LE.4	The system has the ability to have a tabular design, allowing access to multiple layers of the system from the same screen.	**Critical**	**S**	The most recent screens are available in the upper left-hand corner of CentralSquare Pro. Users can move between these screens to access the information needed. Additionally, CAD windows can be launched outside the main program and can be arranged as preferred on a single screen or on multiple screens.
LE.5	The system has the ability to allow multiple users to be logged onto the system and use the same applications simultaneously.	**Critical**	**S**	
The system has the ability to provide standard toolbar functionality to include buttons that allow users to do the following based on security permissions:				
LE.6	Create new records;	**Critical**	**S**	
LE.7	Open existing records;	**Critical**	**S**	
LE.8	Save records;	**Critical**	**S**	
LE.9	Delete records;	**Critical**	**S**	
LE.10	Copy records;	**Critical**	**S**	
LE.11	Print records;	**Critical**	**S**	
LE.12	Access online Help; and	**Critical**	**S**	
LE.13	Other user-defined.	**Critical**	**S**	
LE.14	The system has the ability to allow users to create and store ad-hoc reports.	**Critical**	**S**	
LE.15	The system has the ability to directly output from a data search to a printer or a file upon user request.	**Critical**	**S**	
LE.16	The system has the ability to allow users to open and use multiple (minimum of 20) child windows simultaneously and be able to tile and cascade the child windows.	**Critical**	**N**	CentralSquare Pro does not require users to launch new windows to find additional information. Users are able to click to the desired information without launching a new window.
LE.17	The system administrator must be able to identify the individual who last entered or updated any transaction as well as the date and time of the modification.	**Critical**	**S**	
LE.18	The system has the ability to track user activity (i.e., the addition, modification, viewing, and deletion of records) and record the following for each incidence of such activity: user name, access type, date, time, record key and device.	**Critical**	**S**	

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LE.19	The system has the ability to track changes in call type, and display the final CFS type once the call has been entered in the CAD module.	**Desired**	**S**	
LE.20	The system has the ability to allow user(s) to view activity with security permissions.	**Critical**	**S**	
LE.21	The system has the ability to provide inquiry capability for all employees based on profile and password security.	**Critical**	**S**	
LE.22	The system has the ability to have SIBR compliance capability.	**Critical**	**S**	
LE.23	The system has the ability to have SIBR electronic Human Trafficking reporting compliance capability.	**Critical**	**S**	
LE.24	The system has the ability to have SIBR electronic Cargo Theft reporting compliance capability.	**Critical**	**S**	
LE.25	The system has the ability to have SIBR electronic Hate Crime reporting compliance capability.	**Critical**	**S**	
LE.26	The system has the ability to support electronic SIBR submission.	**Critical**	**S**	
LE.27	The system has the ability to have UCR compliance capability.	**Critical**	**S**	
LE.28	The system has the ability to be NIBRS compliant.	**Critical**	**S**	
The system has the ability to generate the following reports:				
LE.29	Accidents;	**Critical**	**S**	
LE.30	Arrests;	**Critical**	**S**	
LE.31	Business Registry;	**Critical**	**S**	
LE.32	Case Processing;	**Critical**	**S**	
LE.33	Civil Processing;	**Critical**	**S**	
LE.34	Alarms;	**Critical**	**S**	
LE.35	Bicycle registration;	**Critical**	**S**	
LE.36	Equipment;	**Critical**	**S**	
LE.37	Field investigations;	**Critical**	**S**	
LE.38	Gang;	**Critical**	**S**	
LE.39	Global Vehicle;	**Critical**	**S**	
LE.40	Narcotics;	**Critical**	**S**	
LE.41	Protection order,	**Critical**	**S**	
LE.42	Incidents;	**Critical**	**S**	
LE.43	Computer Aided Investigation;	**Critical**	**S**	
LE.44	Federal Reports (IBR);	**Critical**	**S**	
LE.45	Geo-Address Verification;	**Critical**	**S**	
LE.46	Impounded Vehicles;	**Critical**	**S**	

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LE.47	Incident Tracking;	**Critical**	**S**	
LE.48	Known Associates;	**Critical**	**S**	
LE.49	Master Name Processing;	**Critical**	**S**	
LE.50	Personnel/Training;	**Critical**	**S**	
LE.51	Property and Evidence Tracking;	**Critical**	**S**	
LE.52	Suspect Tracking;	**Critical**	**S**	
LE.53	Traffic Tickets & Citations;	**Critical**	**S**	
LE.54	Wants and Warrants;	**Critical**	**S**	
LE.55	Pawn Shop;	**Critical**	**S**	
LE.56	Sex Offenders;	**Critical**	**S**	
LE.57	Violent Offenders;	**Critical**	**S**	
LE.58	BOLO;	**Critical**	**S**	
LE.59	OK Domestic Abuse Report; and	**Critical**	**S**	
LE.60	Other user-defined.	**Critical**	**S**	
LE.61	The system has the ability to print victim notification letters as cards with an options to add additional comments to print.	**Critical**	**S**	
LE.62	The system has the ability to generate NCIC validation letters to victims.	**Desired**	**N**	
LE.63	The system has the ability to support alerts that show on multiple Agency Identifiers even though it was entered under one.	**Critical**	**S**	
LE.64	The system has the ability to support a scan button on documents tab.	**Critical**	**S**	
LE.65	The system has the ability to show name and DOB when a case subject is open.	**Critical**	**S**	
LE.66	The system has the ability to track alarm history listing with the option to sort by permit number and address.	**Critical**	**S**	
LE.67	The system has the ability to add field level auditing for all modules.	**Critical**	**S**	
LE.68	The system has the ability to update BOLO information across all Agency Identifiers on the records side instead of having to open CAD with security permissions across all proposed modules.	**Critical**	**S**	
LE.69	The system has the ability to have BOLOs appear in the alert column on global subjects.	**Critical**	**S**	
LE.70	The system has the ability to capture and maintain BOLO premise information.	**Critical**	**S**	
LE.71	The system has the ability to capture and maintain vehicle BOLO information.	**Critical**	**S**	
LE.72	The system has the ability to support report tracking with the option to search by case or incident number.	**Critical**	**S**	
LE.73	The system has the ability to support a global vehicle jacket to show prior license plates for the vehicle.	**Critical**	**N**	

LE.74	The system has the ability to support a search capability for global person by DOB or age range using mm/dd or mm/dd/yyyy.	**Critical**	**S**	
LE.75	The system has the ability to flag changes on cases on case assignment grid by other users so the owner can quickly see if they need to review the case.	**Critical**	**S**	
LE.76	The system has the ability to select multiple cases for case search screen and set review level for all.	**Critical**	**S**	
LE.77	The system has the ability to allow a $0.0 entry to show account was balanced on Narcotics ledger.	**Critical**	**N**	
LE.78	The system has the ability to support a telephone history tab/button added to global subject contact info tab.	**Critical**	**S**	
LE.79	The system has the ability to support a Narcotics informant entry with the ability to print, with appropriate security permissions.	**Critical**	**S**	
LE.80	The system has the ability to automatically fill in by officer who signed in for the case entry assignments.	**Critical**	**S**	
LE.81	The system has the ability to delete NCIC entry under global subjects with the appropriate security permissions.	**Critical**	**N**	
LE.82	The system has the ability to provide or support an online interface from the RMS application to the State/NCIC database (CJIS compliant).	**Critical**	**S**	
LE.83	The system has the ability to open event tracking directly from the global subject instead of through the corrections module.	**Critical**	**N**	
LE.84	The system has the ability to print the Narcotics Intelligence Entry form, with appropriate security permissions.	**Critical**	**S**	
LE.85	The system has the ability to add the assigned officer to case search grid results.	**Critical**	**S**	
LE.86	The system has the ability to add make, model, and serial number in grid on personnel equipment tab.	**Critical**	**S**	
LE.87	The system has the ability to display the state of residence to global subject results grid.	**Critical**	**S**	
LE.88	The system has the ability to search by gang members on global subjects.	**Critical**	**S**	
LE.89	The system has the ability to print victim notification letters on regular paper or post card.	**Critical**	**S**	
LE.90	The system has the ability to have BOLOs show as an alert on global subject results alert column.	**Critical**	**S**	
LE.91	The system has the ability to add conditions and court information to a ticket printout.	**Critical**	**S**	
LE.92	The system has the ability to change the ticket number with security permissions.	**Critical**	**S**	
LE.93	The system has the ability to add case number to an officers inventory report.	**Critical**	**S**	

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LE.94	The system has the ability to support an audit log report to list changes on global subject records including but not limited to name, sex, race, and DOB.	Critical	S	
LE.95	The system has the ability to add the last chain of custody entry to the property search results grid.	Critical	N	
LE.96	The system has the ability to lock accidents from viewing with security permissions.	Critical	S	
LE.97	The system has the ability to set sex offender alerts on global subject's search results grid.	Critical	S	The Sex Offender alert displays wherever a sex offender's name is entered or viewed in the CentralSquare Pro system.
LE.98	The system has the ability to support BOLO inquiry on Mobile to include BOLO number in return.	Critical	S	
LE.99	The system has the ability to show active and pending calls in mobile to include the option to filter by Agency Identifier.	Critical	S	
LE.100	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	Critical	S	
LE.101	The system has the ability to change Unit Status Monitor font size on mobile.	Critical	S	
LE.102	The system has the ability to search by phone number in incident searches.	Critical	S	Phone numbers can be searched in CAD from a dedicated Phone Search, as well as within the Name Search via Phones Search functionality.
LE.103	The system has the ability to send an email notification to an assigned user about a completed activity on a case.	Critical	S	
LE.104	The system has the ability to perform an intake and release on the property rapid chain of custody.	Critical	S	
LE.105	The system has the ability to support printing a case report in summary instead of detail as default setting.	Critical	S	
LE.106	The system has the ability to support law enforcement case report preparation with ability to access data from multiple sources (e.g., call data, CAD, arrest records) and for attachment of documents.	Critical	S	
LE.107	The system has the ability to track and access data on property (evidence) associated with specific people.	Critical	S	
LE.108	The system has the ability to add supplements to existing case reports.	Critical	S	
LE.109	The system has the ability to allow a user to view all activity assigned to an officer through a dashboard or home screen across all modules (once a user logins into the system will bring to a dashboard or home screen).	Critical	S	

