



SUMMARY REPORT

Agenda Date: 4/20/2021

To: Sonoma County Board of Supervisors
Department or Agency Name(s): Sheriff's Office
Staff Name and Phone Number: Heidi Keith, 565-2812
Vote Requirement: Majority
Supervisory District(s): Countywide

Title:

Telecommunications Agreements for Services

Recommended Action:

- A. Authorize the Sheriff to execute a Maintenance Agreement with Lake County for the Sheriff's Office Telecommunications Bureau to perform radio-dispatch console preventative maintenance and repair services. Fee revenue for services shall not exceed \$20,000 per year and the Agreement will renew automatically until terminated by either party.
- B. Authorize the Chair of the Board of Supervisors to execute a maintenance and repair Agreement with Redwood Empire Dispatch Communications (REDCOM) for the Sheriff's Office Telecommunications Bureau to provide services to support, operate, maintain, and enhance the REDCOM Radio Communications Network. Fee revenue for services are estimated to be \$17,148 per year, plus reimbursement for any expenses incurred for system repairs. The Agreement will renew automatically until terminated by either party.

Executive Summary:

The Sheriff is seeking authorization to enter into two agreements that allow the Sheriff's Office Telecommunications (T-Comm) Bureau to provide telecommunications services to other non-County governmental agencies. The first Agreement is with Lake County to provide services for preventative maintenance, which includes daily monitoring to ensure Lake County's radio-console dispatch equipment is functioning properly. The second Agreement is with the Redwood Empire Dispatch Communications (REDCOM) to provide preventative maintenance services to ensure their public-safety radio and radio-console dispatch equipment is functioning properly. Both Agreements comply with the Board's policy of full cost recovery and have terms that allow for automatic renewal until terminated by either party.

Discussion:

The Sheriff's T-Comm Bureau has developed and maintains the County of Sonoma's network of wireless communication facilities which provide voice radio and wireless data communication for essential services including, the 9-1-1 dispatch system, emergency fire services, emergency medical response services, law enforcement, and other first responder public safety and public works agencies. The T-Comm Bureau also provides services to outside agencies as allowed by Government Code Section 53060. These services include maintaining and repairing public safety infrastructure including, portable radios, mobile radios, base station radios, and repeaters. Work provided to non-County agencies is only scheduled on an as-available basis and in

no way interferes with work provided to the County.

Lake County has requested services of the T-Comm Bureau to conduct preventative maintenance and repair of their existing Radio- Console Dispatch System located at Lake County Sheriff's Office. This system provides access and control to their remote radio sites which support critical 9-1-1 public safety services to their community. Services provided will include remote monitoring and quarterly on-site inspections to perform routine maintenance and minor repairs.

The Lake County Agreement estimates 8 labor hours annually. Based on the current Sheriff's Office Board approved fees (Ordinance No. 6303), the cost to Lake County is estimated to be \$637 per year. The Agreement also covers any services needed to perform repairs to their Radio-Console Dispatch System. Due to the unpredictability of equipment failures, the Agreement has a not to exceed amount of \$20,000 per year to allow for any necessary repairs.

Preventative maintenance and repairs services have been provided to REDCOM by the T-Comm Bureau since 1999. The proposed Agreement serves to clarify and document the services that have been provided. This new Agreement will allow the T-Comm Bureau to continue to provide preventative maintenance and repairs services, and will ensure full cost recovery by updating the fees charges to REDCOM based on the Board adopted Fee Ordinance No. 6303. Services provided to REDCOM include the radio dispatch system located at the REDCOM main-dispatch facility in the Sheriff's Main Office Building as well as radio and support equipment located at various County-maintained mountaintop sites. Services include remote monitoring and quarterly on-site inspections to perform proper routine maintenance and minor repairs. In additional, this Agreement includes all Federal Communication Commission (FCC) licensing and management for frequencies operated in support of the REDCOM Radio Communications Network.

Under the REDCOM Agreement, services for preventative maintenance are estimated at \$17,148 annually, which includes 215 labor hours (\$13,980) and network fees (\$3,168). Network fees offset the cost of supporting the County's existing microwave radio network which carries all of the County radio traffic and supports remote-network monitoring required for the efficient operation of the radio-network. REDCOM is responsible for the payment of the costs associated with repair parts, equipment, and labor.

The term of both Agreements will cover an initial five year period with the option to extend every fiscal year, for additional one-year periods until terminated by either party.

Prior Board Actions:

There have been no prior Board actions.

FISCAL SUMMARY

Expenditures	FY 20-21 Adopted	FY21-22 Projected	FY 22-23 Projected
Budgeted Expenses	\$17,148	\$37,148	\$37,148
Additional Appropriation Requested			
Total Expenditures	\$17,148	\$37,148	\$37,148
Funding Sources			

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General Fund/WA GF			
State/Federal			
Fees/Other	\$17,148	\$37,148	\$37,148
Use of Fund Balance			
Contingencies			
Total Sources	\$17,148	\$37,148	\$37,148

Narrative Explanation of Fiscal Impacts:

The Lake County Agreement for Preventative Maintenance has a not to exceed limit of \$20,000 per year. Any purchases required to complete the services described in the Agreement will be purchased directly by Lake County. T-Comm labor associated with for repair services will be charged to Lake County as they occur. There are no services anticipated for Lake County in Fiscal Year 20-21.

The REDCOM Agreement preventative maintenance services and network fees are estimated at \$17,148 annually. REDCOM is responsible for the payment of the costs associated with repair parts, equipment, and labor. The annual fee and offsetting revenue of \$17,148 is expected for REDCOM.

Expenses and offsetting revenues for both Agreements are included in the Sheriff's Adopted Fiscal Year 20-21 budget and the Fiscal Year 21-22 Recommended Budget.

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

Narrative Explanation of Staffing Impacts (If Required):

There are no staffing impacts.

Attachments:

Agreement for Telecommunication Maintenance Repair and Services (Lake County)
Agreement for Telecommunication Maintenance Repair and Services (REDCOM)

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

N/A