



COUNTY OF SONOMA

575 ADMINISTRATION
DRIVE, ROOM 102A
SANTA ROSA, CA 95403

SUMMARY REPORT

Agenda Date: 9/13/2022

To: Board of Supervisors

Department or Agency Name(s): Sheriff's Office

Staff Name and Phone Number: Brady Murphy, 565-2018

Vote Requirement: 4/5th

Supervisory District(s): Countywide

Title:

Delegated Authority for Telecommunications Revenue Agreements

Recommended Action:

Adopt a resolution delegating authority to the Sheriff through June 30, 2025 to execute revenue agreements with other public agencies for telecommunication maintenance and repair services.

Executive Summary:

The Sheriff's Office Telecommunications Bureau provides a variety of maintenance and repair services to other public agencies within Sonoma County and surrounding counties. The recommended action before the Board would delegate authority to the Sheriff to execute telecommunications maintenance and repair service revenue agreements and any associated amendments with other public agencies in consultation with County Counsel.

Discussion:

The Sheriff's Office Telecommunications Bureau (T-Comm) supports and maintains the County's telecommunications infrastructure and provides telecommunications services to the area's emergency responders and County agencies. This includes maintaining, repairing, and servicing portable and mobile radios for all County agencies. In addition, as time allows, T-Comm provides these services to other public agencies in Sonoma County and surrounding areas. For all of these agencies, T-Comm is the single point of contact for radio communication requirements. T-Comm technicians provide support to end users of portable and mobile radios, consultation for purchase of radio systems and equipment, repair and programming, and specialty installation as needed. T-Comm bills these agencies for services in accordance with the Board's annual fee ordinance which complies with the Board's full cost recovery policy. Services provided to other agencies do not interfere with the telecommunication needs of Sonoma County agencies, and in fact benefit the County as described below.

T-Comm currently has eleven service/revenue agreements with other agencies. Given existing agreement expirations and new interest in T-Comm services, T-Comm may execute anywhere from two to six service/revenue agreements annually depending on the outside agency's telecommunication projects and their service, repair, and connectivity needs.

Providing telecommunications maintenance and repair services to other public agencies is desirable as it supports interoperability between public safety personnel in dispatch centers, patrol vehicles, fire apparatus,

and ambulances throughout the area. Many, but not all, of these agencies participate in the Sonoma County Public Safety Consortium. Maintaining, repairing, and servicing portable and mobile radios and communication systems for these agencies provides continuity of services for these agencies and also allows several different agencies to work together and share crucial infrastructure and information with one another.

Some of the agencies receiving T-Comm services include but are not limited to: Redwood Empire Dispatch Communications Authority (REDCOM), West County Transportation Agency, Cotati Police Department, Petaluma Police Department, Santa Rosa Junior College, Rohnert Park Department of Public Safety, American Medical Response, Cloverdale Police Department, State of California Telecommunications Division, National Weather Service, and Sonoma County Public Safety Consortium. The range of services provided to these agencies varies greatly. For example, the REDCOM Agreement is estimated at \$16,800 annually in revenue, whereas the proposed Rohnert Park Department of Public Safety Agreement is estimated to not exceed \$7,500 annually. The Sheriff's annual budget for telecommunication services revenue is \$36,800. To ensure full cost recovery, T-Comm creates work orders to track labor and materials costs, as well as connectivity fees. Each month, the other agencies are billed for labor, materials, and connectivity costs on an as-provided basis.

Currently, all revenue contracts require Board approval. The Sheriff's Office is seeking delegated authority to execute T-Comm revenue agreements for the purpose described in this item. These types of telecommunication agreements are routinely entered into, serve the community, and are negotiated in consultation with County Counsel.

The Sheriff requests the Board adopt a resolution delegating authority to the Sheriff to execute revenue agreements with other public agencies for telecommunication maintenance and repair services. All delegated agreements will be developed in consultation with County Counsel and Risk Management. A sample of the type of agreement which would be covered by the requested delegated authority is attached. The requested delegated authority will expire on June 30, 2025, unless the Board of Supervisors approves an extension.

Strategic Plan:

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective led by the County Administrator's Office:

Pillar: Organizational Excellence

Goal: Goal 1: Strengthen operational effectiveness, fiscal reliability, and accountability

Objective: Objective 4: Streamline routine administrative procedures and workflows and delegate more signature authority to department heads in order to re-direct work force resources to more strategic priorities.

Prior Board Actions:

Multiple Telecommunications Service Agreements

FISCAL SUMMARY

Expenditures	FY 22-23 Adopted	FY23-24 Projected	FY 24-25 Projected
Budgeted Expenses	\$36,800	\$36,800	\$36,800
Additional Appropriation Requested			

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Total Expenditures	\$36,800	\$36,800	\$36,800
Funding Sources			
General Fund/WA GF			
State/Federal			
Fees/Other	\$36,800	\$36,800	\$36,800
Use of Fund Balance			
Contingencies			
Total Sources	\$36,800	\$36,800	\$36,800

Narrative Explanation of Fiscal Impacts:

\$36,800 is the estimated annual revenue which will be generated by the proposed delegated telecommunications service agreements. T-Comm implements expense tracking and billing practices to ensure full cost recovery of all services provided.

Staffing Impacts:			
Position Title (Payroll Classification)	Monthly Salary Range (A-I Step)	Additions (Number)	Deletions (Number)

Narrative Explanation of Staffing Impacts (If Required):

N/A

Attachments:

Sample - Rohnert Park Department of Public Safety Maintenance and Repair Services Agreement

Related Items "On File" with the Clerk of the Board:

N/A