in Exhibit B.
- 4) Unit Status – Units must be available and recommendable to be selected for Closest Unit Response. The FCABC has determined that any unit that is available is recommendable when participating agencies have an executed Automatic Aid Agreement with one another. A separate status for units that are available but not recommendable will not be necessary.
- 5) Speed limits on streets – The BC ORCAT RPSA Team will configure the Regional CAD System to utilize Closest Unit Response based on the following speed limits that have been applied to specific street classifications in Broward County. The street segments and speed limits are factors that determine a specific units Estimated Time of Arrival (ETA).
 - Access roads – 25 mph
 - Highways – 55 mph
 - Major roads – 35 mph
 - Ramps – 35 mph
 - Surface (neighborhood) – 25 mph
- 6) Estimate Time of Arrival (ETA) – The ORCAT Regional Public Safety Applications Team will configure the Regional CAD System to recommend capable and available resources that are within two (2) minutes of the incident; regardless, of jurisdiction.

The Fire Chief's Association of Broward County will do the following:

- 1) Make Fire Rescue Frontline Units available for BC ORCAT to assess and configure mobile data terminals in preparation for Closest Unit Response.
- 2) Train all field personnel on Closest Unit Response goals and objectives and provide input with regards to the system configuration parameters to best suit the needs of Fire Rescue Operations.
- 3) Encourage all agencies/municipalities to participate in Closest Unit Response.
- 4) Develop and execute any Automatic Aid Agreements amongst agencies/municipalities which should include financial arrangements for outside agency patient transport (ie: Pompano Beach) as a result of Closest Unit Response.

The Broward Sheriff's Office Communications Division (Communication Center Operator) will do the following:

- 1) Train all communication center personnel on Closest Unit Response goals and objectives and provide input with regards to the system configuration parameters to best suit the needs of Communications Operations.
- 2) Establish a Regional SOP for Closest Unit Response among the Broward County Consolidated Communication Centers (see Exhibit F).
- 3) Ensure all communication operators utilize Closest Unit Response when recommended by the Countywide Computer Aided Dispatch System.

4. Project / Service Description

Clear Statement of What This Project Will Not Include

ORCAT does not provide funding for the following:

- Any non-standard applications that do not facilitate closest unit response (IE: FRMS Mobile applications, Patient Care Reporting applications, etc.).
- Any regional applications and/or mobile data terminals for non-frontline municipal vehicles or LAN desktops.
- Installation of hardware, lifecycle replacements, and hardware / software operations and maintenance for non-frontline municipal vehicles.
- Training on how to use hardware or regional public safety application software.
- Monthly recurring expense associated to commercial carrier broadband service (aircards).

4. Project / Service Description

Project Success

4. Project / Service Description

Success will be measured by attaining the below milestones and meeting the project timeline.

Initiate

- Obtain Letter of Interest from the Fire Chief's Association of Broward County
- Establish Core Team
- Create, review, and execute project charter with all project sponsors and project stakeholders
- Create, review, and execute Regional Automatic Aid Agreement with all agencies/municipalities and county.
- Project Kickoff

Analyze

- Develop, review, and approve project schedule and share with project sponsors, project stakeholders, and core teams
- Provisioning Requirements Gathering and Development
- Perform Fire Rescue Frontline Vehicle Hardware Assessment

Design

- Acceptance of provisioning requirements and go live plan
- Order MDTs and docking station hardware for participating cities who sign the Regional Automatic Aid Agreement and CUR Project Charter. Reimburse those cities/agencies who have already replaced their frontline vehicle MDTs and docking stations at the cost the County would've paid for the same equipment.

Build

- Provision the Computer Aided Dispatch system based on requirements outlined by the Fire Chief's Association of Broward County and BSO Communications.
- Repair/Replace MDTs and docking station hardware for participating cities who sign the Regional Automatic Aid Agreement and CUR Project Charter

Training

- Fire Rescue Field Personnel Training
- Communications Center Operator Training

Testing

- Functional Acceptance Testing

Implementation

- Rolling Go Live (Phased Approach)
- Complete 6 month Reliability Period with Phase I Agencies before proceeding to Phase II
- Final Acceptance

Post Implementation

- Monitor, Evaluate, Adjust, and Optimize
- Celebrate

4. Project / Service Description

Project Milestones

- 1) Project Kick-Off
- 2) Create Closest Unit Response Project Charter
- 3) Create Regional Automatic Aid Agreement for agencies/municipalities and county
- 4) Establish and convene Closest Unit Response Core Implementation Team
- 5) Execute Regional Automatic Aid Agreement between agencies/municipalities and county
- 6) Execute Closest Unit Response Project Charter
- 7) Conduct complete assessment of Mobile Data Terminal Hardware and Software
- 8) Based on results from Mobile Data Terminal assessment, order end of life hardware for participating agencies who execute the Regional Automatic Aid Agreement and CUR Project Charter. Repair/Replace hardware for said cities accordingly. Also, reimburse those cities/agencies who have already replaced their frontline vehicle MDTs and docking stations at the cost the County would've paid for the same equipment.
- 9) Optimize Mobile Data Hardware and Software in preparation for Closest Unit Response
- 10) Conduct complete assessment of operational policies and procedures (Fire Rescue field and 911 Communication Center) in support of Closest Unit Response.
- 11) Optimize and/or establish policies and procedures in support of Closest Unit Response
- 12) Configure CAD software based on CUR parameters (signal types, capabilities, ETA, contiguous agencies, and speed limit designations set forth by the FCABC).
- 13) Train end users (Fire Rescue field personnel and 911 Communication Center personnel) on Closest Unit Response features, functionality, policies, and procedures.
- 14) Launch CUR Phase IA with Sunrise Fire Rescue, Lauderhill Fire Rescue, Tamarac Fire Rescue, Oakland Park Fire Rescue, and North Lauderdale Fire Rescue. In parallel, launch CUR Phase IB with Ft. Lauderdale Fire Rescue and Oakland Park Fire Rescue. The duration of CUR Phase I will be six (6) months.
- 14) Conduct Final Acceptance Test Plan (ATP) for both Technology and Operations
- 15) Go-Live with next phases of Closest Unit Response – Phases II, III, and IV are based upon the completion of the Final ATP from Phase I and mutual agreement by the CUR Core Team.
- 16) Post Implementation Monitoring, Adjustments and Support

