REQUEST FOR PROPOSAL NUMBER 200910-82

FROM: Taney County, Missouri
Purchasing Office
P.O. Box
Forsyth, MO 65
Telephone: (417)546-7281

Date: October 15, 2009
Date and Time Returnable:
3:00 p.m., November 6, 2009
Buyer:
Facsimile: (417)546-7280

TO

PUBLIC SAFETY SOFTWARE

This document constitutes a request for sealed proposal from qualified Proposers for public safety software and support of the software in accordance with the requirements and provisions of this Request for Proposal.

OFFER

The proposer hereby agrees to furnish items and/or services pursuant to all requirements and specifications contained in this document, upon either the receipt of an authorized purchase orders from participating agencies within Taney County Missouri, or when a contract is countersigned by the same as a binding contract. The proposer further agrees that the language of this document shall govern in the event of a conflict with the proposer's request for proposals.

SCOPE OF WORK

1. Purpose: Taney County, Missouri is soliciting written proposals from qualified vendors to provide a fully integrated, single source public safety software solution in a multi-departmental implementation. In addition to this, technical support, training, preventative maintenance and/or emergency repair will be included in accordance with the following general requirements.
   The selected vendor will provide the following services/information required to support this project:

   - Installation
   - Interfaces
   - Implementation
   - Training
   - Documentation

- Data conversion
- Recommended Hardware with specifications
- Long term maintenance support
- Upgrades and future enhancements

General Requirements:

The selected vendor will meet or exceed the requirements of this RFB. The vendors must abide by the proposal format as outlined in this RFP. The proposed software must be capable of satisfying the increasing information demands of the agencies through incremental upgrades and expansion. The agencies involved reserve the right to utilize existing hardware located in the respective departments. Vendor must clearly state what hardware must be changed, upgraded or added if current hardware is not acceptable.
The vendor response must clearly describe how the software solution, proposed services, and equipment that can best satisfy Taney County's and participating agency's requirements. Responding to this RFP requires a comprehensive solution from qualified vendors with legal and financial responsibility for all software, implementation, training, support, and on-going maintenance services.
INSURANCE REQUIREMENTS:

Insurance limits indicated below may be lowered at the discretion of the County.

- **Compensation Insurance** - The Contractor shall take out and maintain during the life of this contract, **Employee's Liability and Worker's Compensation Insurance** for all of their employees employed at the site of work. Worker's Compensation coverage shall meet Missouri statutory limits. Employee's Liability limits shall be $1,000,000.00 each employee, $1,000,000.00 each accident, $1,000,000.00 policy limit.
- **Comprehensive General Liability Insurance** - The Contractor shall take out and maintain during the life of this contract. The amounts of insurance shall not be less than $2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death.
- **Commercial Automobile Liability** - The Contractor shall take out and maintain during the life of this contract, automobile liability insurance in the amount of not less than $2,000,000.00 combined single limit for any one occurrence covering both bodily injury and property damage, including accidental death, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks, both on and off the site of work.
- **Proof of Carriage of Insurance** – The Contractor shall furnish the County with Certificate of Insurance which names the County as additional insured.

PROPOSAL REQUIREMENTS

This section outlines the information that must be included in your proposal. Vendors should review this list to ensure that their proposals include all required information prior to submission. Taney County reserves the right to reject any and all proposals or parts of any and all proposals for any one or more supplies or contractual services included in the proposal, when such rejection is in the best interest of Taney County.

1. The proposal must be signed and dated by a representative of the vendor's company who is authorized to negotiate contracts. It should be sealed, and received in the Taney County Purchasing Office by the closing date and time specified. A facsimile transmission is **not** an acceptable response to this RFP.

2. Submit one (1) original, five (5) printed copies, and one (1) copy on electronic media such as a CD or DVD.

3. All questions/checklists/blanks must be included in your response either on the forms provided or you may submit your answers on a separate document as long as the answers correspond by question letter or number. Failure to include any of the requested information within your Proposal may result in rejection/disqualification.

4. No negotiations, decisions, or actions shall be executed by the vendor as a result of any discussions with any Taney County or public service official, employee and/or consultant from any public service agency in Taney County, Missouri. Only those transactions provided in written form may be considered binding. Taney County will honor only written and signed transactions from vendors.

5. Taney County Sheriff's Department, Branson Police, Forsyth Police, Hollister Police, or Rockaway Beach Police Departments will not be liable for any pre-contract costs incurred by interested vendors participating in the selection process.

6. The contents of each vendor's proposal, including specifications shall remain valid for a minimum of 180 calendar days from the Proposal due date.

7. All documents submitted as part of the vendor's offering will be deemed confidential during the evaluation process.

8. Upon receipt of the proposals they will be evaluated and reduced depending on the number of responses to at a maximum of three vendors. They will be reduced based on the evaluation of factors listed on page 4 under SPECIAL INSTRUCTIONS TO PROPOSER, section 2 items 1-6. Those vendors remaining will be required to host a demonstration of the software product in front of a group of evaluators. Those hosting this demonstration must be prepared to answer all questions posed by the evaluators.

9. Invoicing: If awarded the County/Cities agree to pay the Vendor in accordance with the rates set forth on the pricing page. Payments will be paid by the County/Cities based upon an itemized statement of services furnished by the Vendor and subject to approval by the requesting department that the Vendor fully performed the work satisfactorily.

10. Subcontracting: The Vendor must function as the single point of responsibility for the County, regardless of any sub-Vendor arrangements for all services provided. The Vendor must submit a list of sub-Vendors to the County for approval within thirty (30) days from the beginning of this contract. This shall include assuming responsibilities and liabilities for all material, and services provided. None of the

work or services covered by the contract shall be subcontracted without the prior approval of the County.

a. No vendor shall submit a proposal comprised of separate software packages from multiple subcontractors.

11. Investigation of Conditions: Before submitting a proposal, proposer should carefully examine the scope of this work including consideration of the site of the work, and fully inform themselves to the conditions of the equipment and limitations.

12. Contract Award:

1) The County reserves the right to reject any or all proposals and to waive any minor informality or irregularity in a proposer's response if deemed in the best interests of the County.

2) Award of a contract resulting from this RFP will be made only by written authorization from the County's Purchasing Office.

SPECIAL INSTRUCTIONS TO PROPOSER

1. Proposer's Contacts: All questions regarding the scope of work, proposal process, etc., must be directed to Sean Barnwell in writing by email at sbarnwell@bransonmo.gov. Proposer may not contact other employees of the County or any public service agency in this county concerning this procurement while the proposal and evaluation are in process. The Last date to provide a question in reference to this proposal will be **3:00 p.m., October 30, 2009**

2. Proposal Evaluation Criteria: Any contract resulting from this request shall be awarded to the proposer's response providing it is deemed the most beneficial to the County. Evaluation of the responses will be based on a weighted scale of each section of the RFP to wit:

1.	Vendor Qualifications	10 points
2.	Support	10 points
3.	Installation	10 points
4.	Pricing	20 points
5.	References	10 points
6.	Software Capabilities	25 points
7.	Demonstration	15 points

VENDOR QUESTIONAIRE

- Vendor must provide information where requested directly in the spaces indicated; or on a separate document as long as the answers correspond to the lettered or numbered question.

- Vendors may provide additional information in an attachment clearly indicating the page number and item to which you are responding.

- Vendors may insert additional comments or responses following questions.

A. *Vendor Qualifications*

1) ***Company Name***: _____
2) Local Address Serving Taney County: _____
   _____
3) Headquarters' Address: _____
   _____
   _____
4) Vendor Representative(s):

Name	Title	Telephone	E-mail
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5) How many years has the company actively participated in public safety systems? _____
6) How many employees does the company have? Nationwide /Locally _____
7) What was the prime vendor's annual gross revenue during the last three fiscal years?
   2006 _____ 2007 _____ 2008 _____

B. *References*

Attach a reference list as indicated for at least 5 sites that are currently using the proposed system(s).

1) Name, Address, Contact Person, Title, Phone Number
2) Configuration Installed
3) Approximate Service Area Population
4) Operational Applications
5) Installation Dates

C. ***Attachments***

1) Describe, in detail, how configuration and/or customization changes are affected in subsequent releases.

2) Explain how changes to State and/or Federal forms are distributed to your clients and identify whether there are charges associated with such updates.

3) Explain how the product will keep up with new releases of Windows operating systems, MS Office, Server, and database software.

4) Provide a complete list of all standard reports (reports may be provided via CD).

5) What is the closest agency operating your full product line of software and a contact person at that agency?

D. *Hardware*

I. Servers - Provide the hardware configurations for each system component that will function as a server (application server, database server, file/print server, message switch).

1) System information

Vendor _____
Model _____

2) CPU

Type _____
Speed _____

3) Number of CPU's (if multiprocessor capable)

Minimum Required _____
Recommended _____

4) Memory

Minimum Required _____
Recommended _____

5) Disk space capacity

Minimum Required _____
Recommended _____

6) Disk array configuration proposed? Y/N _____
RAID Level(s) supported _____
Hot-swappable drives/components Y/N _____
Automatic, on-line data recovery supported Y/N _____
7) Number of users supported _____
8) Is a redundant server required? Y/N _____
9) Is redundant server suggested? Y/N _____

II. User Workstations - Provide the configurations for user workstations that will allow for proper performance of all proposed applications functionality.

1) CPU Type/Speed

Minimum Required _____
Recommended _____

2) Memory

Minimum Required _____
Recommended _____

3) Disk Space

Minimum Required _____
Recommended _____

4) Display resolution(s)
   Minimum Required _____
   Recommended _____
   Supported _____

5) Other hardware
   Required _____
   Recommended _____

6) Operating System(s)
   Recommended _____
   Supported _____

7) Additional applications/software
   Required _____
   Recommended _____

III. Laptops/Mobile Devices - Provide the configurations for user mobile device that will allow for proper performance of all proposed applications functionality.

1) CPU Type/Speed
   Minimum Required _____
   Recommended _____

2) Memory
   Minimum Required _____
   Recommended _____

3) Disk Space
   Minimum Required _____
   Recommended _____

4) Display resolution(s)
   Minimum Required _____
   Recommended _____

5) Other hardware
   Required _____
   Recommended _____

6) Operating System(s)
   Recommended _____
   Supported _____

7) Additional applications/software
   Required _____
   Recommended _____

E. *Implementation*

1) Attach a tentative implementation plan and schedule for the Taney County/White River Emergency Communication Project.

2) What amount of elapsed time in months is typically required to implement a project of this size and complexity? _____

3) Describe the software installation services included in this offering.

4) Describe all customer installation responsibilities.

5) Is software installation performed at the client site or at the vendor's offices? _____

6) If software installation is performed at the client's site, is vendor staff on-site to perform the installation?

7) Define the required Taney County and City staff related training during implementation, testing and recurring support of the proposed solution.

8) Explain your system certification, acceptance and testing procedures.

9) Is data conversion completed on site or at Vendor's site?

F. *Training*

Training **shall** be provided to Taney County and City personnel at all levels.

1) In summary, describe the training and associated days/hours that are included with each level (supervisors, system administrators, end users) of the proposed system.

2) Are training manuals included as a part of the training? Y / N

3) Describe fees for additional training if required?

4) How long do the vendor's personnel remain onsite after installation and training?

G. *Support and Maintenance*

Complete the support and maintenance matrix below based on your proposed approach. On an attachment, list any exceptions or limitations to your proposed support/maintenance services.

Proposed Services	***Application Software***
What is the length of the support/maintenance after system acceptance (months)?	
What are the hours of support coverage (e.g., M-F 0700-1800)?	
• Telephone Support (Y/N)?	
• Toll Free "800" number (Y/N)?	
• Via modem/secure link (Y/N)?	
Method used?	
• Average response time	
Off-site?	
On-site?	
Maintenance	
• Updates, version upgrades, enhancements and bug fixes included (Y/N)?	
• How often are enhancements/version upgrades provided?	
• What method of installation is used for enhancement/version upgrades?	
Hourly rate for services not included in the support/maintenance agreement?	
• Minimum hours charged?	

Describe how your clients request software enhancements and what process is followed for determining which enhancements will ultimately be incorporated into future products.

H. *System Maintenance and Operation*

1) What is Taney County obligations following a new release/major redesign of an application?

2) Does the vendor mandate the installation of new releases? Y/N _____
   a. If yes, what is the time frame to install new releases? _____months
   b. Is there an additional charge for new releases? Y/N _____
   c. Is conversion assistance provided, if needed? Y/N _____
   d. Is new documentation provided? Y/N _____
   e. Is additional training provided? Y/N _____
   f. Is maintenance continued for the old release? Y/N _____
   If yes, how long? _____months

3) Define a plan for daily, weekly, monthly backup and archiving? How is the data backed up? What is the amount of data that needs to be backed up?

4) Describe problem management and escalation procedures.

5) Describe the procedures for customer-initiated trouble reporting, status tracking and correction.

6) Taney County anticipates a comprehensive support agreement be implemented with the vendor. Please identify your proposed recurring support plan, with associated pricing up to ten years. (The vendor may attach the standard maintenance agreement with option plans shown.)

I. ***Q & A***

1) Is licensing structure site, user, or concurrent licensing?
   _____

2) Describe the architecture of the software applications and their support for networked environments. A. Client/Server Y/N_____ b. Terminal Emulation Y/N_____

3) Are external system interfaces/client to server communications TCP/IP compliant? Y/N_____

4) What is the average number of calls for support you receive from a customer per month?

5) How many support personnel do you have on staff and what is the minimum number you have on duty to receive calls during the day?

J. *Pricing – Payment Terms*

Describe your proposed payment terms. Taney County (including Branson Police, Forsyth Police, Hollister Police, and Rockaway Beach Police) reserve the right to negotiate these payment terms with the selected vendor during contract negotiations.

1) Using the data attached to this request provide a quote for your product broken down the following ways:
   a. Total price to include all modules of software to achieve our goals for all agencies listed. Separate the price for each piece of software.
   b. Price per agency for all modules of this software needed. Separate the price for each piece of software.
   c. Cost of support per year for the entire project.
   d. Cost of support per agency.
   e. Cost of support for after hours/holiday support.

2) It should be understood by you the vender that all modules of your software are necessary up front to make each agency operational. However there will not be enough money available for this project in the first year to make payment in full for your software suite. Please present your plan for this project to receive the full resources of your products first year while paying through grant funding over several years time span. This plan should include both short and long term limits and make note of if and how your company has handled this situation in the past.
   a. If you are selected as the vendor you will be required to agree to a FUNDING CLAUSE such as this:

      The Agency believes that funds can be obtained sufficient to pay all monies due during the Term of this Contract and hereby covenants that it will use its best efforts to pay such monies. It is the Agency's intent to pay monies due for the full Term if funds are legally available there for. If no funds or insufficient funds are appropriated and budgeted in any fiscal period for monies due under this Agreement, then the Agency will immediately notify the Contractor of such occurrence and this Agreement shall terminate on the last day of the fiscal period for which appropriations were received without penalty or expense to the Agency of any kind whatsoever, except as to the portions of monies herein agreed upon for which funds shall have been appropriated and budgeted.

