



ROUTT COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA COMMUNICATION FORM

ITEM DATE:	ITEM TIME:
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FROM:	Doug Scherar
TODAY'S DATE:	June 1, 2022
AGENDA TITLE:	RCSO Sole Source IA Pro/ Blue Team Purchase Request

CHECK ONE THAT APPLIES TO YOUR ITEM:
<input checked="" type="checkbox"/> ACTION ITEM
<input type="checkbox"/> DIRECTION
<input type="checkbox"/> INFORMATION

I. DESCRIBE THE REQUEST OR ISSUE:

Request the Board of County Commissioners approve the sole source purchase, and authorize the County Manager to electronically sign the Purchase Order to IA Pro in the amount not to exceed of \$15,600.00 for the purchase of IA Pro and Blue Team software and \$5550.00 for the purchase of stand alone data base storage and operating system.

II. RECOMMENDED ACTION (*motion*):

Motion by the Board of County Commissioners to approve the sole source award, and authorize the County Manager to electronically sign the Purchase Order to IA Pro in the amount not to exceed of \$15,600.00 for the purchase of IA Pro and Blue Team software and \$5550.00 for the purchase of stand alone data base storage and operating system..

III. DESCRIBE FISCAL IMPACTS (VARIATION TO BUDGET):

PROPOSED REVENUE (*if applicable*):

CURRENT BUDGETED AMOUNT: 2022 Budget \$0

PROPOSED EXPENDITURE: 2022 \$21,150.00

FUNDING SOURCE: General Fund

SUPPLEMENTAL BUDGET NEEDED: YES X NO

****The total of this Supplemental budget request is \$21,150.00. An annual maintenance fee of \$3000.00 will be included in the annual budget to commence on year two.*

IV. IMPACTS OF A REGIONAL NATURE OR ON OTHER JURISDICTIONS (IDENTIFY ANY COMMUNICATIONS ON THIS ITEM):

None



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V. BACKGROUND INFORMATION:

The Routt County Sheriff's Office does not currently have a software program to document or track deputy complaints or Internal Affairs Investigations. Currently, complaints and IA investigations are completed on a word documents and stored in the investigating supervisor's U drive. There is no tracking mechanism to ensure that documents are not changed or disappear. Due to changes in legislation regarding Peace Officer Accountability, we need some form of Professional Standards Software to document, track, and store complaints and IA Investigations.

This sole source request meets the following requirements of the Routt County Purchasing Manual 6th edition, section 3.1 "Waiver of the Formal Purchasing Process" as follows:

- Only one known source exists for supplies or services as determined by documented research.
- A particular part, material or service is required to maintain standardization or compatibility as a part of an existing integrated system.
- A particular material, professional service or service is required in order to standardize or maintain standardization for the purpose of reducing financial investment or simplifying administration.
- A particular material or item is required to match existing materials to produce technical harmony.
- Waiver of the competitive process is found to be in the best interests of the County and its citizens.

VI. LEGAL ISSUES:

None

VII. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VIII. SUMMARY AND OTHER OPTIONS:

Recommend the Board of County Commissioners approve the sole source award, and the County Manager to electronically sign the Purchase Order to Taser International, Inc. in the amount not to exceed of \$21,150.00.

IX. LIST OF ATTACHMENTS:

IA Pro/ Blue Team Quote