



Request for City Council Committee Action from the Information Technology Department

Date July 16, 2012

To: The Honorable Betsy Hodges, Chair, Ways and Means Committee

Subject: Amend Contract with Advanced Public Safety

Recommendation Authorize proper City officials to:

- a) extend contract with Advanced Public Safety (C-23403) for Police citation writing system and support services for two years, through June 2014,
- b) increase the contract by \$200,000, and
- c) modify the contract to reflect the City's revised terms and conditions for 2012.

Prepared by Elise Ebhardt, Interagency Coordinator, 673-2026

Submitted by Otto Doll _____, 673-3633
Chief Information Officer

Approved by Paul Aasen _____
City Coordinator

Presenter in Committee Otto Doll

Policy Review Group X Not Applicable

Permanent Review Committee (PRC) X Approved on June 18, 2012

Prior Related Directives:

- June 16, 2006 Authorization to execute a contract with Advanced Public Safety for citation applications, training and services for \$350,000 plus annual support and maintenance costs.
- June 18, 2010 Authorization to increase Advanced Public Safety contract C-23403 by \$250,000 for an increase in scope to provide citation writers and software.
- July 1, 2011 Authorization to amend contract C-23403 with Advanced Public Safety for citation writing devices and software for a period of one year and increase contract by \$75,000 for a new not-to-exceed amount of \$692,481.

Financial Impact: None.

Financial Impact (Check those that apply)

- No financial impact (If checked, go directly to Background/Supporting Information)
- Action requires an appropriation increase to the Capital Budget
- Action requires an appropriation increase to the Operating Budget
- Action provides increased revenue for appropriation increase
- Action requires use of contingency or reserves
- Other financial impact (Explain):
- Request provided to department's finance contact prior to the Committee Coordinator

Background/Supporting Information

The City currently has a contract with Advanced Public Safety (C-23403) to provide licensing, professional services, maintenance and support for the citation system used by the Minneapolis Police Department (MPD). The contract was established in 2006 through a Request for Proposals for an electronic system for MPD to issue and manage citations more effectively.

The system currently includes 200 electronic citation writers in police vehicles, 40 handheld citation writers, software that manages and tracks citations, and data integration with Hennepin County and State of Minnesota court systems. The system has reduced the time that police officers spend writing each citation, reduced supply costs by reducing paper-based citations, and reduced staff time needed to manage a paper-based system. The total contract expenses amount to \$692,581 over the six-year period.

The IT and Police departments would like to amend the contract to continue services with Advanced Public Safety for two more years to cover MPD's citation system updates, upgrades and other maintenance and support services. The additional expenses over two years are estimated at \$200,000. The amended contract will not exceed a total of \$892,581 through June of 2014.

The Permanent Review Committee (PRC) approved this contract amendment request on June 18, 2012, with direction to conduct a Request for Proposals for citation systems in 2013. As part of the RFP process IT will work with Police and Traffic Control to evaluate citation systems to determine if the existing Police and Traffic Control systems can be successfully merged while meeting each work unit's unique needs.

Extending the Advanced Public Safety contract through June 2014 fits within the direction given by the PRC. If approved by the City Council to proceed, we will also update the Advanced Public Safety contract to reflect the City's revised 2012 contract terms and conditions.

Funding for the contract increase is included in the Police Department's budget.

Action Requested

Authorize proper City officials to:

- a) extend contract with Advanced Public Safety (C-23403) for Police citation writing system and support services for two years, through June 2014,
- b) increase the contract by \$200,000 for a new not to exceed amount of \$892,581, and
- c) modify the contract to reflect the City's revised terms and conditions for 2012.