

CLACKAMAS CS00 RADIO GROUP

BOARD OF DIRECTORS MEETING AGENDA

February 20, 2019 / 10:00AM

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: January 23, 2019 Board Meeting
4. Public Comment
5. Communications
6. Financial Report - January 2019 - John Hartsock
7. Committee Reports
 - a. Executive Committee - Ryan Hari
 - b. Technical - John Hartsock
 - c. Citizen Accountability - John Hartsock - Next Meeting March 19, 2019 - 6:30 PM at Canby Fire
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
 - iii. Portable / Mobile Radio Deployment - Motorola
 - iv. Use of Bond Premium Funds
9. New Business: (* Action Item)
 - a. * Accept the FY 2017/2018 Financial Audit
 - b. * Approval of Change Order to Saber Towers

- c. * Approval of Change Order to SecuraSite
- d. * Approval of Site Lease at Hoodland Fire Brightwood Station
- e. * Approval of Purchase of UPS for CCOM Prime Radio Site
- f. * Approval of increased monthly stipend for JN Hartsock Project Management
- g. **Next Board Meeting March 20, 2019 10:00AM @ CCOM - EOC**

10. Open Agenda

11. Adjournment

CLACKAMAS C800 RADIO GROUP

BOARD OF DIRECTORS MEETING AGENDA

Meeting Minutes of the January 23, 2019 Meeting
CCOM/Disaster Management, 2200 Kaen Rd., Oregon City, OR 97045

1. C800 Board Meeting Called to Order at 1000

2. The following were in attendance:

City of Canby / Chief Bret Smith	Hoodland Fire District / Joe Schwab
City of Gladstone / Randy Hopperstad	Molalla Fire District / Chief Vince Stafford
City of Lake Oswego / Scott Thran / Chief Don Johnson / David Morris / Sue Scobert	Sandy Fire District / Chief Phil Schneider
City of Milwaukie / Chief Steve Bartol	Tualatin Valley Fire & Rescue / Deputy Chief Mark Havener
City of Molalla / Frank Schoenfeld / Chief Rod Lucich	CCSO / Chief Deputy James Rhodes
City of Sandy / Sean Lundry	
City of West Linn / Peter Mahuna / Chief Terry Kruger	CCOM / Cheryl Bledsoe / Toni Sexton
Canby Fire District / Chief Jim Davis / Jason Wanner	Clackamas County / Laurel Butman / Brian Nava
Clackamas Fire District #1/ Deputy Chief Ryan Hari / Div Chief Mike Corless / Rachel Trotman	WCCCA / Ron Polluconi
Estacada Fire District / Richard Anderson	C800 / John Hartsock/Bjorn Morfin
	Day Wireless / Chris Tate

3. Approval of Minutes – November 14, 2018 Board Meeting - Jim Davis made a motion to approve the minutes of the November 14, 2018 board meeting as submitted and the motion was seconded by Phil Schneider. A unanimous vote was cast in favor.

4. Public Comment: None

5. Communications: None

6. Financial Report John Hartsock reported that the November and December financial reports are included in the packet. Nothing unusual to report, tracking is on budget. John stated that he included the audit for last year. (It was noted that the audit did not get included in the packet and was subsequently forwarded to all) It was a clean audit. He stated that we will accept it at the next meeting.

7. Committee Reports

- Executive Committee = Did not meet; no report.
- Technical – Met prior to Board meeting. Reviewed site and system issues, system upgrades at existing sites and talked about replacement planning.
- Citizen Accountability = Met in December. The agenda that was discussed is included in the packet. John noted that the interest level and attention span was good. Ron's presentation on resiliency was good. Next meeting will be March 19, 2019 at 6:30 PM at Canby Fire.

8. Old Business:

- System Management: Ron stated there have been some minor issues with existing equipment, but relatively quiet. Luckily, only snow at two sites, so it is easy to get to the sites. Impact to system performance with regards to install work is minimal. Biggest challenge is radio interference from Intel Campus; rapid pulse interference. Hoping to get that sorted out soon.

b. System Upgrade/Replacement

- i. John stated that the status report is included in the packet with additional information on resiliency. All new facilities are designed as essential facility structures. These structures will withstand 9.0 earthquake and still operate. Working to bring the existing buildings to this level as well.
- ii. Project Status/Procurement-Bjorn Morfin
 1. Barton Site: Had an appeal on the land use but was over ruled by the hearing's officer. Submitted building permits yesterday. Construction hopefully to start first of March.
 2. Cooks Butte- Have had multiple meetings with City Lake Oswego, including pre-application conference. It's an extensive project in regard to what the city requires.
 3. Sandy/Damascus/Canby: Virtually complete; just some clean up items left.
 4. Wilsonville: Still looking for a site. Going back to City of Wilsonville to see if they will allow an easement on the property to the North. There are four new candidates identified last week that they have letters out to.
 5. BLM:
 - Crutcher Bench- Bridge will be complete and passable this week. At that point, we need to get BLM out there to look at the site.
 - Highland Butte- Waiting on BLM to issue timber purchase instructions. Picked up permits yesterday.
 6. 4 Forest Service Sites: Waiting for government to open back up.
 7. Hoodland Fire: Microwave Hop site. Working to get land use submitted first week of February.
 8. Existing Sites: Work at ground level, virtually complete. Hoping to QC those next week. After that, will be moving toward with tower remodel and tower replacements.
 9. CCOM-Cheryl signed land use application this morning. Getting permits today for tower work.
 10. Question asked: "How many sites have to be operational to turn system on?" "Would Wilsonville delay from original plan affect getting system turned on?"
 - John stated that they have talked about this possibility. Some sites are key because they are a hub. He stated that there is a way that we could isolate them. It's a site by site decision. We will have plenty of planning time to answer this question.
 - Ron discussed coverage analysis; looking at risk and liability and system acceptance and testing by Motorola.
 - John stated that it is an ongoing effort. He stated they meet with Motorola weekly. It isn't something that would be a last minute decision.
 11. Question asked about Highland Butte: "If government opens soon, what would be the expected completion date?"
 1. Bjorn stated that if they go back to work February, get agreement and start construction late February, would probably be done around May/June at the earliest.

iii Fire Station Alerting/Paging – John Hartsock

1. John stated that he has included in the packet a "where we are" report, looking at both the budget and the estimate that we have. He looked at what would be a typical station (controller, UPS, 3 message signs, shipping, engineering and installation.) It would be around \$30,000. He said that right now, an example of this is Estacada. There are 41 stations in the list. He stated that the Base Station contribution would be around the \$30,000 range. Ryan suggested that in the next 30 to 60 days have a formal proposal. John stated that he and Ron want to get the final numbers and get moving forward with this.

iv Portable/Mobile Radio Deployment-John Hartsock

1. John/Ron outlined that Motorola is continuing with subscriber deployment and training. We are updating the SPOC hand out and Darin Miller, WCCCA Tech who is providing training and SPOC support, will be working with agencies to assist in the deployment.

v. Use of Bond Premium Funds-John Hartsock

- a. Our bond sale yielded a premium, \$7.1 million which is held in reserve until we are closer to project completion. The allocation of these dollars will be a joint agreement between the Clackamas County Commissioners / C800 Board of Directors / Citizen Advisory Committee. There is also contingency money (not sure how much will be left at completion of the project). Question is what we do with these monies.
- b. Ryan Hari stated that he thinks that the Board needs to start thinking about what we should recommend to the County for money that is left over. He stated that in fairness to the Partners, they should be able to voice their opinion on what that looks like. Ryan suggested that the group have one or two law representatives and one or two fire representatives to form a committee and get ideas from both sides; get list of priorities from each. List could be brought back to the group in about 60 days. If interested, send Ryan an email in the next week or so to set up committee.

9. New Business: (*Action Item)

- a. Election of Officers - Ryan Hari stated that the Bylaws state that the 2nd vice chair becomes the 1st vice chair, the 1st vice chair becomes the chair, and then a 2nd vice chair is elected. Due to Chief Bartol and Chief Morrissey's retirements there is no succession moving forward.
- b. Ryan offered to serve another term as Chair for continuity if the group choose to do so.
- c. *Action request to elect a new board.
 - Open nominations for Chair.
 - a. Jim Davis nominated Ryan Hari. Second by Sue Scobert. Ryan said he would be retiring during this term, but will be working back. No other nominations. A unanimous vote was cast in favor.
 - Open nominations for 1st Vice Chair.
 - a. Jim Davis nominated Brett Smith from Canby. He declined. Scott Thran nominated Sue Scobert. Second by Mike Corless. A unanimous vote was cast in favor.
 - Open nominations for 2nd Vice Chair.
 - a. Brett Smith nominated Jim Davis. He declined. Jim Davis nominated Vince Stafford from Molalla. Second by Randy Hopperstad. A unanimous vote was cast in favor.
- d. * Approval of accepting the FY 2019/2020 budget calendar and that the Chair appoint John Hartsock as the Budget Officer.
 - i. Motion made by Vince Stafford to authorize the C800 Board of Directors to accept the FY 2019/2020 budget calendar and appoint John Hartsock as the Budget Officer. Second by Sue Scobert. A unanimous vote was cast in favor.
- e. * Approval to issue a contract change order in the amount of \$182,951 for the remodel of the CCOM Site to Todd Hess Building Company.
 - i. Motion made by Randy Hopperstad to authorize the C800 Board of Directors to issue the change order in the amount of \$182,951 for the remodel of the CCOM Site to Todd Hess Building Company. Second by Phil Schneider. A unanimous vote was cast in favor.

