



**MEMORANDUM
COUNTY EXECUTIVE OFFICE
ADMINISTRATION**
County of Placer

TO: Board of Supervisors DATE: December 15, 2020

FROM: Todd Leopold, County Executive Officer
By: Bekki Riggan, Deputy County Executive Officer, and
Amanda Flaa, Management Analyst II

SUBJECT: Purchase of Polycom RealPresence VideoProtect Systems

ACTION REQUESTED

1. Approve budget amendment AM-00398 in the amount of \$31,500 to move expenditure authority within the Community & Agency Support budget (CC10018) to accommodate a fixed asset purchase.
2. Add the equipment to the Master Fixed Asset List.
3. Approve award of a purchase order to Mergent Systems of Folsom, CA for four (4) Polycom RealPresence VideoProtect 500 Systems in the total amount of \$31,500.
4. Authorize the Purchasing Manager to sign the purchase order and all related documents.

BACKGROUND

In response to the COVID-19 pandemic, the Placer County Sheriff's Corrections Division has implemented new procedures to ensure the safety of inmates and staff along with timely access to justice through mandated court appearances. When an inmate is booked into custody, they receive a COVID-19 test and are automatically quarantined for 14 days. California criminal law requires arraignment within 48 hours of booking (excluding holidays or weekends); however, as inmates are still in quarantine during this timeframe they are not permitted to appear in-person for court proceedings. To ensure arraignment and other court appearances occur within mandated timeframes, the Sheriff's Office in partnership with the Placer County Superior Court and the Public Defender are expanding the video arraignment system in anticipation of continued COVID-19 quarantining through 2021.

The total project cost for the expansion is approximately \$160,000. The project has two components, one in the Auburn Jail (approximately \$100,000), and another in the South Placer Jail (approximately \$60,000). The Auburn Jail project will retrofit an area previously utilized as a holding cell to install audio/video equipment, install separate phone lines for non-recorded communication with appointed counsel, and ensure ADA compliance. The South Placer Jail project will add similar technology and communication retrofits to three multipurpose rooms.

The County Executive Office is requesting your Board's approval to purchase four (4) Polycom RealPresence VideoProtect 500 Systems from Mergent Systems of Folsom, CA in the amount of \$31,500, and to add these items to the Master Fixed Asset List.

FISCAL IMPACT

This purchase in the amount of \$31,500, as well as the entire Video Arraignment project (approximately \$160,000), will be funded with General Fund in lieu of CARES funding, and is

included in the County Executive Office - Community & Agency Support's FY 2020-2021 Final Budget. A budget amendment is included to move expenditure authority within the Community & Agency Support budget.

ATTACHMENT

1. Master Fixed Asset List Detail

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MASTER FIXED ASSET LIST**Cost Center: Community and Agency Support CC10018**

Description	Quantity	Amount
Polycom RealPresence VideoProtect 500	4	\$7,875
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Total		<u><u>\$31,500</u></u>

