

MARIN EMERGENCY RADIO AUTHORITY

c/o Novato Fire Protection District
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MEMORANDUM

DATE: May 2, 2018
TO: MERA Executive Board
FROM: Maureen Cassingham, Executive Officer
SUBJECT: AGENDA ITEM **B-3**: PROPOSED FY18-19 EMERGENCY
COMMUNICATIONS SYSTEM MAINTENANCE
AGREEMENT BETWEEN MERA AND
THE COUNTY OF MARIN

Recommended Action: Recommend Governing Board approval of the proposed one-year Emergency Communications System Maintenance Agreement between MERA and the County of Marin effective July 1, 2018 through June 30, 2019, at a cost of \$481,266, which includes a 2.7% CPI over prior year.

In addition, a separate budget line item is submitted for Parts, Materials and Factory Repairs for FY18-19 that is budgeted for \$99,428, including the CPI of 2.7%. This line item is expended only as needed.

Background: The current three-year System Maintenance Agreement with the County terminates on June 30, 2018. This Agreement covers preventive maintenance of the system backbone (prime site, microwave system and mountaintop sites), corrective maintenance (site reconnaissance, installation and corrective maintenance of prime site, microwave system and mountaintop sites equipment), one-time programming (converting existing system equipment), one-time new equipment programming and extra work as requested by the Authority.

The current annual budget for all services is \$565,427 or \$468,613 for Preventive and Corrective and \$96,814 for Parts/Materials/Factory Repairs.

Attached is the proposed Annual Maintenance Agreement which provides the same categories of services as in the current three-year Agreement.

ATTACHMENT:

B-3a Proposed FY18-19 Emergency Communications System Maintenance Agreement
Between MERA and the County of Marin