- f. *Approval to issue a contract change order in the amount of \$345,567 for additional 48V batteries, DC inverters and associated wiring at all sites to Day Wireless.
 - i. Motion made by Rod Lucich to authorize the C800 Board of Directors to issue the change order in the amount of \$345,567 for additional 48V batteries, DC inverters and associated wiring at all sites to Day Wireless. Second by Sue Scobert. A unanimous vote was cast in favor.
- g. *Approval of our Insurance Renewal with Special District's Insurance Services in the amount of \$30,700.
 - i. Motion made by Vince Stafford to authorize the insurance renewal with Special District's Insurance Services in the amount of \$30,700. Second by Mike Corless. A unanimous vote was cast in favor.
- h. *Approval of a revised list of authorized check signers which will be: Chair- Ryan Hari, First Vice Chair- Sue Scobert, and Second Vice Chair-Vince Stafford.
 - i. Motion made by Steve Bartol that the following individuals be authorized this day as check signers for the checking account at Clackamas County Bank (733508): Chair – Deputy Chief Ryan Hari, First Vice Chair – Sue Scobert, and Second Vice Chair Chief Vince Stafford. Further that Chief Steve Bartol and Chief Bob Morrissey shall be removed as authorized signers. Second by Brett Smith. A unanimous vote was cast in favor.
 - ii. John advised that he would coordinate the change of signatures with Clackamas County Bank.
- i. 2019 Board Meeting Dates – Meeting are being held on the third Wednesday of the month and the time has been adjusted to 10:00 AM. No August Board Meeting. This group has not met in August on regular basis, so it was left out on purpose.

10. Next Board Meeting: Next meeting February 20, 2019 at CCOM/EOC

11. Open Agenda

- a. John realized that the audit did not get into packet. He will email to all.
- b. Chief Davis asked about programing of the new radios. He stated that Day Wireless only programed A, B and C. Ron stated that Day Wireless should have given better instruction/training when dropping off the radios. He shared that D, E and F are blank and can be set to whatever the Agency chooses. Day Wireless should have trained Agencies on setting D, E and F. John and Ron have meeting with Day Wireless today, they will bring this up.
- c. Discussion about “Out of range” message.
- d. Ron Lucich from Molalla Police stated he will be retiring effective May 1. Frank Schoenfeld will become the new Chief.

12. Meeting adjourned at 10:56 AM.

Clackamas 800 Radio Group

Profit & Loss Budget vs. Actual

July 2018 through January 2019

	Jul '18 - Jan 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
401-00 · Beginning Fund Balance	0.00	531,933.00	-531,933.00	0.0%
405-00 · Members Contracts	60,200.00	61,060.00	-860.00	98.6%
410-00 · Partners Fees	988,247.50	953,418.00	34,829.50	103.7%
420-00 · Partners Debt Service Zone Cont	93,689.00	93,689.00	0.00	100.0%
421-00 · Partner Debt Service Microwave	0.00	0.00	0.00	0.0%
430-00 · Subscriber Radio Payments	0.00	200,000.00	-200,000.00	0.0%
431-00 · Interest Income	71.20	2,000.00	-1,928.80	3.6%
435-00 · Lease Revenue	17,723.34	46,846.00	-29,122.66	37.8%
440-00 · Miscellaneous Income	0.00	1,000.00	-1,000.00	0.0%
450-00 · Intergovernmental-Clackamas Co	14,005,587.77	20,000,000.00	-5,994,412.23	70.0%
455-00 · Bond Interest Income	0.00	400,000.00	-400,000.00	0.0%
Total Income	15,165,518.81	22,289,946.00	-7,124,427.19	68.0%
Gross Profit	15,165,518.81	22,289,946.00	-7,124,427.19	68.0%
Expense				
605-00 · Site Rental	155,913.32	159,597.00	-3,683.68	97.7%
610-00 · Fuel/Generators	10,464.61	15,000.00	-4,535.39	69.8%
615-00 · HVAC Maintenance	1,811.92	7,000.00	-5,188.08	25.9%
620-00 · Landscape Maintenance	8,460.00	7,500.00	960.00	112.8%
621-00 · Office Supplies	0.00	3,000.00	-3,000.00	0.0%
625-00 · Generator Maintenance	862.50	9,000.00	-8,137.50	9.6%
630-00 · UPS Maintenance	0.00	2,000.00	-2,000.00	0.0%
635-00 · Battery Maintenance	295.00	6,500.00	-6,205.00	4.5%
645-00 · Insurance	32,263.69	28,860.00	3,403.69	111.8%
650-00 · Utilities	28,385.80	157,500.00	-129,114.20	18.0%
655-00 · Consultant Services	27,283.41	38,400.00	-11,116.59	71.1%
657-00 · Regional Radio Expense	0.00	1,500.00	-1,500.00	0.0%
660-00 · WCCCA System Fees	559,950.00	735,332.00	-175,382.00	76.1%
665-00 · Radio Maintenance Fees	64,632.35	60,000.00	4,632.35	107.7%
670-00 · Legal Services	2,508.00	8,000.00	-5,492.00	31.4%
675-00 · Financial Services	4,287.00	8,500.00	-4,213.00	50.4%
680-00 · Audit Fees	6,285.00	7,500.00	-1,215.00	83.8%
683-00 · Capital Reserve	0.00	100,000.00	-100,000.00	0.0%
685-00 · Miscellaneous Expenses	825.12	8,052.00	-7,226.88	10.2%
686-00 · Meeting Expenses	0.00	2,000.00	-2,000.00	0.0%
703-00 · Capital Outlay				
703-01 · Buildings & Land Improvement				
703-011 · Land Improvement	1,179,845.02			
703-012 · Building	11,996,563.14			
703-013 · Tower	440,976.30			
703-014 · Generator	134,755.00			
Total 703-01 · Buildings & Land Improvement	13,752,139.46			
703-02 · Radio Backbone				
703-021 · Simulcast / Master Site	7,541.50			
703-022 · Subscriber Radios	70,922.26			
703-024 · Paging	7,523.31			
Total 703-02 · Radio Backbone	85,987.07			
703-03 · Equipment				
703-034 · Microwave	1,870,026.90			
Total 703-03 · Equipment	1,870,026.90			
703-00 · Capital Outlay - Other	441,764.09	20,600,000.00	-20,158,235.91	2.1%
Total 703-00 · Capital Outlay	16,149,917.52	20,600,000.00	-4,450,082.48	78.4%
795-00 · Debt Service	93,688.00	94,000.00	-312.00	99.7%
800-00 · Operating Contingency	0.00	50,000.00	-50,000.00	0.0%
999-00 · Unappropriated End Fund Bal	0.00	180,704.00	-180,704.00	0.0%
Total Expense	17,147,833.24	22,289,945.00	-5,142,111.76	76.9%
Net Ordinary Income	-1,982,314.43	1.00	-1,982,315.43	-198,231,443.0%
Net Income	-1,982,314.43	1.00	-1,982,315.43	-198,231,443.0%

Clackamas 800 Radio Group Profit & Loss Detail

January 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
Ordinary Income/Expense							
Income							
431-00 · Interest Income							
Deposit	01/31/2019			Interest		10.69	10.69
Total 431-00 · Interest Income						10.69	10.69
435-00 · Lease Revenue							
Invoice	01/02/2019	18-207	ODOT	Pete's Mountain Lease - Due ...		2,655.34	2,655.34
Deposit	01/24/2019		FBI	Deposit		130.00	2,785.34
Deposit	01/24/2019		FBI	Deposit		130.00	2,915.34
Total 435-00 · Lease Revenue						2,915.34	2,915.34
450-00 · Intergovernmental-Clackamas Co							
Deposit	01/11/2019		Clackamas County - Bond Related	Deposit		205,365.57	205,365.57
Total 450-00 · Intergovernmental-Clackamas Co						205,365.57	205,365.57
Total Income						208,291.60	208,291.60
Gross Profit						208,291.60	208,291.60
Expense							
605-00 · Site Rental							
Bill	01/02/2019	2532	Cascade Utilities Inc.		19 Day Hill	16,882.68	16,882.68
Total 605-00 · Site Rental						16,882.68	16,882.68
625-00 · Generator Maintenance							
Bill	01/15/2019	1902A	Power Systems Plus Inc.			862.50	862.50
Total 625-00 · Generator Maintenance						862.50	862.50
635-00 · Battery Maintenance							
Bill	01/08/2019	88183...	Alpha Technologies Services Inc.			295.00	295.00
Total 635-00 · Battery Maintenance						295.00	295.00
645-00 · Insurance							
Bill	01/02/2019	34P34...	Special Districts Insurance Services			30,700.00	30,700.00
Total 645-00 · Insurance						30,700.00	30,700.00
650-00 · Utilities							
Check	01/02/2019	EFT	PGE			229.78	229.78
Check	01/02/2019	EFT	PGE			303.35	533.13
Check	01/07/2019	EFT	PGE			420.22	953.35
Check	01/09/2019	EFT	PGE			354.90	1,308.25
Check	01/11/2019	EFT	PGE			140.77	1,449.02
Bill	01/11/2019		Canby Utility		16 Canby	19.02	1,468.04
Check	01/16/2019	EFT	PGE			290.43	1,758.47
Check	01/17/2019	EFT	PGE			275.13	2,033.60
Check	01/17/2019	EFT	PGE			465.24	2,498.84
Check	01/17/2019	EFT	PGE			559.72	3,058.56
Check	01/24/2019	EFT	PGE			432.10	3,490.66
Total 650-00 · Utilities						3,490.66	3,490.66
655-00 · Consultant Services							
Bill	01/02/2019	PZV91...	CDW Government		40 All	5,146.06	5,146.06
Bill	01/31/2019	CIWD ...	Consistent Image Web Design			100.00	5,246.06
Bill	01/31/2019		Hartsock Project Mgmt.			3,107.00	8,353.06
Total 655-00 · Consultant Services						8,353.06	8,353.06
665-00 · Radio Maintenance Fees							
Bill	01/02/2019	INV00...	WCCCA			210.00	210.00
Bill	01/15/2019	INV00...	WCCCA			9,449.45	9,659.45
Bill	01/30/2019	610670	Day Wireless Systems Inc.			13,622.00	23,281.45
Bill	01/31/2019	481305	Day Wireless Systems Inc.			1,626.94	24,908.39
Total 665-00 · Radio Maintenance Fees						24,908.39	24,908.39
670-00 · Legal Services							
Bill	01/31/2019	12339	Eakins, Eileen			748.00	748.00
Total 670-00 · Legal Services						748.00	748.00
675-00 · Financial Services							
Bill	01/02/2019	137064	Talbot, Korvola & Warwick, LLP			567.00	567.00
Bill	01/04/2019		Secretary of State			300.00	867.00
Bill	01/15/2019	157451	Talbot, Korvola & Warwick, LLP			515.00	1,382.00
Check	01/28/2019		Clackamas County Bank	Service Charge		20.00	1,402.00
Total 675-00 · Financial Services						1,402.00	1,402.00
680-00 · Audit Fees							
Bill	01/02/2019	37661	Jarrard, Seibert, Pollard & Co. LLC			785.00	785.00
Total 680-00 · Audit Fees						785.00	785.00

