

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner.

## COMMISSIONERS' MEETING

### MINUTES

September 29, 2008

The Board of Cumberland County Commissioners, Esther B. Clenott and Richard J. Feeney, convened a meeting at the Cumberland County Courthouse in the Cumberland County Courthouse Conference Room B. Commissioner Shaughnessy was at a previous meeting.

Chairperson Clenott called the meeting to order at 4:00 PM and the following business was conducted.

#### **Comments from the County Manager:**

The County Manager reported this is a special Commissioners meeting and he will hold his comments until the next regular Commissioners meeting on October 14, 2008.

#### **Comments from the Commissioners:**

##### **Commissioner Feeney:**

Commissioner Feeney reported he will also wait until the October 14, 2008 meeting to state his comments.

##### **Chairperson Clenott:**

Chairperson Clenott expressed gratitude to all the people at the MCCA Convention in Presque Isle this past weekend and to those who helped with preparing the celebration of her 16 years of service with the County. It was a wonderful event. Even though Chairperson Clenott is retiring from the Commissioners position, she is looking forward to continuing her service to the County and hopes there will be opportunities for her to utilize her expertise in the workforce.

##### **Commissioner Shaughnessy**

Commissioner Shaughnessy was not in attendance.

## **Comments from the Public:**

Chairperson Clenott asked if there were any comments from the public. Hearing none, we moved onto the Action Items.

Chairperson Clenott asked that the Action Items be presented.

## **Action Items:**

### **08 – 110      Approval, Cumberland County Regional Communications Center - Simulcast Microwave Radio Project (Consultant Services)**

Chairperson Clenott asked the County Manager for comments. He deferred to Assistant County Manager Bill Whitten due to his involvement with the project. He concurs with the recommendation.

Mr. Whitten reported agenda items # 08-110 and #08 -111 are projects that have been a long time in the process. These projects involved a technical committee, Sgt. Paul Thorpe, Dave Libby of Radio Communications Management (RCM), Bill Holmes, Cumberland County Regional Emergency Communications Director and technical expert, along with a great deal of technical expertise and guidance from L. Robert Kimball and Associates. Scott Rivard of RCM, who represents Comtronics, will be doing the installation and warranty work.

Emergency Communications Director Holmes reported the Cumberland County Regional Communications Center is in the process of building the recently approved Countywide Simulcast Radio system. During Phase I of this process, we hired L. Robert Kimball and Associates as our consultant to prepare the project RFP, review bids, interview bidding companies and advise the County on all aspects of the process. L. Robert Kimball has proven invaluable to the county on this project.

As we enter into Phase II of the project, it is essential that the County continue to have expert oversight to ensure that the project is constructed correctly, that all equipment involved is the specified and correct equipment and that all aspects of the project are thoroughly tested and approved before we accept delivery of the system. The County has employed the consulting services of L. Robert Kimball & Associates to work with us on the preparation of the RFP and selection / negotiations with the bidding companies. The County's technical committee recommends and supports hiring Kimball and Associates for Phase II of this project. We are very supportive of and impressed by the work product of Kimballs done thus far and believe that it is in best interest of the County to re-hire Kimballs to see this project through.

The costs to hire L. Robert Kimball and Associates for Phase II of this project are a proposal "not to exceed" \$90,747.00. Funding for the project is supported from the \$1.7 million radio bond project. The Communications Director recommends the Commissioners' approval to hire L. Robert Kimball & Associates as the consultant for Phase II of the Countywide Microwave Radio Project in the amount "not to exceed" \$90,747.00 from the Simulcast Microwave Radio project bond funding. Approval of this funding would come out of the \$1.7 million Bond. A discussion followed.

Chairperson Clenott asked for a Motion.

**Commissioner Feeney made a Motion that the Commissioners approve the costs to hire L. Robert Kimball and Associates for Phase II of this project “not to exceed” \$90,747. Funding for the project is supported from the \$1.7 million radio bond project. The Chairperson will sign the contract. Chairperson Clenott seconded the Motion. All voted unanimously.**

**08 – 111      Approval, Cumberland County Regional Communications Center –  
Simulcast Microwave Radio Project**

Chairperson Clenott asked the Emergency Communications Director Bill Holmes for comments. The County Manager concurs with the recommendation.

