

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Town of Corte Madera  
300 Tamalpais Drive – Corte Madera, CA 94925  
PHONE: (415) 927-5050  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

**DATE:** January 8, 2020  
**TO:** MERA Governing Board  
**FROM:** Dave Jeffries, Deputy Executive Officer for the Next Gen Project  
**SUBJECT:** AGENDA ITEM B-1: Report #63 on Next Gen System Project and Budget

Recommended Action: Review, discuss and accept report.

Background:

We are currently in Customer Design Review (CDR) with Motorola. MERA is represented in these discussions by our Federal Engineering Project Manager, David Mortimer, MERA Operations Officer Ernest Klock, Ethan Simpson and me, supported by additional County and Federal Engineering staff, as needed.

- 1) Recent Project Meetings and Conference Calls:
  - a. MERA Project Calls: 07/22/19, 08/05/19, 08/19/19, 09/03/19, 09/16/19, 09/30/19, 10/14/19, 11/12/19, 11/25/19
  - b. Motorola Project Team: 07/25/19, 08/08/19, 08/22/19, 09/12/19, 09/26/19, 10/10/19, 11/14/19
  - c. NGPOC Meeting: 08/28/19
- 2) Field Survey:
  - a. Administrative Assistant Maura Griffin is in the process of reaching out to all member agencies to gather data needed for mobile radio installations, verifying radio counts and assessing wi-fi capabilities for radio reprogramming needs. The survey is currently being completed.
- 3) Member Project Briefing:
  - a. MERA will be developing a briefing for member agencies that will follow completion of the Customer Design Review process.
  - b. This is planned to include:
    - i. Project Schedule
    - ii. Member Agency Tasks
    - iii. Update on Project Tasks completed and in progress
- 4) Budget and Expenditure Summary
  - a. An updated version of the Budget and Expenditure Summary is attached. In this version, we have added Interest Income sources as well as line item percentages expended.

- b. This also includes adjustments approved by the Governing Board regarding Contract Change Order #8 – Microwave/MPLS. The funds to cover the pending increases to line item #1 – Vendor Contract in the amount of \$676,162.86 for equipment and taxes and line item #13 – System Upgrade Agreement (SUA) in the amount of \$691,677.00 are being drawn from the Unappropriated Project Reserve. This will leave a combined Budgeted Project Contingency and Unappropriated Project Reserve of \$5,447,968 or 7.4% of the Project Total Funding.

As a reminder, the System Upgrade Agreement costs are charged in years 4 -15 and are not a current cost.

Attachments: **(note: not included for 1/22/20 G.B. – please reference dates below)**

B-1a – MERA Project Budget and Expenditures Summary, 12/30/19

B-1b – Report No 59 – Next Gen System Project (G.B. 07/24/19)

B-1c – Report No 60 – Next Gen System Project (G.B. 09/25/19)

B-1d – Report No 61 – Next Gen System Project (G.B. 10/23/19)

B-1e – Report No 62 – Next Gen System Project (G.B. 12/11/19)