12:54 PM

02/08/19

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

January 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-00 · Capital Outlay							
703-01 · Buildings & Land Improvement							
703-011 · Land Improvement							
Bill	01/02/2019	4	Elk Mountain Construction, Inc.		12 Crutcher Ben...	90,000.00	90,000.00
Bill	01/04/2019	8271	Securasite LLC		40 All	7,970.00	97,970.00
Bill	01/04/2019	8251	Securasite LLC		40 All	23.44	97,993.44
Bill	01/04/2019	8252	Securasite LLC		02 Skyland/Coo...	1,412.50	99,405.94
Bill	01/04/2019	8247	Securasite LLC		02 Skyland/Coo...	50.00	99,455.94
Bill	01/04/2019	8245	Securasite LLC		23 Goat Mountain	537.50	99,993.44
Bill	01/04/2019	8244	Securasite LLC		18 Highland Butte	250.00	100,243.44
Bill	01/04/2019	8262	Securasite LLC		25 Lake Osweg...	45.24	100,288.68
Bill	01/04/2019	8263	Securasite LLC		14 Lenhart	537.50	100,826.18
Bill	01/04/2019	8246	Securasite LLC		14 Lenhart	62.50	100,888.68
Bill	01/04/2019	8257	Securasite LLC		06 Mtn View	281.25	101,169.93
Bill	01/04/2019	8248	Securasite LLC		21 Oak Grove B...	43.75	101,213.68
Bill	01/04/2019	8258	Securasite LLC		07 Pete's	368.75	101,582.43
Bill	01/04/2019	8268	Securasite LLC		40 All	138.98	101,721.41
Bill	01/04/2019	8269	Securasite LLC		40 All	3,115.00	104,836.41
Bill	01/04/2019	8259	Securasite LLC		08 Polivka	212.50	105,048.91
Bill	01/04/2019	8250	Securasite LLC		13 Tom Dick an...	37.50	105,086.41
Bill	01/04/2019	8260	Securasite LLC		10 View Acres	975.00	106,061.41
Bill	01/04/2019	8249	Securasite LLC		22 Whale Head	50.00	106,111.41
Bill	01/04/2019	8255	Securasite LLC		04 Wilsonville T...	19.75	106,131.16
Bill	01/04/2019	8254	Securasite LLC		04 Wilsonville T...	275.00	106,406.16
Bill	01/05/2019	8243	Securasite LLC		01 Carver/Barton	1,143.75	107,549.91
Bill	01/05/2019	8253	Securasite LLC		12 Crutcher Ben...	75.00	107,624.91
Bill	01/05/2019	8264	Securasite LLC		03 Damascus	393.75	108,018.66
Bill	01/05/2019	8256	Securasite LLC		20 Angel Falls	262.50	108,281.16
Bill	01/05/2019	8261	Securasite LLC		11 Brightwood	462.50	108,743.66
Bill	01/05/2019	8266	Securasite LLC		12 Crutcher Ben...	287.50	109,031.16
Bill	01/06/2019	8267	Securasite LLC		11 Brightwood	243.75	109,274.91
Bill	01/06/2019	8270	Securasite LLC		26	1,576.19	110,851.10
Bill	01/06/2019	8265	Securasite LLC		17 Estacada_D...	21.80	110,872.90
Bill	01/08/2019	1503	Capital Design Services, LLC		11 Brightwood	3,500.00	114,372.90
Bill	01/08/2019	1504	Capital Design Services, LLC		26	750.00	115,122.90
Bill	01/08/2019	1505	Capital Design Services, LLC		26	1,950.00	117,072.90
Bill	01/08/2019	1506	Capital Design Services, LLC		14 Lenhart	1,500.00	118,572.90
Bill	01/08/2019	1506	Capital Design Services, LLC		07 Pete's	1,500.00	120,072.90
Bill	01/08/2019	1520	Capital Design Services, LLC		08 Polivka	1,500.00	121,572.90
Bill	01/08/2019	1521	Capital Design Services, LLC		07 Pete's	1,800.00	123,372.90
Bill	01/08/2019	1522	Capital Design Services, LLC		27 Molalla Fire	1,250.00	124,622.90
Bill	01/08/2019	1529	Capital Design Services, LLC		23 Goat Mountain	750.00	125,372.90
Bill	01/08/2019	1530	Capital Design Services, LLC		23 Goat Mountain	5,700.00	131,072.90
Bill	01/08/2019	1531	Capital Design Services, LLC		01 Carver/Barton	500.00	131,572.90
Bill	01/08/2019	1536	Capital Design Services, LLC		08 Polivka	1,800.00	133,372.90
Bill	01/09/2019	8294	Securasite LLC		27 Molalla Fire	375.00	133,747.90
Bill	01/10/2019	8295	Securasite LLC		01 Carver/Barton	3,396.93	137,144.83
Bill	01/10/2019	8296	Securasite LLC		01 Carver/Barton	575.00	137,719.83
Bill	01/10/2019	8297	Securasite LLC		05 Mount Scott	356.25	138,076.08
Bill	01/10/2019	8298	Securasite LLC		07 Pete's	1,937.50	140,013.58
Bill	01/11/2019	18051-1	McKay Consulting		05 Mount Scott	2,700.00	142,713.58
Bill	01/11/2019	18074-1	McKay Consulting		14 Lenhart	800.00	143,513.58
Bill	01/11/2019	8301	Securasite LLC		11 Brightwood	218.75	143,732.33
Bill	01/11/2019	8299	Securasite LLC		08 Polivka	1,793.75	145,526.08
Bill	01/11/2019	8300	Securasite LLC		10 View Acres	200.00	145,726.08
Bill	01/14/2019	16781	Black Mountain Consulting		27 Molalla Fire	8,650.00	154,376.08
Bill	01/14/2019	8302	Securasite LLC		27 Molalla Fire	231.25	154,607.33
Bill	01/14/2019	5235	T3 Construction LLC		18 Highland Butte	11,500.00	166,107.33
Bill	01/15/2019	8305	Securasite LLC		26	586.29	166,693.62
Bill	01/15/2019	8306	Securasite LLC		26	2,012.50	168,706.12
Bill	01/15/2019	8304	Securasite LLC		23 Goat Mountain	87.50	168,793.62
Bill	01/15/2019	8303	Securasite LLC		14 Lenhart	1,843.75	170,637.37
Bill	01/16/2019	8316	Securasite LLC		02 Skyland/Coo...	51.53	170,688.90
Bill	01/16/2019	8317	Securasite LLC		02 Skyland/Coo...	2,962.50	173,651.40
Bill	01/29/2019	9004103	Don Cushing Associates, Inc		20 Angel Falls	2,914.00	176,565.40
Bill	01/29/2019	9004101	Don Cushing Associates, Inc		21 Oak Grove B...	158.00	176,723.40
Bill	01/29/2019	9004102	Don Cushing Associates, Inc		13 Tom Dick an...	308.00	177,031.40
Bill	01/29/2019	9004100	Don Cushing Associates, Inc		13 Tom Dick an...	158.00	177,189.40
Bill	01/30/2019	610697	Day Wireless Systems Inc.		40 All	1,554.00	178,743.40
Bill	01/30/2019	8336	Securasite LLC		03 Damascus	125.62	178,869.02
Bill	01/30/2019	8337	Securasite LLC		03 Damascus	518.75	179,387.77
Bill	01/30/2019	8339	Securasite LLC		04 Wilsonville T...	22.41	179,410.18
Bill	01/30/2019	8340	Securasite LLC		04 Wilsonville T...	162.50	179,572.68
Bill	01/31/2019	8349	Securasite LLC		40 All	388.74	179,961.42
Bill	01/31/2019	8350	Securasite LLC		40 All	2,355.00	182,316.42
Bill	01/31/2019	8345	Securasite LLC		12 Crutcher Ben...	75.00	182,391.42
Bill	01/31/2019	8343	Securasite LLC		18 Highland Butte	4,587.60	186,979.02
Bill	01/31/2019	8342	Securasite LLC		18 Highland Butte	131.25	187,110.27
Bill	01/31/2019	8344	Securasite LLC		20 Angel Falls	31.25	187,141.52
Bill	01/31/2019	8346	Securasite LLC		21 Oak Grove B...	31.25	187,172.77
Bill	01/31/2019	8351	Securasite LLC		40 All	100.06	187,272.83
Bill	01/31/2019	8352	Securasite LLC		40 All	2,043.75	189,316.58
Bill	01/31/2019	8348	Securasite LLC		13 Tom Dick an...	31.25	189,347.83
Bill	01/31/2019	8347	Securasite LLC		22 Whale Head	31.25	189,379.08
Bill	01/31/2019	1702-5...	Thermo Bond Buildings LLC		23 Goat Mountain	62,657.00	252,036.08
Total 703-011 · Land Improvement						252,036.08	252,036.08

These financial statements omit the statement of cash flows and substantially all disclosures required by accounting principles generally accepted in the United States of America. These financial statements have not been subjected to an audit, review, or compilation engagement, and therefore no assurance is provided on them.

