



A Tradition of Stewardship  
A Commitment to Service

Agenda Date: 11/25/2014

Agenda Placement: 6C

## NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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**TO:** Board of Supervisors  
**FROM:** Janice Donovan for JOHN ROBERTSON JR. - Sheriff-Coroner  
Sheriff  
**REPORT BY:** Janice Donovan, Sheriff's Administrative Manager - 259-8674  
**SUBJECT:** Fixed asset purchase

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### **RECOMMENDATION**

Sheriff requests the following regarding the purchase of five video/audio cameras for patrol vehicles:

1. A waiver of competitive bidding requirements and sole source award to LEHR, Sacramento, CA for a total of \$34,047 pursuant to County Ordinance Code 2.36.090; and
2. Approval of Budget Transfer No. SHE005 transferring \$34,047 from Law Enforcement Supplies to Equipment within the Sheriff's budget and establishing five fixed assets in the amount of \$6,809.40/each. (4/5 vote required)

### **EXECUTIVE SUMMARY**

This action will permit the purchase of five video/audio cameras for patrol vehicles replacing three existing systems and adding two systems increasing the total number of vehicles with this capability. LEHR is not a local vendor but their cameras are compatible with the existing cameras in the Department's patrol vehicles.

### **FISCAL IMPACT**

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Funding will come from Rural and Small Counties Law Enforcement Program (RASCLEAP) within the Sheriff's budget.
Is it Mandatory or Discretionary?	Discretionary

Discretionary Justification: This item is discretionary in that there is no mandate to purchase video/audio cameras for patrol cars for the Sheriff's Department, however the cameras have proven to be an asset in assisting with investigations of events occurring while deputies are on patrol. RASCLEAP funds will be used to purchase these items.

Is the general fund affected? Yes

Future fiscal impact: None

Consequences if not approved: If these cameras for patrol vehicles are not purchased, it could impede the Department's ability to collect evidence as it pertains to law and traffic enforcement matters such as field sobriety tests, pursuits, and deputy use of force incidents.

Additional Information:

**ENVIRONMENTAL IMPACT**

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

**BACKGROUND AND DISCUSSION**

The Sheriff's Department currently has twelve patrol vehicles with audio/video camera capability. The audio/video cameras for patrol vehicles are a valuable tool in recording the actual events that occur in criminal, civil and citizen allegations of wrong doing while on patrol. The purchase of these five systems will allow for the replacement of three aging systems and add two to the total number of Sheriff's patrol vehicles with this capability.

The Sheriff's Department is requesting approval of SHE005 and the establishment of five fixed asset purchases of video/audio cameras for patrol vehicles. Funding for the purchase is available in the Sheriff's Rural and Small Counties Law Enforcement Program budget.

This is a sole source purchase from a non-local vendor as there are no local vendors for this type of specialized law enforcement equipment and LEHR can provide systems compatible with the current audio/video cameras.

**SUPPORTING DOCUMENTS**

None

CEO Recommendation: Approve

Reviewed By: Liz Habkirk