

# REQUEST FOR COUNCIL ACTION



CITY COUNCIL MEETING DATE:

JUNE 19, 2018

TITLE:

APPROVE AMMENDMENT TO  
AGREEMENT WITH LINEAR  
SYSTEMS FOR ANNUAL  
MAINTENANCE AND SUPPORT OF  
POLICE DIGITAL IMAGING SYSTEM  
{STRATEGIC PLAN NO. 1, 3A}

CLERK OF COUNCIL USE ONLY:

APPROVED

- As Recommended
- As Amended
- Ordinance on 1<sup>st</sup> Reading
- Ordinance on 2<sup>nd</sup> Reading
- Implementing Resolution
- Set Public Hearing For \_\_\_\_\_

CITY MANAGER

CONTINUED TO \_\_\_\_\_

FILE NUMBER \_\_\_\_\_

## RECOMMENDED ACTION

Authorize the City Manager and Clerk of the Council to execute a two-year amendment to the existing agreement with Linear Systems for the maintenance and support of the Digital Imaging Management System (DIMS), for the period of July 1, 2018 through June 30, 2020, in an amount not to exceed \$20,000 per year for two years, plus a \$10,000 contingency, subject to non-substantive changes approved by the City Manager and City Attorney. This \$50,000 amount is being added to the original agreement amount of \$23,000, for a total not to exceed agreement amount of \$73,000.

## DISCUSSION

The Police Department's Digital Imaging Management System (DIMS) was purchased in 2004 using Urban Area Security Initiative (UASI) funds and allows crime scene images to be captured and stored digitally. It currently houses nearly six-hundred thousand crime scene photographs and countless hours of crime scene video and audio footage. This system is a compulsory investigative tool that assists in the successful documentation of extensive crime scenes. The DIMS system used by the Police Department was developed by Linear, thereby making Linear a proprietary source for system maintenance and updates. The DIMS system is of paramount importance to criminal investigations and its maintenance, continued security, and storage redundancy is essential for the Forensic Services section.

The current vendor, Linear Systems, has been accommodating, professional and consistent in it's servicing of the system and staff recommends renewal of their agreement. The current agreement was for a one-year period in the amount of \$23,000 plus a \$10,000 contingency. The current agreement will be amended to extend the term for an additional two-year period at a cost of \$20,000 per year, plus a \$10,000 contingency for unanticipated system modifications. The total not to exceed amount of the agreement shall be \$73,000, which includes \$23,000 for the original agreement, the \$10,000 unused contingency, and \$20,000 for years two and three. The two-year term will cover the period of July 1, 2018 through June 30, 2020.

The Police Department has begun an extensive records management software integration that has the potential to replace the DIMS system. Until that project is complete and full integration is evaluated, the DIMS system must remain operational.

**STRATEGIC PLAN ALIGNMENT**

Approval of this item allows the City to meet Goal #1 Community Safety, Objective #3, Promote fiscal accountability to ensure financial responsibility at all levels of the organization, Strategy 3a, Continuously evaluate and assess fiscal aspect of service delivery to ensure that the Police Department provides programs and services efficiently and effectively.

**FISCAL IMPACT**

Funds will be budgeted in the Police Department's Forensic Services contract services account (no. 01114455 62300) as follows:

FY 2018-19	\$25,000
FY 2019-20	\$25,000
Total	\$50,000

APPROVED AS TO FUNDS AND ACCOUNTS:

  
\_\_\_\_\_  
David Valentin  
Chief of Police  
Santa Ana Police Department

  
\_\_\_\_\_  
Francisco Gutierrez WR (p001)  
Executive Director  
Finance and Management Services Agency

Exhibit: 1. Agreement with Linear Systems

**FIRST AMENDMENT TO MAINTENANCE AND SERVICE  
AGREEMENT WITH LINEAR SYSTEMS**

THIS FIRST AMENDMENT to the above-referenced agreement is entered into on June 19, 2018, by and between Linear Systems (“Contractor”), and the City of Santa Ana, a charter city and municipal corporation organized and existing under the Constitution and laws of the State of California (“City”).

**RECITALS**

- A. The parties entered into Agreement #A-2017-152, dated July 1, 2017 (“Agreement”), by which Contractor agreed to provide maintenance to and support as necessary for the Police Department's digital imaging management system (DIMS) which maintains all photograph, video and audio evidence for the Police Department vehicle towing and storage services.
- B. The original term of the Agreement was from July 1, 2018 through June 30, 2018, with an option to extend the agreement for up to two (2) one-year extensions, upon a writing executed by the City Manager and the City Attorney. The Agreement is still current and in effect.
- C. The compensation term of the Agreement provided for a not to exceed amount of \$33,000 over the term of the Agreement, which included the option extension periods. The sum of the original Agreement amount included \$23,000 for services with a \$10,000 contingency amount for services as performed under the sole direction of the City. The contingency amount was not used during the term of the original Agreement.
- D. The parties wish to amend this Agreement to exercise both options and extend the term of the Agreement for an additional two (2) years. The parties also wish to increase the overall compensation to reflect costs for services rendered by the Contractor for the extended term.

