



ST. CHARLES  
SINCE 1834

## AGENDA ITEM EXECUTIVE SUMMARY

Title:	Recommendation for Approval of Expenditure for New World Records Management System Software Updates/Upgrades
Presenter:	Chief Keegan

*Please check appropriate box:*

<input checked="" type="checkbox"/>	Government Operations 11.17.2014		Government Services
<input type="checkbox"/>	Planning & Development		City Council
<input type="checkbox"/>	Public Hearing		Liquor Commission

Estimated Cost:	<b>\$44,000.00</b>	Budgeted:	YES	<input checked="" type="checkbox"/> X	NO	
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If NO, please explain how item will be funded:

**Executive Summary:**

The Police Department uses a records management system from New World Systems, which was first implemented in 2000. We have shared the cost and maintenance of the system with four other agencies (Batavia, Geneva, Elburn and Sugar Grove) since 2007 through an intergovernmental agreement. The most recent, revised agreement was approved by Committee and Council in August of this year.

Working with New World, it was determined last year that the system software can no longer be upgraded to a current version without a significant change to the servers, database software and GIS software associated with the system. The New World software upgrade is necessary for continued operational functionality, and will introduce new system features and capabilities that are unavailable in our current version, saving time and improving overall productivity of both Police Records and Sworn Officers. This upgrade assures that our system is compatible with newer, more efficient hardware and allows us to interface with any technological advances or software we may choose to add in the future.

The system has two main functional modules. The first is the Records Management module, which is used by St. Charles, Batavia, Elburn, Geneva and Sugar Grove. The second is for Mobile Field Reporting, which is used by St. Charles and Batavia. Both modules will be upgraded to the latest version in the course of this project.

The terms of how the costs would be shared were incorporated into the intergovernmental agreement that was presented and approved in August, and the costs for the upgrade will be shared by the communities based on their share of the total number of licenses in use on each module of the system. St. Charles share of the cost is 35.3% of the Records module, and 66.7% of the Mobile Field Reporting module. The total cost to St. Charles is \$44,000, which was budgeted.

The Police Department requests and recommends approval of the expenditure of \$44,000 for the New World Records Management software updates and upgrades.

**Attachments:** *(please list)*

**Recommendation / Suggested Action** *(briefly explain):*

Recommendation for approval of expenditure for New World Records Management System Software Updates/Upgrades.

<i>For office use only:</i>	<i>Agenda Item Number: 6a</i>
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