



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		09/12/11		
Department:		Purchasing		
Department Head		Diane Palmer-Boeck		
Agenda Coordinator (include phone #): <b>Bev Rogers ext. 7376</b>				
<b>CAPTION</b>				
To ratify expenditure in the amount of \$135,327 for the purchase of cameras, installation hardware and service fees for automated monitoring and download capability (managed services) with DriveCam, Inc.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: <b>10/11</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	135,327	0	<b>135,327</b>
Encumbered/Expended Amount	0	-91,772	0	<b>-91,772</b>
This Item	0	-43,555	0	<b>-43,555</b>
BALANCE	0	0	0	<b>0</b>
<b>FUND(S):    PROPERTY / LIABILITY LOSS FUND</b>				
<p><b>COMMENTS:</b> Funds are available in the FY 2010-11 Risk Management adopted budget for ratification of expenditures for automated monitoring and download capability services for the City's DriveCam Program. The total amount to be ratified is \$135,327. Of this total amount, \$91,772 has already been paid on a month-to-month basis while Risk Management has been assessing the DriveCam Program to determine if the program in its existing format was in the best interest of the City or if revisions to the program would be necessary in order to justify the continued expense of the program. The remaining \$43,555 also needs to be ratified in order to continue the program to the end of this current fiscal year.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing automated monitoring services for the City's Risk Management Department relates to the City's goal of a Financially Strong City with Service Excellence.</p>				
<b>SUMMARY OF ITEM</b>				
Ratification of expenses in the amount of \$135,327 for the purchase of cameras, installation hardware and service fees for automated monitoring and download capability (managed services) performed by DriveCam, Inc. (2008-70-C)				
List of Supporting Documents: Memorandum			Other Departments, Boards, Commissions or Agencies	



Division of Risk Management  
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## **MEMORANDUM**

**DATE:** 07/29/11

**TO:** Diane Palmer-Boeck, Chief Purchasing Officer

**FROM:** Darrell Edwards, Risk Manager

**SUBJECT:** Request for Ratification of Expenditure: DriveCam

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The Division of Risk Management has been assessing the DriveCam Program since the last part of calendar year 2010 in order to determine if: (1) the program in its existing format continued to be in the best interest of the City or (2) revisions to the program would be necessary in order to justify the continued expense of the program. The original contract expired in December of 2010. Program expenditures were paid on a month – to – month basis following the contract's expiration as findings from our assessment were documented and to allow appropriate City departments to plan their FY 2011-2012 budgets. The total amount spent to date during the assessment of the program is \$91,772. To complete the fiscal year, there will be an additional \$43,555 in expenditures, making the total amount to be ratified \$135,327.

After careful review, we have determined that the program should be continued but with significant modifications, funding changes and the addition of documented procedures; therefore, we need to ratify the previous expenditures. We will be coming to the City Council with a new contract in the near future to continue the program.