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AGENDA ITEM A-3

MARIN EMERGENCY RADIO AUTHORITY

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2020 ANNUAL PROGRESS REPORT ON AUTHORITY OPERATIONS AND ACTIVITIES

In accordance with Section 8.4 of the Marin Emergency Radio Authority Joint Powers Agreement, this Annual Report summarizes for the member agencies significant Authority operations and activities undertaken in 2020.

Listed below are noteworthy Next Gen Project, current System, and administrative actions and enhancements which have been completed or are currently underway.

Next Gen Project/Current System Operations

- Third/Fourth Amendments to Next Generation Radio System Implementation Agreement between MERA and County of Marin.
- Next Gen Implementation Agreement Mediation Efforts between MERA and County of Marin.
- Transition of Next Gen Project Implementation from County of Marin to MERA.
- Approval of Phase II Federal Engineering Services Agreement Amendment No. 2.
- Assignment/Assumption of Federal Engineering Services Agreement from County of Marin to MERA.
- Approval of Extension of Federal Engineering Services Agreement.
- Assignment/Assumption of Motorola Solutions, Inc., Contract from County of Marin to MERA.
- Engagement of AECOM to Conduct Third Party Review of Motorola Customer Design Review Documents and Acceptance of Recommendations.
- Approval of Motorola Customer Design Documents as Amended
- Engagement of AECOM to Provide Next Gen Project Program and Construction Management Services.

- Approval of New MERA Next Gen Project Organization Chart and Responsibilities.
- Amendment of RGS Administrative Services Agreement for Part-Time Next Gen Project Implementation Coordinator.
- Approval of Agreement for County Real Estate Services in Support of Next Gen Project Implementation.
- Approval of NGP Contracts for Site Borings, Soils Testing, Fiber Pulls and Third-Party Plan Checks.
- Approval of Agreement for Computer Aided Dispatch Interface Costs.
- Approval of Initial Bid Packages and Notices Inviting Bids for NGP Civic Center, Prime and Mt. Barnabe Sites.
- Acquisition of PlanetBid Software License for Contractor Bid Documentation.
- Approval of Motorola Change Order #12 (Early Order and AFG Radios).
- Approval of Motorola Change Order #13 (NGP OTA Site Redesign).
- Receipt of Reports on Operations Officer Replacement, current System Staffing and Reinstitution of Operations Work Group Meetings.
- Advancement of Sonoma-Bay Hill Microwave Link Relinquishment Agreement Between MERA and Sonoma County.
- Approval of Current System HVAC Projects – Civic Center, Big Rock Ridge and Mill Valley City Hall.
- Acceptance of Motorola One-Year Legacy System Support Letter.
- Approval of San Pedro Ridge Site AC Unit Replacement.
- Approval of Prime Site Microwave Channel Bank Hardware Failure Repair Plan.
- Authorization of Current System Major Maintenance Report and Repairs Evaluation.

Administration

- Facilitation/support for 18 MERA meetings: Finance Committee (1), Joint Next Gen Project Oversight/Finance Committee (1), Citizens Oversight Committee (3), Executive Board (4) and Governing Board (9).
- Continued development of Periodic Comprehensive Next Gen Project Budgets including Line Item Updates and Cash Flow Projections.
- Pending Completion of Three (3) Additional Non-Member MERA System User Letters of Agreement with North Bay Fire Authority (Golden Ridge Fire), Life West Ambulance and Permit Sonoma.
- Completion of Early Retirement of 2010 Refunding Revenue Bonds for Future Member Agency Debt Service Relief and Interest Savings.
- Comprehensive Final Review of Early Retirement of 2007 Citizen Bank Note.
- Ratification of Administrative Approval of NGP No-Cost Site Licenses/Leases: Prime Site, Civic Center, Mt. Barnabe, Dollar Hill and Stewart Point.
- Approval of NGP Skyview Terrace Site License Agreement.
- Approval of American Tower NGP Mt. Tam License Amendment.
- Advancement of MERA Records Imaging Project for Hard Copy Document Backup and Secure, Remote Archival Access.
- Ongoing Review of Funding Options for Gen 3 Replacement and NGP Increased Operating Costs.