



COUNCIL AGENDA: 10-28-08
ITEM: 2.9

Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Robert L. Davis

SUBJECT: SEE BELOW

DATE: October 22, 2008

Approved

Christine F. Shippy

Date

10/22/08

COUNCIL DISTRICT: City-wide

SUBJECT: ADOPTION OF A RESOLUTION AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE A FIRST AMENDMENT TO EXTEND THE TERM OF THE AGREEMENT WITH URL INTEGRATION, INC. TO INCLUDE A RETURN ON INVESTMENT STUDY OF THE RECORDS MANAGEMENT SYSTEM OF THE SAN JOSE POLICE DEPARTMENT

RECOMMENDATION

It is recommended that the City Council adopt a Resolution authorizing the City Manager to negotiate and execute a First Amendment to the Agreement with URL Integration, Inc., extending the term through February 28, 2009 including in the Scope of Services a Return on Investment (ROI) study for the Records Management System (RMS); and increasing compensation in an amount not to exceed \$60,232, with the total amount of compensation not to exceed \$292,586.

OUTCOME

Approval of the Amendment to the Agreement will enable URL Integration, Inc. to prepare a ROI study to assess the costs, benefits, and investment return on the procurement and implementation of a new RMS, which will include an AFR (Automated Field Reporting) component. The work will build off business process specifications developed under the initial Agreement.

BACKGROUND

In 1994, the San Jose Police Department sought to deploy an automated field reporting (AFR) solution to eliminate paper reports and enhance the flow of critical information. Data 911 was selected as the AFR provider in 2003 after a comprehensive RFP process. Funds were encumbered in a city-wide appropriation entitled Automated Information System under the Information Technology Department. After failing to complete the objectives of the contract on schedule, the Office of the City Attorney informed Data 911 they were in default of the contract in November, 2005. A balance of \$350,283 from prior year encumbrances has remained in this city-wide appropriation for RMS design and implementation.

In January 2007, the San Jose Police Department conducted a competitive bid for a contractor to assess the Department's records management needs, generate the requirements for an RFP, and possibly serve as project manager for the RMS implementation as part of a future phase. URL Integration, Inc. was awarded a contract for the assessment and RFP requirements development phase.

The contractual obligations were completed in December 2007, although the RFP was not released. Instead, in light of budgetary constraints, the Department was asked to release an RFI in order to more specifically identify the cost of such a project. The RFI was generated and vendor responses were received July 10, 2008. Vendors provided on-site demonstrations of the various AFR/RMS products currently available to the RMS Steering Committee as part of the RFI process.

ANALYSIS

With a better understanding of the potential software costs of a new AFR/RMS, staff believes it is in the best interest of the City to provide a Return on Investment (ROI) analysis of the project. An ROI analysis would provide the Council with a detailed analysis showing the total 10-year life cycle cost of this project in contrast with the tangible and intangible benefits to law enforcement and the public. The Department seeks to use URL Integration for this analysis. URL Integration possesses in-depth knowledge of the current AFR/RMS market and technology trends, both at the local level through their previously conducted research here at San Jose Police Department and through their involvement in national data sharing initiatives. URL's experience positions them to be able to complete the most detailed analysis in the shortest period of time.

EVALUATION AND FOLLOW-UP

No follow-up by Council is necessary.

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 contract does not meet the above criteria; however, this memo will be posted on the City's website for the October 28, 2008, Council Agenda.

COORDINATION

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

FISCAL/POLICY ALIGNMENT

The adoption of the Resolution will help to ensure the Public Safety CSA can meet the CSA outcomes of The Public Feels Safe Anywhere, Anytime in San Jose.

COST SUMMARY IMPLICATIONS

The amount of this First Amendment to the Agreement is not to exceed \$60,232. The funding for the contract extension will come from the liquidation of a carryover encumbrance, and will not have any affect on the Police Department's current year appropriations. The funding was encumbered with a previous vendor, contracted to develop an AFR/RMS system, that did not complete the project. The carryover encumbrance will be partially liquidated and kept in the appropriation, as approved by the City Manager's Budget Office, so that the funding can be used for an ROI to develop the same type of AFR/RMS system.

October 22, 2008

Subject: Agreement with URL Integration

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BUDGET REFERENCE

Fund #	Appn. #	Appropriation Name	Amount	Funding Source
001	2812	Police Automated Information System	\$60,232	N/A*

* This amount is part of a carryover encumbrance from a prior year, and as such is not shown in the 2008-2009 Adopted Operating Budget.

CEQA

Not a project.



for ROBERT L. DAVIS
Chief of Police

For questions, please contact Joe Kulas, Analyst II, Police Fiscal, at 277-3496.

RLD:JK