

**MARIN EMERGENCY RADIO AUTHORITY**

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**DATE:** December 2, 2019  
**TO:** MERA Finance Committee  
**FROM:** Dave Jeffries, Deputy Executive Officer for the Next Gen Project  
**SUBJECT:** AGENDA ITEM C: Update on Next Gen System Project Budget and Recommendation to Governing Board on Budget Update

Recommended Action: Review Budget Summary and provide recommendation to Governing Board on Budget Update for Contract Change Order #8 costs.

Background:

- 1) Budget and Expenditure Summary
  - a. An updated version of the Budget and Expenditure Summary is attached.
    - i. The Current Project Budget remains unchanged since 12/12/2018.
    - ii. Expenditures have been updated thru 07/31/2019.
    - iii. This includes the Contract Change Order #8 – Microwave/MPLS that was approved by the MERA Governing Board on 10/23/2019. There are no other pending Change Orders at this time.
- 2) Budget Update
  - a. As a result of the approval of Contract Change Order #8, a budget adjustment is necessary. The funds to cover the pending increases to line item #1 – Vendor Contract in the amount of \$676,162.86 for equipment and taxes and line item #13 – System Upgrade Agreement (SUA) in the amount of \$691,677.00 can be drawn from either the Budgeted Project Contingency (\$4,000,000) or the Unappropriated Project Reserve (\$2,653,058).

The Budgeted Project Contingency should be considered, which will leave a balance of \$2,632,160.14. This will leave a combined Budgeted Project Contingency and Unappropriated Project Reserve of \$5,285,218.14 or 7.2% of the Project Total Funding.

As a reminder, the System Upgrade Agreement costs are charged in years 4 -15 and are not a current cost.

Attachment:

C-1 – MERA Project Budget and Expenditures Summary, 11/20/19