



## **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**

#### **NOTICE OF REGULAR MEETING**

**DATE: November 8, 2019**

**TIME:** 11:00 a.m.

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

### **AGENDA**

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1. Call to Order/Roll Call
2. Public Comments (Meeting Open to the Public):  
At this time, the public is permitted to address the Committee on items within the Committee's subject matter jurisdiction that do not appear on the agenda. Please limit comments to a maximum of three (3) minutes. If you wish to comment on an item that is on the agenda, please wait until the item is read for consideration.
3. Approval of Minutes of the September 13, 2019, Finance Committee Meeting
4. Provide Direction regarding East Bay Municipal Utility District Request to Join EBRCSA
5. Provide Direction on Request from AT&T to Lease Space on the Patterson Pass Tower
6. 2020 EBRCSA Draft Calendar Committee and Board Meetings
7. Discussion of Nominations for the Board of Directors Chair and Vice Chair to be Voted on and Take Effect at the Close of the Meeting on December 6, 2019
8. Receive Information on Public Safety Power Shutdowns and Impact to EBRCSA
9. Update on the Faria Preserve Project, City of San Ramon
10. Update of Capitol Replacement Project Proposal
11. Update on Discussion of EBRCSA Microwave Upgrade and Transition to Multiprotocol Label Switching (MPLS)

**Alameda County Office of Homeland Security and Emergency Services  
4985 Broder Blvd, Dublin CA 94568 • (925) 803-7802 • [www.ebrcsa.org](http://www.ebrcsa.org)**

12. Receive Information on City of Vallejo Speaking to EBRCSA Executive Director

13. Agenda Items for Next Meeting

14. Adjournment

This AGENDA is posted in accordance with Government Code Section 54954.2(a)

*If requested, pursuant to Government Code Section 54953.2, this agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the federal rules and regulations adopted in implementation thereof. To make a request for disability-related modification or accommodation, please contact the EBRCSA at (925) 803-7802 at least 72 hours in advance of the meeting.*

I hereby certify that the attached agenda was posted 72 hours before the noted meeting.

A handwritten signature in black ink that reads "Tom McCarthy". The signature is written in a cursive, slightly slanted style.

Tom McCarthy, Executive Director

November 4, 2019



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**AGENDA ITEM NO. 3.**

**AGENDA STATEMENT  
FINANCE COMMITTEE MEETING  
MEETING DATE: November 8, 2019**

**TO:** Finance Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Approval of Minutes of the September 13, 2019 Regular Finance Committee Meeting

**RECOMMENDATIONS:**

Approve the minutes of the September 13, 2019 Regular Finance Committee meeting.

**SUMMARY/DISCUSSION:**

The Finance Committee will consider approval of the minutes of the September 13, 2019 Regular Finance Committee meeting.

**RECOMMENDED ACTION:**

It is recommended that the Committee approve the minutes of the September 13, 2019 Regular Finance Committee meeting.



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## **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**

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### **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 EBRC SA 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.





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**AGENDA ITEM NO. 4.**

**AGENDA STATEMENT  
FINANCE COMMITTEE MEETING  
MEETING DATE: November 8, 2019**

**TO:** Finance Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Discuss and Provide Direction Regarding East Bay Municipal Utility District Request to Join East Bay Regional Communication System Authority

**RECOMMENDATION:**

Provide direction regarding a request by East Bay Municipal Utility District (EBMUD) to join East Bay Regional Communication System Authority (EBRCSA).

**SUMMARY/DISCUSSION:**

Steve Frew, Manager of Security and Emergency Preparedness, for East Bay Municipal Utility District contacted the EBRCSA Executive Director and asked to join EBRCSA. The reason EBMUD wishes to join EBRCSA is firefighters cannot speak directly with EBMUD during a fire or disaster. Instead, a request is made via EBRCSA radio to the dispatcher who then calls EBMUD and relays the information between the firefighter and EBMUD. The firefighter is unable to communicate directly with the person at EBMUD. EBMUD has a radio system, however, its radio system is not compatible with EBRCSA and unable to communicate with members of EBRCSA. EBMUD provides a cellular phone for its staff who respond to requests made by fire department. During the recent Public Safety Power Shutdown, cellular phones in many areas were unable to receive or make calls due to the power shut off.

