

# Agenda Report

December 5, 2011

**TO:** Honorable Mayor and City Council

**FROM:** Police Department

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE CITY OF WEST COVINA, WEST COVINA SERVICES GROUP FOR A NOT TO EXCEED AMOUNT OF \$135,000 TO PROVIDE SOFTWARE MAINTENANCE AND SERVICE FOR THE POLICE COMPUTER AIDED DISPATCH (CAD) AND RECORDS MANAGEMENT SYSTEM (RMS)**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the authorization to enter into a professional contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061 (b) (3); and
2. Authorize the City Manager to execute a contract with the City of West Covina, West Covina Services Group for annual software maintenance and service in an amount not to exceed \$135,000 for fiscal year 2012, with two optional one year extensions in an amount not to exceed \$157,500 in fiscal year 2013 and \$170,000 in fiscal year 2014. The proposed contract is exempt from competitive bidding pursuant to City Charter, Section 1002(H), and Pasadena Municipal Code, Section 4.08.049 (A) (3), contracts with other government entities.

## **BACKGROUND:**

In October, 2009 the City Council authorized a contract for \$1,180,225 with West Covina Services Group to provide the Pasadena Police Department a Computer Aided Dispatch (CAD), Records Management System (RMS) and Mobile Data Computers (MDC). This system enables the Pasadena Police Department to allocate resources and effectively provide police services to the community. The CAD system automates the incoming call process, creating a rapid means to distribute critical information to field personnel while instantly storing such information for retrieval. The RMS provides a computerized database that allows police personnel to initiate queries

pertaining to criminal investigations and administrative reports. The MDC units in police vehicles provide police personnel the necessary hardware and software to access the CAD and RMS data while in the field.

To support the proprietary system, the City contracts with West Covina Services Group for ongoing maintenance and support as part of the agreement at a fixed cost. The cost for this year is \$135,000 and an amount not to exceed \$157,500 for FY 2013 and \$170,000 for FY 2014.

At the time the contract was signed, maintenance was quoted at \$150,000 per year with a maximum 5% increase in any year. The base system was implemented during FY 2010. One component of the system, report writer, is not yet implemented, so the annual fees for FY 2012 were reduced to \$135,000.

**COUNCIL POLICY CONSIDERATION:**

This request is in line with the City Council Strategic Planning Goals of maintaining fiscal responsibility, supporting quality of life, and ensuring public safety.

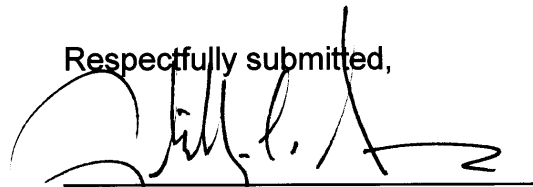
**ENVIRONMENTAL ANALYSIS:**

The proposed contract with the City of West Covina, West Covina Services Group is for professional services, which is not subject to environmental review.

**FISCAL IMPACT:**

The cost of this contract will be \$135,000 in fiscal year 2012, and if the two one-year extensions are approved, \$150,000 in fiscal year 2013 and \$170,000 in fiscal year 2014. Funding for this action will be addressed by the utilization of existing budgeted appropriations from the Miscellaneous Public Safety Grant Fund account number 8114-228-405300, Other Contract Services Technical Services Section. It is anticipated that \$135,000 of the cost will be spent during the current fiscal year. The remainder of the costs will be spent over the next two fiscal years. There are no anticipated indirect and support costs such as IT support associated with this action.


Respectfully submitted,



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PHILLIP L. SANCHEZ  
Chief of Police  
Police Department

Prepared by:



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LISA ROSALES, Commander  
Strategic Services Division

Approved by:



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*For* MICHAEL J. BECK  
City Manager