



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** October 27, 2015

**TO:** Mayor and Councilmembers

**FROM:** Administrative Services, Police Department

**SUBJECT:** Law Enforcement Digital Fingerprinting And Mug Shot Software

**RECOMMENDATION:** That Council:

- A. Find it in the City's best interest to waive the bidding process as provided in Municipal Code 4.52.070(k) and authorize the General Services Manager to issue a Professional Service Agreement to Dataworks for the Initial Purchase Amount of \$76,000 plus an additional \$11,000 annually for the four following fiscal years for the maintenance of the finger printing, mug shot software and equipment, in accordance with approved budgets; and
- B. Increase appropriations from available reserves in the Asset Forfeiture Fund by \$76,000 in FY 2016.

**DISCUSSION:**

The Police Department uses specialized equipment to gather, process and maintain digital finger prints and mug shots. The Department has maintained two separate systems with two separate vendors over the years. In FY 2015, the Department's finger printing and mug shot maintenance contracts expired. Both systems need to be updated because of their obsolete hardware and software applications. Dataworks, who is the Department's current mug shot system provider also provides finger printing services. Consolidating the systems with one vendor will help streamline and reduce the administrative and maintenance efforts for the Information Technology unit at the Police Department.

Because Dataworks has the Department's historical mug shots captured within their proprietary system, they are the only vendor who can import all of our historical images into our records management system (RMS). This added functionality further streamlines our work flow processes by allowing detectives to review photographs within RMS where the majority of the investigative work is being performed.

Dataworks also provides digital evidence management software that could be easily incorporated when resources are identified for its purchase and implementation.

**BUDGET/FINANCIAL INFORMATION:**

Asset Forfeiture Fund equipment reserves are available for the replacement of these systems in the amount of \$76,000 in Fiscal Year 2016 as well as the annual maintenance expense of \$11,000 beginning in Fiscal Year 2017. The total contract value is \$120,000, including the initial purchase amount and four years of maintenance.

A copy of the contract/agreement is available for public review in the City Clerk's Office.

**PREPARED BY:** Dennis Diaz, Information Technology Manager

**SUBMITTED BY:** Camerino Sanchez, Chief of Police

**APPROVED BY:** City Administrator's Office