**The Parties therefore agree:**

- 1. **Section 2, Compensation**, is amended to increase the yearly amount for services for the additional two (2) years at \$20,000 a year or \$40,000 for the remaining two (2) years of the Agreement. A revised rate sheet is attached as **Exhibit A-1**, attached hereto and incorporated by reference. A contingency amount of \$10,000, not utilized during the first year of the Agreement, shall remain for services performed by the Contractor at the sole discretion of the City. The total not to exceed amount for the Agreement shall be \$73,000. The sum is comprised of the base amount of \$63,000, over the entire term of the Agreement plus the \$10,000 contingency.
- 2. **Section 3, Term**, is amended to increase the term of the Agreement for an additional two (2) years and continue through June 30, 2020.
- 3. Except as modified by this First Amendment, all terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement on the date and year first written above.

**ATTEST**

**CITY OF SANTA ANA**

\_\_\_\_\_  
MARIA D. HUIZAR  
Clerk of the Council

\_\_\_\_\_  
RAUL GODINEZ II  
City Manager

**APPROVED AS TO FORM**

**CONTRACTOR**

SONIA R. CARVALHO  
City Attorney

By: 

\_\_\_\_\_  
TAMARA BOGOSIAN  
Assistant City Attorney

\_\_\_\_\_  
Name:  
Title:

**RECOMMENDED FOR APPROVAL**

\_\_\_\_\_  
DAVID VALENTIN  
Chief of Police

Santa Ana Police Department DIMS Annual Support Contract (2 Years)

6/5/2018 1:49 PM

Equipment	Phase	Quantity	Unit \$	Extended \$	Total \$	
<b>Digital Information Management System Solution Service</b>						
<b>Hardware Maintenance &amp; Support Agreement</b>					<b>\$20,000.00</b>	
Linear 1 year on-site maintenance & support for Database Case Management Rack Server	Phase 1	1	\$1,500.00	\$1,500.00	<b>\$20,000.00</b>	
Linear Systems 1 year onsite #LS-6200XR DIMS CMS 48.0TB #072001125		1	\$4,000.00	\$4,000.00		
Linear Systems 1 year onsite #LS-600XR DIMS (RNSS) 48.0TB #072001126		1	\$3,000.00	\$3,000.00		
Linear Systems 1 year onsite #LS-6200XR DIMS (Failsafe RNSS) 48.0TB #072001127		1	\$2,500.00	\$2,500.00		
Linear Systems onsite warranty for workstation		2	\$500.00	\$1,000.00		
Linear Systems 1 year depot warranty for Linear Systems #LS-125 DIMS Acquire Station #07201138, #07201139, #072001140, #072001141		4	\$450.00	\$1,800.00		
Linear Systems 1 year Software telephone support with version upgrades		1	\$3,700.00	\$3,700.00		
Linear 1 year on-site maintenance & support for Digital Output Devices		1	\$2,500.00	\$2,500.00		
*** Warranty to Cover From 7/1/2018 through 6/30/2019 ***						

<b>Digital Information Management System Solution Service</b>						
<b>Hardware Maintenance &amp; Support Agreement</b>					<b>\$20,000.00</b>	
Linear 1 year on-site maintenance & support for Database Case Management Rack Server	Phase 1	1	\$1,500.00	\$1,500.00	<b>\$20,000.00</b>	
Linear Systems 1 year onsite #LS-6200XR DIMS CMS 48.0TB #072001125		1	\$4,000.00	\$4,000.00		
Linear Systems 1 year onsite #LS-600XR DIMS (RNSS) 48.0TB #072001126		1	\$3,000.00	\$3,000.00		
Linear Systems 1 year onsite #LS-6200XR DIMS (Failsafe RNSS) 48.0TB #072001127		1	\$2,500.00	\$2,500.00		
Linear Systems onsite warranty for workstation		2	\$500.00	\$1,000.00		
Linear Systems 1 year depot warranty for Linear Systems #LS-125 DIMS Acquire Station #07201138, #07201139, #072001140, #072001141		4	\$450.00	\$1,800.00		
Linear Systems 1 year Software telephone support with version upgrades		1	\$3,700.00	\$3,700.00		
Linear 1 year on-site maintenance & support for Digital Output Devices		1	\$2,500.00	\$2,500.00		
*** Warranty to Cover From 7/1/2019 through 6/30/2020 ***						

					<b>\$40,000.00</b>
--	--	--	--	--	--------------------

No Errors & Omissions Coverage	No	\$0.00
Subtotal		\$40,000.00
Sales Tax	8.00%	\$0.00
Shipping		\$0.00
		<b>\$40,000.00</b>

\*\* The payment for each year can be made as annual installments for each maintenance period.

Linear Systems, Inc.  
 Rancho Cucamonga, CA  
 909-899-4345  
 909-899-4346 fax  
 www.linear-systems.com



Quoted by: Johnny Hentsch  
 Email: Johnny@Linear-Systems.com

Valid until: 12/2/2018  
 Terms: N-30  
 Ship Via: Truck  
 GSA #: GS-35F-0547K

