

Agenda Report

December 15, 2014

TO: Honorable Mayor and City Council

FROM: Police Department

SUBJECT: AUTHORIZATION TO MAKE ANNUAL PAYMENTS FOR SOFTWARE MAINTENANCE AND SERVICES PROVIDED BY THE CITY OF WEST COVINA TO THE PASADENA POLICE DEPARTMENT UNDER CONTRACT 20108

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act ("CEQA") in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. Authorize the City Manager to make annual payments for software maintenance and services provided by the City of West Covina to the Pasadena Police Department pursuant to the terms of contract number 20108.

BACKGROUND:

In October, 2009, the City Council authorized a contract for \$1,180,225 with the City of West Covina, without competitive bidding or competitive selection pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049(A)3, to provide the Pasadena Police Department with Computer Aided Dispatch (CAD), Records Management System (RMS) and Mobile Data Computers (MDC) software.

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.

The contract for provision and maintenance of the CAD/RMS system remains in place until terminated, which either party may do upon 180 days advance written notice. Additionally, the agreement requires that the City pay, on an annual basis following deployment of the system, the City of West Covina for software maintenance and services. However, when the contract was presented to City Council for approval in 2009, authorization to pay the annual maintenance and service fee was not included in the authorization, as it should have been. The proposed action is intended to correct this by authorizing the City Manager to make the annual maintenance and service fee payments pursuant to the terms of the underlying contract, which require such payments for as long as the City utilizes the system.

It should be noted that staff returned to the City Council on December 5, 2011, after full implementation of the system had been achieved, to obtain authorization to enter into a separate contract to pay for maintenance and services for fiscal years 2012 – 2014, in the amounts of \$135,000, \$157,500 and \$170,000 respectively. However, given that the terms of underlying contract address annual maintenance and service, it has been determined, in consultation with the City Attorney's Office, that the proposed approach is preferable to issuing separate, additional contracts to pay for maintenance and service.

The current fiscal year maintenance and services fee is \$139,050, which is reduced from what was previously anticipated based on the equipment and features actually deployed. Per contract number 20108, the annual maintenance and service fee increases by 5% per year, therefore the cost for fiscal year 2016 will be \$146,003 and \$153,303 for fiscal year 2017, and increasing 5% per year thereafter until the City discontinues using the system.

While the software suite provided by the City of West Covina is meeting the Police Department's immediate needs, uptime is not optimal, and it is not a contemporary system. CADRMS replacement software is currently an unfunded Capital Improvement Project. The Police Department is conducting research with regional public safety partners to consider a region-wide system that will better meet the Departments' needs.

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:

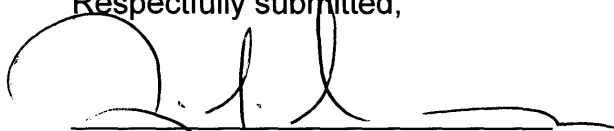
The proposed action will authorize payment to the City of West Covina for annual software maintenance and service. This action has been determined to be exempt from the CEQA process pursuant to State CEQA Guidelines Section 15061(b)(3), the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question, such as contracting for professional services, may have a

significant effect on the environment, the activity is not subject to CEQA. This action does not have the potential for causing a significant effect on the environment and is therefore exempt from CEQA per Section 15061(b)(3) (General Rule).

FISCAL IMPACT:

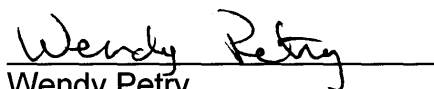
The cost of this action for fiscal year 2015 will be \$139,050 with increases not to exceed 5% per year thereafter through the life of the contract. Funding for this action will be addressed by the utilization of existing appropriations in the Police Department account number 8114-101-405300, Other Contract Services Technical Services Section. There are no anticipated indirect and support costs such as IT support associated with this action.

Respectfully submitted,

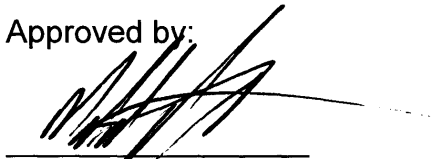


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