

Council Action:	
Approved: <input checked="" type="checkbox"/>	Denied: <input type="checkbox"/>
Date of Action: 5/11/18	
Verified by: <i>[Signature]</i>	

**CITY COUNCIL ACTION MEMORANDUM**

**AM No. 18-17: Contract Award To Tritech Software Systems in the amount of \$280,609 To Upgrade The Wasilla Dispatch Center Records Management System.**

Originator: Public Works Director  
 Date: May 24, 2018

Agenda of: June 11, 2018

Route to:	Department Head	Signature	Date
X	Chief of Police	<i>[Signature]</i>	5/31/18
X	Public Works Director	<i>[Signature]</i>	5/25/18
X	Finance Director	<i>[Signature]</i>	5.29.18
X	Deputy Administrator	<i>[Signature]</i>	5/30/18
X	City Clerk	<i>[Signature]</i>	5/31/18

Reviewed by Mayor Bert L. Cottle: *[Signature]* 5/31/2018

**Fiscal Impact:**  yes or  no      **Funds Available:**  yes or  no

**Account name/number/amount:** WWCN Project/Federal 110-4210-420.45-38 \$255,270  
 WWCN Project/City 110-4210-420.45-39 \$25,339

**Attachments:** Price Proposal (8 Pages)

**Summary Statement:** The City of Wasilla and Tiburon, Inc. entered into a Software License Agreement, dated October 3, 2004, under which the City licensed certain RMS software applications from Tiburon for the Wasilla Dispatch Center. TriTech acquired Tiburon on or about February 6, 2015. TriTech has offered to upgrade the City system to TriTech’s Inform Records Management System (RMS) application.

This work is for the migration and purchase of an integrated Computer System by the City from TriTech, consisting of a Records Management System, including applicable Interfaces, software, equipment and services. The system upgrade is TriTech’s standard, commercial off-the-shelf software system, proposed to the City with no additional modifications, unless otherwise specified. This work is proposed to upgrade a 10-year old RMS system with the latest like software through TriTech Software Systems as a sole source procurement in accordance with Wasilla Municipal Code 5.08.140.

**Staff Recommendation:** Adopt AM No.18-17.



**Public Safety Software Upgrade Proposal  
for  
City of Wasilla, Alaska  
Wasilla Police Department**

**INFORM RMS UPGRADE**

**MARCH 27, 2018**

**Price Proposal**

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Public Safety Software Upgrade Proposal for City of Wasilla, AK

**Price Proposal**

TriTech Software Systems is pleased to provide the following price proposal for the Wasilla Police Department:

**Proposed Pricing**

**TriTech Software License Fee(s)**

Inform RMS Software License Fee(s)	Unit Price	Qty	List Price	Discount	Total Price
Inform FBR User	\$1,100.00	6	\$6,600.00	\$0.00	\$6,600.00
Inform RMS Accident	\$13,068.00	1	\$13,068.00	\$0.00	\$13,068.00
Inform RMS Evidence and Barcoding	\$13,070.00	1	\$13,070.00	\$0.00	\$13,070.00
Inform RMS GIS (Without CAD)	\$18,700.00	1	\$18,700.00	\$0.00	\$18,700.00
Inform RMS Reporting Server License	\$2,500.00	1	\$2,500.00	\$0.00	\$2,500.00
Inform RMS Server Software (A - 1-50 Users)	\$35,000.00	1	\$35,000.00	\$0.00	\$35,000.00
Inform RMS Test or Training System	\$0.00	1	\$0.00	\$0.00	\$0.00
Inform RMS TRACs Interface	\$7,800.00	1	\$7,800.00	\$0.00	\$7,800.00
Inform RMS User	\$1,590.00	9	\$14,310.00	\$0.00	\$14,310.00

