



# Agenda Item

## City Council

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**Item #:** 3.5.

4/9/2024

**File #:** 24-0219

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**TO:** Honorable Mayor and Members of the City Council

**THRU:** Tom Kisela, City Manager

**FROM:** Dan Adams, Chief of Police

### 1. SUBJECT

Second Amendment to Agreement with the County of Orange for a Lead Forensic Specialist during Fiscal Year 2024-2025.

### 2. SUMMARY

The Second Amendment with the County of Orange authorizes the continuation of services for a dedicated Lead Forensic Specialist to conduct fingerprint examinations in the amount of \$200,026 for Fiscal Year 2024-2025.

### 3. RECOMMENDED ACTION

Approve the Second Amendment to Agreement No. 6447.4 with the County of Orange for a Lead Forensic Specialist in the amount of \$200,026; and authorize the Mayor and City Clerk to execute on behalf of the City.

### 4. FISCAL IMPACT

The expense for this amendment is \$200,026 and will be funded upon adoption of the proposed Fiscal Year 2024-2025 budget through:

100.4034.51780.00000    General Fund    Other Contractual Services

### 5. STRATEGIC PLAN GOALS

Goal 1: Provide for a safe community

a: Provide staffing and resources to deliver services that ensure public safety.

### 6. DISCUSSION AND BACKGROUND

Prior to 2019, the Police Department held a fully funded Forensic Services Specialist position that was vacant for many years due to lack of qualified candidates. The Forensic Services Specialist position provided vital services to the department and required a unique skill set and qualifications that were not easily attained. During this time, the department relied on the assistance of the Orange County Sheriff's Department (OCSD); however, this process resulted in a delay in processing evidence that caused a backlog of fingerprint analysis.

In January 2017, the Police Department transitioned from a "first-come, first-serve" basis with the OCSD to a contractual service agreement that assigned a dedicated fingerprint examiner to Orange

Police Department (OPD) casework. The department mitigated the cost of services by holding the department's Forensic Services Specialist position vacant, and ultimately eliminated the position in July 2019.

The services OCSD provides to OPD are immeasurable. The contract specifies one Lead Forensic Specialist; however, OCSD has far exceeded the agency's expectations and has provided, on numerous occasions, additional staff to oversee critical incidents.

The term of the original agreement spans three years, commencing July 1, 2022, and terminating June 30, 2025. The agreement requires City Council to authorize cost increases each fiscal year, for years two and three, to continue with the agreement. If the cost increases are not approved in the subsequent fiscal years, the contract can be terminated. The cost breakdown is provided below.

<b><u>Contract</u></b>	<b><u>Fiscal Year</u></b>	<b><u>Cost of Service</u></b>	<b><u>Annual Change</u></b>
Year One	2022 - 2023	\$198,614	
Year Two	2023 - 2024	\$191,257	(\$7,357) 3.7% Decrease
Year Three	2024 - 2025	\$200,026	\$8,769 4.59% Increase

Annual costs are calculated by the County and include the full anticipated cost of services, equipment, and supplies in accordance with current OCSD cost data.

Based on their high level of service and positive results, the department is requesting the continuation of services in the amount of \$200,026 for Fiscal Year 2024-2025.

## **7. ATTACHMENTS**

- Second Amendment Agreement with the County of Orange