



Staff Report

File #: 17-392

Version: 1

Date: 8/28/2017

Item #: 3.3a.

TO: Mayor and City Council
THROUGH: Steve Powers, City Manager
FROM: Gerald F. Moore, Chief of Police

SUBJECT:

Intergovernmental Agreement with the Oregon Department of Corrections for space to support 800 MHz trunked radio system project equipment

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

ISSUE:

Shall the City Council authorize the City Manager to execute the attached Intergovernmental Agreement (IGA) with the Oregon Department of Corrections (DOC), and any amendments to the IGA, for installation, operation, and maintenance, by the City, of City radio system equipment at a DOC communication facility, as part of the City's P25 compliant [for 800 MHz trunked radio system project](#) (radio system project)?

RECOMMENDATION:

Authorize the City Manager to enter into the attached IGA (Attachment 1) with the DOC, and any amendments to the IGA, for installation, operation, and maintenance, by the City, of City radio system equipment at a DOC communication facility as part of the City's radio system project [for 800 MHz radio system project](#).

SUMMARY AND BACKGROUND:

The City is replacing the existing radio communications system utilized by the City of Salem Fire and Public Works Departments, City of Keizer Police Department, and Salem-Keizer Transit District. Users of the City of Salem Police Department's separate radio system will also be migrating to the new radio system. The current radio systems are beyond their useful operational lifespans, and are no longer supported by the manufacturer which poses maintenance and repair difficulties.

The City is replacing the existing systems with a single new P25 compliant 800 MHz trunked system, which will allow for efficient, semi-private conversations between multiple groups of users, who will all be operating on the same radio system, as well as increased interoperability with other emergency response agencies within the area. The scope of the project includes procurement of new system equipment, radio tower site improvements, and supporting services to ensure a successful transition to the new system.

The selected firm, Motorola, designed the new system to utilize four communication towers (ownership shown in parentheses):

1. Keizer City Hall (Crown Castle Corporation and City of Keizer)
2. Lowen Water Tank (City of Salem)
3. Prospect Hill (Day Wireless Systems)
4. Department of Corrections (Oregon Department of Corrections)

Staff has been working to negotiate lease agreements for the sites not under City of Salem ownership.

FACTS AND FINDINGS:

1. The DOC site, located at 3601 State Street, has an existing tower with adequate space for the City equipment needed to be installed on the tower as part of [for](#) the City's 800 MHz radio system project. A small new structure will also be required near the tower to enclose supporting City equipment.
2. The term of the IGA is two years and will automatically renew for additional two-year terms until terminated.
3. The rental rate to be paid by the City is \$400 per quarter. The rental rate may be adjusted at the end of each IGA term, with rate adjustments to be based on rates charged by the Oregon State Radio project at similar facilities. The City will also be responsible for all costs related to the installation, operation and maintenance of the City's equipment.
4. The IGA includes, among other things, provisions for: City installation of equipment on the tower and construction of the new structure at the site; securing easements; coordination with PGE to provide electrical service for the structure; City's obligations to remedy any interference caused by City's equipment; procedures for City staff and contractors to access the new equipment; indemnification and insurance requirements; renewal, amendment, and termination of the agreement; and City's obligations to repair and restore the site.
5. The IGA allows for amendments. The City Manager may execute amendments to the IGA if the following requirements are met:
 - a. The amendments do not substantially expand the City's obligations;
 - b. The amendments do not broaden the scope of the agreement to subjects other than installation, operation, and maintenance of City radio system equipment.

- c. The amendments do not increase the City's financial obligations; and,
 - d. The amendments may extend the term or renew the IGA so long as any other changes to the IGA do not substantially expand the City's obligations.
- 6. The City's radio system project is currently in the "Design Development Review" phase in which Motorola defines, develops, and submits documentation to the City design team for review and approval. Entering into the IGA will enable the City to complete the construction of the new structure at 3601 State Street in advance of Motorola's mobilization and system installation, currently scheduled to begin in early 2018.
- 7. Execution of the attached IGA will benefit the public and the City of Salem.

Allen Dannen
Project Manager / Engineering

Attachments:

- 1. IGA with Oregon Department of Corrections.