

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION**

**Date: September 8, 2016**

**SUBJECT:** Niles Radio Site Maintenance Contract for Public Safety Telecommunications infrastructure with Utilities Department participation

**SUBMITTING DEPARTMENT:** Police Department and Utilities Department

**PREPARED BY:** James Edelstein, Deputy Chief of Police

**AGENDA LOCATION:** Comments/Communications , Consent , Work/Study ,  
New Business , Public Hearing , Second Reading  (Check appropriate box)

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**ATTACHMENTS:** Contract

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**SUMMARY/BACKGROUND:** Town Council:

- 1) Passed Resolution No. 1539 in support of a public safety communication system to be located on Glassford Hill for the purpose of enhancing emergency response,
- 2) Supported and approved grant allocation from Homeland Security as a partial funding mechanism for the project,
- 3) Requested and obtained a lease from the Arizona State Land Department for a 0.43 acre site atop Glassford Hill to house equipment and infrastructure.

When this contract was first approved in 2011, radio infrastructure consisted of sites on Glassford Hill and the Prescott Country Club tank. In the last few years, infrastructure was added at the Glassford Hill and Prescott Country Club tank sites, and a new site has been added at the Granite View Tank. All of the sites are in use but servicing and maintenance of the equipment is required to ensure it continues to function properly. This action is for consideration of a Radio Site Maintenance Contract with Niles Radio. Niles was responsible for equipment selection, site engineering, design, and construction services for the communication system and is best suited to provide essential services.

The cost increase of this contract over the prior approved contract is \$1,522.00. The increase is attributed to additional infrastructure as well as a significant maintenance issue in 2015.

Contract services begin on September 1, 2016 and will run through the fiscal year. We anticipate the contract will be renewed yearly as necessary up to a maximum of five years. A portion of the communication system is being utilized by the Utilities Department for their water meter billing system; therefore, cost sharing in the amount of \$3,000 per year will be applied.

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**ACTION OPTION:** Motion to authorize the Mayor (or in his absence, the Vice Mayor) to sign this Radio Site Maintenance Contract with Niles Radio in the amount of \$11,970.00 for Fiscal Year 2016-2017. VOTE.

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**RECOMMENDATION:** Police and utilities staff recommend approval of this contract for maintenance of Telecommunications Systems on Glassford Hill and at several tank sites.

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**FISCAL ANALYSIS:** The total contract amount for Fiscal Year 16-17 is \$11,970.00 and costs shall be borne between the Police Department and the Utilities Department.

Police Department Operating Fund: 101-6110-6251-4350 Maintenance Agreements \$8,970

Utilities Department Water Enterprise Fund: 511-7020-641-4350 Maintenance Agreements \$3,000

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**REVIEWED BY:**

Management Services Director \_\_\_\_\_

Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

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**COUNCIL ACTION:**

Approved    Denied    Tabled/Deferred    Assigned to \_\_\_\_\_