4. Project / Service Description

Major Known Risks (including significant Assumptions)

Risk Rating (Hi, Med, Lo):

List the most significant risks to the project:

1. Execution of Regional Automatic Aid Agreement between Agencies/Municipalities and County: HI
2. Execution of Project Charter: HI
3. Participation from all Broward County Fire Rescue Agencies: HI
4. Funding available from Broward County to support the purchase of Closest Unit Response Hardware, Software, and Post Implementation Support costs (lifecycle replacement plans): HI
5. If Closest Unit Response will be used for incident types with a Delta or Echo response, then additional questions above and beyond 'what is your location' and 'what is the nature of your emergency' will need to be asked of the caller until a 'D' or 'E' determinant is obtained from the Priority Dispatch EMD or EFD system. This may result in additional time (when compared to today's 'quick in / quick out' approach) to get units initially dispatched to a call for service: HI
6. Resources: Project requires dedicated technical, project management, and operational staff from ORCAT and various agencies to support the system planning, provisioning, implementation, training, testing, and go live. (HI)

Constraints

There are no known constraints at this time.

External Dependencies

- 1) The ability for the Fire Chief's Association of Broward County to execute a Regional Automatic Aid Agreement with all Agencies/Municipalities and County.
- 2) Broward County ORCAT's ability to move forward with this project requires the unanimous approval of all Fire Rescue Agencies in Broward County to implement Closest Unit Response in a consistent and standardized fashion.
- 3) The availability of funding to repair/replace end of life and defective hardware/software.
- 4) Installation of hardware and software in Fire Rescue frontline vehicles is dependent on the Fire Rescue Agency's ability to schedule the vehicle to come out of service for one day.
- 5) Funding for the broadband wireless service is dependent on the Fire Rescue Agency's ability to fund the monthly recurring expense.
- 6) Training is dependant on the scheduling and availability of 911 Communication Center personnel and Fire Rescue field personnel.

4. Project / Service Description

Project Strategy

List of events that should take place in chronological order:

- 1) Obtain Closest Unit Response letter of interest from Fire Chief's Association of Broward County. [Responsible Party: FCABC]
- 2) Identify Operational Requirements. [Responsible Party: FCABC and BSO Communications]
- 3) Create Regional Automatic Aid Agreement for all Agencies/Municipalities and County [Responsible Party: FCABC]
- 4) Create Closest Unit Response Project Charter. [Responsible Party: BC ORCAT]
- 5) Execute Regional Automatic Aid Agreement. [Responsible Party: FCABC, All Agencies/Municipalities, and County]
- 6) Execute Closest Unit Response Project Charter. [Responsible Party: FCABC, All Agencies/Municipalities, and County]
- 7) Project Kick-Off - Assign project resources and outline expectations. High level overview. [Responsible Party: FCABC, BSO Communications, and BC ORCAT]
- 8) Create Operational Standard Operating Policies and Procedures to align with Requirements. [Responsible Party: FCABC and BSO Communications]
- 9) Conduct Mobile Data Terminal Audit/Assessment. [Responsible Party: BC ORCAT and Fire Rescue Agencies]
- 10) Configure Regional Computer Aided Dispatch System based on operational requirements. [Responsible Party: BC ORCAT]
- 11) Adjust/Repair/Replace/Reimburse Mobile Data Terminal Hardware/Software in Frontline Units to accommodate CUR. [Responsible Party: BC ORCAT]
- 12) Execute training plan for Fire Rescue field personnel and communication operators. [Responsible Party: Fire Rescue Agencies and BSO Communications]
- 13) Launch 6 month CUR Phase IA with Sunrise Fire Rescue, Lauderhill Fire Rescue, Tamarac Fire Rescue, Oakland Park Fire Rescue, and North Lauderdale Fire Rescue. In parallel, launch CUR Phase IB with Ft. Lauderdale Fire Rescue and Oakland Park Fire Rescue. [Responsible Party: SNFR, LHFR, TMFR, OPFR, NLFR, FTLFR, ORCAT and BSO Communications]
- 14) Conduct Final Acceptance Test Plan. [Responsible Party: Fire Rescue Agencies, BSO Communications, and BC ORCAT]
- 15) Go Live [Responsible Party: Fire Rescue Agencies, BSO Communications, and BC ORCAT]
- 16) Post Implementation Monitoring, Adjustments and Support. [Responsible Party: FCABC, BSO Communications and BC ORCAT]

5. Financial / Resources Information

Funding Source Operating Budget, Capital Budget, Grant, Other.

5. Financial / Resources Information

Individual Broward County Fire Rescue Agencies will be responsible for funding the monthly recurring cost associated to commercial carrier broadband service for their Fire Rescue Frontline Vehicles. Broward County Fire Agencies will also be responsible for funding software, hardware, and connectivity for the agency's non-frontline vehicles. Broward County Fire Agencies will also be responsible for financial arrangements between cities associated with outside agency patient transport. The funding source for these costs will be the agency's general fund.

BC ORCAT will be responsible for the hardware and closest unit response software for Fire Rescue Agency frontline vehicles. BC ORCAT will be providing the configuration necessary to establish remote connectivity from the Mobile Data Terminal to the Regional PSI. BC ORCAT's funding source will be based on approval from the Broward County Board of County Commissioners and come from the general fund.

