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OFFICE OF THE CITY CLERK
OAKLAND
2019 NOV 21 PM 1:42

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Anne Kirkpatrick
Chief of Police

SUBJECT: SARAnet Database and Maintenance
Contract

DATE: November 5, 2019

City Administrator Approval

Date:

11/21/19

RECOMMENDATION

Staff Recommends That The City Council Adopt:

A Resolution Authorizing The City Administrator Or Designee To: 1) Execute A Contract With Resource Development Associates (RDA) To Provide Maintenance And Upgrades To The Oakland Police Department (OPD) Community Policing SARAnet Database For A Total Amount Not To Exceed Seventy Thousand Dollars (\$70,000) For The Period Of January 1, 2020 Through December 31, 2020, As Well As 2) Four Discretionary One-Year Extensions For SARAnet Maintenance, For Up To Fifteen Thousand Dollars (\$15,000) Annually, For A Total Contract Not To Exceed One Hundred Thirty Thousand Dollars (\$130,000), For The Period Of January 1, 2020 Through December 31 2024; And 3) Waive The City's Advertising And Bidding Requirements.

EXECUTIVE SUMMARY

The SARAnet database is used by OPD for community resource officers (CROs) to log and track progress on neighborhood public safety projects. The projects are first chosen by Neighborhood Crime Prevention Councils and community groups in collaboration with CROs. The SARAnet database was built by Resource Development Associates (RDA), following the SARA model (Scanning, Analysis, Response, and Assessment model) of community policing. The 2008 contract that funded the development was approved by the former Measure Y parcel and parking tax. OPD has continued contract with RDA for upgrades and maintenance. The system has been updated to allow more oversight for Sergeants that supervise the CROs – the current system also allows for better data tracking which helps with OPD CRO activity evaluations. The proposed contract with the accompanying resolution will allow for more upgrades in the 2020 (\$70,000) and then for maintenance only (\$15,000 per year) for the years 2021-2024.

Item: _____
Public Safety Committee
December 3, 2019

BACKGROUND / LEGISLATIVE HISTORY

The Public Safety and Services Violence Prevention Act of 2014 (Measure Z), was approved by the Oakland voters in November 2014, and provides over twenty-four million dollars annually for ten years for violence prevention programs, police officers, fire services, and evaluation services. Measure Z funding supports OPD's geographic policing through the five OPD police areas of the City of Oakland, including the City's Ceasefire Strategy, the use of crime reduction teams, and community resource officers (CROs). CROs (previously Problem Solving Officers or PSOs) serve as direct points of contact to engage in addressing crime and complex neighborhood issues.

OPD and the City of Oakland, beginning with Measure Y (predecessor parcel and parking tax to Measure Z) funds, executed a contract with Resource Development Associates (RDA) in 2008 for evaluation services. This contract also funded the development of the SARANet database – a web-based information management system following the SARA model (Scanning, Analysis, Response, and Assessment model) of community policing. PSOs, and now CROs have used this system to record and track their community policing projects in their respective beats. The SARANet system has become an important tool for CROs to track and document problem solving activity as well as for OPD supervisors to assess CRO activity. RDA continues to use SARANet data as part of their overall 2017-2020 three-year OPD Measure Z evaluation contract.

The City Council adopted Resolution No. 84892 C.M.S on March 18, 2018, which authorized a contract with RDA for \$70,000 to provide additional maintenance and upgrades to the SARANet database from January 2014 to December 2014, including a no-cost extension through June 30, 2015. On November 17, 2015, the City Council adopted Resolution No. 85903 C.M.S., which authorized an amendment to the RDA contract to add \$35,000 per year, and extend the contract dates to December 31, 2016; Resolution No. 85903 C.M.S., also allowed for three discretionary one-year extensions for up to \$115,000 per year through December 31, 2019. OPD has executed three authorized contract extensions for the calendar years of 2017, 2018, and 2019 to continue to modify and improve the SARANet system as well as maintain the system in conjunction with the City's Information Technology Department (ITD).

