



## Legislation Details (With Text)

**File #:** 19-402      **Version:** 1      **Name:** Staff Report for a City of San Leandro City Council Resolutions to Approve An Agreement with Ojo Technology to Upgrade Eleven Traffic Observation Cameras and Implement a Video Management System in An Amount of Not to Exceed \$77,256.18 With Authorization f

**Type:** Staff Report      **Status:** Filed

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**Title:** Staff Report for a City Council Resolution to Approve an Agreement with Ojo Technology to Upgrade Eleven Traffic Observation Cameras and Implement a Video Management System in an Amount Not to Exceed \$77,256.18 with Authorization for the City Manager or his Designee to Negotiate Contract Amendments Up to 15% (\$11,588.43) of the Not to Exceed Amount and Authorizing An Appropriation of \$77,256.18 with 15% Contingency of \$11,588.43 from the Information Technology Fund; and

Resolution to Approve an Agreement with Columbia Electric, Inc. to Install Eleven Traffic Observation Cameras At Specified Locations Within the City in An Amount of Not to Exceed \$56,000.00 With Authorization for the City Manager or his Designee to Negotiate Contract Amendments Up to 15% (\$8,400.00) of the Not to Exceed Amount and Authorizing An Appropriation of \$56,000.00 with a 15% Contingency of \$8,400.00 from the Information Technology Fund.

**Sponsors:** Jeff Kay

**Indexes:**

**Code sections:**

**Attachments:** 1. AP-0000 COSL Guidelines for Camera Recording & Use.pdf

Date	Ver.	Action By	Action	Result
7/15/2019	1	City Council	Received and Filed	

Staff Report for a City Council Resolution to Approve an Agreement with Ojo Technology to Upgrade Eleven Traffic Observation Cameras and Implement a Video Management System in an Amount Not to Exceed \$77,256.18 with Authorization for the City Manager or his Designee to Negotiate Contract Amendments Up to 15% (\$11,588.43) of the Not to Exceed Amount and Authorizing An Appropriation of \$77,256.18 with 15% Contingency of \$11,588.43 from the Information Technology Fund; and

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### SUMMARY AND RECOMMENDATIONS

Based on past feedback from the City Council and the Facilities and Transportation Committee, staff developed a plan to upgrade eleven traffic observation cameras at various locations throughout the City. Staff recommends:

- Approving an agreement with Ojo Technology to procure new cameras for those locations and to implement a centralized video management system (VMS);
- Authorize an appropriation of \$77,256.18 and a 15% contingency of \$11,588.43 from the Information Technology Fund Balance Unrestricted Reserves to operating account 688-13-121-7410;
- Approving an agreement with Columbia Electric, Inc., a San Leandro based company, to install the cameras at the locations specified by staff; and
- Authorize an appropriation of \$56,000.00 and a 15% contingency of \$8,400.00 from the Information Technology Fund Balance Unrestricted Reserves to operating account 688-13-121-7410

Staff also recommends that the City Council review the City Manager’s proposed administrative policy regarding City Departments’ cameras. The policy, the key facets of which were previously presented to the Facilities and Transportation Committee, is intended to standardize procedures for use of cameras and handling of camera footage, while providing increased consistency and transparency.

## **BACKGROUND**

The City of San Leandro’s Traffic Division in the Engineering and Transportation Department maintains an inventory of cameras used in normal day-to-day traffic operations. These observation cameras are typically mounted on traffic poles and provide a real-time view of traffic conditions.

The observation cameras are located at locations throughout the City. Staff recommends these cameras should be upgraded to provide higher resolution images and better-quality video.