Estimate of Implementation Cost

BC ORCAT's Cost for outfitting a New Frontline Vehicle with the necessary technology is:

CAPEX: ~\$7,200/vehicle

OPEX: ~\$458/year/vehicle

Please note: CF-31 Hardware replacement cost will be ~\$4,000/vehicle after 5 years. Cost is subject to change upon quote receipt from authorized vendors.

Broward County Fire Rescue Agency Broadband Wireless Cost for Frontline Vehicles:

OPEX: ~\$35.00 month (dependent on contract and carrier)

Please note: The above represents the forecasted OPEX cost for each Fire Rescue Frontline Vehicle participating in the CUR program. The above also represents the forecasted CAPEX and OPEX costs for BC ORCAT. Section 6 TCO will only represent BC ORCAT's CAPEX and OPEX cost for 5 years. 3% CPI increase was assumed for years 2, 3, 4, and 5.

Return-on-Investment (ROI) Data

N/A

Estimate time required of Multi-Department Staff

Role	Hours needed
N/A	

Estimate time required of other Organization Staff

Role	Hours needed
N/A	

6. Estimated Total Cost of Ownership (TCO) 5-Year – Provider – Broward County

***The OPEX figures below only represent the provider capex and opex based on hardware, software, and professional services.**

Calendar Year (1, 2, 3) or Fiscal Year (2018-19, 2019-20)	Capital (\$U.S.)	Operational (\$U.S.)
2018-19	0.00	0.00
2019-20	0.00	0.00
2020-21	0.00	0.00
2021-22	0.00	0.00
2022-23	0.00	0.00
Totals	\$0	\$0

6. Estimated Total Cost of Ownership (TCO) 5-Year – Client – FR Agency

The OPEX figures below only represent the monthly recurring cost for aircards and does not represent the annual O&M expense for software and hardware devices.

Calendar Year (1, 2, 3) or Fiscal Year (2018-19, 2019-20)	Capital (\$U.S.)	Operational (\$U.S.)
2018-19	0.00	0.00
2019-20	0.00	0.00
2020-21	0.00	0.00
2021-22	0.00	0.00
2022-23	0.00	0.00
Totals	\$0	\$0

7. Sourcing Strategy

Acquisition Strategy

Organization-Managed and Hosted	<input checked="" type="checkbox"/>		Sole-Source / Amend Contract	<input type="checkbox"/>	
Vendor-Managed and Hosted	<input type="checkbox"/>		RFP / Competitive Bid	<input type="checkbox"/>	
Organization-Managed, Vendor-Hosted	<input type="checkbox"/>		In-House / Custom-Develop	<input type="checkbox"/>	
Vendor-Managed, Organization-Hosted	<input type="checkbox"/>		Other:	<input checked="" type="checkbox"/>	

8. Types of Vendor Assistance

Turnkey Solution	<input type="checkbox"/>		Supplemental Staffing (Time/Materials)	<input type="checkbox"/>	
Vendor-Assisted (Fixed Price)	<input type="checkbox"/>		Hardware / Software	<input checked="" type="checkbox"/>	
Other:	<input type="checkbox"/>		None / Not Applicable	<input type="checkbox"/>	

9. Sign-off

	Name	Title	Signature	Date (MM/DD/YYYY)
Business Sponsor	Tracy Jackson	BC ORCAT - Director		
Business Sponsor	Brett Bayag	BC ORCAT – Assistant Director		
Business Sponsor	Daniel Revis	BC ORCAT – Regional Public Safety Applications / PSI - Administrator		
Customer Sponsor	Lisa Zarazinski	BSO Communications – Director		
Customer Sponsor	Angela Mize	BSO Communications – Assistant Director		
Customer Sponsor	Frank Babinec	Fire Chief’s Association of Broward County (FCABC) - President		
Customer Sponsor	Jeff Levy	FCABC Mutual Aid and Communications Sub-Committee - Chairman		
Customer Sponsor	Frank Babinec	City of Coral Springs		
Customer Sponsor	Christopher Pratt	City of Hollywood		
Customer Sponsor	Donald DiPetrillo	Seminole Tribe of Florida		
Customer Sponsor	Julie Downey	Town of Davie		
Customer Sponsor	John Jurgle	City of Pompano Beach		
Customer Sponsor	Joseph Fernandez	Broward Sheriff’s Office		
Customer Sponsor	John Picarello	City of Pembroke Pines		
Customer Sponsor	Robert Palmer	City of Miramar		
Customer Sponsor	Blake Estes	City of Plantation		
Customer Sponsor	Lee Bennett	Town of Southwest Ranches		
Customer Sponsor	Marc Celetti	City of Lauderhill		
Customer Sponsor	Rhoda Mae Kerr	City of Ft. Lauderdale		
Customer Sponsor	Rodney Turpel	City of North Lauderdale		
Customer Sponsor	Shawn Gilmartin	City of Lighthouse Point		
Customer Sponsor	John McNamara	City of Sunrise		
Customer Sponsor	Percy Sayles	City of Tamarac		
Customer Sponsor	Jeffrey Gary	City of Coconut Creek		
Customer Sponsor	Dan Booker	City of Margate		

9. Sign-off

	Name	Title	Signature	Date (MM/DD/YYYY)
Customer Sponsor	Mark Ellis	City of Hallandale Beach		
Customer Sponsor	Stephen Krivjanik	City of Oakland Park		
Customer Sponsor	David G. Nilio	City of Wilton Manors		

10. List of Addenda

Document Name	Filename and Location
Exhibit A – CUR Signal Types	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit A - Signal Types - FCABC Desired for CUR - August 2018 - v2
Exhibit B – CUR Capabilities	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit B - Capabilities - FCABC Desired for CUR - August 2018
Exhibit C – Mobile Data Assessment Schedule	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit C - MDT Assessment and Image Deployment Schedule 2018_v3
Exhibit D – Expected Automatic Aid Agreement Expectations among Agencies/Municipalities	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit D - Automatic Aid Agreement Expectations - December 2018 - v1
Exhibit E – Projected Executive Timeline	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit E - CUR Executive Timeline - 12.3.2018
Exhibit F – Regional Communications CUR SOP	C:\Users\drevis\Desktop\Closest Unit Response\Exhibit F - Draft CUR Policy for Communications - 10.3.2018

11. Notes / Comments

The following Mobile Data Terminal standards and specifications have been identified for any agency wishing to purchase new units.

