



**ITEM NO. 11C**

## **North Bay Village Recommendation Memorandum**

**DATE:** December 8, 2020

**TO:** Honorable Mayor, Vice Mayor and Members of the Village Commission

**FROM:** Sandra Siefken, Senior Accountant

**SPONSORED  
BY:**

**SUBJECT:** Purchase of Computer Aided Dispatch/Records Management System (CAD/RMS) Software to Comply with the Legally Mandated Transition to NIBRS/FIBRS Crime Reporting Standard by Appropriation of Grant Revenue, Amending of the Budget and Acceptance of a Sole Source Vendor - *Village Manager Dr. Ralph Rosado (Chief of Police Carlos Noriega)*

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### **RECOMMENDATION**

**A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, PURSUANT TO SECTION 36.25(H) OF THE VILLAGE CODE OF ORDINANCES, APPROVING THE PURCHASE OF COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM SOFTWARE FROM CIS TO COMPLY WITH THE LEGALLY MANDATED TRANSITION TO NIBRS/FIBRS CRIME REPORTING STANDARD BY APPROPRIATION OF GRANT REVENUE, IN THE AMOUNT OF \$27,500.00; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT AND TO TRANSFER AND EXPEND BUDGETED FUNDS, IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

Amend Budget by appropriating \$10,300 from Unassigned Fund Balance (001.00.389.3890) and executing a General Ledger (001.00.334.3340) in the amount of \$17,200 from an FDLE FIBRS/NIBRS Grant. The Cost of the Software, \$27,500 will be expensed to line item 001.21.521.3131 Contract Services-Data Processing. Accept CIS Inc. as the Sole Source Vendor.

### **BACKGROUND AND ANALYSIS**

CIS is our long established provider for the Department's Computer Aided Dispatch/Records Management System (CAD/RMS). As is standard in the industry, CAD/RMS are proprietary systems.

The US Department of Justice, through the FBI has mandated a change in the crime reporting standards from UCR (Uniform Crime Reporting) to NIBR (National Incident Based Reporting). FDLE is the lead agency coordinating the mandatory crime process in the state of Florida. FDLE has mandated the transition to NIBRS/FIBRS (Florida Incident Based Reporting System) reporting by January 1, 2021. The Department's CAD/RMS must be upgraded to comply with the mandate.

As our only CAD/RMS vendor, CIS is required to write the code and develop the module for our CAD/RMS. This is a \$46,552 module and our Dispatch Supervisor, Robert Miller, successfully negotiated the price down to \$27,500 due to our long term partnership with CIS.

The Department previously applied for and was just recently awarded (last month) a grant from FDLE to assist with the expense of the NIBRS/FIBRS transition. The \$17,200 FDLE Grant will cover the majority of the expense and the difference of \$10,300 will be covered by an allocation from the unassigned fund balance.

Thanks in large part to the efforts of Robert Miller, CIS developed the software for the NIBRS/FIBRS module at no cost. The \$27,500 cost covers the cost of system preparation, installation, training and the conversion of the existing records to the NIBRS/FIBRS standard.

**BUDGETARY/FINANCIAL IMPACT (Finance Dept.)**

Amend Budget

**PERSONNEL IMPACT**

None

**RESOLUTION NO. 2020-078**

**A RESOLUTION OF THE COMMISSION OF NORTH BAY VILLAGE, FLORIDA, PURSUANT TO SECTION 36.25(H) OF THE VILLAGE CODE OF ORDINANCES, APPROVING THE PURCHASE OF COMPUTER AIDED DISPATCH/RECORDS MANAGEMENT SYSTEM SOFTWARE FROM CIS TO COMPLY WITH THE LEGALLY MANDATED TRANSITION TO NIBRS/FIBRS CRIME REPORTING STANDARD BY APPROPRIATION OF GRANT REVENUE, IN THE AMOUNT OF \$27,500.00; AUTHORIZING THE VILLAGE MANAGER TO ENTER INTO AN AGREEMENT AND TO TRANSFER AND EXPEND BUDGETED FUNDS, IN FURTHERANCE HEREOF; PROVIDING FOR IMPLEMENTATION; AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, CIS is North Bay Village's (the "Village) long established provider for the Department's Computer Aided Dispatch/Records Management System (CAD/RMS). As is standard in the industry, CAD/RMS are proprietary systems; and

**WHEREAS**, the US Department of Justice, through the FBI has mandated a change in the crime reporting standards from UCR (Uniform Crime Reporting) to NIBR (National Incident Based Reporting). FDLE is the lead agency coordinating the mandatory crime process in the state of Florida. FDLE has mandated the transition to NIBRS/FIBRS (Florida Incident Based Reporting System) reporting by January 1,2021. The Department's CAD/RMS must be upgraded to comply with the mandate; and

**WHEREAS**, as our only CAD/RMS vendor, CIS is required to write the code and develop the module for our CAD/RMS. This is a \$46,552 module and our

Dispatch Supervisor, Robert Miller, successfully negotiated the price down to \$27,500 due to our long term partnership with CIS; and

**WHEREAS**, the Village Commission adopted a budget for FY 2021, and such a purchase was not budgeted; so an amendment to the budget will be required; and

**WHEREAS**, Section 36.25 (H) provides a contract may be awarded without competition when the Village Manager determines in writing, after conducting a good faith review of available sources, that there is only one source for the required supply, service, or construction item and that has been accomplished; and

**WHEREAS**, the Mayor and Commission believe this amendment and the underlying expenditure are in the best interest of the Village.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COMMISSION OF NORTH BAY VILLAGE, AS FOLLOWS:**

**Section 1. Recitals.** The above recitals are confirmed, adopted, and incorporated herein and made a part hereof by this reference.

**Section 2. Approval.** Pursuant to Section 36.25(H), the purchase of purchase of computer aided dispatch/records management system software from CIS to comply with the legally mandated transition to NIBRS/FIBRS crime reporting standard by appropriation of grant revenue, in the amount of \$27,500.00 is hereby approved. A transfer in the amount of \$27,500.00 from reserves to pay for the foregoing expenditure is hereby approved.

**Section 3. Authorization.** The Village Manager is hereby authorized to enter into an agreement, and to transfer and expend funds, as contemplated herein.


**Section 4. Implementation.** The Village Manager and the Village Attorney are hereby authorized to take such further action as may be necessary to implement the purpose and provisions of this Resolution.

**Section 5. Effective Date.** This Resolution shall become effective immediately upon its adoption.

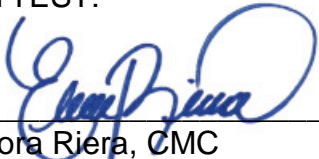
The foregoing Resolution was offered by Vice Mayor Wilmoth who moved its adoption. The motion was seconded by Commissioner Chervony and upon being put to a vote, the vote was as follows:

Mayor Brent Latham	<u>YES</u>
Vice Mayor Marvin Wilmoth	<u>YES</u>
Commissioner Richard Chervony	<u>YES</u>
Commissioner Rachel Streitfeld	<u>YES</u>
Commissioner Julianna Strout	<u>YES</u>


**PASSED AND ADOPTED** on this 8<sup>th</sup> day of December, 2020.

  
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Brent Latham, Mayor

ATTEST:

  
\_\_\_\_\_  
Elora Riera, CMC  
Village Clerk

APPROVED AS TO LEGAL SUFFICIENCY:

  
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Weiss Serota Helfman Cole & Bierman, PL  
Village Attorney