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LE.110	The system has the ability to search and access to protection orders.	**Critical**	**S**	
LE.111	The system has the ability to support managing of and access to towing records.	**Critical**	**S**	
LE.112	The system has the ability to support personnel training and certification tracking and scan the associated documents.	**Critical**	**S**	
LE.113	The system has the ability to support storage and access of accident reports, with collision diagrams.	**Critical**	**S**	
LE.114	The system has the ability to support the State of OK Traffic Collision report requirements.	**Critical**	**S**	
LE.115	The system has the ability to support storage and access of accident reports, with collision diagrams via Web-based access for the public.	**Critical**	**N**	
LE.116	The system has the ability to allow the public to pay for accident reports online using the City's online payment gateway.	**Critical**	**N**	
LE.117	The system has the ability to track accounts and fees associated with alarms and fee processing for false alarm incidents.	**Critical**	**S**	
LE.118	The system has the ability to allow remote officers to access all reports through a web browser on a password protected web page, so officers can remain in the field.	**Critical**	**S**	
LE.119	The system has the ability to allow briefing notes to include incident narratives.	**Critical**	**S**	
LE.120	The system has the ability to allow continuous updates to the briefing report.	**Critical**	**S**	
LE.121	The system has the ability to automatically populate the fields in the RMS database during the merge process.	**Critical**	**S**	
LE.122	The system has the ability to get driver's license photos both in CAD and Mobile.	**Critical**	**S**	
LE.123	The system has the ability to generate a report on crime types.	**Critical**	**S**	
LE.124	The system has the ability to support crime classifications to meet state statutes.	**Critical**	**S**	
LE.125	The system has the ability to redact information on any field of any report.	**Critical**	**S**	
LE.126	The system has the ability to create a case from a narcotics or field investigation without having to re-enter the information.	**Critical**	**S**	
	Master Name Requirements			
LE.127	The system has the ability to use the master name concept and contain all information collected on a person or business, as well as all associated activities, in a single master name record.	**Critical**	**S**	
The system has the ability to provide a listing of all activities in which a person has been involved including but not limit to the following:				
LE.128	Arrests;	**Critical**	**S**	
LE.129	Jail releases;	**Critical**	**S**	
LE.130	Tickets;	**Critical**	**S**	

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LE.131	Warrants;	**Critical**	**S**	
LE.132	Cases;	**Critical**	**S**	
LE.133	Incidents;	**Critical**	**S**	
LE.134	Accidents;	**Critical**	**S**	
LE.135	Gangs;	**Critical**	**S**	
LE.136	Vehicles;	**Critical**	**S**	
LE.137	Property;	**Critical**	**S**	
LE.138	Guns	**Critical**	**S**	
LE.139	Pawn Shops;	**Critical**	**S**	
LE.140	Sex Offenders;	**Critical**	**S**	
LE.141	Violent Offenders; and	**Critical**	**S**	
LE.142	Other user-defined.	**Critical**	**S**	
LE.143	The system has the ability to allow the user to select which activities to include in an output from person activities.	**Critical**	**S**	
LE.144	The system has the ability to display an image of the subject within the master name record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**	**S**	
The system has the ability to enter and maintain the following master name record data elements with appropriate security permissions:				
LE.145	Name (First, Middle, Last, Suffix);	**Critical**	**S**	
LE.146	Address (City, State, Zip Code);	**Critical**	**S**	
LE.147	Age/Race/Sex;	**Critical**	**S**	
LE.148	Associated Names;	**Critical**	**S**	
LE.149	Affiliation;	**Critical**	**S**	
LE.150	Physical Description;	**Critical**	**S**	
LE.151	Scars, Marks or Tattoos;	**Critical**	**S**	
LE.152	Date of Birth;	**Critical**	**S**	
LE.153	Driver's License Number;	**Critical**	**S**	
LE.154	Driver's License Expiration Date;	**Critical**	**S**	
LE.155	Driver's License State;	**Critical**	**S**	
LE.156	Social Security Number;	**Critical**	**S**	
LE.157	Personal Information;	**Critical**	**S**	
LE.158	Handicaps;	**Critical**	**S**	
LE.159	Inmate Number;	**Critical**	**S**	
LE.160	Department Arrest Number;	**Critical**	**S**	

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LE.161	Mug Shot Number;	**Critical**	**S**	
LE.162	FBI Number;	**Critical**	**S**	
LE.163	Local Identification Number;	**Critical**	**S**	
LE.164	State Identifier Number (SID);	**Critical**	**S**	
LE.165	Military Service Number and Branch;	**Critical**	**S**	
LE.166	Identikit Number;	**Critical**	**S**	
LE.167	Alias (Multiple Types);	**Critical**	**S**	
LE.168	Nickname (Street Name);	**Critical**	**S**	
LE.169	Place of Birth;	**Critical**	**S**	
LE.170	Occupation;	**Critical**	**S**	
LE.171	Home Phone;	**Critical**	**S**	
LE.172	Work Phone;	**Critical**	**S**	
LE.173	Cell Phone;	**Critical**	**S**	
LE.174	Employer Name and Address;	**Critical**	**S**	
LE.175	Fingerprint Classification Number;	**Critical**	**S**	
LE.176	Marital Status;	**Critical**	**S**	
LE.177	Vehicles;	**Critical**	**S**	
LE.178	City, County, Country and Place of Birth;	**Critical**	**S**	
LE.179	Illegal Alien;	**Critical**	**S**	
LE.180	School;	**Critical**	**S**	
LE.181	Religion;	**Critical**	**S**	
LE.182	Citizenship;	**Critical**	**S**	
LE.183	Associated Multiple ID Numbers;	**Critical**	**S**	
LE.184	Modus Operandi/Crime Specialties;	**Critical**	**S**	
LE.185	Known Associates;	**Critical**	**S**	
LE.186	Special Needs;	**Critical**	**S**	
LE.187	Contact Information;	**Critical**	**S**	
LE.188	Complexion;	**Critical**	**S**	
LE.189	Build;	**Critical**	**S**	
LE.190	Teeth;	**Critical**	**S**	
LE.191	Beard;	**Critical**	**S**	
LE.192	Mustache;	**Critical**	**S**	
LE.193	Eyewear (glasses);	**Critical**	**S**	
LE.194	Hair type;	**Critical**	**S**	
LE.195	Hair Style;	**Critical**	**S**	

LE.196	Hair Length;	**Critical**	**S**	
LE.197	State or County of Birth;	**Critical**	**S**	
LE.198	Primary Language;	**Critical**	**S**	
LE.199	Gang Affiliation;	**Critical**	**S**	
LE.200	City of Birth;	**Critical**	**S**	
LE.201	School;	**Critical**	**S**	
LE.202	Date of Death;	**Critical**	**S**	
LE.203	Deceased;	**Critical**	**S**	
LE.204	Age Range;	**Critical**	**S**	
LE.205	Appearance;	**Critical**	**S**	
LE.206	Distinctive Feature;	**Critical**	**S**	
LE.207	Facial Feature Oddity;	**Critical**	**S**	
LE.208	Facial Shape;	**Critical**	**S**	
LE.209	Blood Type;	**Critical**	**S**	
LE.210	Hand Preference;	**Critical**	**S**	
LE.211	Voice Characteristic;	**Critical**	**S**	
LE.212	Special flags (e.g., sex offender notice); and	**Critical**	**S**	
LE.213	Other user-defined.	**Critical**	**S**	
LE.214	The system has the ability to provide visual alerts for special flags on persons (e.g., threats against officers), addresses (e.g., vicious dog), and vehicles.	**Critical**	**S**	
LE.215	The system has the ability to provide a visual indicator if a personal photo is available.	**Critical**	**S**	
LE.216	The system has the ability to eliminate the need to duplicate any information already entered.	**Critical**	**S**	
LE.217	The system has the ability to cross-reference the master name record to all other records associated with an individual.	**Critical**	**S**	
LE.218	The system has the ability to restrict name activity access by jurisdiction.	**Critical**	**S**	
LE.219	The system has the ability to edit and merge duplicate master names with security permissions.	**Critical**	**S**	
LE.220	The system has the ability to store narrative associated with a name and display it upon inquiry for that name.	**Critical**	**S**	
LE.221	The system has the ability to link multiple addresses to a master name record and date all changes to an address.	**Critical**	**S**	
LE.222	The system has the ability to associate previous address records with a date of address change, along with the person that changed the address.	**Critical**	**S**	

LE.223	The system has the ability to check all coded entries in the master name record for validity at the time of data entry.	**Critical**	**S**	
LE.224	The system has the ability to automatically check a name against the list of outstanding warrants and notify the user if a warrant exists.	**Critical**	**S**	
The system has the ability to allow users to search for and obtain details on any type of record associated with the individual master name record, such as:				
LE.225	Suspects;	**Critical**	**S**	
LE.226	Arrests;	**Critical**	**S**	
LE.227	Witnesses;	**Critical**	**S**	
LE.228	Reporting Parties;	**Critical**	**S**	
LE.229	Known Offenders;	**Critical**	**S**	
LE.230	Known Associates;	**Critical**	**S**	
LE.231	Callers;	**Critical**	**S**	
LE.232	Inmates;	**Critical**	**S**	
LE.233	Did not interview (e.g., Mentioned);	**Critical**	**S**	
LE.234	Complainants; and	**Critical**	**S**	
LE.235	Other user-defined.	**Critical**	**S**	
The system has the ability to allow users to search for master name files based on any of the following criteria:				
LE.236	Full Name;	**Critical**	**S**	
LE.237	Partial Name;	**Critical**	**S**	
LE.238	Wildcard;	**Critical**	**S**	
LE.239	Alias;	**Critical**	**S**	
LE.240	SSN;	**Critical**	**S**	
LE.241	Date of Birth;	**Critical**	**S**	
LE.242	Height;	**Critical**	**S**	
LE.243	Height Range;	**Critical**	**S**	
LE.244	Weight;	**Critical**	**S**	
LE.245	Weight Range;	**Critical**	**S**	
LE.246	Age Range;	**Critical**	**S**	
LE.247	Hair Color;	**Critical**	**S**	
LE.248	Eye Color;	**Critical**	**S**	
LE.249	Physical Characteristics;	**Critical**	**S**	
LE.250	Scars, Marks or Tattoos;	**Critical**	**S**	
LE.251	Combination of Parameters;	**Critical**	**S**	

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LE.252	Phone Number;	**Critical**	**S**	
LE.253	Address;	**Critical**	**S**	
LE.254	Race;	**Critical**	**S**	
LE.255	Sex;	**Critical**	**S**	
LE.256	Identifying Clothing; and	**Critical**	**N**	
LE.257	Other user-defined.	**Critical**	**S**	
LE.258	The system has the ability to treat common business names as a master name record.	**Critical**	**S**	
LE.259	The system has the ability to copy master name records to use in other jurisdictions with security permissions.	**Critical**	**N**	The name record does not need to be copied to other jurisdictions on the same system. In CentralSquare Pro, multiple jurisdictions can utilize the same name record to build a more complete understanding of the individual's history.
LE.260	The system has the ability to locate subject records via Soundex (first, middle, last name).	**Critical**	**S**	
LE.261	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts users that the person's record has been accessed.	**Desired**	**S**	
LE.262	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts the user that the address record has been accessed.	**Desired**	**S**	
LE.263	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts the user that the vehicle record has been accessed.	**Desired**	**S**	
Alarms				
LE.264	The system has the ability to create department specific alarm permits.	**Desired**	**S**	This can be accomplished using the CentralSquare Pro Custom Module capability.
LE.265	The system has the ability to associate permits to specific registrants.	**Desired**	**S**	This can be accomplished using the CentralSquare Pro Custom Module capability.
LE.266	The system has the ability to associate permits to specific locations.	**Desired**	**S**	This can be accomplished using the CentralSquare Pro Custom Module capability.
LE.267	The system has the ability to determine fees for agency-defined permit types.	**Desired**	**N**	