1. **Panasonic CF-31 Toughbook**

- a. This is the replacement of the CF30 and has the latest Intel processors and has been deployed throughout the County.
- b. It is fully ruggedized. Only fully ruggedized units are recommended for the given environment.

2. **Panasonic CF-33 Toughbook**

- a. This is a brand new fully ruggedized 2-in-1 12.1" inch screen tablet with a keyboard. This one can be setup as a regular laptop or tablet only.
- b. Havis provides a dock for tablet mode or a dock for laptop mode. There is an adapter that installs on the existing CF30 docking stations saving the hassle of mount replacement.
- c. This may become a popular choice to decrease the footprint in the cabin. It's smaller than the CF-31.
- d. The CF-33 has a full HD screen with multi touch as opposed to the CF-31 being capacitive touch with only one finger at a time (older technology)

11. Notes / Comments

Please find the recommended specifications below. Note that the CF-33 is purchased without the keyboard and there are two keyboard options. One is called the Lite Keyboard which does not have an extra battery and is not lockable. The other keyboard has a hefty connection to the tablet and is lockable where the tablet cannot be removed from the keyboard.

Panasonic Toughbook 31 Elite Public Sector Service Package - 13.1"; CF-3117-02KM

Equivalent or higher specifications as listed below:

- ☐ Intel Core i5 5300U / 2.3 GHz
- ☐ Microsoft Windows 10 Professional
- ☐ 8-16GB RAM
- ☐ 256 GB SSD
- ☐ 13.1" Touchscreen 1024 x 768
- ☐ HD Graphics 5500
- ☐ Dual pass-through antenna
- ☐ 802.11a/b/g/n/ac, Bluetooth 4.0
- ☐ 4G LTE (GOBI Aircard)
- ☐ GPS Receiver
- ☐ SD Memory Card Reader
- ☐ Backlight emissive keyboard
- ☐ No Optical drive

Panasonic Toughbook 33 Public Sector Specific – Elite XL 2 Tablet; CF-33LE-13VM

Equivalent or higher specifications as listed below:

- ☐ Intel Core i7 7600U / 2.8 GHz
- ☐ Microsoft Windows 10 Professional
- ☐ 16GB RAM
- ☐ 256GB SSD
- ☐ 12" touchscreen 2160 x 1440 (Full HD Plus)
- ☐ HD Graphics 620
- ☐ Dual pass-through antenna
- ☐ 802.11a/b/g/n/ac, Bluetooth 4.0
- ☐ 4G LTE (GOBI Aircard)
- ☐ GPS Receiver
- ☐ microSDXC UHS Memory Card Reader

Keyboards for CF-33

11. Notes / Comments

- Panasonic Premier Keyboard CF-VEK331LMP – keyboard; CF-VEK331LMP
- Panasonic Lite Keyboard CF-VKB331M – keyboard; CF-VKB331M

Wireless Routers

- Cradlepoint Router for Multi Carriers LTE-Advanced; CP-IBR1100LP6-NA
- Cradlepoint Router for Multi Carriers (compact size) LTE-Advanced; CP-IBR900LP6-NA
- Sierra Wireless AirLink MG90 - wireless router - WWAN - Bluetooth, 802.11b; 1103541
- Sierra Wireless AirLink MP70 - wireless router - WWAN - 802.11b/g/n/ac; 1102743

Exhibit A – CUR Signal Types

Type	Incident Description	Priority	TAC needed Y or N
S25BF	Boat Marine Fire	1	Y
S25BFO	Boat Marine - Fire (Ocean)	1	Y
S25BFW	Boat Marine - Fire (Inland/Coastal)	1	Y
S25CF	Commercial Structure Fire	1	Y
S25CFH	Commercial Structure Fire With Haz-Mat	1	Y
S25CSC	Confined Space/Structure Collapse	1	Y
S25ENT	Extrication/Entrapped (Machinery - Non MVA)	1	Y
S25GL	Gas Leak/Gas Odor	1	Y
S25HAR	High Angle Rescue (above or below grade)	1	Y
S25HR	Heavy Rescue/Technical Rescue	1	Y
S25HF	High Rise Fire	1	Y
S25HH	High Hazard Structure Fire	1	Y
S25MF	Multifamily Structure Fire (Greater than 5 units)	1	Y
S25OF	Outside Fire	1	Y
S25RS	Residential Fire	1	Y
S25TF	Tank Fire	1	Y
S25TRD	Train and Rail Collision/Derailment	1	Y
S25TRF	Train and Rail Fire	1	Y
S25VFC	Vehicle Fire (Commercial-Tankers, Semi-Trucks)	1	Y
S25VFT	Vehicle Fire in Tunnel	1	Y
S25WR	Water Rescue	1	Y
S26	Drowning	1	N
S26OW	Open Water Drowning	1	Y
S33	Shooting	1	N
S34	Stabbing	1	N
S4OW	Accident in Open Water	1	Y
S44	Boat Marine Accident	1	Y
S44OW	Open Water Boat/Marine Accident	1	Y
S451	Aircraft Alert 1	1	Y
S452	Aircraft Alert 2	1	Y
S453	Aircraft Alert 3	1	Y
S453W	Alert 3 Inland/Coastal	1	Y
S453O	Alert 3 Ocean	1	Y