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02/08/19

Accrual Basis

Clackamas 800 Radio Group Profit & Loss Detail

January 2019

Type	Date	Num	Name	Memo	Class	Amount	Balance
703-012 - Building							
Bill	01/31/2019	32910	ACS Testing, Inc.		16 Canby	185.75	185.75
Bill	01/31/2019	32911	ACS Testing, Inc.		09 Sandy	201.92	387.67
Bill	01/31/2019	18001...	Todd Hess Building Company		05 Mount Scott	508.25	895.92
Bill	01/31/2019	18001...	Todd Hess Building Company		06 Mtn View	508.25	1,404.17
Bill	01/31/2019	18001...	Todd Hess Building Company		07 Pete's	508.25	1,912.42
Bill	01/31/2019	18001...	Todd Hess Building Company		08 Polivka	508.25	2,420.67
Bill	01/31/2019	18001...	Todd Hess Building Company		10 View Acres	508.25	2,928.92
Bill	01/31/2019	18001...	Todd Hess Building Company		19 Day Hill	508.25	3,437.17
Total 703-012 - Building						3,437.17	3,437.17
Total 703-01 - Buildings & Land Improvement						255,473.25	255,473.25
703-03 - Equipment							
703-034 - Microwave							
Bill	01/08/2019	Milesto...	Microwave Networks Inc.		40 All	1,870,026.90	1,870,026.90
Total 703-034 - Microwave						1,870,026.90	1,870,026.90
Total 703-03 - Equipment						1,870,026.90	1,870,026.90
Total 703-00 - Capital Outlay						2,125,500.15	2,125,500.15
Total Expense						2,213,927.44	2,213,927.44
Net Ordinary Income						-2,005,635.84	-2,005,635.84
Net Income						-2,005,635.84	-2,005,635.84

Clackamas 800 Radio Group

Trial Balance

As of January 31, 2019

	Jan 31, 19	
	Debit	Credit
115-00 · Cash/Checking Account		986,015.92
11000 · Accounts Receivable	741,179.87	
120-00 · Member Fees Receivable	0.00	
12000 · Undeposited Funds	0.00	
150-00 · Prepaid Expenses	0.00	
169-00 · CIP	8,003,794.52	
160-00 · Buildings and Towers	10,956,645.15	
165-00 · Radio Backbone	2,520,898.80	
166-00 · Equipment	704,983.00	
167-00 · Work In Progress	0.00	
175-00 · Accumulated Depreciation		10,958,322.09
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44	
201-00 · Accounts Payable		16,802.94
201-02 · Other Accounts Payable	0.00	
202-00 · Partner Prepayment	0.00	
250-00 · N/P - CCB (Microwave)	0.00	
210-00 · Reimb due Clackamas County	0.00	
300-01 · GLTDAG	0.00	
300-00 · Fund Balance	0.00	
310-00 · Investment in Fixed Assets		11,227,999.38
320-00 · Retained Earnings, Prior		7,532,733.88
405-00 · Members Contracts		60,200.00
410-00 · Partners Fees		988,247.50
420-00 · Partners Debt Service Zone Cont		93,689.00
431-00 · Interest Income		71.20
435-00 · Lease Revenue		17,723.34
450-00 · Intergovernmental-Clackamas Co		14,005,587.77
605-00 · Site Rental	155,913.32	
610-00 · Fuel/Generators	10,464.61	
615-00 · HVAC Maintenance	1,811.92	
620-00 · Landscape Maintenance	8,460.00	
625-00 · Generator Maintenance	862.50	
635-00 · Battery Maintenance	295.00	
645-00 · Insurance	32,263.69	
650-00 · Utilities	28,385.80	
655-00 · Consultant Services	27,283.41	
660-00 · WCCCA System Fees	559,950.00	
665-00 · Radio Maintenance Fees	64,632.35	
670-00 · Legal Services	2,508.00	
675-00 · Financial Services	4,287.00	
680-00 · Audit Fees	6,285.00	
685-00 · Miscellaneous Expenses	825.12	
703-00 · Capital Outlay	441,764.09	
703-011 · Land Improvement	1,179,845.02	
703-012 · Building	11,996,563.14	
703-013 · Tower	440,976.30	
703-014 · Generator	134,755.00	
703-021 · Simulcast / Master Site	7,541.50	
703-022 · Subscriber Radios	70,922.26	
703-024 · Paging	7,523.31	
703-034 · Microwave	1,870,026.90	
795-00 · Debt Service	93,688.00	
TOTAL	45,887,393.02	45,887,393.02

Clackamas 800 Radio Group

Balance Sheet

As of January 31, 2019

	Jan 31, 19
ASSETS	
Current Assets	
Checking/Savings	
115-00 · Cash/Checking Account	-986,015.92
Total Checking/Savings	-986,015.92
Accounts Receivable	
11000 · Accounts Receivable	741,179.87
Total Accounts Receivable	741,179.87
Total Current Assets	-244,836.05
Fixed Assets	
169-00 · CIP	8,003,794.52
160-00 · Buildings and Towers	10,956,645.15
165-00 · Radio Backbone	2,520,898.80
166-00 · Equipment	704,983.00
175-00 · Accumulated Depreciation	-10,958,322.09
Total Fixed Assets	11,227,999.38
Other Assets	
180-00 · Deferred O/F-P25 Maintenance	5,812,058.44
Total Other Assets	5,812,058.44
TOTAL ASSETS	16,795,221.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
201-00 · Accounts Payable	16,802.94
Total Accounts Payable	16,802.94
Total Current Liabilities	16,802.94
Total Liabilities	16,802.94
Equity	
310-00 · Investment in Fixed Assets	11,227,999.38
320-00 · Retained Earnings, Prior	7,532,733.88
Net Income	-1,982,314.43
Total Equity	16,778,418.83
TOTAL LIABILITIES & EQUITY	16,795,221.77

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02/08/19

Clackamas 800 Radio Group
A/R Aging Detail
 As of January 31, 2019

	Type	Date	Num	Name	Due Date	Aging	Open Balance
Current							
Total Current							
1 - 30							
Total 1 - 30							
31 - 60							
Total 31 - 60							
61 - 90							
Total 61 - 90							
> 90							
	Invoice	05/25/2018	17-153	Sandy Fire	05/25/2018	251	65,787.54
	Invoice	05/30/2018	17-156	Oregon City Police	05/30/2018	246	132,963.36
	Invoice	05/30/2018	17-159	Lake Oswego	05/30/2018	246	196,750.03
	Invoice	05/30/2018	17-160	American Medical Response	05/30/2018	246	79,180.14
	Invoice	07/31/2018	18-166	Canby FD	07/31/2018	184	11,481.80
	Invoice	07/31/2018	18-169	Clackamas County FD #1	07/31/2018	184	175,688.00
	Invoice	07/31/2018	18-174	Hoodland Fire District	07/31/2018	184	13,378.00
	Invoice	07/31/2018	18-183	Sandy Fire	07/31/2018	184	35,421.00
	Invoice	07/31/2018	18-186	West Linn - Public Works	07/31/2018	184	18,920.00
	Invoice	07/31/2018	18-188	Boring Water	07/31/2018	184	860.00
	Invoice	07/31/2018	18-192	Clackamas County - Transportation Eng	07/31/2018	184	8,170.00
	Invoice	07/31/2018	18-198	Clackamas River Water District	07/31/2018	184	2,580.00
Total > 90							741,179.87
TOTAL							741,179.87

