

Portland, Oregon

FINANCIAL IMPACT and PUBLIC INVOLVEMENT STATEMENT For Council Action Items

(Deliver original to City Budget Office. Retain copy.)

1. Name of Initiator Jeff Baer		2. Telephone No. 823-5540	3. Bureau/Office/Dept. OMF/PSSRP
4a. To be filed (hearing date): May 29, 2013	4b. Calendar (Check One) <div style="display: flex; justify-content: space-around;"> Regular <input checked="" type="checkbox"/> Consent <input type="checkbox"/> 4/5ths <input type="checkbox"/> </div>		5. Date Submitted to Commissioner's office and CBO Budget Analyst: May 9, 2013
6a. Financial Impact Section: <input checked="" type="checkbox"/> Financial impact section completed		6b. Public Involvement Section: <input checked="" type="checkbox"/> Public involvement section completed	

1) Legislation Title:

Authorize contract with Versaterm, Inc. to replace the Portland Police Data System for a not to exceed amount of \$6,600,000.00.(Procurement Report – RFP No. 113551)

2) Purpose of the Proposed Legislation:

This legislation will authorize the execution of a contract with Versaterm, Inc., to provide and install a modernized law enforcement data collection and record keeping system to be shared by most law enforcement agencies in the Portland Metropolitan area including Clark County Washington. The Portland Police Data System (PPDS) is a law enforcement records management system (RMS) that is shared by approximately 4,000 users. The current system is obsolete and needs to be replaced. On September 24, 2008 City Council authorized issuing a competitive Request for Proposals under Ordinance 182216 to select a firm to provide a Commercial-Off-The-Shelf (COTS) regional records management system (RegJIN) to replace the PPDS/RMS software.

3) Which area(s) of the city are affected by this Council item? (Check all that apply—areas are based on formal neighborhood coalition boundaries)?

- | | | | |
|--|------------------------------------|------------------------------------|--------------------------------|
| <input checked="" type="checkbox"/> City-wide/Regional | <input type="checkbox"/> Northeast | <input type="checkbox"/> Northwest | <input type="checkbox"/> North |
| <input type="checkbox"/> Central Northeast | <input type="checkbox"/> Southeast | <input type="checkbox"/> Southwest | <input type="checkbox"/> East |
| <input type="checkbox"/> Central City | | | |

FINANCIAL IMPACT

4) Revenue: Will this legislation generate or reduce current or future revenue coming to the City? If so, by how much? If so, please identify the source.

No. The ongoing maintenance and support will be funded by the Portland Police Bureau and the participating public agencies using the system.

5) Expense: What are the costs to the City as a result of this legislation? What is the source

of funding for the expense? *(Please include costs in the current fiscal year as well as costs in future year, including Operations & Maintenance (O&M) costs, if known, and estimates, if not known. If the action is related to a grant or contract please include the local contribution or match required. If there is a project estimate, please identify the **level of confidence**.)*

The contract amount is approximately \$6,600,000. The implementation starts in FY 2012-13 and continues through FY 2014-15. It will be funded with existing PSSRP resources allocated to the RegJIN project. The ongoing maintenance and support will be funded by the Portland Police Bureau and the participating public agencies using the system.

6) Staffing Requirements:

- **Will any positions be created, eliminated or re-classified in the current year as a result of this legislation?** *(If new positions are created please include whether they will be part-time, full-time, limited term, or permanent positions. If the position is limited term please indicate the end of the term.)*
No.
- **Will positions be created or eliminated in future years as a result of this legislation?**
Yes. Positions within BTS and PSSRP will be re-classified to provide ongoing system support that will include system management, system administration and report writing/analysis.

(Complete the following section only if an amendment to the budget is proposed.)

7) Change in Appropriations *(If the accompanying ordinance amends the budget please reflect the dollar amount to be appropriated by this legislation. Include the appropriate cost elements that are to be loaded by accounting. Indicate "new" in Fund Center column if new center needs to be created. Use additional space if needed.)*

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount

[Proceed to Public Involvement Section — REQUIRED as of July 1, 2011]

PUBLIC INVOLVEMENT

8) Was public involvement included in the development of this Council item (e.g. ordinance, resolution, or report)? Please check the appropriate box below:

☒ **YES:** Please proceed to Question #9.

☐ **NO:** Please, explain why below; and proceed to Question #10.

9) If "YES," please answer the following questions:

a) What impacts are anticipated in the community from this proposed Council item?

The execution of this contract will enable the City to replace the current Portland Police Data System Records Management System (RMS). The new RMS will enable data sharing within and between the various law enforcement agencies, expanding the repository of critical crime data, which will help these agencies be more efficient and keep the communities safer.

b) Which community and business groups, under-represented groups, organizations, external government entities, and other interested parties were involved in this effort, and when and how were they involved?

This contract is a result of a formal competitive RFP, which was made publicly available on the City's Procurement Services Online Procurement Center. On-site demonstrations of the three semi-finalists were attended by over 140 stakeholders, and SMEs representing over 20 law enforcement agencies. Citizen minority representatives participated in the evaluation of the proposals and selection of Versaterm. Additionally the RegJIN Project Charter includes a multi-agency Project Advisory Committee and implementation team.

c) How did public involvement shape the outcome of this Council item?

