

SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



ITEM: 3.2
(ID # 14053)

MEETING DATE:
Tuesday, December 08, 2020

FROM: ANIMAL SERVICES:

SUBJECT: ANIMAL SERVICES: Approval of the Western Riverside County/City Animal Shelter Security Camera Upgrade Project, Approval of the Project Budget, and Approval to Administer the Project; District 2 [\$154,000 - 100% Funded by Department of Animal Services to be reimbursed by CARES Act Funding]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Approve the Western Riverside County/City Animal Shelter's (Shelter) Security Camera Replacement Project for inclusion in the Capital Improvement Program (CIP);
2. Approve a project budget not to exceed the amount of \$154,000 for the Project to be reimbursed by CARES Act, for the work, including reimbursement to Riverside County Information Technology (RCIT) for incurred project related expenses; and
3. Authorize the Director of Animal Services, or his/her designee, to administer the contract for the Project in accordance with applicable Board policies.

ACTION: Policy


Julie Bank, Director of Animal Services 11/25/2020

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Spiegel, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: December 8, 2020
xc: Animal Services

Kecia R. Harper
Clerk of the Board

By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 154,000	\$ 0	\$ 154,000	\$ 0
NET COUNTY COST	\$ 154,000	\$ 0	\$ 154,000	\$ 0
SOURCE OF FUNDS: 100% Funded by Animal Services to be reimbursed by CARES Act			Budget Adjustment:	No
			For Fiscal Year:	20/21

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

Riverside County Department of Animal Services (DAS) has three Animal Shelters that are fully operating and one shelter that operates a veterinary clinic. Animal Services staffing has reduced from approximately 250 staff members to roughly 170 staff members over the past decade. Staffing reductions are difficult since we are a 365 day a year operation. This has further stretched our staff and has created times when only one staff member is at a facility. Animals must be fed and cared for every day, even during the pandemic.

With minimal staffing at each shelter, the ability to spot trespassers has significantly diminished. This has placed the shelters and all assets within the shelter grounds in greater danger of being vandalized and/or stolen. Many of the animals in our care are awaiting their legal stray hold period and are legally owned by a member of the public. We have an obligation to protect the animals in our care and safeguard their safety.

Homelessness has increased drastically in the Santa Ana river bottom that surrounds the Western Riverside County/City Animal Shelter (Shelter) and has become a cause for concern. We have repeatedly had to request homeless individuals to remove their property and vehicles from parking lots at our facilities. Some individuals have acted aggressively towards the staff member who makes the requests. At this time without the cameras it would be a he-said-she-said situation.

Afterhours operations typically leaves one staff member at each facility to either answer calls for service, or clean and sterilize the surgical suites. When a call for service comes in, the field staff member will leave the facility and drive through an automated gate. This is a perfect opportunity for homeless individuals or a potential intruder to cause trouble and enter the facility, as the automated gates take approximately one minute to open, and one minute to close. While many of the homeless individuals come for water and food for their pets they have also been known to try and enter vehicles to find items to take.

Animal Services has procured a quote to update the currently failing camera system at the Shelter. This estimate includes the costs associated with the removal of all old closed-circuit

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

television system (CCTV) equipment and the installation of new cameras with a video management system to record and store video for no less than 365 days.

The system will consist of:

- Configuration and installation of 26 Axis high-resolution cameras and mounts located throughout the facility.
- Identifying cable pathways, removal of existing cabling and installation of new high-speed category 6 "Game Changer" long distance outdoor rated cables.
- Installation of a new Cisco network switch in the main telecom room.
- Installation of a new Nth Generation recording server capable of retaining high resolution video for 90 days and standard resolution video for a minimum of 365.
- Installation and configuration of Milestone Video Management software on the recording server.
- Installation and configuration of client software on one customer provided workstation.

Labor	\$45,000
Material	\$81,000
Tax	\$7,000
Bond	\$7,000
Contingency	\$14,000
Total	\$154,000

Impact on Residents and Businesses

The upgraded camera system will ensure the safety and well-being of the animals temporarily being cared for by DAS, as well as the DAS staff.

Additional Fiscal Information

DAS submitted the request to upgrade the camera system to the RIVCOCARES team. Riverside County Information Technology received bids and chose the best vendor based on the bids received.

