



Memorandum

**TO: HONORABLE MAYOR
AND CITY COUNCIL**

**FROM: Robert L. Davis
Police Chief**

SUBJECT: SEE BELOW

DATE: November 16, 2009

Approved

Deanne Stra

Date

12/20/09

COUNCIL DISTRICT: City-Wide

SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE AN AGREEMENT WITH URL INTEGRATION, INC. FOR PROJECT MANAGEMENT SERVICES FOR THE AUTOMATED FIELD REPORTING/RECORDS MANAGEMENT SYSTEMS (AFR/RMS)

RECOMMENDATION

It is recommended that the City Council adopt a Resolution authorizing the City Manager to negotiate and execute an agreement with URL Integration, Inc. to provide Project Management services in the development of the AFR/RMS for the City's Police Department for the period from the date of execution by the City through May 18, 2012 in an amount not to exceed \$374,808.46, and authorize any future amendments and all related documents without further Council action.

OUTCOME

City Council's approval of this agreement will enable URL Integration, Inc. to prepare detailed information for a Request for Proposal (RFP) for selection of a vendor for the AFR/RMS project. In addition, URL Integration will participate in vendor selection and provide overall project management for the project.

BACKGROUND

An RFP of technical specifications for a consultant services was developed in late 2006. A panel of nine representatives from units of the Police Department that work with Records Management System (RMS) reviewed and evaluated Statements of Qualifications from consultants who responded to the RFP. Panelists rated each respondent's qualifications based upon experience, customer satisfaction, and work samples. Each panel member ranked URL Integration highest among the four respondents. URL Integration is a consulting and software development firm specializing in assisting criminal justice agencies in implementing integrated systems. The company has completed work for several agencies within California including Los Angeles County and the California Department of Justice.

Since 2006, URL Intergration has remained actively engaged in the AFR/RMS project. In November of 2007 they completed an "RMS Procurement-Risks and Opportunities" analysis along with an "Assessment of San José Police Department's RMS Technology Environment," in December of 2007. This analysis in conjunction with the Return on Investment Study completed in February of 2009 has assisted the City in developing detailed requirements and a phased procurement process to make the AFR/RMS project successful.

A Council memo with an update of the AFR/RMS project to date was accepted by Council on November 17, 2009. This memo outlined the phased approach for the AFR/RMS project.

ANALYSIS

Due to URL Integration's extensive involvement with the AFR/RMS project to date and their in-depth knowledge of the current AFR/RMS market and technology trends, both at the local level through their previously conducted research at the San José Police Department (SJPD) and through their involvement in national data sharing initiatives, URL Integration has the necessary professional expertise and skill to perform services required.

URL Integration's team will:

Task	Cost
1. Develop AFR/RMS technical information to accompany RFP document	\$69,230.00
2. Participate in Vendor Selection and Project Kickoff	\$20,318.46
3. Conduct Ongoing Project Management of AFR/RMS Implementation	\$285,260.00
Total Contract Cost	\$374,808.46

URL Integration will act as the primary project manager for the AFR/RMS implementation, working closely with the SJPD Implementation Team as well as the selected vendor to ensure the project is delivered on time and on budget, with the functionality expected by the City.

EVALUATION AND FOLLOWUP

No additional City Council action is expected for this contract.

PUBLIC OUTREACH/INTEREST

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This memorandum does not meet any of the above criteria, but it is posted on the City's website for the December 8, 2009 Council agenda.

COORDINATION

This memorandum has been coordinated with the Office of the City Attorney, Information Technology Department and the City Manager's Budget Office.

COST SUMMARY/IMPLICATIONS

The total cost of this contract is not to exceed \$374,808.46 and will be funded through two grants: Recovery Act Justice Assistance Grant (JAG) in the amount of \$300,000 and Supplemental Law Enforcement Services (SLES) 09-11 in the amount of \$74,808.46. The Police Department will be bringing the SLES 09-11 spending plan to Council for approval in mid-January. If for some reason the URL contract is not covered by the SLES 09-11 grant, then the Police Department will request a revision to the JAG grant spending plan.

November 16, 2009

Subject: Resolution to Execute Agreement with URL Integration, Inc.

Page 4

BUDGET REFERENCE

Fund #	Appn. #	Appropriation Name	Total Appn.	2009-2010 Adopted Budget Page	Last Budget Action (Date, Ord. No.)
474	3813	Recovery Act – Justice Assistance Grant Spending Plan	\$1,353,687	XI -30	6/23/09, Ord. No. 28593

CEQA

Not a Project.

D/C Cavaller
for ROBERT L. DAVIS
Chief of Police

For questions please contact Sharon Barbaccia, Senior Analyst, at 408.277.3037.