

KARL L. KEITH
MONTGOMERY COUNTY AUDITOR

451 WEST THIRD STREET • P.O. BOX 972 • DAYTON, OH 45422

February 1, 2012

Mr. Willis Blackshear, Chair
Automatic Data Processing Board
451 West Third Street
Dayton, OH 45422

Dear Mr. Blackshear:

An Automatic Data Processing Board meeting has been scheduled for **Wednesday, February 8, 2012 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room.** The agenda will be as follows with supporting documentation attached.

- (1) Minutes from the January 9, 2012 meeting
- (2) Sheriff's Office Regional Dispatch Center - Sole Source Purchase of ProQA software from Tiburon (\$152,652.00)

Sincerely,

KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

cc: ADP Board Members
James Alford, Data Processing Director
Tina Ratcliff, Records Manager
Paul Robinson, Chief Deputy Treasurer
James Drubert, Common Pleas Court Administrator
Michelle Roberts, Auditor's Office
Tim Nolan, OMB
John Cumming, Assistant Prosecuting Attorney
Bill Engel, Data Processing
Steve Glardon, Data Processing
Ellis Shockley, Data Processing

Mr. Blackshear
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February 1, 2012

Cc: Roy Sigritz, Administrative Services
Mike Spirk, Telecommunications
Vicky Brady, Domestic Relations Court
Michael J. Howley, Domestic Relations Court
Eric Armstrong, Domestic Relations Court
Deputy Scott Landis, Sheriff's Office
Debra Harden, Recorder's Office
Linzie Oliver, Clerk of Courts' Office
Kenneth M. Betz, Coroner/Crime Lab
Matt Hilliard, Environmental Services-IT/GIS Dept.
Chris Romer, Commissioner Foley's Office
Shawn Waldman, Sheriff's Office
News Media

AUTOMATIC DATA PROCESSING BOARD MEETING

January 9, 2012

PRESENT: Willis Blackshear, 2012 Chair-elect
Greg Brush, 2012 Vice-Chair-elect
Karl Keith, Secretary
Dan Foley, Member
Carolyn Rice, Member
Steve Harsman, Member
Betty Smith, Member
Dr. Kent Harshbarger, Member
Tina Ratcliff, Records Management
Tim Nolan, OMB
John Cumming, Prosecutor's Office
Steve Glardon, Data Processing
Ellis Shockley, Data Processing
Bill Engel, Data Processing
James Alford, Data Processing
Betty Upshaw, Data Processing Administrative Assistant

The January 9, 2012 Automatic Data Processing Board organizational meeting was called to order by the 2011 Chair, Willis Blackshear. (A copy of the agenda is attached hereto for reference.)

The approval of the minutes from the December 14, 2011 meeting was the first item of business (Agenda item number one). Karl Keith moved for approval of the minutes. Motion seconded by Carolyn Rice. The motion carried unanimously.

The meeting was turned over to the Secretary, Karl Keith, for nominations and election of the Chair and Vice-Chair for 2012 Board organization (Agenda item number two). Carolyn Rice made a motion nominating Willis Blackshear for the position of Chair. Greg Brush seconded the motion. Motion carried unanimously. Willis Blackshear moved to nominate Greg Brush for the position of Vice-Chair. Motion was seconded by Steve Harsman. Motion carried unanimously.

Mr. Keith turned the meeting over to the 2012 elect Chair, Willis Blackshear. Mr. Blackshear thanked Board members for their support and expressed his enjoyment serving as the Chair of this Board. For the next item of business (Agenda item number three), Mr. Blackshear asked Board members to review the attached 2012 Board calendar. Karl Keith pointed out the meeting in May was changed to the third Wednesday in May (16th) instead of the usual second Wednesday because the Auditor's Office will be closed on the morning of May 9 for its planned staff development program. After pointing out this change,

ADP BOARD MEETING

January 9, 2011

Page 2 of 2

Karl Keith moved for approval of the 2012 calendar. His motion was seconded by Betty Smith. Motion carried unanimously.

Before asking for a motion to adjourn, the Chair reminded members who had not turn in their letters stating who their official representatives would be for the 2012 to do so. There being no further business, the Chair, Willis Blackshear entertained a motion to adjourn. Carolyn Rice moved to adjourn. Steve Harsman seconded the motion. Motion carried unanimously.

