

BOARD OF ALDERMEN

ITEM NO. C(5)

AGENDA ITEM ABSTRACT MEETING DATE: September 5, 2006

TITLE: A Request to Authorize the Waiver of the Bidding Procedures for the Purchase of a Records Management System for the Police Department

DEPARTMENT: Management Services	PUBLIC HEARING: YES ___ NO <u>x</u>
ATTACHMENTS: A: Resolution	FOR INFORMATION CONTACT: Carolyn Hutchison, Police Chief 918-7412 Sandy Svoboda, Purchasing Officer 918-7301

PURPOSE

The purpose of this agenda item is to authorize the purchase of a Records Management System for the Police department. The Board is requested to allow the Town staff to waive the formal bidding procedures using the streamlined piggybacking procedures allowed by the General Statutes (GS 143-129(g)).

INFORMATION

As allowed by law, staff is using piggybacking procedures to purchase the Records Management System (RMS). The law requires three conditions in purchasing under this process: the vendor must be willing to sell the items at a comparable or lower price; the contract with the other governmental jurisdiction must have been executed within the last twelve months; and an ad must be placed in the newspaper notifying vendors that the Town intends to purchase the RMS using these procedures ten days prior to the Board meeting. An advertisement was placed in the Chapel Hill Herald Newspaper on August 16, 2006 to satisfy the legal requirement for the waiver of bidding procedures under G.S. 143-129(g) and the vendor has agreed to sell the RMS at a price comparable to a contract awarded to the County of Currituck, North Carolina within the past twelve months.

The Police Department wishes to purchase from SunGard HTE, Inc. the RMS at a cost of \$285,463.

Town staff believes that piggybacking on the County of Currituck contract with this vendor will be the most cost effective and expeditious means to purchase the needed system. Thus, the Board is requested to authorize the purchase.

FISCAL IMPACT

The IT budget for FY2006-07 included \$285,638 for this system, which was approved by the Board of Aldermen.

STAFF RECOMMENDATION

The Board of Aldermen is requested to authorize the waiver of the bidding procedures and authorize the purchase of the RMS requested by the Police Department.