

**South Portland City Council**  
***Position Paper of the Interim City Manager***

***Subject:***

**ORDER #27-16/17 – Award of a sole source bid to Watch Guard, of Allen, TX, for Body Cameras for the Police Department. Passage requires majority vote.**

***Position:***

This item is for an award of a sole source bid for the purchase of Body Cameras for the Police Department. These Body Cameras were included in the FY17CIP.

This equipment will enhance the video recording capability which is presently limited to cameras mounted in police vehicles. These body-worn cameras will provide additional video documentation of enforcement actions that can be used as evidence in the prosecution of incidents as well as other officer/citizen interactions.

The equipment requested will integrate with our current in-car video system and will use the same data management and library software. This is a more fiscally responsible approach than having two separate camera systems, one for in-car cameras and one for body-worn cameras.

Ordinance 2-167B allows for purchases, like this request, to be handled through a sole source bid. The need to maintain consistency with the other cardiac monitors is a must and deviating away from the same specifications would be problematic for the Fire Department for this piece of equipment.

**Sec. 2-167B. Exemption from competitive bidding--Sole source.**

Occasions may arise when competition among vendors is not possible for a particular purchase. These situations may occur when (a) there is clearly and legitimately only one source capable of supplying the subject matter in a timely fashion; (b) the purchase is of such a specialized nature or related to a specific geographic location that only a single source, by virtue of experience, expertise, proximity, or ownership of intellectual property rights, could most satisfactorily provide the subject matter; or (c) the federal or state government or other provider of funds for the subject matter being purchased has imposed clear and specific restrictions on the use of the funds in a way that restricts the procurement to only one vendor. The city manager and the director of finance may approve negotiated procurement of goods or services without requiring bids if it is

determined from all information submitted by the department head to the purchasing agent that steps were taken to verify that the necessary features provided by the proposed vendor are not available from other vendors; that the use of a specific product, manufacturer or vendor is required to maintain consistency of equipment; and that no similar standard goods would reasonably satisfy the city's requirements.

Attached is a memorandum from Chief Edward Googins regarding this bid in detail. He will be at Monday's meeting to answer any questions.

***Requested Action:***

Council passage of ORDER #27-16/17.

A handwritten signature in cursive script that reads "Donald H. Gurish". The signature is written in dark ink and is positioned above a horizontal line.

Interim City Manager



***POLICE DEPARTMENT***

EDWARD J. GOOGINS  
CHIEF OF POLICE

AMY J. BERRY  
DEPUTY CHIEF

**TO:** Greg L'Heureux, Finance Director  
**FROM:** Edward Googins, Chief of Police  
**DATE:** 07/22/2016  
**SUBJECT:** Sole Source Purchase Request

As you are aware, during the FY17 CIP process, the City Council approved \$68,328 for the purchase of body-worn cameras and related equipment. In accordance with the city's purchasing ordinances (§ 2-167-B), I would request exemption from competitive bidding and approval for a sole source purchase of the body-worn cameras from:

Watch Guard  
415 Century Parkway  
Allen, Texas 75013

Watch Guard is the sole source of the body-worn cameras being requested. No alternate vendor is available. The department has been a customer of Watch Guard for several years now since purchasing Watch Guard in-car cameras with wireless download for the patrol fleet. With the addition of body-worn cameras, it is more cost effective to use the same operational platform to record, store and retrieve body-worn camera video. The use of Watch Guard body-worn cameras will negate the need for officers to wear a separate mic pack which is used to activate the in-car camera and record audio of the event. All of the department's officers have been trained in the use of the Watch Guard system and are familiar with the software program that operates it.

I have attached the current quote from Watch Guard.

If you need any additional information, please let me know.



