

**Ordering Process Information:**

Once your agency receives the notification that your equipment has arrived, your authorized representative must contact the Bucks County Finance Department at 215-348-6564 to schedule a time to remit payment and/or sign the promissory note for your order. The Finance Department is located on the 3rd floor of the Administration Building, 55 East Court Street, Doylestown.

We have several shipments in the warehouse. If your agency has been contacted, this equipment needs to be picked up by your agency ASAP so we can make room for incoming equipment. Please arrange to pick up your radios and accessories by calling the radio shop. Bring a vehicle that is large enough to hold all of your equipment or plan for multiple vehicles depending on the size of your order.

We ask that you provide our Finance Department with at least 24 hours notice before arrival so that the staff can prepare your paperwork. Finance will provide you with an original and copy of the Promissory Note and amortization schedule if you are opting to finance through the County. If you have partial or total payment due to the County, please bring your check for the funding, financing, and payment option you indicated on your summary order sheet.

After completed, please bring all documents to the radio shop at 1265 Almshouse Road to receive your order. No order will be released without those completed documents. If you ordered an APX7000 series radio and need it programmed, please call the radio shop prior to pickup.

**General Updates:**

Permitting and zoning application submissions are continuing. Permits for county tower sites have started to be issued and so far, we have received permits to complete work at: Ivyland, Courthouse, Thiokol, Plumsteadville, Solebury, and I95.

The new generator has been installed at Thiokol, and electrical work will commence at Ivyland, Courthouse and Plumstead in the coming weeks.

**Cutover Work Session:**

We have been working on when it will be most beneficial to host a cutover planning session with members from each of the three Communications Advisory Boards. We anticipate having several stakeholder discussions regarding cutover prior to engaging in any further cutover discussions with Motorola. The topic remains on the front burner for the project team. The meeting will be internal with the County team and stakeholders from Police, Fire and EMS. In the interim, please direct any questions to the chairman of your agency advisory board.

1. Police Communications Advisory Chairman – Fred Harran, [fharran@bensalem-township.org](mailto:fharran@bensalem-township.org)
2. EMS Communications Advisory Chairman – Jason Dowd, [jdowd@tri-hampton.org](mailto:jdowd@tri-hampton.org)
3. Fire Communications Advisory Chairman – Adam Selisker, [aselisker@ntvfc.org](mailto:aselisker@ntvfc.org)

### **Advisory Boards Q & A:**

The Communications Advisory Boards submit questions to the county that they get from their respective disciplines. We will continue provide responses to the questions as we receive them. Please review these below.

1. After we pick up the radios, will we need to bring them back to be programmed as we get closer to cutover?
  - a. Although it is the most efficient for us to program all radios at the Radio Shop, we acknowledge that it may be very difficult for some agencies to coordinate that effort. For agencies that assist us with picking up their equipment, we will make a technician available to program your equipment at your stations.
  - b. To help us all keep to our planned schedules, if your agency's equipment is all available on site, we will have a technician program it. If equipment is not available on the day of your appointment, you will need to bring it to the radio shop to be programmed.
2. What's going on with Fireground? (unchanged from 9/2013 update)
  - a. We continue to look for workable solutions for the fireground monitoring and recording requests. We are working with Motorola on the following details:
    - i. Radio IDs ("emergency button activation") passes through the system and be displayed both on the radios operating on the fireground and additionally at the dispatcher's console.
    - ii. The ability to have recordings of the events that take place on the fire ground channel.
    - iii. Dispatchers have an awareness of what's transpiring on the fireground.
3. What is the status on programming and code plugs?
  - a. We recognize that each agency has its own preferences regarding the programming on their radios and that no two agencies want identical programming. Creating the specialized templates for every department comes with its own set of challenges and requires additional time to complete. To get a jump on those requirements, we are creating a questionnaire to send to all agencies to develop the profiles for each department. The overall goal is a standard profile for each discipline with an over-the-air rollout on the balance of the profiles wherever possible. Please watch for this questionnaire and the instructions for how to complete it.
4. Where are we with programming with Montgomery County?
  - a. We continue to work on how to best accommodate this request from the agencies along the county line. It is important to remember that Montgomery County is also in the middle of a new system deployment as well, and it is a moving target for both counties. We will have better answers once we have more information on their final system design, as we only want to do this once if possible. We will be in constant contact with Montgomery County to ensure proper programming.
5. Will there be a centralized place to recycle the old radios?
  - a. There has been a request to create a centralized hub to dispose of old radios after the cutover takes place. We will work out the location and publish it when we are closer to the cutover date.