



**CITY OF PARK RIDGE
POLICE DEPARTMENT**

MEMORANDUM

DATE: August 14, 2012
TO: Shawn Hamilton
FROM: Frank Kaminski
Diane Nelson
RE: Video System Background Information

The City Hall camera system was installed in 2008. The system consists of 30 cameras two DVR/Servers* housed in the data center and software to record, archive and retrieve recordings. This system records activity on all cameras for the City Hall Campus, but more importantly the prison and evidence areas of the Police Department. The Police Department regularly gets subpoenas for these recordings.

Approximately 15 months ago, the department's video camera system became began to have periodic failures. The vendor who installed the equipment utilized questionable implementation procedures during installation. Over the course of time, this led to the discovery that our storage was inadequate, cameras were failing on a regular basis and the wiring was inappropriate. Basically, at this time, the two DVR/servers for the camera system are almost in complete failure.

Last summer, Commander Mellema was tasked with bringing the system up to operational standards. As this was not a budgeted item, he worked with Chubb Security to make only the most basic improvements required to keep the system functionally operational. At this time Commander Mellema attempted to secure three quotes, per City purchasing policy for this work, but Chubb was the only company to respond. The decision was made to go forward with Chubb.

During the budget prep last fall, Commander Mellema sought to plan for the additional needs with regards to this system, that is, to replace the two DVR/servers. One of the department priorities was also to increase the frame rate. This increase was needed to provide smooth playback of individual video. Our current system limits frame rate and, ultimately, the quality of playback. The increase in frame rate means that an increase in storage capacity is required. Commander Mellema researched what was needed and secured an estimated, budget cost. This cost was \$28,255.00.

The department then sought to secure funding for this project in the 2012-13 budget and was successful. This is a planned budgeted improvement for the 2012-13 fiscal year. As the process moved forward, nearing the RFP stage, IT made some recommendations with regards to what functionality the approved system would need that would require updated software from the current system.

Recently the IT department relocated on of the DVR/Servers as part of the data center reconfiguration and one of the DVR/Servers went down hard after being moved. This meant that our ability to capture and record video for half of our system was impacted. This was in addition to the fact that our current servers are at maximum storage capacity and are recording over data from an earlier time period which may be

*When referring to DVR/Server we mean the hardware box that runs software and acts as a video storage server and DVR recorder.

Video System Background Information, Cont.

needed at a later date. IT was able to restart the faulty server after about a 12 hour outage. Since last Friday, that DVR/server has since failed at least twice, taking itself out of service and rebooting.

Although the DVR/server is currently running the equipment is unstable and its continued operation is questionable. In the event we cannot restart that DVR/server, one half of the video system will be immediately out of service. In addition, the initial problem with storage capacity remains. These issues put us in a precarious position with regard to public safety, documentation of events on City Hall Campus and our ability to meet legal requests for information.

Based on these issues, the City is exposed to a tremendous amount of risk. We feel that this situation constitutes an "emergency" and needs to be solved immediately. An RFP process will continue to expose the City. In addition, there is serious concern that our equipment will, again, fail and cease performing at any point, which increase the amount of risk.

The current quote from Chubb is \$30,485.00. This price represents a replacement of the DVR/Servers to increase frame rates, increase storage capacity as necessitated by both the current storage inadequacies and lower frame rate and in securing software to permit better security and control of the system. The price has increased from \$28,255 from last year's quote to the current quote of \$30,485 due to the age of the original quote, requested for budgeting purposes almost a year ago. The replacement system allows for future expansion, especially where the station renovations are concerned, as well as for newer camera technology. We will be keeping all of the cameras in the current system; they are not being replaced. If there are future changes in the network infrastructure that would permit us to use IP cameras, the current cameras can be modified to allow that; they will not need to be replaced. As previously mentioned, the department worked to ensure that funding was available for this purchase in the 2012-13 City budget and \$28,000.00 is currently listed as a capital expense for this purchase. The department is prepared to supplement the budgeted amount with funds from another area to meet the quoted price.

Due to the severity of the situation, we request that this budgeted item be expedited before the almost certain failure of the current system.

If you have any questions or desire additional information, please do not hesitate to contact us.