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LE.268	The system has the ability to determine fees for agency-defined transaction types.	**Desired**	**N**	
LE.269	The system has the ability to track complete location and alarm history.	**Desired**	**S**	
LE.270	The system has the ability to create department specific warning letters.	**Desired**	**S**	
LE.271	The system has the ability to generate department designed invoices.	**Desired**	**N**	Standard invoices can be produced from CentralSquare Pro.
LE.272	The system has the ability to track all history assigned to a permit.	**Desired**	**N**	
LE.273	The system has the ability to quickly reference all permit history.	**Desired**	**N**	
LE.274	The system has the ability to reference all permit activity.	**Desired**	**N**	
LE.275	The system has the ability to allow the public to pay for alarm billing online using the City's online payment gateway.	**Desired**	**N**	
Bicycle Tracking				
LE.276	The system has the ability to create agency-defined registration types.	**Desired**	**S**	
LE.277	The system has the ability to track registration by agency-defined status.	**Desired**	**S**	
LE.278	The system has the ability to associate bicycle with registered owner.	**Desired**	**S**	
LE.279	The system has the ability to track complete agency contact history of registered owner.	**Desired**	**S**	
LE.280	The system has the ability to define registration numbers, including optional auto-incrementing of registration numbers.	**Desired**	**S**	
LE.281	The system has the ability to track complete agency contact history of bicycle.	**Desired**	**S**	
LE.282	The system has the ability to quickly search all registered bicycles.	**Desired**	**S**	
The system has the ability to track registrations by:				
LE.283	Make;	**Desired**	**S**	
LE.284	Model;	**Desired**	**S**	
LE.285	Style;	**Desired**	**S**	
LE.286	Color;	**Desired**	**S**	
LE.287	Speed;	**Desired**	**S**	
LE.288	License number;	**Desired**	**S**	
LE.289	Serial number;	**Desired**	**S**	
LE.290	Registered Owner; and	**Desired**	**S**	
LE.291	Other user-defined.	**Desired**	**S**	
LE.292	The system has the ability to attach a variety of supporting documents (of various types) to the bicycle registration record.	**Desired**	**S**	
LE.293	The system has the ability to generate agency specific reports on any or all captured fields.	**Desired**	**S**	

LE.294	The system has the ability to quickly reference all bicycle owners' agency history.	**Desired**	**S**	
	Equipment Tracking			
LE.295	The system has the ability to enter and maintain detailed records on all department equipment with appropriate security permission.	**Critical**	**S**	
LE.296	The system has the ability to create and maintain agency-defined equipment categories with appropriate security permission.	**Critical**	**S**	
LE.297	The system has the ability to create and maintain agency-defined equipment types with appropriate security permission.	**Critical**	**S**	
LE.298	The system has the ability to define equipment type by equipment category.	**Critical**	**S**	
The system has the ability to track and assign equipment by:				
LE.299	Personnel;	**Critical**	**S**	
LE.300	ID Number;	**Critical**	**S**	
LE.301	Badge Number;	**Critical**	**S**	
LE.302	Serial Number;	**Critical**	**S**	
LE.303	Name;	**Critical**	**S**	
LE.304	Color;	**Critical**	**S**	
LE.305	Brand;	**Critical**	**S**	
LE.306	Make;	**Critical**	**S**	
LE.307	Model;	**Critical**	**S**	
LE.308	Condition;	**Critical**	**S**	
LE.309	Station;	**Critical**	**S**	
LE.310	Unit; and	**Critical**	**S**	
LE.311	Other user-defined.	**Critical**	**S**	
The system has the ability to maintain the following asset information:				
LE.312	Asset number;	**Critical**	**S**	
LE.313	Property tag number;	**Critical**	**S**	
LE.314	Chart of accounts distribution;	**Critical**	**S**	
LE.315	Grant number;	**Critical**	**S**	
LE.316	Grant agency;	**Critical**	**S**	
LE.317	Grant year;	**Critical**	**S**	
LE.318	Type of grant;	**Critical**	**S**	
LE.319	Project number;	**Critical**	**S**	
LE.320	Asset ownership;	**Critical**	**S**	
LE.321	Responsible party;	**Critical**	**S**	
LE.322	Acquisition date;	**Critical**	**S**	

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LE.323	In-service date;	**Critical**	**S**	
LE.324	Condition;	**Critical**	**S**	
LE.325	Status (e.g., inactive);	**Critical**	**S**	
LE.326	Unit cost/value;	**Critical**	**S**	
LE.327	Value basis;	**Critical**	**S**	
LE.328	Vendor Name;	**Critical**	**S**	
LE.329	Vendor number;	**Critical**	**S**	
LE.330	Manufacturer name;	**Critical**	**S**	
LE.331	Model year;	**Critical**	**S**	
LE.332	Model;	**Critical**	**S**	
LE.333	Serial number;	**Critical**	**S**	
LE.334	Vehicle identification number (VIN);	**Critical**	**S**	
LE.335	License plate number;	**Critical**	**S**	
LE.336	Insurance;	**Critical**	**S**	
LE.337	Warranty;	**Critical**	**S**	
LE.338	Location;	**Critical**	**S**	
LE.339	Parcel ID;	**Critical**	**N**	
LE.340	GIS geocode;	**Critical**	**N**	
LE.341	Retired information;	**Critical**	**S**	
LE.342	Disposal information;	**Critical**	**S**	
LE.343	Primary asset information (i.e., "parent" in parent-child);	**Critical**	**S**	
LE.344	Source of funds, multiple (e.g., grant for half of purchase);	**Critical**	**S**	
LE.345	Estimated useful life;	**Critical**	**S**	
LE.346	Estimated replacement cost;	**Critical**	**S**	
LE.347	Depreciation schedule;	**Critical**	**S**	
LE.348	Depreciation convention; and	**Critical**	**S**	
LE.349	Other, user-defined.	**Critical**	**S**	
LE.350	The system has the ability to capture equipment issued and return dates.	**Critical**	**S**	
LE.351	The system has the ability to support the tracking of issuing ticket books to officers.	**Desired**	**S**	
LE.352	The system has the ability to capture equipment condition when assigned to personnel.	**Critical**	**S**	
LE.353	The system has the ability to capture equipment condition when returned.	**Critical**	**S**	
LE.354	The system has the ability to capture the name of the officer who issued the equipment.	**Critical**	**S**	

LE.355	The system has the ability to capture equipment purchase information, such as purchase date, the name of the individual from whom an equipment item was purchased, P.O. number, and retail and original cost.	**Critical**	**S**	
LE.356	The system has the ability to schedule replacement date.	**Critical**	**S**	
LE.357	The system has the ability to update personnel jackets with issued equipment with security permissions.	**Critical**	**S**	
LE.358	The system has the ability to search all department equipment from CAD.	**Critical**	**S**	
LE.359	The system has the ability to schedule equipment for department-specific maintenance.	**Critical**	**S**	
LE.360	The system has the ability to associate with department-specific inventory number.	**Critical**	**S**	
LE.361	The system has the ability to capture and report by equipment serial number.	**Critical**	**S**	
LE.362	The system has the ability to create and maintain department-specific equipment activities (maintenance) with appropriate security permission.	**Critical**	**S**	
LE.363	The system has the ability to enter and schedule department-specific equipment related activities.	**Critical**	**S**	
LE.364	The system has the ability to track complete equipment history.	**Critical**	**S**	
LE.365	The system has the ability to run an inventory report.	**Desired**	**S**	
LE.366	The system has the ability to attach multiple and various supporting documents to equipment records.	**Critical**	**S**	
	Incidents			
LE.367	The system has the ability to capture and store data from a report, including the associated report narrative.	**Critical**	**S**	
LE.368	The system has the ability to create an incident report from the field to be imported into the incident module.	**Critical**	**S**	This functionality is possible with network connectivity through the Mobile application.
LE.369	The system has the ability to allow authorized users to update and maintain incident records with new information as needed with appropriate security permission.	**Critical**	**S**	
LE.370	The system has the ability to apply user security to incident entry, search and all incident related reports.	**Critical**	**S**	
LE.371	The system has the ability to create a supplemental report, to be tied to the original incident report.	**Critical**	**S**	
LE.372	The system has the ability to lock individual reports by permissions or security setting.	**Critical**	**S**	
LE.373	The system has the ability to attach supplemental documents to an incident.	**Critical**	**S**	
LE.374	The system has the ability to index incident records by incident number.	**Critical**	**S**	

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LE.375	The system has the ability to enter and maintain information on any type of incident/criminal activity with appropriate security permission.	**Critical**	**S**	
LE.376	The system has the ability to correct previously entered incident data in the case data entry screen.	**Critical**	**S**	
The system has the ability to enter and maintain the following general incident record data elements with appropriate security permissions:				
LE.377	Incident Type;	**Critical**	**S**	
LE.378	Incident Number;	**Critical**	**S**	
LE.379	Agency Identifier;	**Critical**	**S**	
LE.380	Call Date/Time;	**Critical**	**S**	
LE.381	Call Source;	**Critical**	**S**	
LE.382	Status;	**Critical**	**S**	
LE.383	Priority;	**Critical**	**S**	
LE.384	Associated Case Number;	**Critical**	**S**	
LE.385	Nature of the Call;	**Critical**	**S**	
LE.386	Caller Name;	**Critical**	**S**	
LE.387	Phone Number;	**Critical**	**S**	
LE.388	Officer;	**Critical**	**S**	
LE.389	Incident Location;	**Critical**	**S**	
LE.390	Partial Address;	**Critical**	**S**	
LE.391	Beat;	**Critical**	**S**	
LE.392	Vehicle; and	**Critical**	**S**	
LE.393	Other user-defined.	**Critical**	**S**	
LE.394	The system has the ability to enter and maintain multiple officer narratives with appropriate security permissions.	**Critical**	**S**	
LE.395	The system has the ability to view related special response information, as entered and maintained in CAD.	**Critical**	**S**	
LE.396	The system has the ability to enter and maintain associated calls, as entered and maintained in CAD.	**Critical**	**S**	
LE.397	The system has the ability to enter and maintain information about associated units and personnel with appropriate security permissions.	**Critical**	**S**	
LE.398	The system has the ability to view a call and unit logs (i.e., lists of the calls and units associated with the incident).	**Critical**	**S**	
LE.399	The system has the ability to enter and maintain information about the vehicles associated with the incident with appropriate security permissions.	**Critical**	**S**	