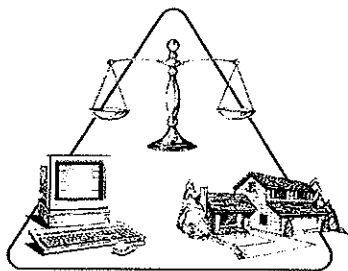
Respectfully submitted,



KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachment



FILE COPY

KARL L. KEITH
MONTGOMERY COUNTY AUDITOR

451 WEST THIRD STREET • P.O. BOX 972 • DAYTON, OH 45422

January 3, 2012

Mr. Willis Blackshear, Chair
Automatic Data Processing Board
451 West Third Street
Dayton, OH 45422

Dear Mr. Blackshear:

An Automatic Data Processing Board meeting has been scheduled for **Monday, January 9, 2012 at 9:00 a.m. in the 6th floor Data Processing Training/Conference Room.** The agenda will be as follows with supporting documentation attached.

- (1) Minutes from the December 14, 2011 meeting
- (2) DP Board Organization for 2012
- (3) 2012 DP Board Calendar

Sincerely,

KARL L. KEITH, Secretary
Automatic Data Processing Board

KLK/bru

Attachments

cc: ADP Board Members
James Alford, Data Processing Director
Tina Ratcliff, Records Manager
Paul Robinson, Chief Deputy Treasurer
James Drubert, Common Pleas Court Administrator
Michelle Roberts, Auditor's Office
Tim Nolan, OMB
John Cumming, Assistant Prosecuting Attorney
Bill Engel, Data Processing
Steve Glardon, Data Processing

Mr. Blackshear
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January 3, 2012

Cc: Ellis Shockley, Data Processing
Roy Sigritz, Administrative Services
Mike Spirk, Telecommunications
Vicky Brady, Domestic Relations Court
Michael J. Howley, Domestic Relations Court
Eric Armstrong, Domestic Relations Court
Deputy Scott Landis, Sheriff's Office
Debra Harden, Recorder's Office
Linzie Oliver, Clerk of Courts' Office
Kenneth M. Betz, Coroner/Crime Lab
Matt Hilliard, Environmental Services-IT/GIS Dept.
Chris Romer, Commissioner Foley's Office
News Media

#2



Montgomery County Sheriff's Office

Department of Information Technology Services

Shawn C. Waldman - Director

January 27th, 2012

Mr. Karl Keith
Montgomery County Administration Building
451 W. Third St.
Dayton, OH 45422-1027

Mr. Keith,

The Sheriff's Office Regional Dispatch Center is requesting authorization from the ADP Board to purchase the ProQA software from Tiburon in the amount of \$152,652 which is being funded 100% by a grant from EMA. Tiburon will increase Regional Dispatch Maintenance in the amount of \$20,000 starting sometime in 2013. The additional ongoing maintenance has already been figured into the RDC budget going forward.

The ProQA software is a upgrade from the manual flip charts that dispatchers use when giving Emergency Medical instructions over the phone on 911 calls. This software, which plugs into our Tiburon CAD system, allows 911 dispatchers the ability to access this critical and life-saving information quicker than the manual charts.

Roy Sigriz has reviewed this request and has approved a sole source due to the complexity of Tiburon and the integration of the software into the Tiburon interface.

Please contact Capt. Rob Streck for any questions regarding this submission. He can be reached at streckr@mcoho.org or 937-384-2449.

Thank you for your consideration,

Shawn Waldman
IT Director
Montgomery County Sheriff's Office



Tiburon, Inc.
12700 Montross Boulevard
Suite 100
Houston, TX 77042
USA

November 4, 2011
11:20:21 AM

November 4, 2011

Mr. Shawn Waldman
Director of IT
Montgomery County Sheriff's Department
345 Second Street
Dayton, OH 45422

Subject: Enhancement Proposal (EP)-14701B - ProQA

Reference Agreement: Agreement for Extended Services between Montgomery County, OH and Tiburon, Inc., effective date January 18, 2001

Dear Mr. Waldman:

Tiburon, Inc. is pleased to present the Montgomery County Sheriff's Department (hereinafter, "Client") with this Enhancement Proposal for ProQA from Priority Dispatch (hereinafter, referred to as the "Proposal").

