



East Bay Regional Communications System Authority



Participating agencies include Alameda and Contra Costa Counties and the following cities and special districts: Alameda, Albany, Antioch, Berkeley, 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, Livermore Amador Valley Transit Authority, Moraga-Orinda Fire District, Rodeo-Hercules Fire District, San Ramon Valley Fire District, California Department of Transportation, Ohlone Community College District, Contra Costa Community College District, Dublin-San Ramon Services District and University of California, Berkeley

FINANCE COMMITTEE MEETING

REGULAR MEETING

DATE: September 13, 2019

TIME: 11:00 A.M.

**PLACE: Alameda County Office of Homeland Security and Emergency Services,
Room 1013
4985 Broder Blvd., Dublin, CA 94568**

MINUTES

1. Call to Order/Roll Call: 11:01 a.m.

Boardmembers Present:

M. Casten, Undersheriff, Contra Costa County Sheriff's Office
J. Calabrigo, Town Manager, Town of Danville
D. Twa, County Administrator, Contra Costa County
T. Dupuis, Chief Information Officer, Alameda County
S. Perkins, Councilmember, City of San Ramon
M. Shorr, CIO, Contra Costa County
C. Silva, Councilmember, City of Walnut Creek
L. Smith, Assistant City Manager, City of Dublin

Staff:

T. McCarthy, Executive Director
C. Boyer, Assistant Controller, Alameda County
C. Soto, Administrative Assistant

Public:

G. Poole, Motorola

2. Public Comments (Meeting Open to the Public): None.

3. Approval of Minutes of the April 5, 2019, Finance Committee Meeting

On motion of Bm. Calabrigo, seconded by Bm. Silva and by unanimous vote, the Finance Committee approved the minutes of the April 5, 2019 Regular Finance Committee meeting.

4. Renewal of Agreement with Contra Costa County Department of Information Technology for Two Years

Director McCarthy presented the Staff Report and advised this agreement was to increase the not-to-exceed amount of the agreement to \$230,000 for each of the next two years, starting July 1, 2019. This would require a budget change of \$30,000 per year. This is a two-year agreement.

On motion of Bm. Silva, seconded by Bm. Calabrigo and by unanimous vote, the Finance Committee agreed to recommend to the full Board an amendment to an agreement with Contra Costa County Technology for a maximum billable amount of \$230,000, per year, for a two year term beginning July 1, 2019, extending through June 30, 2021.

5. Renewal of Agreement with CSI for Engineering Consulting Services for Three Years

Director McCarthy presented the Staff Report and advised that this was a three-year agreement with CSI for engineering consulting services. This agreement had been delayed in being brought forward due to the death of one of its owners. The cost would remain \$215 an hour for Fiscal Year 2019-20, increase to \$220 an hour for Fiscal Year 2020-21, and \$225 an hour for Fiscal Year 2021-22, with a not-to-exceed amount of \$200,000 for each of the fiscal years. This agreement would not increase any EBRCSA user fees.

Bm. Calabrigo asked why there was such a large increase in the not-to-exceed costs from the previous year.

Director McCarthy stated there were issues identified by CSI with the 5G implementation that was occurring. CSI had been writing reports and analysis on possible interference with the System based on information received by one of the Authority's agencies, the City of Dublin. As City's roll out the 5G system, the Authority should have an adequate amount of money to go back to CSI for assistance, as needed.

On motion of Bm. S. Perkins, seconded by Bm. Silva and by unanimous vote, the Finance Committee agreed to recommend to the full Board renewal of agreement with CSI for Engineering Consulting Services.

6. Review and Make Recommendation on Capital Replacement Project Proposals

Director McCarthy presented the Staff Report and advised that two firms had responded to the Authority's request for a 10-Year Capital Replacement Plan for the System. He received a proposal for \$600,000 from IdeasInspired, and a quote from CSI for \$146,000. He had spoken to both firms to discuss the Plan. He was asking how the Committee would like to move forward with selection of the vendor. The Operations Committee suggested there be a panel of three: the Executive Director, a Motorola representative, and another consultant to ask questions of the two companies.

The Finance Committee members and Director McCarthy discussed the need to develop a Scope of Services, what it would cost to replace these components, and what would it cost to replace them over a period of time; providing CSI with a list of asset inventory to refine scope and cost, more detailed proposal as CSI's proposal was closer to what the Authority was asking for and less costly. They discussed requesting an example from CSI of what they have completed for previous clients; and the need for schedules for replacement

Alameda and Contra Costa Counties Radio shops offered to help Director McCarthy produce a two-page document to provide to CSI, along with an asset inventory and ask CSI to be more specific in its response of services they will provide.

