

**MARIN EMERGENCY RADIO AUTHORITY**

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**DATE:** March 27, 2019  
**TO:** MERA Governing Board  
**FROM:** Ernest Klock, Operations Officer  
**SUBJECT:** AGENDA ITEM C-4: Next Gen Project Staffing Update

Recommended Action: Accept the Report

The Next Gen Project is being implemented by the County of Marin under the MERA Next Gen System Implementation Agreement and generally includes overall project management, administering the Motorola contract, performing all activities required under CEQA, obtaining all permits for the project, and facilitation of lease acquisitions, among other various tasks. The Motorola contract generally provides MERA with the design of the Next Gen System, installation of the various system components at ready sites, equipment for MERA member agency users, and system upgrades through year 15 of its operation. The Motorola contract excludes CEQA activities, permitting for sites, and site construction. Site construction includes both the building out of “green” sites (sites new to MERA) and modifications to existing MERA sites (structural tower modifications, foundation reinforcement, etc) to ready all the proposed locations for new MERA equipment/facilities.

The administration of the Motorola contract and performance of duties under the Implementation Agreement are accomplished by a variety of staff employed by the County, as well as contracted firms for specialty work. County staff engaged on a weekly basis include the Operations Officer and select Communication Division staff, while other County staff engage as needed for support during various phases of the Next Gen project (Engineering Division for construction, Real Estate Division for leases, Accounting for Next Gen expenditure tracking and billings, Administrative Division for CEQA support, and any other staff necessary to accomplish work on the Next Gen project).

Contracted firms currently include Federal Engineering for project management (whose staff engages daily on the Next Gen project), WRA Inc for CEQA document preparation, JRA for CEQA document review, and Zoon Engineering for construction document review. WRA’s and JRA’s efforts will conclude with the completion of the CEQA phase, while Zoon’s work will be complete upon receipt of final construction plans from Motorola. Future contracted firms will be needed to develop the construction bid packages and oversee the construction of sites, while other contracted firms may be needed to support Next Gen Implementation activities.