

**..Title**

- a. Approve and authorize the Chief Information Officer of the Information Technology Department to sign a non-standard Site Lease Agreement with the Stephen Snodgrass – Lewis Road Communication Site for an amount not to exceed \$56,931, commencing May 1, 2022, and ending on February 28, 2031; and
- b. Accept non-standard provisions as recommended by the Chief Information Officer; and
- c. Authorize the Chief of Information Officer or designee to execute up to two (2) future amendments, subject to County Counsel review, to extend the non-standard Site Lease Agreement term for five (5) additional years per amendment and to allow for a four percent (4%) annual increase per year provided the amendments do not significantly change the scope of work and do not alter the non-standard terms of the Site License Agreement.

**..Report**

**RECOMMENDATION:**

It is recommended that the Board of Supervisors:

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- b. Accept non-standard provisions as recommended by the Chief Information Officer; and
- c. Authorize the Chief of Information Officer or designee to execute up to two (2) future amendments, subject to County Counsel review, to extend the non-standard Site Lease Agreement term for five (5) additional years per amendment and to allow for a four percent (4%) annual increase per year provided the amendments do not significantly change the scope of work and do not alter the non-standard terms of the Site License Agreement.

**SUMMARY:**

This non-standard Site License Agreement between the County of Monterey and Stephen Snodgrass will permit the County to use space at the 1705 Covenant Lane, Watsonville, CA location referred to as “Lewis Road Communication Site,” which is a vital hub for radio coverage for the County’s first responders.

**DISCUSSION:**

The Sheriff’s Department and Mr. Snodgrass entered into a lease in 1999, wherein the County leased (and continues to lease) Mr. Snodgrass's property. The Sheriff's Department leases this property for the purpose of a radio tower site for mobile communications necessary for public safety. This property is unique, and the County's use of this exact property is imperative to County services.

The Lewis Road Communication Radio Site is a critical component of the Next Generation (NGEN) radio communications system project. The Lewis Road Site provides conventional radio coverage to north Monterey County augmenting digital radio coverage to ensure two-way radio for the Sheriff’s Office and fire agencies in Monterey County. Additionally, the Lewis Road

Communication Site includes a microwave radio system that connects to Fremont Peak ensuring uninterrupted connectivity to the County 9-1-1 dispatch center.

The lease began as a five-year lease from 1999 to 2004, then was extended by way of amendment through 2009. There has been no additional amendment or new lease extending the lease past 2009; however, the County has continued to pay Mr. Snodgrass annually and Mr. Snodgrass has continued allowing the County to use the site.

ITD is now taking over the lease and at the suggestion of counsel, ITD is again formalizing the long-standing agreement between the County and Mr. Snodgrass.

This non-standard Site License Agreement may be cancelled by either party at any time upon providing ninety (90) days advance written notice to the other party. Upon providing termination notice to County, or upon receiving termination notice from County, the County shall remove its electronic equipment and improvements from the facilities by expiration of the ninety (90) day notice period.

This non-standard Site License Agreement with Mr. Snodgrass provides the continuation of public safety and microwave communications for North County. The Chief Information Officer recommends entering into this lease to continue to provide analog two-way radio coverage for the County's first responders, law, fire, and ambulance services.

OTHER AGENCY INVOLVEMENT:

County Counsel has reviewed this agreement and has approved as to form.

FINANCING:

The funds have been included in the FY21-22 Approved Budget for the Information Technology Department, ITD 1930, Appropriations Unit INF002. Transactions relating to future fiscal years will be included in each respective Recommended Budget based upon the anticipated utilization of the services.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

This radio site will provide critical radio communications for Monterey County and enhance public safety for all first responders and the communities.

- Economic Development
- Administration
- Health & Human Services
- Infrastructure
- Public Safety

Prepared by: Teresa Meister, Management Analyst, x6938

Approved by: \_\_\_\_\_  
Eric A. Chatham, Chief Information Officer, ext. 6920

Attachment: Lewis Road Communication Non-standard Site Lease Agreement