



Memorandum

Date: 11/17/2020
Meeting of: Committee of the Whole - Public Safety

File No. CM 20-334
Type: Committee Memo

TO: Committee of the Whole - Public Safety
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Police	Chief Darrell Lowe	425-556-2529
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DEPARTMENT STAFF:

Police	Sheryl Mullen	Support Services Manager
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TITLE:

Amendment of Lease Agreement between NORCOM and the City of Redmond

OVERVIEW STATEMENT:

NORCOM is a regional 911 center providing emergency call receiving and dispatch services for 6 police departments and 14 fire agencies including Redmond Fire Department. NORCOM currently leases space at the Redmond Public Safety building and needs a larger space. The police department has available space and this amendment updates the location, square footage, contact information, and cost.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**

NORCOM is one of twelve 911 emergency 911 communications centers in King County. NORCOM provides emergency call taking and dispatch services to Redmond Fire. As a regional partner, Redmond has leased space to NORCOM for housing its backup center. Should something occur preventing NORCOM from operating in its normal location (Bellevue City Hall), they are able to relocate personnel to their space in the Redmond Public Safety building and maintain continuity of operations. The current space is 380 square feet and houses 12 call taking and dispatch workstations. The space is inadequate for their needs especially given the new PSERN radio equipment that will need to be installed in

backup positions. Redmond Police has identified another room that will almost triple the existing square footage and provide better space for equipment and personnel. NORCOM will pay for any costs necessary to provide needed connectivity to the space for their operation. The amendment to the lease updates the location, square footage, contact information, and the lease cost.

OUTCOMES:

The City will benefit from having a more appropriate space for NORCOM back-up operations which directly impacts Redmond Fire. This will allow NORCOM to continue to function with all needed equipment in the event they can no longer occupy their primary center. Redmond Police dispatch will have the ability to use the space when needed for training, testing, or distancing.

Redmond Police will continue to use nondedicated space within the NORCOM center for backup operations when needed. There is no cost associated with Redmond’s use of that space.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

This is an income generating lease. There is no cost to the City of Redmond.

Approved in current biennial budget: Yes No N/A

Budget Offer Number:

N/A

Budget Priority:

N/A

Other budget impacts or additional costs: Yes No N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
11/17/2020	Committee of the Whole - Public Safety	Provide Direction

Time Constraints:

NORCOM will need to invest approximately \$200,000 in technical updates to the room. The lease agreement being signed quickly would help to not further delay the work needing to be done.

ANTICIPATED RESULT IF NOT APPROVED:

NORCOM would remain in existing space for back-up needs. The space is insufficient for technology and personnel requirements.

ATTACHMENTS:

Attachment A: Proposed Lease Amendment between NORCOM and City of Redmond