*Inform RMS Software License Fee(s) Subtotal:* **\$111,048.00**

*TriTech Upgrade Credit:* **(\$-50,570.00)**

**TriTech Software License Fee(s) Total:** **\$60,478.00**

**TriTech Implementation Service Fee(s)**

Inform RMS Implementation Service Fee(s)	Unit Price	Qty	List Price	Discount	Total Price
Inform RMS 4 -Day Configuration and Administration Workshop (Onsite)	\$5,600.00	1	\$5,600.00	\$0.00	\$5,600.00
Inform RMS 4 -Day Template and Workflow Workshop (Onsite)	\$5,600.00	1	\$5,600.00	\$0.00	\$5,600.00
Inform RMS 4 -Day Validation and Readiness Workshop (Onsite)	\$5,600.00	1	\$5,600.00	\$0.00	\$5,600.00
Inform RMS Output Designer Workshop 3 Day	\$4,200.00	1	\$4,200.00	\$0.00	\$4,200.00
Inform RMS Position Installation (up to 5 workstations)	\$3,150.00	1	\$3,150.00	\$0.00	\$3,150.00
Inform RMS Reporting Server Configuration	\$2,100.00	1	\$2,100.00	\$0.00	\$2,100.00
Inform RMS Server Installation and Configuration	\$7,700.00	1	\$7,700.00	\$0.00	\$7,700.00
Inform RMS User Training - Field Officers (2 Days Onsite)	\$2,800.00	2	\$5,600.00	\$0.00	\$5,600.00
Inform RMS User Training - Investigations (2 Days Onsite)	\$2,800.00	1	\$2,800.00	\$0.00	\$2,800.00
Inform RMS User Training - Property and Evidence Training (2 Days Onsite)	\$2,800.00	1	\$2,800.00	\$0.00	\$2,800.00
Inform RMS User Training - Records (3 days)	\$4,200.00	1	\$4,200.00	\$0.00	\$4,200.00
Onsite Go Live Support Services for Inform RMS (2 persons, 2 days, single shift)	\$10,080.00	1	\$10,080.00	\$0.00	\$10,080.00
Remote Implementation Services for Inform RMS GIS	\$2,500.00	1	\$2,500.00	\$0.00	\$2,500.00

## Public Safety Software Upgrade Proposal for City of Wasilla, AK

Test/Training Inform RMS Server Installation and Configuration	\$7,700.00	1	\$7,700.00	\$0.00	\$7,700.00
Two (2) Hour Remote Configuration and Consultation session	\$700.00	5	\$3,500.00	\$0.00	\$3,500.00

*Inform RMS Implementation Service Fee(s) Subtotal:* **\$73,130.00**

<b>IQ Implementation Service Fee(s)</b>	<b>Unit Price</b>	<b>Qty</b>	<b>List Price</b>	<b>Discount</b>	<b>Total Price</b>
CDP Project Management	\$875.00	1	\$875.00	\$875.00	\$0.00
CDP Setup and Conversion Services	\$1,100.00	1	\$1,100.00	\$1,100.00	\$0.00

*Inform IQ Implementation Service Fee(s) Subtotal:* **\$0.00**

**TriTech Implementation Service Fee(s) Total:** **\$73,130.00**

### **Project Related Fee(s)**

<b>Product Name</b>	<b>Unit Price</b>	<b>Qty</b>	<b>Total Price</b>
Estimated Travel Expenses (To be billed as incurred)	\$25,025.00	1	\$25,025.00
Data Conversion	\$49,000.00	1	\$0.00
NIBRS Certification Services	\$11,200.00	1	\$11,200.00
Project Management Fees	\$63,000.00	1	\$63,000.00
Report Writing Training (3 days)	\$4,200.00	1	\$4,200.00
Services to Move Existing TC RMS Database for Use wit IQ/CDP	\$4,900.00	1	\$4,900.00
System Integration Fee	\$15,050.00	1	\$15,050.00

**Project Related Fee(s) Total:** **\$123,375.00**

### **Hardware**

<b>Product Name</b>	<b>Unit Price</b>	<b>Qty</b>	<b>List Price</b>	<b>Discount</b>	<b>Total Price</b>
Inform RMS Web Evidence and Barcode Desktop Printer	\$621.99	1	\$621.99	\$0.00	\$621.99
Inform RMS Web Evidence and Barcoding Labels for Zebra printer using Thermal Transfer Labels 4" x 2"	\$111.29	1	\$111.29	\$0.00	\$111.29
Inform RMS Web Evidence and Barcoding Scanner	\$949.00	1	\$949.00	\$0.00	\$949.00
Inform RMS Web Evidence and Barcoding Wax Ribbon cartridge for Zebra Printer	\$101.40	1	\$101.40	\$0.00	\$101.40

**Hardware Total:** **\$1,783.68**

### **Recurring Fee(s) (Year 1)**

<b>Product Name</b>	<b>Unit Price</b>	<b>Qty</b>	<b>List Price</b>	<b>Discount</b>	<b>Total Price</b>
CDP Crimemapping.com	\$1,200.00	1	\$1,200.00	\$1,200.00	\$0.00
CDP Search (1-10 Users)	\$1,100.00	1	\$1,100.00	\$1,100.00	\$0.00

**Recurring Fee(s) (Year 1):** **\$0.00**

**Project Total: \$258,766.68**

Public Safety Software Upgrade Proposal for City of Wasilla, AK

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**Annual Maintenance Fee(s) (Year 1)**

Product Name	Support Level	Total Price
Inform FBR User	8 x 5	\$1,188.00
Inform RMS Accident	8 x 5	\$2,352.24
Inform RMS Evidence and Barcoding	8 x 5	\$2,352.60
Inform RMS GIS (Without CAD)	8 x 5	\$3,366.00
Inform RMS Reporting Server License	8 x 5	\$450.00
Inform RMS Server Software (A - 1-50 Users)	8 x 5	\$6,300.00
Inform RMS Test or Training System Maintenance		\$1,620.00
Inform RMS TRACs Interface	8 x 5	\$1,404.00
Inform RMS User	8 x 5	\$2,575.80