ATTACHMENTS:

- CARES Funding Approval Form
- Camera System Estimate

SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA


Douglas Ordóñez Jr. 12/3/2020


Gregory Prietos, Director County Counsel 12/2/2020


Jim Smith, Chief Technology Officer 11/25/2020



RCIT Tracking Number/Service Request
TASK0196280

Service Agreement
Riverside County Information Technology
Goods and/or Services & Project Cost

Goods and/or Services & Project Cost

To process your request, RCIT will issue the necessary document(s) to the required vendor for goods and/or services provided on your behalf, and for projects initiated based on this agreement. Upon receipt of the vendor's invoice, RCIT will process payment to the vendor and prepare the Journal Voucher/Invoice to your department/organization for the associated work.

Service Period: Beginning TBD to TBD

Fiscal Year: 20/21

RCIT Project Code: IT740010RVMGSIT

Note: The Purchase Order will be an RCIT Purchase Order using RCIT's Pass Thru Fund. If a department's request crosses fiscal years, the requesting department is responsible for ensuring funds are available at the time payment is due.											
Requesting Department/Agency:	Animal Services										
Customer Contact Name/Phone:											
Project Address:	6851 Van Buren Blvd, Jurupa Valley, CA 92509										
RCIT Contact:	Moe Raissdana										
Description of Request:	<p>This estimate includes the costs associated with the removal of all old CCTV equipment and the installation of new cameras with a video management system to record video for no less than 365 days.</p> <p>The system will consist of:</p> <ul style="list-style-type: none"> • Configuration and installation of 26 Axis high-resolution cameras and mounts located throughout the facility. • Identifying cable pathways, removal of existing cabling and installation of new high-speed category 6 "Game Changer" long distance outdoor rated cables. • Installation of a new Cisco network switch in the main telecom room. • Installation of a new Nth Generation recording server capable of retaining high resolution video for 90 days and standard resolution video for a minimum of 365. • Installation and configuration of Milestone Video Management software on the recording server. • Installation and configuration of client software on one customer provided workstation. <table> <tr> <td>Labor</td> <td>\$45,000.00</td> </tr> <tr> <td>Material</td> <td>\$81,000.00</td> </tr> <tr> <td>Tax</td> <td>\$ 7,000.00</td> </tr> <tr> <td>Bond</td> <td>\$ 7,000.00</td> </tr> <tr> <td>Contingency</td> <td>\$14,000.00</td> </tr> </table>	Labor	\$45,000.00	Material	\$81,000.00	Tax	\$ 7,000.00	Bond	\$ 7,000.00	Contingency	\$14,000.00
Labor	\$45,000.00										
Material	\$81,000.00										
Tax	\$ 7,000.00										
Bond	\$ 7,000.00										
Contingency	\$14,000.00										
Total Estimated Cost:	\$154,000.00										

ACCOUNTING STRING (to be complete by customer)							
% or \$	*Account (6 digits)	*Fund (5)	*Department ID (6 or 10)	Program (5)	Class (5)	Grant (9)	Customer Project Code (10)

Note: Please do not use an INTERFUND Account. (*) Mandatory Field

By signing below, we acknowledge that we understand and agree to the purchase of goods and/or services as outlined above and the Requesting Department/Agency hereby authorizes payment for the above stated scope of work.

Both Department Officials and/or designees have agreed to execute this service agreement as of the beginning date shown above. ACEO/CIO or designee signature is required if cost is higher than \$25,000.

Requesting Department Official or designee
(Print)

Dave Rogers, ACEO/CIO or designee
(Print)

Signature

Signature

Date

Date

If you need assistance completing this form, please email us at: rivcocares@rivco.org.



RIVCO CARES FUNDING ELIGIBILITY FORM

Expense Eligibility Certification

This form shall be used to request consideration to access CARES funding and to determine expense eligibility. Submission of this form does not guarantee that a reimbursement will be granted. All requests will be reviewed and considered, a determination will be made within 5 business days and you will be notified via email.

Department/Contact Name: Department of Animal Services/ Mark Sigman	Contact Phone and Email Address: (951) 313-1251 / MSigman@RIVCO.ORG
---	--

Please check the category your request is for. Provide information to assist us with additional details concerning the reimbursement and to ensure these expenditures are compliant with the CARES requirements and not paid for by any other Federal or State Program.

