



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 5/22/2012

Agenda Placement: 7C

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

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

RECOMMENDATION

Sheriff requests the following regarding the purchase of a Covert Surveillance System:

1. Approval of Budget Transfer No. SHE006 transferring \$38,091 from California Multi-jurisdictional Methamphetamine Enforcement Team Expenses to Equipment within the Sheriff's budget and establishing a fixed asset in the amount of \$38,091 (4/5 vote required); and
2. A waiver of competitive bidding requirements and sole source award to Special Services Group, LLC for a total of \$38,091 pursuant to County Ordinance Code 2.36.090.

EXECUTIVE SUMMARY

This action will permit the purchase of a Covert Surveillance System to be used for undercover operations using California Multi-jurisdictional Methamphetamine funds. Special Services Group, LLC is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	Yes
Where is it budgeted?	Sheriff
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	This item is discretionary in that there is no mandate to purchase a Covert

Surveillance System for the Sheriff's Department. CAL-MMET funds will be used to purchase this item. CAL-MMET funds are State funds to assist Sheriffs with obtaining equipment or making other purchases that they may not typically have County General Funds available to use.

Is the general fund affected? No
Future fiscal impact: None
Consequences if not approved: If this system is not purchased, it could impede the Department's undercover operations. This will be a valuable tool that can be used in various operations.
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

This covert surveillance system will be a valuable tool in the apprehension of fugitives and also can be used in developing information in criminal cases. It will be used by the Department's Investigation Division as well as the Napa Special Investigations Bureau in assisting with undercover operations. The Department's Investigations Division is responsible for all criminal investigations and follow up on crimes against persons such as, sexual assaults (including child molest), child abuse, neglect, domestic violence, murder, and kidnapping, as well as major property crimes in Napa County and the contract cities of Yountville and American Canyon. The primary mission of the Napa Special Investigations Bureau is to provide professional narcotics investigation and enforcement efforts dedicated to identifying, apprehending and prosecuting illegal narcotic and drug traffickers in Napa County.

The Sheriff's Department is requesting approval to establish a fixed asset purchase of a Covert Surveillance System. Funding is from the California Multi-jurisdictional Methamphetamine Enforcement funding.

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.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Liz Habkirk