



Agenda Item #:



# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Montgomery and Members of the City Council

**THROUGH:** Geoff Dolan, City Manager

**FROM:** Bruce Moe, Finance Director  
 Rod Uyeda, Police Chief  
 Andrew Harrod, Police Lieutenant

**DATE:** December 2, 2008

**SUBJECT:** Consideration of Resolution Accepting the Citizen's Option for Public Safety Program Supplemental Law Enforcement Services Funds (SLESF) Grant; Authorize and Appropriate SLESF Grant Funds to Purchase Sixteen Automated Handheld Ticket Writing Devices for the Police Department from Duncan Solutions in the Amount of \$99,861.14, and Law Enforcement Equipment with Remaining Grants Funds and Accrued Interest (Approximately \$7,000).

### RECOMMENDATION:

Staff recommends that the City Council: a) conduct a public hearing relating to the acceptance and proposed expenditures of the Citizen's Option for Public Safety (COPS) Supplemental Law Enforcement Services Fund (SLESF); b) adopt Resolution No. 6166 to accept grant monies from SLESF; c) appropriate SLESF grant funds and accrued interest for proposed expenditures; d) award RFP #727-08 to Duncan Solutions for the purchase of Sixteen Automated Handheld Ticket Writing Devices in the amount of \$99,861.14; e) authorize the City Manager to execute the purchase of the remaining equipment within this staff report to fully expend the remaining SLESF grant funds and accrued interest (approximately \$7,000).

### FISCAL IMPLICATION:

During FY 2007-2008, the City received an allocation of \$100,000 from SLESF. The funds are placed in an interest bearing account that has reached approximately \$107,000. Grant funds and accrued interest must be encumbered by the end of this fiscal year. The requested items will be purchased with the aforementioned SLESF allocation; therefore, there is no impact on the General Fund. The total cost of the proposed expenditures is approximately \$107,000, and we anticipate fully expending FY 2007-2008 SLESF grant funds and accrued interest on these requested purchases.

### BACKGROUND:

During the 1996-1997 legislative sessions, the State adopted legislation to provide block grants to individual cities to support front-line law enforcement needs. The program is called the

Supplemental Law Enforcement Services Fund (SLESF), created through Assembly Bill 3229, the Citizen's Option for Public Safety (COPS) Program. Since the inception of this program, Manhattan Beach has received an annual allocation of up to \$100,000. This staff report is a request to accept and spend FY 2007-2008 SLESF funds.

All funds received under this grant must be used to supplement local front-line law enforcement needs and cannot be used to supplant funding for such activities.

Based upon current and projected Police Department funding needs, staff believes that these funds would best be utilized to purchase needed equipment to better serve the community in the areas of Parking Enforcement, Traffic Control, and Police Patrol. All of the proposed purchases are permissible expenditures.

**DISCUSSION:**

The Police Department proposes the following spending plan for FY 2007-2008 SLESF funds:

**Automated Handheld Ticket Writers (\$99,861)**

The Manhattan Beach Police Department provides 24/7 law enforcement services to the community, including traffic control and parking enforcement. Community Service Officers are currently responsible for conducting field parking enforcement using automated handheld ticket writing devices. Citations are a basic enforcement tool which helps the Police Department to encourage future compliance and also serves as an educational tool. State and local parking laws are enforced to maintain public safety, smooth traffic flow, allow emergency vehicles to reach their destinations, and ensure quality of life for residents and businesses in our community.

The requested automated handheld parking citation writers provide our front-line Police Department personnel with a means to more efficiently and effectively address our community's parking enforcement needs. Furthermore, the units aid administration of our parking enforcement efforts by providing automated tracking information for statistical reporting such as daily officer productivity, specialized field enforcement for specific violations, and outstanding citation bail amount tracking for booted vehicles.

Our current fleet of 16 automated handheld ticket writers is approximately 17 years old. Due to age, there are regular equipment failures, parts are virtually non-existent, repairs are becoming increasingly costly, and repair turnaround time runs 30-60 days. The typical lifespan of a handheld is 10 years.

Staff recently completed a formal bidding process for the selection and purchase of a newly upgraded automated handheld ticket writing device that would meet our required specifications and offer enhanced features which will improve efficiency. The new automated handheld devices would also allow for advancement in future technology.