3) List all expected hardware expenses to implement your product in our agencies.

4) List any additional software expenses for additional software you have not included in this proposal or that is not sold or maintained by you to implement your product or make it operational.

K. *Exception to Terms and Conditions*

Describe, in detail, any exceptions to RFP terms and conditions. When listing exceptions, please reference the section and page number from the RFP.

L. ***SOFTWARE CAPABILITIES***

Response Form Instructions

Any vendor failing to include these forms will be disqualified.
Proposer will answer with one of the following responses only:

"**Y**"- The proposed system currently meets the requirements of the section and is included in the proposed system.

"**N**"- The current software does not meet all of the requirements, and the vendor does not anticipate development to address this requirement. If the system only meets a portion of the requirement, proposer shall answer "No" and add an explanation of the deviation in a separate section entitled "Exceptions" and reference the requirement number.

"**M**" – (Modification Required) The proposed system does not currently meet the requirements as specified, however the proposer will meet the requirement through new development. The Proposer will list the anticipated date of availability of software meeting the specification and list any additional cost associated with providing the development. This information will be detailed in a separate section entitled "Exceptions" and reference the requirement number.

A.	General Functional Requirements	Yes	No	MR
1.	The application software modules must be fully integrated to maximize information sharing and reduce duplication of effort.			
2.	The server application must run on a Microsoft Windows based server, using Microsoft® 2000 Advanced Server, or 2003 Server.			
3.	The application software must be multi-jurisdictional capable that allows individual agencies access to their own records and assigns incident numbers consecutively for each agency. Access to other agencies information within the system must be configurable within the system. Numbering systems must be configurable, allowing each agency to use their own numbering scheme for incident records.			
4.	The system must be modular, and the vendor must currently provide the following application modules:			
	Multi-Jurisdictional RMS			
	Computer-Aided Dispatch			
	Multi-Agency Dispatch			
	Mobile Field Reporting			
	Case Management			
	Jail Management			
	Civil Process			
	E911 Interface (ANI/ALI)			
	CAD Mapping / Crime Analysis Mapping			

	Fleet Maintenance			
	Property and Evidence Bar Coding			
	NCIC/State Interface			
	Alarm Records and Billing			
	Permit and Ticket Processing			
	Silent Dispatch for Mobile Units			
	Messaging			
	UCR and NIBRS Data Collection and Reporting			
	Information Sharing System			
	Employee Scheduling			
	Interface to Firehouse Software			
5.	All drop down menus shall be easily configured by the agency. Any changes to drop down menus must be automatically updated at each client when a new user logs on, without any further intervention by a system administrator.			
6.	All client software upgrades/updates will be automatically sent to the user's machine from the server without any further intervention by a user or system administrator.			
7.	User permissions must be able to be assigned at a group level.			
8.	User permissions must be configurable to be able to control access at the program level, screen level, and down to the field level. Levels of permission must include read, read/write, and view.			
9.	User permissions must be definable not only at the group level, but also at an individual level within a group.			
10.	The system shall automatically log off a user after a period of inactivity, the time period being configurable by the system administrator			
11.	The system will take full advantage of all available Windows features, including the ability to tile, move, and resize all windows, copy and paste capabilities and the ability to print the active screen from all applications.			
12.	The client applications must be able to use dynamically assigned IP addresses, not restricted to static IPs.			
13.	The system will include an email system with individual and group email capabilities, as well as the ability to send and receive attachments. When new mail is sent to a user, a flashing visual screen indicator will appear on the recipient's screen.			
14.	All modules should be fully integrated to reduce redundant entry.			
15.	The system must be optimized to prevent multiple master name entries for the same person. At any module that creates a new master name entry, the system will alert the user of any existing similar master name. If an existing Master Name is present, the user will have the ability to select the existing Master Name to auto populate the current form with the relevant data.			
16.	In the event of multiple master name entries for the same person, a user with the appropriate permissions will have the ability to combine multiple name entries to result in a single record.			
17.	The system shall use consistent design and functionality associated with all, so that system users can easily transition from screen to screen.			

18.	The system will feature system an audit log to track user activity. It should record every time a record is created, updated, or deleted, capturing the date, time and user making the change on a field-by-field basis. Reports can be generated on user activity and search tools can be employed to locate specific criteria.			
19.	When printing individual Incident Reports and Master Name Files, users will have the ability to redact selected sections to be omitted from the printed output. Further, reports including individual officer narrative data will have the ability to choose at run-time whether to print each narrative starting on a separate page.			
20.	The system shall be capable of saving selected reports to various file formats, such as pdf, graphic, html, xhtml, etc.			
21.	As a primary system requirement, the system shall be capable of participating in a regional information sharing system.			
22.	The responding vendor must have been in business for a period of not less than ten years providing public safety software systems.			
23.	They system will be able to automatically roll over to a new numbering sequence on a given date, such as the beginning of a new year.			
24.	Select users will have the ability to print the active screen at anytime within the application.			
25.	Deletion of a master record requires a password.			
26.	Deletion of a linked record requires a password.			
27.	All entries run through the software in NCIC and or MULES will be logged and maintained for a specific time period as required by MULES and NCIC regulation.			
28.	Software will have the ability to generate forms or reports and current reports being used will be created by the vendor, such as: Missouri State Alcohol Influence Report Missouri State Accident Report Probable Cause Statement Investigative Subpoena Missouri Crime Lab Analysis Missouri Juvenile Custody Notification			
B.	**Records Management System**	**Yes**	**No**	**MR**
1.	The Records Management System will be the base application system, with all modules integrated with the RMS.			
2.	The Records Management System will be made up of major and minor file components. Major File components will include Master Names, Incident File, Business File, Property File, Vehicle File and Hydrant File. Minor Files will include the Employee File, Warrants, Citation, Arrest, Booking and Bad Documents.			
3.	All files will be easily accessible through Menu lists, icons, or user defined short cut keys.			
4.	All main fields should be searchable.			
C.	**Master Name Files**	**Yes**	**No**	**MR**
1.	The Master Name file must provide a record of every individual listed in the			

	system.			
2.	Each Master Name shall as a minimum include the following data:			
	Last, First, and Middle Name			
	Aliases and Nicknames			
	Date of Birth			
	Sex			
	Race			
	Ethnicity			
	Height & Weight			
	Eye Color and characteristics			
	Hair Color, length and style			
	Facial hair			
	Jewelry (including piercing)			
	Scars, Marks, Tattoos			
	Complete Address			
	Drivers License Number			
	Place of birth			
	Reason person was entered- i.e. name type			
	Ability to flag a person as a registered sex offender/ Megan's Law			
	Ability to flag a person as known resistor			
	Ability to flag a person as known offender			
	Gang Affiliation			
	Death Flag and death date			
3.	Each Master Name file shall have the ability to record a person's email address and website.			
4.	Each Master Name shall have the ability to record a person's employment and employment history.			
5.	The Master Name file will have the ability to record hyphenated names.			
6.	Each Master Name will include the ability to record digital images, including scars, marks, and tattoos, and audio/video clips associated with the Master Name. These must include all common file extensions, including: jpg, bmp, tiff, wav, mpeg and avi.			
7.	One digital image will appear on the primary master name record for an individual without having to open any additional screens. Additional images stored for that individual may be retrieved by opening an additional screen. All stored images will be able to be enlarged to near full screen by double clicking on the image. All stored images will be printable from within the application.			
8.	Each Master Name should include fingerprint images linked to the Master Name record.			
9.	Each Master Name shall have the ability to record the fingerprint classification codes for each person.			

10.	Whenever a primary field in a Master Name file is updated, the previous value is stored with the file in a history section listing the previous value and the date it was changed. This will include any change to a person's name, address, phone, DOB, SSN, physical characteristics, and employment. All history files will be searchable.			
11.	All incidents to which a person has been associated shall be listed on the Master Name record. It will list the following: The incident number The type of incident The person's involvement in the incident The date of the involvement The ability to enter text that further describes the person's involvement in the incident.			
12.	The users can access a selected linked incident with a click of the mouse.			
13.	All vehicles to which a person has been associated shall be listed on the Master Name record. It will list: • Plate • Plate State • Year • Make • Model • Color • Involvement Date • A Text Field further describing the link. • Basic Impound and Disposition Information.			
14.	Each Master Name record will record all property that is: • Taken from an individual • Owned by an individual • Owned and reported lost or stolen. • All Bicycles registered to the person • All Weapons registered to the person • All Evidence seized from the individual • All Property damaged during an incident			
15.	Selected property associated with an individual will be accessible with a click of the mouse.			
16.	Property can be released from the owner's Master Name record.			
17.	Each Master Name record shall display any arrests of that person, listing the associated incident number, arrest date, arrest number, charge code, and other associated date. Retrieving the listed incident or arrest record will be accomplished by a single mouse click.			
18.	Each Master Name record shall display all warrants, Restraining Orders, and PFA's, notated as active or served, that the person has been listed as a defendant or complainant. Retrieving the listed warrant record will be accomplished by a single mouse click directly from the record.			

19.	Each Master Name record shall have the ability to record a person's method of operation (MO). This will include fields for building entry, exit, method of entry, type of victim targeted, type of area targeted, type of structure targeted, time of day, multiple types of weapons, and the ability to enter text comment describing the MO.			
20.	Each Master Name record shall list all citations written to that person, listing the citation number, violation code, date and time of the violation, and the officer writing the citation. Retrieving the record of each citation will be accomplished by a single mouse click directly from the master name record.			
21.	Each Master Name record shall list all bookings, and property seized during the booking process from the listed person, displaying the date and time, and booking number. Retrieval of the booking record will be accomplished by a single mouse click directly from the record.			
22.	Each Master Name record shall record all bad checks, fraudulent credit card transactions, and other fraudulent documents associated with the listed person. Retrieval of these records will be accomplished by a single mouse click directly from the Master Name record.			
23.	Each Master Name record shall have the ability to record known associates to the person, along with relationships.			
24.	Each Master Name record shall have the ability to list incidents that are linked to the individual, and all other persons linked to each incident record, on one screen. Users will have the ability to view any linked person's master name record with a single mouse click from the screen, which will include a list of incidents and name links to that person's record.			
25.	A "Rap Sheet" can be displayed to the screen or printed for each Master Name Record.			
26.	The printout will display the Agency name, Date and Time of the printout, and the person's name in the header of the printout.			
27.	The "Rap Sheet" will include involvements with incidents, vehicles, citations, other persons, etc. with the ability to redact sections and restricted fields. Printouts can also be limited to selected agency involvements in multi-agency situations.			
28.	Each Master Name record will have the option of setting an alert, which will send an internal email alert to the specified user whenever the Master Name record is changed.			
29.	Each Master Name record will have the option of setting a lock on a record, which prevents any user without the appropriate permission from viewing the locked record.			
30.	Each Master Name record can have several dated alerts with comments.			
31.	Each Master Name record will include the ability to record a comment/narrative. The application for entering text will be in a word processor format and the user will be able to flag the comments as an alert for Dispatch.			
32.	Any Master Name record, which is flagged for known offender, weapons, or resistor, will trigger color-coding highlights when performing name searches.			
33.	Whenever a new Master Name is being entered in the system, an automatic soundex search will be conducted by the system. Duplicate names will be displayed that alerts the user of a possible duplication, allowing the user to use the existing record, or the choice of creating a new record. An automatic search will also be performed when creating a new Master Name record and entering the Social Security Number. The search will display other name records that have the same SSN.			

34.	Each Master Name file will have the ability to use agency approved templates created in Microsoft Word© format. These templates can be database aware, allowing for importation of header and identifier information into template fields. Upon saving, the completed template will be stored in the database and can be printed as needed.			
35.	Select users can be authorized to lock a Master Name Record deemed to be sensitive to a user or permission group. These sensitive records will have access restricted to the selected user or permission group.			
36.	The Master Name file should also include a listing of all photographic lineups that the person is included.			
D.	**Incident File**	**Yes**	**No**	**MR**
1.	The Incident File must document all agency defined reportable events.			
2.	The System must be capable of assigning sequential numbers to each event. The agency should have the capability to include an agency identifier and year in this number.			
3.	Each Incident Report, at a minimum shall include the following data:			
	The System Log number			
	An optional Incident number			
	A number related to Computer-Aided Dispatch			
	An optional Criminal Case number.			
	Current Incident Status			
	Incident Disposition Status			
	An agency defined incident type			
	The Primary Agency Assigned			
	Dispatch Event Data			
	Location Data including full address, Intersection and intersecting street, city, state, and X/Y Coordinates (GPS Coordinates).			
	The received date and time			
	The occurrence date and time or range			
	Gang Association with the event.			
	The Incident should include a link with a GEO database that alerts the user of events being created outside the agency's service area. Regardless of the alert, users must be able to document and search for all such events.			
4.	If a CAD system is integrated, the basic incident information will be transferred to RMS when a CAD call is completed. This information should include the following:			
	The event address and premises type (including the Business name is business related)			
	The date received			
	The time received, dispatched, arrived, and cleared times.			
	The primary agency identifier.			
	The call source			
	The call status			

	Names linked to the event by dispatch			
	Vehicles linked to the event by dispatch			
	Officers / Vehicle assigned to the incident			
	Dispatch Comments			
	Dispatch Logged Events (read-only). This will include all assigned officers response status changes associated with the incident			
	Mules and NCIC responses			
5.	Each Incident record will list all associated Master Names, the date they were associated, a code listing the involvement type, and a comment field to describe the involvement. Users will have the ability to view a selected Master Name record with a click of the mouse.			
6.	Each Incident record will list all associated Business Names, the date they were associated, and a comment field. Users will have the ability to view a selected Business record with the click of a mouse.			
7.	Each Incident record will list all associated Vehicles, the license plate number, State, make, model, color, involvement code, basic impound information, and a comment field. Users will have the ability to view a selected vehicle record with a click of the mouse.			
8.	Each Incident record will list all property associated with an incident. Users will have the ability to retrieve a selected property record with a click of the mouse.			
9.	Each Incident record will list all arrests associated with an incident. Users will have the ability to retrieve a selected Master Name record, or Arrest record, with a click of the mouse.			
10.	Each Incident record shall have the ability to record method of operation (MO) information. This will include information on how suspect made entry; how they exited, the method used; victim and property targeted by the suspects; time range information; and, area target (zone, sub-division, etc.) information. Weapon MO should be by suspect.			
11.	Each Incident record shall have the ability to record full suspect physical descriptions and methods of operations related to the incident. In addition, a digital image of the suspect, such as surveillance photo or composite sketch, can be attached to the suspect information.			
12.	Each Incident record found to be associated with another incident(s) should have the ability to link to that incident(s). The user should be able to view a selected associated file with a click of the mouse.			
13.	Each Incident record shall list all citations written that are related to that incident, listing the citation number, primary violation code, date and time of the violation, and the officer writing the citation. The user should be able view the selected record, and all violations, with the click of the mouse.			
14.	Each Incident record shall list all lineups that have been associated with the incident record. Users should have the ability to view a selected lineup associated with the incident by click of the mouse. The user should also have the ability to view any selected person's Master name record that is associated with the line-up with the incident by click of the mouse			

