City of Culver City

Staff Report

File #: 18-0957, **Version:** 1   **Item #:** A-2.

CC - (1) Approval of a Purchase Order with Ackah Sarbah Botach Tactical for the Purchase of Two (2) DJI Matrice 210 Unmanned Aerial Systems (UAV), Four (4) DJI Phantom 4 Pro Unmanned Aerial Vehicles (UAV), Two (2) DJI Spark Unmanned Aerial Vehicles (UAV) Fly More Combo Packages and Accessories in an Amount-Not-To-Exceed $70,000; and (2) Discussion of the UAV Operations Policy.

Meeting Date: March 13, 2018

Contact Person/Dept: Captain Jason Sims/ Police Department

Phone Number: (310) 253-6391

Fiscal Impact: Yes [X]   No []   **General Fund:** Yes [X]   No []

Public Hearing: []   **Action Item:** [X]   **Attachments:** [X]

Commission Action Required: Yes []   No []

Public Notification: (E-Mail) Meetings and Agendas - City Council (03/07/18);

Department Approval: Chief Scott Bixby (02/28/18)

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RECOMMENDATION

Staff recommends the City Council (1) authorize a purchase order with Ackah Sarbah Botach Tactical for the purchase of two (2) DJI Matrice 210 Unmanned Aerial Vehicles (UAV), four (4) DJI Phantom 4 Pro Unmanned Aerial Vehicles (UAV), two (2) DJI Spark Unmanned Aerial Vehicles (UAV) Fly More Combo packages and accessories in an amount not-to-exceed $70,000.00 (base bid $60,778.00 + sales tax $6,078.00 + contingency amount of $3,144.00 for staff training and certification, and unforeseen accessories that may be needed); and (2) discuss the UAV Operations Policy and provide any comments to staff.

BACKGROUND/DISCUSSION

The Culver City Police Unmanned Aerial Vehicles (UAV) are very powerful and versatile officer safety tools. Light weight and easy to transport, UAVs can be quickly deployed to assist police, fire and public works personnel in enhancing public safety, and search and rescue operations. The UAVs will

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be used to provide aerial support during tactical police and fire operations. The UAVs will utilize a high definition camera and/or forward looking infrared (FLIR) camera system to provide real time situational awareness and help officers locate suspects at night. The ability to provide this aerial view will enhance officer safety without placing additional officers at risk while increasing public safety and aid in the safe apprehension of criminals.

In addition to providing situational awareness to the police, fire and public works personnel during emergency situations, the Unmanned Aerial Vehicle (UAV) program will assist in crime and accident scene reconstruction, disaster management and various types of incidents which might threaten public safety. The UAV program can have the added benefit of enhancing safety to City personnel by limiting their exposure to different natural and manmade threats. The UAV program is designed and intended to be used as a tool to assist personnel with emergency and developing situations.

In October 2017, the City published a Notice Inviting Bids (BID #1825) for two (2) DJI Matrice 210 Unmanned Aerial Vehicles (UAV), four (4) DJI Phantom 4 Pro Unmanned Aerial Vehicles (UAV), two (2) DJI Spark Unmanned Aerial Vehicles (UAV) Fly More Combo packages and accessories, in accordance with City specifications. Eight (8) bids were received and publicly opened on November 9, 2017.

Upon review of the submitted bids, some of the vendors did not include sales tax, as others did. Due to the disparity, the sub totals (excluding sales tax and shipping) from each vendor was used. The City received the following base price proposals:

Gap Wireless	**$59,871.96**
Ackah Sarbah Botach Tactical	**$60,778.00**
Clyde Armory	**$62,312.00**
Adorama	**$62,661.28**
Adexure LLC	**$64,446.96**
G2 Digital Solutions	**$64,690.00**
All e RC, LLC	**$68,986.76**
Flymotion	**$69,646.00**

While Gap Wireless was initially viewed as the lowest-apparent bidder, further evaluation determined the bid as incomplete due to the exclusion of monitor hood costs. In turn, Ackah Sarbah Botach Tactical was found to be the lowest responsive bidder.

Police Department staff has done a considerable amount of public outreach related to the UAV program. Staff has attended the following neighborhood meetings:

Blair Hills (February 20th, 2018)

Culver Crest (February 21st, 2018)

Lindberg Park (February 28th, 2018)

At the meetings, Police Department staff provided attendees with an overview of the program, and answered questions. Additionally, information related to the program was distributed to the Tellefson Park, Carlson Park, Rancho Higuera, Studio Estates, Sunkist Park, the East End, and Fox Hills neighborhood groups. Information about the program and the UAV policy was also posted on the Department's social media platforms.

Staff recommends the City Council authorize a purchase order with Ackah Sarbah Botach Tactical for the purchase of two (2) DJI Matrice 210 Unmanned Aerial Vehicles (UAV), four (4) DJI Phantom 4 Pro Unmanned Aerial Vehicles (UAV), two (2) DJI Spark Unmanned Aerial Vehicle (UAV) Fly More Combo packages and accessories in an amount not-to-exceed $70,000.00. This amount includes the base bid total of $60,778.00 for the requested equipment, in addition to $6,078.00 for fees and taxes and a contingency in the amount of $3,144.00 for staff training and $6,078.00 for fees and taxes and a contingency in the amount of $3,144.00 for staff training and Certification, unforeseen accessories that may be needed.

In addition, in conjunction with the use of the UAVs, the Department has established an UAV Operations Policy (Attachment 2), which has been reviewed by the City Attorney's Office. Staff recommends the City Council discuss the Policy and provide any comments to staff.

FISCAL ANALYSIS

The City Council Adopted Budget for Fiscal Year 2017/2018 includes $70,000.00 for Unmanned Aerial Vehicle Equipment and Certification (10140200.732120).

ATTACHMENTS

1. 2018-03-13 - ATT Ackah Sarbah Botach Tactical - Bid Response
2. 2018-03-13- ATT Unmanned Aerial Vehicles Operations Policy

MOTION

That the City Council:

1. Approve a Purchase Order with Ackah Sarbah Botach Tactical for the Purchase of Two (2) DJI Matrice 210 Unmanned Aerial Vehicles (UAV), Four (4) DJI Phantom 4 Pro Unmanned Aerial Vehicles (UAV), Two (2) DJI Spark Unmanned Aerial Vehicle (UAV) Fly More Combo Packages and Accessories in an Amount-Not-To-Exceed $70,000.00; and

2. Authorize the Purchasing Officer to issue such Purchase Order.