

**MARIN EMERGENCY RADIO AUTHORITY**

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**MEMORANDUM**

**DATE:** December 17, 2008

**TO:** MERA Board of Directors

**FROM:** Maureen Cassingham, Executive Officer

**SUBJECT:** AGENDA ITEM D-2: FORBES HILL RESERVOIR COUNTY FACILITIES ABATEMENT PROJECT SCOPE AND COST ESTIMATE

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Recommended Action: Approve, upon the recommendation of the Executive Committee, retention of the professional services of PES Environmental, Inc. to assist MERA in abating the abandoned County radio facilities at Forbes Hill Reservoir and remediating the site. The Executive Committee also recommended Board authorization of the Executive Officer to execute an agreement for same, not to exceed \$20,000, subject to approval of the work by MMWD and approval of the agreement as to form by legal counsel.

Background: On October 2, I reported to the Committee that MMWD plans to replace the Forbes Hill Reservoir in the near future. The original site lease between MMWD and the County, dated January 27, 1976, required that all County communications equipment and buildings be removed on termination of the lease. The new lease between MMWD and MERA, dated June 11, 2002, requires MERA to assume the responsibility to completely remove the two old County buildings plus appurtenances upon installation of the new MERA facility. Per the lease, MERA is also responsible for site cleanup including removal of an underground tank, remediation or removal of any contaminated soils and asbestos. MMWD's letter to MERA, dated June 6, 2008, requested that these structures and equipment be removed immediately. While the County made initial contact and conducted preliminary research on the project, DPW referred the project to MERA. During the site meeting with MMWD representatives, more time was granted to MERA to complete the project. MMWD noted that the County has been permitting operation of Sanitary District #1 and Las Gallinas Sanitary radio communications in the old facilities without formal MMWD approval. Relocation of these operations to the Forbes MERA building will require site leases and rent. Also, in the course of meeting on this project, it was determined that MERA had not requested a waiver of the fair market rent value for the site (\$36,000 per year plus CPI increases) for March 2008 to March 2009. Since then, MMWD has granted MERA's waiver request for this period, keeping our annual rent at \$1.00 per year. In return for consideration of the waiver for 2009-2010, MERA has agreed (1) to complete and provide MMWD with a site assessment and estimated cost of remediation by March 2009, (2) that MERA complete all remediation by March 11,

2010, and (3) that MERA acknowledge that future waivers are conditioned on satisfactory completion of these requirements.

I am in receipt of a proposed scope of work and cost estimate from PES Environmental, Inc. to undertake this project. MMWD has used the services of PES Environmental on other District projects.

The following summarizes the tasks involved:

Task 1	Pre-Demolition and Planning Activities	
	*Asbestos/Lead Paint Survey	\$2,650
	*PES Permitting/Health and Safety Planning Services	1,800
	*Permit Fees	3,700
Task 2	Site Demolition Activities	TBD
	*Legal counsel has advised MERA to use the County's informal bid process and list of qualified contractors to determine these fees.	
Task 3	Underground Storage Tank Removal	
	*Legal counsel has advised MERA to use the County's informal bid process and list of qualified contractors to determine demolition fees.	TBD
	*PES Oversight and Sampling	1,700
Task 4	Reporting	<u>2,500</u>
	Total Estimated PES Costs	\$12,350

Since this estimated cost could be exceeded if there is a material change in the scope of work and services to be provided, staff requests authorization to engage the professional services of PES Environmental, Inc. at a cost not to exceed \$20,000. Based on a review of the demolition services that will be required, the range of cost for Tasks 2 and 3 is estimated between \$30,000 and \$60,000. Source of funding for this project is MERA's Maintenance Fund Reserve( 6/30/07 balance of \$418,927).