15.	Each Incident record shall list all bookings related to the incident. It will at a minimum display the full name, date of birth, SSN, of the booked individual; all property seized for the booked person during the booking process; and the booking date. The user should be able to view the selected booking or master name with the click of the mouse.			
16.	Each Incident record will have the ability to add multiple separate comments/narratives to each incident. The application for entering a narrative will resemble a full featured word processor, complete with spell check, font selection, formatting options, etc. Each comment/narrative will be able to be titled.			
17.	Each Incident record comment must have a locking function to prevent unauthorized changes. This locking feature should occur when the creating user creates or modifies the narrative/comment.			
18.	Each Incident record will have the ability to use agency approved templates created in Microsoft Word© format. Templates should be able to import header information into selected fields in the template using Word© bookmarks. Upon saving, the completed template will be stored in the database and can be printed as needed.			
19.	A printout of each Incident record can be displayed to the screen or printed to any listed network printer.			
20.	The user will have the ability to eliminate select sections from the record printout, including linked name SSN, arrest data, or selected names records.			
21.	The printout will display the agency name, and incident number in the header of the printout.			
22.	Each Master Incident will include the ability to store digital images and audio/video clips associated with the Master Incident. These must include all common file extensions, including: jpg, bmp, tiff, wav, mpeg and avi.			
23.	The system shall be capable of a review process for incident reports that allows a user to send a notice to any system user(s) that a report is ready for their review. The feature will include a date stamp as well as the ability to send comments. Upon receipt of the report, the receiving reviewer can date stamp reading of the report. They also have the option of sending the report back to the issuer or on to another system user(s). The transaction record of the review process is recorded as part of the incident record and can be printed with the incident report if needed.			
24.	Each incident record will have an approval check box with the final approver's user name and date approved. The ability to grant approval rights to a user will be controlled by system administration tools.			
25.	The system shall have controls that can be set by the system administrator to restrict the printing of an incident reports that do not have final approval.			
E.	**Vehicle File System**	**Yes**	**No**	**MR**
1.	The Vehicle File System must include all record of all vehicles entered into the system.			
2.	Each Vehicle record must be capable of recording, at a minimum the following information:			
	Vehicle Plate			
	Plate State			
	Vehicle Type			
	Plate Year			

	VIN			
	Vehicle Year			
	Vehicle Make			
	Vehicle Model			
	Vehicle Color			
	Insurance carrier and policy number			
3.	All incidents to which a vehicle has been associated shall be listed on the vehicle record. It will list the incident number, the type of incident, and the vehicle's involvement code related to the incident, the date they were linked, basic impound information, and the ability to enter text describing that vehicle link to that incident. It will be easy to view a selected linked incident to a vehicle with a click of the mouse.			
4.	All persons to which a vehicle has been associated shall be listed on the vehicle record. It will list the Master Name, the person's involvement code related to the vehicle, the date they were linked, and the ability to enter text describing that person's link to that vehicle. It will be easy to view a selected linked Master Name to a vehicle with a mouse click.			
5.	All Businesses to which a vehicle has been associated shall be listed on the vehicle record. It will list the Business Name, the Business involvement code related to the vehicle, the date they were linked, and the ability to enter text describing that business's link to that vehicle. It will be easy to view a selected linked Business record to a vehicle with a mouse click.			
6.	All citations to which a vehicle has been associated shall be listed on the vehicle record. It will list at a minimum the ticket number, violation type, violators name, any associated incident numbers, date and time of the ticket. It will be easy to retrieve a selected Name, Citation, or incident record by a click of the mouse.			
7.	Each vehicle record will include a free text field with spell checker where a user can enter a comment about the vehicle. If Computer-Aided Dispatch is used, these comments should appear on the dispatch screen when flagged.			
8.	Each vehicle record will include the ability to record digital images and audio/video clips associated with the vehicle. These must include all common file extensions, including: jpg, bmp, tiff, wav, mpeg and avi.			
9.	Each vehicle record will include historical information on other vehicles the tags were assigned to.			
10.	The system must allow for the creation of a vehicle record for unregistered vehicles, as well as a vehicle displaying unauthorized tags.			
F.	**Property File System**	**Yes**	**No**	**MR**
1.	The Property File System shall be capable of recording every piece of property listed in the system.			
2.	The Property File System will be an integrated part of the Records Management System and should not be considered a separate module.			
3.	Bar Coding of property and evidence, including the printing of bar code labels, along with the look up and documentation of the presence of such property or evidence using a bar code scanner shall be available as an option.			
4.	The Property File System shall be capable of issuing sequential, unique property numbers for each item of property added to the system.			

5.	Each Property Record must be capable of recording, at a minimum the following information: A unique property log number A date / time stamp for when the item was logged into the system A flag for property entered as evidence Who submitted the property The owners name The name of the person the property was recovered from The incident number if the property is associated with an incident. A link to any Business record associated with the property. A link to a vehicle record associated with the property if appropriate UCR information for the property if stolen or recovered The Estimated and Actual Value of the property The Aisle and Bin location if the property was placed in the property room Estimated and actual disposal dates Statute of Limitations A free text property description			
6.	Each property record shall be capable of recording and printing a full electronic chain of custody for each piece of property			
7.	The system shall be capable of recording simultaneous electronic chain of custody and/or status updates of multiple pieces of selected property.			
8.	Each property record shall have fields to mark the property as recovered property and include fields for value of the recovered property, date recovered, location, free text comment area, and for a vehicle, if it was recovered within the jurisdiction or other location.			
9.	Each property record shall have fields to mark the property as stolen property and include fields for value of the stolen property, date stolen, location, free text comment area, and for a vehicle, if it was stolen within the jurisdiction or other location.			
10.	Each property record shall have fields to mark the property as found property and include fields for value of the found property, date found, location, and a free text comment area.			
11.	If the property record is for a bicycle, it will include fields for a registration number, date, and size.			
12.	If the property record is for a weapon, it will include fields for caliber, weapon type code, permit number and location field.			
13.	The property file record shall be capable of recording pawn data, to include the pawn code number, ticket number, value, pawn date, interest rate, maturity date, pawn employee ID number, whether the transaction was a sale, trade, consignment, or purchase.			
14.	Each property record will include the ability to store digital images and audio/video clips associated with the property record. These must include all common file extensions, including: jpg, bmp, tiff, wav, mpeg and avi.			

G.	Business File System	Yes	No	MR
1.	The Business File System shall be capable of recording every business listed in the system.			
2.	The Business file shall be capable of recording, at a minimum, the following information:			
	Full business name			
	Address			
	Business Classification			
	Type of Premise			
	Owner's name			
	Alarm Company			
	Alarm phone number			
	Alarm ID number			
	A unique identifying number			
	Multiple phone numbers			
	Email and web address			
	Emergency/after hour numbers			
	Alarm company information			
	Hazardous materials or weapons flags			
3.	Each Business record will include a list of emergency numbers of persons to call with name, telephone number, and the date the information was updated.			
4.	Each Business record will have fields to record extra patrol requests for last checked, next check due, and how frequently to be checked.			
5.	All Vehicles to which a business has been associated shall be listed on the business record. It will list the vehicle plate number, the vehicle involvement code related to the business, the date they were linked, and the ability to enter text describing that business's link to that vehicle. It will be easy to view a linked vehicle record with the click of the mouse.			
6.	All incidents to which a business has been associated shall be listed on the business record. It will list the incident number, the type of incident, the business's involvement code related to the incident, the date they were linked, and the ability to enter text describing that business link to that incident. It will be easy to view a selected incident with the click of the mouse.			
7.	Each Business record will list all items of property associated with the business. Users will have the ability to view the file of any listed property records by a single mouse click.			
8.	Each Business record will include the ability to record a comment/narrative. The application for entering text will be in a word processor format.			
9.	All persons to which a business has been associated shall be listed on the business record. It will list the person's name, the business's involvement code related to the person, the date they were linked, and the ability to enter text describing that business link to that person. It will be easy to view a selected name record by a click of the mouse.			
10.	Each Business record will include the ability to store digital images and audio/video clips associated with the business record, including floor plans. These include the common file extensions, including: jpg, bmp, tiff, wav, mpeg and avi.			

11.	The Business record should contain historical information for any changes made to the business information.			
H.	**Citation Files**	**Yes**	**No**	**MR**
1.	The citation file shall be capable of recording all citations and warnings listed in the system.			
2.	The Citation File shall be capable of recording, at a minimum, the following information:			
	Ticket / Warning number			
	Date and Time			
	Violation Codes (up to 5 characters for each agency defined code, with an unlimited number of codes)			
	Ordinance Codes (up to 5 characters for each agency defined code, with an unlimited number of codes)			
	Violation location			
	Officer			
	Offenders name			
	Vehicle involved			
	Court			
	Court Date and Time			
	Ticket Disposition			
	Speed Data			
	A free text comment field with spell check			
3.	A citation can be linked to records in the Master Name file, Business File, Vehicle file, and Incident file. By linking, the citation will appear on the record of each individual record listed.			
4.	The Citation File should be capable of recording monetary transactions associated with the citations.			
5.	As an option, the Citations File should allow for an increased fine after an agency set time period, with the ability to print parking ticket notices.			
I.	**Bad Documents Files**	**Yes**	**No**	**MR**
1.	The Bad Documents File System shall be capable of recording fraudulent, forged, or other illegally used financial instruments.			
2.	A Bad Document record can be linked to any listed Master Name file and Incident File			
3.	The Bad Document File will be at a minimum, capable of recording the following:			
	Check Numbers			
	Account Numbers			
	Financial Institution			
	Names used on the instrument			
	Amounts listed			
	Property obtained			

	Card Numbers			
	Document Dates			
	Document Owner			
	Reason not honored			
	Document payable to			
4.	All of the above listed fields will be searchable.			
J.	**Booking Module**	**Yes**	**No**	**MR**
1.	The Booking Module shall be capable of recording every booking event.			
2.	The Booking Module shall be capable of linking every booking to a Master Name. By this linkage it will automatically import related data to reduce redundant entry.			
3.	Each Booking record shall be capable of recording, at a minimum, the following information:			
	Arrest location			
	Detention location			
	Full physical description			
	Multiple charges, with codes and charge descriptions			
	Bond/Bail amounts by booking or charge			
	Employer information			
4.	If the booked person is a juvenile, the record shall be capable of recording parent/guardian and school information. It will also record a time and date of notification.			
5.	Each booking record will include the ability to store digital images and audio/video clips associated with the booking. These include the common file extensions,jpg, bmp, tiff, wav, mpeg and avi.			
6.	Each booking record shall have the ability to record each item of personal property that is received from an individual during booking, listing an article description, value, locker number, and comment section.			
7.	A printed receipt listing all property received will be able to be generated for each booking record.			
8.	Each booking record shall have the ability to list a series of agency defined questions. A free text response area for each question will be provided and will become a part of the permanent booking record.			
9.	Each booking record shall be capable of printing to the screen or network printer an arrest report listing full information of the arrest, including the person's digital booking image.			
10.	Each Booking record should be capable of storing numerous images of tattoos, scars, and marks.			
K.	**Employee File System**	**Yes**	**No**	**MR**
1.	The Employee File System shall be capable of recording all employees of an agency.			
2.	The Employee File shall be capable, at a minimum, of recording the following information;			

	A unique employee ID number			
	Badge number			
	Login Name			
	Employees Name			
	Address			
	Drivers License Information			
	Date of Birth			
	Race, Sex			
	Division, Squad, Office			
	Position title			
	Social Security Number			
	Phone numbers, including pager and cell phone			
	Emergency contact numbers for family members			
	Email addresses			
3.	The Employee File system shall be able to track allocated time off – holidays, sick days, vacation days, etc, for each employee, calculating time taken and time remaining for each category specified.			
4.	Each employee file record shall be capable of recording training received, date and time, credits received, and next due date for training.			
5.	Each employee file record shall display any special skills and certifications that an employee has for example: foreign language fluency, breathalyzer certification, SWAT, Dive, etc.			
6.	If Computer-Aided Dispatch is used, the employee skills must be searchable from the CAD screen.			
7.	Each employee file record shall be able to record an employee's emergency contact information, blood type, and religion choice.			
8.	Each employee file record shall include the ability to record a comment/narrative. The application for entering text will be in a word processor format.			
9.	Each employee record will include the ability to store digital images and audio/video clips associated with the employee record. These include the common file extensions jpg, bmp, tiff, wav, mpeg and avi.			
10.	Each employee file record shall be capable of recording the employee's rank, hire and termination dates, marital status, last review and next review dates, last raise date, and training officers name.			
11.	Each employee file record shall have attached a complete PIM (Personal Information Manager), including a personal event scheduler with built-in alarms and to-do lists.			
12.	Each employee file record shall have a list of the employees ranks held and department transfer and record the effective date.			
13.	Each employee file record shall have a list of disciplinary actions, showing beginning and end dates, duration, and a free text comment field.			
14.	Each employee file shall list all the employee's allergies and other special medication or medical concerns.			

L.	Database Search Capabilities	Yes	No	MR
1.	The Records Management System shall have very robust search capabilities. The ability to extract information out of the system in an easy manner for all level of users will be a primary requirement of the system. Searching tools should allow users to quickly search the database for records that match user-definable criteria. Information from records in every file should be able to be queried.			
2.	Field searches can be run from any file screen for a quick search. Searchable fields will be color coded to indicate allowed fields when the screen is placed in search mode. A single field or combinations of fields must be capable of being searched. Results sets will be easily viewed by paging through the result list. The number of records returned in the result set will be displayed on the screen.			
3.	In addition to the searches from the file screens, a user interface to run a variety of database searches will be provided. The formatted search screens will include at least specific searches for the following, with the user able to specify search parameters, including wild cards and partial strings:			
	Name search			
	Address search			
	Incident Type/Date search			
	Vehicle/Plate search			
	Suspect search			
	Method of Operation (MO) search			
	Aliases search			
	Comment/Narrative text search			
	Scar and Mark search			
	DOB, DL, SSN, Misc. State and Federal numbers search			
	Involvement code search			
	Incident Date and Time search			
	History searches of DOB, Phone #, SSN#, employment, and physical description			
4.	In the searches above, when result sets are returned, the user can select specific records by a mouse click and the record will retrieved.			
5.	Searches shall be able to be performed looking for specific values as well as the ability to range values, i.e. search for 1005 Washington St. or 1000 to 2000 Washington St.			
6.	Searches can be done using a “wildcard” designator and/or partial string searches.			
7.	When searching, information contained in history files as well as active records will be searched.			
8.	As an option, Database search should provide an association search that includes name-to-name links, name-to-incidents, name-to-businesses, name-to-vehicles, and names-to-cases. This search should allow for a search of numerous user defined association levels. Upon obtaining a search results, the user should be presented with a visualization that displays the links, with images.			