LE.400	The system has the ability to view a list of other incident numbers associated with the incident, as entered via CAD.	**Critical**	**S**	
LE.401	The system has the ability to enter and maintain information about all persons associated with the incident with appropriate security permissions.	**Critical**	**S**	
LE.402	The system has the ability to enter and maintain associated dispositions with appropriate security permissions.	**Critical**	**S**	
LE.403	The system has the ability to display and view a list of other records associated with the incident.	**Critical**	**S**	
LE.404	The system has the ability to generate multiple incident related reports for statistical crime analysis by geo area.	**Critical**	**S**	
LE.405	The system has the ability to associate property with an incident.	**Critical**	**S**	
LE.406	The system has the ability to support multiple review levels for each accident.	**Critical**	**S**	
LE.407	The system has the ability to enter and maintain the submitted offense with appropriate security permissions.	**Critical**	**S**	
LE.408	The system has the ability to enter and maintain cases from the mobile application to update the records system automatically with case assignments.	**Critical**	**S**	
	Case Processing			
LE.409	The system has the ability to apply user security to case entry, search and all incident related reports.	**Critical**	**S**	
LE.410	The system has the ability to pull data from an existing incident record.	**Critical**	**S**	
LE.411	The system has the ability to update and maintain case records with new information as needed with appropriate security permissions.	**Critical**	**S**	
LE.412	The system has the ability to enter supplemental reports.	**Critical**	**S**	
LE.413	The system has the ability to index case records by case number, which may be the same as the originating incident number.	**Critical**	**S**	
LE.414	The system has the ability to enter and maintain case records on any type of incident or criminal activity with appropriate security permissions.	**Critical**	**S**	
LE.415	The system has the ability to track multiple crimes within a single master case record.	**Critical**	**S**	
LE.416	The system has the ability to cross-reference and link multiple related offenses to a specific case record via its case number.	**Critical**	**S**	
LE.417	The system has the ability to automatically create a case record upon entry of the crime report data.	**Critical**	**S**	
LE.418	The system has the ability to automatically generate year-based case numbers.	**Critical**	**S**	
LE.419	The system has the ability to correct previously entered agency defined incident data in the case data entry screen with security permissions.	**Critical**	**S**	

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The system has the ability to enter and maintain the following case record data elements that are NIBRS/SIBRS compliant with appropriate security permissions:				
LE.420	Incident Type;	Critical	S	
LE.421	Case Number;	Critical	S	
LE.422	Agency Identifier;	Critical	S	
LE.423	Relationship (between suspect and victim);	Critical	S	
LE.424	Offense;	Critical	S	
LE.425	Occurred Location;	Critical	S	
LE.426	Hate Bias Information;	Critical	S	
LE.427	Criminal Activity;	Critical	S	
LE.428	Entry and Exit Methods/Points;	Critical	S	
LE.429	Date/Time of Occurrence;	Critical	S	
LE.430	Date of Reported Occurrence;	Critical	S	
LE.431	Multiple Crime/Offense Codes;	Critical	S	
LE.432	Type of Arson Reported;	Critical	S	
LE.433	Type of Theft Reported;	Critical	S	
LE.434	Status of the Complaint;	Critical	S	
LE.435	Disposition/Date of the Complaint;	Critical	S	
LE.436	Multiple MOs of the Crime;	Critical	S	
LE.437	Attempted Crime;	Critical	S	
LE.438	Type of Weapon;	Critical	S	
LE.439	Type of Tool;	Critical	S	
LE.440	Codes for the Type of Scene of the Crime;	Critical	S	
LE.441	Officer's Bureau Assignment;	Critical	S	
LE.442	Type of Stolen/Recovered Vehicle;	Critical	S	
LE.443	Estimated Dollar Amount of Property Involved;	Critical	S	
LE.444	Property Involved;	Critical	S	
LE.445	Solvability Factors Associated with Complaint;	Critical	S	
LE.446	Associated Cases;	Critical	S	
LE.447	Gambling Motivation;	Critical	S	
LE.448	Domestic Code (OK Domestic Abuse Report);	Critical	S	
LE.449	Gang Related;	Critical	S	
LE.450	Offender Suspected of Using Alcohol;	Critical	S	
LE.451	Offender Suspected of Using Drugs;	Critical	S	

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LE.452	Offender Suspected of Using Computer;	**Critical**	**S**	
LE.453	Victim Suspected of Using Alcohol;	**Critical**	**S**	
LE.454	Victim Suspected of Using Drugs;	**Critical**	**S**	
LE.455	Victim Suspected of Using Computer;	**Critical**	**S**	
LE.456	Aggravated Assault/Homicide Circumstances;	**Critical**	**S**	
LE.457	Justifiable Homicide Code;	**Critical**	**S**	
LE.458	Justifiable Homicide Circumstances;	**Critical**	**S**	
LE.459	Involved Vehicle;	**Critical**	**S**	
LE.460	Subject MO;	**Critical**	**S**	
LE.461	Subject Injury Types;	**Critical**	**S**	
LE.462	Subject Injury Condition;	**Critical**	**S**	
LE.463	Subject Injury Medical Treatment;	**Critical**	**S**	
LE.464	Subject Injury Hospital;	**Critical**	**S**	
LE.465	Subject Injury Transported By;	**Critical**	**S**	
LE.466	Subject Injury Extent of Injury;	**Critical**	**S**	
LE.467	Missing Person Code;	**Critical**	**S**	
LE.468	Missing Person Recovery Information;	**Critical**	**S**	
LE.469	Missing Person Previously Missing;	**Critical**	**S**	
LE.470	Missing Person Foul Play Suspected;	**Critical**	**S**	
LE.471	Missing Person Who Notified;	**Critical**	**S**	
LE.472	Missing Person Source Type;	**Critical**	**S**	
LE.473	Victim Offender Relationship;	**Critical**	**S**	
LE.474	Offense Date;	**Critical**	**S**	
LE.475	Location/Scene;	**Critical**	**S**	
LE.476	Submit Offense;	**Critical**	**S**	
LE.477	Assigned Officers;	**Critical**	**S**	
LE.478	Contributing Officers;	**Critical**	**S**	
LE.479	Number of Premises Entered;	**Critical**	**S**	
LE.480	Cargo Theft;	**Critical**	**S**	
LE.481	Larceny Type;	**Critical**	**S**	
LE.482	Weapon;	**Critical**	**S**	
LE.483	Resident Status;	**Critical**	**S**	
LE.484	Subject Type;	**Critical**	**S**	
LE.485	Related Offenses;	**Critical**	**S**	
LE.486	Human Trafficking;	**Critical**	**S**	

LE.487	LEOKA (Law Enforcement Officers Killed and Assaulted); and	**Critical**	**S**	
LE.488	Other user-defined.	**Critical**	**S**	
LE.489	The system has the ability to enter and maintain detailed information about all offenses associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.490	The system has the ability to enter and maintain detailed information about all subjects associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.491	The system has the ability to enter and maintain information about all arrests associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.492	The system has the ability to enter and maintain information about all property associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.493	The system has the ability to enter and maintain information about all field investigations associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.494	The system has the ability to automatically link all information from a field investigation record to the original complaint report.	**Critical**	**S**	
LE.495	The system has the ability to enter and maintain information about all vehicles associated with a case with appropriate security permissions.	**Critical**	**S**	
LE.496	The system has the ability to support unlimited narrative input and editing capabilities for the original complaint report.	**Critical**	**S**	
LE.497	The system has the ability to support unlimited narrative input and editing capabilities for any type of supplemental report.	**Critical**	**S**	
LE.498	The system has the ability to capture crime analysis related information during case processing.	**Critical**	**S**	
LE.499	The system has the ability to expunge a subject from a case record.	**Critical**	**S**	
LE.500	The system has the ability to automatically pull information from an incident record into an associated case record to eliminate the need to enter the same data twice.	**Critical**	**S**	
LE.501	The system has the ability to print hard copies of case records and supplemental reports, depending on security.	**Critical**	**S**	
LE.502	The system has the ability to print a sanitized version of a case record for public use.	**Critical**	**S**	
LE.503	The system has the ability to build all entry information into a report, which will plot on a map or generate a printable report.	**Critical**	**S**	
LE.504	The system has the ability to generate multiple case related reports for statistical crime analysis.	**Critical**	**S**	
LE.505	The system has the ability to support unlimited narrative input and editing capabilities for the original complaint report.	**Critical**	**S**	
LE.506	The system has the ability to lock cases based on security permissions.	**Critical**	**S**	

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LE.507	The system has the ability to attach multiple supporting documents of various types (e.g., Word, Excel, JPG, MPG, WAV, etc.) to a case record.	Critical	S	
	Accident Processing			
LE.508	The system has the ability to interface with the State of Oklahoma automobile accident database.	Critical	S	
LE.509	The system has the ability to create an incident report from the field to be imported into the accident module.	Critical	S	
LE.510	The system has the ability to maintain functionality to comply with ongoing State of OK Accident Report updates.	Critical	S	
LE.511	The system has the ability to enter, maintain and track all information about an accident with appropriate security permissions.	Critical	S	
LE.512	The system has the ability to enter, maintain and track detailed information about all subjects associated with an accident (e.g., drivers, passengers, pedestrians, witnesses, etc.) with appropriate security permissions.	Critical	S	
LE.513	The system has the ability to enter, maintain and track detailed information about all vehicles associated with an accident with appropriate security permissions.	Critical	S	
The system has the ability to mask fields by user role including but not limited to:				
LE.514	Date of Birth;	Critical	N	
LE.515	Social Security numbers;	Critical	N	
LE.516	Driver's License numbers;	Critical	N	
LE.517	Officer's middle name;	Critical	N	
LE.518	Email addresses; and	Critical	N	
LE.519	Other, user-defined fields.	Critical	N	
LE.520	The system has the ability to attach multiple supporting documents of various types to an accident record including diagrams.	Critical	S	
LE.521	The system has the ability to link accident, incident and case numbers for investigative and search purposes.	Critical	S	
LE.522	The system has the ability to print accident report on demand.	Critical	S	
LE.523	The system has the ability to perform a compliance check before submitting to the state.	Critical	S	
LE.524	The system has the ability to submit the reports electronically to the state.	Critical	N	

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Arrest Records				
The system has the ability to enter and maintain the following general arrest information with appropriate security permissions:				
LE.525	Arrest Number;	**Critical**	**S**	
LE.526	Agency Identifier;	**Critical**	**S**	
LE.527	Date/Time of Arrest;	**Critical**	**S**	
LE.528	Charge;	**Critical**	**S**	
LE.529	Arrest Type;	**Critical**	**S**	
LE.530	Arrest Status and Status Date/Time;	**Critical**	**S**	
LE.531	Associated Case Number;	**Critical**	**S**	
LE.532	Juvenile Indicator;	**Critical**	**S**	
LE.533	Multiple Clearance Indicator;	**Critical**	**S**	
LE.534	Attempt to Commit;	**Critical**	**S**	
LE.535	Submit Offense;	**Critical**	**S**	
LE.536	Residence Status;	**Critical**	**S**	
LE.537	Incident Location;	**Critical**	**S**	
LE.538	Location of Arrest;	**Critical**	**S**	
LE.539	County;	**Critical**	**S**	
LE.540	Victim;	**Critical**	**S**	
LE.541	Witness	**Critical**	**S**	
LE.542	Name of Arrested Person;	**Critical**	**S**	
LE.543	Arresting Officer (multiple possible);	**Critical**	**S**	
LE.544	Arresting Officer's Assigned Bureau;	**Critical**	**S**	
LE.545	Reporting Districts of the Arrest;	**Critical**	**S**	
LE.546	Assisting Arrest Officer;	**Critical**	**S**	
LE.547	Disposition of the Arrest;	**Critical**	**S**	
LE.548	Disposition Date;	**Critical**	**S**	
LE.549	Resulting Charge at Disposition;	**Critical**	**S**	
LE.550	Sentencing Information;	**Critical**	**S**	
LE.551	Narrative;	**Critical**	**S**	
LE.552	Bond Information;	**Critical**	**S**	
LE.553	Arrest Location County;	**Critical**	**S**	
LE.554	Arrestee Injury Information;	**Critical**	**S**	
LE.555	Arrestee Weapon;	**Critical**	**S**	

