



**East Bay Regional
Communications
System Authority**



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Brentwood, Clayton, Concord, Danville, Dublin, El Cerrito, Emeryville, Fremont, Hayward, Hercules, Lafayette, Livermore, Martinez, Moraga, Newark, Oakley, Pinole, Pittsburg, Pleasant Hill, Pleasanton, Richmond, San Leandro, San Pablo, San Ramon, Union City, Walnut Creek, East Bay Regional Park District, Kensington Police Community Services District, Rodeo-Hercules Fire Protection District, San Ramon Valley Fire Protection District, and the University of California, Berkeley

AGENDA ITEM 3.0

DRAFT MINUTES

FINANCE COMMITTEE MEETING

REGULAR MEETING – January 07, 2011

1. CALL TO ORDER/ROLL CALL:

A regular meeting of the East Bay Regional Communications System Authority Finance Committee was held on January 07, 2011, in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California. The meeting was called to order at 11:10 a.m. by Chair Shinn.

PRESENT: *Committee members Anderson, Calabrigo, Cheeves, Haggerty, Shinn, Twa, and Wilson Also attending: Ron Puccinelli, City of Concord, Dean Stavert, AlCo Sheriff's Office, and Ed Woo, Alternate Boardmember*

ABSENT: *Committee member Johnson*

Staff Present:

Executive Director McCammon and Secretary Lyon

2. Comments from the Public:

No comments were made by any member of the public at this time.

3. Approval of Meeting Minutes: Regular Meeting of June 04, 2010 and August 06, 2010 (The July, September, October, November, and December meetings were canceled.)

On motion of Cm. Anderson, seconded by Cm. Haggerty, and by unanimous vote, the Committee approved the minutes of the June 4, 2010 and August 6, 2010 Finance Committee Meetings.

4. Review Motorola Proposal and System Financing and Consider Making a Recommendation to the Board for the Build Out of the System with Identified Financing:

Director McCammon reviewed sections of the contract proposal received from Motorola Inc. for the final build out of the system; a disc of the entire document was mailed to committee members due to the size of the document. Motorola's proposal includes responses to a document prepared by AECOM, formerly CTA, when they were under contract for our system design review and the development of radio specifications that we could use when going out to bid. Multiple meetings have been held with Motorola Inc. since December to review their proposal, and the outcome appears positive. The contract proposal was also reviewed at today's earlier Operations Committee meeting. The proposals' section 6 includes point by point responses by Motorola Inc. that address every point in CTA's system design document, and were reviewed extensively by Director McCammon and Alt. Cm. Woo. Motorola Inc.'s point by point responses and exceptions, Motorola Inc.'s existing contract and CTA's general conditions were also reviewed and compared by our legal counsel, and our legal counsel is comfortable with our moving forward to seek Board authorization for this change order to our existing contract with Motorola Inc. for the final build out of the system.

Other notable areas included that CTA included a Phase 2, TDMA system, in their design document; we are not prepared to move to Phase 2 at this time, as the standard is still being developed, and this will not be included in the contract. Also, we are not buying system wide encryption; however, there are specific models of radios that can be purchased by jurisdictions that include a feature that enables encryption to occur.

Director McCammon next overviewed the proposed solution system description infrastructure sites and price proposal. The pricing is roughly 1% better than the Riverside pricing. The Gold Elite Consoles in AlCo that have been upgraded are sufficient for now and were not included in this proposal.

Alt. Cm. Woo and Director McCammon are working towards putting together a 4 person team of CoCo and AlCo technicians to install some of the equipment. This is expected to save money overall, and also provide the county technicians the opportunity to become more familiar with the system.

The “soft costs” identified on the System Build Out Cost Worksheet prepared by Director McCammon include Project Management, Design Services, JPA Operations Costs, Hardware/Software, and Contingency. The JPA Operations cost includes anticipated insurance increases related to our acquiring more assets.

In response to a question from Cm. Twa, Alt. Cm. Woo explained that the software/hardware cost of \$550,000 is intended to keep the hardware current by providing upgrades. Changes are not included. At the next Operations Committee meeting, Motorola Inc. will provide information on maintenance fees.

