

# Agenda Report

June 6, 2016

**TO:** Honorable Mayor and City Council

**FROM:** Police Department

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH TASER INTERNATIONAL, INC. FOR A POLICE BODY WORN CAMERA SYSTEM**

**RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed contract is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines Section 15061(b)(3);
2. Authorize the Interim City Manager to enter into a five-year contract with TASER International, Inc. to furnish and deliver software, hardware, and services for a Body Worn Camera System in an amount not to exceed \$1,532,258, which includes the base contract amount of \$1,392,962 and a contingency of \$139,296. Competitive bidding is not required pursuant to City Charter Section 1002(F), contracts for professional or unique services; and
3. Authorize the addition of two new full-time equivalent (FTE) positions to the Police Department's FY 2016 Operating Budget, increasing the department total FTE count from 369.75 to 371.75.

**BACKGROUND:**

Body worn cameras capture audio and video evidence of incidents involving police personnel interacting with citizens/suspects. This evidence is crucial when responding to complaints and can reduce exposure to litigation from false complaints and/or frivolous lawsuits, thus mitigating costs and risk to the City. Recording of critical incidents also provides more accurate review and analysis for improved training for Department personnel and improved service to the community. Recordings may also capture important evidence related to criminal activity in support of prosecution.

Recognizing the value of what a body worn camera program could bring to the Police Department and City, a capital improvement program project was created and fully funded in FY 2015 for this purpose. The project provides for the implementation of a Body Worn Camera System (BWCS) for the Police Department, which will offer the scalability, availability, reliability and interoperability that are required to meet the current demands of Police operations. In addition, it will provide efficiency, flexibility and security by leveraging the capabilities of current technology.

Specifically, the scope of work for the BWCS includes 300 cameras and a highly configurable backend system that is compliant with Criminal Justice Information Services CJIS Division standards. The system is capable of tracking, cataloging and viewing video to ensure integrity and chain-of-custody for use as evidence. The system will also be capable of integrating with the Computer Aided Dispatch (CAD) System. In addition, automated recording features and alerts will be incorporated to ensure critical information is captured by the System. Furthermore, the new system will be designed with adequate storage capacity to stay in compliance with the current retention policy for police records.

### **Selection Process**

The Department of Information Technology (DoIT) prepared and posted the Request for Proposals (RFP) for the Body Worn Camera System through Planet Bids on February 4, 2016. On February 16, 2016, ten different vendors attended the preproposal conference. In response to the RFP, six responsive proposals were received on February 23, 2016. Each proposal was scored based on the evaluation criteria stated in the RFP, which included technical specifications and capabilities, technology infrastructure requirements, vendor support, service, vision, viability, references with comparable environment, cost, local business and small or micro-business preference.

Per the evaluation procedures and criteria stated in the RFP, the responses were scored and ranked as follows:

Rank	Company Name	Location	Total Score (100 max)
1	TASER International	Scottsdale, AZ	74
2	VieVu	Seattle, WA	71
3	Enforcement Video	Allen, TX	69
4	VION	Herndon, VA	67
5	Digital Ally	Lenexa, KS	57
6	Wolfcom	Hollywood, CA	56

Based on the final scoring, staff is recommending that TASER International be awarded a contract for the BWCS, as the firm provided the most comprehensive proposal. Additional details on the scoring criteria and results are included as Attachment B.

The breakdown of the contract amount is as follows:

Year 1 Costs	\$ 337,291
Service, Maintenance and Support (Years 2 thru 5)	\$1,055,671
Contingency Allowance (10%)	<u>\$ 139,296</u>
Contract "Not To Exceed" Amount	\$1,532,258

***Project Implementation and Ongoing Program Costs***

Staff anticipates that the project will take approximately four months to complete upon contract execution, and cost approximately \$471,291 for the initial implementation. This figure includes \$337,291 for the camera hardware, professional services and the initial 12 months of service, maintenance and support, as well as a projected cost (and a separate procurement at a later date, apart from this proposed contract) of \$134,000 for City purchased network equipment needed to manage the flow of video data captured by the cameras. A comprehensive implementation plan will be defined as part of the project planning phase with the vendor.

