

B.9 Staff Report (For Possible Action): Approval of the purchase of the Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) in an amount not to exceed \$350,000, contingent upon the approval of the U.S. Department of Justice (US DOJ) for the use of grant funds. (Grant Funds)

STAFF REPORT

Date: February 28, 2024

To: Mayor and City Council

Thru: Doug Thornley, City Manager

Subject: Staff Report (For Possible Action): Approval of the purchase of the Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) in an amount not to exceed \$350,000, contingent upon the approval of the U.S. Department of Justice (US DOJ) for the use of grant funds. (Grant Funds)

From: Kathryn Nance, Chief of Police

Department: Police Department

Summary:

Approval of the purchase of Porter Lee’s Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) in an amount not to exceed \$350,000, contingent upon the approval of the U.S. Department of Justice (US DOJ) for the use of grant funds.

Consent Review	Yes	No
1. Is this item an annual or standard item that comes before Council for regular approval?		X
2. Is this item an agreement required based on an item previously approved by Council?		X
3. Is this item included in the current budget approved and adopted by Council?		X
Other Considerations		
What percent of the total City budget does this item represent?		.0456%

Alignment with Strategic Plan:
Public Safety

Previous Council Action:

On October 11, 2023, Council accepted a grant award from the 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.

Discussion:

The TECP grant application requested funds to purchase a comprehensive forensic laboratory information management system at an estimated cost of \$400,000. It specified a system that provides for the management of evidence from submission through to disposition, maintains chain of custody, and provides for the sharing of data with authorized partners. In addition, the system was to provide for the standardization of analytical notes and results and the generation of forensic reports. The BEAST LIMS system meets all of these criteria.

Currently, the Washoe County Crime Lab and the Sparks Police Department (SPD) use BEAST for evidence maintenance. The BEAST LIMS system also has unique compatibility and connectivity with the Hexagon Records Management System (RMS). The Reno Police Department (RPD) and its regional partner agencies have all adopted Hexagon RMS. RPD will be able to access evidentiary information maintained by our partner agencies in the same evidence system. It will decrease the opportunity for error in the inputting of duplicative information, prevent data loss, and improve the audit trail for the evidence collected.

Because of the amount of this purchase, we have requested specific approval from the US DOJ, per the grant requirements. We are requesting authorization for up to \$350,000 to allow for any cost increases or modifications if we are unable to obtain authorization to execute a purchase order within the time frame of our current quote and to accommodate small change order adjustments.

Financial Implications:

There is no impact on the General Fund for the initial purchase. The requested Council approval is contingent upon the US DOJ's authorization to make this purchase with grant funds. In future years, there will be a recurring charge for licenses. This is estimated at nine licenses at a cost of \$4,000 each (\$36,000). These costs will be borne by general funds.

Legal Implications:

Legal review completed for compliance with City policy and Nevada law. Contracts of this nature (i.e., for computer software) are not subject to the requirements of Nevada Revised Statutes (NRS) Chapter 332 for an award by competitive bidding. (NRS 332.115).

Recommendation:

Staff recommends Council approval to purchase the Crime Fighter Barcoded Evidence Analysis Statistical Tracking Laboratory Information Management System (BEAST LIMS) in an amount not to exceed \$350,000, contingent upon the approval of the US Department of Justice for the use of grant funds, and authorize the Chief of Police, Director of Finance, and/or City Manager to sign the relevant agreement and purchase orders.

Proposed Motion:

I move to approve staff recommendation.

Attachments:

BEAST LIMS Quote 2/1/2024



QUOTE

Valid for: 90 Days

Porter Lee Corporation
1901 Wright Blvd.
Schaumburg, IL 60193
(847) 985-2060

Reno PD DotNet BEAST LIMS

Prepared For:

Agency Name and State: Forensic Lab for the Reno Police - NV
Contact Name: Elvira Koeder Schaper
Email: schapere@reno.gov
Quote Date: 02/01/2024
Quote ID: 13885
Prepared By: Joe Foss Phone: (847) 985-2060 x317 Email: joe.foss@porterlee.com

Software				
Description	Part #	Qty	Unit Price	Price
SSO for internal LIMS login Note: This will link the windows logon and AD Group to the LIMS User and Groups. Enhanced SSO involving custom token providers, Federation, or 2 factor authentication or AD for external prelog will require additional quote.	PLC-SSO	1	\$5,000.00	\$5,000.00
Prelog Lab submission with service requests, report posting and case status inquiry.	PLC-WEB-Prelog (COMPLETE)	1	\$20,000.00	\$20,000.00
LIMS Software license (.NET Named User)	PLC-LIMSNN	17	\$4,000.00	\$68,000.00
Sub Total:				\$93,000.00

Hardware				
Description	Part #	Qty	Unit Price	Price
ZD421 Thermal Transfer Desktop Printer • 300 DPI Resolution • USB 2.0, USB Host	ZD4A043-301M00EZ	8	\$939.03	\$7,512.24
Topaz T-LBK462 SignatureGem • 1x5 LCD Signature Capture Pad • Backlit display • USB Interface	Z-T-LBK462-HSB	2	\$395.00	\$790.00
LS2208 USB Corded Barcode Scanner	LS2208-USB	4	\$364.00	\$1,456.00
Sub Total:				\$9,758.24

