



STAFF REPORT

AGENDA NO: 8f

MEETING DATE: June 21, 2021

To: Honorable Mayor and City Council

Date: June 21, 2021

From: Mike Matteucci, Chief of Police – (650) 777-4123

Subject: Adoption of a Resolution Approving and Authorizing the City Manager to Execute an Agreement with Caine Computer Consulting, LLC, to Provide Information Technology Services to the Police Department

RECOMMENDATION

Staff recommends that the City Council adopt the attached resolution authorizing the City Manager to execute an agreement with Caine Computer Consulting, LLC, to provide information technology services to the Police Department for the next two fiscal years.

BACKGROUND

Since 2008, the Police Department has utilized Caine Computer Consulting, LLC, for technology services. The current agreement is scheduled to end on June 30, 2021.

DISCUSSION

Staff issued a Request for Proposals (RFP) for professional information technology services and received proposals from four separate firms. After careful evaluation, staff selected Caine Computer Consulting, LLC, as the most qualified firm due to their specialized knowledge of both the City's own systems and those in use throughout San Mateo County; their extensive experience in dealing with the law enforcement sector; their knowledge, understanding, and expertise regarding sensitive law enforcement application systems; their ability to provide 24 hour per day / 365 days per year support services; and the cost efficiency of their bid.

The agreement provides, but is not limited to, the following IT Management Services: network and computer system administration and company back-up, website administration, project management, computer software management, email system management, telephone system management, communications project management, and related duties with oversight. Caine Computer Consulting, LLC, also provides computer training and education of employees and works on other related projects (within the City) as needed. If approved, the amended agreement will be effective July 1, 2021 through June 30, 2023, with an additional two-year option.

FISCAL IMPACT

The total cost of the two-year agreement extension is \$256,800. Funds for the first year of the agreement have been included in the Police Department's proposed FY 2021-22 General Fund budget.

Exhibits:

- Resolution
- Agreement with Caine Computer Consulting, LLC