EBMUD is interested in joining EBRCSA so that it would have radio communication, during a fire or major disaster, with the firefighters on scene. Fire Departments often need to communicate with EBMUD during a major fire or disaster to request additional water pressure or if there is a problem with a hydrant.

EBMUD is requesting to have 45 radios and two consolettes connected to EBRCSA. EBMUD understands it is responsible for the purchase and maintenance of the equipment which it connects to EBRCSA. The radios would be used daily for EBMUD operations and during emergencies.

The Executive Director is seeking direction from the Operations Committee as EBMUD is not a Public Safety Agency requesting to join EBRCSA. EBRCSA does have other municipal districts that have been members since EBRCSA was created.

**FISCAL IMPACT:**

EBRCSA does not have any fiscal impact if EBMUD joins EBRCSA. EBMUD will not be utilizing consoles for its Dispatch Center and it will be responsible for equipment maintenance and upgrades.

**RECOMMENDED ACTION:**

It is recommended that the Committee discuss and provide direction, as needed, regarding East Bay Municipal Utility District becoming a member of EBRCSA and whether this should or should not be brought to the Board of Directors on December 6, 2019.



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**AGENDA ITEM NO. 5.**

**AGENDA STATEMENT  
FINANCE COMMITTEE MEETING  
MEETING DATE: November 8, 2019**

**TO:** Finance Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Discuss and Provide Direction Regarding a Request by AT&T

**RECOMMENDATION:**

Provide direction regarding a request by AT&T to lease space at the East Bay Regional Communication System Authority (EBRCSA) tower located on Patterson Pass Road in Livermore.

**SUMMARY/DISCUSSION:**

EBRCSA leases land from Alameda County StopWaste and has a shelter, generator, and tower at 13000 Patterson Pass Road, Livermore. EBRCSA does not lease tower space at any of its sites to any company. The Patterson Pass site has a microwave and radio transmission antennas mounted on the tower. AT&T would like to lease space at Patterson Pass for 4G cellular telephone transmission and reception. AT&T had a call with the Executive Director and Alameda County StopWaste on Thursday October 31, 2019, to discuss the plans it submitted to EBRCSA and StopWaste for review.

AT&T is interested in building a 4G Cellular Site on the land leased by EBRCSA from Alameda County StopWaste. Alameda County StopWaste is interested in the lease with AT&T, however, the land in that area has several environmental regulations which limit development of another site and tower, so it recommended a collocated site. The site is surrounded by an active cattle ranch.

The Executive Director has made no commitment to AT&T and informed them that this will require discussion and direction provided by the EBRCSA Board of Directors prior to beginning any review or discussion on its request.

The location is a desirable site as you can see Alameda County, Contra Costa County, and San Joaquin County from this site. The site does not have any Cellular towers on the hilltop. The site is problematic as it is subject to very strong winds year around which can cause problem if too much equipment is placed on the tower.

If the Committee recommends further discussion of this site a series of meetings with Motorola and CSI will be necessary to determine the amount of equipment AT&T can to place on the tower and the impact. The tower will require a structural analysis and determination if there is enough space to mount the equipment so that it does not cause interference with EBRCSA equipment and maintains enough space for EBRCSA equipment which might be necessary in the future.

AT&T has not mentioned what it would pay for lease on this tower and the surrounding land. It did state it would update the size of the generator so that it can supply adequate power for EBRCSA and AT&T. Alameda County StopWaste, during the call, explained several requirements if AT&T was to build the site to ensure that the project will not create any environmental impact.

The Executive Director is seeking direction from the Finance Committee concerning AT&T leasing space on the EBRCSA tower at Patterson Pass.

