



City of Coral Gables
CITY COMMISSION MEETING
May 22, 2018

ITEM TITLE:

A Resolution accepting the recommendation of the Procurement Officer, pursuant to Section 2-501 of the Procurement Code, to waive the Procurement Code and authorize the City Manager to enter into a professional services agreement for Jobs 4 Blue (Off-Duty Job Scheduling) services with Visual Computer Solutions (VCS).

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The Police Department currently owns a Police Officer Scheduling System (POSS) which is a scheduling and time and attendance system that is primarily utilized by Police agencies. As part of that acquisition, a software component for "Extra Duty Billing" was included in the software suite that is utilized to assist with handling off-duty job scheduling duties. The City currently utilizes an internal PODS system created by Information Technology (I.T.) many years ago which is no longer sustainable could fatally crash at any given time. Given the current state of the existing in-house system, the Police Department is looking to transition out of its internal PODS off-duty detail system and into a modern system that allows for better enforcement of our policies and procedures.

The new system communicates with our Police scheduling system in order to ensure proper scheduling of officers for off-duty details, offers improved financial accountability with regard to off-duty details and an integrated communication system that allows for the transfer of payment information between Extra Duty Details and our EDEN financial system due to the existence of POSS. This allows for minimal to no burden on the Finance Department in this transition of financial responsibility.

Since the City already owns the software component, it would be in the City's best interest to utilizing the existing system module to facilitate the outsourcing component of the Police resources. A strong feature of the POSS system includes the ability to integrate into our existing scheduling system that allows Officers to be fairly assigned to detail and provides safeguards to prevent violations of the City's policies of exceeding the maximum number of worked hours in a twenty-four (24) hour period.

It was determined that the Jobs 4 Blue service satisfies the Police Department's needs with regards to off-duty details. There is no direct cost to the City for the use of Jobs 4 Blue (instead, a surcharge fee is assessed on each invoice issued to vendors who request off-duty services). In addition to the surcharge fee paid by the vendors, an administrative fee is collected on behalf of the City to cover expenses like the salary of the Off-Duty Coordinator and some wear and tear on police vehicles. The administrative fee for temporary details is \$7.00/hr per Officer and \$10.00/day per Officer for permanent details.

Under Section 2-501 of the Procurement Code, the City Commission may award contracts as it deems necessary in the best interests of the City and to waive any conditions imposed by the Procurement Code upon a four-fifths vote where it finds such waiver to be necessary in order to proceed with the issuance of a contract which is in the best interests of the city.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	Revenue Generating	N/A	

ATTACHMENT (S): 1. Resolution 2. Draft PSA