

# **MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
95 Rowland Way, Novato, CA 94945  
PHONE: (415) 878-2690 FAX: (415) 878-2660  
[WWW.MERAONLINE.ORG](http://WWW.MERAONLINE.ORG)

**DRAFT: 10/24/16**

## **NEXT GENERATION PROJECT OVERSIGHT COMMITTEE**

### **MINUTES OF SEPTEMBER 14, 2016**

#### Call to Order

The meeting was called to order by Chair Cusimano at 2:04 p.m. on September 14, 2016 at the Novato Fire Protection District – Heritage Room, Novato, CA.

#### Committee Members Present:

Central Marin Police Authority  
Tiburon Fire Protection District  
Novato Fire Protection District  
County of Marin Fire  
Novato Police Department  
County of Marin  
Marin County Sherriff  
Town of Ross

Todd Cusimano  
Richard Pearce  
Gerald McCarthy  
Mark Brown  
Jamie Knox (Alternate)  
Dan Eilerman (Alternate)  
Mike Ridgway  
Tom Gaffney

#### Committee Members Absent:

City of Mill Valley

#### Staff Present:

MERA Executive Officer  
MERA Deputy Exec. Officer – Next Gen. Project  
MERA Admin. Assistant – Next Gen. Project  
MERA Operations Officer  
County Communications Engineer

Maureen Cassingham  
Dave Jeffries  
Alex Anderson  
Pat Echols  
Richard Chuck

#### Guests Present:

Federal Engineering

Rajit Jhaver

A. Approval of Minutes from March 23, 2016 Next Generation Project Oversight Committee Meeting

*M/S/P Pearce/McCarthy to approve minutes from March 23, 2016 Next Generation Project Oversight Committee Meeting as presented.*

AYES: All  
NAYS: None  
ABSTENTIONS: None  
Motion Carried

B. Approval of Minutes from August 10, 2016 Next Generation Project Oversight Committee Meeting

*M/S/P Eilerman/Pearce to approve minutes from August 10, 2016 Next Generation Project Oversight Committee Meeting as presented.*

AYES: All  
NAYS: None  
ABSTENTIONS: Gaffney  
Motion Carried

C. Update on the Next Gen System Project and Request for Authorization to Initiate Negotiations

Jeffries gave an update on the Next Gen System Project, reminding the Committee that Motorola was the only vendor that had submitted a proposal for the Next Gen System Project. He explained that the MERA Operations Working Group, MERA Next Gen Project Oversight Committee (NGPOC), MERA staff, Department of Public Works (DPW) staff and Federal Engineering (FE) wireless consultants had reviewed the proposal and provided comments and questions. A list of clarifying comments and questions gathered from the input provided by these groups was sent back to Motorola. He said that a modified proposal was received by MERA and DPW staff on 9/12/16, which responded to some of those questions.

Jeffries discussed the results of the site visits to the Silicon Regional Valley Interoperability Authority in Santa Clara and to the radio system operators in El Paso, Texas. In addition, members of the MERA Operations Working Group conducted phone interviews with Prince George's County (Maryland) radio system operators, East Bay Regional, and Pierce County, Washington. Comments from the site visits and phone interviews were provided to the MERA NGPOC Subcommittee that is working on the vendor selection process. The Subcommittee, comprised of Pearce, Ridgway and Cusimano, met on 9/13/16 to discuss the results of the inquiries and the updated proposal.

The MERA NGPOC Vendor Selection Subcommittee gave the proposal from Motorola an average score of 61 out of 100. The Subcommittee expressed concern that Motorola had not addressed the volunteer firefighter paging issue, fire station alerting, and some

unanswered questions regarding coverage of the new system. The Subcommittee voted to make the recommendation to the MERA NGPOC that negotiations begin with Motorola.

Gaffney asked for more details regarding the scoring process for the proposal. Jeffries explained that 61 out of 100 was the average of the overall score of the proposal based on the criteria provided, and that it was on the lower side of the “good” rating in the scoring system.

Jhaver recommended that an important next step in the negotiation process would be to convene an in-person meeting with the Motorola team to discuss the questions and concerns regarding the system proposal.

Jeffries explained that the outstanding questions and concerns regarding the proposal from Motorola may result in a longer negotiation process, noting that it was critical to get all the questions answered and concerns addresses before moving forward with finalizing any contract. He also said that the negotiating team could get much deeper into details once the negotiating process officially began. Jeffries suggested that MERA NGPOC recommend the authorization to initiate negotiations with Motorola to be ultimately approved by the MERA Executive Board.

*M/S/P Brown/Gaffney to approve the request for MERA to initiate negotiations on the Next Gen System proposal with Motorola.*

AYES: All  
NAYS: None  
ABSTENTIONS: None  
Motion Carried

D. Open Time for Items Not on Agenda

The next meeting was tentatively scheduled for October 9, 2016

E. Adjournment

Cusimano adjourned the meeting at 2:30 pm.

Minutes prepared by:



Alex Anderson,  
MERA Administrative Assistant – MERA Next Generation Project