



STAFF REPORT

AGENDA ITEM NO: 9o

MEETING DATE: July 7th, 2025

To: Honorable Mayor and City Council

Date: July 7, 2025

From: Robert Boll, Interim Chief of Police – (650) 777-4177

Subject Adoption of a Resolution Approving and Authorizing the City Manager to Exercise the Option to Extend the Agreement with Caine Computer Consulting, LLC, to Provide Information Technology Services to the Police Department for Fiscal Years 2025-26 and 2026-27 for a Total of \$269,794

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution authorizing the City Manager to exercise the option to extend the current agreement with Caine Computer Consulting, LLC. This extension includes a 2% cost increase and will provide information technology services to the Police Department for Fiscal Years 2025-26 and 2026-27, at a total cost of \$269,794.

BACKGROUND

The Police Department has utilized Caine Computer Consulting, LLC, for its technology services since 2008. The current agreement, originally set to expire on June 30, 2025, includes an option for extension through June 30, 2027.

DISCUSSION

Following a thorough evaluation, staff recommends exercising the option to extend the agreement with Caine Computer Consulting, LLC. through June 30, 2027. Caine Computer Consulting, LLC, consistently delivers high-quality service to the Burlingame Police Department due to several key factors:

- **Specialized Knowledge:** Deep understanding of both the City's internal systems and those used across San Mateo County.
- **Law Enforcement Expertise:** Extensive experience and knowledge in managing sensitive law enforcement application systems.
- **Exceptional Responsiveness:** Ability to provide 24/7/365 support services.
- **Cost Efficiency:** Competitive pricing for their services.

The agreement encompasses, but is not limited to, the following IT management services: network and computer system administration and backup, website administration, project management, computer software management, email system management, telephone system

management, communications project management, and related oversight duties. Caine Computer Consulting, LLC, also provides computer training and education for employees and assists with other related projects within the City as needed. If approved, the agreement extension will be effective from July 1, 2025, through June 30, 2027.

FISCAL IMPACT

The total cost for this two-year agreement extension is \$269,794, equating to \$134,897 per fiscal year. Funds for the first year of this extension (FY 2025-26) have been allocated within the Police Department's proposed General Fund budget.

Exhibits:

- Resolution
- Original Agreement (FY 2021-22 through FY 2022-23) with Caine Computer Consulting, LLC
- Extension Agreement (FY 2023-24 through FY 2024-25) with Caine Computer Consulting, LLC
- Extension Agreement (FY 2025-26 through FY 2026-27) with Caine Computer Consulting, LLC