Supplies				
Description	Part #	Qty	Unit Price	Price
Full Tint Barcode Labels 4" x 5" (500 Labels Per Roll) Selected Tint: _____ See Pantone Color Chart Minimum Order 50 rolls	LBL-TINT-WEB-4x5	20	\$43.00	\$860.00
Resin Ribbon 4.33" Wide x 244' Length Zebra Desktop Cartridgeless Printers	Ribbon Desktop	8	\$12.50	\$100.00
Sub Total:				\$960.00

Services				
Description	Part #	Qty	Unit Price	Price
Install: PLC Server Software (Remote) - Development/Test Web app and database server - Production internal Web app server	PLC-InstallSRV	4	\$1,600.00	\$6,400.00



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Services				
Description	Part #	Qty	Unit Price	Price
- Production external prelog Web app server - Production database server				
Data conversion for importing existing Tiburon data into the PLC database structure and LIMS system	PLC-Conversion	1	\$25,000.00	\$25,000.00
LAM Laboratory Asset Manager configuration and initialization	PLC-Configuration	1	\$10,000.00	\$10,000.00
Requirements Confirmation and Technology PLC-Consulting Assessment	PLC-Consulting	1	\$5,000.00	\$5,000.00
Section Configuration (units per PLC-Configuration section): (Evidence Processing, CSI, LP Processing, Firearms, LP Comparison) (Additional section configuration can be quoted separately) - Analytical Notes - Report Conversion - Matrix Configuration - Service Requests - Notespacket - Review/Approval process and checklists	PLC-Configuration	5	\$15,000.00	\$75,000.00
Application Configuration System Configuration:\n- Barcoded chain of custody tracking configuration - Web app security configuration - User setup - LIMS Admin access setup - Documentation formatting - DBPanel Configuration - DBGrid Configuration - Management Reports - Standard Notifications and Action Items - Completed Report email notifications	PLC-Configuration	1	\$50,000.00	\$50,000.00
Offsite Go-Live Support via Remote Services	PLC-GOLIVE-REMOTE	1	\$1,600.00	\$1,600.00
Software Training for Admins, Intake staff, and section analyst reporting (3 sections) (Remote)	PLC-Training	5	\$1,600.00	\$8,000.00
Project Management - estimate provided for duration of months	PLC-PM	12	\$2,700.00	\$32,400.00
				Sub Total: \$213,400.00

Third Party				
Description	Part #	Qty	Unit Price	Price
Crystal Reports	Crystal Reports	1	\$677.00	\$677.00
				Sub Total: \$677.00



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Section Totals	Sub Totals
Software	\$93,000.00
Hardware	\$9,758.24
Supplies	\$960.00
Services	\$213,400.00
Third Party	\$677.00
Total: \$317,795.24	

Server hardware/software/maintenance to be provided by agency. Project scheduling dependent on availability (to be determined after project approval). Unattended remote VPN access to be provided by Reno to PLC project staff is required. All PLC project staff subject to Reno approval via mailed fingerprint background check executed by Reno.

Data stored in the database is the sole property of Reno PD. Database schema, software, and codebase are the sole property of PLC licensed to Reno PD under SLA. Database and web app servers to be hosted by Reno.

Annual support cost will be 20% of Software Subtotal, billed annually after project go-live.

RMS or Hexagon interface not included and can be quoted separately.

Note:

- * System will require specific group policies for custom URI protocol (Browser extension), trusted sites, Adobe Reader DC, Office 2013 or higher, and Chrome or Edge browser
- * Full remote access to the development environment required
- * Any changes in database or operating system licenses will be the responsibility of customer. Additional server and infrastructure requirements are specified in the specs for basic .NET installation.
- * License usage will be audited yearly. Purchase of additional licenses and increased support costs may be required.

Database Server Specs

- 16 Gig RAM Minimum
- Storages sized to handle 2 environments: development and production (suggest initially 500GB expandable)
- SQL Server Standard 2016 or higher

Web Server Specs (Internal and PRELOG servers)

- Windows Server 2016 or higher with 16 Gig RAM
- Partitioned for C and D drives. 250GB / 500GB and expandable)
- IIS 10.0 .NET framework 4.8 minimum
- Crystal Reports 2013 64 bit runtime
- DMZ access or High availability may require additional servers

Workstations:

Chrome or Edge browser, Adobe DC, Windows 10 or higher, MSWord 2013 or higher - desktop versions

Some functions require SQL Server Connectivity from Client Workstations and the registration of custom protocol handler for browser (PLCURI)

Remote access to Test Workstation inside the lab with Office installed will be provided to PLC.

All operating system and database licenses are the responsibility of agency.

Note: If additional LIMS licenses or hardware are required those can be quoted separately. Additional Hardware (Including Android Remote Inventory hardware) can be added to the quote at same cost.

Payment Schedule:

Hardware purchases will be invoiced on shipment. Custom programming will be invoiced as accepted by customer. Remaining project costs will be invoiced according to:

- Milestone 1 (30%) - Design - Technology Assessment and Requirements Confirmation
- Milestone 2 (30%) - Setup DEV Environment - Install
- Milestone 3 (30%) - Build - Complete Changes as defined in Milestone 2 - Ready for UAT testing
- Milestone 4 (10%) - Training and Go-Live completed - Go Live