City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 7/8/2025

2. **Primary contact person and Department requesting agenda item:** Tony McDowell Finance

3. **Requested Council meeting date:** 8/26/2025

4. **Subject:** Contract amendments for the annual payments to Buncombe County for the ongoing Public Safety Interoperability System/Centralized Data Entry (PSIP/CDE) and County Identification (ID) Bureau interlocal agreements.

5. **Action Requested:** Adoption of a resolution authorizing the City Manager to execute contract amendments for the annual payments to Buncombe County for the ongoing Public Safety Interoperability System/Centralized Data Entry (PSIP/CDE) in the amount of $717,782 and for the County Identification (ID) Bureau in the amount of $613,190.

6. **Note if time sensitive, and why:** Not time sensitive, but contract amendments need to be adopted before the City can process any fiscal year 2026 invoices.

7. **Potential fiscal impact(s) - if known by staff at time of request:** Public Safety Interoperability System/Centralized Data Entry (PSIP/CDE): $717,782; County Identification (ID) Bureau: $613,190. Both amounts are already budgeted.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A

10. **Identify key issues:**
    - Each year, we pay Buncombe County for these services based on existing interlocal agreements.
        i. The Identification Bureau conducts employment fingerprinting, concealed carry permits, etc., and houses CDE.
        ii. Centralized Data Entry (CDE) - manages records on arrests and processing of persons in Buncombe County's record management system. A critical component of that process is quality control. They provide criminal histories and fingerprinting services.
        iii. The Public Safety Interoperability Partnership's (PSIP) purpose is to define terms and conditions under which criminal justice, emergency medical, and fire protection software will be accessed and used by the public safety agencies in Buncombe County. The primary goal is to create and maintain an effective automated multijurisdictional public safety information technology system.
    - These annual amounts are already in the budget.
    - The City Attorney has determined that staff should seek Council approval of these change orders each year.