

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District

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**DATE:** May 11, 2016

**TO:** MERA Governing Board

**FROM:** Maureen Cassingham, Executive Officer

**SUBJECT:** AGENDA ITEM **C-4**: PROPOSED FY16-17 COMMUNICATION  
ENGINEERING SERVICES ANNUAL  
AGREEMENT BETWEEN MERA AND  
THE COUNTY OF MARIN

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**Recommended Action:** Upon Executive Board recommendation, approve the Proposed FY16-17 Communication Engineering Services Annual Agreement between MERA and the County of Marin.

**Background:** The current one-year Agreement for Richard Chuck's Communication Engineering Services to MERA as a County employee is terminating on June 30, 2016. Total cost to MERA to fund his services for FY15-16 is \$201,630.

The proposed one-year Agreement reflects a scope of services wherein one FTE Senior Communications Engineer will provide the outlined services to MERA, including attendance at MERA meetings where engineering matters are discussed and provision of regular statistical reports to MERA Boards.

For FY16-17, the annual budgeted costs for these services is \$206,872. Monthly salary expense is \$17,239.33, which reflects a 2.6% CPI.

**ATTACHMENT:**

C-4a Proposed FY16-17 Communication Engineering Services  
Annual Agreement between MERA and County of Marin