



City Manager  
334 Front Street  
Ketchikan, AK 99901

Phone (907) 228-5603  
Fax (907) 225-5075

## TRANSMITTAL MEMORANDUM

TO: The Honorable Mayor and City Council

FROM: Karl R. Amylon, City Manager

DATE: January 8, 2019

RE: **Exempting the Procurement of Police Department Annual Licensing and Maintenance Support for Body Worn Cameras and Digital Evidence Storage from the Competitive Bidding/Written Quotation Requirements of the Ketchikan Municipal Code - Axon Enterprises Inc.**

The motion detailed below was prepared at the request of Police Chief Joseph White, who asked that it be placed before the City Council for consideration at its meeting of January 17, 2019. If adopted, the motion provides for exempting the procurement of Police Department annual licensing and maintenance support for body worn cameras and digital evidence storage from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code and authorizing the acquisition of the licensing and maintenance support at a cost of \$14,835 from Axon Enterprise, Inc.

Subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code provides for exempting the purchase of such billing support from competitive bidding/quotation when:

“Supplies, materials, equipment or contractual services which should be purchased from a specific source in order to prevent incompatibility with previously purchased supplies, materials, equipment or contractual services. For the purpose of this paragraph, the term ‘incompatibility’ is defined as:

- (A) The inability to interconnect, combine, interchange, or join; or
- (B) That which causes substantial duplication in maintenance, expertise or training or in the stocking of parts, materials, supplies or replacements. Any purchase which is to be excluded from competitive bidding by authority of this subparagraph which exceeds \$10,000, must first be approved by the council.”

The rationale for the exemption is detailed in Chief White's transmittal memorandum and needs no elaboration on the part of my office. I concur with the Police Chief's recommendation.

Chief White will be attending the City Council meeting of January 17, 2019, in order to address any questions and/or concerns that Councilmembers may have.

A motion has been prepared for City Council consideration.

### **RECOMMENDATION**

Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, it is recommended that the City Council adopt the motion exempting the procurement of Police Department annual licensing and maintenance support for body worn cameras and digital evidence storage from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorizing the City Manager to enter into an agreement for such annual licensing and maintenance support with Axon Enterprise, Inc. at a cost not to exceed \$14,835; and approving funding from the Police Department's 2019 Software and Equipment Maintenance Services account (Account No. 635.04).

**Recommended Motion:** Pursuant to subparagraph 6 of Section 3.12.050(a) of the Ketchikan Municipal Code, I move the City Council exempt the procurement of Police Department annual licensing and maintenance support for body worn cameras and digital evidence storage from the competitive bidding/written quotation requirements of the Ketchikan Municipal Code; authorize the City Manager to enter into an agreement for such annual licensing and maintenance support with Axon Enterprise, Inc. at a cost not to exceed \$14,835; and approve funding from the Police Department's 2019 Software and Equipment Maintenance Services account (Account No. 635.04).



## ***MEMORANDUM***

---

**TO:** Karl Amylon, City Manager

**FROM:** Joseph White, Chief of Police

**DATE:** January 7, 2019

**SUBJECT:** **Axon Enterprise, Inc.**

Attached is invoice SI-1568403 from Axon Enterprise, Inc. dated December 27, 2018 for the amount of \$14,835.00. This billing covers the annual licensing and maintenance fee for the Evidence.Com Management System which has been accounted for in the 2019 Operations budget. This is proprietary software belonging to Axon Enterprise, Inc., so there are no other vendors available. I request that pursuant to Ketchikan Municipal Code Section 3.12.50(a)(6) this be brought before the City Council recommending payment of the invoice.



Axon Enterprise, Inc.  
 PO BOX 29661  
 DEPARTMENT 2018  
 PHOENIX, AZ 85038-9661  
 Ph: (480) 991-0797  
 Fax: (480) 991-0791  
 AR@axon.com  
 www.axon.com

# Invoice

Invoice No SI-1568403  
 Invoice Date 27-Dec-18  
 Payment Term Net 30  
 Payment Due Date 26-Jan-19  
 Sales Order SO180425311  
 Customer account 110135  
 Purchase Order YEAR 4 BILLING

**BILL TO:**

KETCHIKAN POLICE DEPT  
 361 MAIN ST  
 KETCHIKAN, AK 99901  
 USA

**SHIP TO:**

KETCHIKAN POLICE DEPT  
 361 MAIN ST  
 KETCHIKAN, AK 99901  
 USA

Item number	Description	Quantity	Unit price	[USD]Amount
85035	EVIDENCE.COM STORAGE	2,500	0.75	1,875.00
85054	TASER ASSURANCE PLAN AXON FLEX ANNUAL PAYMENT	23	276.00	6,348.00
85110	EVIDENCE.COM INCLUDED STORAGE	60	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE	90	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE	200	0.00	0.00
87026	TASER ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT	2	336.00	672.00
87401	BASIC EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	20	180.00	3,600.00
89201	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 2 PAYMENT	2	468.00	936.00
89401	PROFESSIONAL EVIDENCE.COM LICENSE: YEAR 4 PAYMENT	3	468.00	1,404.00

Please see <https://www.axon.com/legal/sales-terms-and-conditions> for all sales terms and conditions

Invoice Total	14,835.00
Shipping	0.00
Sales Tax	0.00
Total	14,835.00
Amount Received	0.00
<b>BALANCE DUE</b>	<b>USD 14,835.00</b>

Vendor# <i>31642</i>	Invoice # <i>SI-1568403</i>
PO. # <i>2019-67</i>	Amount <i>14,835.00</i>
Project/Contract #	
Date Recd	Account Code <i>101-1220-110-635.04</i>

Continued on next page



Axon Enterprise, Inc.  
 PO BOX 29661  
 DEPARTMENT 2018  
 PHOENIX, AZ 85038-9661  
 Ph: (480) 991-0797  
 Fax: (480) 991-0791  
 AR@axon.com  
 www.axon.com

# Invoice

Invoice No SI-1568403  
 Invoice Date 27-Dec-18  
 Payment Term Net 30  
 Payment Due Date 26-Jan-19  
 Sales Order [SO180425311](#)  
 Customer account [110135](#)  
 Purchase Order YEAR 4 BILLING

**RETURN THIS PORTION WITH YOUR PAYMENT**

KETCHIKAN POLICE DEPT  
 361 MAIN ST  
 KETCHIKAN, AK 99901  
 USA

BALANCE DUE 14,835.00  
 Currency USD

**For ACH Payments:(Preferred Method)**  
 Account Name Axon Enterprise, Inc.  
 Account Number 634912729  
 Bank Routing/Transit 122100024  
 Reference Number SI-1568403

**For Wire Transfers:**  
 Beneficiary Axon Enterprise, Inc.  
 Account Number 634912729  
 Bank Routing/Transit 021000021  
 SWIFT Code CHASUS33  
 Reference Number SI-1568403

**For Lockbox Payments Mail To:**  
 Axon Enterprise, Inc.  
 PO BOX 29661  
 DEPARTMENT 2018  
 PHOENIX, AZ 85038-9661  
 Reference Number SI-1568403

Please reference the invoice number on your ACH, Wire or Check payment

Important Note: By selecting the wire transfer payment method, you agree to accept the processing & transaction fees charged by the bank relating to this wire transfer