



**MARION COUNTY BOARD OF COMMISSIONERS  
WORK SESSION**

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**Marion County Radio Project Capitalization Plan  
Minutes**

Thursday, April 30, 2026, 1:30 p.m. – 2:30 p.m.  
Commissioners' Boardroom  
Courthouse Square, 555 Court St. NE, Suite 5231  
Salem, Oregon 97301

**ATTENDANCE:**

**Commissioners:** Danielle Bethell and Kevin Cameron.

**Board Office:** Trevor Lane, Matt Lawyer, Toni Whitler, and Chris Eppley.

**Legal Counsel:** Steve Elzinga, and Andrew Mittendorf.

**Public Works:** Brian Nicholas, Dennis Mansfield.

Commissioner Kevin Cameron called the meeting to order at 2:20 p.m.

**1. Welcome & Introductions**

-Commissioner Kevin Cameron

**2. Marion County Radio Project**

-Brian Nicholas

- Project Development Status:
  - Detailed Design Review (DDR):
    - Vendor initially submitted incomplete DDRs:
      - Only Radio Frequency (RF) design provided:
        - Microwave design and data backhaul design missing
      - 5 sites missing from RF design
      - 911 dispatch console design for METCOM not fully addressed.
    - County rejected initial DDRs:
      - Met weekly with Tate project team to resolve design questions
      - Met every other week with Chief Executive Officer (CEO) and regional director to keep project priority.
    - May 1<sup>st</sup> deadline for delivery of complete DDRs and updated pricing:
      - Failure triggers reconsideration of project approach.
      - Risk deployment before winter "snow flights"
    - Tate submitted contract amendment proposal with revised pricing:
      - Confirmed final DDR documents to be uploaded by May 1<sup>st</sup>.
      - Starting 10-day County review period
  - Sites and Construction Status:
    - All construction contracts are bid:
      - Either under construction or ready to proceed
    - Four light sites:
      - No new shelters or towers:
        - Only structural/electrical upgrades.

- Crosby site.
- Marion County Public Works.
- East View Lane.
- METCOM site.
- Bid completed:
  - Summit Solutions identified as low bidder.
  - Contract approval targeted for May 20<sup>th</sup> or May 27<sup>th</sup>
- Major site construction updates:
  - Crooked Finger:
    - Concrete complete.
    - Tower erected.
    - Generator in place.
    - Fencing and electrical work to begin within weeks
  - Lower Prospect:
    - Concrete complete.
    - Tower erection essentially finished.
    - Fencing in place.
    - Electrical work to follow.
  - McCully/McCall Mountain:
    - Concrete complete.
    - Tower components on site.
    - Tower erection is next
  - House Mountain:
    - Excavation done.
    - Rebar/steel being placed.
    - Concrete pours scheduled for next Wednesday.
  - Anderon-Pierce-Wonderly (APW) – Public Works:
    - Concrete complete.
    - Awaiting tower delivery.
  - METCOM:
    - First construction contract work complete.
    - Concrete in place for prefab building.
    - Two contractors for structural work and power feed.
  - Eagle Crest:
    - Equipment at Oregon Department of Transportation (ODOT) shelter.
    - Existing power is insufficient:
      - Change order is likely for additional power.
- Site agreements:
  - East View Lane agreement is now complete.
  - Agreements are still in progress:
    - Parrish/Parent Mountain.
    - Eagle Crest:
      - Polk County–owned site.
      - Permission to install it while agreement is finalized.
    - Whipper site:
      - Drafted and with METCOM for turnaround.
    - Halls Ridge:
      - Negotiations underway with American Tower.
- Remaining uncertainties:
  - Utility work:

