

**MARIN EMERGENCY RADIO AUTHORITY**  
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**MEMORANDUM**

**DATE:** June 5, 2008  
**TO:** MERA Board of Directors  
**FROM:** Farhad Mansourian  
**SUBJECT:** LOGGING RECORDER SYSTEM

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In January 2006, the MERA Board authorized \$15,000 to hire a consultant (CIT-COM) to prepare an RFP, evaluate bids and oversee installation of a new logging recorder system.

CIT-COM has concluded that the existing logging recorder systems used throughout Marin County are outdated and that newer recording technology is far superior and cost efficient to that purchased almost ten years ago.

The RFP covered the replacement of the five MERA logging recorders and the two archiving servers along with an evaluation of the individual dispatch center needs. The RFP was released in November 2007 with three vendors selected for further evaluation. Presentations by the three finalists were held on January 23, 2008 with further evaluations being conducted by individual dispatch centers. On May 8, 2008 representatives from each dispatch center unanimously selected VPI as their vendor of choice.

The recommended approach is a de-centralized recording network. Newer recording technology allows MERA's "common" channel recording requirement to be integrated into the master archive server located at the Sheriff's office. MERA would no longer own and maintain individual recorders at the Prime Site to log "common" trunked radio traffic. MERA's involvement would consist of a one-time cost for updated interface equipment along with an annual maintenance contribution for the "common" portion of the Sheriff's logging server. Each individual dispatch center will continue to own, operate and maintain its own recording system for logging information particular to that dispatch center. Each agency will contract with VPI for installation and maintenance of its own recording equipment.

The fiscal impact for MERA's portion of the new logging system replacement was previously estimated to be between \$40,000 and \$150,000 (Item H-2 of the December 5, 2007 MERA Board minutes). In the recommended replacement system, MERA's one-time costs are not to exceed \$55,000 and MERA's share of the on-going maintenance cost is anticipated to be less than \$11,000 annually. Any future server upgrades would be the responsibility of the Sheriff's Department.