

**MARIN EMERGENCY RADIO AUTHORITY**

c/o Novato Fire Protection District  
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**MEMORANDUM**

**DATE:** May 1, 2019

**TO:** MERA Executive Board

**FROM:** Maureen Cassingham, Executive Officer

**SUBJECT:** AGENDA ITEM **B-3**: PROPOSED FY19-20 EMERGENCY  
COMMUNICATIONS SYSTEM MAINTENANCE  
AGREEMENT BETWEEN MERA AND  
THE COUNTY OF MARIN

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Recommended Action: Recommend Governing Board approval of the proposed one-year Emergency Communications System Maintenance Agreement between MERA and the County of Marin effective July 1, 2019 through June 30, 2020, at a cost of \$493,322 which includes a 2.5% CPI over current year.

In addition, a separate budget line item is submitted for Parts, Materials and Factory Repairs for FY19-20 that is budgeted for \$101,914, including the CPI of 2.5%. This line item is expended only as needed.

Background: The current Annual System Maintenance Agreement with the County terminates on June 30, 2019. This Agreement covers preventive maintenance of the system backbone (prime site, microwave system and mountaintop sites), corrective maintenance (site reconnaissance, installation and corrective maintenance of prime site, microwave system and mountaintop sites equipment), one-time programming (converting existing system equipment), one-time new equipment programming and extra work as requested by the Authority.

Attached is the proposed Annual Maintenance Agreement which provides the same categories of services as in the current Annual Agreement.

**ATTACHMENT:**

B-3a Proposed FY19-20 Emergency Communications System Maintenance Agreement  
Between MERA and the County of Marin