M.	Reporting Capabilities	Yes	No	MR
1.	Each of the main system files listed above will have report applications that allow the user to execute preformatted reports based on parameters specified for virtually any field and value or value range within the file system.			
2.	Color graphs may be produced for searches of incident data. Graphs can be printed in a variety of formats, to include bar charts, line charts, scatter charts, and area. The graphs will display in contrasting colors and be fully labeled. The graphs will be able to be displayed on the screen, or printed to any network printer, or be saved to file, including the file formats of .html, xhtml, .pdf, excel file, rich text file, graphic file, and text file. All Charts will be labeled with the agency's name.			
3.	Reports shall be able to be performed by using multiple search parameters across multiple tables and files. The search screens will allow the user to build searching statements, assisting the user by presenting conditions such as greater than, less than, between, is equal to, is not equal to, is in list, etc. In addition, if the search involves code lists, the application will present the user with the appropriate lists within the statement building utility.			
4.	The reports generated in the above requirement may be displayed to the screen or printed to any attached network printer.			
5.	Preformatted reports will be available for various formats. Within each of these reports the user will have the ability to specify the report search parameters. At a minimum, these reports will include the reports with the titles: Name File Search and Report Incident Search and Report Incident File Search and Chart Incident File Comparative Charts Response time Report Officer Type Analysis Report Employee Search and Report Basic Property Listing Stolen/Recovered Report Evidence Report Business File Search and Report Booking File Search and Report Warrants Report Citation Report Arrest Report			
6.	In addition to the preformatted reports, several internal report building tools should allow the agency to create customized reports and forms, extracting data between any and all the recorded fields and tables. The feature will be able to save report formats for future use and by other permitted users.			
7.	There must be a report and export capability to search for and export data to Microsoft Word©, Excel©, HTML, and Rich Text.			

8.	Completed reports shall be able to be exported to a variety of file formats to include: .html, xhtml, .pdf, excel file, rich text file, graphic file, and text file.			
9.	Agency logos can be included in any report and will display and print in a highly professional manner.			
10.	Searches for specific crimes can be displayed on a map for geographical reference and then exported to a graphic file or html file			
N.	**Crime/Incident Report Form**	**Yes**	**No**	**MR**
1.	The System should utilize an incident report form for data entry that takes full advantage of the integrated nature of the system. From one "form" a user can enter data and link records from each of the following file systems: Incident file Master Name file Business file Vehicle file Property file Citations Suspects			
2.	This form will automatically perform a soundex search of the Master Names file for existing records.			
3.	If a like name is already present in the system, the user will have the option of selecting a matching name and it will auto populate the form with the person's information. This should minimize the entry of duplicate name records.			
4.	If the system does not find an existing record, the user can create a new name record without leaving the form.			
5.	The user will have the ability to access a selected name record with the click of the mouse.			
6.	The report will take into account historical name information. Any changes made to the Last, First, Middle, or Nickname fields in an existing name record will not change the information in an older report form, but will highlight the name information to indicate that changes have been made.			
7.	The form will provide the ability to link a vehicle to an incident report. When entering the vehicle plate and State, the system will check to see if a vehicle record currently exists in the system. If it does, it will automatically populate the form with the vehicle's information. If not, the form will automatically provide the fields necessary to start a new vehicle record.			
8.	The form will be able to link selected names and vehicles that are listed on the form. Each link will have an Agency defined involvement code.			
9.	The form will have the ability to enter citations for persons and businesses. The citation entry section will allow the user to pick from Names, Businesses and Vehicles already listed on the report to shorten data entry time and to create the background links from a citation to a name to a vehicle to the incident record.			

10.	The form will have the ability to enter suspect information (when the suspect's name is unknown), with fields included for complete physical identifiers, M.O. data, and a free text comment field.			
11.	The report form will allow for unlimited entry of new property. It will also allow for the updating information on existing property items.			
12.	The form will list all businesses in the Business File that are associated with the reported event.			
13.	The form will have the ability to track report review requests and approvals.			
14.	Each form will have the ability to add multiple separate comments/narratives to each incident. The application for entering a narrative will resemble a full featured word processor, complete with spell check, font selection, and formatting options. Each comment/narrative will be able to be titled.			
15.	Each form will have the ability to use templates created in Microsoft Word© format. Upon saving, the completed template will be stored in the database.			
16.	The system shall provide a review process for incidents. This feature will allow the user to send a notice to another system user(s) indicating that a report is ready for review. The feature should capture the date the request is sent, as well as any requestor comments. Upon review, the reviewer can date the response, approve the report, and indicate a new agency defined disposition. Each review will create a transaction record that will be part of the Master Incident record, and additionally, can be part of the incident printout.			
17.	The Report will have the ability to display any agency created Standard Operating Procedures (SOPs) that are associated with the Incident type selected.			
18.	The creation of a new Incident Report should create a new entry in an officer activity log, with times started, ended, the duration, and incident link.			
19.	Reports will have the ability to be printed redacting certain information as selected by the agency. This will be used to comply with sunshine law requests.			
O.	**Mobile Field Reporting, Mobile Client, Remote Site Access**	**Yes**	**No**	**MR**
1.	A software application capable of connecting wireless clients to the RMS application server shall be provided. The application will be capable of serving as a TCP/IP gateway from the wireless system to the RMS application using industry standard wireless network protocols. (e.g. EV-DO, CDMA, etc.)			
2.	The mobile system will incorporate a high level of security, including end-to-end 128-bit encryption and authentication.			
3.	The mobile client shall be able to work in disconnected mode. When a network connection to the server becomes unavailable, the user will be notified that the connection does not exist and give the user the option to continue to work in disconnected mode.			
4.	When the mobile client is working in disconnected mode and the connection is re-established to the server, all information entered while in disconnected mode will be uploaded to the server and all files updated accordingly.			
5.	When in disconnected mode, the application will continue to attempt to establish a connection with the server and notify the user when the connection is achieved.			
6.	The mobile application will display visual indicators of the current connection status - either connected or disconnected.			

7.	While in disconnected mode, the user will be able to start a new incident report and enter information. The application will assign a temporary number to the report. When a connection with the server is established, the application will automatically assign the next agency incident number to the report and upload the information entered while in disconnected status.			
8.	The Mobile System shall be capable of "real time" text messaging between other mobile clients, RMS and CAD users. Users will be able to select individuals to receive messages, or may send messages to all logged on users.			
9.	The text message screen will display a list of all on-line messaging users. The user will have the option of selecting a single or multiple recipients from the list to send a new text message.			
10.	The text messaging window will display a list of all sent and received text messages, received messages will be date and time stamped.			
11.	When the mobile client receives a new text message, an audible and visual notification will alert the user.			
12.	The application will have a quick button and programmed function key that sends a response of "Acknowledge Last Transmission" to the last user that sent a message.			
13.	The mobile client will have an application screen optimized for use in the changing ambient light conditions present in a mobile environment, i.e. the ability to change background/foreground colors for Day/Night conditions.			
14.	The mobile client will have access to the RMS files, including: Incident File Master Name File Vehicle File Property File Business File Employee File Citation File Geo File Officer Logs			
15.	The mobile client version of the above listed files will have the same consistent look and functionality as the LAN version of the client software whenever possible.			
16.	The Master Name, Vehicle, Business, and Geographic files on the mobile client will have the ability to display images; however the image will not load until the user of the mobile client asks for it from the server. If the image is stored on the RMS server, a notification that the file is available will display on the client application. The user can then choose to view the image.			
17.	The incident report form will have a similar "look and feel" in the mobile client as it does in the LAN client application.			
18.	The mobile client application shall have the ability to search the RMS database for, at the minimum the following:			

	The Name File			
	The Incident File			
	The Vehicle File			
	The Business File			
	The Citations File			
	The Warrants File			
	The Geo Database			
	The Property File			
	Officer Logs			
	Arrests			
	In addition, there should be a database search feature that includes at a minimum the following:			
	Officer assigned incident/cases			
	Addresses			
	Prior Activities at locations			
	Requested Reviews			
19.	Any record listed in a search from any of the above fields will be able to be easily retrieved by a simple mouse click.			
20.	The mobile client will include a Query interface to State/NCIC databases including inquiry screens for vehicle registration, driver's license registration, wanted persons, gun inquiry, and stolen property.			
21.	In the mobile client, when State/NCIC queries are returned, the user will be notified by audible and visual cues. Positive hit responses will play a separate alert tone. Positive hit responses will be displayed in red letters in the response matrix.			
22.	The State/NCIC response screen matrix will have user selectable font sizes to configure to the users preference for readability.			
23.	The State/NCIC entry screen will have color-coded fields identifying mandatory and optional fields. Drop down lists will assist the user in selecting proper codes as needed.			
24.	The State/NCIC entry screen will have a list of all available entry screens, and user programmable buttons and function keys for quick retrieval of specific screens. The application will display at least 10 programmable buttons for form retrieval.			
25.	The mobile client will include an "Officer Needs Assistance" button/function key to send a system alert.			
26.	The mobile client will have an "initiate traffic stop" button/function key to update CAD screens with the car stop information.			
27.	The mobile client will have a silent dispatch function to receive information from the CAD system of dispatched calls including call location, caller information and dispatcher notes. When a new call is sent to the user, the user will be alerted by visual and audio alerts.			

28.	Mobile users will be able to update their CAD status through button/function keys. Button/function keys functions will include the ability to send status updates to include: Enroute, Arrived at Scene, Status Change, Officer Initiated Call, Clear from Call.			
29.	Status Change codes will be agency-defined.			
30.	From the mobile client, when the user activates the Officer Initiated call feature, a window will appear with a new CAD# assigned; the call will be time and date stamped, and marked as an officer initiated call. From this screen, the officer can enter full call information, including dispatch notes. All information entered from the mobile screen will update in the in-house CAD application, visible to all dispatchers.			
31.	The mobile client will have full access to the systems internal email system.			
32.	The mobile client will be able to display the current dispatch status of all units listed in CAD. The display grid will be color coded for unit statuses and highly customizable by the user to arrange display properties.			
33.	The mobile client will be able to view all active and pending CAD calls, listing units assigned and their current call status.			
34.	The mobile client will display a bold visual indicator on a master name record if an active warrant is recorded for the person.			
35.	The mobile user will be able to initiate, complete, review and approve incident reports wirelessly from the field, generating a new incident number as required.			
36.	Mobile users will have the ability to view and edit/update existing database records from the field.			
37.	Mobile users will have the ability to scan driver's license bar code information into the RMS system which will query the system for the licensee and populate citation personal data fields with no input from the user.			
38.	Mobile users will be able to then print citations for violations from the RMS system.			
P.	**Lineup Operations**	**Yes**	**No**	**MR**
1.	The Records Management System shall include the ability to create image lineups. The images will be drawn from Master Name images.			
2.	The system will be able to produce 1, 6 or 8 image lineups.			
3.	Lineups may be created by manually selecting names, or by searching by physical characteristics, address, MO's, etc, and then selecting images for the lineup.			
4.	Created lineups may be linked to any incident record in the system.			
5.	Lineups can be displayed as a screen view or printed to any network color printer.			
Q.	**Computer Aided Dispatch (CAD)**	**Yes**	**No**	**MR**
1.	The CAD system shall be capable of assisting dispatching by listing available units, recording call information, and tracking dispatch events. It will be highly integrated with the Records Management System so previously recorded information can reduce new call entry time, The dispatcher can import existing name and vehicle information into a call.			
2.	The CAD screen will allow for multiple docking positions of screens, and the resizing of individual windows.			

3.	The CAD screen will allow full use of a mouse to navigate through screens and also to dispatch units using drag and drop dispatching.			
4.	In addition to using a mouse, a command line will be supplied to allow for manual keyboard entry for dispatching units, changing statuses, and a full variety of commands.			
5.	Any screen layout used by a user will be "remembered" when a user logs out. When that user logs back in, the screen layout will be returned to the logout settings.			
6.	The system will support single and/or multiple monitor setups.			
7.	The CAD system will be capable of dispatching for multiple agencies, and have the ability to assign different incident numbers for each agency.			
8.	The CAD system will be able to assign units from different agencies to the same call without the dispatcher needing to manually duplicate the call information.			
9.	The CAD system will be able to recommend units to dispatch for an incident based on the district the incident is reported in, and/or a dispatch pre-plan set up by the System Administrator.			
10.	The CAD system will have an event history screen which lists all changes in statuses and events. The dispatcher can change the indexed order in which information appears.			
11.	When entering a caller's name on a new call, the system will perform a soundex search of the Master Name Index for exact or similar names and present the user with the option of selecting an existing listed name.			
12.	If an existing name is selected, the persons address, date of birth, and phone number will automatically fill the appropriate fields on the caller information screen.			
13.	When a caller's name is entered, the system will check for any previous contact listed in the system for that name, and display a list of all linked incidents. The listing will include the incident number, type of incident, date of the incident, and their involvement code. Any listed incident report can be easily retrieved by a mouse click.			
14.	When a caller's name is entered, the system will check for active warrants in the system and display a clear visual flashing warning if an active warrant is on file. The warrant record can easily be retrieved.			
15.	When a caller's name is entered, the system will check the Master Name Index for any warnings that have been recorded for the individual. If a dispatch alert has been recorded, the complete warning text will pop to the dispatch window.			
16.	When a caller's name is entered, the system will check for any citations (including warnings) that have been recorded for the individual. It will check for citations within a period of time proceeding the date, the period of time configurable by the system administrator. The citation record will be easily retrieved by a mouse click.			
17.	When entering the location of a call, if the user double clicks on the call location area, the listed callers address will be inserted.			
18.	Call location can be specified by an exact address, area, intersection or business.			
19.	If a business name is selected, the system will automatically transfer that business' address as the call location.			
20.	When a call location is entered, the system will automatically check for previous calls to that location. The search will be for range of addresses around the specified address, as specified by the system administrator. All calls to addresses in the range will be displayed showing the incident number, type of call, time and date, actual address, etc. Any listed incident will be easily retrieved by a simple mouse click.			