**FISCAL IMPACT:**

The fiscal impact is unknown at this time because a tower analysis and tower loading study must be completed to determine if the tower can support the loading AT&T has asked for. The Executive Director is having a meeting November 11, 2019 to review the plans and determine what those costs might be. The meeting could not be scheduled prior to the Committee meetings. If the Committee recommends proceeding, cost estimates will be sought and provided before a lease is written and approved by the Board of Directors. The cost estimates can be done prior to the meeting with the Board of Directors.

**RECOMMENDED ACTION:**

It is recommended that the Committee discuss and provide direction, as needed, regarding the AT&T request to lease space at Patterson Pass site and whether this should or should not be brought to the Board of Directors on December 6, 2019.



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**AGENDA ITEM NO. 6.**

**AGENDA STATEMENT  
FINANCE COMMITTEE MEETING  
MEETING DATE: November 8, 2019**

**TO:** Finance Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Approval of Draft 2020 Meeting Schedule

**RECOMMENDATIONS:**

Approve the Draft 2020 Meeting Schedule.

**SUMMARY/DISCUSSION:**

The Finance Committee will review the Draft 2020 meeting schedule for the Board of Directors, Finance Committee, Operations Committee, and Technical Advisory Committee Meetings.

**RECOMMENDED ACTION:**

Recommend that the Board of Directors approve the Draft 2020 Meeting Schedule.



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## **2020 EBRCSA Board and Committee Meeting Schedule**

### **Board of Directors**

March 7	10:00-12:00	Assembly Room, Alameda County OES
May 8	10:00-12:00	Assembly Room, Alameda County OES
September 25	10:00-12:00	Assembly Room, Alameda County OES
December 4	10:00-12:00	Assembly Room, Alameda County OES

### **Committees:**

February 21		
Operations Committee	9:30-10:30	Room 1013
Finance Committee	11:00-12:00	Room 1013
April 3		
Operations Committee	9:30-10:30	Room 1013
Finance Committee	11:00-12:00	Room 1013
September 4		
Operations Committee	9:30-10:30	Room 1013
Finance Committee	11:00-12:00	Room 1013
November 6		
Operations Committee	9:30-10:30	Room 1013
Finance Committee	11:00-12:00	Room 1013

TAC Meetings: First Thursday of the Month 9:30-11:30 in Room 1013 (if available) or 40% side

January 2

February 6

March 5

April 2

May 7

June 4

July 2

August 6

September 3

October 1

November 5

December 3

Revised: 11/2/2019

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**AGENDA ITEM NO. 7.**

**AGENDA STATEMENT  
FINANCE COMMITTEE MEETING  
MEETING DATE: November 8, 2019**

**TO:** Finance Committee  
East Bay Regional Communications System Authority (EBRCSA)

**FROM:** Tom McCarthy, Executive Director  
East Bay Regional Communications System Authority

**SUBJECT:** Annual Election of a Board Chair and Vice Chair as Required by the JPA Agreement and Bylaws

**RECOMMENDATIONS:**

Recommend to the Board of Directors the Annual Election of a Board Chair and Vice Chair, as required by the JPA Agreement and Bylaws, be held at the December 6, 2019, Board of Directors meeting.

**SUMMARY/DISCUSSION:**

The JPA Agreement and Bylaws for the Authority state that the Board Presiding officers shall be a Chair and Vice-Chair, elected annually from among its membership, to preside at meetings. In the absence of the Chair, the Board shall be presided over by the Vice-Chair. The positions of Chair and Vice-Chair will be filled by a representative from each County. If the Chair is from Alameda County, the Vice-Chair will be from Contra Costa County. If the Chair is from Contra Costa County, the Vice-Chair will be from Alameda County.

The Board of Directors will receive nominations from sitting members of the Board to fill the positions of Chair and Vice-Chair. The Board will vote on the nominations for Chair and Vice-Chair following Roberts's Rules of Order. The newly elected Chair and Vice Chair will assume their positions at the conclusion of the meeting and will continue in the positions for one year.

**RECOMMENDED ACTION:**

It is recommended that the Committee recommend to the Board of Directors to hold the election of Board Chair and Vice Chair as required by the JPA Agreement and Bylaws, at the December 6, 2019 Board of Directors meeting.