

## STAFF REPORT

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**Date:** June 11, 2025

**To:** Mayor and City Council

**Through:** Jackie Bryant, City Manager

**Subject:** Staff Report (For Possible Action) Approval to Amend the previously approved purchase of Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) software not-to-exceed amount from \$350,000 to \$400,000. (Grant Funds)

**From:** Kathryn Nance, Chief of Police

**Department:** Police Department

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**Summary:**

The Police Department is requesting approval to increase the not-to-exceed amount from \$350,000 to \$400,000 for the previously approved purchase of the Porter Lee Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) software system. The BEAST LIMS software is being implemented concurrently with the Hexagon Records Management System (Hexagon RMS). It has been determined that the vendor needs to build an interface to allow these systems to communicate, in order to optimize the efficiency and accuracy of data entry. The additional cost for this interface would exceed the previous Council authorization.

Consent Review	Yes	No
1. Is this item an annual or standard item that comes before Council for regular approval?		<b>x</b>
2. Is this item an agreement required based on an item previously approved by Council?		<b>x</b>
3. Is this item included in the current budget approved and adopted by Council?		<b>x</b>
<b>Other Considerations</b>		
What percent of the total City budget does this item represent?	<b>.04%</b>	

**Alignment with Strategic Plan:**

Public Safety

**Previous Council Action:**

On October 11, 2023, Council accepted a grant award from the U.S. Department of Justice (US DOJ), Office of Community Oriented Policing Services (COPS), Technology and Equipment Program (TECP) (Item B.5). This award, 15JCOPS-23-GG-01710-TECP, was for \$1,500,000. The original grant proposal included \$400,000 toward the purchase of this type of software. On September 28, 2024, Council approved the purchase of the BEAST LIMS software with a not to exceed amount of \$350,000, based upon the best quote for the project implementation available at the time (Item B.9). The staff report associated with this agenda item is attached for reference.

**Discussion:**

Currently, Washoe County Crime Lab and Sparks Police Department (SPD) use BEAST for evidence maintenance. All three agencies are also adopting the Hexagon RMS and coordinating implementation. It was determined that additional work, beyond the scope of the initial project, is required to allow the two systems to interface. Accordingly, the Police Department is requesting to raise the not to exceed amount for these software purchases to the limit provided within the grant budget.

**Financial Implications:**

Funding for this purchase is currently within the COPS TEP budget. There will be no impact on the general fund.

**Legal Implications:**

Legal review completed for compliance with City procedures and Nevada law.

**Recommendation:**

Staff recommends approval to increase the not-to-exceed amount from \$350,000 to \$400,000 for the previous approved purchase of BEAST LIMS software, and authorize the Chief of Police, Director of Finance and/or City Manager to sign the necessary documents.

**Proposed Motion:**

I move to approve staff recommendation.

**Attachments:**

Staff Report, 2-28-24 Meeting Item B.9