

Donald J. Lee, Jr.
Chief of Police



Key West
POLICE DEPARTMENT

TO: Mr. Jim Scholl, City Manager
FROM: Donald J. Lee Jr., Chief of Police
DATE: December 8, 2011
RE: Executive Summary- Purchase of 4 Tough Book computers and software

ACTION STATEMENT: The Key West Police Department requests authorization to purchase 4 Panasonic Tough Book computers including three year warranty from CDW-Government totaling \$20,956. This purchase is exempt from the competitive bid process through E Government Act of 2002 allowing local governments to use Federal Supply Schedule 70, automated data processing equipment and software, through the GSA, pursuant to city ordinance; Sec. 2-797 Exemptions; (3) *Purchases and acquisitions under contracts of federal government and the state or its political subdivisions*. And utilizing brand name specification as provided for in Sec. 2-844 (a) *Use and* (b) *Competition*. This purchase will be made with grant funds awarded through a Department of Justice COPS Grant #2006CKWX0295 which will expire May 21, 2012.

The police department also requests authorization to purchase the 4 essential SunGard HTE Inc. suites of software totaling \$7,600 necessary for these police computers. This purchase is also exempt from the competitive bid process pursuant to city ordinance; Sec. 2-797 Exemptions (1) *Sole source procurement and* Sec. 2 – 844 (a) (b) *Brand name specifications*.

These purchases will be primarily funded, through our Department of Justice, COPS Grant #2006CKWX0295, and partially with the Law Enforcement Trust Fund. The percentages of which will be dependent on the unencumbered balance of the Federal COPS grant at the time of purchase.

BACKGROUND:

On November 22, 2005, the Department of Justice COPS Office awarded the Key West Police Department a \$246,807 technology grant. On October 2007, the City Commission authorized the Key West Police Department to purchase 35 Panasonic Tough Book Laptops through the grant. On February 2, 2010, the City Commission authorized the KWPD to purchase 26 more Tough Book Laptops. The purchase of 6 more were approved on July 20, 2011 through the federal grants. Federal and State security mandates require dual authentication to access restricted data bases. With more than one officer using the same computer, log on problems and officers who share the same computer, working at the



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same time, had created shortages in availability of the computers to the officers in the field. Officers without these computers must return to the police station and write their reports on one of the few computers in the station. This was counterproductive to the goals of field reporting which is to keep the officers out of the station and in the field for productive patrol and crime prevention. With the last commission authorized purchase of six computers, the police department currently has enough computers to prevent them from being shared by two officers. With the acceptance of the COPS 2011 Hiring Program, resolution 11-320, the four newly hired uniformed patrol officers will require four additional mobile computers to alleviate these instances and eliminate the need for officers sharing computers. The additional computers must be integrated into our existing system to enable them to network with each other. This purchase will enhance and expand our information technology program. Decreased time spent writing reports in the station and increased proactive patrol time will enhance our efficiency and effectiveness and improve public confidence in the city government. It will also alleviate the constant demand on the city's I.T. Department's personnel who constantly have to reset authentication log on problems.

OPTIONS / ADVANTAGES / DISADVANTAGES:

Option 1: It is in the best interest of the city and the Key West Police Department to approve this purchase and improve the level of service the police department will be able to provide our community and enhance our efficiency and effectiveness. This expenditure will allow us to close out the 2006 D.O.J COPS grant.

Option 2: Not to authorize this purchase with these grant funds. Utilizing budgeted funds will have to wait until the next fiscal year. This would have a negative impact by having the status quo and reinstitute shortages of computers for field reporting. This option is not the staff preferred option nor in the best interest of the city, the police department, or the general public's safety. These grants have been in succession with each phase building on the previous. Including it in our budget will also make further capital purchasing for the Information Technology Program ineligible for further grant funding.

Financial Impact:

The purchase of the mobile computers and essential software will be grant and forfeiture funded with no cost to the city. There will be an annual recurring cost of \$2,960 for connectivity and software maintenance fees. The I.T. Department's fiscal year 11/12 budget will need to be increased to cover these recurring costs.

RECOMMENDATION:

It is in the best interest of the City of Key West and the Key West Police Department to authorize the purchase of these computers and software in compliance with both city and federal regulations.



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