The research for this selection consisted of field testing sample automated handheld devices from each vendor for a two week period.

A total of eight vendors were sent RFP's and five responses were received. A summary of pricing offered by each vendor is shown below:

<u>Bidder</u>	<u>Bid Total</u>
1. TurboData	\$ 57,273.10
2. Schweers	\$ 89,210.22
3. Park Trak	\$ 93,169.82
4. Duncan Solutions	\$ 99,861.14
5. APS	\$128,484.00

The award selection is based upon several factors: equipment durability, compatibility with existing citation processing software, existing automated reporting features, digital imaging, voice recording capability, pricing, and reference checks. The lowest bidder, Turbo Data Systems, is still in the development phase for its handheld devices. In addition, their device was missing many of the features set forth in our specifications, such as the voice recording capability and is limited to using only their own citation processing software. The next lowest bidder, Schweers, sent information regarding their features, but did not send a sample product for testing as requested, so staff was unable to determine its capabilities within the specified time for product testing. The next vendor, Park Track, is also in the development phase of many of the required features and did not provide voice recorder capability. Their digital camera provided a black and white photo on the citation which quickly faded. Also, the device can only be used with Park Trak citation processing software.

After careful consideration, thorough research, and field testing, only Duncan Solutions has a proven track record to meet all of the City's requirements. Some of the features that stood out was their compatibility with any citation processing software, reporting features, imbedded color camera feature which should lessen administrative time spent on ticket resolution, as well as a built in voice recorder, which will allow for capturing verbal interaction between officers and citizens in violation. Other features that can be added in the future include reading bar-coded meters, vehicle chalking and issuance of moving violations for field enforcement by sworn personnel.

If approved, the contract will be in the form of a purchase order and this project is anticipated to take six months.

**Mobile Data Computers (Approximately \$7,000)**

Mobile Data Computers (MDC) are rugged computers attached to radio modems that provide data communications between our patrol units and the South Bay Regional Public Communications Authority (also known as RCC). Most patrol units were outfitted with MDCs in 2002, and some of these units are reaching the end of their useful life. Remaining SLESF grant funds and accrued interest will be expended toward the purchase of MDCs. (Approximately \$7,000)

**ATTACHMENT:** Exhibit A – Resolution No. 6166

RESOLUTION NO. 6166

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, DECLARING ITS INTENT TO ACCEPT A STATE GRANT UNDER THE CITIZEN'S OPTION FOR PUBLIC SAFETY AND THE STATE LAW ENFORCEMENT SUPPLEMENTAL GRANT PROGRAM FOR FISCAL YEARS 2007 AND 2008 AND AUTHORIZE THE EXPENDITURE OF THESE GRANT FUNDS FOR THE FOLLOWING EQUIPMENT: AUTOMATED HANDHELD PARKING CITATION WRITERS AND MOBILE DATA COMPUTERS.

WHEREAS, the City Council of the City of Manhattan Beach, California, has been notified of its eligibility to receive block grant funds provided through the Citizens Option for Public Safety and the State Law Enforcement Supplemental Grant Program; and

WHEREAS, the procedural requirements for acceptance of funds under this program requires that City Council conduct a public hearing and receive public comment regarding the anticipated areas of expenditure for such funds; and

WHEREAS, City Staff has determined that the highest priority for the use of these funds exists in the areas of automated handheld parking citation writers for field personnel and mobile data computer technology for patrol cars.

WHEREAS, the City Council concurs with the recommended expenditures as identified by City Staff.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, FIND, DETERMINE AND ORDER AS FOLLOWS:

SECTION 1. The expenditure of grant funds as recommended by City Staff is consistent with the intent of the grant requirements and will enhance the delivery of police services within the City of Manhattan Beach.

SECTION 2. The City Manager and Chief of Police are hereby authorized to execute the necessary documents to accept the grant award and authorize expenditures pertinent thereto.

SECTION 3. The City Clerk shall make this resolution available for public inspection within thirty (30) days of the date this Resolution is adopted.

SECTION 4. The City Clerk shall certify to the adoption of this Resolution and thenceforth and thereafter the same shall be in full force and effect.

PASSED, APPROVED and ADOPTED this 2nd day of December, 2008.

Ayes:  
Noes:  
Absent:  
Abstain:  
:

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Mayor, City of Manhattan Beach, California

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By   
City Attorney