21.	When a call location is entered, the system will automatically search the Master Name File and check for individuals with an address at or near the listed call. Matching Master Name records will be displayed in a list with their listed address, along with any flags such as resistor, wanted on warrant, weapons, or known offender will be displayed. Any listed name record can easily be retrieved by a simple mouse click.			
22.	The system will have a geography file in which a specific address or address ranges can be listed. This file can record information on type of responses, incident type by assigned agencies, number and type of units that are required at the listed address, and any hazardous material or weapons warnings. It is capable of recording images such as photographs, building sketches, blueprints, etc. It will be capable of recording response recommendations based of call types and agencies. It will have a text area for special instructions and descriptions. It will contain a text area specifically for pre-plan instructions. The file will contain information about water source locations; specify the type of source, distance, and location of the water source.			
23.	Upon entry of a call and location in the CAD system, the system will check the geography file and recommend units for dispatch based on the available units, type of call, and call location. Dispatchers can quickly accept units based on the recommendation to assign them to the call. They can also quickly override recommendations on an individual unit basis as needed and proceed with dispatching.			
24.	When a call location is entered, the system will automatically check the geography file for any warning flags (weapons, hazardous materials) and display a flashing notification on the CAD record if a file record exists for the location. The geography file for the entered location will be automatically retrieved and will be displayed in the CAD geo file window when a call location is entered.			
25.	The CAD screen will display a unit status screen, which can display all units from all agencies currently logged into the system. The user can determine what data is displayed and what order it will be displayed in. Unit statuses will be color coded for the type of status, specific colors, can be configured by System Administrators.			
26.	Unit status codes are agency defined. These status codes will be available in the Command Line.			
27.	The CAD screen will display an open call status screen, which will display all current open calls. The display will allow the user to determine what will be displayed and what order it will be displayed in.			
28.	The open call status screen will incorporate internal timers, with sound and display color notifications, to monitor unit statuses based on pre-set times and user configurable times based on the call type. The sounds will be of a progressive nature to notify dispatchers as status time checks are approaching or have elapsed.			
29.	The CAD system will incorporate a traffic stop screen, which allows a dispatcher to quickly record a plate number, location, unit number and automatically create a CAD call. Upon entry of a plate, the system will automatically check for any previous records on the plate. It will display any existing records and any citations linked to the plate number. Once selected, any listed record will be easily opened by a simple mouse click.			
30.	Each CAD call will have a comments screen capable of recording any text that a dispatcher enters. Each dispatch comment is date, time, and user ID stamped. Upon clearing of the CAD call, the dispatcher's comments will be included in the Incident. The agency will have the option to make the comment read-only.			

31.	For each CAD call type, an agency standard operation procedure (SOP) can be defined. When a call is started with a call type that does have a SOP defined, a flashing warning display indicating such will be displayed. A window with the linked SOP text can be viewed within the CAD screen.			
32.	The CAD screen will incorporate a "work tree" style of a visual listing of all current calls. Under each call a graphic representation of the type of unit dispatched (Police, Fire, or EMS) will appear as well as unit numbers. Each unit will show its statuses and times while on the listed call.			
33.	As an option, the CAD system shall be capable of interfacing to an enhanced 911 system. It shall be capable of importing ANI/ALI information to a new call upon acceptance by a dispatcher.			
34.	When ANI/ALI information is received by the CAD system, it will search the Master Name Index for existing like records and present any matches to the dispatcher. The dispatcher will then have the choice of importing the ANI information, or selecting an existing Master name record to start the call.			
35.	The CAD system will incorporate a tow log. The log shall be capable of recording the vehicle description, reason for tow, location of tow, tow company, and officer towing.			
36.	The CAD system will be capable of searching employee records to find special skills, such as foreign language fluency, breathalyzer certification, dive team, swat, etc.			
37.	As an option, the CAD system will be capable of text messaging between logged in Dispatchers, mobile users, and other RMS users.			
38.	As an option, the CAD system will be capable of integrating with State/NCIC systems to allow for standard queries and entries.			
39.	The CAD system will be easily capable of assigning multiple agencies to a single CAD event. Each agency assigned to the CAD event will be given that agencies unique log number. Each agency dispatched can also be assigned a different incident type as needed.			
40.	The CAD system will have a Dispatcher Notes entry window for dispatcher comments not associated with a call for service. Each entry in the grid is time and date stamped with the user's ID. All dispatchers will have access to notes as soon as they are entered.			
41.	The CAD system will have a Standard Operating Procedures (SOP) window that will display a SOP based on the incident type of the call entered. A flashing visual notification will alert the dispatcher that a SOP is on file and is displayed for the call type entered.			
42.	As an option, the CAD system will have a mapping display capable of displaying current call locations on agency provided compatible map data.			
43.	As an option, the CAD system will have a mapping display that integrates with the mobile AVL system to display the location of GPS equipped units. The display can show unit locations and call locations simultaneously on the same map. It will include the ability to visibly distinguish between Police, Fire and EMS vehicles.			
44.	The CAD system will have the ability to enter Field Stop Information, including information on persons stopped, whether searches were conducted, reasons for searches, and dispositions.			
45.	The CAD system will have a Rolodex for quick access to frequently used telephone numbers.			

46.	The CAD system can create an officer log entry for each unit assigned to a call. The log entry will include the time dispatched, cleared, and incident number.			
47.	As an option, the CAD unit status screen will automatically refresh at the beginning of a shift based upon Employee Scheduling and Supervisor worksheet entries.			
48.	As an option, the CAD operator can receive notification of scheduled events for employees/units. The dispatcher should be able to dispatch scheduled units from the notification panel.			
49.	The Cad system will also have the ability to output reports of activity for a specific date, or officer.			
R.	**Jail Management System**	**Yes**	**No**	**MR**
1.	The Jail Management System (JMS) shall be a fully integrated system with the Records Management System. The system shall be optimized to reduce redundant entry by being able to access and import existing system information.			
2.	The JMS shall be capable of handling various jail functions, including a Master Inmate file system, Visitor File, and other jail functions.			
3.	The JMS will have an inmate scheduling system for tracking all inmate activities. Events can be scheduled for multiple inmates at a time or on an individual basis. This system will be capable of recording all prisoner movement and a full range of activities. This record will be fully searchable and reports easily viewed and printed.			
4.	The JMS will be capable of managing inmate cell assignments in multiple buildings, blocks, sections, pods, and tiers.			
5.	The JMS will be capable of managing all prisoner medications, providing the ability to print out medications lists for a jail shift and the ability to record all medications given.			
6.	The JMS will be capable of managing prisoner counts, providing a means to print out a prisoner count list for each shift, providing a printed prisoner count list, and a means of saving a completed prisoner count, documented with time and date verification for each prisoner.			
7.	The JMS will be capable of recording a log of Jail key assignments, recording a date and time stamp of custody of keys by employees.			
8.	The JMS will have a robust search and reporting system. Virtually any field in the system can be searched for exact matches or ranged values. Printed reports can be generated on prisoners, medications, weekenders, keys, jail officer activity, drug tests, mail, phone, disciplinary reports, or virtually any field in the JMS.			
9.	The JMS will have a utility that allows a user to select any cell and all inmates currently assigned to the cell, along with digital images will be displayed. By clicking on the picture, the person's master inmate record will be retrieved.			
S.	**Master Inmate File**	**Yes**	**No**	**MR**
1.	The Master Inmate File must be capable of recording information on all current and former inmates in the jail.			
2.	Each Master Inmate record shall, at a minimum, be capable of recording the following information:			
	Full Name			
	Booking Number			

	Booking Status			
	Offender Status			
	Custody Status			
	Cell number, including, building, block, section, and tier information if applicable			
	What agency the inmate is being held for			
	The assigned Judge			
	Sentencing Date			
	Estimated release Date			
	Country of Birth			
	Physical Identifiers			
3.	Each master inmate record will have the ability to record the date and time of the inmate's initial appearance, and the Judge's name.			
4.	Each Master Inmate record shall be capable of recording the charge(s) placed against the inmate for each incarceration. The record shall include the number of counts, whether or not they are convicted, sentence amount, whether it is a concurrent or consecutive sentence.			
5.	Each Master Inmate record shall be capable of recording complete sentencing information, including calculations of sentences with any credits or disciplinary deductions and fines.			
6.	Each Master Inmate record shall be capable of recording all medications that are prescribed to an inmate. It shall record the time, amount, doctor prescribing, start and end date, and how many refills are prescribed, for each medication. It will have the capability of recording any medication comments and whether or not medications should be taken with food. It will also note if generic medication instead of brand is permitted.			
7.	Each Master Inmate record shall be capable of recording medical billing information for each inmate, including the service provided, provider, date of service, fee, whether insurance paid and the amount, balance of service fees, and any associated comments.			
8.	Each Master Inmate record shall be capable of recording any drug tests administered. Recording the type of test, date administered, location administered, who administered, and the results. A free text comment field will be provided for each test with spell check functionality included.			
9.	All medical data related to the inmate can be restricted.			
10.	Each Master Inmate record shall be capable of recording all inmate phone calls. The records shall include the date, time started and ended, which phone was used and the number called. It will list who was called, the relationship to the inmate, and the jail officer present. A free text comment field will be provided for each phone call with spell check functionality included.			
11.	Each Master Inmate record shall be capable of recording all visitors for an inmate. Only visitors listed in the Visitors file will be allowed to be listed. It will list the visitors name, the time in and out, if they were searched and by whom. A free text comment field will be provided for each visit.			

12.	Each Master Inmate record shall be capable of recording Weekend inmate information. If an inmate is a "weekender" it will record their sentence begin and end date, number of days required, the sentencing judge and a daily fee rate. For each period of stay it will record the time in and out, calculating the number of days, intake and release officers, and the next scheduled dates. A fee calculation feature will be included. It will list the number of days served and the number remaining to satisfy the sentence and the current inmate account balance.			
13.	Each Master Inmate record will contain a full accounting of inmate's finances, including a listing of all debits and credits. It will list each type of transaction, amount, date and officer, and running balance. A free text comment field will be provided for each entry. A printed ledger can be requested at anytime. The system will include the ability to send a remaining balance to a check printing system.			
14.	Each Master Inmate record will list the personal property of the inmate that has been retained by the agency during booking. It will include a listing of the property description, value, and location stored.			
15.	Each Master Inmate record will include the ability to record an inmate physical assessment, allowing for free text comment in each of the following areas:			
	Cardiovascular			
	Respiratory			
	Gastrointestinal			
	EENT			
	Skin/Epidermis			
	Musculoskeletal			
	Nervous System			
	Genital/Urinary			
	Ob/GYN			
	Psychiatric			
16.	Each Master Inmate record will have the ability to record an inmate's health insurance company, policy number, and if there is a co-pay and the amount.			
17.	Each Master Inmate record will have the ability to record mail that is received for the inmate, or sent by the inmate. It will record the date/time sent or received, who it was addressed to or was from, the person's relationship to the inmate, and which jail officer handled the mail. A free text comment field with spell check will be provided for each piece of mail.			
18.	Each Master Inmate record will record the cell history of the inmate, recording the cell number, date in, date out, and the other inmates assigned to the cell during the same period, including dates in and out.			

19.	Each Master Inmate record will have the ability to record any inmate separation directive for the inmate, recording who authorized the separation, reason, start and end date, and a free text comment field for each separation.			
20.	Each Master Inmate record will have the ability to list all incident reports related to the inmate's incarceration on the Master Inmate record. The incident report will be easily retrieved by a simple mouse click.			
21.	Each inmate record will include the ability to store digital images and audio/video clips associated with the inmate. These must include the common file extensions jpg, bmp, tiff, wav, mpeg and avi.			
22.	The Inmate record will include a release panel that requires a checklist to be completed prior to a release being completed.			
T.	**Visitor File**	**Yes**	**No**	**MR**
1.	The JMS will include a Visitor File to record all persons who have been listed to visit inmates. The Visitor File will be integrated with the Records Management system to reduce redundant entry of data when entering a new visitor record. This integration will also allow for the checking of existing warrants and other historical information.			
2.	The Visitor File will list all the information contained in the Master name file.			
3.	In addition to the above, the inmate(s) the visitor is authorized to visit will be listed, including the information on the date visitation is applied for, approved and who approved. It will also list the relationship between the visitor and inmate, the type of ID the visitor supplied, ID number, and who verified the ID. Also the type of visitation allowed, dates allowed, denial code, and a free text comment field for each inmate listed.			
4.	The Visitor File will list all visits made to inmates by the visitor, listing the date, time in and out, calculation of the duration of the visit, who they were searched by if applicable, and a free text comment field for each visit.			
5.	Each visitor record will include the ability to store digital images and audio/video clips associated with the visitor. These must include the common file extensions jpg, bmp, tiff, wav, mpeg and avi.			
U.	**Civil Process Management System**	**Yes**	**No**	**MR**
1.	The Civil Process Management System (CPMS) shall be fully integrated with the RMS and be capable of recording all civil papers entered in the system. The system shall be optimized to reduce redundant entry by being able to access and import existing system information.			
2.	The CPMS will include a Docket Management file which will record, at a minimum, the following information:			
	Sequentially assigned unique agency control number			
	Docket number			
	Date the Docket was entered			
	Court issuing the Docket			
	Judgment number			
	Sequentially assigned unique sheriff file number			
	Court Date			

3.	Each Docket record will have the ability to record multiple papers for a docket. For each paper listed, service attempts and completed services shall be recorded.			
4.	For each paper listed the system shall be able to record mileage during services and calculate mileage service fees.			
5.	For each paper's service attempt or completed service, the system shall be able to record the date and time of service, type of service, location of service, and person served. A free text comment field will be included for each service.			
6.	For each Docket record, the system shall be able to track other fees, such as publication and tax fees.			
7.	Each Docket record shall list all persons associated with a docket. This will be integrated with the master names so any existing person's information can be easily imported and linked to the docket file.			
8.	Each Docket record shall be capable of listing all attorneys associated with the docket.			
9.	Each Docket record will have the ability to add multiple separate comments/narratives. The application for entering a narrative will resemble a full featured word processor, complete with spell check, font selection, formatting options, etc. Each comment/narrative will be able to be titled.			
10.	Each docket record will include the ability to store digital images and audio/video clips associated with the docket. These include the common file extensions jpg, bmp, tiff, wav, mpeg and avi.			
11.	The CPMS will have a robust search and reporting system. Virtually any field in the system can be searched for exact matches or ranged values. Printed reports can be generated on dockets for papers services, fees, etc.			
V.	**Alarm Records and Billing Module**	**Yes**	**No**	**MR**
1.	The Alarm Records shall have an integrated system for recording responses to alarms and processing them for billing.			
2.	Each Alarm record shall be capable of recording, at a minimum, the following information:			
	The type of alarm: False or Real			
	Date and time			
	Whether the alarm was billable or not			
	Which reporting cycle the alarm occurred in			
	Charge amount of the current alarm			
	Date a bill was sent			
	If a payment is made and the date			
	Date of a second notice			
	Date of a third notice			
	Linked incident number, date, and listed incident type			
	Linked Master name			
	Linked Business name			

3.	The ARS will be integrated to the Master Name records, so a Master Name record will show all alarm responses linked to a person.			
4.	The ARS will be integrated to the Business file, so a Business record will show all alarm responses linked to a business.			
5.	Printed reports can be generated for any date/time range detailing alarms, alarm locations, and billing statuses.			
6.	An integrated billing system shall be provided that allows for printing letters for billing period amounts and printing of envelopes for the letters.			
7.	The system will be capable of recording and calculating tiered billing amounts, i.e.: the ability to set the number of allowed alarms within a time period before charging, a graduated billing schedule for additional amounts when a set number of alarms has been exceeded for both real and false alarms.			
W.	**Parking Citation Billing Module**	**Yes**	**No**	**MR**
1.	A system will be provided that interfaces to the citation module that allows for the tracking of fines and payments.			
2.	The billing module will interface seamlessly with the citation system. The billing module will add the following fields to a citation record:			
	Fine Amount			
	Cost Amount Total Amount			
	Date Amount Due			
	Additional amounts due and date			
	Letters sent			
3.	The billing module shall be able to track payments made on a citation, providing fields for the following:			
	Automatically generated sequential transaction number			
	Automatically generated sequential receipt number			
	Date			
	Name, address, and phone number of the payee			
	Amount paid			
	Who collected			
	If it was a check and check number			
	A free text comment field			
4.	The billing module shall be capable of printing a payment receipt.			
5.	The billing system will be capable of recording and calculating tiered billings amounts, i.e. the ability to increase level of fine after a set number of days by a specific amount or a percentage amount.			

