

TO: James L. App, City Manager
FROM: Lisa Solomon, Chief of Police
SUBJECT: Citizen Online Incident Reporting System
DATE: April 5, 2011

NEEDS: For the City Council to consider acquiring a Citizen Online Incident Reporting System.

- FACTS:**
- 1 The Police Department has traditionally responded to all calls for service by sending an officer.
 - 2 Technological advances allow police agencies to depart from traditional response methods to improve service, productivity and efficiency. In addition, economic challenges force re-evaluation of traditional practices in a search for innovative ways to streamline services.
 - 3 Online reporting systems enable police agencies to collect reports from citizens online so that patrol and detective resources can provide better service to the community.
 - 4 The City solicited incident reporting system bids. Coplogic, Inc. was the sole respondent to the bid. The proposal meets the Police Department's needs at a cost of \$15,000.
 - 6 The purchase can be funded from State of California Supplemental Law Enforcement Services Grants. The expenditure of these funds for new software systems to enhance workflow in the patrol division was previously approved by the City Council on November 17th, 2009.
 - 7 The bid price of \$15,000 includes software, implementation services and one (1) year of maintenance.
 - 8 There is a recurring cost of maintenance to support the Online Incident Reporting System of \$5,000 per year. Two (2) additional years may be purchased up front with grant funds at a cost of \$10,000, which will bring the total project purchase price to \$25,000.

**ANALYSIS &
CONCLUSION:**

Due to technological advances and economic challenges the Police Department can, and needs to, streamline the collection of incident reports (when immediate Police Department presence is not required). Online reporting systems enable police agencies to collect reports from citizens online so that police departments can reallocate patrol and detective resources to better meet the needs of their communities.

POLICY

REFERENCE: City purchasing policy.

FISCAL

IMPACT: One time cost of \$25,000 from State of California Supplemental Law Enforcement Services Fund (117-210-5454-136) for the purchase of the online reporting system and implementation.

OPTIONS:

- a. Adopt Resolution No. 11-xx allowing the Chief of Police to contract with Coplogic, Inc. in the amount of \$25,000 for purchase, installation and maintenance of the online reporting system.
- b. Amend, modify, or reject the above option.

RESOLUTION NO. 11-xxx

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
EL PASO DE ROBLES AWARDING THE BID FOR A POLICE DEPARTMENT
ONLINE INCIDENT REPORTING SYSTEM**

WHEREAS, the City Council of El Paso de Robles authorized the purchase of new software systems to enhance workflow in the patrol division through an equipment grant awarded by the State Law Enforcement Services Fund (SLESF) grant; and

WHEREAS, purchases exceeding \$10,000 require a competitive bid process by City purchasing rules; and

WHEREAS, Coplogic, Inc. provided a proposal which meets the Police Department's needs for a citizen online reporting system; and

WHEREAS, all costs for the online reporting system will be paid for by State grant funds; and

WHEREAS, the Police Department recommends awarding the bid to Coplogic, Inc.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of El Paso de Robles does award the bid for a citizen online reporting system to Coplogic, Inc.

APPROVED AND ADOPTED by the City Council of the City of El Paso de Robles this 5th day of April, 2011 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Duane Picanco, Mayor

Caryn Jackson, Deputy City Clerk