

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: June 23, 2011**

SUBJECT: Niles Radio Site Maintenance Contract for Public Safety Telecommunications Tower on Glassford Hill with Utilities Department participation

SUBMITTING DEPARTMENT: Police
Utilities

PREPARED BY: Candi McElhaney, Administrative Assistant for Bill Fessler, Interim Chief of Police and for Neil Wadsworth, Utilities Director

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

ATTACHMENTS: a.) Radio Site Maintenance Contract # 0701111-01

SUMMARY/BACKGROUND: Town Council:

- 1) Passed Resolution 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.

The communication system is complete and in use but servicing and maintenance of the equipment is required to ensure that 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 for providing essential services.

Contract services begin on July 1, 2011 and will run for the entire fiscal year. We anticipate that the contract will be renewed yearly as necessary. 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.



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 \$10,488.00 for Fiscal Year 2011/2012. VOTE.

RECOMMENDATION: Police and Utilities Staff recommend approval of this contract for maintenance of the new Telecommunications System on Glassford Hill.

FISCAL ANALYSIS: The Total Contract amount for Fiscal Year 2011/2012 is \$10,488.00 and costs shall be borne between the Police Department and the Utilities Department per Table 1 and Table 2. The Niles Radio Communications service agreement will be paid in a one-time payment of \$10,488.00 upon approval of FY2011/2012 budgeted expenditures by Council and/or Town Management.

Table 1

Police

Police: Operations & Maintenance		
HTE Code(s): 101-6110-621-4350		
FISCAL YR 2011/2012	Approved Budget:	\$12,103.00
	Expended & Encumbered:	\$0.00
	Contract, Police Portion:	<u><u>-\$7,488.00</u></u> < this action
	Balance:	\$4,615.00
FISCAL YR 2011/2012		FISCAL YR 2011/2012

Table 2

Utilities

Utilities: Water Enterprise Fund - "Other Professional Services"		
HTE Code(s): 511-7020-641-3275		
FISCAL YR 2011/2012	Approved Budget:	\$25,000.00
	Expended & Encumbered:	\$0.00
	Contract, Utilities Portion:	<u><u>-\$3,000.00</u></u> < this action
	Balance:	\$22,000.00
FISCAL YR 2011/2012		FISCAL YR 2011/2012

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____