

# DEPARTMENT OF PUBLIC WORKS

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ALL AREA CODES ARE 415

July 15, 2009

**Farhad Mansourian, RCE**  
Director

Marin Emergency Radio Authority  
Board of Directors  
95 Rowland Way  
Novato, CA 94945

Re: Capital Project Implementation Timeline Based on Revised Financial Resources

Dear Board members:

At your March 11, 2009 meeting, you authorized to proceed with the implementation of two capital projects:

1. Purchase of 5 new frequencies and implement the related system upgrade. The cost was revised and estimated at \$1,570,000 and would take 18 months to complete. The project was to be financed from existing "99 Fund balance project." It was reported to have a balance of \$2.9 million.
2. Implement improvements at Tomales site at an estimate of \$2 million and it would take 24 months to complete. This was funded from the balance of "99 fund balance" and "project fund (Citizen's Bank)".

We have now learned that instead of the previously available \$4 million for these two projects, we only have a total of \$2.2 million.

We therefore need to revise our schedule and proceed based on available funds as follows:

1. We have already committed and signed our agreement to purchase the 5 frequencies. In fact, on June 12<sup>th</sup> our license was granted (consent to assignment of license) by the Federal Communications Commission (FCC).

The 40 days public comments period began on June 19 with the estimated final order on July 27, 2009, which would then require full payment in the amount of \$562,500 on August 2, 2009.

2. We are currently finalizing the list of the equipment we need for the system upgrade. We will obtain the purchase price (sole purchase from Motorola) which is estimated at \$1,000,000. We recommend proceeding with this since we have to utilize the purchased frequencies within one year or we risk losing them.
3. The coverage improvements to the Tomales site are a long and complex process. The project requires lease of property (preliminary negotiations completed. Exact lease price to be negotiated in the next 6 months), use of existing utilities and access road under the control of Verizon (preliminary negotiations completed. Exact lease price to be negotiated in the next 6 months). Parallel with this we have learned that we need an environmental clearance, coastal permit and design review permit.

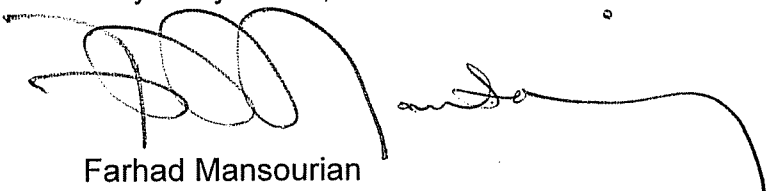
In order for us to proceed with these tasks we recommend that we retain an environmental planner familiar with MERA and these issues. Mr. John Roberto has worked for MERA and is uniquely qualified and familiar with building new MERA sites. We recommend that we proceed with execution of this contract so we can further determine if this project is environmentally and regulatory feasible. This phase of the project is estimated at \$75,000.

By the time we complete this phase of the Tomales Project, we have finalized our System Capacity Project, and have a more accurate concept of the cost, which will enable us to determine our available fund to proceed with the remainder of the Tomales Project.

It is therefore recommended that you take the following action:

1. Authorize the "Capacity Improvement Project" in the amount of \$1.6 Million to be funded from funds identified in the resolution enclosed in your packet as prepared by the Executive Director.
2. The "Tomales Coverage Project" continues as described above in the amount of \$600,000. funded from the account identified in the resolution enclosed in your packet as prepared by the Executive Director.

Very Truly Yours,



Farhad Mansourian  
Director