



AGENDA REPORT

Police Department

DATE:	June 7, 2022
TO:	Mayor Butt and Members of the City Council
FROM:	Louie Tirona, Acting Chief of Police
Subject:	Resolution Authorizing a Sole Source Procurement Process for Selected Specialized Police Department Services
FINANCIAL IMPACT:	The Police Department contracts with Contra Costa County and the State of California for reoccurring services related to police operations. These services and the estimated funds required to be encumbered are listed in the proposed Police Department operating budget for each of the fiscal years. The Police Department budget and associated contract line items are subject to annual review and approval by the City Council. The annual aggregate amount of these contracts is \$1,955,724 (01191021-400201/01191021-400209/01191021-400501).
PREVIOUS COUNCIL ACTION:	December 1, 2020, approved Resolution 138-20 approving the reoccurring contracts listed below, with the exception of the costs adjustments for inflation and/or population-based rates.
STATEMENT OF THE ISSUE:	Each fiscal year, the Richmond Police Department budget includes line-item contracts for services provided by state and county agencies. The proposed resolution authorizes the City Manager to execute the contracts associated with these annual line items approved in the budget by City Council. Approving the resolution will expedite the contract process and improve overall efficiency.

RECOMMENDED ACTION:	<p>ADOPT a resolution authorizing the City Manager to execute reoccurring contracts for fiscal years 2022-2023 and 2023-2024 with Contra Costa County and the State of California at an aggregate annual amount of \$1,955,724. Services contracted with Contra Costa County include the following: California Law Enforcement Telecommunications System (CLETS) - \$11,000; California Identification Division (CAL ID) - \$145,000; Automated Regional Information Exchange System (ARIES) - \$50,000; All County Criminal Justice Information System (ACCCJIN) - \$23,500; Martinez Detention Facility intake fees - \$46,000; alcohol/toxic drug and crime scene evidence analysis - \$365,000; Sexual Assault Response Team (SART) examinations- \$41,000; annual jail inspection and audit - \$1,000; Coroner & Gunshot Residue (GSR) examination and analysis - \$10,000; out of state inmate extradition - \$4,000; Law Enforcement Training Center - \$21,000; Animal Services - \$1,004,724; Department of Information Technology - \$29,500; East Bay Regional Communication System Authority (EBRCS) - \$182,500. The State of California contracted services including Live Scan fingerprinting - \$16,500 and University of California Regents - \$5,000 – Police Department (Acting Chief of Police, Louie Tirona, 621-1802).</p>
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DISCUSSION:

Each fiscal year, the City of Richmond Police Department enters into various contracts with Contra Costa County and the State of California for services related to police operations. The costs of these services are based on fee schedules, Memoranda of Understandings, and/or legislative action(s). Each contract, and the estimated annual expense, is listed as a line item in the Richmond Police Department fiscal year operating budget. These contracts are for mandatory operating expenses associated with the day-to-day operations of the Police Department and include access to Department of Justice and County records, fingerprint identification, forensic lab analysis, booking fees, jail access, inmate extradition, radio maintenance, recruit officer training, animal control services, and police canine emergency veterinary services.

To improve administrative efficiency, City staff is requesting City Council adoption of a resolution authorizing the City Manager to execute specific contracts listed in the resolution provided the contract amounts do not exceed the amounts listed for each

fiscal year. Other than the adjustments made to rates affected by population increases (i.e., Animal Control Services), or minimal annual increases, this resolution is identical to Resolution 158-20 approved for fiscal years 2020-2021 and 2021-2022. The contracts and estimated expenses are as follows:

CONTRA COSTA COUNTY:

CLETS SHARED COST - CONTRA COSTA COUNTY	\$11,000
CAL ID FORENSIC DIV - CONTRA COSTA COUNTY	\$145,000
ARIES MAINTENANCE - CONTRA COSTA COUNTY	\$50,000
ACCJIN SHARED COST - CONTRA COSTA COUNTY	\$23,500
BOOKING FEES - CONTRA COSTA COUNTY	\$46,000
CRIME LAB EXAMS - CONTRA COSTA COUNTY	\$365,000
SART EXAMS - CONTRA COSTA COUNTY	\$41,000
ANNUAL JAIL INSPECTION - CONTRA COSTA COUNTY	\$1,000
CORONER/GSR EXAMS - CONTRA COSTA COUNTY	\$10,000
INMATE EXTRADITION - CONTRA COSTA COUNTY	\$4,000
POLICE TRAINING CENTER- CONTRA COSTA COUNTY	\$21,000
ANIMAL SERVICES - CONTRA COSTA COUNTY	\$1,004,724
INFORMATION TECHNOLOGY - CONTRA COSTA COUNTY	\$29,500
COMMUNICATIONS (EBRCS) -CONTRA COSTA COUNTY	\$182,500

STATE OF CALIFORNIA:

LIVE SCAN FINGERPRINTING- STATE OF CALIFORNIA	\$16,500
UC REGENTS - STATE OF CALIFORNIA	\$5,000

DOCUMENTS ATTACHED:

Attachment 1 – Resolution