- Cost to relocate a meter at Lower Prospect still pending from Portland General Electric (PGE).
  - Whipper foundation:
    - Change in design from ballasted slab to drilled/grounded anchors.
    - Placeholders change order amount is still an estimate:
      - About \$100,000.
  - Overall schedule:
    - Completion dates aligned with deployment schedule.
    - Main development risk is vendor schedule and tower climbing capacity.
  - Tower Climbing/Equipment Installation:
    - Tower climbing services contract to install tower radio equipment.
    - Tate proposed roughly \$1.5M to perform this work:
      - Considered too high.
    - County to procure by Request for Proposal (RFP) for services:
      - Targeting a budget of \$500,000.
    - Final DDRs with equipment count required before issuing bid package.
    - Tower climbing work must:
      - Begin in July.
      - Be completed by end of calendar year.
    - Some risk regarding contractor availability in that timeframe.
  - American Rescue Plan Act (ARPA) and Schedule Considerations:
    - About 65% of project funding is ARPA.
    - Remaining funds come from other County sources and grants.
    - ARPA deadline risk is currently low:
      - Existing ARPA allocations expected to be fully expended in time.
    - Deployment and cutover must be scheduled to avoid winter access issues at high elevation sites:
      - House Mountain and Halls Ridge.
- Project Financial Status:
  - Overall Contract and Target Costs:
    - Original Tate contract value is roughly \$14M.
    - County's internal cost savings target is approximately \$10.49M:
      - Based on design changes and radio reductions.
    - Tate's new proposal reduces contract to about \$11.17M:
      - Roughly \$1.3M over the County's current target
    - New figure is considered pre-negotiation:
      - County to review, validate, and develop negotiation positions.
  - Payments to Date:
    - Milestone based contract:
      - Upon contract execution 15% was paid:
        - About \$1.851M.
      - \$64,000 change order issued and fully paid for additional work.
      - No further milestones have yet been met:
      - Therefore, no additional payments have been made.
  - Site Construction & Major Capital Items:
    - Construction contractors and major vendors:
      - Summit Solutions:
        - Low bidder for the four light sites.
        - Bid came in significantly lower than forecast.
      - Colomo Construction:
        - Primary contractor on set of early site improvements:

- Continuing as scheduled.
  - Sabre Industries:
    - Tower supplier.
    - Tower costs are fully contracted and fixed.
    - Three of six towers have been delivered.
  - Generators, shelters, and power upgrades:
    - Count reduced by two but offset by added features:
      - Suspenders, turn-lock ceiling plugs, etc.
      - Result in net reduction but not proportional cut.
    - Generator and power costs are largely fixed:
      - Three sites require new power drops.
      - Two fixed prices and one still pending PGE cost.
- Engineering and consulting:
  - Radio technology services (RTS) contract:
    - Slight increase but forecast total remains below \$960K.
  - ADCOM - console/911 expertise:
    - Original contract under spent.
    - Direct appointment increases projected total to \$610K.
  - Cushing - civil engineering, site bid plans:
    - Costs tracking as projected.
- Funding Structure and Swaps:
  - Existing funding elements:
    - \$9M ARPA for radio project.
    - About \$1M–\$1.2M in ARPA from federal delegation member.
    - \$2M General Fund transfer previously approved:
      - Converted ARPA to General Fund.
    - \$500K Opal Creek Promise allocation to support project.
  - Adjustments and swaps:
    - Plan to:
      - \$500K from Opal Creek Promise into radio project.
      - Replace \$1.5M existing General Fund contribution with ARPA.
      - Free \$1.5M in General Fund for Detroit marina projects:
        - Face ARPA timing and archaeology related delays.
    - Net effect:
      - Radio project maintains same nominal funding total but with more time constrained ARPA and less General Fund
      - Opal Creek funds are redirected into radio project, while ARPA converted General Fund is redeployed to projects that can't meet ARPA deadlines.
  - Existing \$9M ARPA for radio project projected to fully expend by July:
    - On-site construction, engineering, and existing Tate milestones.
  - Additional ARPA and funding swaps must be finalized and budgeted quickly so they can be spent on project without disruption.
- Radios, Scope, and Funding Gap:
  - Subscriber radios:
    - Original system concept:
      - Tate supplies radios for all agencies on system.
    - Original radio count in bid:
      - About 863 portable radios.
      - About 423 mobile radios.
    - Sheriff's Office alone requires substantially fewer radios:
      - About 355 mobiles and 212 portables.

