

**Agenda No. ~~198~~ 222**

**ORDINANCE No.**

Amend contract term with Versaterm, Inc. for application software support and increase compensation in amount not to exceed \$5,990,000 (Ordinance; amend Contract No. 30005161)

The City of Portland ordains:

**Introduced by**  
Mayor Ted Wheeler

Section 1. The Council finds:

**Bureau**  
Police

1. Council passed Ordinance No. 182216, authorizing the execution of a contract for the Portland Police Data System Records Management System Replacement Project, also known as the Regional Justice Information Network (RegJIN). The City of Portland executed Contract Number 30003029 with Versaterm, Inc. on May 17, 2013, following the successful completion of the competitive procurement process. RegJIN is used by PPB and other regional partner agencies to receive and share police information.
2. Council passed Ordinance No. 187877, authorizing the execution of Contract Number 30005161 for an Application Software Support Agreement (maintenance of the RegJIN System) which replaced Contract 30003029, effective July 14, 2016.
3. Versaterm, Inc. continues to provide PPB with application software support for RegJIN.
4. Contract Number 30005161, for the Portland Police RegJIN system, will need to increase its not-to-exceed value to \$5,990,000 in order to facilitate the continuing application's software support to July 13, 2024.
5. The necessary funding for this extension will come from existing Police Bureau General Fund resources.

**Prepared by**  
Kathryn Linzey

**Date Prepared**  
March 17, 2021

**Requested Council Date**  
March 31, 2021

**Requested Agenda Type**  
Regular

**Time Requested**  
20 minutes

**Date Filed with Clerk**  
March 23, 2021

6. Procurement authority for this maintenance contract amendment is through Special Procurement in accordance with City Code 5.33.D.12.

NOW THEREFORE, the Council directs:

- A. The Chief Procurement Officer is authorized to amend an agreement with Versaterm, Inc. as outlined in a form similar to the contract amendment attached as Exhibit A.
- B. The Chief of Police and the Project Manager are authorized to execute amendments to the scope of services or the terms and conditions of the Agreement, provided the changes do not increase the amount of compensation or increase the City's financial risk.

Passed by Council:

**MARY HULL CABALLERO**

Auditor of the City of Portland

By

Deputy

Action taken: March 31, 2021 Passed to Second Reading April 7, 2021 at 9:30 am

Commissioners voted as follows (Yea or Nay)

Rubio -

Ryan -

Hardesty -

Mapps -

Wheeler -



**SENT VIA EMAIL**

**AMENDMENT No. 3 to  
CONTRACT No. 30005161  
FOR  
APPLICATION SOFTWARE SUPPORT AGREEMENT  
FOR VERSATERM'S VERSADEX PRODUCTS (RegJIN)**

This Amendment No. 3 amends Contract No. 30005161 ("Support Agreement") dated the 14th day of July, 2016, by and between Versaterm, Inc. ("Contractor") a corporation of the State of Ontario, Canada, and the City of Portland, a municipal corporation of the State of Oregon ("City") by and through their duly authorized representatives. This Amendment may refer to Contractor and City individually as a "Party" or collectively as the "Parties."

This Amendment is authorized by City Ordinance No.

The Effective Date of this Amendment is January 1, 2021. The purposes of this Amendment are to exercise the option to extend the Support Agreement and add funds the not-to-exceed value.

The Support Agreement was previously amended as follows:

Amendment 1, dated August 1, 2017, which altered the Support Agreement to reduce the number of licenses issued and maintained, and waive the service fees for those licenses.

Amendment 2, dated March 25, 2019, which altered the Support Agreement to reduce the number of licenses issued and maintained, and waive the fees of those licenses.

The Parties agree to Amend the Support Agreement as follows:

1. The not-to-exceed amount of \$3,790,000 is increased by \$2,200,000 to a new total not-to-exceed amount of **\$5,990,000**.
2. The Term is extended from July 13, 2021 to July 13, 2024, unless terminated sooner under the provisions of the Support Agreement.
3. Pricing Exhibit A is replaced and updated per new Exhibit A-3, attached to and incorporated by reference.

**Contract Number: 30005161**

**Amendment Number: 3**

**Contract Title: APPLICATION SOFTWARE SUPPORT AGREEMENT**

All other terms and conditions of the Support remain unchanged by this Amendment and in full force and effect.