RADIO PROJECT STATUS

Emergency Communication System Upgrade

C800 Project Leader: John Hartsock

WCCCA Project Leader: Ron Polluconi

C800 Project Manager: Bjorn Morfin

Date: February 20, 2019



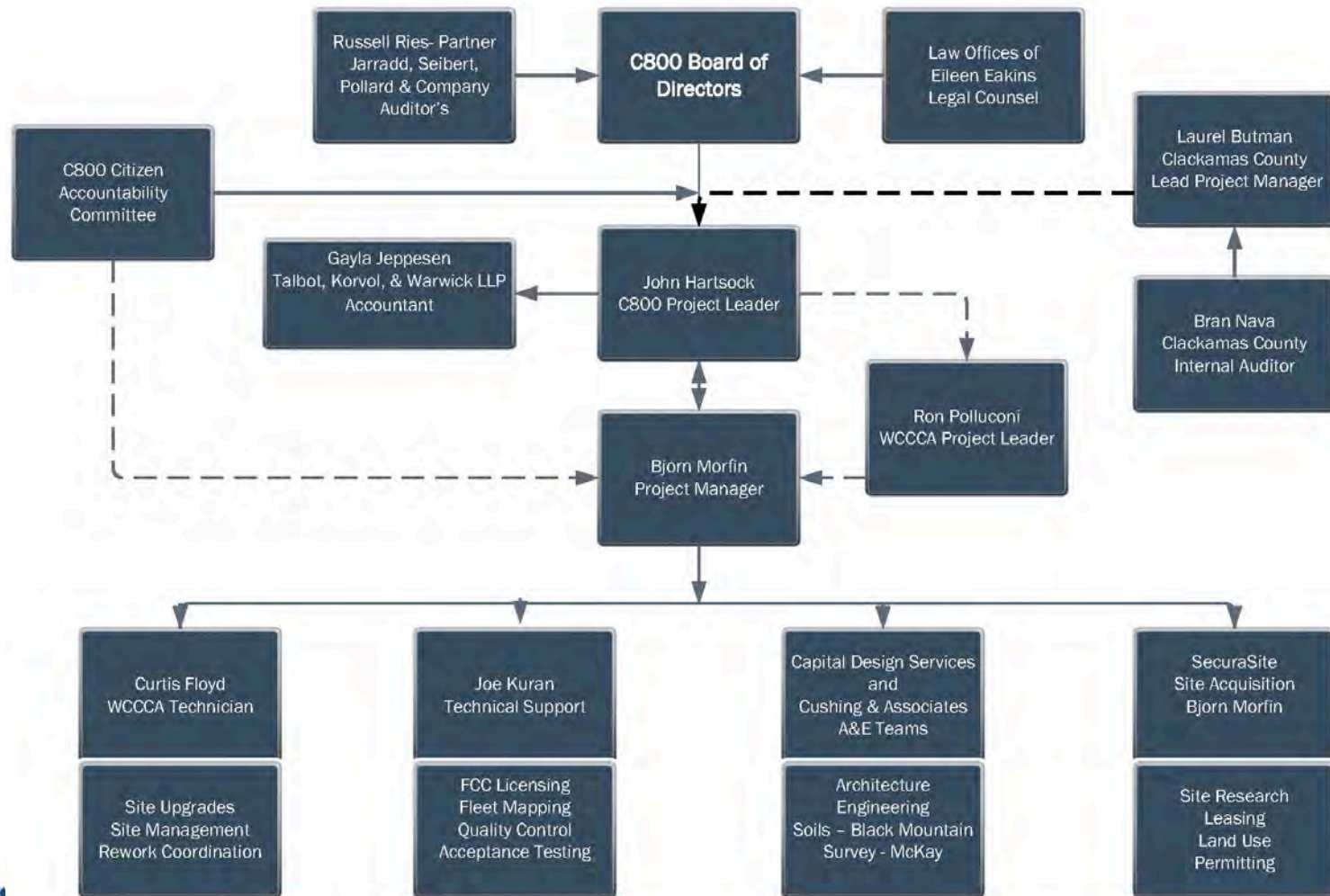
Resiliency:

A Primary Objective of the Upgraded System Design

- New Facilities and Towers - Designed to the Oregon Structural Specialty Code: “Essential Facilities” Risk Category IV: i.e., Essential structures in this category are used for communications across non-redundant and hardened networks such as: rescue or disaster operations, and public safety facilities. They are to withstand a magnitude 9 earthquake and continue to operate.
- Existing Facilities and Towers - Upgraded to Meet the Current Essential Facilities Codes. Includes 6 tower replacements / 5 tower upgrades and 11 building foundation upgrades.
- 48V DC Power Systems Combined with Emergency Generators - Having 1,000 gal propane fuel supply to provide up to 4 weeks of back up power.
- Redundant HVAC units to maintain environmental control.



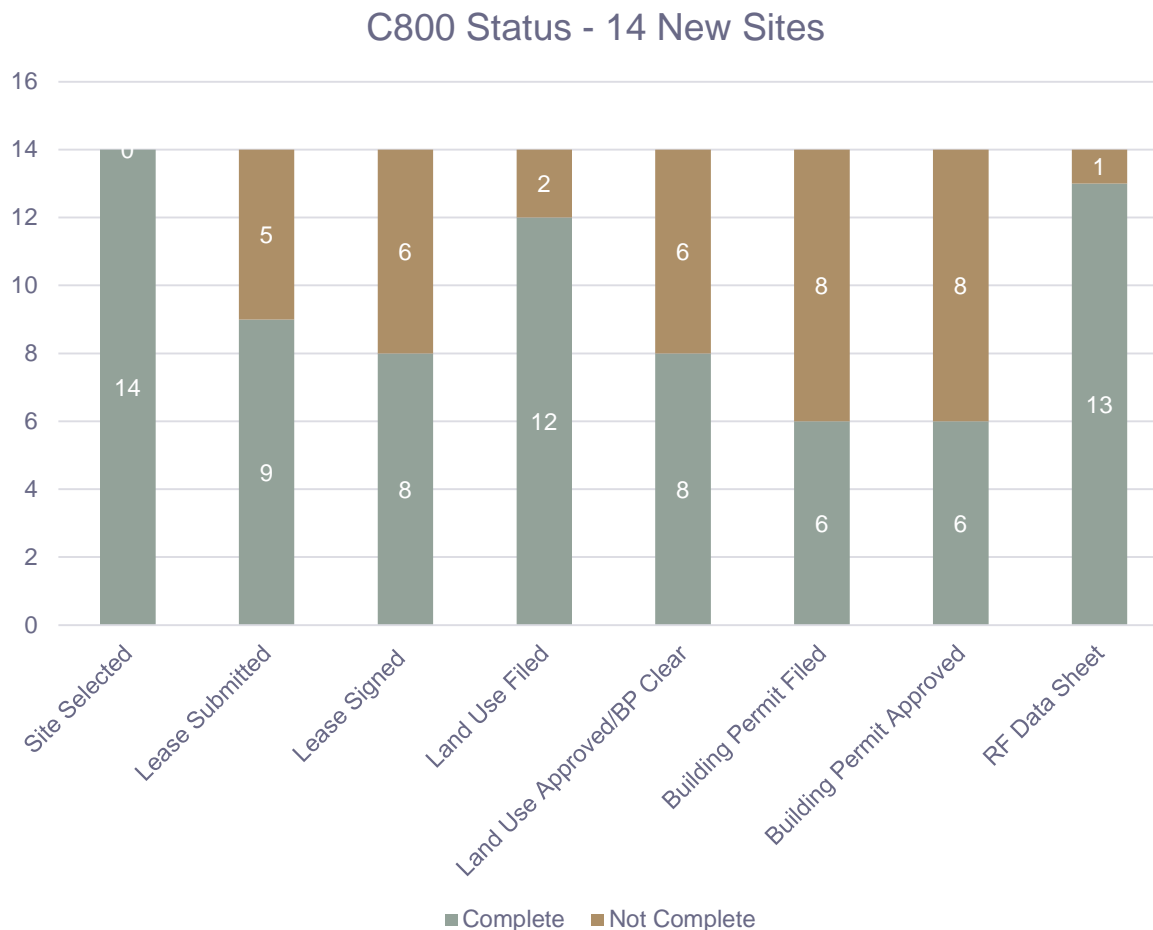
C800 Project Team



Project Status Summary

	C800
Fourteen New Sites Acquisition / Design / Construction:	<ul style="list-style-type: none"> • Barton: Permit applications submitted / anticipate construction start in late February or early March. • Cooks Butte: Meeting with city planning personnel to coordinated land use submittal for submittal by mid to late March • Kerr Parkway Water Tank: Based on a neighborhood meeting we are analyzing the site and researching alternative locations. • Damascus / Sandy / Canby: Construction complete. • Wilsonville: Issue on obtaining an access easement / researching new sites. • Crutcher Bench (BLM): Construction underway • Highland Butte (BLM): Construction to begin by late February – finalizing tree sale with BLM • Tom Dick & Harry / Memaloose / Whale Head / Oak Grove (USFS): NEPA work continuing - awaiting USFS review anticipating publication of public notice by the end of February. • Hoodland Fire/Brightwood: Land use submitted February 15th will submit for permits by mid to late March