Emergency Communications Director Holmes reported this is part of the \$1.7 million Bond that was approved by the citizens on the 2007 November ballot. Cumberland County Regional Communications Center sent out bids for a Countywide Simulcast Microwave Radio Project. This project is designed to provide an enhanced radio system for the Cumberland County Sheriff’s Deputies and adding two additional Countywide radio frequencies assigned to the CCRCC for use during emergencies with other communities within Cumberland County. The County has received 3 bids on this project.

1) Motorola	\$2,105,775.00
2) Tait	\$1,987,956.00
3) Comtronics	\$1,415,985.05

The County has employed the consulting services of L. Robert Kimball & Associates to work with us on the preparation of the RFP and selection / negotiations with the bidding companies. In addition to our consultant, the County’s technical committee has met with and interviewed each of the bidding companies. The County’s technical committee and L. Robert Kimball Associates concur and recommend to the Commissioners that they approve hiring Comtronics as the successful bidder on this project.

In addition to being the lowest bidder, Comtronics has convinced the committee that the product they offer will provide the County with the best available equipment and coverage for the best price. During the course of subsequent meetings with representatives of Comtronics, the County has been able to negotiate the costs of the system to \$1,283,867.00. The committee has yet to complete a recommendation for the purchase of “Spare Parts” totaling \$133,661.00. The purchase and installation of this system will be funded through the Microwave Radio bond approved by the voters of Cumberland County in the amount of \$1.7 million.

The Emergency Communications Director recommends the Commissioners’ approval this staff report in (2) parts:

- a) To award the microwave radio project bid to Comtronics in the amount of \$1,283,867.00 from the radio bond funding.

- b) To approve the purchase of the radio system spares parts, should the technical committee decide that it is beneficial to purchase them at this time, in the amount of \$133,661.00 from the radio bond funding.

A discussion followed.

Chairperson Clenott asked for a Motion.

**Commissioner Feeney made a Motion that the Commissioners approved the staff report that has been presented in two parts:**

- a) **To award the microwave radio project bid to Comtronics in the amount of \$1,283,867.00 from the radio bond funding.**
- b) **To approve the purchase of the radio system spares parts, should the technical committee decide that it is beneficial to purchase them at this time, in the amount of \$133,661.00 from the radio bond funding.**

**Director of the Emergency Communications Center Bill Holmes will sign the contract. Chairperson Clenott seconded the Motion. All voted unanimously.**

**08 – 112      Approval, Cumberland County Regional Communications Center  
Town of Casco Communications Contract**

Chairperson Clenott asked the Emergency Communications Director Bill Holmes for comments. The County Manager concurs with the recommendation.

Director Holmes reported the Town of Casco has voted to join the Cumberland County Regional Communications Center (CCRCC) for emergency communications service. The CCRCC welcomes the opportunity to support the officials and public safety representatives from Casco and working with them to ensure the best possible emergency response for the citizens in their town.

The Town agrees to pay the County the sum of \$ 20,167.00 for emergency communications service coverage from January 1, 2009 to December 31, 2009. The Town agrees to pay the county the sum of \$20,743.00 for the period of January 1, 2010 to December 31, 2010. This contract is based on a per capita fee of \$ 5.47 for the first year and \$5.64 for the second year using a population of 3,678. The per capita costs for additional years 3-5 would be as follows:

2011 @ \$ 5.81 per capita = \$21,369.00  
2012 @ \$ 5.98 per capita = \$21,994.00  
2013 @ \$ 6.16 per capita = \$22,656.00

A discussion followed.

Chairperson Clenott asked for a Motion.

**Commissioner Feeney made a Motion that the Commissioners approve the contract with the Town of Casco for Emergency Communications Service with the Cumberland County Regional Communication Center at the contract rates and periods provided. The Chairperson will sign the contract. Chairperson Clenott seconded the Motion. All voted unanimously.**

**There being no further business Commissioner Feeney made a Motion to adjourn the meeting at 4:35 PM. Chairperson Clenott seconded the Motion. All voted unanimously.**

ATTEST:

Barbara M. Buckley  
Deputy Clerk

**The next regular Commissioners meeting will be held at 5:30 PM on Tuesday, October 14, 2008 in the Peter J. Feeney Conference Room, Cumberland County Courthouse Annex 1.**