COVID-19 CARES Category	Was this deemed COVID-19 necessary to preserve life or public safety?	Was this procured using Riverside County Procurement policies?	Did you receive any source of funds to pay for this expense?	Was this expense covered under the County Insurance?
<input type="checkbox"/> Business Assistance Includes: Riverside County businesses in the form of a grant.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.
<input type="checkbox"/> Congregate Care Facilities Includes: Jails, Juvenile Hall, Skilled Nursing Facilities, Assisted Living Facilities and Rehabilitation Centers	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.
<input checked="" type="checkbox"/> County Government Response and Preparation Includes: All Riverside County Departments and Emergency Operation Center (EOC)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please attach explanation.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please attach explanation.
<input type="checkbox"/> Regional Hospital Response Includes: RUHS and 16 Regional Hospitals in Riverside County.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.
<input type="checkbox"/> Sheltering, Homeless, Rental Assistance and Workforce Development Includes: Long-term housing, rental assistance and sheltering.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If no, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please attach explanation.

Justification (If you need additional space, please attach document: Camera Installation -Due to COVID-19 and staff reduction, we can monitor visitors and animals to prevent vandalism and see animals in distress.

Certification and Signature(s)

\$154,000

Please sign and date below. Signing below certifies that all the information reported is complete and accurate, and true to the best of my knowledge and you will not seek reimbursement from Federal, State or any government agency.

Department Signature (Required) 	Date: 8/19/2020 Director, Animal Services
-------------------------------------	--

For CARES Funding Administration Use Only

Reviewer Name: Angie Johnson	Reviewer Signature:
Reviewer Name: Hilda Leung	Reviewer Signature:
Approver Name: Patricia Oberbaugh	Approver Signature:

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied	Date Notified Department:	Funds? <input type="checkbox"/> CARES <input type="checkbox"/> CDPH <input type="checkbox"/> FEMA <input type="checkbox"/> Other
--	---------------------------	--

Proposal for Camera Installation

Riverside County Department of Animal Services is fully operational out of three of their four shelters. Blythe, Riverside/Jurupa Valley & Thousand Palms are fully operational. The fourth shelter, San Jacinto, is operating a Veterinary Surgical and Clinical operation and Field operations at the facility.

Animal Services staffing has gone from approximately 250 staff members to approximately 170 staff members in the past decade. This reduction equates to a reduction of 80 staff members. Staffing reductions are especially difficult since we are a 365 day a year operation. This has further stretched our staff and has created times when only one staff member is at a facility. Animals must be fed and cared for every day, even during this pandemic.

With minimal staffing on our campuses, the ability to spot people on the campus that should not be there has significantly diminished. This, during times of increased civil unrest and increased protests places our shelters and all assets within the shelter grounds in greater danger of being vandalized or theft. Many of the animals in our facilities are waiting their stray legal hold and are technically owned by a member of the public rather than our department. We have an obligation to ensure that we are protecting the animals in our care.

Homelessness has increased dramatically around our facilities and is a cause for concern. This increase in homelessness has impacted our facility already as we see homeless camping along the river at our Riverside/Jurupa Valley facility. We have actively had to request homeless to remove their property and vehicles from parking lots at our facilities. Some of the homeless have and will act in an aggressive manner toward the staff member who makes these requests. At this time without the cameras it would be a he said she said situation.

After hours operations often leave one staff member at each facility to answer calls for service or while cleaning the surgical suites. When a call for service comes in, the field staff member will leave the facility and drive through an automated gate. This is a perfect opportunity for homeless or someone wanting to cause trouble to enter the facility, as the automated gates takes a minute to open and close. While many of the homeless come for water and food for their pets they have also been known to try and enter vehicles to find items to take.

Animal Services has secured a quote to update the currently failing camera system at the Riverside/Jurupa Valley facility. This estimate includes the costs associated with the removal of all old CCTV equipment and the installation of new cameras with a video management system to record video for no less than 365 days.