S4E	Accident Rollover or Extrication	1	Y
S4VF	Accident with Fire	1	N
S55	Explosion	1	Y
S67AR	Allergic Reaction	1	N
S67CK	Choking	1	N
S67CP	Chest Pains Non-traumatic	1	N
S67CR	Cardiac/Respiratory Arrest	1	N
S67EL	Electrocution	1	N
S67HA	Heart Attack/Cardiac Respiratory Arrest/Death	1	N
S67OW	Open Water Sick Person	1	N
S67PO	Unconscious/Fainting	1	N
S7	Dead Person	1	N
S1024	Officer Needs Assistance	1	N
SKILL	Active Assailant	1	Y
S67ST	Stroke	2	N
S67TB	Trouble Breathing	2	N

Exhibit B – CUR Capabilities

CapabilityCode	Description
BC	BATTALION CHIEF
BCC	BATTALION CHIEF CAPABLE
E	ENGINE
EC	ENGINE CAPABLE
L	LADDER (NO BUCKET, >75')
LC	LADDER CAPABLE (NO BUCKET, >75')
M	MEDICAL UNIT (EMS TRAINED ONLY)
MC	MEDICAL UNIT CAPABLE (EMS TRAINED ONLY)
P	PLATFORM (BUCKET, >75')
PC	PLATFORM CAPABLE (BUCKET, >75')
Q	QUINT
QC	QUINT CAPABLE
R	RESCUE (FF/EMS)
RC	RESCUE CAPABLE (FF/EMS)
SQ	SQUIRT (<75')
SQC	SQUIRT CAPABLE (<75')

Exhibit C – Mobile Data Assessment Schedule
Schedule subject to change based on availability of units/resources

2018 CUR Mobile Data Terminals - Windows 10 Re-Image Schedule													
Each MDT Re-Image will take approx 2 hours to complete													
Date	Day	Time	Fla Agency	Reporting Station	Dates Confirmed	# of MDTs	MDT Model	Agency POC	Agency POC Phone	Agency POC Email	MFI/Aircard	Complete	Notes
9/17/2018	Monday	8:30AM - 12:00PM	North Lauderdale	Station 34	No	4	CF30	Jonathan Sucher	954-444-6533	jsucher@northlauderdale.org	MFI	No	Install new SSD hard drives
9/18/2018	Tuesday	8:30AM - 5:00PM	Tamara	Station 15	No	9	CF30	Princy Saylor	954-593-3807	princy.saylor@tamara.org	MFI	No	Install new SSD hard drives
9/19/2018	Wednesday	1:00PM - 5:00PM	Oakland Park	Station 57	No	7	CF30	John Preston	954-418-6787	johnp@oaklandparkfl.gov	Pending MFI's	No	Install new SSD hard drives / ATT MFI's will be coming in anytime as of 8/20/18 - CS may need to assist
9/20/2018	Thursday	8:30AM - 5:00PM	Sunrise	Station 72	Yes	15	CF30	James Dixon / Chuck Connors	954-449-3233	cdixon@sunrisefl.gov	MFI	No	Install new SSD hard drives
9/21/2018	Friday	8:30AM - 5:00PM	Pompano Beach	Station 63	Yes	16	CF30	Chad Brooks	954-270-3067	chad.brooks@pompano.com	MFI	No	Install new SSD hard drives
9/24/2018	Monday	8:30AM - 5:00PM	HMMR	Station 34	No	10	CF30	Michael Maslouf	954-583-3314	mmaslouf@hmmr.com	MFI	No	Install new SSD hard drives
9/25/2018	Tuesday	8:30AM - 5:00PM	HMMR	Station 34	No	10	CF30	Michael Maslouf	954-583-3314	mmaslouf@hmmr.com	MFI	No	Install new SSD hard drives
9/26/2018	Wednesday	8:30AM - 5:00PM	Lauderhill	Station 57	Yes	10	CF31	Jeff Lury	954-347-4115	jeff.lury@laudherill-fl.gov	Pending MFI's	No	Veriton MFI's will be installed at same time of image deployment
9/27/2018	Thursday	8:30AM - 5:00PM	Davie	Station 38	No	8	CF30	Adam Stafford / Frank Suriano	(954) 787-1213 954-882-2663	adam_stafford@davie-fl.gov adam_stafford@davie-fl.gov	MFI	No	Install new SSD hard drives
9/28/2018	Friday	8:30AM - 5:00PM	Davie	Station 38	No	8	CF30	Adam Stafford / Frank Suriano	(954) 787-1213 954-882-2663	adam_stafford@davie-fl.gov adam_stafford@davie-fl.gov	MFI	No	Install new SSD hard drives
10/1/2018	Monday	8:30AM - 5:00PM	BDOFR	Station 14	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/2/2018	Tuesday	8:30AM - 5:00PM	BDOFR	Station 14	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/3/2018	Wednesday	8:30AM - 5:00PM	BDOFR	Station 17	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/4/2018	Thursday	8:30AM - 5:00PM	BDOFR	Station 17	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/5/2018	Friday	8:30AM - 5:00PM	BDOFR	Station 17	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/8/2018	Monday	8:30AM - 5:00PM	BDOFR	Station 21	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/9/2018	Tuesday	8:30AM - 5:00PM	BDOFR	Station 102	No	8	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/10/2018	Wednesday	8:30AM - 5:00PM	BDOFR	Station 102	No	9	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	
10/11/2018	Thursday	8:30AM - 5:00PM	BDOFR	Station 102	No	9	CF31	Michael Kane	954-380-7740	michael_kane@bdoentr.com	MFI	No	Additional Day allotted
10/12/2018	Friday	8:30AM - 5:00PM	FL Lauderdale	Station 2	No	10	CF31	Stewart Ahearn	954-828-4351	stahearn@forlauderdale.gov	MFI	No	
10/15/2018	Monday	8:30AM - 5:00PM	FL Lauderdale	Station 2	No	10	CF31	Stewart Ahearn	954-828-4351	stahearn@forlauderdale.gov	MFI	No	
10/16/2018	Tuesday	8:30AM - 5:00PM	FL Lauderdale	Station 2	No	10	CF31	Stewart Ahearn	954-828-4351	stahearn@forlauderdale.gov	MFI	No	
10/17/2018	Wednesday	8:30AM - 5:00PM	FL Lauderdale	Station 2	No	11	CF31	Stewart Ahearn	954-828-4351	stahearn@forlauderdale.gov	MFI	No	
10/18/2018	Thursday	8:30AM - 5:00PM	Margate	Station 98	No	11	CF31	Rick Donahue	954-539-8294	rdonahue@margatefl.com	Aircard	No	
10/19/2018	Friday	8:30AM - 5:00PM	Pembroke Pines	Station 09	No	10	CF31	Jorge Hernandez Andrea Tejedor	305-584-5076 954-498-9528	jhernandez@ppines.com atejedor@ppines.com	Aircard	No	
10/22/2018	Monday	8:30AM - 5:00PM	Pembroke Pines	Station 09	No	10	CF31	Jorge Hernandez Andrea Tejedor	305-584-5076 954-498-9528	jhernandez@ppines.com atejedor@ppines.com	Aircard	No	
10/23/2018	Tuesday	8:30AM - 12:00PM	Lighthouse Point	Station 22	No	4	CF31	David Donzella	954-525-2714	ddonzella@lighthousepoint.com	Aircard	No	
10/24/2018	Wednesday	8:30AM - 5:00PM	Miramar	Station 94	No	10	CF31	Carlos Vasquez	954-662-9835	cvasquez@miramarfl.gov	MFI	No	
10/25/2018	Thursday	8:30AM - 5:00PM	Hallandale	Station 7	No	7	CF31	Gregg Peppin	954-445-1527	gpeppin@hallandale.com	Aircard	No	
10/26/2018	Friday	8:30AM - 12:00PM	Lauderdale By The Sea	Station 11	On Hold	4	CF31	Judith Hopping - Chief David Chavez - IT	756-301-3440	jhoping@btonline.com davidchavez@btonline.com	Aircard	No	Pending Docking Station and Mounts installation

