

MARIN EMERGENCY RADIO AUTHORITY

c/o Town of Corte Madera

300 Tamalpais Drive, Corte Madera, CA 94925

WWW.MERAONLINE.ORG

DATE: September 25th, 2019

TO: MERA Governing Board

FROM: Ethan Simpson, Marin County DPW-Communications

SUBJECT: AGENDA ITEM C-3: Report on Capital Project Air Conditioner Replacements

Recommended Action: Approve replacement and reimbursement of Mill Valley City Hall and Sonoma Mountain air conditioner (AC) units.

Background: AC units are used at remote sites to keep the communications equipment cool and dry to ensure proper operation. High temperatures in equipment enclosures can lead to degraded service or permanent damage to the communications equipment. Marin County Building Maintenance has been responding to multiple trouble calls for AC units at the Mill Valley City Hall and Sonoma Mountain MERA sites and has determined that the best course of action is the replacement of the units. Due to recent high temperature weather and importance of the Sonoma Mountain site with respect to MERA system operation, it was determined that immediate replacement of the Sonoma Mountain site AC unit be performed. The AC has been replaced and the cooling system restored to normal operation.

The cost of these replacements are:

Mill Valley Site	AC Unit Cost:	\$3,700
	Labor Cost (16 hours x \$163.46):	\$2,615.36
	Misc Parts:	\$100
<u>Sonoma Mountain Site</u>	<u>Cost for completed emergency repairs:</u>	<u>\$6,695.20</u>
	Total:	\$13,110.56

Because these total costs are above the Executive Officer's \$10,000 authority per MERA's purchasing policies and procedures, please approve \$13,110.56 in expenditures and reimbursement to the County of Marin for these items.