



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 10

Agenda Date: June 13, 2024

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

SAPD Purchase of Zebra e-Citation Writers, Printers, Support and Accessories

SUMMARY:

This ordinance authorizes a contract with Tyler Technologies, Inc. to provide Zebra e-Citation writers, printers, support, and accessories for a total cost of \$373,548 for the San Antonio Police Department (SAPD) Traffic Unit. Funding for this purchase is available from the General Fund FY 2024 Adopted Budget.

BACKGROUND INFORMATION:

In 2013, the San Antonio Police Department Traffic Unit began using dedicated electronic citation (e-Citation) devices to issue traffic citations. The e-Citation devices allow officers to scan an offenders' driver's license, enter a violation and notes, capture time and location of the incident, and capture an offender's signature. An accompanying printer is used to print a copy of the ticket for the offender.

The use of e-Citation devices reduces the time to issue a traffic citation and instantly transfers citation data to municipal court. Further, e-Citation devices improve the monitoring and tracking

of issued traffic citations and reduces the risk of lost or misplaced paper tickets and the risk associated with illegible tickets.

SAPD is requesting to purchase Zebra TC 73 e-Citation writers and accessories (printers, configurations) to be utilized by the SAPD Traffic Unit to replace existing end of life e-citation devices. The device software is compatible with the Municipal Court's Case Management System enabling violations to be automatically communicated and uploaded to the Municipal Court's System where a shell of the case is created with all pertinent information. SAPD Labor Relations Committee tested four different devices and platforms and after testing these devices and platforms, SAPD and committee recommended to proceed with the Zebra TC 73 e-Citation device and printer, with accompanying accessories.

This contract was procured on the basis of Sourcewell Cooperative contract no. 090320-TTI and is made in accordance with the National Joint Powers Alliance (SOURCEWELL) Cooperative Contract passed through Ordinance 2009-02-12-0102, which allows SAPD to purchase Zebra TC 73 E-Citation writers and accessories.

This contract will begin upon the effective date of the ordinance awarding the contract and will terminate upon completion of all work described herein or delivery of all goods ordered, as applicable.

ISSUE:

Approval of this item will provide the SAPD Traffic Unit with new e-Citation devices that include software upgrades and improved technology to better capture an offender's personnel information. Devices come with a five-year warranty and have a lifespan of approximately 8 years. The current inventory of e-Citation writers is over 10 years old, outdated, out of warranty, and failing. The spare devices are running low and there are no spare batteries in stock.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived as department utilized the Sourcewell Co-Op with a non-SBEDA eligible firm Tyler Technologies, Inc.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to goods and supplies contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, SAPD will have to revert to issuing paper hand-written violation tickets, which require manual process for loading into Municipal Court's Case Management System. This could lead to a significant number of errors, dismissed cases, and lost

revenue.

FISCAL IMPACT:

This ordinance authorizes a contract with Tyler Technologies, Inc. to provide Zebra e-Citation writers, printers, support, and accessories for a total cost of \$373,548 for the SAPD Traffic Unit. Funding for this purchase is available from the General Fund FY 2024 Adopted Budget.

RECOMMENDATION:

Staff recommends approval of this ordinance.

This contract was procured by means of cooperative purchasing and a Contracts Disclosure Form is not required.