



AGENDA REPORT
February 12, 2019

Communications Tower Maintenance, Repair, and Support Services

SUBJECT:

Permission to advertise Invitation to Bid (ITB) from qualified contractors to provide tower maintenance, repair, and support services for the Public Safety Radio System.

FISCAL IMPACT:

There is no impact to the General Fund. This expense is part of the annual budget of the 800 MHz Public Safety Radio System under Emergency Management, included within the total cost of operating the network annually that is billed back to the user agencies each year to defray expenditures.

DEPT/OFFICE:

Emergency Management

REQUESTED ACTION:

It is requested that the Board of County Commissioners approve staff issuing a request for bids for a five-year service/maintenance agreement from qualified contractors to provide tower maintenance, repair, and support services for the towers and antenna systems that are part of the of the 800 MHz Public Safety Radio System and the County-owned communications towers that are administered by Emergency Management. It is further requested that the County Manager or his designee be authorized to sign/execute any documents and renewals on behalf of the Board as may be required to execute/administer any new agreements and any subsequent extensions, subject to approval by the County Attorney's Office and Risk Management; and approve any associated budgetary changes.

SUMMARY EXPLANATION and BACKGROUND:

Emergency Management/800 MHz Radio System Administration maintains a county-wide 800 MHz simulcast radio system composed of nine (9) tower sites and several antenna systems at various locations throughout the county. The proper inspection, maintenance and servicing of these towers and antenna systems, as well as repairs (as needed), are standard procedures in order to properly administer the operations of Public Safety Radio System and fundamental to its continuous operation. The awarded Contractor(s) shall have the capability to provide tower repair, maintenance, and antenna/feed-line services, including after-hours emergency services, and will be replacing the current contract that was awarded on March 2014 for the duration of five years. This contract will be for one year, with four one-year renewals. The average cost of the current tower maintenance

contract is \$58,244 per year.

CLERK TO THE BOARD INSTRUCTIONS:

Send Clerk Memorandum to Emergency Management/800 MHz Radio System.

ATTACHMENTS:

Description

No Attachments Available



Tammy Rowe, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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February 13, 2019

M E M O R A N D U M

TO: Kimberly Prosser, Emergency Management Director

RE: Item F.13., Communications Tower Maintenance, Repair, and Support Services

The Board of County Commissioners, in regular session on February 12, 2019, approved staff issuing a request for bids for a five-year service/maintenance agreement from qualified contractors to provide tower maintenance, repair, and support services for the towers and antenna systems that are part of the 800 MHz Public Safety Radio System and the County-owned communications towers that are administered by Emergency Management; authorized the County Manager, or his designee, to sign/execute any documents and renewals on behalf of the Board as may be required to execute/administer any new agreements and any subsequent extensions, subject to approval by the County Attorney's Office and Risk Management; and approved any associated budgetary changes.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

cc: Finance
Budget