## **Analysis**

Staff recognizes a need to upgrade current traffic observation cameras. The current cameras are pan-tilt-zoom (“PTZ”) cameras that can be manipulated by staff to get views of an entire intersection. The cameras are located at the following intersections:

- Bancroft Ave & Estudillo Ave
- Davis St & Orchard Ave
- Davis St & San Leandro Blvd
- E 14th St & Davis St & Callan Ave
- Hesperian Blvd & Springlake Dr
- E 14th St & San Leandro Blvd
- E 14th St & Hesperian Blvd & Bancroft Ave\*
- Marina Blvd & Teagarden St\*
- Marina Blvd & Merced St\*
- Hesperian Blvd & Halcyon Dr & Fairmont Dr\*
- Washington Ave & Springlake Dr & Heather Glenn Ln\*

These cameras are intended for connection to City fiber so that video can be transmitted and saved

to a central City location. However, five locations (denoted by \* in the list above) are not connected to City fiber and rely on an analog-to-digital converter. The video quality from the cameras at these locations is of low quality.

Staff identified a camera model that provides four discrete views (one in each direction) that is designed specifically for intersections. Staff recommends upgrading the PTZ cameras to standardize the City's cameras to the model and type recommended herein. In addition, Staff recommends pulling fiber to the currently unserved camera locations to facilitate transmission of high-definition video to a centralized management system.

Following a competitive bidding process, the City previously awarded Ojo Technology a contract to manage the video management system currently used for Civic Center Security Cameras. This system was installed at the Police Department in 2014. Staff recommends implementing a second video management system at City Hall to manage non-Police Department cameras, such as the traffic observation cameras and the security cameras located at City Hall (and potentially other City facilities in the future).

Staff recommends that the City Council approve and authorize the City Manager execute an agreement with Ojo Technology to procure eleven cameras of the model described above, and to build a new, centralized video management system at City Hall. This agreement would be awarded through the State of California's Department of General Services' California Multiple Award Schedules (CMAS) in accordance with Public Contract Code Sections 10290 et seq. and 12101.5 (effective January 1994).

Staff also recommends approving a sole-source procurement with Columbia Electric, Inc. to install the eleven traffic observation cameras at the locations specified above. Staff recommends awarding this as a sole-source procurement based on Columbia Electric's long history and track record of satisfactory projects for the Public Works Department, particularly for electrical work related to traffic signals, which is relevant to the scope of this project so that all of the electrical connections and related work are consistent in use amongst all of the relevant City facilities. In addition to installing the cameras, Columbia Electric would pull the fiber to the unserved locations and install dedicated power lines, as needed, and to be consistent with City facilities already in use. Columbia Electric, Inc. is a local, San Leandro business.

Staff has also developed proposed administrative procedures regarding City Departments' cameras, including retention, access, maintenance, and management of cameras and related systems.

### **Previous Council Actions**

- At the June 5, 2019 City Council Facilities & Transportation Committee meeting, the Committee heard a presentation for the project and recommended moving it to a future meeting of the full City Council.
- At the May 3, 2017 meeting, the City Council heard and commented on a presentation for Discussion Regarding City Camera Systems.
- At the July 21, 2014 City Council meeting, the City Council unanimously approved an Agreement with Odin Systems to Replace the Civic Center Security Camera System.

### **Legal Analysis**

The City Attorney approved as to form the Consulting Services Agreements with Ojo Technology and Columbia Electric, Inc. The City Attorney, in consultation with the City Manager and staff, drafted the City Manager's proposed administrative policy for City Departments' cameras.

### **Fiscal Impacts**

The agreement with Ojo Technology is in an amount of \$77,256.18 with a 15% contingency. The agreement with Columbia Electric is in an amount of \$56,000.00 with a 15% contingency. The combined amount of both agreements is \$133,256.18.

### **Budget Authority**

Staff requests authority for an appropriation of funds from the Information Technology Fund Balance Unrestricted Reserves (Fund 688) of a combined not-to-exceed \$133,256.18 and for a combined 15% contingency amount of \$19,988.43 to the Operating Account (688-13-121-7410). The Finance Director has determined there are sufficient funds in the 688 Fund Balance for the combined not-to-exceed plus the 15% contingency of \$153,244.61 appropriation.

### **Current Agency Policies**

- Maintain and enhance San Leandro's infrastructure.

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### **Attachment(s) to Staff Report**

- Administrative Procedure: Procedures for Camera Recording & Use

**PREPARED BY:** Tony Batalla, Chief Technology Officer, City Manager's Office