



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL** **DATE: OCTOBER 25, 2016**

**FROM: POLICE DEPARTMENT** **WARDS: ALL**

**SUBJECT: REQUEST FOR PROPOSAL NO. 1613 FOR THE PURCHASE OF A POLICE DEPARTMENT RECORDS MANAGEMENT SYSTEM (RMS) – AMENDMENT TO THE COMMUNICATIONS SYSTEM AGREEMENT (POLICE RECORDS MANAGEMENT AND FIELD REPORTING WRITING SYSTEM) TO MOTOROLA SOLUTIONS, INC., IN THE AMOUNT OF \$1,304,070.00**

## **ISSUE:**

Award contract and approve the Amendment to the Communications System Agreement (Police Records Management and Field Writing System) from Request for Proposal No. 1613 to Motorola Solutions, Inc., for the purchase of a Police Department Records Management System (RMS) in the amount of \$1,304,070.00.

## **RECOMMENDATIONS:**

That the City Council:

1. Award the contract from Request for Proposal No. 1613 for the Records Management System to Motorola Solutions Inc.; and
2. Approve the Amendment to the Communications System Agreement with Motorola Solutions, Inc., for the purchase of a Records Management System and Field Reporting Writing System in the amount of \$1,304,070.00; and
3. Authorize the City Manager, or his designee, to execute all documents pursuant to the Amendment to the Communications System Agreement (Police Records Management and Field Reporting Writing System) with Motorola Solutions, Inc., including making minor and non-substantive changes; and
4. Adopt the attached resolution that will allow for the reimbursement of the cost of the Records Management System purchases from the proceeds of the future debt instruments.

## **BACKGROUND:**

The Riverside Police Department has been evaluating several options for replacing the current Records Management System (RMS). The current RMS system is over 15 years old and uses outdated architecture and technology. It requires duplicate entry of information and does not have the capacity to implement efficiency measures needed in the department. It also is a stand-alone application that does not easily integrate with other Police Department technology.

On March 1, 2016, the City Council authorized the Riverside Police Department to issue a Request for Proposal for replacement of the Records Management System using funds remaining from the Public Safety Enterprise Communications (PSEC) project.

### **DISCUSSION:**

On April 19, 2016, the Purchasing Services Department issued Request for Proposal No. 1613 for the purchase of a Police Records Management System and Field Based Report Writing System. Six responses were received and evaluated by a six-person team. The top two scoring vendors were asked to provide a two-day product demonstration for various police staff. Motorola Solutions, Inc. was determined to be the vendor in the best interest of the City based on the combined average of the proposal evaluation scores and product demonstrations.

In December 2015, the City entered into a Communication System Agreement (CSA) with Motorola Solutions, Inc. for the purchase of a radio dispatch console solution for the Public Safety Enterprise Communication (PSEC) project. This agreement is valid until December 2, 2018. Section 3.4 of the CSA permits the City to make additional purchases of goods and services from Motorola Solutions, Inc. The City and Motorola Solutions, Inc. have agreed to amend the CSA to facilitate the purchase of the Records Management System.

The project will commence approximately January 1, 2017 and be completed by the end of the December 2017.

The Purchasing Services Manager concurs with the award recommendations to Motorola Solutions, Inc.

### **FISCAL IMPACT:**

On March 1, 2016, the City Council approved the use of funds remaining in the Public Safety Enterprise Communication (PSEC) project to be repurposed toward the replacement of a Records Management System. The PSEC project went live on June 29, 2016. Although the PSEC project has not been closed out yet, it is estimated that we will have, at minimum, a remaining balance of at least \$1,700,000.00. The total fiscal impact of the action to award for the Records Management System is \$1,304,070.00. Sufficient funds are available in the Police Department's Records Management Project Account No. 9890710203-4623000.

Prepared by: Sergio G. Diaz, Chief of Police  
Certified as to  
availability of funds: Scott G. Miller Ph.D., Chief Financial Officer/City Treasurer  
Approved by: Alexander T. Nguyen, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

### **Attachment:**

1. Amendment to the Communication System Agreement
2. Resolution