LE.556	Arrestee Weapon feature;	**Critical**	**S**	
LE.557	Arrestee Resident Status;	**Critical**	**S**	
LE.558	Arrestee Alcohol Influence;	**Critical**	**S**	
LE.559	Arrestee Drug Influence;	**Critical**	**S**	
LE.560	Arrestee Breath Analyzer Result;	**Critical**	**S**	
LE.561	Age at Arrest;	**Critical**	**S**	
LE.562	Offender Tracking Number;	**Critical**	**S**	
LE.563	Submit Offense; and	**Critical**	**S**	
LE.564	Checked NCIC (Yes/No);	**Critical**	**S**	
LE.565	Place of birth;	**Critical**	**S**	
LE.566	Partial Mug & Fingerprint;	**Critical**	**S**	
LE.567	Complete Mug & Fingerprint;	**Critical**	**S**	
LE.568	Photo sent to Federal District;	**Critical**	**S**	
LE.569	Photo sent to Tulsa District;	**Critical**	**S**	
LE.570	Photo sent to Wagoner District;	**Critical**	**S**	
LE.571	Photo sent to Municipal;	**Critical**	**S**	
LE.572	Case number;	**Critical**	**S**	
LE.573	Court date;	**Critical**	**S**	
LE.574	Occurred details:	**Critical**	**S**	
LE.575	Arrested details;	**Critical**	**S**	
LE.576	Booked details;	**Critical**	**S**	
LE.577	TPD/PID;	**Critical**	**S**	
LE.578	Suspect alias (i.e., 'AKA');	**Critical**	**S**	
LE.579	Suspect height;	**Critical**	**S**	
LE.580	Suspect weight;	**Critical**	**S**	
LE.581	Suspect hair;	**Critical**	**S**	
LE.582	Suspect eyes;	**Critical**	**S**	
LE.583	Suspect skin;	**Critical**	**S**	
LE.584	Suspect race;	**Critical**	**S**	
LE.585	Suspect sex;	**Critical**	**S**	
LE.586	Suspect address (including city, state, zip;	**Critical**	**S**	
LE.587	Suspect age;	**Critical**	**S**	
LE.588	Suspect DOB;	**Critical**	**S**	
LE.589	Suspect SSN;	**Critical**	**S**	
LE.590	Suspect Employer/School;	**Critical**	**S**	

LE.591	Suspect home phone;	**Critical**	**S**	
LE.592	Suspect business phone;	**Critical**	**S**	
LE.593	Suspect Employer Address;	**Critical**	**S**	
LE.594	Suspect Driver's License (state, class, and end);	**Critical**	**S**	
LE.595	Suspect Oklahoma State Bureau of Investigation (OSBI);	**Critical**	**S**	
LE.596	Suspect FBI number;	**Critical**	**S**	
LE.597	Suspect Next of Kin (name, address, phone, and relationship);	**Critical**	**S**	
LE.598	Personnel oddities;	**Critical**	**S**	
LE.599	Tattoos;	**Critical**	**S**	
LE.600	Clothing;	**Critical**	**S**	
LE.601	Warning Indicators;	**Critical**	**S**	
LE.602	Vehicle information;	**Critical**	**S**	
LE.603	Crime description;	**Critical**	**S**	
LE.604	Lay witness list for municipal charges details;	**Critical**	**S**	
LE.605	Master file number; and	**Critical**	**S**	
LE.606	Other user-defined.	**Critical**	**S**	
LE.607	The system has the ability to mask and redact any fields from the Arrest and Booking Report and narrative.	**Critical**	S	
LE.608	The system has the ability to enter and maintain information about all charges associated with the arrest with appropriate security permissions.	**Critical**	S	
LE.609	The system has the ability to enter and maintain data on arrest and court dispositions with appropriate security permissions.	**Critical**	S	
LE.610	The system has the ability to enter and maintain information about any injuries the arrestee may have sustained while being apprehended with appropriate security permissions.	**Critical**	S	
LE.611	The system has the ability to enter and maintain information about any weapons involved in the arrest with appropriate security permissions.	**Critical**	S	
LE.612	The system has the ability to enter and maintain information about the various identification numbers associated with the arrest, such as a booking number, case number, warrant number and offender-based tracking system number with appropriate security permissions.	**Critical**	S	
LE.613	The system has the ability to properly report information per NIBRS requirements.	**Critical**	S	
LE.614	The system has the ability to properly report information per SIBRS requirements.	**Critical**	S	
LE.615	The system has the ability to maintain compliance with UCR reporting with appropriate security permissions.	**Critical**	S	

LE.616	The system has the ability to link newly arrested individuals to previous arrests, if applicable.	**Critical**	**S**	
LE.617	The system has the ability to automatically create a master name record at the time of the arrest processing.	**Critical**	**S**	
LE.618	he system has the ability to have easy access to an arrest register within a selected date range.	**Critical**	**S**	
LE.619	The system has the ability to add additional supplemental narrative to the original complaint report.	**Critical**	**S**	
LE.620	The system has the ability to require additional security to access juvenile records.	**Critical**	**S**	
The system has the ability to search for arrest records based on the following criteria:				
LE.621	Arrestee's Name;	**Critical**	**S**	
LE.622	Juvenile Indicator;	**Critical**	**S**	
LE.623	Agency Identifier;	**Critical**	**S**	
LE.624	Social Security Number;	**Critical**	**S**	
LE.625	DOB;	**Critical**	**S**	
LE.626	Charge;	**Critical**	**S**	
LE.627	Arrest Date/Range;	**Critical**	**S**	
LE.628	Complaint/Case Number;	**Critical**	**S**	
LE.629	Arresting Officer ID;	**Critical**	**S**	
LE.630	Arrest Tracking Number;	**Critical**	**S**	
LE.631	Driver's License numbers;	**Critical**	**S**	
LE.632	Class of Arrest;	**Critical**	**S**	
LE.633	Addresses;	**Critical**	**S**	
LE.634	Master file number; and	**Critical**	**S**	
LE.635	Other user-defined.	**Critical**	**S**	
The system has the ability to print a variety of arrest related reports to facilitate the statistical analysis of arrest data, including the following:				
LE.636	Arrest by Court Disposition Date Report;	**Critical**	**S**	
LE.637	Arrest by Location Report;	**Critical**	**S**	
LE.638	Arrest by Officer Report;	**Critical**	**S**	
LE.639	Arrest Charge Summary Report;	**Critical**	**S**	
LE.640	Arrest Detail Report;	**Critical**	**S**	
LE.641	Arrest Register Report;	**Critical**	**S**	
LE.642	Arrest Status Summary Report; and	**Critical**	**S**	

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LE.643	Beat/District	**Critical**	**S**	
LE.644	Arrest by specific address	**Critical**	**S**	
LE.645	Arrest by Business	**Critical**	**S**	
LE.646	Arrest by County	**Critical**	**S**	
LE.647	Adult vs. Juvenile	**Critical**	**S**	
LE.648	Class of Arrest; and	**Critical**	**S**	
LE.649	Other user-defined.	**Critical**	**S**	
LE.650	The system has the ability to provide equivalent reports for both juvenile and adult arrest records.	**Critical**	**S**	
	Impounded Vehicle Processing			
The system has the ability to enter and maintain the details of an impounded vehicle, including the following general information with appropriate security permissions:				
LE.651	Impound Date/Time;	**Critical**	**S**	
LE.652	Agency Identifier;	**Critical**	**S**	
LE.653	Agency DPS Identifier;	**Critical**	**S**	
LE.654	Registered Owner;	**Critical**	**S**	
LE.655	Impound Number;	**Critical**	**S**	
LE.656	Impound Lot;	**Critical**	**S**	
LE.657	Reason for Impounding;	**Critical**	**S**	
LE.658	Place of Storage;	**Critical**	**S**	
LE.659	Location Impounded From;	**Critical**	**S**	
LE.660	Towing Service;	**Critical**	**S**	
LE.661	Impounding Officer(s) with badge number(s);	**Critical**	**S**	
LE.662	Supervisor Approval;	**Critical**	**S**	
LE.663	Inventory Officer;	**Critical**	**S**	
LE.664	Beat/District;	**Critical**	**S**	
LE.665	Hold for Officer;	**Critical**	**S**	
LE.666	Vehicle Information (make, model, color, etc.);	**Critical**	**S**	
LE.667	Plate Number;	**Critical**	**S**	
LE.668	VIN Number;	**Critical**	**S**	
LE.669	Inventory;	**Critical**	**S**	
LE.670	Holds;	**Critical**	**S**	
LE.671	Seizure Status:	**Critical**	**S**	
LE.672	Pre-existing condition/damage;	**Critical**	**S**	

LE.673	Wrecker Driver Name;	**Critical**	**S**	
LE.674	Wrecker Company DPS number:	**Critical**	**S**	
LE.675	Free-form Inventory Descriptions; and	**Critical**	**S**	
LE.676	Other user-defined.	**Critical**	**S**	
LE.677	The system has the ability to electronically deliver the Impound Form to the Wrecker Company.	**Critical**	**S**	
LE.678	The system has the ability to enter owner Information based on master name file selection.	**Critical**	**S**	
LE.679	The system has the ability to create an impounded vehicle report from the field (i.e. MDT) to be imported into the incident module.	**Desired**	**S**	
LE.680	The system has the ability to send free text message via state message switch (OLETS) with all pertinent impound information required.	**Critical**	**N**	
LE.681	The system has the ability to indicate owner notification date/time.	**Critical**	**S**	
LE.682	The system has the ability to enter and maintain disposition information with appropriate security permissions.	**Critical**	**S**	
LE.683	The system has the ability to enter and maintain vehicle release information with appropriate security permissions.	**Critical**	**S**	
LE.684	The system has the ability to enter and maintain associated incident, case, arrest, warrant, and booking information with appropriate security permissions.	**Critical**	**S**	
LE.685	The system has the ability to enter and maintain information about associated fees with appropriate security permissions.	**Critical**	**S**	
LE.686	The system has the ability to attach multiple supporting documents of various types to an impounded vehicle record.	**Critical**	**S**	
	Computer Aided Investigation (CAI)			
LE.687	The system has the ability to create an electronic lineup based on user-defined physical characteristics and/or other pertinent information.	**Critical**	**S**	
LE.688	The system has the ability to easily modify, reorganize and print lineups.	**Critical**	**S**	
LE.689	The system has the ability to use any single photo of possible multiple available photos for a single lineup subject.	**Critical**	**S**	
LE.690	The system has the ability to locate subjects using a single criterion or multiple criteria, including (but not limited to) physical characteristics, fingerprints, charges, scars, marks, tattoos, MO and handicaps.	**Critical**	**S**	
LE.691	The system has the ability to search on generic physical characteristics (e.g., all photos with a neck tattoo).	**Critical**	**S**	

