



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 6/6/2017
Agenda Placement: 6BB

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Jon Gjestvang - Chief Information Officer
Information Technology Services

REPORT BY: Shawn Smith, Supervising Staff Services Analyst - 707.259.8665

SUBJECT: Increase funds to established capital asset and fund balance budget transfer related to Juvenile Hall video camera surveillance system.

RECOMMENDATION

Chief Information Officer and Chief Probation Officer request approval of Budget Transfer No. ITS003 increasing appropriations in the Information Technology Services Fiscal Year 2016-2017 budget with a reduction in available fund balance and establishment of a capital asset in the amount of \$35,760 for the purchase of cables, connectors, mounting hardware and the installation of video cameras at Juvenile Hall. (4/5 vote required)

EXECUTIVE SUMMARY

The Grand Jury has recommended the Juvenile Hall security surveillance system be upgraded to provide better coverage than what currently exists. While the original plan began with replacing several security cameras in Juvenile Hall, the needs and scope expanded into a project. As such, the number of cameras and resolution have been substantially increased. The County must also comply with video retention requirements that video surveillance footage be available for a period of one year. To meet the storage needs and comply with legal requirements, Information Technology Services (ITS) selected a Quantum security surveillance system whose video storage platform and architecture provide the necessary performance in the most economical way.

On 5/9/2017, the Board of Supervisors approved a \$241,000 purchase of servers and cameras and established the purchase as a fixed asset and use of fund balance. In addition to the previously approved board item, there was also a need to purchase additional equipment and installation related to the security surveillance system for a purchase order in the amount of \$35,760.

Today's requested action will increase appropriation in the ITS budget by using a fund balance budget transfer in the amount of \$35,760 for the additional surveillance system equipment and installation, as well as include the surveillance equipment as part of the established capital asset approved by the Board of Supervisors on 5/9/2017.

VAS Security Systems, Inc. is not a local vendor.

FISCAL IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Information Technology Services will use its fund balance to cover the project cost. Juvenile Hall, through the Technology Cost Allocation Plan, will reimburse ITS over the next 5 fiscal years.
Is it Mandatory or Discretionary?	Discretionary
Discretionary Justification:	The Grand Jury has recommended the Juvenile Hall security surveillance system be upgraded to provide better coverage than what currently exists. As such, the number of cameras and resolution will be substantially increased. ITS is responsible for surveillance footage storage and meeting legal requirements associated with it. The ITS fund balance has an adequate reserve and is able to cover the project cost this fiscal year. Selected vendor, VAS Security Systems, Inc. specializes in the design and implementation of surveillance systems and has the required technical experience and understanding of best practices.
Is the general fund affected?	No
Future fiscal impact:	Future costs will be budgeted annually in Information Technology Services and built into the Technology Cost Allocation Plan over the next 5 years.
Consequences if not approved:	If not approved, the County will be unable to comply with the Grand Jury's recommendation or security surveillance legal requirements.
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

Pursuant to California Code of Regulations Title 15 and Title 24, the Napa County Grand Jury must inspect the Napa County Juvenile Hall, along with other detention facilities, on an annual basis. Since May 2013, Napa County Grand Jury has recommended replacement of the Juvenile Hall security surveillance cameras. However, due to the earthquake in August 2014, funding uncertainty and subsequent move of the Health and Human Services Campus, replacement of the outdated system was put on temporary hold. In spring of 2016, staff decided to upgrade the entire surveillance system rather than replacing outdated cameras.

The system upgrade will include a substantial increase in the number of cameras, all with higher resolution than

the existing cameras, which require increased storage capacity. The County must also comply with the legal requirement that all video surveillance footage be available for a period of one year. To meet the storage needs and comply with legal requirements, ITS has selected a purpose-built video storage platform whose architecture will provide the necessary performance in the most economical way. The system is also scalable should more capacity be required in the future.

On 5/9/2017, the Board of Supervisors approved a \$241,000 purchase of security cameras and servers from VAS Security Systems, Inc. The board item also established the purchase as a fixed asset and authorized the use of ITS fund balance. In addition to the previously approved board item, there is also a need to pay for additional equipment and installation related to the project's security surveillance system.

Today's requested action will increase appropriation in the ITS budget by using a fund balance budget transfer in the amount of \$35,760 for the additional surveillance system equipment and installation, as well as include the surveillance equipment as part of that established capital asset approved by the Board of Supervisors on 5/9/2017.

VAS Security Systems, Inc. is not a local vendor. The company was founded in 2005 and has corporate headquarters in Simi Valley, CA. VAS Security Systems specializes in alarm systems and monitoring, access control systems, and video surveillance systems.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Molly Rattigan