

## Legislation Text

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File #: 23-0141, Version: 1

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### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of Change Order #1 to Contract 22-097, CAD/RMS Consultant Services, to Federal Engineering, Inc. for an amount not to exceed \$154,941 and a total award of \$288,039

**DEPARTMENT:** Police Department

**SUBMITTED BY:** Jason Arres, Chief

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

The City Council awarded Contract 22-097 to Federal Engineering, Inc. on May 17, 2022 for \$133,098 for consultant services for the replacement of the CAD/RMS systems.

Federal Engineering, Inc. (FE) was initially hired to complete a needs assessment, request for proposal (RFP), RFP evaluation, vendor selection and contract negotiations.

The awarded amount didn't include *implementation* support but did include Task #6 to provide *project management* support during implementation through the final cutover if staff decided to exercise that option.

#### **DISCUSSION:**

This Change Order is requested to add Task #6, to provide project management support during implementation for \$96,621 and to extend the scope of services included in the original agreement for \$58,320 to include:

1. Procurement period extended by six months
2. Extended demonstration time
3. Two additional four-day on-site vendor demonstrations
4. Contract negotiation participation extended by 35 days

The replacement of the CAD/Mobile/RMS system affects both Police and Fire Department operations. Managing the software builds for each department as well as tracking the changes/progress is a temporary full-time assignment. As such, the departments will leverage the expertise of Federal Engineering to fill the project management and consulting role throughout project implementation. Because FE has already assisted with the creation of the system's functional requirements, they understand both department workflows and will utilize this knowledge to guide the teams through the software build and implementation phases.

**FISCAL IMPACT:**

CIP#: CE150

CAD/RMS consulting services were originally budgeted in the Professional Services account below. This work was anticipated to be completed, and implementation was set to begin in 2023. However, it has been determined that additional consulting services are needed prior to implementation. While nothing was budgeted in 2023 for CAD/RMS consulting services; \$2,760,000 was budgeted in 2023 for CAD/RMS implementation. It is anticipated that there will be underspending in the implementation portion of CIP# CE150, and as a result there will be sufficient funds to support this change order.

Account Number	Fund Description	Total Budget Amount
21102200-531309	Capital Projects Fund	\$0