

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: April 11, 2011
	Agenda Item No. 30 Roll Call No. <u>11-602</u> Communication No. <u>11-204</u> Submitted by: Judy A. Bradshaw, Chief of Police

AGENDA HEADING:

Approval of First Amendment to Professional Services Agreement for Data Base Creation dated January 10, 2011 for the Police Department Vice and Narcotics Section.

SYNOPSIS:

On January 10, 2011, by Roll Call 11-0049, the City Council approved a contract allowing Carl Nestingen Incorporated to provide programming services to create a database for the police department’s vice and narcotics section. This new database will replace an antiquated database used by the section and no longer meets the section’s record keeping demands. After the initial review, it was discovered that a programming module was needed for Confidential Informants records but was not included in the contract approved by the Council. The new module will be an additional scope of work and will be created by Carl Nestingen Incorporated for an extended cost of \$4,000. An Amendment document has been created to add the additional work to the original contract. This Amendment will need approval by the Council, which shall include authority for the City Manager to execute additional amendments for any further modules not to exceed ten percent (10%) of the original contract.

FISCAL IMPACT:

Amount: \$4,000

Funding Source: Recommended FY11-12 Operating Budget, State Forfeited Funds, SP324, POL982200, page 255.

ADDITIONAL INFORMATION:

The Police Department’s Vice and Narcotics Section has been utilizing an antiquated database to keep section records for reporting demands of the department. This database is no longer of much value to the department and will soon be unmanageable in meeting updated demands. The practical solution to this problem is the creation of a new database that will enhance and create new database features customized to the needs of the vice and narcotics section.

It was determined by the City Council with the recommendation of the Police and Finance Departments that the utilization of Carl Nestingen Incorporated as the contractor would provide the appropriate services in the most efficient and economical manner. This was accomplished by Roll Call 11-0049 and this contract is now in effect. The cost to the City for the initial contract was \$52,000.

After a review and planning session between Mr. Nestingen and the vice and narcotics section personnel,

it was discovered that a new module for the initial database was needed to record Confidential Informants information into the database. Record keeping on confidential informants is critical to the sections ability to manage funding and case report connectivity.

Since the new module is outside the scope of the initial contract an Amendment has been created to include the new module into the original contract. The Police Department recommends the City Council approve the Amendment dated March 30, 2011, and that authority be given to the City Manager to approve any further scope of work associated with this contract not to exceed ten percent, or \$15,000, whichever is less.

PREVIOUS COUNCIL ACTION(S):

Date: January 10, 2011

Roll Call Number: 11-0049

Action: [Exception](#) to procurement ordinance competitive bidding requirements for good cause with Nestingen Inc. (Carl Nestingen, President) for database programming services to replace existing database for use by the Police Department, \$52,000. ([Council Communication No. 11-001](#)) **Moved by Hensley to adopt. Motion Carried 7-0.**

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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