



*City of Arts & Innovation*

# City Council Memorandum

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**TO: HONORABLE MAYOR AND CITY COUNCIL                      DATE: JUNE 8, 2021**

**FROM: INNOVATION AND TECHNOLOGY DEPARTMENT      WARDS: ALL**

**SUBJECT: MEASURE Z – CITYWIDE TWELVE-MONTH VIDEO RETENTION PROJECT – SUPPLEMENTAL APPROPRIATION**

**ISSUE:**

Purchase of server equipment, professional services, and camera licenses in an amount not to exceed a total project cost of \$455,616.97 for the citywide twelve-month video retention project; supplemental appropriation to accommodate project accounting requirements.

**RECOMMENDATIONS:**

That the City Council:

1. Authorize the purchase of server equipment and professional services from Dell, Inc., of Round Rock, Texas, under NASPO ValuePoint Cooperative Purchasing Agreement MNWNC-108, in an amount not to exceed \$360,348.58;
2. Authorize the purchase of required connection cables and switches from Vector Resources, Inc., doing business as Vector USA, in an amount not to exceed \$57,485.73;
3. Authorize the purchase of camera licenses and software upgrade services from Convergent Technologies, under the Sourcewell Cooperative Agreement 031517-CTL, in an amount not to exceed \$37,782.66;
4. With at least five affirmative votes, authorize the Chief Financial Officer, or his designee, to record the required interfund transfers; interdepartmental transfers; and related supplemental appropriations to move available funds to the Video Retention Project accounts in the Capital Outlay and Measure Z Capital Projects funds; and
5. Authorize the City Manager, or designee, to execute all documents pursuant to these purchases including making minor and non-substantive changes.

**BOARD RECOMMENDATIONS:**

On April 12, 2021, the Board of Public Utilities, with eight affirmative votes, approved an expenditure of \$82,129 from Fund 510, Electric Citywide IT Projects and \$27,747 from Fund 520, Water Citywide IT Projects for a total amount of \$109,876, for the Riverside Public Utilities portion, for the purchase of

server equipment, professional services, and camera licenses and software for the citywide twelve-month video retention project.

## **BACKGROUND:**

California Government Code Section 34090.6, effective January 1, 2010, states:

(a) Notwithstanding the provisions of Section 34090, the head of a department of a city or city and county, after one year, may destroy recordings of routine video monitoring, and after 100 days may destroy recordings of telephone and radio communications maintained by the department. This destruction shall be approved by the legislative body and the written consent of the agency attorney shall be obtained. In the event that the recordings are evidence in any claim filed or any pending litigation, they shall be preserved until pending litigation is resolved.

(b) For purposes of this section, “recordings of telephone and radio communications” means the routine daily recording of telephone communications to and from a city, city and county, or department, and all radio communications relating to the operations of the departments.

(c) For purposes of this section, “routine video monitoring” means video recording by a video or electronic imaging system designed to record the regular and ongoing operations of the departments described in subdivision (a), including mobile in-car video systems, jail observation and monitoring systems, and building security recording systems.

(d) For purposes of this section, “department” includes a public safety communications center operated by the city or city and county.

The City’s internal Video Security Compliance Policy states that “All recorded video shall be stored in the City’s Enterprise storage system and permanently deleted (generally after 30 days), in accord with the City’s records retention and disposition procedures.” The City’s street poles and City building fixed security cameras are currently in compliance with the internal Video Security Compliance Policy; This project will allow the City to comply with Government Code Section 34090.6 one-year video retention requirement for these cameras. Due to limitations of the existing infrastructure, the City does not have the storage capacity to retain the State’s required one-year of video. Therefore, to comply with CA Government Code Section 34090.6, staff proposed a One-Year Video Retention project in the Innovation and Technology Measure Z Spending Plan: Phase I, which was approved by the City Council on October 17, 2017.

## **DISCUSSION:**

The purchase of the additional servers and camera licenses will allow the City to store the one-year of citywide video required. The professional services included in the project will assist with expediting the project, as staff is near capacity with other projects.

Once this project is underway, staff will work with the City Attorney’s Office to update the City’s Video Security Policy to incorporate the minimum one-year storage of video.

Purchasing Resolution No. 23256, Section 702(e) provides that competitive procurement shall not be required “When Cooperative Purchasing is available and undertaken or when Services can be obtained through Federal, State and/or other public entity pricing contracts or price agreements”. Sourcewell and NASPO ValuePoint are two separate cooperative agencies.

In 2019, the Purchasing Division released Request for Proposal (RFP) No. 1926 for Data Network Refresh. After review and scoring of multiple proposals and presentations the RFP was awarded to Vector Resources, Inc. on December 17, 2019. Purchasing Resolution No. 23256, Section 702(g) provides that competitive procurement shall not be required when “Services can be Procured from a Contractor who offers the same or better price, terms and conditions as the Contractor previously offered as the Lowest Responsive Bidder under Competitive Procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interests of the City to do so”.

The Purchasing Manager concurs that the recommendations to authorize the purchases are in compliance with Purchasing Resolution 23256.

**FISCAL IMPACT:**

The total fiscal impact of this recommendation is \$455,616.97. This project is funded with sixty percent (67%) IT Measure Z funds and thirty-three percent (33%) is allocated to non-general funds, per the table below. The total project cost is \$455,616.97 with sufficient funding in the following accounts:

<b>Account</b>	<b>Amount</b>
Fund 110, IT Measure Z Technology Replacement Program, 8003301-462310	\$304,653.97
Fund 510, Electric Citywide IT Projects, 6003000-424400	\$82,129
Fund 520, Water Citywide IT Projects, 6213000-424400	\$27,747
Fund 530, Airport 2245000-425700	\$1,245
Fund 540, Refuse 4130100-426800	\$10,493
Fund 550, Sewer 4215000-424130	\$20,989
Fund 640, Central Stores 2315200-470834	\$1,423
Fund 650, Central Garage 2215000-425700	\$6,937
<b>Total</b>	<b>\$455,616.97</b>

Accounting for projects requires the transfer of certain project funds to applicable capital project funds (Capital Outlay Fund and Measure Z Capital Fund). Five affirmative votes of the members of City Council are required to authorize a supplemental appropriation. The City Council is requested to authorize the necessary interfund, interdepartmental, and related supplementals in Transfer Out accounts for the transfers to the capital project funds.

Prepared by: George Khalil, Chief Innovation Officer  
 Certified as to availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
 Approved by: Lea Deesing, Assistant City Manger  
 Approved as to form: Kristi J. Smith, Interim City Attorney

Attachments:

1. Dell Technologies Quote No. 3000082306059.1
2. Dell Technologies Quote No. 3000082306423.1

3. Vector USA Quote VRN 102382-001
4. Vector USA Quote VRN 103227-001
5. Vector USA Quote VRN 102381-001
6. Convergint Technologies Quote No. FE00253376P
7. Convergint Technologies Quote No. FE00285821P