

Agenda Report

November 21, 2022

TO: Honorable Mayor and City Council

FROM: Department of Information Technology

SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH WHITE BOX TECHNOLOGIES, INC. TO PROVIDE MIGRATION SERVICES OF CAD/RMS POLICE DATA IN AN AMOUNT NOT TO EXCEED \$133,452

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), the "common sense" provision that CEQA only applies to projects that may have an effect on the environment; and
2. Authorize the City Manager to enter into a one-year contract, as a result of a competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with White Box Technologies, Inc. to provide migration services of CAD/RMS police data in an amount not to exceed \$133,452, which includes a ten percent contingency. Competitive Bidding is not required pursuant to the City Charter Section 1002(F), contracts for professional or unique services.

BACKGROUND:

For the past twelve and half years, the Pasadena Police Department (PPD) has relied on a suite of public safety technology products and services acquired through the West Covina Service Group (WCSG), which is an enterprise of the City of West Covina Police Department. Those products and services have included Computer Aided Dispatch (CAD), a Mobile Data System (MDS), and a Records Management System (RMS) to manage and administer the department's policing operations and services. PPD also relies on support from staff in the Department of Information Technology (DoIT) for infrastructure, hardware, application administration, and database support related to the WCSG system.

In 2019, WCSG announced the cessation of CAD RMS product enhancements and the discontinuation of all product support, which prompted PPD and DoIT staff to form a

team to manage the acquisition of a replacement system. In 2020, the City selected Versaterm as the replacement system which successfully launched in June of this year.

In an effort to maintain and manage historical records from the old system, DoIT staff is in need of an experienced vendor to recommend and implement a solution to migrate historical WCSG CAD/RMS data into an archive database and migrate a subset of data into the new Versaterm CAD/RMS system.

On August 4, 2022, staff prepared and posted a notice on PlanetBids, inviting vendors to submit responses to the Request for Proposal (RFP) for "Police Department CAD/RMS Data Migration". Following advertising, fifty-one companies downloaded information about this RFP opportunity, six of which were local Pasadena businesses. Four responsive proposals were received by the September 8, 2022 deadline.

A panel of DoIT staff was formed to evaluate the proposals leveraging the criteria outlined in the RFP:

Criteria	Weight
Proposed Solution	40%
Experience	35%
Cost Proposal	15%
Local Pasadena Business	5%
Small or Micro-Business	5%
Total	100%

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

Rank	Proposer	Location	Score (100 max)
1	White Box Technologies, Inc.	Salt Lake City, UT	80.67
2	SDI Presence LLC	Anaheim, CA	69.12
3	Birdi Systems, Inc.	Pasadena, CA	63.38
4	JigsawTek Corporation	Rocklin, CA	61.61

Attachment A contains the scoring summary of each criterion for the proposals.

Based on the scoring above, staff recommends authorization to enter into a one-year contract with White Box Technologies, Inc. (White Box) for the migration of CAD/RMS police data in an amount not to exceed \$133,452. A breakdown of the one-year contract is as follows:

Base Implementation Amount	\$121,320
Contingency Allowance (10%)	<u>\$ 12,132</u>
Contract "Not To Exceed" Amount	\$133,452

The contract with White Box will include data migration and conversion services of data from the City's legacy WCSG system for data archiving and use in the new Versaterm CAD/RMS system. The project is anticipated to take up to 12 months to complete.

With over fifteen years of experience in database management solutions, White Box is well positioned to provide the proposed migration services. Their expert teams have successfully helped other public safety enforcement agencies to complete sensitive CAD/RMS database conversion and database migration projects.

Currently, there are no active contracts with White Box Technologies, Inc.

COUNCIL POLICY CONSIDERATION:

This proposed contract with White Box Technologies, Inc. promotes the City Council's strategic goal to ensure public safety by modernizing law enforcement operation administration; to provide a high quality of public services, which adds to the quality of life in the City and increases its attractiveness through more efficient management of law enforcement operation.

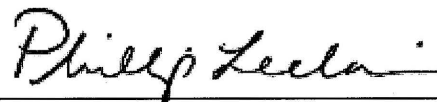
ENVIRONMENTAL ANALYSIS:

The proposed contract is exempt from the CEQA pursuant to State CEQA Guidelines Section 15061(b) (3), the "common sense" provision of CEQA (formerly the general rule), which applies to projects which may have the potential for causing a significant effect on the environment. The proposed action will not result in any new development or physical changes.

FISCAL IMPACT:

The maximum cost of the proposed action is \$133,452. Funding for this action will be addressed by the utilization of existing budgeted appropriations in Capital Improvement Program Budget account number #71168 (Police Computer Aided Dispatch and Records Management System Replacement). It is anticipated that \$109,000 will be spent in FY 2023 with the remainder spent in FY 2024. There are no indirect or support costs anticipated as a result of this contract award.

Respectfully submitted,



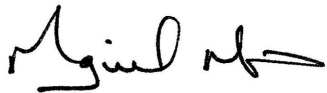
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Attachment A: Summary of Proposal Scoring