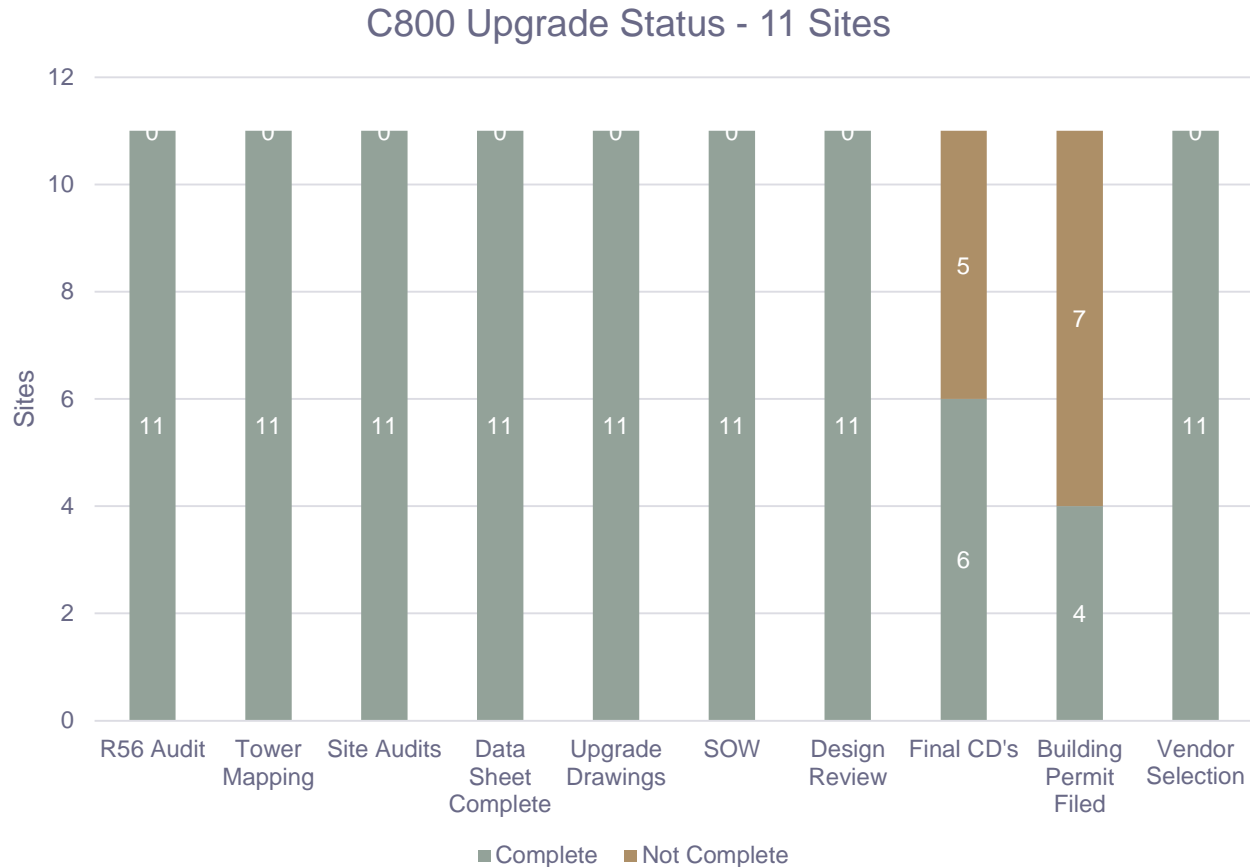
Site Acquisition Status – C800



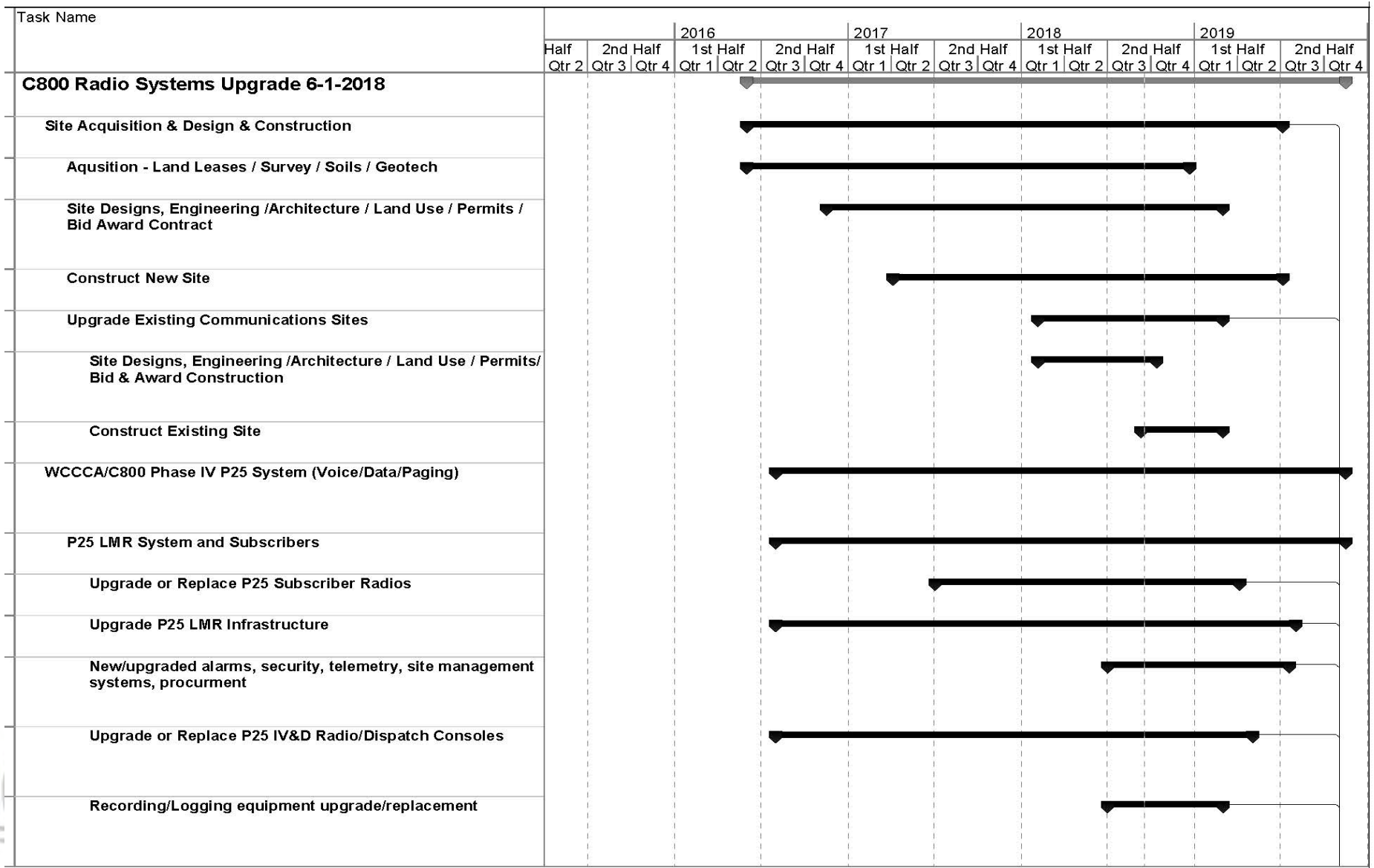
Project Status Summary

	C800
13 Existing Sites Design / Construction	<ul style="list-style-type: none">• Brightwood / Lenhart / Mt Scott / Pete's / Polivka: Tower replacement / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Submitting for construction permits in early March• Goat Mtn / Mt View / Redland Rd / Sawtell / View Acres: Tower structural upgrades / building foundation upgrades / 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Mt View/Redland/Sawtell/View Acres complete Goat will begin in May weather permitting• Day Hill: 48V DC power system / new generator and 1,000 gal fuel tank / new HVAC units. Anticipate starting in April• Timberline: new generator and 1,000 gal fuel tank• CCOM: New Uninterruptable Power System for Master Site Equipment / revisions to fire suppression system / new cable tray. Work underway anticipate completion in late March.

Site Upgrade Status – C800



Project Schedule



Project Schedule

Task Name					2018				2019							
	Half Qtr 2	2nd Half Qtr 3		Qtr 4	1st Half Qtr 1		Qtr 2	2nd Half Qtr 3		Qtr 4	1st Half Qtr 1		Qtr 2	2nd Half Qtr 3		Qtr 4
Recording/Logging equipment upgrade/replacement																
Backup Dispatch (Wide and Control Station modes)																
Site on Wheels (wide and ST modes)																
Microwave Backhaul Systems																
New/Upgrade 48 VDC and Battery Backup Systems																
Paging, Messaging Systems upgrade/replacement																
IP based Fire Station Alerting System																
Video and Security systems																
Interoperable RF Systems and Links																
System Operational January 3, 2020																

- New Site Design & Construction complete: September 2019
- Existing Sites Upgrade complete: April 2019
- System Operational Date: January 2020



C800 Radio System Upgrade Budget ⁽¹⁾

Project: **C800 Radio System Upgrade**
 Date Original: 10/1/2015 Date Updated: Jan 14, 2019
 Project Manager: Bjorn Morfin

Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
Soft Cost								
Site Acquisition Consulting - Quest	60,000	30,000	40,000	0	95.81%	70,000	(10,000)	67,069.81
Site Acquisition Consulting / Permits - Securacite	320,000	268,500	50,000	130,000	69.37%	448,500	(128,500)	311,120.44
Site Planning A&E - Cushing/Capital	725,000	317,178	380,100	30,000	96.26%	727,278	(2,278)	700,092.45
Geotechnical+13:45 / Environmental Consulting - Black Mtn	250,000	89,100	315,992	30,000	93.79%	435,092	(185,092)	408,061.10
Survey - McKay	75,000	50,160	59,880	5,000	68.79%	115,040	(40,040)	79,135.00
USFS Land Use Fees	15,000	10,000	24,000	10,000	75.77%	44,000	(29,000)	33,338.70
Land Use Fees	25,000	8,379	2,500	20,000	30.24%	30,879	(5,879)	9,339.00
Plan Check / Permit Cost	60,000	5,800	5,000	45,000	17.07%	55,800	4,200	9,525.20
Printing	2,500			500	0.00%	500	2,000	0.00
Bid Advertising	3,500	60	730	1,000	47.06%	1,790	1,710	842.44
Materials Testing & Inspection	40,000	1,200	2,500	20,000	11.07%	23,700	16,300	2,623.75
Project Management	300,000	80,000	165,200	70,000	66.95%	315,200	(15,200)	211,015.93
Legal Fees	30,000	12,000	10,000	8,000	42.63%	30,000	0	12,787.60
Licensing	20,000	67,000		20,000	79.18%	87,000	(67,000)	68,890.50
Miscellaneous	30,000	6,800	70,000	4,000	108.15%	80,800	(50,800)	87,381.88
Sub-Total Soft Cost	1,956,000	946,177	1,125,902	393,500	81.17%	2,465,579	(509,579)	2,001,224
Construction Cost								
Site Construction	8,895,000	1,681,161	3,587,967	1,290,000	40.58%	6,559,128	2,335,872	2,661,621.57
Buildings	1,350,000	2,710,369	101,639	(818,002)	86.13%	1,994,006	(644,006)	1,717,352.60
Towers	660,000	511,282	461,207	250,000	64.89%	1,222,489	(562,489)	793,215.14
Generator	500,000	428,750	84,446	35,000	72.31%	548,196	(48,196)	396,420.21
48VDC	1,065,000	97,000	1,254,031	20,000	7.04%	1,371,031	(306,031)	96,466.64
Lake Oswego Antenna	18,000	17,500	0	0	100.07%	17,500	500	17,511.75
Existing Sites	In Construction	0		0	0.00%	0	0	6,400.00
Sub-Total Construction Cost	12,488,000	5,446,062	5,489,290	776,998	48.57%	11,712,350	775,650	5,688,987.91

