

**Department of Administration
Purchasing Division**

**Finance & Personnel Committee Approval Required
For Single Source Contract
Contract #E0000016545**

Background:

User Department:	Fire and Police Commission
Purchasing Agent:	Marina Litvinets
Contract Description:	Vendor Service Contract for Computer Aided Dispatch (CAD) Consulting Services
Vendor Name and Location:	Winbourne Consulting, LLC (Arlington, VA)
Contract Term:	02/01/2019-01/31/2020 with two (2) options to extend for one (1) year
Requisition # and Date Received:	Requisition #0000019681 & Date Received 05/26/2023
Original Contract Amount:	\$47,500.00
Expenditures to Date:	\$916,278.55
Current Contract Amount:	\$963,454.00

History of Contract Amendments:

Date	Item	Term	Cost
01/22/2019	Original Contract - Vendor Service Contract for Computer Aided Dispatch (CAD) Consulting Services F&P Committee Approval was not required	02/01/2019 through 01/31/2020	\$47,500.00
07/24/2019	Amendment #1 - Increased the estimated contract total by \$75,090.00 from \$47,500.00 to \$122,590.00. Approved by F&P Committee on: 07/24/2019	N/A	\$75,090.00
09/25/2019	Amendment #2 - Increased the estimated contract total by \$10,000.00 from \$122,590.00 to \$132,590.00. One-time amendment of \$10,000.00; F&P review is not required	N/A	\$10,000.00
04/09/2020	Amendment #3 - Increased the estimated contact total by \$218,100.00 from \$132,590.00 to \$350,690.00 and extended the contract term for two (2) years from 02/01/2020 through 01/31/2022. Approved by F&P Committee on: 04/09/2020	02/01/2020 through 01/31/2022	\$218,100.00
12/09/2020	Amendment #4 - Increased the estimated contact total by \$328,700.00 from \$350,690.00 to \$679,390.00 and extended the contract term for eleven (11) months from 02/01/2022 through 12/31/2022. Approved by F&P Committee on: 12/09/2020	02/01/2022 through 12/31/2022	\$328,700.00
07/26/2022	Amendment #5 - Increased the estimated contact total by \$76,064.00 from \$679,390.00 to \$755,454.00. Approved by F&P Committee on: 07/26/2022	N/A	\$76,064.00
11/15/2022	Amendment #6 - Increase the estimated contact total by \$208,000.00 from \$755,454.00 to \$963,454.00 and extend the contract term for five (5) months from 01/01/2023 through 05/31/2023. Approved by F&P Committee on: 11/15/2022	01/01/2023 through 05/31/2023	\$208,000.00
Pending	Amendment #7 - Increase the estimated contact total by \$280,628.00 from \$963,454.00 to \$1,244,082.00, extend the contract term for one (1) year from 06/01/2023 through 05/31/2024, and add an option to extend the contract term for an additional six (6) months upon mutual agreement.	06/01/2023 through 05/31/2024	\$280,628.00
Total (including the pending amendment)			\$1,244,082.00

Purpose of Contract/Amendment:

This is a recommendation to amend the City's existing Vendor Services Contract for Computer Aided Dispatch (CAD) Consulting Services with Winbourne Consulting, LLC by increasing the estimated contract total by \$280,628.00 from \$963,454.00 to \$1,244,082.00, extending the contract term for one (1) year from 06/01/2023 through 05/31/2024, and by adding an option to extend the contract term for an additional six (6) months upon mutual agreement. The Fire and Police Commission has exhausted all options to extend the current contract. The Executive Steering Committee (ESC) had authorized extending the contract with Winbourne Consulting, LLC in order to complete Department of Emergency Communications (DEC) transition tasks, Public Safety Enhancement Program (PSEP) initiatives to improve City Emergency Communications Center operations, and Phase 1 of the PSEP/Hexagon OnCall CAD/Mobile System Project; however, the OnCall project has been halted due to the unanticipated decision to install I/CAD instead of OnCall. This new task is expected to be completed by May 31, 2024.

City Purchasing Director

Date

F&P Approval Date: 06/14/2023