Scope Description and Responsibilities

The attached Exhibit 1, Statement of Work ("SOW") describes the project tasks, responsibilities of each party and defined completion criteria. This Proposal includes Tiburon's technical services as well.

Price Description

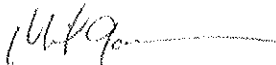
- 1) Proposal firm fixed price: \$152,652
- 2) One (1) year following the ProQA system being placed on-line, as determined by Priority Dispatch, the Tiburon Annual Maintenance Fee will increase by \$20,000. This additional maintenance fee will be prorated and added to the following year's annual maintenance renewal.
- 3) Warranty is not included.
- 4) Hardware is not included.
- 5) Travel and on-site time is included as set forth in this Proposal.
- 6) Training and documentation is included as set forth in this Proposal.
- 7) This Proposal does not include any taxes levied by a government agency. Taxes, if applicable are the sole responsibility of the Client.

Effective Date and Payment Schedule

- 1) The work described herein will be scheduled to commence at a mutually agreeable date after Client's acceptance of this Proposal.
 - 2) Payment Schedule:
 - 50% Upon Tiburon receipt of the signed acceptance of this Proposal.
 - 25% Completion of Phase 3 of Exhibit 3 "Priority Dispatch Statement of Work" to this Proposal.
 - 25% Completion of Phase 4 of Exhibit 3 "Priority Dispatch Statement of Work" to this Proposal.
- Note: No scheduling of resources will occur until after the first payment milestone is paid. This Proposal may be cancelled at Tiburon's discretion upon written notice to Client if the first payment milestone is not paid when due.
- 3) Client's acceptance of this Proposal in the signature block provided below, authorizes Tiburon to proceed with the work described herein and confirms funding will be obligated. Any requisite contractual documents required by Client's purchasing procedures are the responsibility of the Client.
 - 4) The terms and conditions of the above referenced Agreement, and this Proposal prevail regardless of any conflicting or additional terms and conditions on any Purchase Order or other correspondence. Any contingencies or additional terms obtained on any Purchase Order are not binding upon Tiburon. All Purchase Orders are subject to approval and acceptance by Tiburon.
 - 5) This fixed price Proposal is valid through January 31, 2012.

Upon review and acceptance of this Proposal, please sign below and return the signed copy of the Proposal to Cindy Lowe via e-mail at cindy.lowe@tiburoninc.com or fax 303-309-0149. If you have any questions or require further information, please contact Cindy at 720-480-5097.

Sincerely,



Mila Garcia
Vice President, Contracts and Procurement

Attachments:
Exhibit 1: Statement of Work
Exhibit 2: Priority Dispatch Deliverables
Exhibit 3: Priority Dispatch Statement of Work

cc: Cindy Lowe, Account Manager

By this signature, Client accepts this Proposal (EP)-14701B:

Signature

Date

Printed Name / Title

Exhibit 1 Statement of Work

Scope Description

Tiburon will modify the ProQA interface to the Tiburon CAD/2000 system, and Priority Dispatch will modify the ProQA application, so that it will provide the following functionality:

- i) Allow Call Takers to push a button in the Event Entry window to go to ProQA
- ii) When ProQA recommends dispatch or the ProQA case is closed or cancelled in ProQA, the Event Entry window will be updated
- iii) Event Entry window reappears to allow the Call Taker to enter/update the call with ProQA data, if there is data from ProQA
- iv) If ProQA case is not completed yet, the Call Taker can push a button in the Event Entry window to return to ProQA to complete the ProQA case.

Priority Dispatch will provide ProQA software, set up and training per Exhibit 2 and Exhibit 3 to this Proposal.

Tiburon Responsibilities

- 1) Provide project management services, including management of both, Exhibit 1 and Exhibit 3 to this Proposal.
- 2) Provide twenty-four (24) ProQA interface workstation licenses and one (1) ProQA base interface.
- 3) Modify the interface and application to support ProQA.
- 4) Provide setup training and Client review.
- 5) Install the interface in Client's test environment.
- 6) Upon Client testing, correct any discrepancies in operation based on the Scope Description.
- 7) Install the interface in Client's production environment.

Client Responsibilities

- 1) Designate a person to be the principal point of contact for all technical questions and administrative arrangements relating to this Proposal.
- 2) Provide VPN access to Tiburon development personnel.
- 3) Provide twenty-four (24) workstations in accordance with Tiburon's specifications on which to install the client interface application.

