



Regional Resource Center for
Public Health Emergency Preparedness

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MEMORANDUM

To: Southern Maine Region Hospital CEOs/Presidents; Hospital Emergency Preparedness Coordinators; Hospital Radio Communications Contacts
Cc: York, Cumberland, Sagadahoc, and Lincoln County Emergency Management Agency Directors; South Portland Emergency Management Agency Director
From: Steven Trockman, Director & Paul Weiss, Programmer/Analyst and Communication, Southern Maine Regional Resource Center
Date: March 17, 2006
Subject: **Hospital Radio Purchase**

Through a collaboration of Maine's three Regional Resource Centers, Maine Hospital Association (MHA), Maine Emergency Management Agency (MEMA), Maine Emergency Medical Services (MEMS), Maine Center for Disease Control and Prevention (MCDC), and the Office of the State Chief Information Officer, we are excited to announce that your hospital is eligible to receive new, state-of-the-art digital radio base stations for routine and emergency communications.

Following an extensive request for proposal (RFP) and review process, Radio Communications Management Inc. (RCM) has been awarded a contract to provide radios, antennae, cabling, and two remote voice stations to 47 sites statewide. As soon as the contract is signed and encumbered we enter a 30-day timeframe for delivery to each hospital and health center. We expect this to occur very soon.

Maine has also awarded installation contracts for those hospitals and health centers in Cumberland, Lincoln, Washington, and Aroostook Counties. Following delivery, when the installation contract is signed, we enter a 90-day timeframe for completion of installation. If your hospital is in Cumberland or Lincoln County, you are bound to this state installation contract. If your hospital is in York County, you may select your own installer.

For those of you in York County, the state will reimburse you for installation costs up to \$2,000. You will be required to submit receipts and invoice MEMA with a cover letter clearly stating that this is a request for reimbursement under the "Hospital Radio Project." The 90-day deadline applies to those that need to arrange for their own installation services, so please start lining up this work immediately.

The state has also agreed to reimburse each hospital up to \$1,000 for antenna/feed line expenses. The reimbursement process will be the same as for installation.

Please note that these timelines are **not** flexible, as the expense reimbursements are aligned with federal Homeland Security grant funding availability and will “expire” after this time frame. It is critical that you work with your facility communications technical experts, and with the installation contractor, to secure this installation **as soon as possible**. Also, you may wish to work with the appropriate County/Local Emergency Management Agency (EMA) radio/communications experts (County EMA Directors can guide you if necessary) and the Federal Communications Commission (FCC) for guidance on **channel/frequency assignments** and licenses for your facility. These radios will provide your facility with interoperable communications capacity with other hospitals; local and County EMA, Police, Fire, EMS, and dispatch; and other local, regional, and state officials and agencies as appropriate.

These radios are MASTR III P25 VHF Digital Base Stations from M/A-COM Tyco. They are 100 watt units, capable of both analog VHF and conventional Project 25 compliant digital communications. They have many great features, are upgradeable, and are meant to be in continuous use. Please find attached a PDF file with a photo and technical specifications of the radio.

We are grateful to MEMA for their generous allowance of scarce federal grant funds for essential hospital communications, and to the State’s CIO Office for their technical expertise and leadership throughout the RFP and contracting process.

The Southern Maine Regional Resource Center will follow-up with your hospital soon regarding further details of this plan.