On motion of Bm. Calabrigo, seconded by Bm. Smith and by unanimous vote, the Finance Committee agreed to recommend to the full board the selection of CSI as the preferred vendor and direct the Executive Director to work with County staff to more fully define the scope of services that are associated with points 1-3 of their proposal.

7. Recommend a Member of the Operations Committee to Assist in Evaluation of Executive Director

Director McCarthy presented the Staff Report and advised he has not had an evaluation since he started with EBRCSA five years ago. He stated Chair Ahern asked that the Executive Director send him a list of the members of the Operations Committee, he would then send out an evaluation form to each asking that they return it to him, and he would summarize them. He also suggested the Finance Committee do the same.

The Boardmembers discussed how the Executive Director was a consultant, not an employee. It would be more appropriate to review the Executive Director's contract to address duration (more than one year), renewal, escalator costs, services, and termination.

On motion of Bm. Silva, seconded by Bm. Twa and by unanimous vote, the Finance Committee appointed Bm. Calabrigo to work with the Executive Director on a contract renewal.

8. Discussion of EBRCSA Microwave Upgrade and Transition to Multiprotocol Label Switching

Director McCarthy stated this item addressed the need for the System's microwave upgrade and transition to Multiprotocol Label Switching (MPLS), which has to be ethernet ready. Motorola provided a bid in August of 2019 to replace the microwave and implement the MPLS. The Authority has a System Upgrade Agreement (SUA) with Motorola that occurs every two years. The next SUA will occur in February of 2020. In order to move to the next SUA, the System has to be MPLS ethernet connected. Motorola had given him an initial quote of \$8.4 million for the project. He would like to discuss and receive direction on how to move forward. Aviat had entered into an agreement with Motorola to build out the next phase of the System's microwave and implement the MPLS. The Authority could use Nokia or Juniper as a router and Aviat has its own router but it is not certified by Motorola. Certification by Motorola means that it interacts with the P25 core that is in use by the System. He would like to discuss and receive direction on how to move forward.

Finance Committee members and Director McCarthy discussed the possibility of dividing the project into three parts: the microwave, the routers and MPLS. This would allow companies such as Aviat to be able to bid directly on any of the three parts of the project. They needed to consider the compatibility of all components.

Bm. Smith left the meeting at 12:01 p.m.

Bm. Silva voiced her concern that it is difficult to discuss contract terms with the vendor in the room. She asked what the timeframe on this project was and what was the drop dead date for the SUA compatibility.

Executive Director McCarthy stated the project could take 23-27 months to implement this project and the SUAs occurred every two years. He could only envision what would happen in this next SUA, and could not know what would happen in two+ years. There could be a delay in implementing the SUA, but could not know how this would affect the System. In 2022, there could not be an upgrade until the System makes this transition. He was now looking for direction from the Finance Committee on how to move forward.

The Finance Committee members and Director McCarthy discussed that there were 33 microwave installations that needed upgrades and did not want to find itself dealing with a sole source vendor, and needed to introduce a competitive process.

Director McCarthy has asked Aviat for a bid on any of the three parts of the project they could complete. The Authority has a contract with Aviat for emergency repairs and preventive maintenance now. He requested earlier this year that Aviat survey all 33 sites and report on conditions. He has received that report. Motorola brought Aviat in as its subcontractor on implementing the microwave. Now he has asked Aviate to provide him a quote directly for the same work it would be doing with Motorola.

Bm. Twa left at 12:09 p.m.

The Finance Committee discussed the possibility of Director McCarthy contracting with a program manager or technical expert to assist with review of proposals. There was a need find expertise in microwave that would support the Authority through the assessment of what is needed and how to go to the next level of the microwave network.

Director McCarthy stated he would continue conversations with different vendors and keep the Finance Committee informed.

Bm. Dupuis left the meeting at 12:19 p.m.

9. Discussion of EBRCSA Interference Analysis 5G

Director McCarthy stated 5G is being installed in jurisdictions and he has asked for assistance from CSI to see if it is going to cause any interference with the System. He would keep the Finance Committee informed.

10. Agenda Items for Next Meeting

TDMI Upgrade

11. Adjournment:

With no further business coming before the Finance Committee, the meeting was adjourned at 12:29 p.m.



Caroline P. Soto
Authority Secretary