Exhibit D – Expected Automatic Aid Agreements among Agencies/Municipalities

Automatic Aid Agreements with Volunteer Fire/Rescue Departments are to be pursued but are not expected

Fire Rescue Automatic Aid Agreement Expectations - Contiguous Cities/Agencies	BSO - Deerfield Beach	BSO - Hillsboro Beach	BSO - Lauderdale Lakes	BSO - Port Everglades	BSO - International Airport	BSO - Dania Beach	BSO - Weston	BSO - Cooper City	BSO - West Park	BSO - Pembroke Park	BSO - Unincorporated	Davie Fire Rescue Department	Hallandale Beach Fire Department	Hollywood Fire-Rescue	Lauderdale-by-the-Sea Fire Rescue	Lauderhill Fire Department	Lighthouse Point Fire Rescue	Miramar Fire-Rescue	North Lauderdale Fire-Rescue	Oakland Park Fire-Rescue	Pembroke Pines Fire-Rescue	Pompano Beach Fire-Rescue	Southwest Ranches Volunteer Fire	Sunrise Fire-Rescue	Tamarac Fire-Rescue	Coral Springs	Margate	Plantation	Fort Lauderdale	Wilton Manors
BSO - Deerfield Beach		X									X						X													
BSO - Hillsboro Beach	X																X													
BSO - Lauderdale Lakes																X				X	X									X
BSO - Port Everglades					X	X								X										X						X
BSO - International Airport																														X
BSO - Dania Beach				X	X							X		X																X
BSO - Weston											X	X											X	X						
BSO - Cooper City												X									X		X							
BSO - West Park										X				X				X												
BSO - Pembroke Park									X			X	X	X																
BSO - Unincorporated	X					X	X					X				X						X		X	X	X			X	X
Davie Fire Rescue Department						X	X	X			X			X							X		X	X	X	X				X
Hallandale Beach Fire Department										X				X																X
Hollywood Fire-Rescue				X	X	X			X	X		X	X					X			X									X
Lauderdale-by-the-Sea Fire Rescue																						X								X
Lauderhill Fire Department			X								X													X	X	X		X	X	
Lighthouse Point Fire Rescue	X	X																				X								
Miramar Fire-Rescue								X						X																
North Lauderdale Fire-Rescue			X																			X			X	X	X			X
Oakland Park Fire-Rescue			X																	X					X					X
Pembroke Pines Fire-Rescue								X			X		X					X					X							
Pompano Beach Fire-Rescue	X	X									X				X		X		X	X										X
Southwest Ranches Volunteer Fire							X	X			X										X									
Sunrise Fire-Rescue							X				X	X				X								X					X	
Tamarac Fire-Rescue			X													X				X	X			X			X			X
Coral Springs																			X					X		X				
Margate																										X				
Plantation																X								X						X
Fort Lauderdale			X	X	X	X						X		X	X	X			X	X		X		X				X		X
Wilton Manors																					X									X
CUR Phase IA																														
CUR Phase IB																														