- Funding gap and options:
      - If contract cannot be brought down to target, project faces:
        - About \$1.1M shortfall versus current budget.
        - \$2M needed for radios for non-sheriff agencies.
      - County can:
        - Deliver and equip Sheriff's Office with existing funding:
          - Even without new speculative funding.
        - Offset \$2M speculative funding and \$1.1M deficit by not purchasing radios or installations for all other agencies.
    - Reducing radio quantities dramatically affects Tate's business model:
      - From 800+ portables/400+ mobiles to only sheriff's portion.
    - County wants to:
      - Preserve favorable unit pricing over life of contract:
        - Up to five years, with  $\pm 25\%$  quantity flexibility.
      - Avoid cutting non-sheriff radios unless there is no real fund prospect.
- Grants and External Funding Strategy:
  - Large scale funding targets:
    - Congressional Directed Spending (CDS):
      - Prime way for \$2M to fund radios for north county agencies.
    - Assistance to Firefighters Grant (AFG):
      - Historically good fit.
      - Federal Emergency Management Agency (FEMA) program uncertain:
        - No AFG last year and unclear for this year.
  - Smaller grant opportunities:
    - State Preparedness and Incident Response Equipment (SPIRE):
      - Could yield approximately \$125K.
    - Safe Streets for All (public safety side):
      - Typical awards are around \$200K.
    - Helpful but not sufficient alone:
      - Considered worth pursuing if capacity allows.
  - Board/agency roles:
    - County expects agencies to:
      - Clearly commit that joining system is priority.
      - Provide letters of support for CDS and other grant applications.
    - County leadership will:
      - Lead ask with federal delegation.
      - Coordinate letters and messaging.
      - Project framed as one-time public safety investment:
        - No ongoing operating subsidy needs.
- Internal/Hidden Costs and Transparency:
  - Public Works and Radio Shop support:
    - Road improvements to access APW site for construction traffic.
    - Staff time (project management, inspection, coordination)
    - Early purchase of all Cisco switches for the data backhaul (already in inventory, palletized and ready for deployment)
  - Costs tracked in separate project numbers and not included in main radio project total currently shown.
  - Agreement of displaying for full transparency when sharing total investment in project.

### 3. Other

-All

- Policy and Governance Discussions:
  - Ongoing tension between:
    - County's willingness to pursue funding for all agencies.
    - Need clear commitments from local agencies that they will participate and support funding efforts.
  - Concern that agencies have historically expected County to lift whole project without firm commitments on funding or advocacy.
  - Not all agencies are cities:
    - Many are independent fire districts with their own boards and budgets.
  - City council can support districts by letters but do not control district budgets.
- Delegation and Communication:
  - Need for coordination with:
    - Federal delegation offices.
    - County lobbyists/staff to ensure priorities are clear and consistent.
  - Some delegation questions have already been discussed:
    - Future CDS asks for radio project likely apply to next year's cycle.
- Inter Project Funding Interactions:
  - Detroit marina and park projects:
    - Delays due to environmental review, pushing beyond ARPA deadlines.
    - Main reason to swap ARPA constrained dollars to radio project:
      - Free up unconstrained General Fund for marinas.
  - Opal Creek Promise:
    - Originally inked with park funding:
      - Now partially redirected to the radio project.
    - Formal application/write up still required:
      - Staff support offered to complete it

### 4. Next Steps

-All

- Design and Contracting:
  - Conduct 10-day review of Tate's final DDRs once fully uploaded.
  - Develop detailed pre-negotiation position on Tate's contract amendment:
    - Validate proposed pricing against original unit costs and agreed terms.
    - Identify where counts or unit prices may have changed.
    - Clarify scope around radios for non-sheriff agencies.
  - Complete negotiations with Tate, targeting resolution by end of next week
  - Issue RFP for tower climbing services based on final DDR equipment counts.
  - Bring Summit Solutions construction contract for approval:
    - May 20<sup>th</sup> or May 27<sup>th</sup>.
- Funding & Budget Actions:
  - Finalize the funding swaps:
    - Insert \$500K Opal Creek Promise funding into radio project.
    - Swap \$1.5M General Fund with \$1.5M ARPA for radio project:
      - Freeing General Fund for marina work.
  - Prepare and execute:
    - Marion County ARPA funding agreement for radio project.
    - Capital Improvement Plan (CIP) updates with fund sources and totals.
    - Budget Supplement #2 to align appropriations with updated plan.
  - Coordinate with Detroit marina project staff:
    - Leadership and key commissioners receive clear memo explaining:

- Funding swaps.
  - Timeline implications.
  - How radio and marina funding now interact.
- Grants and External Funding:
  - CDS funds for about \$2M to fund subscriber radios for north county agencies:
    - Inform Technical Advisory Committee (TAC) and members county will pursue CDS.
    - Request letters of support and confirm project as priority for them.
  - Explore and, where feasible, apply for:
    - Assistance to Firefighters Grant (AFG) if program resumes.
    - SPIRE and Safe Streets for All grants:
      - Agencies and county provide support letters.
  - Provide templates for agencies to customize support for grant applications.
- Communication and Governance:
  - Keep board informed by email updates next week regarding:
    - Progress on Tate negotiations.
    - Updated cost projections and risks.
    - Status of tower climbing procurement.
  - Coordinate with County leadership to:
    - Present priority list to federal delegation members.
    - Clarify expectations for local agency participation:
      - Commitments and letters of support.
  - Continue tracking and reporting internal county support costs for inclusion in total project cost summaries.

**Adjourned** – time: 3:11 p.m.

**Minutes by:** Mary Vityukova

**Reviewed by:** Gary L. White