

City of Calistoga

Staff Report

8

TO: Honorable Mayor and City Council Members
FROM: Mitchell Celaya, Chief of Police
DATE: September 6, 2016
SUBJECT: Authorization to Replace Livescan Machine for Police Department for an amount not to exceed \$39,088

APPROVAL FOR FORWARDING:



Dylan Feik, City Manager

1 **ISSUE:** Adoption of a Resolution to approve a budget adjustment in the FY
2 2016/17 Budget Account # 15-4970-4822 from the unappropriated Equipment
3 Replacement Reserves and authorize the expenditures of funds to purchase the
4 replacement of the Livescan machine for the Police Department in an amount not
5 to exceed \$39,088.
6

7 **RECOMMENDATION:** Adopt the Resolution.
8

9 **BACKGROUND / DISCUSSION:** The current Livescan fingerprint system is a
10 MorphoTrust TP-3800XCH-ED and is a critical piece of equipment used by the
11 Calistoga Police Department. The machine is not only used for booking arrested
12 individuals, but used by all City departments and the community at-large for
13 fingerprinting and background investigation needs.
14

15 The Police Department purchased and installed the MorphoTrust TP-3800XCH
16 Livescan machine in 2006. This machine is operated and maintained by the
17 Police Department for the booking of arrested individuals. However it is also used
18 by Administrative Services as a critical part of the City hiring process. The
19 Livescan machine provides a critical service when hiring individuals in sensitive
20 positions where job duties and functions require interacting with children and
21 seniors, handling cash/money, or performing sensitive work deemed confidential.
22 Some positions also require criminal background checks. The use of the livescan
23 machine provide services not only for the Police Department but also for the
24 Calistoga Joint Unified School District, local government entities, and the
25 Calistoga community as well as individuals outside our community for purposes
26 of licensing, bonding, and State required fingerprinting. Livescan services are

27 provided 24 hours a day, 7 days a week (as staffing and availability allows). Each
28 year, the machine is used over 300 times which does not include over 200 uses
29 for arrested individuals. Notably, Livescan services generate approximately \$6k-
30 \$7k annually.

31

32 The City has an \$8,440 annual maintenance contract with MorphoTrust USA to
33 routinely maintain the machine. Over the last few years, the City was made
34 aware that parts for our outdated equipment were becoming less-and-less
35 available and a new machine should be purchased. However, the vendor
36 continued supporting the equipment. In March 2016, MorphoTrust USA
37 discontinued maintenance services for the City's machine due to the age and
38 lack of available parts. Historic problems include issues with the fingerprinting
39 system, scanner, delayed software programs (freezing), and losing connectivity
40 with the Department of Justice. These problems all result in the inability to
41 complete fingerprint scans and/or background checks. A building power outage
42 on June 28, 2016, pushed the system offline and the machine has become more
43 unreliable with login problems as well.

44

45 MorphoTrust USA is a sole source vendor and provides livescan fingerprint
46 imaging systems that are FBI certified and exceed FBI requirements. The
47 Touchprint 5900 fingerprint scanning system meets the police department needs
48 in processing and booking individuals arrested as well as the live scan needs of
49 the City and Community (see attached description and specification pamphlet).
50 The Touchprint 5900 fingerprint systems also adds the ability to conduct latent
51 fingerprint comparison of latent fingerprints located and lifted at crime scenes.
52 This ability allows the Police Department to process latent fingerprints more
53 quickly when doing comparison with a victim's fingerprints or trying to identify a
54 suspect who is in the Department of Justice Database System.

55

56 **CONSISTENCY WITH CITY COUNCIL GOALS AND OBJECTIVES:** This
57 request supports and furthers the City Council's Goal of "Offer excellent
58 professional services to all customers". The replacement of the livescan
59 fingerprint system directly impacts the police department's ability to provide
60 excellent and professional police & city services in a reliable manner and
61 safeguard the community by assisting in the identification and apprehension of
62 criminals who threaten or prey upon the community.

63

64 **FISCAL IMPACT:** The cost of the MorphoTrust USA Touchprint 5900 is
65 approximately \$39,088 (see attached quote). The cost includes installation,
66 hardware, software, training, and a one-year warranty. The annual service fee
67 will continue to be approximately \$8,440 per year after the first year. A budget
68 adjustment is requested in an amount not to exceed \$39,088 from the
69 unappropriated Equipment Replacement Reserves under Account #15-4970-
70 4822.

71

72

ATTACHMENTS:

73

1. Draft Resolution

74

2. MorphoTrust Touchprint 5900 specification pamphlet

75

3. MorphoTrust Touchprint 5900 quote

RESOLUTION NO. 2016-XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALISTOGA, COUNTY OF NAPA, STATE OF CALIFORNIA, TO AUTHORIZE THE CITY MANAGER TO EXPEND EQUIPMENT MAINTENANCE & REPLACEMENT UNAPPROPRIATED FUNDS TO PURCHASE A LIVESCAN FINGERPRINT SYSTEM FOR THE POLICE DEPARTMENT IN THE AMOUNT NOT TO EXCEED \$39,088 .

WHEREAS, the Calistoga Policed Department is in need of a replacement Livescan fingerprint system; and

WHEREAS, the Live Scan Fingerprint system is critical to the police department's ability to book arrested individuals and conduct its business; and

WHEREAS, the Live Scan Fingerprint system provides a valuable service to the City of Calistoga hiring process, and

WHEREAS, the Live Scan Fingerprint systems provides a valuable service to the Community, and

WHEREAS, the Calistoga Police Department has identified the MorphoTrust USA Touchprint 5900 fingerprint system that meets the needs of the Police Department, City of Calistoga, and the Community,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Calistoga hereby authorizes the City Manager to expend up to \$39,088 of unappropriated funds from the Equipment Replacement Fund (#15-4970-4822) to purchase the MorphoTrust USA Touchprint 5900 for the police department.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Calistoga at a regular meeting held this **6th day of September, 2016**, by the following vote:

- AYES:**
- NOES:**
- ABSTAIN:**
- ABSENT:**

CHRIS CANNING, Mayor

ATTEST:

KATHY FLAMSON, City Clerk