



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting November 10, 2020

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**DATE:** November 10, 2020

**TO:** Peter Zaroni, City Manager

**FROM:** Mike Markle, Chief of Police  
[mikema@cctexas.com](mailto:mikema@cctexas.com)  
(361) 886-2603

Kim Baker, Director of Contracts and Procurement  
[KimB2@cctexas.com](mailto:KimB2@cctexas.com)  
(361) 826-3169

<b>Purchase of Ticket Writers</b>
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**CAPTION:**

Resolution authorizing the purchase of 45 replacement ticket writers, hand straps and warranty from Tyler Technologies-Brazos, College Station, TX, used for the issuing of electronic tickets for traffic and parking violations in an amount of \$72,315.00 for use by the Parking Control Enforcement Officers and Police Department Traffic Officers, with FY 2021 funding in the amount of \$24,534.00 from the 2018 Edward Byrne Memorial Justice Assistance Grant, and \$47,781.00 from the General Fund.

**SUMMARY:**

This resolution approves the purchase of 45 electronic ticket writers to be used by the Police and Parking Control Unit.

**BACKGROUND AND FINDINGS:**

The current inventory of ticket writers has reached end of life. The devices are used by Parking Enforcement Officers and Police Department Traffic Officers for the issuing of electronic tickets for traffic and parking infractions. The electronic ticketing automates the process, issuing citations within minutes and eliminating human errors and paperwork and enhancing officer safety with less time spent outside their vehicle. Productivity is increased because officers can issue citations more quickly with greater accuracy and fewer errors that can invalidate tickets. The data is downloaded into electronic citation

software and transmitted to Municipal Court for processing. Tyler Technologies-Brazos which the court uses for the Incode program software integrates with the Brazos Ticket Writer software via an interface, which is also owned by Tyler Technologies-Brazos.

This is a sole source purchase as the software is unique to Tyler Technologies-Brazos and is the only company authorized to sell the software.

### **ALTERNATIVES:**

An alternative is not to provide officers with automated devices. The majority of parking and traffic enforcement citations generated are processed through the current ticket writers.

### **FISCAL IMPACT:**

The fiscal impact for FY 2021 is appropriating \$24,534.00 through the 2018 Edward Byrne Memorial Justice Assistance Grant, and \$47,781.00 through the FY 2020 General Fund.

### **FUNDING DETAIL:**

Fund:	1061	Grants Fund
Organization/Activity:	820822F	2018 Edward Byrne Memorial Justice Assistance Grant
Mission Element:	155	Enforce traffic laws
Project # (CIP Only):	n/a	
Account:	520090	Minor Tools and Equipment
Cost:	\$24,534.00	

Fund:	1020	General Fund
Organization/Activity:	11860	Parking Control
Mission Element	155	Enforce traffic laws
Project# (CIP Only):	n/a	
Account:	520090	Minor Tools and Equipment
Cost:	\$47,781.00	

### **RECOMMENDATION:**

Staff recommends appropriating the funds and authorizing the purchase of 45 ticket writers, hand straps and five-year warranty from Tyler Technologies-Brazos as presented.

### **LIST OF SUPPORTING DOCUMENTS:**

Resolution  
Price Sheet  
Service Agreement