



City of San Antonio

Agenda Memorandum

File Number:19-1616

Agenda Item Number: 6.

Agenda Date: 1/29/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
OFFICE OF THE POLICE CHIEF
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Sheryl Sculley, City Manager

FROM: Chief William McManus, San Antonio Police Department

COPY: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Erik Walsh, Deputy City Manager; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Pre-Solicitation Briefing for Records Management System for SAPD

DATE: January 29, 2019

The San Antonio Police Department (SAPD) will present a pre-solicitation briefing for the procurement and implementation of a records management system for SAPD. This briefing will allow an opportunity for input and direction from Committee members.

The pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran owned small business preference program applicability, and SBEDA program requirements.

The scope of this solicitation will allow for the purchase and implementation of a configurable records management system that will demonstrate National Incident Based Reporting System (NIBRS) functionality. It is anticipated that the Federal Bureau of Investigation Uniform Crime Reporting (UCR) Program will replace the current reporting standard, Summary Reporting System (SRS) with NIBRS by January 2021. This new standard will improve the quality of crime reporting data and analytics.

SAPD expects to release a Request for Proposal (RFP) in February 2019.