This Amendment may be signed in two (2) or more counterparts, each of which shall be deemed an original, and which, when taken together, shall constitute one and the same instrument. The Parties agree that they may execute this Amendment by electronic means, including the use of electronic signatures.

IN WITNESS WHEREOF, the Parties hereby cause this Amendment to be executed.

**VERSATERM, INC.**

\_\_\_\_\_  
Authorized Signature                      Date

\_\_\_\_\_  
Printed Name and Title

Address: \_\_\_\_\_

\_\_\_\_\_  
Phone: \_\_\_\_\_

Prepared by Kathryn Linzey, PPB Procurement Analyst

***Sent to Lana Richards via email at  
lana.richards@versaterm.com***

Contract Number: 30005161

Amendment Number: 3

Contract Title: APPLICATION SOFTWARE SUPPORT AGREEMENT

**CITY OF PORTLAND SIGNATURES**

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Chief Procurement Officer

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Elected Official

Approved:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Office of City Auditor

Approved as to Form:

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Office of City Attorney

## IMPACT STATEMENT

**Legislation title:** Amend contract term with Versaterm, Inc. for application software support and increase compensation in amount not to exceed \$5,990,000 (Ordinance; amend Contract No. 30005161)

**Contact name:** Kathryn Linzey

**Contact phone:** 971-409-6408

**Presenter name:** Tammy Mayer, 971-352-1024

### **Purpose of proposed legislation and background information:**

Portland Police Bureau (PPB) combines and shares information to facilitate local law enforcement regionally. PPB created a records management system (RMS), the Regional Justice Information Network (RegJIN), to provide information with regional partners. Versaterm, Inc. currently provides application software support for RegJIN RMS.

On September 17, 2008, the Council passed Ordinance No. 182216 authorizing a competitive Request for Proposal for the Portland Police Data System Records Management System Replacement Project, also known as RegJIN.

On May 17, 2013, following the successful completion of the competitive procurement, Council accepted the recommendation of the Chief Procurement Officer's Report to Council and authorized the execution of a contract with Versaterm, Inc., which was executed effective June 28, 2013. The resulting contract number was 30003029. This contract was effective until June 27, 2018, when it was decided that the City should start the competitive process for replacement of the system.

An updated contract with Versaterm, number 30005161, allowed for the maintenance of the RegJIN RMS while an RFP and testing of potential vendors' products by interested stakeholders was pursued. This contract is set to expire on July 13, 2021. The requested amendment will be the third amendment to this contract.

Contract 30005161 has been amended two times since its original execution. Amendment 1, dated August 1, 2017, altered the service agreement to reduce the number of licenses issued and maintained, and waive the service fees for licenses. Amendment 2, dated March 25, 2019, also altered the service agreement to reduce the number of licenses issued and maintained, and waived fees associated to those unused licenses.

With the financial impacts of the COVID pandemic, and the need to fill budget deficits, PPB had to abort the purchase of a new RMS in 2020. Maintaining our current RMS, with the assistance of Versaterm's maintenance services, will allow PPB to continue regional contributions to law enforcement information.

**Financial and budgetary impacts:**

This action does not amend the budget, and it does not change current appropriations. PPB financial analysts have already accounted for this product in their FY21-22 budget drafts.

This legislation does not authorize additional spending on a new project, but continues prior authorized programs where funds have been budgeted for this intended use. As stated previously, the new RMS project was aborted in order to provide cost savings through development and implementation cost savings; PPB’s legacy system, though not optimal, is functional and will meet the Bureau’s basic needs through the extended timeframe requested.

**Community impacts and community involvement:**

The decision to continue to use the resources PPB currently possesses instead of developing and implementing a new system is a by-product of several community suggestions and testimony at Council meetings and Budget Meetings.

**100% Renewable Goal:**

If applicable, discuss how this action contributes to the City’s goal of meeting 100 percent of community-wide energy needs with renewable energy by 2050.

This action is neutral in regard to the City’s total energy use. Use of this RMS system does not materially impact the City’s use of renewable or other types of energy.

**Budgetary Impact Worksheet**

**Does this action change appropriations?**

- YES:** Please complete the information below.
- NO:** Skip this section

Fund	Fund Center	Commitment Item	Functional Area	Funded Program	Grant	Sponsored Program	Amount