The system will consist of:

- Configuration and installation of 26 Axis high-resolution cameras and mounts located throughout the facility.
- Identifying cable pathways, removal of existing cabling and installation of new high-speed category 6 "Game Changer" long distance outdoor rated cables.
- Installation of a new Cisco network switch in the main telecom room.
- Installation of a new Nth Generation recording server capable of retaining high resolution video for 90 days and standard resolution video for a minimum of 365.
- Installation and configuration of Milestone Video Management software on the recording server.
- Installation and configuration of client software on one customer provided workstation.

Labor	\$ 45,000
Material	\$ 81,000
Tax	\$ 7,000
Bond	\$ 7,000
Contingency	\$ 14,000
Total	\$154,000

Animal Services is in the process of getting estimates for the remaining three facilities through RCIT.



RCIT Tracking Number/Service Request
TASK0196280

Service Agreement
Riverside County Information Technology
Goods and/or Services & Project Cost

Goods and/or Services & Project Cost

To process your request, RCIT will issue the necessary document(s) to the required vendor for goods and/or services provided on your behalf, and for projects initiated based on this agreement. Upon receipt of the vendor's invoice, RCIT will process payment to the vendor and prepare the Journal Voucher/Invoice to your department/organization for the associated work.

Service Period: Beginning TBD to TBD

Fiscal Year: 20/21 **RCIT Project Code:** IT740010RVMGSIT

Note: The Purchase Order will be an RCIT Purchase Order using RCIT's Pass Thru Fund. If a department's request crosses fiscal years, the requesting department is responsible for ensuring funds are available at the time payment is due.											
Requesting Department/Agency:	Animal Services										
Customer Contact Name/Phone:											
Project Address:	6851 Van Buren Blvd, Jurupa Valley, CA 92509										
RCIT Contact:	Moe Raissdana										
Description of Request:	<p>This estimate includes the costs associated with the removal of all old CCTV equipment and the installation of new cameras with a video management system to record video for no less than 365 days.</p> <p>The system will consist of:</p> <ul style="list-style-type: none"> • Configuration and installation of 26 Axis high-resolution cameras and mounts located throughout the facility. • Identifying cable pathways, removal of existing cabling and installation of new high-speed category 6 "Game Changer" long distance outdoor rated cables. • Installation of a new Cisco network switch in the main telecom room. • Installation of a new Nth Generation recording server capable of retaining high resolution video for 90 days and standard resolution video for a minimum of 365. • Installation and configuration of Milestone Video Management software on the recording server. • Installation and configuration of client software on one customer provided workstation. <table style="margin-left: 20px; border: none;"> <tr><td>Labor</td><td style="text-align: right;">\$45,000.00</td></tr> <tr><td>Material</td><td style="text-align: right;">\$81,000.00</td></tr> <tr><td>Tax</td><td style="text-align: right;">\$ 7,000.00</td></tr> <tr><td>Bond</td><td style="text-align: right;">\$ 7,000.00</td></tr> <tr><td>Contingency</td><td style="text-align: right;">\$14,000.00</td></tr> </table>	Labor	\$45,000.00	Material	\$81,000.00	Tax	\$ 7,000.00	Bond	\$ 7,000.00	Contingency	\$14,000.00
Labor	\$45,000.00										
Material	\$81,000.00										
Tax	\$ 7,000.00										
Bond	\$ 7,000.00										
Contingency	\$14,000.00										
Total Estimated Cost:	\$154,000.00										

Maxwell, Sue

From: cob@rivco.org
Sent: Tuesday, December 8, 2020 12:51 AM
To: COB; ba4612442@gmail.com
Subject: Board comments web submission



First Name: B
Last Name: Anderson
Address (Street, City and Zip): Rancho Mirage, 92270
Phone: 7603249637
Email: ba4612442@gmail.com
Agenda Date: 12/08/2020
Agenda Item # or Public Comment: 3.2
State your position below: Oppose
Comments: Cares act resources should not be used for this over priced and not truly needed (upgrades)

Thank you for submitting your request to speak. The Clerk of the Board office has received your request and will be prepared to allow you to speak when your item is called. To attend the meeting, please call (669) 900-6833 and use Meeting ID #864-4411-6015. Password is 20201208. You will be muted until your item is pulled and your name is called. Please dial in at 9:00 am with the phone number you provided in the form so you can be identified during the meeting.