ANALYSIS AND POLICY ALTERNATIVES

OPD CROs continue to use the SARANet system to track progress on neighborhood projects chosen in conjunction with Neighborhood Crime Prevention Councils (NCPC) and other neighborhood groups. This tracking tool provides a central platform for each OPD CRO to organize policing efforts as well as for CRO sergeants to hold CROs accountable for progress. The RDA evaluation of OPD's use of Measure Z funds includes assessments of CRO efforts; over the last three years RDA has worked with OPD and ITD to improve this system.

The "Oakland Measure Z Policing Services Evaluation: Year 1 Report by Resource Development Associates – Supplemental Report," which was presented to the Public Safety Committee on April 24, 2018, outlines several identified successes as well as challenges, in terms of OPD implementation of Measure Z-funded policing services. One

of several recommendations for improving policing services was to improve SARANet data collection and increase oversight of CRO activities.

In 2018, OPD and the Information Technology Department (ITD) worked with RDA to modify SARANet to allow for the following features:

1. A "submit" feature for CROs to send notice for Sergeants to review.
2. Notifications
 - a. Notifications for sergeants when CROs input new information on their community projects.
 - b. Icons to show new CROs when they have new messages and notifications.
3. Better save features so CROs don't lose inputted data when they are pulled away before pressing a "save" button.
4. Improved formatting with text layout for better viewing.
5. Development of a Training Manual.
6. Removal of unneeded dropdown menu for choosing lead agency, as OPD is always the lead agency.
7. Print function so that CROs and CRO Sergeants in line-up can see SARANet progress.
8. SARANet maintenance with ongoing ITD cloud environment updates.

OPD and ITD are currently working with RDA to modify SARANet in the following ways:

1. Require sergeants to approve or deny new community projects created by CROs.
2. Require log entries for project assessments to ensure CROs update progress.
3. Require certain mandatory fields in the creation of new projects.
4. SARANet maintenance with ongoing ITD cloud environment updates.

RDA has proven technology personnel on staff familiar with the SARANet computer code foundation; this staff has successfully collaborated with Oakland ITD staff to maintain the system in partnership with OPD. However, technology continues to evolve - OPD is in discussion with ITD to assess whether alternatives to the current system can offer cost-effective benefits. OPD and ITD staff cannot currently maintain system updates or modify the system without RDA staff who are most familiar with the system computer code. The City will therefore benefit from continuing to rely on RDA for potentially further upgrades in 2020 as well as to maintain the system through 2024 – the period through which the City will continue to receive Measure Z funding. This flexibility will allow OPD to make more modest upgrades if required and have a stable maintenance partner as future alternatives are considered.

Justification for Waiver

Oakland Municipal Code Section 2.04.051.B permits the City Council to waive the request for proposal/qualifications (RFP/Q) requirements upon a finding that it is in the best interest of the City to do so. Staff recommends that it is in the best interests of the City to waive the RFP/Q process because RDA is best prepared to maintain the system for OPD given their familiarity with the system and OPD's current needs to maintain the system.

FISCAL IMPACT

Table 1 below details the costs of the RDA SARANet contract for maintenance and upgrades. No additional funds are required for this contract; OPD expects to use the same Measure Z funding for the life of this contract and potential contract extensions. The contract and potential one-year extension contracts with RDA will be contingent upon Council adoption of the Fiscal Year (FY) 2021-23 and FY 2023-25 budgets, such that sufficient funding is maintained in the OPD baseline budget.

Table 1: RDA SARANet Contract Cost: 2020-2024

Year 1 Cost – 2020 Calendar Year	\$70,000
Year 2 Cost – 2021 Calendar Year	\$15,000
Year 3 Cost – 2022 Calendar Year	\$15,000
Year 4 Cost – 2023 Calendar Year	\$15,000
Year 5 Cost – 2024 Calendar Year	\$15,000
Total	\$130,000

Funds will be allocated from Fund (2252), Information Technology Unit Org. (108630), Account (55214), Project Measure Z-OPD (1001323), Agency-wide Administrative Program (PS01).

PUBLIC OUTREACH / INTEREST

No public outreach was necessary in the production of this report and accompanying resolution.

COORDINATION

The Budget Bureau and the Office of the City Attorney were consulted on the development of this report and accompanying resolution.