# 4RE/VISTA Price Quote

CUSTOMER: South Portland Police Department

ISSUED: 7/20/2016 11:01 AM

EXPIRATION:

**TOTAL PROJECT ESTIMATED AT:  
\$51,285.00**

ATTENTION:

SALES CONTACT: Kevin Coughlin

PHONE:

DIRECT:

E-MAIL:

E-MAIL: KCoughlin@WatchGuardVideo.com

## 4RE and VISTA Proposal

### VISTA HD Cameras and Options

Part Number	Detail	Qty	Direct	Discount	Total Price
VIS-EXT-WIF-001	VISTA HD Wi-Fi Extended Capacity Wearable Camera with 9 hours continuous HD recording. Includes one camera mount, 32 GB of storage, Wi-Fi docking base, cables and 1 year warranty.	16.00	\$1,195.00	\$0.00	\$19,120.00
HDW-ETH-SWT-005	VISTA HD, 4RE, Smart PoE Switch	16.00	\$195.00	\$0.00	\$3,120.00
VIS-VTS-DTC-001	VISTA Transfer Station Assy, for 8 Cameras, Ethernet	3.00	\$1,495.00	\$0.00	\$4,485.00
VIS-MNT-KIT-001	VISTA HD, Locking Magnetic Chest Mount, Assembly (3mm posts)	8.00	\$50.00	\$0.00	\$400.00
VIS-EXT-WIF-001	VISTA HD WiFi Additional Camera Only	8.00	\$995.00	\$0.00	\$7,960.00

### VISTA HD Warranties

Part Number	Detail	Qty	Direct	Discount	Total Price
WAR-VIS-WIF-NOF	Warranty, VISTA WiFi, 3 Year No-Fault	24.00	\$450.00	\$0.00	\$10,800.00

### Evidence Library 4 Web Software and Licensing

Part Number	Detail	Qty	Direct	Discount	Total Price
KEY-EL4-DEV-002	Evidence Library 4 Web VISTA Device License Key	24.00	\$150.00	\$0.00	\$3,600.00
SVC-ELB-RMT-UPG	Evidence Library Software Upgrade with Software Maintenance (WG-TS) & Doc.	1.00	\$1,500.00	\$0.00	\$1,500.00



# 4RE/VISTA Price Quote

## Shipping and Handling

Part Number	Detail	Qty	Direct	Discount	Total Price
Freight	Shipping and Handling Charges	1.00	\$300.00	\$0.00	\$300.00
					\$51,285.00

Total Estimated Tax, may vary from State to State \$0.00

Configuration Discounts	\$0.00
Additional Quote Discount	\$0.00
<b>Total Amount</b>	<b>\$51,285.00</b>

NOTE: This is only an estimate for 4RE & VISTA related hardware, software and WG Technical Services. Actual costs related to a turn-key operation requires more detailed discussion and analysis, which will define actual back-office costs and any costs associated with configuration, support and installation. Please contact your sales representative for more details.

To accept this quotation, sign, date and return with Purchase Order: \_\_\_\_\_ DATE: \_\_\_\_\_



CITY OF SOUTH PORTLAND

THOMAS E. BLAKE  
Mayor

DON GERRISH  
Interim City Manager

SALLY J. DAGGETT  
Jensen Baird Gardner & Henry

EMILY F. CARRINGTON  
City Clerk

**IN CITY COUNCIL**

**ORDER #27-16/17**

District One  
CLAUDE V. Z. MORGAN

\_\_\_\_\_

District Two  
PATRICIA A. SMITH

\_\_\_\_\_

District Three  
EBEN C. ROSE

\_\_\_\_\_

District Four  
LINDA C. COHEN

\_\_\_\_\_

District Five  
BRAD FOX

\_\_\_\_\_

At Large  
MAXINE R. BEECHER

\_\_\_\_\_

At Large  
THOMAS E. BLAKE

**ORDERED**, that award of sole source bid to Watch Guard, of Allen, TX , in the amount of fifty one thousand two hundred eighty five dollars (\$51,285.00) for the purchase of Body Worn Cameras for the Police Department.

\$28,271.68 shall be charged to the FY17 Body Worn Cameras Account #406365-652501-17632.

\$18,426.00 shall be charged to the FY15 Edward Byrne Memorial Justice Assistance Grant Account #215165-652500-15638.

\$4,587.32 shall be charged to the Federal Asset Forfeiture Account #205065-652500.

Fiscal Note: \$51,285.00

Dated: August 1, 2016