- 4) Install and test the twenty-four (24) ProQA interface applications on the workstations and one (1) ProQA base interface.
- 5) Test the interface for conformance with the Scope Description within ten (10) business days of Tiburon's notification the interface is ready for testing.

Completion Criteria

This work will be considered complete ten (10) business days after Tiburon has provided the Client with written notification that the interface is ready for testing in the test system, or the interface has been placed into production, whichever comes first. If Client does not confirm completion with a sign off letter presented by the Tiburon project manager within ten (10) business days of submittal of such letter, or otherwise notifies Tiburon in writing why completion sign-off has not been provided any final invoice(s) will be issued and will be payable in accordance with the payment terms of this Proposal.

Exhibit 2

Priority Dispatch Deliverables

Priority Dispatch will provide the products and services listed below, please note all training must be scheduled to occur consecutively:

Quantity	Description
1	AQUA - QI Base Software (Standard - North American English) Quality Improvement Software base engine
1	AQUA Discipline Modules (Medical - Standard - North American English) Licensed discipline modules for AQUA
3	AQUA Additional Stations (Medical - Standard - North American English) 5.1 Protocol Quality Improvement Review Software
1	Training AQUA Software Trip fee included on ProQA training line item – must be combined on same trip
2	Software Sys Admin/Install & Configure/Dev. Days On-site days for ProQA and/or AQUA install, configure, IT training, development.
8	Card-set Medical v12.1 (Medical - Standard - North American English) 12.1 Protocol Card-set
10	ProQA Stations - Medical Full (Medical - Standard - North American English)
18	ProQA Software Backup Module (Medical - Standard - North American English)
3	ProQA Software Training/ Tech Module (Medical - Standard – North American English) 2 Training Modules & 1 Tech/ Test Module
1	Client/Server Software 17- 32 Station Users (North American English)
3	Training ProQA Software (Medical - Standard - North American English) 3.4, up to 2 training sessions per day.
2	Pre-Implementation Site Evaluation- Operational and Technical system testing/ analysis and recommendation day(s)
9	Consulting Implement/QIU Training
6	Certified Dispatch QA Training (Host) (Medical - Standard - North American English) Dispatch Quality Assurance Certified Course.

- 1 CDE Advancement Series 2010 (Medical - Standard - North American English) 1.0
 - *CDE 42: The MPDS Breathing Problems Protocol
 - *CDE 43: Understanding Assault/Sexual Assault Medical/Police Combo
 - *CDE 44: Understanding Customer Service (Universal Application)
 - *CDE 45: Understanding Sinking Vehicles (Universal Application)
- 4 QA Guide Medical v12.1 (Medical - Standard - North American English) 12.1
- 100 Field Responder Guide Medical v12.1 (Medical - Standard – North American English)
v12.1 3x5 response determinant codes
- 1 Accredited Center of Excellence - NAED REVENUE ACE application fee for NAED
(Additional Consulting Days may be applicable)

Priority Dispatch – Annual Extended Support

Priority Dispatch will provide maintenance and support services, as set forth below, for one (1) year from the ProQA system being on-line, as determined by Priority Dispatch. Upon payment of the applicable annual maintenance fees, continued annual maintenance and support coverage will be provided:

- 1 ESP PLUS- Platinum Annual Maintenance Plan Includes updates, telephone IT support and upgrades for all annual renewing products including EMD ProQA, AQUA, Card sets, CDE Advancement Series, QA Guides, SEND Cards, END CD, ProQA & AQUA Software Computer Based Training Disks, Protocol 36 Pandemic Flu (CBT's) and up to 3 Onsite Tech, Consulting, or Continuing Education Training Day(s).

Exhibit 3

Priority Dispatch Statement of Work

The following proposed list of implementation training activities is designed to provide a phased approach to Priority Dispatch Corporation (PDC) training and successful NAED accreditation, as well as ensuring managers and NAED-certified dispatchers receive adequate support during system implementation. In order to insure that the quality improvement unit (QIU) has sufficient credibility to secure EMD responsiveness to recommended performance or behavior changes, our proposed implementation activity includes educational and consulting support for all quality management (QM) and organizational management activities.

The phased implementation approach was developed to maximize the probability that Client would be eligible for NAED Accreditation. To achieve this goal, Client will be required to meet Accreditation operational and performance requirements within time frames to be determined by PDC.

