


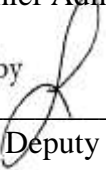
Item No. 11.1.4
Halifax Regional Council
February 25, 2014

TO: Mayor Savage and Members of Halifax Regional Council

SUBMITTED BY:

Original signed by 

Richard Butts, Chief Administrative Officer

Original Signed by 

Mike Labrecque, Deputy Chief Administrative Officer

DATE: January 31, 2014

SUBJECT: **Sole Source Award – Safran Morpho: IntelliBook Arrest Processing system (RFP-P13-322 Digital Mugshot System)**

ORIGIN

The 2013/14 approved CAD Project budget.

LEGISLATIVE AUTHORITY

According to Administrative Order 35, Procurement Policy Section 8(11)(b) (Attachment A):
Sole Source/Single Source Purchases occur:

- (b) Where there is an absence of competition for technical reasons and the goods or services can be supplied only by a particular supplier and no alternative or substitute exists.

The following report conforms to the above Procurement Policy.

RECOMMENDATION

It is recommended Halifax Regional Council, in accordance with the sole source provisions of Administrative Order 35, Section 8(11)(A) sub-section (b), (attached as Appendix A), award the sole source purchase of Intellibook Arrest Processing System for the Halifax Regional Police from Safran Morpho for a total cost of \$118,326.02 net HST included with funding from the 2013/2014 CAD Project budget (CIP00763), as outlined in the Financial Implications section of this report.

BACKGROUND

Persons arrested and charged are required to be fingerprinted and photographed in accordance with the Identification of Criminals Act. The primary manner in which this information is collected is through the Booking Section of HRP. At booking, all prisoners entering the system are processed, which includes the taking of their fingerprints and photographs. This information is currently collected, stored and accessed through three systems:

1. Automatic Fingerprint Identification System (AFIS), which electronically collects both the finger prints and takes photos. The fingerprints are then sent electronically to the Central Repository in Ottawa, Ontario for examination and comparison.
2. The current Digital Mugshot System (DMS), is used to take and store the photos. Photographs are retrieved from DMS to produce photo line-ups.
3. A copy of the photo is also stored within the Versadex system (RMS) for purposes of identification for front line staff.

HRP requires a replacement system to capture, store, and catalog the photographs and fingerprints taken of those charged with criminal offences and convicted as the current system is no longer supported by the vendor.

DISCUSSION

Halifax Regional Police, with the support of the Information, Communications, & Technology (ICT) division, plans to replace the current DMS with a new system. The new DMS solution will provide an integrated platform, requiring the data to be entered once for all purposes. At the same time, the new system will also replace the existing AFIS system to further optimize the data collection process and remove the need for duplicate data entry.

A Request For Proposal (RFP, P13-322) was published on October 1, 2013 and closed on October 30, 2013 without receiving any responses.

An Opportunity Assessment which included both market research and a survey of other police associations prior to issuing the RFP indicated that Safran Morpho has a unique solution, in a very specialized marketplace.

After the cancellation of the RFP and in light of the information gained during the Opportunity Assessment, Procurement contacted Safran Morpho directly to invite them to submit the details of their solution. Although the firm was not in a position to respond to the RFP when posted, they welcomed the invitation to present their solution when contacted.

The proposal and the product were reviewed by the project team, consisting of members of HRP and ICT and facilitated by Procurement. The conclusion was that this solution fits well within the business process of HRP and covers both business and technical requirements. Based on the market research performed as part of the Opportunity Assessment, the combined benefits and cost of the Safran Morpho solution offers competitive value to HRM.

FINANCIAL IMPLICATIONS

Based on the quoted price of \$113,463.00 plus net HST of \$4,863.02 for a net total of \$118,326.02, funding is available in the approved (CAD) project budget (CIP00763). The budget availability has been confirmed by Finance.

Budget Summary:	<u>Project Account No. CIP00763</u>	
	Cumulative Unspent Budget	\$583,660.17
	Less: sole source award	<u>\$118,326.02</u>
	Balance	\$465,334.15

The balance of funds will be used for to further improve CAD or related solutions (e.g. Situational Awareness and Electronic Records Management).

If awarded, HRM will be required to pay ongoing costs for years 2 through 5 of \$45,856.64 (net HST included). These costs will be included in the proposed operating budgets for the applicable fiscal year.

ENVIRONMENTAL IMPLICATIONS

None indicated.

ALTERNATIVES

Council could choose to not approve sole source procurement of the Intellibook Arrest Processing system. However purchasing this system ensures HRP has the most optimal process and solution in place to book suspects while increasing the quality of the business processes and data quality allowing for better and more efficient investigations. Not replacing the current system would jeopardize HRP's booking process as the current system is unsupported and therefore considered a major risk in case the system breaks down.

Council could direct staff to issue a new Request for Proposals. This is not recommended as the lack of response to the original RFP infers a lack of capacity in the marketplace and may delay the project with no change in the outcome.

ATTACHMENTS

Attachment A: Sole Source Policy, Administrative Order 35, Section 8 (11)

A copy of this report can be obtained online at <http://www.halifax.ca/council/agendasc/cagenda.html> then choose the appropriate meeting date, or by contacting the Office of the Municipal Clerk at 490-4210, or Fax 490-4208.

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Report Approved by: _____
Chief Jean-Michel Blais, Halifax Regional Police

Original Signed

Appendix A

Attachment A
Administrative Order 35
Procurement Policy Section 8 (11) (A)
Sole Source/Single Source Purchases

(11) **Alternative Procurement Practices** may be used as follows:

A. Sole Source/Single Source Purchases. These occur:

- (a) To ensure compatibility with existing products, to recognize exclusive rights, such as exclusive licences, copyright and patent rights, or to maintain specialized products that must be maintained by the manufacturer or its representative.
- (b) Where there is an absence of competition for technical reasons and the goods or services can be supplied only by a particular supplier and no alternative or substitute exists.
- (c) For the procurement of goods or services the supply of which is controlled by a supplier that is a statutory monopoly.
- (d) For the purchase of goods on a commodity market.
- (e) For work to be performed on or about a leased building or portions thereof that may be performed only by the lessor.
- (f) For work to be performed on property by a contractor according to provisions of a warranty or guarantee held in respect of the property or the original work.
- (g) For the procurement of a prototype of a first good or service to be developed in the course of and for a particular contract for research, experiment, study or original development, but not for any subsequent purchases.
- (h) For the purchase of goods under exceptionally advantageous circumstances such as bankruptcy or receivership
- (i) For the procurement of original works of art.
- (j) For the procurement of goods intended for resale to the public.
- (k) For the procurement from a public body or a not-for-profit corporation.
- (l) For the procurement of goods or services for the purpose of evaluating or piloting new or innovative technology with demonstrated environmental, economic or social benefits when compared to conventional technology, but not for any subsequent purchases.

The terms and conditions of a sole source/single source purchase shall be negotiated. Sole source/single source purchases over \$25,000 and not exceeding \$50,000 shall be approved by the CAO.