LE.692	The system has the ability to search on specific physical characteristics (e.g., a description of tattoo).	**Critical**	**S**	
LE.693	The system has the ability to use "Wild Card" Combinations, i.e., random lineups of subjects drawn from search results.	**Critical**	**S**	
LE.694	The system has the ability to limit searches to a single jurisdiction or search all jurisdictions.	**Critical**	**N**	
LE.695	The system has the ability to generate a crime analysis report based on user-defined report criteria, such as, but not limited to, specific criminal activity, offenses, M.O., entry/exit methods, evidence collected, District/Beat, location/scene, hate/bias and weapon used.	**Critical**	**S**	
LE.696	The system has the ability to scan and attach to the original Incident the mug shot lineup with the victim's signature.	**Critical**	**S**	
LE.697	The system has the ability to create an audit trail of the user creating a lineup.	**Critical**	**S**	
LE.698	The system has the ability to search master names and businesses.	**Critical**	**S**	
**Crime Analysis**			
The system has the ability to capture crime analysis data in the complaint, arrest, and collision report and produce specific crime analysis reports:				
LE.699	Date of Offense;	**Critical**	**S**	
LE.700	Time of Offense;	**Critical**	**S**	
LE.701	Location of Offense;	**Critical**	**S**	
LE.702	Description of the Premises;	**Critical**	**S**	
LE.703	Type of Offense;	**Critical**	**S**	
LE.704	Method and Point of Entry;	**Critical**	**S**	
LE.705	Description of Weapons Used;	**Critical**	**S**	
LE.706	Description of Tools Used;	**Critical**	**S**	
LE.707	Victim Data (Age/Relationship);	**Critical**	**S**	
LE.708	Type of Property Stolen;	**Critical**	**S**	
LE.709	Vehicle Description;	**Critical**	**S**	
LE.710	Suspect Description;	**Critical**	**S**	
LE.711	M.O. Parameters;	**Critical**	**S**	
LE.712	Hard Copy and Map Plotting;	**Critical**	**S**	
LE.713	Beat/District; and	**Critical**	**S**	
LE.714	Other user-defined.	**Critical**	**S**	

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LE.715	The system has the ability to generate all reports using a report wizard to ensure that reports meet all requirements and are easy to build.	**Critical**	**S**	
LE.716	The system has the ability to print a hard copy of a crime analysis report.	**Critical**	**S**	
LE.717	The system has the ability to email a copy of a crime analysis report.	**Critical**	**S**	
LE.718	The system has the ability to generate and store and electronic copy of a crime analysis report.	**Critical**	**S**	
LE.719	The system has the ability to generate a report that shows statistical data on crimes concerning the frequency and the distribution of crime throughout user-selected jurisdiction reporting districts.	**Critical**	**S**	
LE.720	The system has the ability to allow users to edit fields on statistical data with appropriate security permissions.	**Critical**	**S**	
LE.721	The system has the ability to save a statistical data report to be rerun on demand.	**Critical**	**S**	
LE.722	The system has the ability to retrieve cases with similar crime modus operandi to assist investigators in solving crimes.	**Critical**	**S**	
LE.723	The system has the ability to identify the overall activity per crime type within a selected date range and reporting district/Beat.	**Critical**	**S**	
The system has the ability to create reports that target specific types of crimes based on the following:				
LE.724	Location (specific address) of Occurrence;	**Critical**	**S**	
LE.725	Address range;	**Critical**	**S**	
LE.726	Date and Time	**Critical**	**S**	
LE.727	Agency Identifier;	**Critical**	**S**	
LE.728	User Selected Crime Type;	**Critical**	**S**	
LE.729	Hate Bias Information;	**Critical**	**S**	
LE.730	Beat or Geo area;	**Critical**	**S**	
LE.731	Geographical Groupings of Crimes;	**Critical**	**S**	
LE.732	Similar Types of Victims;	**Critical**	**S**	
LE.733	Common M.O. of Crime;	**Critical**	**S**	
LE.734	Vehicle Description;	**Critical**	**S**	
LE.735	Physical Description;	**Critical**	**S**	
LE.736	Tools Used;	**Critical**	**S**	
LE.737	Weapons Used;	**Critical**	**S**	
LE.738	Property Targeted for Theft;	**Critical**	**S**	
LE.739	Point and Method of Entry;	**Critical**	**S**	
LE.740	Scene Category of Crime;	**Critical**	**S**	

LE.741	Theft Category of Crime (i.e., shoplifting from buildings, vehicles);	**Critical**	**S**	
LE.742	Crime Attempts;	**Critical**	**S**	
LE.743	Human Trafficking;	**Critical**	**S**	
LE.744	Cargo Theft:	**Critical**	**S**	
LE.745	Classification of Crime;	**Critical**	**S**	
LE.746	UCR/NIBR/SIBR Classification; and	**Critical**	**S**	
LE.747	Other user-defined.	**Critical**	**S**	
The system has the ability to retrieve suspect names based on:				
LE.748	Available photo;	**Critical**	**S**	
LE.749	Known Offender Address;	**Critical**	**S**	
LE.750	Past Criminal Contacts;	**Critical**	**S**	
LE.751	Past Vehicle Relations;	**Critical**	**S**	
LE.752	Pawn Transactions;	**Critical**	**S**	
LE.753	Weapon Registration;	**Desired**	**S**	
LE.754	Known Associates;	**Critical**	**S**	
LE.755	Classification (e.g., sex offender, violent offender)	**Critical**	**S**	
LE.756	Alias; and	**Critical**	**S**	
LE.757	Other user-defined.	**Critical**	**S**	
The system has the ability to retrieve vehicle information based upon:				
LE.758	Model Year of Vehicle;	**Critical**	**S**	
LE.759	Make of Vehicle;	**Critical**	**S**	
LE.760	Model of Vehicle;	**Critical**	**S**	
LE.761	Style of Vehicle;	**Critical**	**S**	
LE.762	Top and Bottom Color of Vehicle;	**Critical**	**S**	
LE.763	Partial License Plate Number;	**Critical**	**S**	
LE.764	VIN;	**Critical**	**S**	
LE.765	Partial VIN;	**Critical**	**S**	
LE.766	Wild Card Search;	**Critical**	**N**	
LE.767	Name;	**Critical**	**S**	
LE.768	License Plate of Vehicle;	**Critical**	**S**	
LE.769	Prior License Plate of Vehicle; and	**Critical**	**S**	
LE.770	Other user-defined.	**Critical**	**S**	
The system has the ability to retain information on vehicles obtained through:				
LE.771	Field Interview Reports;	**Critical**	**S**	
LE.772	Parking Tickets;	**Critical**	**S**	

LE.773	Warning Tickets;	**Critical**	**S**	
LE.774	Prior Contacts with the Department;	**Critical**	**S**	
LE.775	Arrests;	**Critical**	**S**	
LE.776	Complaint Reports;	**Critical**	**S**	
LE.777	Citations/Moving Violations;	**Critical**	**S**	
LE.778	Accident Reports;	**Critical**	**S**	
LE.779	Want and Warrant Records;	**Critical**	**S**	
LE.780	Vehicles Record;	**Critical**	**S**	
LE.781	Warning Indicators;	**Desired**	**S**	
LE.782	Sex Offenders;	**Critical**	**S**	
LE.783	Violent Offenders;	**Critical**	**S**	
LE.784	Impounded Vehicles; and	**Critical**	**S**	
LE.785	Other user-defined.	**Critical**	**S**	
LE.786	The system has the ability to retain M.O. characteristics in coded fields and search for same by selected parameters.	**Critical**	**S**	
LE.787	The system has the ability to generate report with M.O. parameters and crime specialties.	**Critical**	**S**	
The system has the ability to retain information on known offenders, such as:				
LE.788	Past Criminal Contact;	**Critical**	**S**	
LE.789	Gang Affiliation;	**Critical**	**S**	
LE.790	MO;	**Critical**	**S**	
LE.791	Sex Offenders;	**Critical**	**S**	
LE.792	Violent Offenders;	**Critical**	**S**	
LE.793	Narcotics Offenders;	**Critical**	**S**	
LE.794	Parolees;	**Critical**	**S**	
LE.795	Warning Indicators;	**Critical**	**S**	
LE.796	Court Probationers; and	**Critical**	**S**	
LE.797	Other user-defined.	**Critical**	**S**	
The system has the ability to capture and retrieve juvenile information, including:				
LE.798	Juvenile Demographic Information;	**Critical**	**S**	
LE.799	Juvenile Personal Characteristics;	**Critical**	**S**	
LE.800	Juvenile Guardian Information; and	**Critical**	**S**	
LE.801	Other user-defined.	**Critical**	**S**	

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LE.802	The system has the ability to capture and retrieve crime analysis information from complaint, arrest, and collision records when information is included on a juvenile arrest.	**Critical**	**S**	
LE.803	The system has the ability to provide a citizen access portal to retrieve crime analysis information.	**Desired**	**S**	
LE.804	The system has the ability to automatically link related complaints, arrests, and collisions together through identification of associated case numbers.	**Critical**	**S**	
LE.805	The system has the ability to track demographic information for crime analysis.	**Critical**	**S**	
LE.806	The system has the ability to track case clearance rates by classification for crime analysis.	**Critical**	**S**	
LE.807	The system has the ability to track case clearance rates for crime analysis.	**Critical**	**S**	
LE.808	The system, has the ability to track accident processing for crime analysis.	**Critical**	**S**	
Crime Reporting				
The system has the ability to satisfy the physical requirements for automated submission (tape, bulletin board or Internet) to:				
LE.809	State Police Uniform Crime Reporting (UCR);	**Critical**	**S**	
LE.810	Incident Based Reporting (SIBR);	**Critical**	**S**	
LE.811	Oklahoma Hate Crimes Report;	**Critical**	**S**	
LE.812	Oklahoma Domestic Violence Report;	**Critical**	**S**	
LE.813	Oklahoma SIBR Human Trafficking report;	**critical**	**S**	
LE.814	Oklahoma SIBR Cargo Theft report;	**critical**	**S**	
LE.815	Interface to the State Police via Internet; and	**Critical**	**S**	
LE.816	Other user-defined.	**Critical**	**S**	
The system has the ability to satisfy the requirements for electronic submission to:				
LE.817	State Police Uniform Crime Reporting (UCR);	**Critical**	**N**	
LE.818	Incident Based Reporting (SIBR);	**Critical**	**S**	
LE.819	Oklahoma SIBR Human Trafficking report;	**critical**	**S**	
LE.820	Oklahoma SIBR Cargo Theft report;	**critical**	**S**	
LE.821	Oklahoma SIBR Hate Crime report;	**critical**	**S**	
LE.822	Interface to the State Police via Internet; and	**Critical**	**N**	
LE.823	Other user-defined.	**Critical**	**N**	
LE.824	The system has the ability to transmit changed and updated records as well as original records within the reported month.	**Critical**	**S**	

