

July 20, 2021

C-11

HONORABLE MAYOR AND CITY COUNCIL
City of Long Beach
California

RECOMMENDATION:

Adopt Specifications No. RFP PD20-069 and award a contract to Tyler Technologies, Inc., of College Station, TX, for the purchase of an Electronic Citation Data Collection System, in an annual amount of \$405,622, with a 10 percent contingency of \$40,562, for a total annual contract amount not to exceed \$446,184, for a period of two years, with the option to renew for three additional one-year periods, at the discretion of the City Manager; and, authorize the City Manager, or designee, to execute all documents necessary to enter into the contract, including any necessary amendments. (Citywide)

DISCUSSION

City Council approval is requested to enter into a contract with Tyler Technologies, Inc. (Tyler), for the purchase of an Electronic Citation Data Collection System (System). Citations are used to record the facts surrounding offenses that require an individual or entity to pay a fine, post a bail amount, and/or otherwise appear in court. Citations are commonly used for traffic, city ordinance, and low-level misdemeanor law enforcement. The requested System will provide a traffic citation data entry platform on existing mobile devices and handheld printing devices for officers to provide citation copies to the cited party.

The System will decrease the time required to complete a citation from ten minutes to less than five minutes. Electronic citations will increase officer safety, increase efficiency, shorten the overall citation process, enhance the motorist's convenience by substantially reducing time on the side of the road, and get officers back on patrol quickly to keep the community safe. The System will electronically transmit data to the Long Beach Police Department (PD) Records Management System (RMS) for data archiving. This will remove manual entry of handwritten data, reduce errors or duplications during the recording process, and allow for the electronic transmission of the citation data directly to the courts.

A Request for Proposals (RFP) was advertised in the Long Beach Press-Telegram on May 11, 2021, and 31 potential proposers specializing in electronic citation data collection systems were notified of the RFP opportunity. Of those proposers, 30 downloaded the RFP via the City's electronic bid system. The RFP document was made available from the Purchasing Division, located on the sixth floor of City Hall, and the Division's website at www.longbeach.gov/purchasing. An RFP announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 35 local,

minority-owned, and women-owned business groups. There were four proposals received by the June 8, 2021 deadline. Of those four proposers, none were Minority-owned Business Enterprises (MBEs), one was a Women-owned Business Enterprise (WBE), one was a certified Small Business Enterprise (SBE), and one was a Long Beach vendor (Local). The selection committee determined that Tyler (not a MBE, WBE, SBE, or Local), was the most qualified firm to provide the services.

Tyler is experienced in serving large public sector municipalities and offers a complete solution to modernize police department citation data collection and processing. The requested solution has customizable configurability, integration, and virtually unlimited scalability for the future.

Local Business Outreach

To align with the City's outreach goal, Long Beach businesses are encouraged to submit proposals for City contracts. The Purchasing Division also assists businesses with registering on the PlanetBids database to download RFP specifications. There were no Long Beach vendors identified as providing this specific service. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Deputy City Attorney Sarah E. Green and Business Services Bureau Manager Tara Mortensen on June 24, 2021, and by Budget Analysis Officer Gregory Sorensen on June 28, 2021.

TIMING CONSIDERATIONS

City Council action to adopt Specifications No. RFP PD20-069 and award a contract concurrently is requested on July 20, 2021, to ensure the contract is in place to meet grant expenditure deadlines.

FISCAL IMPACT

The total annual contract amount with Tyler for an Electronic Citation Data Collection System will not exceed \$446,184, including a 10 percent contingency. In FY21, this contract will be funded with a combination of already budgeted grant funding in the amount of \$227,000 in the General Grants Fund Group in the Police Department and \$219,184 from salary savings in the General Fund Group in the Police Department. The grant funding to be utilized includes \$138,000 from the Office of Traffic Safety and \$89,000 from the Bureau of Justice Assistance (BJA) FY 20 Coronavirus Emergency Supplemental funding. In subsequent years, the annual contract costs will include \$67,000 for maintenance and licensing, which is already budgeted in the General Fund Group in the Police Department. Any additional costs in subsequent years will be for hardware to be purchased on an as-needed basis, contingent on available funding. This recommendation has minimal staff impact beyond the normal budgeted scope of duties and is consistent with existing City Council priorities. There is no local job impact associated with this recommendation.

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



ROBERT G. LUNA
CHIEF OF POLICE

APPROVED:



THOMAS B. MODICA
CITY MANAGER