The Statement of Work that follows describes each phase of the MPDS implementation as it pertains to content, time requirements and fee schedules.

Statement of Work: Implementation of the Medical Priority Dispatch System (MPDS)

Phase 1 – Pre Implementation and Implementation coordination

Prior to the Phase 2 - Organization Set-up visit, PDC will conduct an on-site agency operational and technical assessment to determine the best ways and means to implement and ultimately achieve NAED Accreditation. PDC will then outline an implementation schedule which will include, but not be limited to, the following different components set forth in this statement of work, as deemed necessary upon completion of the assessment.

After the pre implementation evaluation and outline of the implementation schedule, PDC will directly assist Client in establishing the membership of the Steering Committee and the Medical Dispatch Review Committees (MDRC). An NAED representative will then outline the Accreditation process in relation to these committees. A Project Manager should be identified to work with PDC in establishing the phases of implementation, training dates and site visits. The Project Manager should have the responsibility of acting as a liaison between the Steering and MDRC committees for the duration of the project.

Client shall also select Quality Assurance/Improvement Unit personnel.

Phase 2 – Organization Set-up and Quality Improvement Unit (QIU) Activities

Leadership/Implementation Course

PDC staff will conduct a Leadership/Implementation Course for Client's senior managers. This course is designed to be an orientation to the EMD process as it relates to national standards, management oversight responsibility, quality management processes, and the implementation process.

Combined Steering and Medical Dispatch Review Committee (MDRC) meeting

PDC staff will provide guidance and support in the creation and first meeting of the Steering and MDRC committees. PDC will provide generic policies and procedures for review and revision to aid in administration of the Steering Committee, MDRC and QIU, as well as the appropriate use of the MPDS. During this meeting, the PDC staff will also review Client's strategic goals and objectives in order to assist in meeting the specified targets.

Phase 3 – Organization support

Steering and MDRC meeting

PDC staff will assist in the development of the implementation process by supporting Client's managers.

Project Manager training

PDC personnel will listen to the needs of and advise on the project management of the implementation. Formal project management support is available throughout the implementation process.

EMD and ProQA training

PDC will liaise with Client to ensure a satisfactory timetable of training, at a suitable venue.

Phase 4 – System Implementation

EMD orientation to QIU, QM activities and performance monitoring

PDC staff (or an appropriately qualified EMD-Q instructor), will provide an EMD-Q course to the designated QIU personnel. The course will facilitate the QIU understanding of quality rationale, measurement methods, and applications.

Advanced Quality Assurance (AQUA) training

A PDC technical service representative will set-up, install and train QIU staff on the use and maintenance of AQUA software.

Initiate use of the MPDS / On-Line Training

PDC staff will provide on-site supervision and on-line training of communication staff during implementation of MPDS.

Phase 5 – Quality Assurance Phase (between 30-60 days post on-line)

Ongoing MDRC support

PDC staff will provide ongoing support for MDRC activities through direct attendance of separate or joint MDRC and Steering Committee meetings.

Review and calibrate QA system data

PDC personnel will review QA reports and data to determine what revisions or adjustments may need to be made.

Developmental support of CDE program

PDC staff will review quality assurance data to assist Client in identifying performance problems to aid in the development of CDE topics. PDC will provide examples and curriculum outlines.

Field orientation and distribution of Field Responder Guides

PDC staff will provide a brief (ten to twenty minutes) tutorial on the principles of the MPDS and its impact on operations to field staff. In addition, Client's field staff and administration will be provided with a description of supporting documentation and adjuncts (Field Responder Guide) that clarify the use of the protocol from a field and management perspective.

SEND Orientation

PDC will provide an orientation to the SEND card which will be issued to police and fire personnel and to their dispatch staff. The cards are required by non-EMS personnel to provide a minimum amount of information to ensure an appropriate EMS response. Police and Fire personnel will be provided with a brief tutorial CD.

Public education

PDC staff will assist in the development of a public education program to ensure that the implementation of the program is perceived as an enhancement to the system rather than an effort to ration or deny service. PDC staff will be available for media activities.

Ongoing master case review of the QIU case reviewers and recommendations for performance improvement

PDC staff will provide regular reviews of QIU case reviewer performance to ensure compliance scoring and reporting is consistent w/ NAED Accreditation requirements.

