



CITY MANAGER PURCHASING APPROVAL FORM

Department of Financial Management, Purchasing Division

CM Number

18113

NOTE TO REQUESTORS

This form is to request City Manager approval for purchases over \$25,000 but not exceeding \$200,000 as required by Administrative Regulations, Financial Policies and Procedures. This form does not replace the Exception to Policy form.

DESCRIPTION / JUSTIFICATION FOR PURCHASE / TIMING CONSIDERATIONS / SERVICE LEVEL IMPACT IF NOT APPROVED

The Police Department would like to purchase up to 40 new fixed/mobile ALPR systems to replace the PIPS/3M systems that are no longer serviceable and are at end of their life. Originally purchased with UASI 06/09 funds, these systems are eligible to be replaced using UASI grant funding. Of the original 40 mobile systems purchased, the Department has none (0) left in service. The lack of ALPR system coverage significantly impedes the Department's ability to solve crime.

This purchase will be paid with **Homeland Security (UASI)** grant funding, and will be spread over two years due to cost and availability of the grant funds (UASI 15 and 16). The initial purchase will be for up to **40 Automated License Plate Recognition (ALPR) systems**, with three years of warranty and full access to Vigilant's Investigative Data Platform (IDP) and commercial data. Purchase includes data subscription, equipment, and installation on existing police vehicles. This purchase will need to be completed no later than December 30, 2017 in order to meet UASI 15 grant deadlines. Total estimated expenditure for this purchase is \$495,000. LBPD is requesting a term order as this will allow authorized grant funds to be utilized over multiple grant cycles on an as needed basis.

FREQUENCY OF PURCHASE One-time Term Order 1st Renewal 2nd Renewal

Requisition #

Purchase Order #

Dollar Amount to Add for This Term \$ 495,000.00

Total Amount (if Change Order)

Term Dates (if applicable)
Start 10/20/2017 End 12/31/2019

VENDOR INFORMATION

Purchasing Division completes this section unless department is requesting a sole source or exception to policy. If so, the requesting department should complete this section. **Note:** Department may opt to pursue sole source or exception to policy, as outlined in AR 23-3 or AR 8-4, by attaching an "Exception to Policy" request to this form, detailing the justification and requesting approval. If professional services are requested, please refer to "Professional Services Checklist" (located on the Purchasing intranet site: <http://clbnet/purchasing>) and submit all required documents with this form. If the ETP purchase exceeds \$100,000 the purchase will require City Council approval.

Vendor Name Vigilant Solutions, Inc.

Minimum 3 Businesses Contacted? Yes No ITB / RFP#

Long Beach Business? Yes No ITB / RFP Title

Business Type LSBE VSBE SBE DBE MBE WBE

REQUESTOR INFORMATION Budgeted Yes No

The Department Director or his/her Acting replacement **must sign this form**.

I certify that this purchase will not cause my department to exceed the \$200,000 threshold for goods or services as specified in the purchase order. I have received 3 bids or proposals and I certify that no bid protests have been received.

If bids/proposals cannot be obtained through an ITB/RFP for items between \$25,000 to \$100,000, an EXCEPTION to POLICY FORM IS REQUIRED.

ETP Attached Yes No

Director Robert G. Luna

Signature *R. Luna*

Department Police

Department Contact Anna Reyes, Records Administrator

APPROVALS

Technology Services Approval (if applicable)* <i>[Signature]</i>	Date 11-17-17	Homeland Security Grant Approval (if applicable)* <i>[Signature]</i>	Date 11/22/17
City Purchasing Agent Approval <i>[Signature]</i>	Date 12/4/17	Buyer's Initials <i>[Signature]</i>	Date 11/29/17
City Manager Approval <i>[Signature]</i>	Date 12/21/17		

*Appropriate signatures must be obtained before submitting to Purchasing.