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LE.825	The system has the ability to provide the required Incident Based Reporting data elements in the appropriate formats.	**Critical**	**S**	
LE.826	The system has the ability to edit the monthly SIBR information and identify errors before submission (for SIBR, create as you go).	**Critical**	**S**	
	Traffic Ticket/Citation			
LE.827	The system has the ability to generate citation analysis reports.	**Critical**	**S**	
LE.828	The system has the ability to generate citation analysis reports using imported information from the Court.	**Critical**	**N**	CentralSquare is not proposing a Court Case Management system, but could discuss providing an interface to the court system selected by the City.
The system has the ability to enter and maintain all information pertaining to traffic tickets and citations with appropriate security permissions:				
LE.829	Ticket Book Distribution;	**Desired**	**S**	
LE.830	Statistical Information by Department;	**Desired**	**S**	
LE.831	Statistical Information by Officer;	**Desired**	**S**	
LE.832	Ticket Deletions;	**Desired**	**S**	
LE.833	Status Changes; and	**Desired**	**S**	
LE.834	Other user-defined.	**Desired**	**S**	
The system has the ability to maintain a history on each traffic ticket and citation produced, including (but not limited to) the following information with appropriate security permissions:				
LE.835	Name (last, first, middle);	**Critical**	**S**	
LE.836	Driver's License Detail;	**Critical**	**S**	
LE.837	Violation;	**Critical**	**S**	
LE.838	Personal Information;	**Critical**	**S**	
LE.839	Phone Number (residential);	**Critical**	**S**	
LE.840	Phone Number (Other);	**Critical**	**S**	
LE.841	Employer Name;	**Critical**	**S**	
LE.842	Birthdate (Mo., day, yr.);	**Critical**	**S**	
LE.843	Height;	**Critical**	**S**	
LE.844	Weight;	**Critical**	**S**	
LE.845	Race;	**Critical**	**S**	
LE.846	Sex;	**Critical**	**S**	

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LE.847	Parent Information;	**Critical**	**S**	
LE.848	Juvenile Indicator;	**Critical**	**S**	
LE.849	License Plate Number;	**Critical**	**S**	
LE.850	Vehicle Make and Model;	**Critical**	**S**	
LE.851	Vehicle Color/Body Style;	**Critical**	**S**	
LE.852	Vehicle Year;	**Critical**	**S**	
LE.853	Vehicle Tag Number;	**Critical**	**S**	
LE.854	Tag Year;	**Critical**	**S**	
LE.855	Tag State;	**Critical**	**S**	
LE.856	VIN;	**Critical**	**S**	
LE.857	Posted Speed;	**Critical**	**S**	
LE.858	Actual Speed;	**Critical**	**S**	
LE.859	Written Speed;	**Critical**	**S**	
LE.860	Pace;	**Critical**	**S**	
LE.861	Radar;	**Critical**	**S**	
LE.862	Lidar;	**Critical**	**S**	
LE.863	County;	**Critical**	**S**	
LE.864	Agency Identifier;	**Critical**	**S**	
LE.865	CDL;	**Critical**	**S**	
LE.866	Class;	**Critical**	**S**	
LE.867	Commercial vehicle;	**Critical**	**S**	
LE.868	Hazardous Material;	**Critical**	**S**	
LE.869	Other Violation;	**Critical**	**S**	
LE.870	Violation Type - Construction;	**Critical**	**S**	
LE.871	Violation Type - School;	**Critical**	**S**	
LE.872	Accident;	**Critical**	**S**	
LE.873	Type of Road;	**Critical**	**S**	
LE.874	Highway Type (i.e., 1 lane, 2 lane, 3 lane, 4 or more undivided, or 4 of more divided);	**Critical**	**S**	
LE.875	Collision (PD, PI, or Fatality);	**Critical**	**S**	
LE.876	Complainant;	**Critical**	**S**	
LE.877	City Ordinance vs. State Law;	**Critical**	**S**	
LE.878	Notification to Parent to/Guardian;	**Critical**	**S**	
LE.879	Operating or Park;	**Critical**	**S**	
LE.880	Location;	**Critical**	**S**	

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LE.881	Date/Time Stamped;	**Critical**	**S**	
LE.882	Ticket Type;	**Critical**	**S**	
LE.883	Did Unlawfully (Operate, Park, Other);	**Critical**	**S**	
LE.884	History of Warnings. (e.g., written, oral, etc.)	**Critical**	**S**	
LE.885	Court and Disposition Data;	**Critical**	**S**	
LE.886	Issuing Officer;	**Critical**	**S**	
LE.887	Issuing Officer Badge Number;	**Critical**	**S**	
LE.888	Weather and Traffic Conditions; and	**Critical**	**S**	
LE.889	State of Oklahoma;	**Critical**	**S**	
LE.890	Tulsa County (72/60);	**Critical**	**S**	
LE.891	Wagner County (73/60);	**Critical**	**S**	
LE.892	Atty;	**Critical**	**S**	
LE.893	Case number;	**Critical**	**S**	
LE.894	Jail;	**Critical**	**S**	
LE.895	Signed Personal Recognizance; and	**Critical**	**S**	
LE.896	Other user-defined.	**Critical**	**S**	
LE.897	The system has the ability to void/delete tickets with security permissions.	**Critical**	**S**	
LE.898	The system has the ability to support multiple violations with individual corresponding ticket number.	**Critical**	**S**	
LE.899	The system has the ability to import query results into an e-ticket.	**Critical**	**S**	
LE.900	The system has the ability to support driver license readers.	**Critical**	**S**	
LE.901	The system has the ability to upload tickets automatically to records and courts (UJS).	**Critical**	**S**	
LE.902	The system has the ability to quickly search and access ticket/citation information using name, location, geographic area, officer and ticket type as search criteria.	**Critical**	**S**	
LE.903	The system has the ability to support automatic merging of mass ticket records with certain criteria being met.	**Critical**	**N**	
LE.904	The system has ability to upload or attach a photo associated with a citation/ticket.	**Critical**	**S**	
LE.905	The system, has ability to scan and attach verification receipt of mailed citation/ticket.	**Critical**	**S**	
	Business Registry			
LE.906	The system has the ability to enter and maintain detailed information on all businesses located within a given jurisdiction with appropriate security permissions.	**Critical**	**S**	
LE.907	The system has the ability to track businesses with surveillance cameras.	**Desired**	**S**	

The system has the ability to track the following information on businesses:				
LE.908	Business Name, Address, Phone;	**Critical**	**S**	
LE.909	Structure Size;	**Critical**	**S**	
LE.910	Contents;	**Critical**	**S**	
LE.911	License Type;	**Critical**	**S**	
LE.912	Alarm Company;	**Critical**	**S**	
LE.913	Alarm Model;	**Critical**	**S**	
LE.914	Hours of Operation;	**Critical**	**S**	
LE.915	Owner's Information;	**Critical**	**S**	
LE.916	Maintenance Companies;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.917	Hazards;	**Critical**	**S**	
LE.918	Basic Floor Plans;	**Critical**	**S**	
LE.919	DBA;	**Critical**	**S**	
LE.920	TIN;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.921	Tax ID;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.922	Company Type;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.

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LE.923	Status;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.924	Description field;	**Critical**	**S**	
LE.925	Location;	**Critical**	**S**	
LE.926	District;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.927	Open Date;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.928	Close Date;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.929	Last Audit Date;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.930	Parcels;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.931	Parcel number;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.

LE.932	Addresses;	**Critical**	**S**	
LE.933	Contacts;	**Critical**	**S**	
LE.934	Notes;	**Critical**	**S**	
LE.935	Attached Entities;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.936	Inspection Case;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.937	Hold;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.938	Attached Inspections;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.939	Attached Licenses;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.940	Attached Ram Accounts;	**Critical**	**S**	
LE.941	Associated Tasks;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.

LE.942	Documents;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.943	Bonds;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.944	History;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.945	Prior Addresses;	**Critical**	**S**	Dedicated fields are not provided; however, this information can be entered with CentralSquare Pro's Custom Field capabilities.
LE.946	Contact Information; and	**Critical**	**S**	
LE.947	Other user-defined.	**Critical**	**S**	
The system has the ability to track the following information on contacts:				
LE.948	Company Name (if a company);	**Critical**	**S**	
LE.949	First Name;	**Critical**	**S**	
LE.950	Middle Name;	**Critical**	**S**	
LE.951	Last Name;	**Critical**	**S**	
LE.952	Title;	**Critical**	**S**	
LE.953	E-mail;	**Critical**	**S**	
LE.954	Web page address;	**Critical**	**S**	
LE.955	Business phone;	**Critical**	**S**	
LE.956	Home phone;	**Critical**	**S**	
LE.957	Mobile phone;	**Critical**	**S**	
LE.958	Fax;	**Critical**	**S**	
LE.959	Other phone;	**Critical**	**S**	
LE.960	Manufacturer (Yes/No);	**Critical**	**N**	

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LE.961	Vendor (Yes/No);	**Critical**	**N**	
LE.962	Shipper (Yes/No);	**Critical**	**N**	
LE.963	Active (Yes/No);	**Critical**	**S**	
LE.964	Contact Address;	**Critical**	**S**	
LE.965	Accounts;	**Critical**	**S**	
LE.966	Invoices;	**Critical**	**S**	
LE.967	Payments;	**Critical**	**S**	
LE.968	Sub contacts;	**Critical**	**S**	
LE.969	Hold;	**Critical**	**N**	
LE.970	Notes;	**Critical**	**S**	
LE.971	Attached records;	**Critical**	**S**	
LE.972	Certifications;	**Critical**	**N**	
LE.973	Contact Roles;	**Critical**	**S**	
LE.974	Photo;	**Critical**	**S**	
LE.975	Documents;	**Critical**	**S**	
LE.976	History; and	**Critical**	**S**	
LE.977	Gate Code;	**Critical**	**S**	
LE.978	Knox Box; and	**Critical**	**S**	
LE.979	Other user-defined.	**Critical**	**S**	
LE.980	The system has the ability to search for business records based on business name, building name, building number, district, zone, class and sub-class.	**Critical**	**S**	
LE.981	The system has the ability to interface with the alarm tracking and billing module to automatically process alarm calls for service.	**Critical**	**S**	
LE.982	The system has the ability to provide a business self registration portal.	**Desired**	**N**	
LE.983	The system has the ability to easily access the fire pre-plan associated with a given business, should one exist.	**Critical**	**S**	
	Personnel Management			
LE.984	The system has the ability to display a photograph of an employee within the personnel record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**	**S**	
LE.985	The system has the ability to link a personnel record with a personnel record(s) associated with another Agency Identifier.	**Critical**	**S**	

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	The system has the ability to enter and maintain the following general personnel information on every employee with appropriate security permissions:			
LE.986	Employee Full Name;	**Critical**	**S**	
LE.987	Employee Address;	**Critical**	**S**	
LE.988	Employee Badge and ID Number;	**Critical**	**S**	
LE.989	Social Security Number;	**Critical**	**S**	
LE.990	Home Phone Number;	**Critical**	**S**	
LE.991	Department Number and Extension;	**Critical**	**S**	
LE.992	Date of Birth;	**Critical**	**S**	
LE.993	Current Rank;	**Critical**	**S**	
LE.994	Rank History;	**Critical**	**S**	
LE.995	Hire Date;	**Critical**	**S**	
LE.996	Termination Date;	**Critical**	**S**	
LE.997	Education, including Degrees, Certifications with link to training file;	**Critical**	**S**	
LE.998	Special Skills;	**Critical**	**S**	
LE.999	Emergency Notification Information;	**Critical**	**S**	
LE.1000	Employee Status or Promotions;	**Critical**	**S**	
LE.1001	Reprimands;	**Critical**	**S**	
LE.1002	Commendations;	**Critical**	**S**	
LE.1003	Spouse's Name;	**Critical**	**S**	
LE.1004	Driver's License Number;	**Critical**	**S**	
LE.1005	Disciplinary Actions;	**Critical**	**S**	
LE.1006	Contact Information; and	**Critical**	**S**	
LE.1007	Other user-defined.	**Critical**	**S**	
LE.1008	The system has the ability to enter and maintain information about an employee's current assignment, as well as maintain a history of assignments, with appropriate security permissions.	**Critical**	**S**	
	The system has the ability to store training hour totals by select agency for select date range by the following:			
LE.1009	Officer;	**Critical**	**S**	
LE.1010	Department; and	**Critical**	**S**	
LE.1011	Division.	**Critical**	**S**	
LE.1012	The system has the ability to track information about the equipment issued to each employee.	**Critical**	**S**	