Committee members discussed the contingency amount of \$900,000 and the general consensus is that this appears conservative, and will be addressed later in this meeting after the financing and grant overview.

The final build out cost is estimated to be \$27,500,000. Committee members reviewed the funding requirements for completion that included grant award assumptions for 2010 – 2013. After review, the consensus of the Committee is to recommend increasing the amount of the contingency by \$500,000 for a final build out cost of \$28,000,000, with any leftover contingency rolled back into the project.

On motion of Cm. Cheeves, seconded by Cm. Wilson, and by unanimous vote, the Committee approved for the contract proposal from Motorola Inc. for the final build out of the system, with the recommended increase in the contingency from \$900,000 to \$1.4 million, to be brought to the Board of Directors for authorization consideration at their next meeting.

- 5. Receive Notification of Chair Shinn’s Approval to send Director McCammon to Washington DC during the US Conference of Mayors scheduled Jan. 17-20 in order to Provide Technical Assistance to the Mayors in Meetings with the COPS Office and other Federal Agencies:**

Director McCammon notified the Committee of Chair Shinn's approval to send him to Washington DC during the US Conference of Mayors in order to provide technical assistance to the Mayors in meetings with the COPS Office and other Federal Agencies.

Committee members discussed the benefit of additional Boardmembers advocating on behalf of the project. The Tri-Valley Mayors and Director McCammon will provide Cm. Haggerty with details of their itinerary and meetings during their Washington DC trip in January in order for coordination to occur during County Boardmembers attendance of NACo's Washington DC conference in March.

6. Receive Update on Status of Operating Agreements:

Director McCammon reviewed that 18 Operating Agreements have been received and reviewed; the Exhibit A has also been filled out with the user count. 17 of the Agreements have been signed, executed and returned to jurisdictions. A process of tracking down the remainder of the Operating Agreements is underway. The pre-payment invoices for the jurisdictions that have opted to pre-pay were mailed in early January; the pre-payment due date was identified as January 31, 2011.

Contra Costa County's financing is complete. The subject is expected to be on Alameda County's Board of Supervisors Feb. 1 meeting agenda.

The City of Antioch, with 225 units, did not approve joining the system and Committee members discussed this subject and the fact that it appears that Antioch is willing, but unable to join due to current financial difficulty. Cm. Wilson stated that we are only as strong as our weakest link and recommended looking into ways to enable Antioch to participate. Committee members agreed by consensus and Director McCammon will contact Antioch's City Manager to discuss options, and report back at the next Finance Committee meeting.

7. Receive Verbal Update of Grant Status (PSIC, COPS, UASI):

Director McCammon provided a brief update that the status of securing future COPS funding is unclear as it appears that earmarks are out of favor with legislators. The Bay Area UASI is in the process of developing a new way of allocating funding.

8. Receive Verbal Update on Status of the Various EBRCSA Projects:

Director McCammon provided an update that included that the West Cell in CoCo County is ready for testing. Construction in the East Cell of AlCo will begin soon Progress is being made with the UC Berkeley site. There is an easement issue with the EBRPD for access to the road to Pearl

9. Receive Verbal Update on the Status of Project Cornerstone:

Director McCammon provided the following brief update. Three sites have been installed in Contra Costa County and one site installed at Glenn Dyer.

10. Agenda Items for Next Meeting:


Committee members recommended that Director McCammon contact the new Mayor of Oakland and attempt to set up a meeting.

11. ADJOURNMENT:

The meeting was adjourned at 12:10 p.m. The next meeting date for the Finance Committee is February 4, 2011 at 11:00 a.m., in Room 1013 at the Alameda County Office of Homeland Security and Emergency Services, 4985 Broder Boulevard, Dublin, California.

APPROVED BY A MOTION OF THE EAST BAY REGIONAL COMMUNICATIONS SYSTEM AUTHORITY THIS XXTH DAY OF XX, 20xx.

Respectfully submitted,



Susan Lyon
Secretary