6.	The billing system will be integrated with the system's internal email system to send notifications to a selected person when a citation reaches a threshold decision time period.			
X.	**Case Management System**	**Yes**	**No**	**MR**
1.	The Case Management System (CMS) will be fully integrated with the RMS to allow for full linking and importing of existing system files.			
2.	The CMS will feature an extensive security system that allows the agency to define user access to records in CMS.			
3.	The CMS will be able to define user groups and sub groups within the system, allowing for multiple agencies and ad hoc groups as needed.			
4.	The CMS can use existing RMS record numbers and is capable of assigning a case number to existing incidents or assigning new sequential case numbers to new cases.			
5.	Each case master file shall be capable of recording at a minimum, the following fields in addition to those existing on the incident file:			
	Case number			
	Case type			
	Case Program type			
	Date opened			
	Date closed			
	Date reopened			
	Date assigned			
	Primary investigator assigned			
	Source			
	Operation			
	Project			
	Case categories of investigation			
6.	Each case master file will be capable of recording expenditures relating to the case investigation, recording fields for the following:			
	Date of Expenditure			
	Type of Expenditure			
	Investigator			
	If a drug purchase was involved, type of drug, quantity and price, and name of subject involved.			

7.	Each case master file will be capable of recording information if another agency was involved in the investigation, listing the organization's name, date and type of involvement, and a free text comment area with spell check for each entry.			
8.	Each case master file will be capable of documenting "referrals" to investigators for new case assignments and activity requests with date sent, date for return, agency, and free text comment field. If the referred investigator is a system user, the referred investigator will have a notification message on their screen when they log into the system. The case record will also be able to record when the activity is completed.			
9.	Each case master file will be capable of listing all investigators assigned to the case and will be able to track each investigators involvement dates and tasks completed and grand totals of time expended.			
10.	All investigator activity codes will be agency defined.			
11.	The case master file will be able to record internal affairs investigations. Providing fields to record complainant information, listing of all documentation sent and received, all subjects and attorneys involved, date received, assigned, and current status. For each subject, it will record any administrative action taken, hearing dates and findings.			
12.	The case master file will be able to record all investigation follow-up dates by investigator assigned. This will include the date of completion.			
13.	The case master file will be able to record the values of recovered property, seized property, and forfeitures. It will also provide data on weapons seized.			
14.	The case master file will be able to identify cases linked to criminal organizations (gangs)			
15.	The case master file will contain the following information for each arrested subject: The date presented to the Prosecutor If declined, the date and reason The name and telephone number for the assigned Prosecutor A listing of all charges, and disposition by charge. 			
16.	The case master file should contain data on expenditures on supplies, credit reports, and other agency defined expense types.			
17.	The master case file should be able to record dated administrative actions taken by the agency.			
18.	Each case record should have a locking mechanism to limit access to a particular user or permission group.			
19.	Each master case record should have a flag to identify intelligence cases subject to 28 CFR 23.			
20.	Master Name, Vehicle, Business, and Property records created by CMS users can be limited to CMS or RMS Users.			
21.	CMS users will be able to create name records for persons who are confidential sources, and to assign these records "Confidential Source" numbers.			
22.	Access to "Confidential Source" information, other than the CS Number, will be restricted to select users. The records must also have locks that restrict access to CMS users, a select user, or a permission group.			
23.	The CMS should have the ability to track other entities utilizing user-defined data that can be linked to a case.			

24.	Each case master file will have the ability to store digital images in file formats .jpg, .bmp, .tiff, .wav, .mpeg, .avi.			
25.	Each case master file will have the ability to add multiple separate comments/narratives to each incident. The application for entering a narrative will resemble a full featured word processor, complete with spell check, font selection, formatting options, etc. Each comment/narrative will be able to be titled. This application will be fully compatible with word documents (.doc) allowing for importing/exporting in standard formats.			
26.	Each case master file will have the ability to use templates created in Microsoft Word© format. These templates can be database aware, allowing for importation of file information into selected fields. Upon saving, the completed template will be stored in the database.			
27.	A robust reporting engine will be included which allows a user to produce a comprehensive set of investigative reports. This will include reports on case type, incident frequency, MO distribution, investigator expenditures and time logs, etc.			
28.	The CMS shall have very robust search capabilities. The ability to extract information out of the system in an easy manner for all level of users will be a primary requirement of the system. Searching tools should allow users to quickly search the database for records that match user-definable criteria. Information from records in every file should be able to be queried**.**			
29.	The CMS shall have an inferential linking engine capable of creating a hierarchical "tree" of associations between Persons, Incidents, Cases, Vehicles, Businesses, and Phone numbers. The resulting hierarchical tree should then be able to be passed to a graphic data visualizer for additional presentation.			
30.	The system shall be capable of a review process for case reports that allows a user to send a notice to any case management system user(s) that a report is ready for their review. The feature will include a date stamp as well as the ability to send comments. Upon receipt of the report, the receiving reviewer can date stamp reading of the report. They also have the option of sending the report back to the issuer or on to another case management system user(s). The transaction record of the review process is recorded as part of the case record and can be printed with the case report if needed.			
Y.	**Mapping**	**Yes**	**No**	**MR**
1.	The mapping system will be fully integrated with the CAD and RMS system.			
2.	The mapping system shall be capable of using GIS (Graphical Information Systems) compatible maps supplied by the Agency and will be updateable by the agency as new map files are produced.			
3.	The mapping system shall support multiple shape files so different geographical features, such as streams and lakes, political boundaries, railroads and utilities, etc. can be displayed. These features shall be selectable during display so they can be turned on and off. The shape files will be supplied by the agency.			
4.	The mapping system will have a search function that allows the user to conduct searches on the incident, name, arrest, and link file systems of virtually any recorded file data with any range or combination of ranged parameters and plot the results on the map display. Multiple searches can be plotted on the same map with different color and shape plotting legends.			
5.	The map display can be easily sized and selected areas can be zoomed in on. Street names may be displayed if provided.			

6.	When incident locations are displayed on the map, moving the mouse pointer over the plotted locations will display the incident number and address on the screen. The user can double click the mouse on the location and the incident record will be retrieved and displayed.			
7.	As the user moves the mouse across the display screen, the corresponding latitude and longitude will be displayed on the screen.			
8.	Map displays with plotted searches may be printed.			
9.	Each Master Name file will have a map button that will open a map display and locate the address of the person, if within the provided map's geographical area.			
10.	The system will be integrated with the CAD system, so when a call location is entered, a dispatcher can view the location of the call, and the location of all current calls.			
Z.	**Automatic Vehicle Location (AVL)**	**Yes**	**No**	**MR**
1.	An Automatic Vehicle Location System shall be supplied that is integrated with the Computer Aided Dispatch System, Mapping, and the Mobile Field Reporting System.			
2.	The AVL system client software will be able to capture Global Positioning System (GPS) information from an acceptable GPS device at the mobile computers serial port. This information will be communicated through the wireless system to the server.			
3.	The CAD system will be able to plot AVL activated mobile units on the mapping system display. Combinations of call locations and vehicle locations can be displayed to assist in unit assignments. Updates of the unit locations will occur automatically at specified cadence intervals.			
4.	Mobile units can use map data to locate call locations.			
AA.	**Personnel Scheduling**	**Yes**	**No**	**MR**
1.	The Personnel Scheduling module should rely on a Scheduling Matrix that the agency can build and maintain.			
2.	The Personnel Scheduling module should allow the agency to plan and deploy the workforce ahead of time.			
3.	The Personnel Scheduling module should allow users to find qualified replacements when employees call in sick, swap shifts, request leave, respond to emergency situations and more.			
4.	Shift operations can be managed using a daily worksheet that includes the following:			
	All employees scheduled to work on the shift			
	The start and end times for each employee			
	All employees who were late for work			
	All employees who worked overtime or compensatory time			
	All employees scheduled for events during the shift			
	A list of all employees on other shift for the same day.			
	A list of all employees scheduled off duty, including leave			
	Assignment to a unit and district/beat			

	All employees who are working in an acting rank.			
	Shift note by scheduled employee			
5.	The Personnel Scheduling module should track all leave balances by employee, and alert a supervisor when leave is requested that exceeds the allocation.			
6.	The Personnel Scheduling module should be accessible from any workstation in the agency, by authorized users.			
7.	The Personnel Scheduling module should contain a calendar that is viewable in an Employee file, and when making requested leave approvals.			
8.	The Personnel Scheduling module will include the ability to print Division/Squad and individual schedules.			
9.	As an option, the Personnel Scheduling daily worksheet should update the Computer-Aided Dispatch screen with the assigned units and assignments.			
10.	As an option, the Personnel Scheduling module will alert Computer-Aided Dispatch operators of scheduled events by assigned officer.			
BB.	**Data Sharing**	**Yes**	**No**	**MR**
1.	The Solution's data sharing functions, as set forth in the Data Sharing Section must not require System User interaction to complete routine day-to-day synchronization operations.			
2.	The Solution must support wireless networks, including legacy narrow-bandwidth RF networks for data sharing functions, meeting the time-based requirements in this RFP over such networks.			
3.	The Solution will have the ability to run a single search of data and gain responses from multiple databases such as Taney County Agencies, Cornerstone, Coplink, etc…			
CC.	**Data Translation**	**Yes**	**No**	**MR**
1.	The Solution must not require Agencies to switch to a common System.			
2.	The Solution must be capable of translating data from disparate Data Sources, from disparate Vendors, into a common format.			
3.	The Solution must translate data from disparate Data Sources using different database engines (MS SQL, Oracle, Firebird, Advantage, etc) into a common database format using a common database schema.			
4.	The Solution must create a translation template for a given Vendor's System such that the template can be reused for any Data Source using that System.			
5.	The Solution must support the rapid configuration of new translation templates.			
6.	The Solution must be able to reuse a previously configured System translation template, in order to help speed up the connection of other Data Sources that use that System.			
7.	The Solution must provide functionality that allows an Agency to keep using its existing codes in its Data Source(s), while enabling Solution Users at other Agencies to query the Agency's data using a standardized set of codes (decided on by the Consortium).			

DD.	Data Transmission	Yes	No	MR
1.	The Solution must employ synchronization and transmission of data from a Data Source to a central repository, according to the requirements in the Data Storage section below.			
2.	Along with data that is entered into a Data Source after the first time it is synchronized with the central repository, the Solution must be capable of synchronizing historical data in a Data Source that was entered into the Data Source before the Data Source is first synchronized with the central repository.			
3.	The Solution's primary transmission method must support synchronizing and making data from a Data Source available to all Solution Users within seconds of data entry into the Data Source, and pictures from a Data Source available on a Consortium-defined schedule.			
4.	The Solution must also include a secondary transmission method supporting synchronization of data from a Data Source based on a Consortium defined schedule. This method is only to be used under exigent circumstances where the primary transmission method proves impracticable for a given Data Source.			
5.	The Solution's primary transmission method must support transactional synchronization, whereby only specific data that has changed for a given database transaction in the Data Source is transmitted to the central repository. (e.g. If a person's last name in a Data Source changes, the Solution must support only transmitting the last name change, not the entire record for the person)			
6.	The Solution's secondary transmission method must support the batch-upload of data from a Data Source to the central repository.			
7.	The Solution must not allow for any significant lag between data entry at the local level (i.e. into a Data Source) and data availability to Solution Users (i.e. a lag of minutes, hours, or days). This requirement only applies to Data Sources connected using the primary transmission method and not to pictures. Pictures must be able to be updated on a Consortium-defined schedule.			
8.	The Solution must employ technology, whereby transactions are queued for synchronization with the central repository when no network connectivity exists. When network connectivity is re-established, the Solution must automatically process queued transactions.			
9.	The Solution must employ optimization and compression methods that are capable of taking pictures in a standard image file format (i.e. jpg, png, bmp, tif, gif, tga, and pcx) stored in a Data Source, compressing and optimizing them into a bandwidth-friendly size and format, and transmitting them according to a Consortium-defined schedule to the central repository, according to the rules set forth in the Data Storage Section herein (including all segregation and non-commingling rules).			
EE.	**Data Standards**	**Yes**	**No**	**MR**
1.	The Solution must be configurable to support conformance with relevant portions of the National Information Exchange Model (NIEM).			

2.	The Solution should be capable of interoperability with data-sharing networks external to the Consortium whether they employ a data standard or a unique database schema (such as regional, state, or federal data-warehouses and information-sharing systems). This functionality is not included in the current project, and the Respondent is only asked to respond as to whether their proposed Solution would generally support this capability and is not asked to provide details regarding specific third-party systems (as these are unknown at this time) or pricing for this functionality beyond that which is inherent and included in their proposed Solution.			
3.	The Solution should be capable of allowing Agencies using Systems that do not comply with data standards to share data with other data-sharing networks outside the Consortium that utilize those data standards. This functionality is not included in the current project, and the Respondent is only asked to respond as to whether their proposed Solution would generally support this capability and is not asked to provide details regarding specific third-party systems (as these are unknown at this time) or pricing for this functionality beyond that which is inherent and included in their proposed Solution.			
4.	The Solution must not require that Data Sources conform to a data standard.			
FF.	**Data Storage**	**Yes**	**No**	**MR**
1.	The Solution must provide a central location for all data synchronized from Data Sources, storing such data in insulated/unique spaces segregated by Data Source.			
2.	The Solution must not be a Data Warehouse. Data from one Data Source must not be comingled with data from any other Data Source.			
3.	Each Agency must remain in control of the data it shares with the Consortium. At any time, an Agency must have the option to withdraw from the Consortium and have its data expunged from the Solution without undue operational inconvenience to either the Consortium's IT personnel or to the Agency's IT personnel, and without material negative impact to the performance of the Solution.			
4.	The central repository must operate in a Microsoft Windows Server environment.			
	Data Access			
GG.	**General Requirements**	**Yes**	**No**	**MR**
1.	The Solution must provide a front-end software application for Solution Users to search Data Sources and receive results.			
2.	The Solution's front-end software application must be designed specifically for mobile use, but accessible to desktop users as well.			
3.	The Solution's front-end software application must be a Microsoft Windows application.			
4.	The Solution's front-end software must provide all Solution Users a real-time view of the availability status of all Data Sources. Availability status must include the following for each data source: online/not online, second level searching approved/second level searching not approved.			
5.	The Solution must support the ability to search any combination of available Data Sources, as defined by the Solution User at runtime.			
6.	The Solution must support the ability to configure, save, and reuse a default set of Data Sources for searching.			