C800 Radio System Upgrade Budget (2)

Project:	C800 Radio System Upgrade		
Date Original:	10/1/2015	Date Updated:	Jan 14, 2019
Project Manager:	Bjorn Morfin		

Item	Budget	Original Encumbrance	Additional Encumbrance / Change Order	Estimate to Complete	Percent Complete	Estimated Total	(Over) Under Budget	Expended
Equipment Costs								
Simulcast Equipment	20,726,000	\$22,203,399		200,000	63.68%	22,403,399	(1,677,399)	14,265,838.02
Master Site Equipment	in Simulcast			0		0	0	0.00
Console	in Simulcast			0		0	0	0.00
Back up Dispatch	in Simulcast			0		0	0	0.00
Spares	in Simulcast			0		0	0	0.00
Paging	373,000			373,000	2.02%	373,000	0	7,523.31
Subscriber Radios	5,000,000	5,911,102		(911,000)	109.18%	5,000,102	(102)	5,459,115.80
Unified Push to Talk	in Simulcast				0.00%	0		0.00
Asset Management	119,000			119,000	0.00%	119,000	0	0.00
Post Warranty / System Refresh	5,800,000	5,812,058		0	100.00%	5,812,058	(12,058)	5,812,058.44
Test Equipment	100,000			100,000	0.00%	100,000	0	0.00
Microwave	3,368,000	406,169	2,671,467	100,000	18.68%	3,177,636	190,364	593,477.01
Security System	1,364,000			500,000	0.22%	500,000	864,000	1,079.96
Fire Station Alerting				1,435,000	0.00%	1,435,000	(1,435,000)	0.00
Subtotal Equipment Costs	36,850,000	34,332,728	2,671,467	1,916,000	67.16%	38,920,195	(2,070,195)	26,139,093
Bond Cost	300,000	290,372		0	111.43%	290,372	9,628	323,547
Subtotal Project Cost	51,594,000	41,015,339	9,286,659	3,086,498	63.97%	53,388,496	(1,794,496)	34,152,852
Contingency	7,403,739			5,609,243	0.00%	5,609,243	1,794,496	
Total Project Cost	58,997,739	41,015,339	9,286,659	8,695,741	57.89%	58,997,739	0	34,152,851.68

Premium 7,165,794

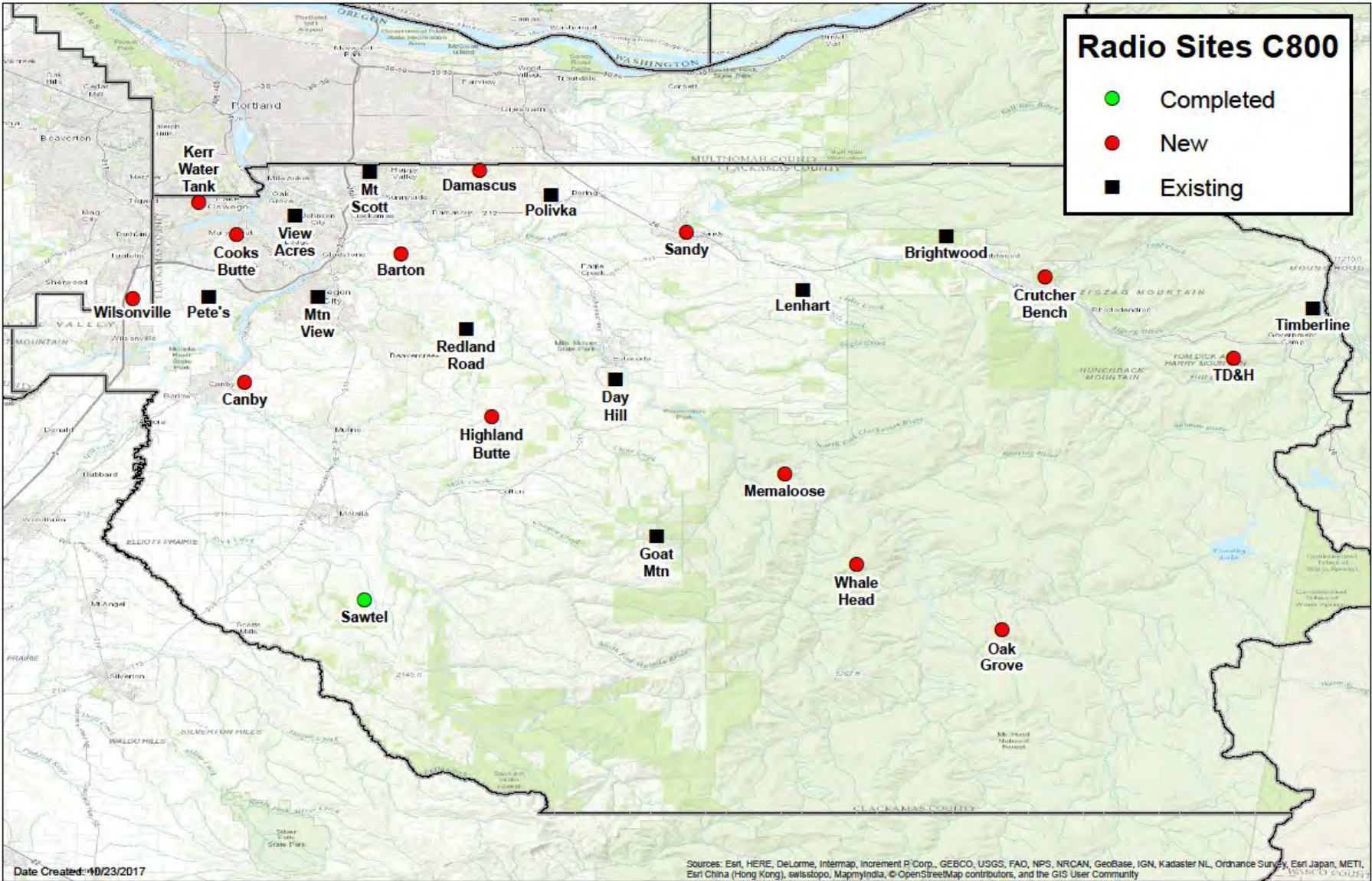
Bond Proceeds	5,845,000	Taxable
	53,155,000	Non Taxable
	<u>59,000,000</u>	



Q1 - 2019 Quarterly Outlook

	C800
<ul style="list-style-type: none"> Procurement 	<ul style="list-style-type: none"> Bid and award tower upgrade at existing sites Bid and award 4 USFS sites Bid and award asset management system Bid and award security/CCTV system Finalize Fire Station Alerting system procurement
<ul style="list-style-type: none"> Leases & Land Use Applications 	<ul style="list-style-type: none"> Complete Cooks land use and submit for building permits Submit new Wilsonville site for land use and building permits
<ul style="list-style-type: none"> Existing Site & Building Upgrades 	<ul style="list-style-type: none"> Continue to construct civil work relating to shelter/generator foundation upgrades, doors, electrical, and related site compound renovations. Construct tower upgrades at existing sites
<ul style="list-style-type: none"> Radio / Microwave 	<ul style="list-style-type: none"> Continue radio infrastructure install Begin microwave system install Finalize subscriber radio distribution and existing radio upgrades

C800 Site Locations



Project Summary:

