

MARIN EMERGENCY RADIO AUTHORITY

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DATE: December 11, 2019
TO: MERA Governing Board
FROM: Dave Jeffries, Deputy Executive Officer for the Next Gen Project
SUBJECT: AGENDA ITEM C-1: Report #62 on Next Gen System Project

Recommended Action: Review, discuss and accept report. Determine funding source for Contract Change Order #8 – Microwave/MPLS.

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: 11/12/19, 11/25/19
 - b. Motorola Project Team: 11/14/19
- 2) Field Survey:
 - a. Administrative Assistant Maura Griffin is finishing 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.
- 3) Budget Summary and Update
 - a. An updated version of the Budget and Expenditure Summary is attached.
 - i. The Current Project Budget remains unchanged since 12/12/2018.
 - ii. Expenditures have been updated thru 07/31/2019.
 - iii. This includes the Contract Change Order #8 – Microwave/MPLS that was approved by the MERA Governing Board on 10/23/2019. There are no other pending Change Orders at this time.
 - b. As a result of the approval of Contract Change Order #8, a budget adjustment is necessary. 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 can be drawn from either the Budgeted Project Contingency (\$4,000,000) or the Unappropriated Project Reserve (\$2,840,894).

The Finance Committee met on 12/02/19 and recommended that the Unappropriated Project Reserve should be used, which will leave a balance of \$2,632,160.14. This will leave a combined Budgeted Project Contingency and Unappropriated Project Reserve of \$5,473,059.14 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 1/8/20 E.B. – please reference date below)**

C-1a MERA Next Gen Budget and Expenditures (12/02/19)