7.	The Solution must be capable of providing query results to Solution Users within seconds of search execution in wired and wireless environments (including narrow bandwidth environments).			
8.	The Solution must be optimized for use over wireless networks, including legacy narrow-bandwidth wireless networks (including RF) for data access.			
9.	The Solution's front-end software application must be capable of being deployed over a secure internet connection.			
10.	The Solution must support automatic updates, pushed out to the front-end software application at each login over a secure internet connection.			
HH.	**First-Level Searching**	**Yes**	**No**	**MR**
1.	The Solution must provide the ability to perform a first-level search for persons across all available Data Sources.			
2.	The first-level person search must support the ability to search by the following minimum criteria, either individually or in any combination: Last Name, First Name, Driver's License Number, Social Security Number, Phone Number, Date Of Birth.			
3.	The first-level person search must support the use of wildcard characters in at least the following search fields: Last name, First Name, Driver's License Number, Social Security Number, and Phone Number.			
4.	The first-level person search must provide three degrees of searching for Last Name and First Name criteria: an exact match, a similar match, and a match using the Soundex algorithm.			
5.	The first-level person search must provide two degrees of searching for Driver's License Number, Social Security Number, and Phone Number criteria: an exact match and a similar match.			
6.	The first-level person search must provide the ability to perform Date of Birth searches for exact and ranged values.			
7.	The Solution must provide the ability to perform a first-level search for Agency activity (e.g. incidents, calls for service, etc) across all available Data Sources.			
8.	The first-level activity search must support the ability to search by the following minimum criteria, either individually or in any combination: House Number, Street Directional, Street Name, Cross Street, Unique Activity Number, Date Range, Time Range, Specific Geographic Area, Activity Type, UCR Code.			
9.	The first-level activity search must support the use of wildcard characters in at least the following search fields: House Number, Street Name, Cross Street, Unique Activity Number.			
10.	The first-level activity search must provide the ability to perform House Number searches for exact and ranged values.			
11.	The first-level activity search must provide three degrees of searching for Street Name criteria: an exact match, a similar match, and a match using the Soundex algorithm.			
12.	The first-level activity search must provide two degrees of searching for Cross Street, Incident Number, Activity Type, UCR Code, Specific Geographic Area: an exact match and a similar match.			
13.	The Solution must provide the ability to perform a first-level search for vehicles across all available Data Sources.			

14.	The first-level vehicle search must support the ability to search by the following minimum criteria, either individually or in any combination: Plate Number, State, Vehicle Identification Number, Make, Model, Color.			
15.	The first-level vehicle search must support the use of wildcard characters in any search field.			
16.	The first-level vehicle search must support the ability to perform a partial plate number search on any combination of known characters in any location within the overall plate number.			
17.	The first-level vehicle search must provide two degrees of searching for Plate Number, State, Vehicle Identification Number, Make, Model, Color: an exact match and a similar match.			
18.	First-level search results must be returned in an easy to navigate grid format.			
19.	First-level search results must be organized by Data Source by default.			
20.	First-level search results must clearly identify the Data Source of each returned record.			
21.	Contact information for the Agency providing the Data Source must be provided in the results grid for each returned record.			
22.	The Solution must provide officer safety alerts in the first-level search results grid if such information is captured in the Data Source. The display of these alerts must be visually prominent to a Solution User, and must include, at a minimum: open warrants, known resister, known offender, weapons flag, juvenile flag and a gradated level-of-interest warning definable by the Consortium.			
23.	The first-level person search results grid must display, at a minimum, the following data elements for each returned record: personal identifiers, physical descriptors, government identifiers, phone numbers, and address information.			
24.	The Solution must provide the Solution User with the ability to sort first-level search results by any grid column header, in either ascending or descending order.			
25.	Solution Users must be able to organize, group, and display records found by a first-level search based on specified common data elements (e.g. last name, first name, height, etc). Each group must be able to be further refined by selecting additional common data elements from the records within the group (e.g. organize all records by last name, and then by first name, and then by height, etc.)			
26.	Solution Users must be able to filter first-level search results by any data element or combination thereof.			
27.	Solution Users must be able to create and save custom first-level search result filters for later reuse.			
II.	**Second-Level Searching**	**Yes**	**No**	**MR**
1.	The Solution must provide the ability for Solution Users to view additional detail information (drilldown view) for any person record returned by a first-level search.			
2.	Drilldown view for person records must include all data fields displayed in the first-level search results grid.			
3.	Person record drilldown view must provide the ability for Solution Users to view narratives and comments captured from a Data Source and associated with a person record from that Data Source returned by a first-level search.			

4.	Person record drilldown view must provide the ability for Solution Users to view pictures captured from a Data Source and associated with a person record from that Data Source returned by a first-level search.			
5.	To conserve bandwidth, the display of narratives, comments, and pictures associated with persons must be delivered on-demand in person record drilldown view. Solution Users must be able to turn the display of this information on or off during second-level searches.			
6.	Person record drilldown view must display a grid of the agency activities with which a person record is associated. That grid must display the unique agency number (e.g. Log Number) for that agency activity record, how that person is associated with the activity record, and the date the association was created. This view must be sort able by any column in the grid.			
7.	Within the drilldown view for a person record, the Solution must provide Solution Users with the ability to open the drilldown view for any agency activity record associated with the person record.			
8.	Within the drilldown view for a person record, the Solution must provide a summary view of details for each agency activity record with which the person record is associated.			
9.	Within the drilldown view for a person record, the Solution must provide a view of the narratives for each agency activity record with which the person record is associated.			
10.	Within the drilldown view for a person record, the Solution must provide a grid view of other Solution Users who have accessed the drilldown view for the person record. This view must include Solution User ID, Agency identifier, and date/time of drilldown access. This view must be sort able by any column in the grid.			
11.	The Solution must provide the ability for Solution Users to view additional detail information (drilldown view) for any agency activity record returned by a first-level search.			
12.	Drilldown view for agency activity records must include all data fields displayed in the first-level search results grid.			
13.	Agency activity record drilldown view must provide the ability for Solution Users to view narratives and comments captured from a Data Source and associated with an agency activity record from that Data Source returned by a first-level search.			
14.	Agency activity record drilldown view must provide the ability for Solution Users to view pictures captured from a Data Source and associated with an agency activity record from that Data Source returned by a first-level search.			
15.	To conserve bandwidth, the display of narratives, comments, and pictures associated with agency activity records must be delivered on-demand in agency activity record drilldown view. Solution Users must be able to turn the display of this information on or off during second-level searches.			
16.	Agency activity record drilldown view must display a grid of the persons who are associated with the agency activity record. That grid must display the person's last name and first name, how that person is associated with the incident, and the date the association was created. This view must be sort able by any column in the grid.			
17.	Within the drilldown view for an agency activity record, the Solution must provide Solution Users with the ability to open the drilldown view for any person record associated with the agency activity record.			

18.	Within the drilldown view for an agency activity record, the Solution must provide a summary view of details for each person record that is associated with the agency activity record.			
19.	Within the drilldown view for an agency activity record, the Solution must provide a grid view of other Solution Users who have accessed the drilldown view for the agency activity record. This view must include Solution User ID, Agency identifier, and date/time of drilldown access. This view must be sort able by any column in the grid.			
20.	The Solution must provide the ability for Solution Users to view additional detail information (drilldown view) for any vehicle record returned by a first-level search.			
21.	Drilldown view for vehicle records must include all data fields displayed in the first-level search results grid.			
22.	Vehicle record drilldown view must provide the ability for Solution Users to view narratives and comments captured from a Data Source and associated with a vehicle record from that Data Source returned by a first-level search.			
23.	Vehicle record drilldown view must provide the ability for Solution Users to view pictures captured from a Data Source and associated with a vehicle record from that Data Source returned by a first-level search.			
24.	To conserve bandwidth, the display of pictures associated with vehicles must be delivered on-demand in vehicle record drilldown view. Solution Users must be able to turn the display of this information on or off during second-level searches.			
25.	Vehicle record drilldown view must display a grid of the agency activities with which a vehicle record is associated. That grid must display the unique agency number (e.g. Log Number) for that agency activity record, how that vehicle is associated with the activity record, and the date the association was created. This view must be sort able by any column in the grid.			
26.	Within the drilldown view for a vehicle record, the Solution must provide Solution Users with the ability to open the drilldown view for any agency activity record associated with the vehicle record.			
27.	Within the drilldown view for a vehicle record, the Solution must provide a summary view of details for each agency activity record with which the vehicle record is associated.			
28.	Within the drilldown view for a vehicle record, the Solution must provide a view of the narratives for each agency activity record with which the vehicle record is associated.			
29.	Vehicle record drilldown view must display a grid of the persons who are associated with the vehicle record. That grid must display the person's last name and first name, how that person is associated with the vehicle, and the date the association was created. This view must be sort able by any column in the grid.			
30.	Within the drilldown view for a vehicle record, the Solution must provide Solution Users with the ability to open the drilldown view for any person record associated with the vehicle record.			
31.	Within the drilldown view for a vehicle, the Solution must provide a summary view of details for each person record that is associated with the vehicle record.			
32.	Within the drilldown view for a vehicle record, the Solution must provide a grid view of other Solution Users who have accessed the drilldown view for the vehicle record. This view must include Solution User ID, Agency identifier, and date/time of drilldown access. This view must be sort able by any column in the grid.			

JJ.	**Data Analysis**	Yes	No	MR
1.	The Solution must provide Solution Users with the ability to view results of first-level agency activity searches on color charts and graphs.			
2.	The Solution must support several chart/graph types, including bar, line, area, and point. Solution Users must have the ability to change the type of chart/graph generated at run time.			
3.	The Solution must provide Solution Users with the ability to organize data in charts/graphs by date parameters including the date/time the activity occurred and the date/time the agency created the activity record. Solution Users must have the ability to change date parameters at run time.			
4.	The Solution must provide Solution Users with the ability to generate charts/graphs based on different primary criteria within the selected activity records, including hour of day, month, activity type, geographic location, Agency, and officer. Solution Users must have the ability to primary criteria parameters at run time.			
5.	The Solution must provide the ability for charts/graphs to be printed to network or locally attached printers.			
6.	The Solution must provide the ability for charts/graphs to be exported to PDF.			
7.	The Solution must provide the ability for charts/graphs to be previewed on the screen before being exported or printed.			
8.	The Solution must be capable of providing Solution Users with the ability to plot activity search results on a GIS pin-map.			
9.	The mapping functionality must be compatible with industry standard street-centerline map data.			
10.	The mapping functionality must include the ability to add and remove map overlays, representing various geographic details in the area being mapped (i.e. rivers, railroads, schools, jurisdictional boundaries, cell phone towers, etc). The overlays displayed on a plotted map must be configurable to the Solution User on the map interface GUI. Solution Users must be able to add and remove overlays from view while activity data is plotted on the screen.			
11.	The mapping functionality must provide Solution Users with the ability to change the size of street name labels appearing on the map.			
12.	The mapping functionality must provide Solution Users with the ability to selectively zoom into a specific area of the map. The selective zoom functionality must allow the Solution User to click and drag in order to select the area of interest.			
13.	The mapping functionality must include a global zoom out functionality as well as a one-click reset to full-map level zoom.			
14.	For ease of viewing on multiple screen sizes, the mapping functionality must provide Solution Users with the ability to adjust (on the screen) the size of map elements, such as street names, icons indicating the location of activities, and municipal boundaries. These sizes must be adjustable in real-time, while data is plotted on the map.			
KK.	**Mobile Access**	**Yes**	**No**	**MR**
1.	The Solution's front-end software application must be capable of making the functionality described in sections 4.3.1 through 4.3.4 available to Solution Users in a mobile environment.			

2.	The Solution's front-end software application must be available on mobile laptops, MDCs, tablet PCs, etc.			
3.	In order to mitigate situations with poor wireless networks and conserve bandwidth, the Solution's front-end software application must connect on demand and not require a persistent network connection.			
LL.	**Handheld Device Access**	**Yes**	**No**	**MR**
1.	The Solution must provide a front-end software application optimized for handheld devices.			
2.	The Solution's handheld front-end software application must support, at a minimum, first level searching.			
3.	The Solution's handheld front-end software application must operate on the current generation Microsoft Windows Mobile operating system (6.0).			
4.	The Solution must also be accessible from a web based search environment.			
	Data Administration and Security			
MM.	**User Administration**	**Yes**	**No**	**MR**
1.	The Solution must provide an intuitive methodology in the GUI for the creation of Solution User accounts.			
2.	The Solution must provide the capability for administrators to reset the password for a Solution User.			
3.	The Solution must provide the ability to control and manage Solution Users' use of and access to the Solution for security and access control purposes.			
4.	The Solution must provide the capability for administrators to quickly disable Solution User accounts, without intervention from the Respondent.			
5.	The Solution must provide the capability for Solution Users to be assigned to varying levels of administration, including but not limited to: Consortium level administrator, Agency level administrator, Non-administrator.			
6.	The Solution must prevent any Agency-level administrator from modifying the security settings for any Solution User outside their Agency or any other Agency other than their own.			
7.	The Solution must provide the capability to set a search result threshold above which the application will ask the Solution User for confirmation that he wishes to continue with the search and provide the option to refine the search in order to conserve bandwidth.			
8.	The Solution must provide the ability for Solution Administrators to decide whether or not a given Solution User will have access to certain data, including but not limited to: juvenile information, second-level query results, mapping, warrants, gang affiliation, narratives, and pictures.			
9.	The Solution must audit Solution Users' activities in the Solution, including but not limited to: login/logout, queries executed, second level queries executed, narratives viewed, and pictures viewed.			
10.	The Solution must provide a capability for the Consortium to set auditing rules, whereby various aspects of auditing may be enabled or disabled.			