SUSTAINABLE OPPORTUNITIES

Economic: There are no economic opportunities associated with this report.

Environmental: There are no environmental issues associated with this report.

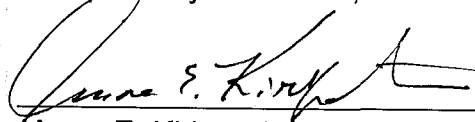
Race and Equity: Efforts to maintain and improve OPD's SARANet system allow for communication and progress between community resource officers and Oakland communities. These efforts support a community-driven approach to tackling public safety challenges that affect all Oakland residents and visitors.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt Resolution Authorizing The City Administrator Or Designee To: 1) Execute A Contract With Resource Development Associates (RDA) To Provide Maintenance And Upgrades To The Oakland Police Department (OPD) Community Policing SARANet Database For A Total Amount Not To Exceed Seventy Thousand Dollars (\$70,000) For The Period Of January 1, 2020 Through December 31, 2020, As Well As Four Discretionary One-Year Extensions For SARANet Maintenance, For Up To Fifteen Thousand Dollars (\$15,000) Annually, For A Total Contract Not To Exceed One Hundred Thirty Thousand Dollars (\$130,000), For The Period Of January 1, 2020 Through December 31 2024; And 2) Waive The City's Advertising And Bidding Requirements.

For questions concerning this report, please contact Bruce Stoffmacher, Management Assistant, OPD, Research and Planning, (510) 238-6976.

Respectfully submitted,



Anne E. Kirkpatrick
Chief of Police
Oakland Police Department

Reviewed by:
Virginia Gleason, Director
OPD, Bureau of Services

Phillip Best, Police Services Manager
OPD, Research and Planning, Training Division

Prepared by:
Bruce Stoffmacher, Legislation Manager,
OPD, Research and Planning, Training Division

Priscia N. [Signature]
City Attorney's Office

2019 NOV 21 PM 1:42

OAKLAND CITY COUNCIL

RESOLUTION NO. _____ C.M.S.

INTRODUCED BY COUNCILMEMBER

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR OR DESIGNEE TO: 1) EXECUTE A CONTRACT WITH RESOURCE DEVELOPMENT ASSOCIATES (RDA) TO PROVIDE MAINTENANCE AND UPGRADES TO THE OAKLAND POLICE DEPARTMENT (OPD) COMMUNITY POLICING SARANET DATABASE FOR A TOTAL NOT TO EXCEED SEVENTY THOUSAND DOLLARS (\$70,000) FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, AS WELL AS FOUR DISCRETIONARY ONE-YEAR EXTENSIONS FOR SARANET MAINTENANCE, FOR UP TO FIFTEEN THOUSAND DOLLARS (\$15,000) ANNUALLY, FOR A TOTAL CONTRACT NOT TO EXCEED ONE HUNDRED THIRTY THOUSAND DOLLARS (\$130,000), FOR THE PERIOD OF JANUARY 1, 2020 THROUGH DECEMBER 31 2024; AND 2) WAIVE THE CITY'S ADVERTISING AND BIDDING REQUIREMENTS

WHEREAS, the Oakland Police Department (OPD) is committed to supporting problem-solving techniques to proactively address public safety issues such as crime, social disorder, and fear of crime; and

WHEREAS, the Public Safety and Services Violence Prevention Act of 2014 (Measure Z), was approved by the Oakland voters in November 2014, and provides over twenty-four million dollars annually for ten years for violence prevention programs, police officers, fire services, and evaluation services; and

WHEREAS, Measure Z funding supports OPD's geographic policing through the five OPD police areas of the City of Oakland, including the City's Ceasefire Strategy, the use of crime reduction teams, and community resource officers; and

WHEREAS, community resource officers, or CROs (previously Problem Solving Officers or PSOs) serve as direct points of contact to engage in addressing crime and complex neighborhood issues;

