



500 West Big Beaver
Troy, MI 48084
troymi.gov

CITY COUNCIL AGENDA ITEM

Date: March 5, 2020

To: Mark F. Miller, City Manager



From: Robert J. Bruner, Assistant City Manager
Robert C. Maleszyk, Chief Financial Officer
Lisa Burnham, Accounting Manager
Frank Nastasi, Police Chief
Chris Culbreth, Police IT Manager
MaryBeth Murz, Purchasing Manager

Subject: Standard Purchasing Resolution 2: - Sole bidder meeting Specifications– Interview Room Recording System – Police Department

History

- The Police Department (PD) is responsible for the professional, progressive, and responsive police services in Troy Michigan.
- Within the Troy PD, the Research and Technology Section supports the electronic and technological logistics that the PD utilizes in pursuit of its mission statement.
- The Troy Police Department conducts interviews with suspects on a constant basis and those interviews are recorded in order to preserve confessions and other helpful admissions obtained during the interview process.
- The current interview recording system is outdated and does not have the advanced functionality necessary in today’s demanding investigative environment.
- The Police Department has identified the need to upgrade the interview room recording software and hardware in order to enable the PD investigative teams to be effective and efficient in executing their mission of public safety in the City of Troy.
- The new system will allow investigators to watch interviews in real time and flag important moments during the interview for further review.

Purchasing

On February 20, 2020, a bid opening was conducted as required by City Charter and Code for the Interview Room Recording System. The bid was posted on the Michigan Inter-governmental Trade Network (MITN) website; www.mitn.info. Three Hundred and thirteen (313) vendors were notified via the MITN website. One (1) bid response was received. Below is a detailed summary of potential vendors:

Companies notified via MITN	313
Troy Companies notified via MITN	11
Troy Companies - Active email Notification	10
Troy Companies - Active Free	1
Companies that viewed the bid	37
Troy Companies that viewed the bid	4

MITN provides a resourceful online platform to streamline the procurement process, reduce costs, and make it easier and more transparent for vendors to do business with the City of Troy.
Active MITN members with a current membership and paying annual dues receive automatic electronic notification which allows instant access to Bids, RFPS and Quote opportunities with the City.
Active MITN non-paying members are responsible to monitor and check the MITN website for opportunities to do business with the City.
Inactive MITN member status can occur when a company does not renew their account upon expiration. Inactive members cannot be notified of solicitations or access any bid information.



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Purchasing (continued)

American Video Transfer Inc. of Brighton, MI was the sole bidder meeting all bid specifications.

Financial

Funds are budgeted and available in the Capital Projects Fund under the Investigative Administrative Services, Police Administration, Project Number 2020C0009 for the 2020 fiscal year in the amount of \$35,000. Expenditures will be charged to account number 401.301.11.305.7980.010.

Recommendation

City Management recommends awarding a contract to furnish all equipment, material, and labor to upgrade the Interview Room Recording System to the sole bidder meeting specifications; *American Video Transfer Inc. of Brighton, MI* for an estimated total cost of \$34,960.00.

CITY OF TROY
 BID TABULATION
 INTERVIEW ROOM RECORDING SYSTEM

Vendor Name: American Video Transfer Inc.
 City: Brighton, MI

PROPOSAL: FURNISH AN INTERVIEW ROOM RECORDING SYSTEM for three Interview Rooms for the City of Troy Police Department.						
Item	Qty.	Description	Mfgr.	Model	Unit Price	Total Price
1	1	CaseCracker Onyx Life Standard 3-room server. Shall include for each room: (1) room controller and power supply, (1) wall or ceiling microphone, and (1) IP high definition (1080p) dome camera for ceiling. Shall also include Software Licensing - perpetual.	Cardinal Peak	CCO-LITE-STD-3	\$29,500.00	\$29,500.00
2	1	Shall include Software Licensing - Perpetual.			\$0.00	\$0.00
3	3	2nd Covert Thermostat Camera	Cardinal Peak	CCO-L-CAM	\$1,325.00	\$3,975.00
4	3	Interview In-Progress Kit. Shall include illuminated "in-use" sign, interior room light indicating that all components are operating and functional, and a momentary wall switch to start and stop the recording.	Cardinal Peak	CCO-L-IP	\$445.00	\$1,335.00
5	3	Flagging Kit; shall allow flagging bookmarks during interview.	Cardinal Peak	CCO-L-FLAG	\$50.00	\$150.00
6	1	Price for full Install			Included	Included
7	1	Price for Training Session.			Included	Included
GRAND TOTAL PRICE:						\$34,960.00

Authorized Dealer:	Y or N	Y
Descriptive Literature attached:	Y or N	Y
Contact Information:		
Name(s):		Matthew Eckman
24 Hr. Phone No.:		810-227-5001
Hours of Operation:		9 am - 6 pm M-F
References provided:	Y or N	Y
Insurance can be provided:	Y or N	Y
Payment Terms:	Y or N	N30 Day
Warranty:		Cardinal Peak for Parts and Labor
Delivery Date:		Within 30 Days of Acceptance
Exceptions:	Y or N	N
Acknowledgement:	Y or N	Y
Forms:	Y or N	Y
Mandatory Pre-bid meeting attended:	Y or N	Y

ATTEST:

Russ Harden
Chris Culbreth
Susan Riesterer
Jackie Ahlstrom

MaryBeth Murz
 Purchasing Manager