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APPROVED BY THE CITY COUNCIL
AUG 27 1996
OFFICE OF THE CITY CLERK

DEPARTMENT OF FINANCE

PROCUREMENT SERVICES DIVISION

CITY OF SACRAMENTO
CALIFORNIA

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August 27, 1996
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City Council
Sacramento, California

Honorable Members in Session:

**SUBJECT: PURCHASE OF PHOTO MINILAB FOR POLICE IDENTIFICATION SECTION**

**LOCATION AND COUNCIL DISTRICT:** City-wide; All Council districts.

**STAFF RECOMMENDATION:**

Staff recommends that the City Council adopt the attached Resolution which suspends formal competitive bidding for the purchase of an AGFA Multi-Scanning Compact Lab (Photo Minilab) for the Police Department, and authorizes the City Manager to execute the purchase from the Agfa Division of Bayer Corporation, for the total cost of $90,739.51.

**CONTACT PERSON:** Harold Ayers, Police Identification Section Manager, 264-5650
Dennis Kerhulas, Senior Buyer, 433-6242

**FOR COUNCIL MEETING OF:** August 27, 1996

**SUMMARY:**

The Police Department proposes to purchase an Agfa MSC101 photo minilab with accessories, for a total cost of $90,739.51, to replace the Identification Section's current aging photographic equipment. This will enhance the Identification Section's ability to process evidence, mug shots, and other relevant photographic materials/data through use of the latest technology.

**BACKGROUND INFORMATION:**

The Police Department proposes to purchase an Agfa MSC101 photo minilab with accessories for a total cost of $90,739.51. This technology is mobile, and will replace the color darkroom at the Hall of Justice. Additionally, it modernizes the 21-year-old equipment currently used for developing film, automatically

produces photographic prints, and supports expansion capabilities for interfacing with and printing electronically captured and/or stored images. The proposed lab is fast, effective, and will produce superior quality finished photo prints in various sizes. The unit is self-contained (film processor, printer, and paper processor), is independent of a constantly flowing water sources, and requires an area of 14 square feet.

Annually, approximately 9,600 rolls of color 35mm film are developed in-house. The current color film processor is approximately 21 years old, and is dependent on a 69-gallons-per-minute water source. Service and replacement parts are hard to get and expensive. To disassemble, move, and reassemble the equipment is not cost effective, and therefore replacement equipment is required.

The replacement of the Identification Section's aging photo equipment is also necessary in order to ensure that the Police Department has adequate means to process evidence with modern technology. The Department's current antiquated equipment is difficult and expensive to service, and many needed replacement parts are unavailable or no longer manufactured.

A Police Department evaluation team reviewed photo lab processing systems that are available in the marketplace, and concluded that the Agfa Multi Scanning Compact Lab is the only unit currently available that will meet all of the Identification Section's needs. In addition to the desirable features of being a stand-alone unit, having operation independent of a water source, and its multi-function capabilities as a film processor, printer and paper processor, it is the only photo minilab now available with a planned digital interface capability. This will allow its use with emerging digital photographic technology.

## FINANCIAL CONSIDERATIONS:

The total cost of the AGFA Multi Scanning Compact Lab (MSC 101) with accessories is $90,739.51, including sales tax and shipping costs. The cost will be funded from savings in the existing Police Department budget, and no new funding is required.

## ENVIRONMENTAL CONSIDERATIONS:

Ongoing administrative and maintenance activities, such as purchases of supplies, equipment, or materials which are not made for purposes of a public works construction project, do not constitute a "project" and are exempt from the California Environmental Quality Act (CEQA). CEQA Guidelines, Sections 15061(b)(1), 15378(b)(3).

## POLICY CONSIDERATIONS:

The recommendation to suspend formal competitive bidding is in accordance with the provisions of City Code Section 57.04.401(c), which authorizes suspension of formal competitive bidding upon a two-thirds vote of the City Council.

**MBE/WBE EFFORTS:**

As noted above, the Police Department evaluation team has concluded that, due to its unique performance capabilities, the Agfa system is the only one that will fully satisfy the Identification Section's needs. The photo minilab is highly specialized equipment, and there are no other manufacturers which provide the necessary digital interfacing for the Identification Section's electronic imaging equipment. In addition, maximum cost savings can be achieved by purchasing the product directly from the manufacturer. Because the purchase will be made directly from the manufacturer in accordance with a G.S.A. pricing schedule, competitive solicitations from M/WBE vendors are not possible. It should be noted, however, that the Police Department makes concerted efforts to utilize M/WBE vendors when possible, and the Department's M/WBE utilization rate for the past fiscal year (FY-96) was approximately 11%. The Office of Minority, Women and Small Businesses has been contacted regarding this purchase, and supports the staff recommendation.

Respectfully submitted,

Robert B. Holbrook
Procurement Services Manager

RECOMMENDATION APPROVED:

Betty Masucka
for WILLIAM H. EDGAR
City Manager

1 Attachment

# RESOLUTION NO. 96-479

ADOPTED BY THE SACRAMENTO CITY COUNCIL

APPROVED BY THE CITY COUNCIL AUG 27 1996 OFFICE OF THE CITY CLERK

ON DATE OF _____

**A RESOLUTION SUSPENDING FORMAL COMPETITIVE BIDDING FOR THE PURCHASE OF A PHOTO MINILAB FOR THE POLICE IDENTIFICATION SECTION**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO THAT:**

1. In the best interest of the City of Sacramento, formal competitive bidding is hereby suspended for the purchase of a photo minilab with accessories for the Police Identification Section.

2. The City Manager is hereby authorized to execute the purchase of an Agfa Multi-Scanning Compact Lab MSC101 (Photo minilab) with accessories from the Agfa Division of Bayer Corporation, in the total amount of $90,739.51.

_____
MAYOR

ATTEST:

_____
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: _____

DATE ADOPTED: _____

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