



CITY OF OREGON CITY

Staff Report

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To: City Commission
From: Chief of Police Jim Band

Agenda Date: 06/21/2023

SUBJECT:

Police Information Technology Services Agreement

STAFF RECOMMENDATION:

Approve Personal Services Agreement for Police Information Technology Services

EXECUTIVE SUMMARY:

The police department would like to enter into a Personal Services Agreement for Information Technology Services with Tyler Mowreader Consulting LLC on an hourly basis, starting July 1, 2023

BACKGROUND:

OCPD is in a unique situation where Information Technology services are specific to public safety industry needs, requiring a defined set of skills to support a variety of hardware and software systems. The department intends to hire a qualified consultant based on these specific needs.

The City Commission adopted the 2023-2025 biennial budget during the June 7, 2023, meeting. As part of this budget, \$100,000 was set forth for each year of the biennium for this specific service. The Personal Services Agreement will begin on July 1, 2023, and end on June 30, 2025.

The scope of work includes but is not limited to; on-going technical support to systems and applications, performing systems administration tasks, and providing training, technical guidance and best practice recommendations on existing applications, equipment, and materials on a 24/7 basis.

After discussions with three qualified consultants, we received one estimate for the attached scope of work. Two consultants were unable to perform the work during the hours needed.

Attached to this staff report are the Scope of Work, Consultant Estimate for work, and the Personal Services Agreement.

Staff is looking for approval of the Personal Services Agreement with Tyler Mowreader Consulting LLC.

BUDGET IMPACT:

Amount: NTE \$200,000

FY(s): 2023-2025

Funding Source(s): General Fund – Existing Police Department Budget