Annual Maintenance Fee(s) (Year 1): \$20,744.29  
 Continuous Upgrade Fee(s) (Year 1): \$864.35  
**Annual Maintenance Fee(s) (Year 1) Total: \$21,608.64**

Estimated Sales Tax: (State: at %)	Taxable sales: \$0.00	Subtotal: \$280,375.32
		Sales Tax Amount: \$0.00

**Quote Total with First Year Maintenance: \$280,375.32**

**Recurring Fee(s) (Year 2)**

Product Name	Unit Price	Qty	List Price	Discount	Total Price
CDP Crimemapping.com	\$1,200.00	1	\$1,200.00	\$1,200.00	\$0.00
CDP Search (1-10 Users)	\$1,100.00	1	\$1,100.00	\$1,100.00	\$0.00

**Recurring Fee(s) (Year 2): \$0.00**

### **Pricing Assumptions**

TriTech's price proposal is presented based upon the following assumptions:

- The TriTech products and services are proposed based upon TriTech's best understanding of the Wasilla Police Department's requirements. The pricing may vary if additional information becomes available that alters the scope, quantity, and/or schedule for the proposed products and services.
- TriTech does not have a public price list and considers its detailed, line-item pricing to be confidential and proprietary trade secret information. If so requested under a FOIA request, TriTech can provide a redacted pricing summary showing total pricing but excluding itemized pricing.
- All TriTech products and services will be provided according to TriTech's standard terms and conditions as defined and agreed to in TriTech's Software License Agreement and related attachments.
- All TriTech products and services required to complete the project will be delivered according to an agreed to Statement of Work and Project Schedule.
- All services required by the Department to support the project will be delivered according to the agreed to Statement of Work and Project Schedule, not to exceed 12 months in duration.
- The Wasilla Police Department assumes responsibility for directing, coordinating, and communicating with all third-party companies and vendors of every kind who are not specifically listed as TriTech's responsibility in the agreed to Statement of Work.
- The project will include the proposed TriTech software products, customizations, interfaces, and all proposed third-party products. Any changes to the scope of the project may affect Project Management and other Implementation Services.
- TriTech's proposed pricing includes modifications to the TriTech products necessary to support the proposed interfaces but does not include modifications that might be required to the existing and/or agency-supplied products that are not included in the proposed pricing.
- All third-party interfaces are based on the current vendors and/or third-party systems as defined by the Department. Should any of the vendors (including model numbers, or release numbers) or third-party systems change, the scope and price of the related interface(s) may change accordingly.

## Public Safety Software Upgrade Proposal for City of Wasilla, AK

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- TriTech has reviewed the Wasilla Police Department's licensing requirements and has included license fees for the following TriTech software products based upon the following quantities:

TriTech Software	# of Licenses
Inform RMS User	9 Concurrent User Licenses
Inform FBR User	6 Concurrent User Licenses
Inform RMS Accident	1 License
Inform RMS Evidence and Barcoding	1 License
Inform RMS GIS (Without CAD)	1 License
Inform RMS Reporting Server License	1 License
Inform RMS TraCS Interface	1 License
Inform RMS Server Software (A - 1-50 Users)	1 License
Inform RMS Test or Training System	1 License

- All prerequisite computer hardware, system software, peripherals, network components, etc., not included in the proposed pricing, will be provided by the Department according to TriTech's recommended standards and according to the agreed to Statement of Work and Project Schedule.
- Shipping and taxes (if applicable), unless explicitly identified as included herein, are not contained in the proposed pricing.
- TriTech's prices for software license fees and custom interfaces include a 12-month warranty period. Warranty support will commence upon go-live for each TriTech application software product and/or interface, or 30 days following TriTech's certification that the application/interface is ready for production status, whichever occurs first.
- TriTech's proposed pricing assumes that the Wasilla Police Department will contract directly with all third-party companies for all warranty and maintenance services represented in this pricing.
- TriTech has made its best effort to delineate the pricing for each major software component in our cost proposal. TriTech's pricing is based upon the overall scope of the project. Please note that the addition or deletion of certain line items may affect the pricing of other related products and/or services.
- All TriTech prices shall remain valid for a period of 90 days from the date of this proposal submission, unless otherwise extended in writing by TriTech.



**Payment Terms**

TriTech's standard payment terms are as follows:

• 25% due at Contract Signing	\$64,245.75
• 25% due at Installation	\$64,245.75
• 25% due at completion of Pre-Go Live End User Training	\$64,245.75
• 25% due at Go Live	\$64,245.75
• 100% of First Year Maintenance Due at Go Live	\$21,608.64
• 100% Hardware and Third-party Software Due at time of order	\$1,783.68
 Total	 \$280,375.32

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