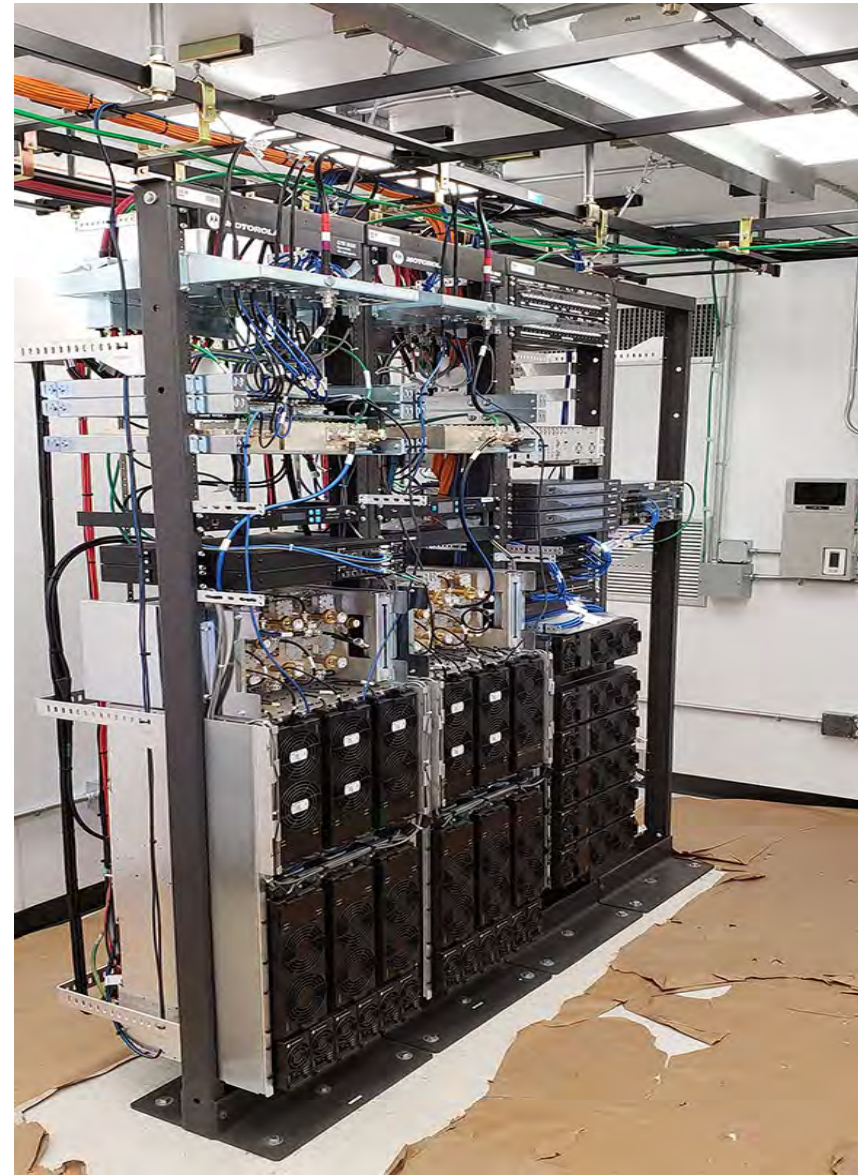
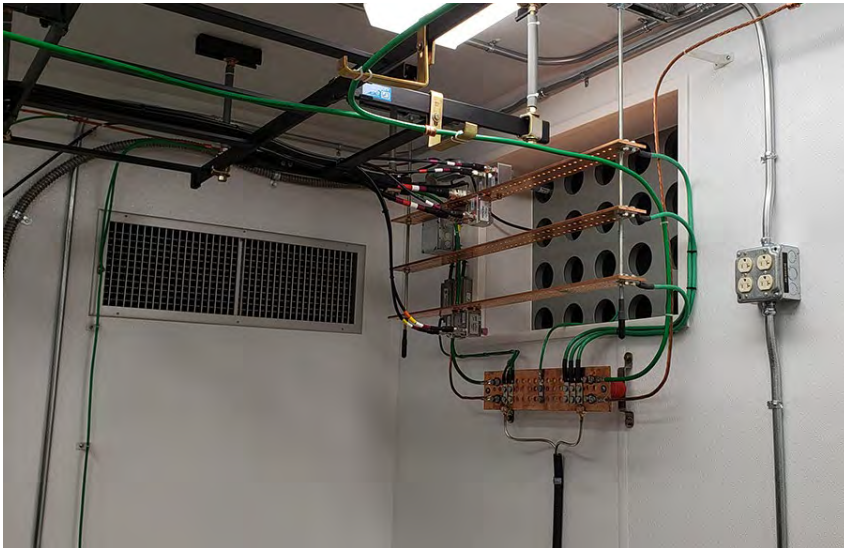
To create an efficient, dependable public safety radio communications system that works in all parts of Clackamas County!

**What's Happening With the
Communications Upgrade
Project?**



Typical New Site Radio Install

Damascus / Sandy / Canby





**11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
C800.ORG**

Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: February 20, 2018
Re: Accept the FY 2017/2018 Fiscal Audit

REQUEST: It is hereby requested that the C800 Board of Directors accept the Audit Report for year ended June 30, 2018 as prepared by Jarrard, Seibert, Pollard & Co.

DESCRIPTION: On January 24, 2019 the audit document was forwarded to all C800 Partners for review and comment along with the Auditor's finding's letter dated November 27, 2018.

FINANCE:.

LEGAL:

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors accept the Audit Report for year ended June 30, 2018 as prepared by Jarrard, Seibert, Pollard & Co.



11300 SE Fuller Rd
Milwaukie, Oregon 97222
(503) 780-4806
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Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: February 20, 2018
Re: Approve a Change Order to Saber Industries for Various Tower Additions

REQUEST: It is hereby requested that the C800 Board of Directors approve issuing two change orders in the cumulative amount of \$486,627 to Saber Industries for the purchase of replacement towers at the Lenhart / Polivka / Mt Scott communications sites, a new tower for the Hoodland site, and tower upgrades for the Memaloose, Whalehead, Oak Grove, and Tom Dick & Harry sites.

DESCRIPTION: It has been determined that the existing tower at the Lenhart, Polivka, and Mt Scott sites need to be replaced due to additional structural loading of new antennas which will facilitate the new system operation. Secondly a new site has been added at the Hoodland fire station at Brightwood to facilitate microwave relay which requires a tower. Thirdly due to antenna loading and revisions in the microwave dish sizes to assure resiliency the following towers required additional reinforcement: Memaloose, Whalehead, Oak Grove, and Tom Dick & Harry.

Staff obtained competitive quotes for the replacement towers from Valmont, Tash Towers and Saber. Saber is the vendor awarded the contract to furnish both WCCCA and C800 towers for the new sites via a competitive procurement. Valmont's quote was \$379,320, Tash's quote was 357,640, and. Saber's quote was \$316,200. The tower upgrades for Memaloose, Whalehead, Oak Grove, and Tom Dick & Harry were \$170,427 to Saber who were awarded those towers through the earlier competitive procurment.

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

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

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve issuing two change orders in the cumulative amount of \$486,627 to Saber Industries for the purchase of replacement towers at the Lenhart / Polivka / Mt Scott communications sites, a new tower for the Hoodland site, and tower upgrades for the Memaloose, Whalehead, Oak Grove, and Tom Dick & Harry sites.



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Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: February 20, 2018
Re: Approve a Contract Amendment to SecuraSite for Site Acquisition Services

REQUEST: It is hereby requested that the C800 Board of Directors approve issuing a contract amendment in the amount of \$111,300 to SecuraSite for additional site acquisition services.

DESCRIPTION: In September of 2015 C800/WCCCA issued a Request for Proposals for site acquisition and related support services to coordinate the acquisition of the additional new sites for the communications upgrade project. Five firms responded and after interviews and a careful evaluation of the proposals SecuraSite was chosen to provide these services for C800 and WCCCA. The current contract value is \$501,804.03.

Added effort has been required in the entitlement, land use, and building permit processes beyond the original intended efforts. These include: The Wilsonville site will require finding and processing a replacement site due to access issues. The US Forest Service sites (4), Bureau of Land Management sites (2) have required extensive effort beyond the original estimate due to agency demands. Due to changes in land use requirements at Clackamas County and the unanticipated need to replace the existing towers at five sites added additional land use and permitting coordination. Obtaining a second site in Lake Oswego to replace the Kerr Road site.

Further SecuraSite, as a service to C800 and to expedite jurisdictional filings and procurement of permits, has expended in excess of \$29,260 thus far in reimbursable expenses and anticipating an additional \$20,000. Part of this contract amendment is to add these reimbursable expenses to the contract.

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 amendment in the amount of \$111,300 to SecuraSite for additional site acquisition services



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Board of Directors Action Request

To: C800 Board of Directors
From: John Hartsock, Manager
Date: February 20, 2019
Re: Approval of Site Lease

REQUEST: It is hereby requested that the C800 Board of Directors authorize C800 to enter into a lease of real property for a communications site at the Hoodland Fire Station in Brightwood.

ISSUE: As part of the radio upgrade project an additional site at the Hoodland Brightwood fire station is required to relay the microwave from the Crutcher Bench to Brightwood sites. Our site acquisition consultant has completed the acquisition process on this site. The lease form being utilized is C800's standard form.

Site	Lease Amount	Term
Brightwood Station	\$7,000 per yr./3% esc	25 yrs. w/ 2-5yr. extensions – 35 yrs.

FINANCE: C800 shall provide Hoodland Fire radio equipment and services in lieu of rent payment for the initial 25-year term. Funds are within the C800 approved budget.

LEGAL: Legal Counsel has reviewed the standard C800 lease.

RECOMMENDATION: It is recommended that the C800 Board of Directors authorize C800 to enter into a lease of real property for a communications site at the Hoodland Fire Station in Brightwood.



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Board of Directors Action Request

To: C800 Board of Directors
From: Deputy Chief Ryan Hari
Date: February 20, 2018
Re: Approve an Increase in the Monthly Stipend for J N Hartsock Project Management

REQUEST: It is hereby requested that the C800 Board of Directors approve increasing the monthly stipend for J N Hartsock Project management to \$4,000 for the calendar year 2019.

DESCRIPTION: In June of 2016 C800 entered into a professional services contract with JN Hartsock Project Management for providing general management services to C800. The contract anticipated an approximate effort of 70 to 80 hours per month for a \$2,000 per month stipend. Mr. Hartsock has requested that the stipend be increased to \$4,000 per month for calendar year 2019 due to considerable additional time related to the communications upgrade project.

FINANCE: The funds are available in the C800 Approved Budget.

LEGAL: The professional services contract was approved by legal counsel.

RECOMMENDATION: It is hereby recommended that the C800 Board of Directors approve increasing the monthly stipend for J N Hartsock Project management to \$4,000 for the calendar year 2019