WHEREAS, using Measure Y (predecessor parcel and parking tax to Measure Z) funds, the City executed a contract with Resource Development Associates (RDA) in 2008 for evaluation services and in that contract, RDA developed the SARANet database which is an internal web-based information management system following the SARA model (Scanning, Analysis, Response, and Assessment model) of community policing

which allowed PSOs to record and track their community policing projects in their respective beats and provided data for OPD to keep track of PSO activities; and

WHEREAS, the SARAnet system has become an important tool for CROs to track and document problem solving activity as well as for OPD supervisors to assess CRO activity; and

WHEREAS, RDA continues to use SARAnet data as part of their overall 2017-2020 three-year OPD Measure Z evaluation contract; and

WHEREAS, pursuant to Resolution No. 84892 C.M.S., the City executed a contract with RDA for \$60,000 to provide additional maintenance and upgrades to the SARAnet database from January 2014 to December 2014; and

WHEREAS, the City negotiated a no-cost extension through June 30, 2015 through the fourth amendment to the original RDA contract; and

WHEREAS, pursuant to Resolution No. 85903 C.M.S., the City amended the contract to add \$35,000 to the contract and extend the dates to December 31, 2016; and

WHEREAS, Resolution No. 85903 C.M.S. further allowed the City to add up to three discretionary one-year extensions for up to \$115,000 per year, for a cumulative total not-to-exceed amount of \$440,000 from January 2014 through December 2019; and

WHEREAS, OPD has executed three contract extensions for the calendar years of 2017, 2018, and 2019 to continue to modify and improve the SARAnet system as well as maintain the system in conjunction with the City's Information Technology Department (ITD); and

WHEREAS, RDA has proven technology personnel on staff familiar with the computer code foundation of the SARAnet system and this staff has successfully collaborated with Oakland ITD staff to maintain the system in partnership with OPD; and

WHEREAS, OPD and ITD staff plan to assess the best options for maintaining the system but cannot currently maintain system updates or modify the system without RDA staff who are most familiar with the system computer code; and

WHEREAS, OPD may wish to make further modifications to the current SARAnet system in the calendar year 2020 and then will need to maintain the system for the later calendar years of 2021-2024; and

WHEREAS, Oakland Municipal Code Section 2.04.051.B permits the City Council to waive the request for proposal/qualifications (RFP/Q) requirements upon a finding that it is in the best interest of the City to do so; and

WHEREAS, Staff recommends that it is in the best interests of the City to waive the RFP/Q process because RDA is best prepared to maintain the system for OPD given their familiarity with the system and OPD's critical needs for the system's continuous performance; now, therefore, be it

RESOLVED: That the City Administrator or designee is authorized to execute a contract with RDA to provide maintenance and upgrades to the SARAnet system, for a total not to exceed seventy thousand dollars (\$70,000) for the period of January 1, 2020 through December 31, 2020, as well as four discretionary one-year extensions for up to fifteen thousand dollars (\$15,000) annually, for a total contract not to exceed one hundred thirty thousand dollars (\$130,000) for the period of January 1, 2020 through December 31 2024; and be it

FURTHER RESOLVED: That contract funds will be allocated from Fund (2252), Information Technology Unit Org. (108630), Account (55214), Project Measure Z-OPD (1001323), Agency-wide Administrative Program (PS01).

FURTHER RESOLVED: That the City Council finds that pursuant to Oakland Municipal Code sections 2.04.050.1.5 and 2.04.051.B, for the reasons stated above and in the City Administrator's report accompanying this resolution, that it is in the best interests of the City to waive the advertising and bidding requirements and the request for proposal/qualification (RFP/Q) process for the RDA contract; and be it

FURTHER RESOLVED: That the City Administrator or designee is authorized to conduct all negotiations, applications, agreements, extensions and related actions consistent with the purposes of this Resolution, except for increasing the dollar amount, without returning to Council; and be it

FURTHER RESOLVED: That the City Attorney shall review and approve the agreement as to form and legality; and be it

FURTHER RESOLVED: That a copy of each fully executed agreement shall be placed on file with the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - FORTUNATO BAS, GALLO, GIBSON MCELHANEY, KALB, REID, TAYLOR, THAO AND
PRESIDENT KAPLAN

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

LATONDA SIMMONS
City Clerk and Clerk of the Council of the
City of Oakland, California