



Midpeninsula Regional  
Open Space District

R-23-80  
Meeting 23-20  
August 9, 2023

## AGENDA ITEM 5

### AGENDA ITEM

Lease Agreement with CAL FIRE and the Department of General Services for Use of the Allen Peak Radio Tower

### GENERAL MANAGER'S RECOMMENDATION

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Authorize the General Manager to execute a 5-year lease agreement with CAL FIRE and the Department of General Services, with four optional renewal periods of five years each, totaling 25 years, for use of the Allen Peak Radio Tower site located at 275 Allen Road, Woodside, CA starting at a monthly cost of \$664, with an annual escalator of 3% effective each July 1, for a total 5-year cost not-to-exceed \$39,648 and 25-year cost not-to-exceed \$287,853.

### SUMMARY

In November 2020, the Board of Directors (Board) approved the General Manager's recommendations for a project to upgrade the Midpeninsula Regional Open Space District (District) radio system to address end-of-life equipment and coverage issues ([R-20-110, minutes](#)). This approval included discontinuing use of the Skeggs Point Radio Tower (currently used by the District) and initiating District use of the Allen Peak Radio Tower. CAL FIRE and the Department of General Services jointly manage the Allen Peak tower. Consistent with prior Board approval, the General Manager recommends entering into a lease agreement with CAL FIRE and the Department of General Services for use of the Allen Peak Radio Tower for a five-year term with four optional renewal periods of five years each, for a maximum term of 25 years. There are sufficient funds in the adopted Fiscal Year 2023-24 (FY24) budget to cover the lease fee. Funds will be recommended in future fiscal year budgets as part of the annual Budget and Action Plan process.

### DISCUSSION

The radio system is an essential tool to ensure public safety and effective internal communications. It must be functional and reliable. The District's current radio system covers a broad and diverse geographic area utilizing a set of five repeaters that are situated based upon requirements for coverage area and proximity to other repeaters (Attachment 1).

In July 2019, the District conducted a radio upgrade assessment of the radio system under the Radio System Assessment and Upgrade project (project #65407). As part of the assessment, the District's radio system design consultant extensively interviewed staff to fully understand the gaps in coverage. Based on those interviews, various existing towers were modeled to determine which towers would provide the optimal coverage for each area. Based on this modeling, the Allen Peak Radio Tower was determined to best address the issues in the northern reaches of the

District. The consulting engineer recommended that the District replace the Skeggs Point Radio Tower with a repeater on the Allen Peak Tower. This shift would avoid the need to purchase a required back-up generator for the Skeggs Point Radio Tower (which costs the same as installing a repeater at the Allen Peak Radio Tower) with the added benefit of improving coverage in the following Preserves and new acquisitions:

- La Honda Creek
- El Corte de Madera
- Russian Ridge
- Tunitas Creek
- South Cowell Property (Purissima Creek Redwoods)
- Irish Ridge Property (Purissima Creek Redwoods)

A coverage map showing the improvements gained by adding the Allen Peak Radio Tower can be seen in Attachment 2. In November 2020, the Board reviewed the assessment findings and approved all the General Manager's recommendations for the radio upgrade project, including swapping Skeggs for Allen Peak ([R-20-110](#), [minutes](#)).

CAL FIRE and the Department of General Services are the sole joint-managers of the Allen Peak Radio Tower; therefore, CAL FIRE and the Department of General Services are sole-source providers for this site. The recommended lease agreement with CAL FIRE and the Department of General Services for Allen Peak Radio Tower is for a 5-year term with four optional renewal periods of five years each, totaling a maximum of 25 years. The first fiscal year annual cost of the lease would be \$5,312 (November 1, 2023, to June 30, 2024), with an annual escalator of 3% effective each July 1<sup>st</sup>. This initial rental cost is prorated for 8 months and represents a 50% reduction from the annual fair market rent of \$15,936. The District receives the rent reduction as a cooperative public agency that assists CAL FIRE. The District is also able to realize further savings by no longer leasing space at the more-expensive Skeggs Tower site. As part of the lease agreement, the State may determine in the future that the District is no longer a cooperative public agency and increase the rent to the fair market value, in which case the District has the right to terminate the lease.

With the 50% rent reduction, the total cost for the first 5 years would be \$39,648. The four optional five-year extensions would each respectively total \$49,041, \$56,852, \$65,907, and \$76,405, for a grant total 25-year cost not-to-exceed \$287,853 if all extensions are executed. Optional extension periods are subject to State approval. The lease provides that either the State or the District may terminate the lease at any time upon 90 days prior written notice.

## **FISCAL IMPACT**

There are sufficient funds in the adopted FY24 budget to cover the cost of the recommendation. Funds will be recommended in future fiscal year budgets as part of the annual Budget and Action Plan process.

## **BOARD AND COMMITTEE REVIEW**

The Board approved the General Manager's recommendations to upgrade the radio system on November 18, 2020 ([R-20-110](#), [minutes](#)).