Ongoing costs for service, maintenance and support are also included in the contract and total \$1,055,671 over years two through five. Also, staff is recommending the addition of two new full-time positions in the Police Department for FY 2016, which are envisioned to handle program related tasks. These positions include one Police Supervisor (Technical Services Section) and one Property and Evidence Technician (Digital Media Evidence Specialist). Based on research into body worn camera programs in agencies of similar size, evidence suggests two additional employees are needed to maintain adequate controls. Some of the day-to-day video recording tasks can be handled at a technician level, but other imperative tasks related to accountability, policy review, research and recommendations will be the main focus of the supervisory position. New appropriations for these two positions are not being requested in FY 2016, as there are anticipated salary savings in the Police Department to cover any costs that may occur. Beginning in FY 2017, the annual cost for these two new positions is estimated at \$190,782 and are included in the recommended FY 2017 operating budget.

These positions are absolutely vital to the success of the body worn camera program. Funding the system without authorizing added personnel would significantly reduce the Police Department's operational capacity. However, even with these two new positions there will be daily impacts in managing the devices and reviewing or otherwise processing and utilizing the recorded video. Personnel requirements will be reassessed as the program develops, but evidence suggests additional employees may be needed in the future to maintain adequate controls, including the need for increased technical support from the Department of Information Technology in support of this critical service.

**COUNCIL POLICY CONSIDERATION:**

This action supports the City Council's strategic goal to ensure public safety by enhancing the monitoring of interaction between Pasadena policing staff and its citizens.

**ENVIRONMENTAL ANALYSIS:**

This contract is exempt from CEQA per section 15061(b)(3), the General Rule. The General Rule can be applied when it can be seen with certainty that the activity will not have a significant effect on the environment. The proposed action will not result in any new development or physical changes.

**FISCAL IMPACT:**

The cost of this proposed contract will be \$1,532,258, which does not include a projected cost of \$134,000 in City purchased network equipment, which will be a separate procurement at a later date, apart from the proposed contract. Funding for implementation of the BWCS in the amount of \$471,291 will be addressed by the utilization of existing budgeted appropriations in Capital Improvement Program Budget account number #71158 (Police Department – Body Cameras). This includes year one contract costs of \$337,291 and \$134,000 in City purchased network equipment.

Ongoing costs beginning in FY 2017 to manage and sustain the program effectively include \$190,782 for additional Police personnel. Beginning in FY 2018, vendor maintenance and support estimated at \$263,918 annually will be included the Police Department's operating budget. The total cost to maintain the Body Worn Camera Program is estimated at almost \$455,000 annually.

It is anticipated that approximately \$337,291 of the contract will be spent in FY 2017. The contract includes maintenance and support for five years. At the end of the five years, staff will evaluate the pricing, terms and conditions, to determine an appropriate course of action in the best interests of the City. The anticipated impact to other operational programs or capital projects as a result of this action will be minimal.

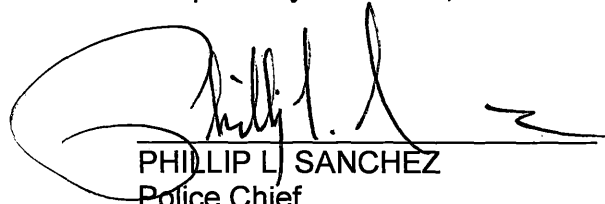
The following table presents a summary of the sources of funds that will be used

CIP #71158 – Police Department – Body Cameras	\$ 550,000
<b>Total Sources</b>	<b>\$ 550,000</b>

The following table presents a summary of the proposed contract with TASER International:

Year 1 Costs	\$ 337,291
Service, Maintenance and Support (Years 2-5)	\$1,055,671
Contingency	\$ 139,296
<b>Total Fiscal Impact</b>	<b>\$1,532,258</b>

Respectfully submitted,



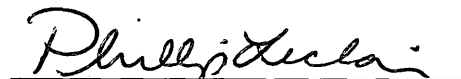
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Attachments: (2)

Attachment A – Taxpayer Protection Amendment  
Attachment B – Evaluation Criteria and Scoring