CM Approval Form - Revised 9/30/2013



EXCEPTION TO POLICY REQUEST

Department of Financial Management, Purchasing Division



ETP Number
18113

DEPARTMENT NAME Police/Administration Bureau		FISCAL YEAR (FY) FY 17-19	
DIVISION NAME Information Technology		ESTIMATED FY EXPENDITURE \$ 495,000.00	
TERM OF AGREEMENT 10/20/17 - 12/31/19	RENEWAL OPTION <input checked="" type="radio"/> N/A <input type="radio"/> 1st Renewal <input type="radio"/> 2nd Renewal		

VENDOR NAME AND ADDRESS
 Vigilant Solutions LLC
 2021 Las Positas Court, #101
 Livermore, CA 94551

DESCRIPTION OF EACH PRODUCT AND/OR SERVICE REQUESTED AS AN EXCEPTION
 For each product and/or service in this request, provide a detailed description, the estimated number of transactions in the FY, and the estimated expenditure for the FY. Attach additional page(s) if needed.
 Purchase of up to 40 ALPR systems including three (3) years of warranty, access to Vigilant's Investigative Data Platform (IDP) and commercial data. Purchase will be paid for utilizing UASI 15 and 16 funds and will be spread over two (2) years due to availability of grant funds. Total expenditure of the term order not to exceed \$495,000. Please see attached page for additional information.

AN EXCEPTION IS REQUESTED BECAUSE:
 Explain why the purchase cannot be procured using the City of Long Beach's competitive bid process, so that the item can be procured based on current Department of Financial Management purchasing policies and procedures. Attach additional page(s) if needed.
 Great effort has been expended to extend the service life of the existing ALPR equipment, but the vendor (3M) is no longer providing support for the product and repairs are no longer possible. Of the initial 40 mobile systems purchased in UASI 06/09, none (0) are in service. Currently the department utilizes Vigilant Solution's LEARN platform that ingests our fixed Vigilant and 3M ALPR data as well as commercial and other agencies ALPR data. There is currently no other ALPR vendor that is capable of providing mobile/fixed ALPR hardware that will also ingest our current fixed 3M ALPR data without running multiple systems. LEARN also provides enhanced analytic and statistical tools, access to commercial and departmental cloud based data sharing and full auditing capability. Vigilant's hardware is consistent with our existing LEARN platform and will reduce the workload for our LBPD and TID IT professionals. Please see the attached Sole Source justification memo for additional details.

CERTIFICATIONS			
I CERTIFY THAT:			
<ul style="list-style-type: none"> Total cost for each purchase will not exceed \$100,000 Purchase will not be split to circumvent the Department of Financial Management's established policies and procedures. Purchase will be rotated among all vendors offering the product/service in the purchasing area, when practical. 	<ul style="list-style-type: none"> Purchase will be made from local business vendor(s), when practical. Purchase for approved "services" will comply with all service certification requirements. If purchase is for Professional Services, "Professional Services Background Information Sheet" is required* 		
*Information sheet can be found on the Purchasing intranet site: http://lbnet/purchasing			
DEPARTMENT CONTACT (Required) Print Name Anna Reyes		BUREAU MANAGER APPROVAL (Required) Print Name & Sign Below Jason Campbell	
Phone 570-5272	Fax	Signature 	Phone (562) 570-6188
Email Address anna.reyes @longbeach.gov		Email Address jason.campbell @longbeach.gov	

APPROVAL

City Purchasing Agent can approve items not exceeding \$25,000.
 If purchase exceeds \$25,000; City Manager must approve. City Manager Approval Form must be attached.

Purchase does not exceed \$25,000: City Purchasing Agent can approve.
 Purchase exceeds \$25,000: City Manager must approve; City Manager Approval Form must be attached.

APPROVED	
The purchase of product(s) and/or service(s) described on this form is approved as an Exception to Policy for the specified fiscal year(s).	
BUYER Signature 	Date 11/29/17
CITY PURCHASING AGENT Signature 	Date 12/4/17
CITY MANAGER Signature 	Date 12/21/17

Exception to Policy Form - Revised 10/1/2013