



## **CITY COUNCIL AGENDA REPORT**

**MEETING DATE:** 12/06/2022

**DEPARTMENT:** City Manager

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### **SUBJECT:**

SECOND AMENDMENT TO THE AGREEMENT WITH FLOCK GROUP, INC.

### **RECOMMENDED ACTION(S):**

1. Approve the Additional Services Agreement with Flock Group, Inc. for automatic license plate reader cameras.
  2. Authorize the City Manager to sign, and the City Clerk to attest, the Additional Services Agreement, substantially in the form attached.
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### **EXECUTIVE SUMMARY:**

The City utilizes license plate reader cameras as a component of its public safety programs. Only sworn personnel of the Orange County Sheriff's Department have access to these cameras, subject to the attached Automated License Plate Readers ("ALPR") Usage and Privacy Policy ("Usage and Privacy Policy") (Attachment 1). The cameras are provided through Flock Group, Inc., which is a company that specializes in providing license plate reader cameras for municipal police agencies.

On June 29, 2020, the City entered into a three-year Government Agency Customer Agreement ("Agreement") with Flock Group, Inc. (Attachment 2) for the purchase and installation of 10 license plate reader cameras. On September 7, 2021, the City entered an Additional Services Agreement ("First Amendment") adding an additional 13 cameras, which brought the Agreement's total compensation amount to \$138,800 (Attachment 3). The proposed second Additional Services Agreement ("Second Amendment") adds compensation in the amount of \$53,550 for 17 additional cameras, bringing the Agreement's total compensation amount to \$191,550 (Attachment 4).

Since implementing the program in late 2020, the cameras have helped OCSD investigators gather information used to solve criminal activity. There are sufficient funds in the 2021-23 Operating Budget to cover the costs of the recommended action.

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## **BACKGROUND:**

Public Safety is a top priority for the City of Lake Forest. Ten license plate reader cameras were installed in 2020 to enhance public safety through the “Stay Safe Lake Forest” campaign. Since then, the automatic license plate reader cameras have been an asset as well as enhanced the capabilities of OCSD to locate stolen vehicles, identify persons of interest, and conduct investigations. Thirteen additional cameras were installed throughout the city after the City Council authorized the First Amendment in late 2021.

Enhancing public safety is a major component of the City’s Strategic Business Plan. The Strategic Plan Initiative #25 - Lake Forest Geo Fence, is to expand automatic license plate readers to all major intersections and high traffic areas near city borders. This initiative will be complete if the City Council approves the proposed Second Amendment, as the installation of the additional cameras will ensure all major entry roads and thoroughfares leading through Lake Forest include license plate reader coverage.

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## **DISCUSSION:**

Flock Group, Inc. (“Flock”) provides a unique product for automatic license plate reader cameras. Flock cameras identify the viewable license plate and other vehicle features within the capture frame. The most unique aspect of this product is the user interface software. The software provides a simple searchable database and enables law enforcement to receive hotlist alerts and create custom alerts for license plates under investigation. Flock has agreements with 15 Orange County cities including Laguna Niguel, San Clemente, Dana Point, San Juan Capistrano, Los Alamitos, Placentia, and Anaheim.

The annual cost for the original three-year services Agreement was within the City Manager’s signing authority. The Agreement included 10 automatic license plate reader cameras at a total cost of \$62,500; \$22,500 in the first fiscal year and \$20,000 for each of the two following fiscal years. The First Amendment to the Agreement provided the installation of 13 additional automatic license plate reader cameras with \$39,900 in additional compensation for the second year of the Agreement and \$36,400 for the third year, bringing the total compensation amount to \$138,800.

The Second Amendment to the Agreement will provide for the installation of 17 automatic license plate reader cameras. This will bring the total number of automatic license plate reader cameras in the city to 40. The 40 cameras will

provide ample coverage to the major intersections and high traffic areas near the city borders, which will satisfy Initiative #25 of the City's Strategic Business Plan. Once the additional 17 cameras are installed at predesignated locations, staff will work with OCSD to ensure that all 40 camera locations are effectively utilized and recommend any changes to camera placement locations, if necessary.

The service cost for 17 additional cameras is \$2,500 per camera (\$42,500 annually), an installation fee of \$350 per camera (\$5,950 in total, one-time), and an extended data retention plan cost of \$300 per camera (\$5,100 annually). The additional compensation included in the Second Amendment is \$53,550, which would bring the total compensation amount to \$191,950. Table 1 below illustrates these costs.

*Table 1: Three-Year Flock Safety Agreement Amounts*

<b>Year</b>	<b>Original Agreement</b>	<b>First Amendment</b>	<b>Second Amendment</b>	<b>Total</b>
Year 1	\$22,500	N/A	N/A	\$ 22,500
Year 2	\$20,000	\$39,900	N/A	\$ 59,900
Year 3	\$20,000	\$36,000	\$53,550	\$109,550
<b>TOTAL</b>	<b>\$62,500</b>	<b>\$76,300</b>	<b>\$53,550</b>	<b>\$191,950</b>

Staff's role with the cameras is limited to contract procurement and ongoing contact management, while OCSD personnel solely operate the system. OCSD currently has an Usage and Privacy Policy, which outlines authorized uses of the system, required training of OCSD personnel, and the required security of the data collected. The Usage and Privacy Policy ensures that the data collected by the cameras can only be accessed through a controlled process by trained OCSD personnel.

Staff is recommending approval of the Second Amendment to the Agreement with Flock for the installation and ongoing services of 17 additional license plate reader cameras. If approved, the Second Amendment would increase the compensation in the Flock Agreement by \$53,550 for a new total compensation amount of \$191,950. There are sufficient funds available in the FY 2021-2023 Operating Budget for this action.

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## **FISCAL IMPACT:**

Approval of the Second Amendment to the Agreement will increase the compensation amount in the Agreement by 53,550 for a total compensation amount of \$191,950. The Second Amendment would not change the term of the

Agreement. There are sufficient funds available in the 2021-2023 Operating Budget for this action.

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**ATTACHMENTS:**

1. OCSD Automated License Plate Readers Usage and Privacy Policy
2. Agreement with Flock Group, Inc.
3. Additional Service Agreement with Flock Group, Inc. – First Amendment
4. Additional Service Agreement with Flock Group, Inc. – Second Amendment

Initiated By: Sharlyn De la Paz, Senior Management Analyst

Submitted By: Sean McGovern, Assistant to the City Manager

Approved By: Debra Rose, City Manager