

MARIN EMERGENCY RADIO AUTHORITY
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DRAFT

EXECUTIVE COMMITTEE

SPECIAL MEETING MINUTES

September 30, 2009

Call to Order

The meeting was called to order by Chair Pro Tem Doyle at 3:40p.m. at the Novato Fire Protection District's Administrative Office, Heritage Conference Room, 95 Rowland Way, Novato.

COMMITTEE MEMBERS PRESENT:

Steve Kinsey, County of Marin(3:45)
Robert Doyle, Marin Sheriff's Office
Christopher Gray ,City of San Rafael(alternate)
Joe Kreins, City of Novato
Marc Revere, Fire Districts
Anne Montgomery, Southern Marin Cities/Towns
Jim Irving, Remaining Fire Districts

ABSENT:

Ken Nordhoff, City of San Rafael
Michael Rock, Ross Valley Agencies

NON-VOTING MEMBERS, GUESTS/STAFF PRESENT:

Richard Pearce, Marin County Fire Chief's Association
John Rohrbacher, Marin County Police Chief's Association
David Rzepinski, Marin County Transit District
Maureen Cassingham, Executive Officer
Farhad Mansourian, County of Marin DPW Director
Richard Chuck, Project Engineer, DPW
Jim Karpiak, General Counsel
Denise Wade, Recording Secretary

Agenda Item A Operations Reports (Mansourian)

- 1) Approval of Proposal to Provide Technical Services for the MERA Strategic Planning Process-County Department of Public Works.

Mansourian summarized the proposal noting it was consistent with the information he provided to Committee on September 9, 2009. He said he will coordinate the cost of the services estimated at \$35,400 and notify the Committee if more hours and expense are required.

M /S/P Revere/Kreins to approve the DPW technical services proposal as presented.

Ayes: All

Nos: None

Motion carried.

- 2) Recommendation on Proposed Motorola Contract for Frequencies Installation and Equipment and Finalization of Existing MERA/Motorola Trunk System Contract.

Mansourian reported he had been very successful in negotiating this contract with Motorola to install the five new frequencies and provide the necessary equipment to complete the project. The contract has been reviewed by the MERA General Counsel and Executive Officer. Motorola originally quoted \$1.4 million for the project and Mansourian negotiated the down to slightly over \$1 million. Thanks to the MERA Board's refusal to settle the original trunk system contract with Motorola for \$29,000 for their failure to provide the fire alerting printing system, negotiating this \$300,000 plus discount was possible. Karpiak noted that the contract was straight forward and consistent with the standard Motorola contracts with one exception. This agreement requires MERA to sign the Final Acceptance Certificate for the original system acknowledging that the original agreement is closed and final.

M /S/P Kreins/Montgomery to recommend Board approval of the proposed Motorola contract for frequencies installation and equipment in the amount of \$1,010,091 as presented.

Ayes: All

Nos: None

Motion carried.

M /S/P Kreins/Revere to authorize the President to finalize the existing MERA/Motorola trunk system contract by executing the Final Acceptance Certificate for same.

Ayes: All

Nos: None

Motion carried.

Mansourian distributed a one-page report on MERA Communications Grants DPW is working on.

Agenda Item B. Open time for items not on agenda (limited to two-minutes per speaker).

None to report.

Agenda Item C. Adjournment

The meeting was adjourned at 3:47p.m.

Note: Next regular MERA Executive Committee meeting will be convened on Thursday, November 12 at 3:30p.m.

Maureen Cassingham, Executive Officer