NN.	Data Sharing	Yes	No	MR
1.	The Solution must provide functionality that allows a new Data Source to be brought online and available to Solution Users as soon as it is first synchronized with its segregated space in the central repository.			
2.	The Solution must provide an intuitive GUI for each Agency to setup and manage the functionality described above in Section 4.1.2.7, without requiring configuration or development work on the part of any Vendor or the Respondent.			
3.	The Solution must provide the ability for each Agency to define its own "synch profile," thereby deciding the data elements from its Data Source that will be translated and transmitted.			
4.	If circumstances demand that the secondary transmission method defined above in Section 4.1.3 must be used for a Data Source, then the Solution must be capable of allowing the interval at which data will be synchronized to be defined.			
OO.	**Data Storage**	**Yes**	**No**	**MR**
1.	The Solution must be capable of automatically deleting and/or expunging any data synched to the central repository from a given Data Source, when the relevant data in the Data Source is deleted and/or expunged. The Solution must be capable of having this functionality occur within seconds of the delete or expunge event in the Data Source. This functionality must not require interaction from any Solution User. Further, such expunged or deleted data shall be both logically and physically removed from the central repository at this time. Certainly, if the secondary transmission method is used for a Data Source, the deletion or expungement of data from the central repository only need occur on the same schedule as the synchronization of data in the Data Source.			
2.	The Solution must store the data synched from each Data Source completely separate from all other data.			
3.	The Solution must actively monitor incoming data from Data Sources and automatically notify Consortium Administrators of synchronization issues.			
4.	The Solution's central repository must utilize the Oracle RDBMS.			
PP.	**Data Access Control**	**Yes**	**No**	**MR**
1.	Agencies must be able to decide what level of query they will allow into their data. An agency must be able to restrict second-level query access to their data.			
2.	The Solution must provide the capability for an Agency to control the data that it will make available to Solution Users from the Agency's Data Source(s), including but not limited to the following: names, juvenile data, vehicles, agency activities (including criminal incidents), associations between entities, pictures, comments, and narratives.			
3.	The Solution must enable only Agency-level administrators to modify the data-sharing security settings for their Agency.			
4.	The Solution must provide a "Data-Firewall" for first-level searches that completely prevents any Solution User's query from directly accessing any Agency's Data Source, System, server, or local area network.			
5.	The Solution must be capable of providing a "Data-Firewall" for second-level searches that can be configured to either perform such a search directly into an Agency's Data Source or the Agency's respective segregated space in the centralized repository.			

6.	The Solution must be capable of providing a "Data-Firewall" for queries from external data-sharing systems that can completely prevent any such query from directly accessing any Agency's Data Source, System, server, or local area network.			
7.	The Solution must provide the ability for an Agency to restrict (or "lock") sensitive records in a Data Source. A record "lock" must prevent all Solution Users from viewing the locked record and any associations to that locked record.			
QQ.	**General**	**Yes**	**No**	**MR**
1.	The Solution must be a field-proven product, in production, deployed, live, and currently in use.			
2.	The Solution must be a COTS (Commercial Off the Shelf) product.			
3.	The Solution must be fully integrated, with all modules and components functioning as one system, with one common interface.			
4.	The Solution must be fully owned, licensed, and provided from a single American firm with all ownership and operations within the United States of America. No best-of-breed solutions or sub vendors of any kind will be allowed, for any aspect of the Solution, including, without limitation, the configuration of templates under the Data Sharing Section of this RFP. As an example of a non-permissible situation: A prime vendor/Integrator submitting a Solution that is comprised of a data sharing module from one provider, a data storage module from another provider, and a data access module from yet another provider.			
RR.	**Interfaces**	**Yes**	**No**	**MR**
1.	CAD software will support a bi-directional interface with FIREHOUSE software for the mobile dispatching of fire units.			
2.	CAD software will accept CAD input from other connected CAD centers within the county.			
3.	CAD Interface to allow other CAD centers and Emergency Response Centers to monitor current call activity.			
4.	Software will interface with MULES and NCIC state and national systems to all users to query these databases from inside the software.			
5.	Software will interface with the following systems and databases supplying the required information out:			
	MOCIC/RISS Network			
	MODEX/COPLINK			
	N-DEX			
	Taney County Prosecutor's Office/Karpel Software			
	Branson Municipal Court/Encode Software			
6.	Software will have the ability to query the following databases accepting information in:			
	Cornerstone Project			
	MODEX/COPLINK			
	N-DEX			
7.	All emergency services agencies in Taney County will be linked to allow for a search of those records created and maintained in Taney County.			

8.	Query access will also be available to the fire agencies, Emergency Management, and Ambulance service to query the RMS/CAD software for safety related information. Access to what records will be available will be maintain by the administrator of each agency.			
SS.	**Livescan**	**Yes**	**No**	**M**
1.	Software will be able to send required data to the Livescan devices from the arrest/booking/master name files to enter a Livescan record with minimal entry from the user.			
2.	Software will accept the NIST record created by the Livescan and separate the photo and the NIST information to create a fingerprint card and booking photo to save as files in the software.			
TT.	**Concealed Carry**	**Yes**	**No**	**M**
1.	Software will be able to track concealed carry weapon permits and be searchable by personal descriptive identifier, date, license number, etc…			
2.	Software will maintain a photo of the concealed carry licensee and any pertinent qualification information or certificates.			
UU.	**Policies and Procedures Manual**	**Yes**	**No**	**M**
1.	Software will contain a location which will provide the ability to maintain a department policy and procedure manual.			
2.	In this location the manual will be accessible to edit and also to restrict editing to viewing only.			
3.	The location will track changes made to the manual and include user and date time stamps.			
4.	This manual will be accessible from the software's mobile application.			
VV.	**Racial Profiling**	**Yes**	**No**	**M**
1.	Software will track state and federal required racial profiling information.			
2.	Software will produce any state or federal required form and also provide the information in a digital file.			

GENERAL AGENCY BACKGROUND INFORMATION

Taney County is in Southwest Missouri encompassing 651 square miles with a population of approximately 39,000, and can populate to over 8 million annually with tourist traffic.
The Taney County E9-1-1 System has a multi PSAP setup with a total of (9) answering positions/CAD positions. Two PSAPs are primary centers with the Taney Co. Sheriff's Dept. located at 132 David St, Forsyth, Missouri with (4) positions. The Branson Police Department PSAP located at 110 W. Maddux, Branson, Missouri with (3) positions, and the backup PSAP at the Taney County Ambulance Dispatch Center 18 Industrial Park Dr. Hollister, Missouri with (2) positions.
Each PSAP has CAD positions along with the PSAPs. The Taney Co. Sheriff's PSAP serves 5 full-time police agencies, and 5 volunteer fire departments.
The Branson Police PSAP serves 1 full-time police agency, and 1 full-time fire department.
In addition, the PSAPs answer all non-emergency calls within Taney County. There are approximately 70,000 non-emergency calls answered between the (2) PSAPs each year. The PSAPs work effectively with each other transferring calls to appropriate agency depending on location of event.
The Hollister Police have a fulltime staffed dispatch center will two call stations that answer only non-emergency calls.
The Forsyth Police have a part time dispatcher which works only weekend nights.
Officers and Deputies from both departments currently must come to their departments to complete reports. The Taney County Sheriff, Branson Police, and Hollister Police agencies have jails at their facilities.

E911 Service Provider – CenturyTel
Vines system (Taney County Sheriff/Branson Police)
CodeRed Emergency Notification (Branson Police)
Live Scan (Taney County Sheriff/Branson Police)
MULES/NCIC/CJIS access (Taney County Sheriff/Branson Police/Hollister Police)

AGENCY DEPARTMENT DATA – VOLUMES

TANEY COUNTY SHERIFF

Description	
Population served	45,905
Number of sworn officers	41 full-time
Number Jailers	35 full-time
Number of non-sworn employees	19
Number of system users (sworn + non sworn)	95
Number of jail beds	240
Number of dispatch stations	4
Total number of Telecommunicator's	11- Full-time 1 Supervisor
Number of dispatchers typically on call per shift	2 (24 x 7)
The Agency is also a Public Safety Answering Point (PSAP)	Yes
Number of police agencies dispatched	5
Number of fire agencies dispatched	5 volunteer
Number of EMS Agencies dispatched	0

Number of police units on-duty per shift	4 approximately (INV. Not included)
Number of Mobile Units	45
Calls for service per year	8,201
Reports generated per year	3,493
System Component	
*CAD software	NONE
RMS software	ITI
JMS software	ITI
Fire software	NONE
Evidence software	ITI
Traffic/Citations software	NONE
Imaging capturing system – including mug shots, property, bookings, documents, videos, etc.	ITI
Mobile software	NONE
E-911	SENTINEL
Fingerprint Live Scan	YES

BRANSON POLICE

Description	
Population served	6,050
Number of sworn officers	44 full-time
Number Jailers	0
Number of non-sworn employees	14
Number of system users (sworn + non sworn)	58
Number of jail beds	12
Number of dispatch stations	3
Total number of Telecommunicator's	8- Full-time 2 Supervisors
Number of dispatchers typically on call per shift	2 (24 x 7)
The Agency is also a Public Safety Answering Point (PSAP)	Yes
Number of police agencies dispatched	1
Number of fire agencies dispatched	1 full-time
Number of EMS Agencies dispatched	0
Number of police units on-duty per shift	4 approximately (INV. Not included)
Number of Mobile Units	30
Calls for service per year	60,240
Reports generated per year	12,230
System Component	
*CAD software	ITI
RMS software	ITI

JMS software	ITI
Fire software	NONE
Evidence software	ITI
Traffic/Citations software	NONE
Imaging capturing system – including mug shots, property, bookings, documents, videos, etc.	ITI
Mobile software	ITI
E-911	SENTINEL
Fingerprint Live Scan	YES

HOLLISTER POLICE

Description	
Population served	3,867
Number of sworn officers	11 full-time
Number Jailers	0
Number of non-sworn employees	5
Number of system users (sworn + non sworn)	16
Number of jail beds	2
Number of dispatch stations	2
Total number of Telecommunicator's	4- Full-time 1 Supervisor
Number of dispatchers typically on call per shift	1 (24 x 7)
The Agency is also a Public Safety Answering Point (PSAP)	NO
Number of police agencies dispatched	1
Number of fire agencies dispatched	0
Number of EMS Agencies dispatched	0
Number of police units on-duty per shift	2 approximately (INV. Not included)
Number of Mobile Units	15
Calls for service per year	4,041
Reports generated per year	835
System Component	
*CAD software	NONE
RMS software JMS software	EXPIDITER NONE
Fire software	NONE
Evidence software	NONE
Traffic/Citations software	NONE
Imaging capturing system – including mug shots, property, bookings, documents, videos, etc.	NONE
Mobile software	NONE
E-911	NONE
Fingerprint Live Scan	NONE

FORSYTH POLICE

Description	
Population served	1,686
Number of sworn officers Number Jailers	7 full-time 0
Number of non-sworn employees	1
Number of system users (sworn + non sworn)	8
Number of jail beds	0
Number of dispatch stations	1
Total number of Telecommunicator's	1- Part-time
Number of dispatchers typically on call per shift	1 (Weekend evenings)
The Agency is also a Public Safety Answering Point (PSAP)	NO
Number of police agencies dispatched	1
Number of fire agencies dispatched	1-part-time
Number of EMS Agencies dispatched	0
Number of police units on-duty per shift	1 approximately (INV. Not included)
Number of Mobile Units	5
Calls for service per year	1,695
Reports generated per year	292
System Component	
*CAD software	NONE
RMS software	NONE
JMS software	NONE
Fire software	NONE
Evidence software	NONE
Traffic/Citations software	NONE
Imaging capturing system – including mug shots, property, bookings, documents, videos, etc.	NONE
Mobile software	NONE
E-911	NONE
Fingerprint Live Scan	NONE

ROCKAWAY BEACH POLICE

Description	
Population served	577
Number of sworn officers	1 full-time 1 part-time
Number Jailers	0
Number of non-sworn employees	0

Number of system users (sworn + non sworn)	2
Number of jail beds	0
Number of dispatch stations	0
Total number of Telecommunicator's	0
Number of dispatchers typically on call per shift	0
The Agency is also a Public Safety Answering Point (PSAP)	NO
Number of police agencies dispatched	0
Number of fire agencies dispatched	0
Number of EMS Agencies dispatched	0
Number of police units on-duty per shift	1 approximately
Number of Mobile Units	2
Calls for service per year	277
Reports generated per year	50
System Component	
*CAD software	NONE
RMS software	NONE
JMS software	NONE
Fire software	NONE
Evidence software	NONE
Traffic/Citations software	NONE
Imaging capturing system – including mug shots, property, bookings, documents, videos, etc.	NONE
Mobile software	NONE
E-911	NONE
Fingerprint Live Scan	NONE

ADDENDUM #1 - Issued October 22, 2009

This addendum is issued in accordance with the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with Bidder's *Response Form***.**

Specifications for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

1. **ADD – Sreet Address and Zip Code:**

Location / Mail Address: **Taney County Purchasing Department**
Linda Gifford
P.O. Box 1630
UPS Delivery Street **132 David Street**
Forsyth, MO 65653
Proposal # 200910-82

2. **The County has received the following questions and has provided the following responses:**

Question 1: In Section CC Data Translation, DD Data Transmission, EE Data Standards, FF Data Storage, you reference a "Data Warehouse" and a "Consortium". Is there more information on what these are and what these will include? Are you establishing a Data Warehouse for a region?

Response: The Data Warehouse will be the agencies in Taney County (Police Fire and EMS) and in the future could grow to the surrounding counties such as Stone and their agencies. We will be tying into other regional data warehouses such as cornerstone project, Modex, etc… But we will not house their data.

Question 2: In Section KK Mobile Access question 1, NN Data Sharing question 2 and 4, you list some sections (4.1.2.7 as an example). I do not see these sections in the RFP. Am I missing something?

Response:

KK.	**Mobile Access**
1.	The Solution's front-end software application must be capable of making the functionality described in sections **GG.** through **JJ.** available to Solution Users in a mobile environment.
2.	
3.	
NN	**Data Sharing**
1.	
2.	The Solution must provide an intuitive GUI for each Agency to setup and manage the functionality described above in Section **CC.7**, without requiring configuration or development work on the part of any Vendor

	or the Respondent.
3.	
4.	If circumstances demand that the secondary transmission method defined above in Section **DD.** must be used for a Data Source, then the Solution must be capable of allowing the interval at which data will be synchronized to be defined.

By: _____
Linda Gifford

OFFEROR has examined copy of Addendum #1 to Request for Proposal **# 200910-82 – Public Safety Software**, receipt of which is hereby acknowledged:

Company Name: _____
Address: _____
_____

Phone Number: _____ Fax Number: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____

ADDENDUM #2 - Issued November 2, 2009

This addendum is issued in accordance with the Request for Proposal and is hereby incorporated into and made a part of the Request for Proposal Documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with Bidder's *Response Form***.**

Specifications for the above noted Request for Proposal and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

3. The County has received the following questions and has provided the following responses:

Question 1: Where do you ask for the price of data conversion?

Response: J. 1) f. All data conversion costs must be included in the quoted price per agency.

By: _____
Linda Gifford

OFFEROR has examined copy of Addendum #1 to Request for Proposal **# 200910-82 – Public Safety Software**, receipt of which is hereby acknowledged:

Company Name: _____
Address: _____
_____

Phone Number: _____ Fax Number: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____