

# CLACKAMAS CSOO RADIO GROUP

## BOARD OF DIRECTORS MEETING AGENDA

October 10, 2018 / 10:30AM

Meeting to be held at:

**CCOM/Disaster Management 2200 Kaen Rd, Oregon City, OR 97045**

Call In 800-704-9804 / Access Code: 345832#

1. Call the Board of Directors meeting to Order - Chair Deputy Chief Ryan Hari
2. Roll Call of Partners: (18/10)
  - a. City of Canby
  - b. City of Gladstone
  - c. City of Lake Oswego
  - d. City of Milwaukie
  - e. City of Molalla
  - f. City of Oregon City
  - g. City of Sandy
  - h. City of West Linn
  - i. Canby Fire District
  - j. Clackamas Fire District #1
  - k. Colton Fire District
  - l. Estacada Fire District
  - m. Hoodland Fire District
  - n. Molalla Fire District
  - o. Sandy Fire District
  - p. Tualatin Valley Fire & Rescue
  - q. Clackamas County Sheriff
  - r. Clackamas County Health
3. \*Approval of Minutes of: September 19, 2018 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - John Hartsock
7. Committee Reports
  - a. Executive Committee - Ryan Hari
  - b. Technical - John Hartsock
  - c. Citizen Accountability - John Hartsock - Next Meeting December 18, 2018
8. Old Business: (\* Action Item)
  - a. System Management: Ron Polluconi
  - b. System Upgrade/Replacement
    - i. Project Status / Procurement - Bjorn Morfin - John Hartsock
    - ii. Fire Station Alerting / Paging - John Hartsock
      1. FSA Install Project Management
    - iii. Portable / Mobile Radio Deployment - Motorola
9. New Business: (\* Action Item)
  - a. \* Approval of Change Order to Todd Hess Construction for the remodel of the Brightwood/Lenhardt/Day Hill/Sawtell/Goat Mtn/CCOM sites.
  - b. **Next Board Meeting November 14, 2018 10:30A @ CCOM - EOC**
10. Open Agenda
11. Adjournment



# **CLACKAMAS C800 RADIO GROUP**

## **BOARD OF DIRECTORS MEETING**

**Meeting Minutes of the September 19, 2018 Meeting**  
**CFD #1, Station 15. 624 7<sup>th</sup> Street, Oregon City, OR 97045**

**1. C800 Board Meeting Called to Order at 1030**

**2. The following were in attendance:**

City of Canby/Chief Bret Smith

City of Gladstone/Deputy Chief Randy  
Hopperstad

City of Lake Oswego/LeAnne Senger/Scott  
Thran

City of Milwaukie/Steve Bartol/Luke Strait

City of Sandy/Chief Ernie Roberts

Canby Fire District/Chief Jim Davis

Clackamas Fire District #1/Deputy Chief Ryan  
Hari/Deputy Chief Mike Corless/Melissa  
Fielman/Rachel Trotman

Estacada Fire/Richard Anderson

Hoodland Fire District/Joe Schwab

Molalla Fire District/Chief Jim Davis Proxy

Sandy Fire District/Chief Phil Schneider

Tualatin Valley Fire & Rescue/Mark Havener

CCOM/Anna Pendergrass

Clackamas Co. Administration/Laurel Butman  
/Brian Nava

Motorola/Pete Stuhldreher/Andrew Chyterbok  
C800/John Hartsock/Bjorn Morfin

**3. Approval of Minutes - June 13, 2018 Board Meeting:** Bret Smith made a motion to approve the minutes of the July 11, 2018 meeting as submitted and the motion was seconded by Mark Havener. A unanimous vote was cast in favor.

**4. Public Comment:** None

**5. Communications:** None

**6. Financial Report** - John Hartsock reported that both the July and August reports in packet; on budget. Nothing to report.

**7. Committee Reports**

a. Executive Committee

i. Hasn't met since last Board meeting, nothing to report

b. Technical

i. Met August 22, 2018 and reviewed system status, transition of the radio system and logging recording. No significant issues.

c. Citizen Accountability – Next Meeting December 18, 2018

i. Met Sept 18, 2018

ii. Outlined Project status

- Strong response when asked the question if they are getting something out of it, and are glad to be involved.
- Suggestions: More public education. Information pieces to be distributed to public.

## 8. Old Business:

- a. System Management: John Hartsock: Ron, 2 techs, and John were in Chicago last week for training, updates and system acceptance testing. Whole system was staged and wired to allow for comprehensive testing.
- b. System Upgrade/Replacement
  - i. Project Status
    - September Project update status packet provided.
    - Barton Site: Expect land use approval in next week or two. Construction drawing/permits in 3 to 4 weeks. Plan to start construction by end of year.
    - Damascus/Sandy/Canby-clean up - construction complete
    - Wilsonville-Struggling to obtain required access easement. Will look at utilizing eminent domain to obtain easement. Alternate site being explored at the southern end of Wilsonville would provide good coverage with added coverage of Canby/Aurora areas.
    - BLM Sites:
      - Crutcher Bench- Repairing bridge (Done in 3-4 weeks). Will obtain building permit about that time.
      - Highland Butte- BLM has concerns with the amount of tree removal. Meeting with BLM scheduled October 1<sup>st</sup> in Salem.
    - 4 US Forest Service Sites: Expect approval by end of year.
    - Existing sites- Mt Scott/Mtn View/Pete's/Polivka/Redland/View Acres completing construction. Balance: Brightwood/Day Hill /Goat /Lenhart /Sawtell/Timberline/CCOM are starting construction with an anticipated completion in the spring of 2019.
    - Schedule: A little behind / shooting for November of 2019 for turn on.
    - Budget: Tracking on budget maintaining a \$7M contingency.
  - ii. Fire Station Alerting/Paging – John Hartsock
    1. Fire station alerting. US Digital has contacted all agencies- most agencies have floorplans back to them. US Digital working on design and cost estimate. Anticipate being able to award contract in late November.
    2. 900 test pagers out to Molalla & Canby will also be provided to Sandy and Hoodland as well. Goal is to get everyone on 900 Paging as soon as possible
  - iii. Portable/Mobile Radio Deployment
    1. Presentation by Pete Stuhldreher, regional services manager from Motorola, on the deployment and schedule for the subscriber radios. He advised that Lenny Genmar will be reaching out to agencies. John will send out presentation via email

