

**MARIN EMERGENCY RADIO AUTHORITY**

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**DATE:** March 13, 2013  
**TO:** MERA Executive Board  
**FROM:** Maureen Cassingham, Executive Officer  
**SUBJECT:** AGENDA ITEM **C-2**: APPROVAL OF NBS PROPOSAL -  
MERA PARCEL TAX STUDY

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**Recommended Action:** Approve the Proposal from NBS to conduct a Parcel Tax Study for MERA at \$24,765 plus expenses.

**Background:** On January 16, 2013, the MERA Governing Board, upon recommendations from the Finance Committee and Outreach Subcommittees, authorized continued development of a financing plan for a Next Generation Communications System which includes consideration of a possible parcel tax as a revenue source.

The attached Request for Proposals was sent on February 13, 2013 to four qualified firms to develop a County-wide parcel tax study for MERA. Deadline for submission was February 26, 2013.

The responding firms included NBS Government Finance, Wulff, Hansen & Co. and David Taussig & Associates. The Finance Committee received a summary by Vice Chair Gaffney of the proposals and their respective fees on February 27 and recommended Executive Board approval of NBS to complete this project at \$24,765 plus expenses. The Committee also directed confirmation of the use of NBS's services by County Tax Collector staff. Mr. Givens reviewed their proposal, indicating their selection was a good one. He has worked with NBS and was very complimentary about their services.

Estimated timeline to complete this project is 12 – 16 weeks.

**ATTACHMENTS:** C-2a) MERA Parcel Tax Study – Request for Proposals  
C-2b) NBS Proposal of February 26, 2013