

# MARIN EMERGENCY RADIO AUTHORITY

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## MEMORANDUM

**DATE:** May 6, 2004  
**TO:** MERA Executive Committee  
**FROM:** Martin J. Nichols, Executive Officer  
**SUBJECT:** AGENDA ITEM K: NEW AGREEMENT FOR EXECUTIVE OFFICER

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Recommended Action: Recommend a new one-year agreement for Executive Officer Services.

Background:

My current 18-month agreement terminates on June 30, 2004. MERA has the need for significant Executive Officer services for the next 12 to 24 months. Major tasks include:

1. Completion of system backbone sites:
  - Bay Hill
  - Bolinas
  - Southern Marin
2. Radio installations for remaining agencies.
3. System warranties.
4. System operations

I propose a one-year extension of my current agreement with MERA to serve as your Executive Officer through June of 2005 at my current rate of \$8,500 per month.