Exhibit E – Projected Executive Timeline

Milestone #	Description	Responsible Party	August	September	October	November	December	2019			2020			2021			2022			2023			2024			
			'19	'19	'19	'19	'19	January	February	March	April	May	June	July	August	September	October	November	December	January	February	March	April	May	June	July
1	Project Kick Off	ORCAT, BSO COMM, & FCABO																								
2	Create Closest Unit Response Project Charter	ORCAT																								
3	Create Regional Automatic Aid Agreement	FCABO																								
4	Establish and Convene Closest Unit Response Cross Implementation Team	ORCAT																								
5	Execute Regional Automatic Aid Agreement	FCABO, ALL CITIES, & COUNTY																								
6	Execute Closest Unit Response Project Charter	ORCAT, BSO COMM, FCABO, & ALL FIRE CHIEFS																								
7	Conduct complete assessment of Mobile Data Terminal Hardware and Software	ORCAT																								
8	Process/Deploy/Configure/Restore/Configure Mobile Data Hardware and Software in preparation for Closest Unit Response	ORCAT, BSO COMM, FCABO, & ALL FIRE CHIEFS																								
9	Conduct complete assessment of operational policies and procedures (Fire Response Field and 911 Communication Center) in support of Closest Unit Response	BSO COMM & FCABO																								
10	Optimize and/or establish policies and procedures in support of Closest Unit Response	BSO COMM & FCABO																								
11	Configure and/or train DispatchOne training based on TSD parameters set forth by the FCABO	ORCAT																								
12	Configure CAD software based on OUR parameters (signal types, capabilities, ETA, contiguous agencies, and speed limit designations set forth by the FCABO)	ORCAT																								
13	Train end users of the ResponseOne personnel and 911 Communication Center personnel on Closest Unit Response software functionality, policies, and procedures	BSO COMM & FCABO																								
14	Leander, and Oakland Park. In parallel, implement OUR Phase II with Ft. Lauderdale Fire Rescue and Oakland Park Fire Rescue.	ORCAT, BSO COMM, & FCABO																								
15	Apply adjustments based on experiences from Phase II and Phase III	ORCAT, BSO COMM, & FCABO																								
16	Conduct Final Acceptance Test Plan for both Technology and Operations	ORCAT, BSO COMM, & FCABO																								
17	Go-Live with Phase I, Phase II, and Phase IV Closest Unit Response	ORCAT, BSO COMM, & FCABO																								
17a	Phase II - Central	ORCAT, BSO COMM, & FCABO																								
	Configure PremierOne Production (Agency Satellite and Leander)	ORCAT																								
	Configure PremierOne Production (Agency Oakland Park, Ft. Lauderdale, Wilton Manors, Sea Ranch Lakes)	ORCAT																								
	Configure PremierOne Production (Agency BSO/FD)	ORCAT																								
17b	Phase III - North	ORCAT, BSO COMM, & FCABO																								
	Configure PremierOne Production (Agency Tamarac, North Lauderdale, Margate, and Coconut Creek)	ORCAT																								
	Configure PremierOne Production (Agency Pompano Beach, Lighthouse Point, Lauderdale by the Sea)	ORCAT																								
17c	Phase IV - South	ORCAT, BSO COMM, & FCABO																								
	Configure PremierOne Production (Agency Davie and FV Ranch)	ORCAT																								
	Configure PremierOne Production (Agency Hallandale Beach and Miramar)	ORCAT																								
	Configure PremierOne Production (Agency Pembroke Park and Hollywood)	ORCAT																								
18	Post Implementation Monitoring, Adjustments and Support	ORCAT, BSO COMM, & FCABO																								

Exhibit F – CUR Policy for Regional Communications

2.4.2

Fire Rescue Call Assignment: (NFPA 6.4.10) All Fire/Rescue 911 calls will be initiated and dispatched within 90 seconds.

The Dispatcher will follow the CAD recommendations or “Run Cards” when assigning a call for service.

Based upon the call classification, the Run Card recommendation will either be *fixed* or *preferred*.

Fixed run cards are statically programmed. Field unit assignments are, therefore, based upon the geographical location of occurrence and made in strict consideration of which station(s) are tasked with sending apparatus(es) to that location.

Preferred run cards are fluid, and are enacted as part of ***Closest Unit Response*** programming. Preferred run cards will identify a unit’s physical location based upon the ARL – Automatic Resource Locator – and will recommend a unit’s assignment in consideration of the location of occurrence in comparison to the unit’s GPS coordinates.

Regardless of type of run card recommendation, when preparing to assign a Fire Rescue unit(s) to a call, the Dispatcher will:

A. **Fixed Run Card Recommendations -**

1. Depress **F9** to review the CAD run card recommendation.
2. In a fixed run card recommendation, automatic aid unit(s) may be included which could result in apparatus(es) from other jurisdictions being assigned to the incident who are not part of the host agency.
3. Fixed Run Card recommendations can be recognized in the Dispatch form by the word “fixed” in the right hand corner of the recommendation box. This will alert to the fact that the recommended units are being presented as part of either the host agency’s run card provisioning and/or as part of an automatic aid agreement.
4. To execute the fixed run card recommendation, the Dispatcher shall *Pre – Alert*: Hold down the Alert Tone #1 for 2 seconds.
5. The Dispatcher shall summon the Fire Rescue unit(s) by zone number and announce the signal.
6. The Dispatcher will then depress **F12** to assign the recommended units in CAD. This action will generate tones at the Fire Rescue Station.
7. The Dispatcher must wait for the visual CAD notification that the Alert Box has opened. The CAD screen entitled, “Station Tones” will indicate a “PA On” to signify the Alert Box is open at the station to receive the Dispatcher’s announcement of the call. If dispatching without CAD, or if the alert box is not displaying appropriately, wait approximately 3-5 seconds before transmitting.
8. The Dispatcher shall then proceed with verbalizing the call details.