A diverse evaluation committee, as required under City policy and including public agency subject matter experts, had a large role in the selection of the software system. Their expertise provided valuable insights and suggestions.

d) Who designed and implemented the public involvement related to this Council item?

The PSSRP Executive Steering Committee approved the RegJIN Project Charter and Project Governance, which outlines the Project Advisory Committee and implementation team. City Procurement policies outlined the evaluation requirements.

e) Primary contact for more information on this public involvement process (name, title, phone, email):

Jeff Baer, PSSRP 823-5540 / Jerry Schlesinger, PSSRP 823-6902

10) Is any future public involvement anticipated or necessary for this Council item? Please describe why or why not.

Yes. A user advisory board will guide the system's future development. The advisory board will be composed of senior management personnel representing each participating law enforcement agency.


Jeff Baer, PSSRP Manager

APPROPRIATION UNIT HEAD (Typed name and signature)



CITY OF PORTLAND

OFFICE OF MANAGEMENT AND FINANCE

Charlie Hales, Mayor

Jack D. Graham, Chief Administrative Officer

Bryant Enge, Director, Bureau of Internal Business Services

Christine Moody
Chief Procurement Officer

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FOR MAYOR'S OFFICE USE ONLY

Reviewed by Bureau Liaison _____

DATE: May 30, 2013

TO: Mayor Charlie Hales

FROM: Christine Moody, Chief Procurement Officer *CM*

RE: Authorize a contract with Versaterm, Inc. to replace the Portland Police Data System for a not to exceed amount of \$6,600,000.00. (Procurement Report - RFP No. 113551)

1. **INTENDED THURSDAY FILING DATE:** May 30, 2013
2. **REQUESTED COUNCIL AGENDA DATE:** June 12, 2013
3. **CONTACT NAME & NUMBER:** Christine Moody x31095
4. **PLACE ON:** ☐ CONSENT ☒ REGULAR
5. **BUDGET IMPACT STATEMENT ATTACHED:** ☒ Yes ☐ No ☐ N/A
6. **ONE (1) ORIGINAL OF CONTRACT "APPROVED AS TO FORM" BY CITY ATTORNEY ATTACHED:** ☐ Yes ☐ No ☒ N/A

7. BACKGROUND/ANALYSIS:

The Portland Police Data System (PPDS) is a law enforcement records management system shared by 26 law enforcement agencies across four (4) Oregon counties. The current PPDS system uses obsolete technology, has difficulty supporting new criminal justice standards and is no longer supported by the vendor. With the passage of Ordinance 182216, the Public Safety System Revitalization Program (PSSRP) received Council authorization to use a competitive request for proposals (RFP) to select a modern, commercial off-the-shelf (COTS) law enforcement record management system (RMS). The goal is to develop a single, regional record management system (RMS) that will be used by 39 law enforcement agencies to provide all of the capabilities of the current Portland Police Data System (PPDS), with expanded, fully integrated, increased functionality to create a the Regional Justice Information Network (RegJIN).

On February 14, 2012 the City advertised RFP No. 113551 and on May 3, 2012 five (5) proposals were received. The proposals were reviewed, evaluated, and scored in accordance with Portland City Code 5.33 by an eleven person evaluation committee that included representation from the minority evaluator program. Proposal evaluations took place between May and October 2012. On-site demonstrations of the three semi-finalists were attended by over 140 stakeholders, and subject matter experts representing over 20 law enforcement agencies. The proposal from Versaterm, Inc. was deemed responsive to the requirements of the solicitation, and received the highest evaluation score. The City issued a Notice of Intent to negotiate and award a contract to Versaterm, Inc., on November 20, 2012 and no protests were received.

Versaterm, Inc. has a current City of Portland business license tax account, is in full compliance with the Equal Benefits Program, and their EEO Certification is current through February 15, 2014. Versaterm, Inc. is headquartered in Ottawa, Ontario, Canada and is not a State of Oregon Certified MWESB contractor.

Awarding a contract to Versaterm, Inc., will allow PSSRP to implement a replacement for PPDS and to meet the needs of law enforcement for a robust, reliable records management system.

An Equal Opportunity Employer

To help ensure equal access to programs, services and activities, the Office of Management & Finance will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities upon request.

Legal issues - none known

Controversial issues – none known

Citizen participation – Two citizens participated as evaluators under the Minority Evaluator Program.

Link to current city policies – none

Other governmental participation – Law enforcement agencies within the five-county Portland Metropolitan area.

8. FINANCIAL IMPACT:

The original estimate for the acquisition of this system was \$6,500,000. The Public Safety System Revitalization Program (PSSRP) rates the level of confidence as High. Funding is available within the PSSRP's budget.

9. RECOMMENDATION/ACTION REQUESTED:

Authorize a contract with Versaterm, Inc. to provide and install a modernized law enforcement data collection and record keeping system to be used by law enforcement agencies in the Portland Metropolitan area including Clark County Washington for a contractual amount not to exceed \$6,600,000.00. The ongoing maintenance and support will be funded by the Portland Police Bureau and the participating public agencies using the system.