



Agenda Date: 3/4/2008
Agenda Placement: 7A

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors
FROM: Janice Donovan for Douglas Koford - Sheriff - Coroner
Special Investigations Unit
REPORT BY: Janice Donovan, Sheriff's Administrative Manager - 259-8674
SUBJECT: Purchase of fixed asset

RECOMMENDATION

Sheriff requests approval of the following items related to the establishment of a fixed asset and purchase of one infrared camera system:

1. Approval of Budget Transfer No. 23 transferring \$13,494 from California Multi-jurisdictional Methamphetamine Enforcement Team Expenses to Equipment within the Napa Special Investigations budget and establishing a fixed asset in the amount of \$13,494 (4/5 vote required); and
2. A waiver of competitive bidding requirement and sole source award to DTC Communications, Inc., 486 Amherst St., Nashua, NH, for a total of \$13,494 pursuant to County Ordinance Code 2.36.090.

EXECUTIVE SUMMARY

This action will permit the purchase of a infrared camera system for the Napa Special Investigations Bureau (NSIB) to be used for narcotic undercover operations.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Special Investigations Unit
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	Napa Special Investigations Bureau (NSIB) will have a compatible infrared camera system for night operations which will enhance officer safety during tactical situations and assist in suspect apprehension. The cost of this

	equipment is covered by the California Multi-jurisdictional Methamphetamine Enforcement Team grant.
Is the general fund affected?	No
Future fiscal impact:	None
Consequences if not approved:	If this camera system is not purchased, NSIB will need to develop an alternative plan to spend grant funds or return these funds to the State.
Additional Information:	None

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

Napa Special Investigations Bureau (NSIB) operates a multi-jurisdictional, countywide unit, to enforce controlled substance laws and reduce the trafficking of controlled substances in the County. This camera system will be a valuable tool in the apprehension of fugitives by allowing undercover covert operations at night. NSIB does not own a camera system and has had to rely on borrowed equipment from other agencies.

NSIB is requesting a waiver of competitive bidding requirements and a sole source award to DTC Communications, Inc. NSIB needs to purchase a camera system that is compatible with other owned equipment, DTC Communications, Inc. offers a the system that will integrate with NSIB's equipment. This purchase is funded by a grant from the California Multi-jurisdictional Methamphetamine Enforcement Team grant.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan