



TOWN OF GRANBY

MEMORANDUM

DATE: December 31, 2024

TO: The Granby Board of Selectmen

FROM: Mike Walsh, Granby Town Manager

REGARDING: Communications System Agreement - Background & Approval

Background:

In February of 2018, the Town of Granby Radio System Committee was created. The charge of the committee was to provide an assessment of the Emergency Radio System that the Granby Police, Lost Acres Fire Department, Granby Public Works, Granby Ambulance, and Granby CERT all rely on.

Based on the committee's work, it was determined that the existing emergency radio system experiences coverage issues, that in many cases we're relying on obsolete equipment, and in general, the system has reached its useful life and needs to be replaced.

This assessment and determination spanned over several years, different administrations, and different administrators, but substantial progress was made with Lost Acres Fire Chief John Horr, Jr. leading the project.

In May of 2021, based on the results of a Town of Granby issued Request for Quotations (RFQ), Marcus Communications was engaged to begin the formal assessment of the radio communications system in order to identify a preferred replacement option. This review/assessment process lasted for two years, or into early 2023.

In May of 2023, a Request for Proposal (RFP) was issued to replace the radio communications system. The RFP was based on the technical proposal specification work completed by the Town from 2021 to 2023.

At the same time, Federal Engineering, based on a separately issued RFP and due to the sophisticated technical nature of the project, was hired to assist the Town with the analysis of the bids received to replace the radio communications system. Federal Engineering is a technical consulting firm specializing in the engineering and design of radio communications equipment.

After extensive analysis by the Town, assisted by Federal Engineering, Marcus Communications was selected as the provider of the various emergency communications equipment and installation at an estimated cost of \$4.6 million.

In April of 2024, the voters of the Town of Granby favorably approved of the allocation of capital monies set aside within Fund Balance to allow the Town of Granby to execute a contract with Marcus Communications. With funding in place, the contract negotiation between the Town of Granby and Marcus Communications was completed by Lost Acres Fire Chief John Horr, Jr.

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That contract was reviewed by Attorney Joseph Fortner from the firm of Halloran and Sage and is attached for your review and approval.

In order for the Town of Granby to move forward and execute the contract between the Town and Marcus Communications, the following motions are needed.

Approval: The following motions are needed from the Board of Selectmen:

1. Move that the Board of Selectmen approve the Communications System Agreement between the Town of Granby and Marcus Communications, LLC in the amount of \$3,977,306.22 and direct the Town Manager to execute all documents necessary to facilitate the agreement.
2. Move that the Board of Selectmen direct the Town Manager to extend the January 30, 2024 Consulting Agreement with Federal Engineering at the same terms and conditions of the original agreement with a not to exceed amount of \$50,000 in order to continue to rely on their technical expertise and experience as the Town begins the process to replace the townwide emergency communications system with an anticipated completion date of May 2026.

If you have any questions on the aforementioned summary or motions, I will be on hand to answer any questions. Thank you.