B. Preferred Run Card Recommendations:

1. Depress **F9** to review CAD run card recommendation.
2. Preferred Run Card recommendations are based upon the physical location of the *closest* FR unit to the location of the call. This may result in the recommendation of: host apparatus(es), non-host apparatus(es) identified via GPS location, and non-host apparatus(es) that that may be part of an automatic aid agreement.
3. Preferred Run Card recommendations can be recognized in the Dispatch form by the word “*preferred*” in the right hand corner of the recommendation box. This will alert to the fact that the recommended units are being presented based upon their physical location in relation to the address of the event.
4. *Preferred run card recommendations can be strictly based upon ARL factors, or may have a mixture of both ARL and non-ARL (fixed) unit recommendations. This occurs when the preferred run card recommendation cannot be fully supported by ARL driven units. In this case, the recommendation is still “preferred”, however, the unit assignments will include both ARL and non-ARL (fixed) recommendations.*
5. Units recognized as part of the preferred run card recommendation *based upon ARL* will include their estimated time of arrival (ETA) next to their unit call sign.

For example – E1(1:02) will reflect that E1 is being recommended as a preferred unit based upon ARL – Closest Unit Response – and that unit’s ETA is 1 minute/2 seconds.

6. A unit that does not display a time bound estimation stamped with their call sign would demonstrate that the unit is being included in the preferred recommendation but is not being identified via ARL. The unit, in this case, is part of the fixed recommendation.
7. Preferred Run Card recommendations are considered based upon the following factors:
 - a. Signal/Classification – Only the highest priority determinants (selected Echo and Delta levels) of Fire and/or Rescue events will be programmed under preferred recommendations.
 - b. Apparatus Types/Capabilities – Only specific apparatus types are being included as part of a preferred recommendation.
 - c. Estimated Arrival Time – Units recommended for a preferred response will be based upon a prescribed estimated time of arrival in consideration of both posted speed limits and specific street segments (access roads, highways, major roadways, ramps, and surface streets/neighborhoods). Units that fall outside of the prescribed ETA will not be included in a preferred recommendation. ETAs are based upon the Broward County Fire Chief’s Association determinations.
 - d. Established Auto-Aid “Partnerships” – Preferred recommendations will be based upon a recognized partnership between agencies in consideration of both current and future auto-

aid agreements and/or contiguous borders. This will prevent a preferred recommendation of a unit that is merely driving through a location in favor of one that is a recognized partner.

8. If a preferred recommendation cannot be filled based upon one or more of the above conditions not being met by available resources, CAD will include “fixed” recommendations as part of the preferred response.
9. Preferred recommendations which calls for the assignment of more than 3 resources *may* include a recommendation for a BCF Tac assignment. This BCF TAC assignment will be the designated tactical talkgroup for the working incident. This assignment will be presented as part of the run card details, and upon dispatch execution, will be forwarded to all of the responding FR apparatuses’ pagers who are inbound to the working event.
 - a. Dispatchers will maintain the BCF TAC assignment as part of the run card. The tactical talkgroup assignment as part of the run card is required to ensure that all inbound resources are informed and sent to the same talkgroup.
 - b. The BCF TAC talkgroup must be maintained in an active status for the duration of the working event to ensure that this talkgroup is not cleared and reassigned prematurely.
 - c. Once the tactical talkgroup is no longer required (units have either cleared the event or have cleared the tactical talkgroup and returned to the main talkgroup) the tactical talkgroup must be released.
10. To execute the preferred run card recommendation, the Dispatcher shall *Pre – Alert*: Hold down the Alert Tone #1 for 2 seconds.
11. The Dispatcher shall summon the Fire Rescue unit(s) by zone number and announce the signal.
12. The Dispatcher will then depress **F12** to assign the recommended units in CAD. This action will generate tones at the Fire Rescue Station.
13. The Dispatcher must wait until for the CAD notification that the Alert Box has opened. The CAD screen entitled, “Station Tones” will indicate a “PA On” to signify the Alert Box is open at the station to receive the Dispatcher’s announcement of the call. If dispatching without CAD, or if the alert box is not displaying appropriately, wait approximately 3-5 seconds before transmitting.

- C. **Tactical Talkgroup Assignments** – The assignment of 3 or more FR field units will require the event to move to a Tactical Talkgroup. Preferred run cards may include the tactical assignment, however, fixed and some preferred recommendations will not. Should the event require a Tactical Talkgroup, the Dispatcher shall:

Should the CAD run card (regardless of preferred or fixed) fail to include a BCF Tactical assignment and the *inbound units are not on the primary talkgroup*, the Dispatcher shall adhere to SOP 2.23.3 A as follows:

The Primary Dispatcher will directly transmit the request to the appropriate Primary Dispatcher via the main talkgroup of the jurisdiction that will be sending the resource. If the responding unit is in another regional PSAP location, the Tactical Dispatcher may transmit the request via 12 JOPS 1 as an alternate to utilizing the primary main talkgroup. The working HOST agency's talkgroup (ie. BCF Disp 2) and/or the identified BCF Tactical talkgroup will be directed for use by the responding unit(s).

D. Assigning FR Units to an Active Call:

The Dispatcher will relay the following information when assigning the call:

1. Announce the Fire Rescue Zone number, attention to the additional personnel that will be assigned.
2. Signal
3. Complete location of the patient or scene
4. All of the narrative in the CAD header is to be verbalized over the radio to include any updates that would change the run card response.
5. Verbalization of any "Universal Precaution" outlined in the CAD comments.
6. Premise Information (Officer Safety Flags) where applicable and in accordance with SOP 2.17 E.
7. Announce the current time.