

# Appleton Police Department

INTEROFFICE MEMORANDUM

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Date: September 26, 2024

To: CEA Committee

From: Captain Mike Wallace

Subject: Request to Purchase Enclosed Trailer for Identification Unit

The ID van or crime scene processing vehicle (1002) was purchased in June of 2013 for \$17,500. The collected CEA funds that are available for replacing this vehicle is currently set at \$22,169. Since the vehicle was purchased used there is not the ability to purchase a like kind replacement for the ID van. The ID van was originally designated for replacement in 2022 however has been extended for additional years. The ID van is no longer sustainable as it does not meet the work or space needs for the Forensic Evidence Specialist. A like kind replacement vehicle that would meet the needs of the identification unit would have a replacement cost between \$75,000 and \$100,000.

A request to CEA in 2022 was made to convert the former command post (1001) into a crime scene processing vehicle. CEA approved the use of the \$22,169 replacement fund in 2022 to retrofit the existing command post for identification unit purposes. After exploring this option, extensively, it has been found that this is not a feasible option. None of the money was spent to proceed with this project. Our evidence specialists, despite training, have expressed a lack of comfort in driving such a large vehicle. Their lack of comfort, and the large size of the vehicle, would make it more prone to accidents. The lack of large doors on the command post makes it impossible to transport larger items of evidence that are often required for collection.

After discovering the deficiencies of the old command post, APD began exploring other options that would meet the needs of the identification unit. APD would propose using

the funds available to purchase, and upfit, a 7.5' X 14' enclosed trailer for the identification unit. Several local agencies have already completed transitions to enclosed trailers for this specific purpose.

This trailer would be included in CEA on a 10-year replacement cycle. The cost of the trailer and necessary upfitting would be approximately \$24,683. APD would cover any cost above the \$22,169 replacement funds that had been collected by CEA to replace the original ID van.

Thank you for your consideration,

Captain Mike Wallace  
Appleton Police Department