## **PUBLIC NOTICE**

Public notice was provided as required by the Brown Act.

## **CEQA COMPLIANCE**

This item is not a project subject to the California Environmental Quality Act because the District's decision to enter into a lease agreement to use an existing radio tower will not result directly or indirectly in physical changes to the environment.

## **NEXT STEPS**

If approved by the Board, the General Manager will enter into a lease agreement with CAL FIRE and the Department of General Services for a 5-year initial term with four optional renewal periods of five years each, totaling 25 years.

### Attachments

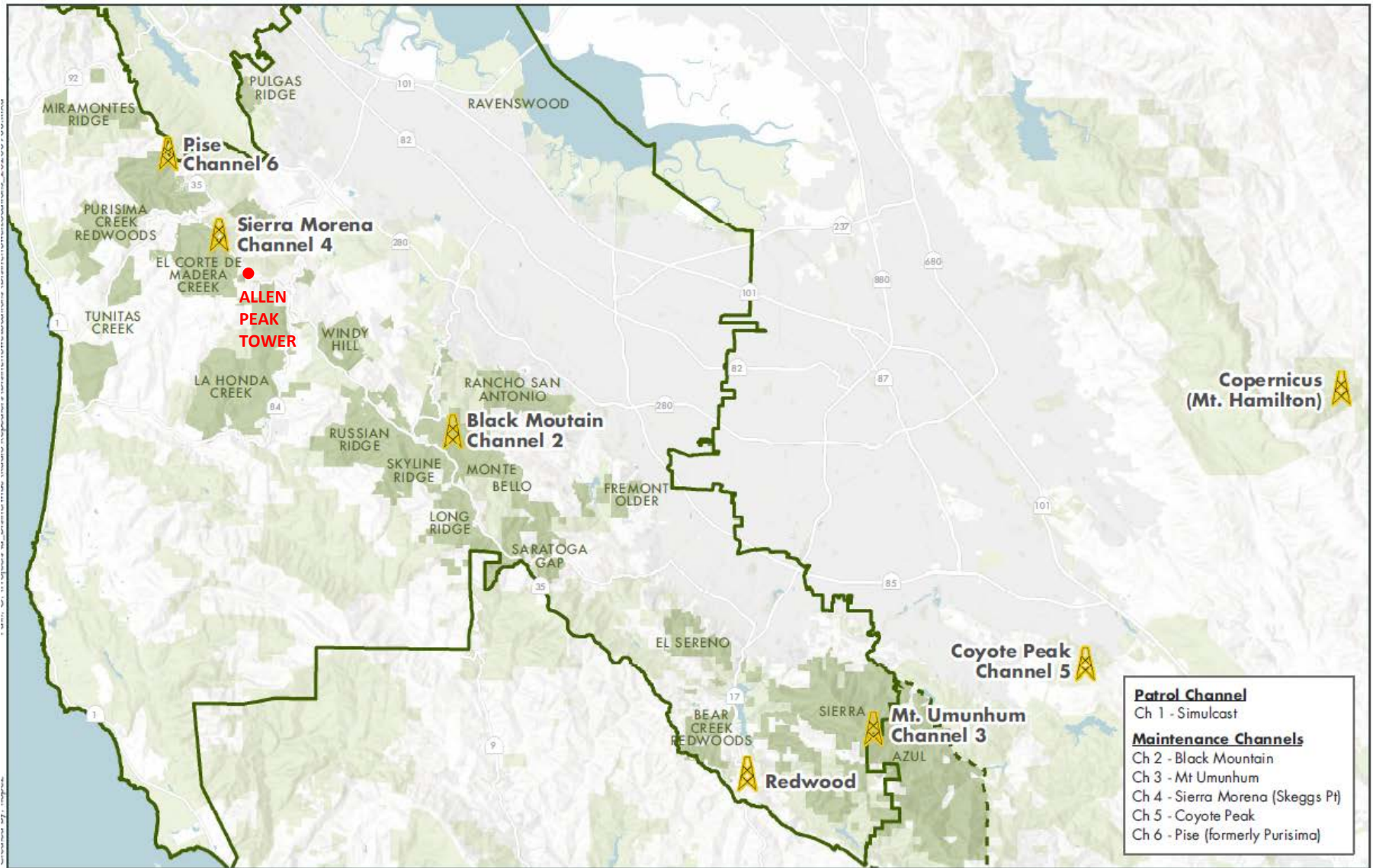
1. Map of District Radio Tower Locations
2. Allen Peak Radio Tower Coverage Improvement Map

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### Map of District Radio Tower Locations

## ATTACHMENT 1

Midpeninsula Regional  
Open Space District  
(Midpen)  
9/8/2020

-  MROSD Preserves
-  Other Protected Lands
-  Private Property
-  MROSD Boundary
-  Sphere of Influence
-  District Radio Repeater



Miles



## Attachment 2. Allen Peak Tower Coverage Improvement Map

Areas of improvement are shown in red. Blue is the current District coverage.

