

DEPARTMENT OF PUBLIC WORKS

People serving people.

Robert Beaumont
DIRECTOR

September 12, 2012

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Re: Fiscal Year 2012/13 Capital Improvement Plan

Dear Directors,

This report was discussed at the July 18 Finance Committee, and the August 8 Strategic Plan Governance Work Group, Finance Committee and Outreach Subcommittee meeting.

At the May 9 MERA Executive Committee and May 16 MERA Board meeting status reports were provided on three capital projects: Tomales Emergency Radio Project, Martha Company Development Proposal in Tiburon, and the Next Generation System Feasibility Study.

MERA approved \$50,000 in capital expenditures in the budget on May 16 for tasks covered in the DPW System Analysis Agreement. Funding is budgeted as follows:

Tomales	\$16,000
Martha	10,000
Feasibility Study	<u>20,000</u>
Total	\$46,000

Following is a brief description on the timing on these three efforts. We secured the Coastal Permit for Tomales in July. The permit requires substantially completing construction within two years, and a four year extension can be requested. We expect the process to complete environmental review and secure easements on the Martha property to continue for the next three years. We expect that the feasibility study work will continue into early 2013.

The Strategic Plan Outreach Subcommittee has discussed a 2014 ballot measure to provide funding for the Next Generation System, and a 2018 system live date. As currently envisioned, the Next Generation System will include three new MERA sites: Tomales, South County, and North County. Environmental compliance, development approvals and acquiring right-of-way for the three new sites are the longest lead time tasks for implementation of the Next Generation System. For that reason, two of the sites have work underway and the third is described below. At this time, it is not anticipated that construction work or

Accounting

Airport

Building Maintenance

Capital Projects

Certified Unified Program
Agency (CUPA)

Communications
Maintenance

County Garage

Disability Access

Engineering & Survey

Flood Control &
Water Resources

Land Development

Purchasing

Real Estate

Reprographic Services

Road Maintenance

Stormwater Program

Transportation &
Traffic Operations

Waste Management

construction funding will be needed in advance of the funding proposed for the Next Generation System.

During the period up until the Next Generation is operational, we do expect continually escalating costs for parts and materials. This is anticipated in the MERA budget adopted May 16 as shown in the attachment excerpt from that staff report. The 2012/13 budget of \$76,500 for Parts, Materials, and Factory Repairs is above the historical actual expenses of \$51,020 for FY 2011/12. We recommend planning for a 12% annual budget increase through 2018.

Additional capital projects can be funded from MERA reserves budgets. The balances as of June 30, 2012 are:

Fund 70032 – New Project Financing	\$257,975
Fund 70036 – Replacement	\$582,245 (balance remaining after deducting the \$500,000 minimum balance established by Board policy.)

There have also been discussions on other potential capital projects that can be funded from the reserves budget. Below is a description and attached is a summary table.

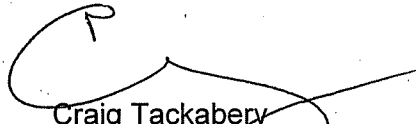
1. Marin Transit/Command Mutual Aid Conventional Channel. We recommend evaluation of using the frequency acquired and grant funding equipment acquired to deploy a command conventional mutual aid channel to complement our TAC conventional channels. Costs are estimated at \$17,000 for labor and \$5,000 for hardware. This proposal was vetted through a MERA Operational Issues Working Group meeting.
2. Project Manager for Next Generation System Funding Initiative. Duties through election in 2014 can include outreach coordination, preparing and making agency and stakeholder presentations, media liaison, and point of contact for local agency information on project technical and financial issues. We recommend a budget of \$100,000 total, \$50,000 in FY 2012/13.
3. Parcel equivalents study for parcel tax proposal. We recommend \$35,000 for FY 2012/13.
4. North County site. We recommend the first step be development of an alternative site analysis, similar to what was developed for the Tomales site. That study included identification of potential sites, a matrix of criteria for evaluation of the alternatives, including environmental issues, radio coverage, and land ownership, and conceptual drawings for the preferred site. The consultant contract for that effort was \$74,400. We recommend a budget of \$100,000. The Tomales study took over two years, and we expect similar timing for this study. We recommend \$50,000 for FY 2012/13.

5. Next Generation System grants. Marin County staff is actively pursuing formula grants for tasks that support the new system. Formula grants are grants where a specific amount is awarded to the County or region for distribution. There are also statewide or national grant opportunities, for example COPS, PSIC, Byrne JAG, FEMA, EOC, etc. These grant applications typically take considerably more resources to prepare. For budget purposes we suggest assumption of 2 applications, at 240 hours each, at \$100/hour. We recommend a budget of \$50,000 for FY 2012/13.
6. Review of the timing of obsolescence of the current Motorola equipment and optimal timing to install a new system. \$75,000
7. Review of CTA existing system assessment and future options study (cost was \$300,000), review of Federal Engineering development of scope of work and technical specifications (cost was \$10,000,000 for 10 counties), and review of proposal evaluation by multi-agency panel in November 2010, and preparation of updated project cost estimate. \$300,000.

Attached is a summary table of the above costs.

At this time, we recommend that the additional funding of \$22,000 for Task 1 above be approved. We recommend the other Tasks be considered at a future meeting.

Very truly yours,



Craig Tackabery
MERA Operations Officer

AGENDA ITEM E.1

Potential Capital Project	2012/2013 estimate	2013/2014 estimate	Total
1. Marin Transit/Command Mutual Aid Conventional Channel	\$22,000		\$22,000
2. Project Manager for Next Generation System Funding Initiative	50,000	50,000	\$100,000
3. Parcel equivalents study for parcel tax proposal	35,000		\$35,000
4. North County Site	50,000	50,000	\$100,000
5. Next Generation System Grants	50,000		\$50,000
6. Review timing for obsolescence of current Motorola Equipment and optimal timing of new system installation	75,000		\$75,000
7. Review of CTA existing system	300,000		\$300,000
Total	\$582,000	\$100,000	\$682,000