Phase 6 – Quality Improvement Phase (120 days post on-line)

Response configuration modification support

PDC staff will assist the system medical director in making changes to response configurations after compliance to protocol has reached appropriate levels.

System impact evaluation

Once changes to response configurations and modes have been implemented for two (2) months, PDC staff, working with Client's management and communication staff, will provide an interim assessment regarding the impact of these changes on system performance.

Supplemental Visits (1-day increments)

In the event 90% compliance has not been reached at the 90-day post on-line date, PDC will conduct a visit to troubleshoot and develop an appropriate action plan. Within an agreed upon amount of time following this visit, a supplemental visit will occur to verify that the 90% compliance has been met and Client is on target for accreditation.

Phase 7 – Accreditation

Master review of case review processes prior to accreditation

PDC staff will provide ongoing "master case review" of QIU reviewed cases prior to accreditation. Client's staff will be responsible for randomly selecting and submitting compliance data on three percent (3%) of the calls received and processed by Client.

Accreditation submission support

PDC will provide assistance to Client's communications staff in the preparation and submission of their Accreditation application and attending documentation.



MEMORANDUM OF SOLE SOURCE
Emergency Medical, Police, and Fire Priority Dispatch Systems
1 February 2011

Priority Dispatch Corp. (evolved from Medical Priority Consultants, Inc.) is the only all-purpose and comprehensive Priority Dispatch systems provider company in the world. This includes the following exclusive areas within Emergency Dispatch:

- 1) Only provider of Expert System Priority Dispatch call-taking software
- 2) Only provider of fully two-way CAD integrated Priority Dispatch software system (ProQA)
- 3) Only provider of Automated Quality Assurance Priority Dispatch Case Review software (AQUA)
- 4) Only provider of 24 hour/7day technical support service for Priority Dispatch-related software
- 5) Only contracted provider of the National Academies of Emergency Dispatch's unified protocol systems: Medical Priority Dispatch System version 12.1, Police Priority Dispatch System version 3.0, and Fire Priority Dispatch System version 5.0
- 6) Only contracted provider of the National Academies of Emergency Dispatch's unified alternate care/referral protocol OMEGA (Medical Priority Dispatch System) version 12.1 OMEGA
- 7) Only contracted provider of the NAEMD's Principles of Emergency Medical Dispatch, 4th Edition
- 8) Only provider of Comprehensive Implementation of MPDS, FPDS, and PPDS Consulting Services (NAED Accreditation Eligibility services)
- 9) Only contracted Emergency Dispatch Instructor Training organization through the National Academies of Emergency Dispatch
- 10) Only contracted ED-Q Training organization through National Academies of Emergency Dispatch
- 11) Only contracted Priority Dispatch National Emergency Dispatch Leadership Certification Seminar Training organization through National Academies of Emergency Dispatch
- 12) Only Priority Dispatch CD-ROM-based continuing education (CDE) program provider
- 13) Only contracted provider of NAED-approved Priority Dispatch standards and versions update materials

Priority Dispatch takes pride in being the sole source for the majority of Priority Dispatch-related systems and services and is generally acknowledged as both the inventor of the science and the leader in the field of Priority Dispatch.

If any further information is required, please contact me directly.

Sincerely,

Jeff J. Clawson, M.D.
CEO & Medical Director
Director, Division of Research & Standards

Cc: Office of the President
Contracts Division
Director of Sales and Service
Director of Consulting
Director of Technical Support
Director of Software Development Group
Director of International Services
Manager of Research
Manager of Standards and Translation
Manager of Quality Assurance





4084

Tiburon, Inc.
6200 Stoneridge Mall Road
Suite 400
Pleasanton, CA 94588
USA

T: 925.621.2700
F: 925.621.2799

www.tiburoninc.com

November 4, 2011

Mr. Shawn Waldman
Montgomery County Sheriff's Department
345 Second Street
Dayton, OH 45422

Subject: Sole Source of Tiburon / ProQA Interface

Dear Mr. Waldman

Please note, Tiburon is the only authorized vendor to modify the Tiburon ProQA interface to the Tiburon CAD/2000 system, as required by Enhancement Proposal 14701B "ProQA" because the CAD/2000 system is a proprietary product own and maintained exclusively by Tiburon.

If you have any questions or comments, please call me at 925-621-2506.

Sincerely,

Scott Carroll
Contracts Manager