## 9. New Business: (\*Action Item)

- a. \* Approval to award a contract for the construction of Highland/Crutcher's/Barton to T3 Construction.
  - i. Put out to public bid; 7 respondents for all 3 sites
  - ii. Recommending approval for contract with T3 Construction out of Roseburg, OR Motion made by Randy Hopperstad to authorize the C800 Board of Directors to approve this contract in the amount of \$1,372,975 to T3 Construction. Motion was seconded by Mark Havener. A unanimous vote was cast in favor.
- b. \* Approval to award a contract for the tower upgrades at Redland/Mt. View/View Acres to Summit Solutions
  - i. Competitive bid-out to 2 bidders. Complicated work on existing site.
  - ii. Recommending approval for contract with Summit Solutions out of Sisters, OR.

Motion made by Mike Corless to authorize the C800 Board of Directors to approve this contract in the amount of \$186,593 to Summit Solutions. Motion was seconded by Steve Bartol. A unanimous vote was cast in favor.

- c. \* Approval to award a contract for upgrades and expansion of the microwave system to Microwave Networks, Inc.
  - i. Recommending approval for contract with Microwave Networks, Inc.  
Motion made by Steve Bartol to authorize the C800 Board of Directors to approve this contract in the amount of \$2,349,951 to Microwave Networks. Motion was seconded by Bret Smith. A unanimous vote was cast in favor.
- d. \*Approval to award a contract for furnishing and installing the 48V DC systems to Day Wireless Systems of Milwaukie, OR.
  - i. All radios run on 48V-longer operational periods in power outage
  - ii. Recommending approval for contract with Day Wireless Systems.  
Motion made by Bret Smith to authorize the C800 Board of Directors to approve this contract in the amount of \$904,051.63 to Day Wireless Systems. Motion was seconded by Mark Havener. A unanimous vote was cast in favor.
- e. \*Approval to award a contract for structural upgrades to towers at Wilsonville/Sandy/Damascus/Canby/Sawtell to Saber Industries.
  - i. Upgraded to 6 and 8 foot microwave dishes-adding bracing to towers to adequately carry the load.
  - ii. Recommending approval for a change order with Saber Industries.  
Motion made by Jim Davis to authorize the C800 Board of Directors to approve this contract in the amount of \$141,982 to Saber Industries. Motion was seconded by Mark Havener. A unanimous vote was cast in favor.

**f. Next Board Meeting**

**i. Next meeting October 10, 2018 10:30 at COMM**

10. Open Agenda

- a. John asked Chief Charlton about Motorola accountability software that was presented at the Fire Chief's national conference. Motorola will present to next Fire Defense Board meeting.
- b. Randy stated that he spoke with Dave Gibson and advised that Dave will do mobile installs at stations at a rate of \$500 for 6 hours of work. He will email John Dave's contact info.
- c. Phil stated that Day Wireless will do installs for \$450 per radio

11. Meeting adjourned at 11:15 am.





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## Board of Directors Action Request

**To:** C800 Board of Directors  
**From:** John Hartsock, Manager  
**Date:** October 10, 2018  
**Re:** Approve a Contract Change Order to Todd Hess Building Company for the Remodel of the Brightwood/Lenhart/Day Hill/Sawtell/Goat Mtn/CCOM sites.

**REQUEST:** It is hereby requested that the C800 Board of Directors approve issuing a contract change order in the amount of \$1,150,354 for the remodel of to the Brightwood/Lenhart/Day Hill/Sawtell/Goat Mtn/CCOM sites to Todd Hess Building Co.

**DESCRIPTION:** In July of 2017 the Board authorized the use of an alternative contracting method, design build, for the existing site upgrade and remodels. In August of 2017 the Board authorized a contract to Todd Hess Building Company for the design and construction of the first six sites, Mt Scott, Mtn View, Pete's Mtn, Polivka, Redland Rd, and View Acres.

Todd Hess Building Company has developed the cost for the remaining sites and presented this change order for approval.

**FINANCE:** The funds are budgeted in capital outlay as part of the Bond funding.

**LEGAL:** A C800 contract change order will be utilized as approved by legal counsel.

**RECOMMENDATION:** It is hereby recommended that the C800 Board of Directors approve issuing a contract change order in the amount of \$1,150,354 for the remodel of to the Brightwood/Lenhart/Day Hill/Sawtell/Goat Mtn/CCOM sites to Todd Hess Building Co.