The system has the ability to enter and maintain information about an employee's education and training with appropriate security permissions, including, but not limited to, the following:			
LE.1013	Courses (e.g., Firearms Training, Hazmat Technician Training, etc.);	**Critical**	**S**
LE.1014	Programs;	**Critical**	**S**
LE.1015	Certifications;	**Critical**	**S**
LE.1016	Automatically Re-Schedules Re-Certification Classes;	**Critical**	**S**
LE.1017	Basic Academy Training;	**Critical**	**S**
LE.1018	Military Training;	**Critical**	**S**
LE.1019	College Classes; and	**Critical**	**S**
LE.1020	Other user-defined.	**Critical**	**S**
The system has the ability to maintain the following training related data elements with appropriate security permissions:			
LE.1021	Employee ID Number;	**Critical**	**S**
LE.1022	Training Course Title;	**Critical**	**S**
LE.1023	Training Location;	**Critical**	**S**
LE.1024	Re-certification Date;	**Critical**	**S**
LE.1025	Length of the Course;	**Critical**	**S**
LE.1026	Course Completion Date;	**Critical**	**S**
LE.1027	Course Comments;	**Critical**	**S**
LE.1028	Course Expenses;	**Critical**	**S**
LE.1029	College Credit Hours; and	**Critical**	**S**
LE.1030	Other user-defined.	**Critical**	**S**
The system has the ability to enter and maintain information about any special skills an employee may have with appropriate security permissions, including, but not limited to:			
LE.1031	Foreign Language;	**Critical**	**S**
LE.1032	Public Relations Training;	**Critical**	**S**
LE.1033	Bomb Disposal Training;	**Critical**	**S**
LE.1034	Special Weapons;	**Critical**	**S**
LE.1035	DRE (Drug Recognition);	**Critical**	**S**
LE.1036	CIT (Crisis Intervention);	**Critical**	**S**
LE.1037	CNU (Crisis Negotiations);	**Critical**	**S**
LE.1038	K9;	**Critical**	**S**
LE.1039	First Aid Training;	**Critical**	**S**

LE.1040	SWAT Training;	**Critical**	**S**	
LE.1041	Breathalyzer Training; and	**Critical**	**S**	
LE.1042	Other user-defined.	**Critical**	**S**	
LE.1043	The system has the ability to print a summary report detailing all employees and all training conducted within a specified date range with security permissions.	**Critical**	**S**	
LE.1044	The system has the ability to print a summary report of all training received by an employee during his/her course of employment with security permissions.	**Critical**	**S**	
LE.1045	The system has the ability to print a detailed employee report with all fields of data in the personnel record with security permissions.	**Critical**	**S**	
LE.1046	The system has the ability to allow the officers to view training record with security permissions.	**Critical**	**S**	
LE.1047	The system has the ability to print a summary department personnel listing sorted by Employee Name with security permissions.	**Critical**	**S**	
LE.1048	The system has the ability to print a detailed department personnel listing sorted by Employee Name with security permissions.	**Critical**	**S**	
LE.1049	The system has the ability to track Active/Inactive/All personnel status.	**Critical**	**S**	
LE.1050	The system has the ability to include a personnel module to include all users of the system and set security permissions.	**Critical**	**S**	
LE.1051	The system has the ability to require first name, last name and ID number at a minimum to enter a personnel record for display purposes.	**Critical**	**S**	
LE.1052	The system has the ability to support personnel records by Agency Identifier and ID number.	**Critical**	**S**	
LE.1053	The system has the ability to control access to a personnel record for only authorized users.	**Critical**	**S**	
LE.1054	The system has the ability to show only the officer's name and agency address when attaching a case to a personnel record.	**Critical**	**S**	
LE.1055	The system has the ability to include a recent picture of the employee to be displayed on the initial screen of the personnel record.	**Critical**	**S**	
LE.1056	The system has the ability to support the attachment of other documents to each personnel record.	**Critical**	**S**	
LE.1057	The system has the ability to provide a universal method to easily search for and select officer ID numbers throughout the suite.	**Critical**	**S**	

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	Canine (K-9) Unit Tracking			
The system has the ability to tracking the following information a K-9 Unit:				
LE.1058	Animal name;	Critical	S	
LE.1059	Age;	Critical	S	
LE.1060	Dog type;	Critical	S	
LE.1061	Officer assignment;	Critical	S	
LE.1062	Apprehension history;	Critical	S	
LE.1063	Building Search Capability;	Critical	S	
LE.1064	Apprehensions History;	Critical	S	
LE.1065	Drug Search Capability;	Critical	S	
LE.1066	Registration;	Critical	S	
LE.1067	Specialties (e.g., narcotics hits, tracking, etc.)	Critical	S	
LE.1068	Medical History;	Critical	S	
LE.1069	Veterinarian information;	Critical	S	
LE.1070	Maximum allowable time in field;	Critical	S	
LE.1071	Vehicle Drug Find Capability;	Critical	S	
LE.1072	Building Drug Find Capability;	Critical	S	
LE.1073	Article Search Capability;	Critical	S	
LE.1074	Back Up Capability;	Critical	S	
LE.1075	Area - Search Capability;	Critical	S	
LE.1076	Jail Search Capability;	Critical	S	
LE.1077	Public Relations / Demonstrations Capability;	Critical	S	
LE.1078	Crowd Containment Capability;	Critical	S	
LE.1079	School Search Capability;	Critical	S	
LE.1080	Property Seized History;	Critical	S	
LE.1081	Bite Incident History;	Critical	S	
LE.1082	Search & Rescue Capability;	Critical	S	
LE.1083	Marijuana Detection Capability;	Critical	S	
LE.1084	Cocaine Detection Capability;	Critical	S	
LE.1085	Heroin Detection Capability;	Critical	S	
LE.1086	Methadone Detection Capability;	Critical	S	
LE.1087	Crack Detection Capability;	Critical	S	
LE.1088	Obedience Level;	Critical	S	
LE.1089	Bite Work;	Critical	S	
LE.1090	Tracking Capability;	Critical	S	

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LE.1091	Length of track Capability;	**Critical**	**S**	
LE.1092	Terrain Comfort (e.g., grass, woods, pavement, etc.);	**Critical**	**S**	
LE.1093	Distractions (e.g., human, animals, water, etc.);	**Critical**	**S**	
LE.1094	Time Period (i.e. capable duration);	**Critical**	**S**	
LE.1095	Day or Night Capability;	**Critical**	**S**	
LE.1096	Temperature Tolerance;	**Critical**	**S**	
LE.1097	Humidity Tolerance;	**Critical**	**S**	
LE.1098	Reward Preference (e.g., ball, bite, praise, etc.);	**Critical**	**S**	
LE.1099	Assistance given to other Law Enforcement agencies;	**Critical**	**S**	
LE.1100	Number of assists;	**Critical**	**S**	
LE.1101	Seizure status;	**Critical**	**S**	
LE.1102	Vet records;	**Critical**	**S**	
LE.1103	Handler name;	**Critical**	**S**	
LE.1104	Trainer name;	**Critical**	**S**	
LE.1105	Use of force documentation;	**Critical**	**S**	
LE.1106	Canine care;	**Critical**	**S**	
LE.1107	Costs;	**Critical**	**S**	
LE.1108	Incidents; and	**Critical**	**S**	
LE.1109	Other user-defined.	**Critical**	**S**	
Property Room Processing				
The system has the ability to enter and maintain the following property data with appropriate security permissions:				
LE.1110	Item Number;	**Critical**	**S**	
LE.1111	Serial Number;	**Critical**	**S**	
LE.1112	Property Code (e.g., stolen, pawned, evidence);	**Critical**	**S**	
LE.1113	Property Tag Number;	**Critical**	**S**	
LE.1114	Owner Applied Number;	**Critical**	**S**	
LE.1115	Storage Location;	**Critical**	**S**	
LE.1116	Quantity;	**Critical**	**S**	
LE.1117	Value – Nearest Dollar;	**Critical**	**S**	
LE.1118	Property Owner;	**Critical**	**S**	
LE.1119	Associated Party Names;	**Critical**	**S**	
LE.1120	Date Property Received;	**Critical**	**S**	
LE.1121	Item Category (guns, tools, vehicles, bicycles);	**Critical**	**S**	
LE.1122	Date of Disposal/Release;	**Critical**	**S**	

LE.1123	Employee Authorizing Release;	**Critical**	**S**	
LE.1124	Date Scheduled for Disposal;	**Critical**	**S**	
LE.1125	Item Class (UCR);	**Critical**	**S**	
LE.1126	Free-form Descriptions;	**Critical**	**S**	
LE.1127	Color;	**Critical**	**S**	
LE.1128	Recovered for other Jurisdiction Flag; and	**Desired**	**S**	
LE.1129	Other user-defined.	**Desired**	**S**	
The system has the ability to enter and maintain the following additional elements for firearms with appropriate security permissions:				
LE.1130	Gun Type;	**Critical**	**S**	
LE.1131	Action (automatic, bolt action, carbine, pump);	**Critical**	**S**	
LE.1132	Caliber;	**Critical**	**S**	
LE.1133	Shot Capacity;	**Desired**	**S**	
LE.1134	Barrel Length;	**Desired**	**S**	
LE.1135	Finish;	**Desired**	**S**	
LE.1136	Make/Model;	**Critical**	**S**	
LE.1137	Serial Number;	**Critical**	**S**	
LE.1138	Type of Firearm;	**Critical**	**S**	
LE.1139	Condition;	**Critical**	**S**	
LE.1140	Year Made; and	**Desired**	**S**	
LE.1141	Other user-defined.	**Critical**	**S**	
The system has the ability to enter and maintain the following additional elements for vehicles with appropriate security permissions:				
LE.1142	License Plate/VIN; and	**Critical**	**S**	
LE.1143	Plate Year.	**Critical**	**S**	
The system has the ability to enter and maintain the following information for bicycles with appropriate security permissions:				
LE.1144	Bicycle Make;	**Critical**	**S**	
LE.1145	Model (boys, girls, tandem);	**Critical**	**S**	
LE.1146	Serial Number	**Critical**	**S**	
LE.1147	Wheel Size;	**Critical**	**S**	
LE.1148	Speed;	**Critical**	**S**	
LE.1149	Color; and	**Critical**	**S**	
LE.1150	Other user-defined.	**Critical**	**S**	

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LE.1151	The system has the ability to tie a property item to a case.	**Critical**	**S**	
LE.1152	The system has the ability to import the assigned investigator to the property module.	**Critical**	**S**	
LE.1153	The system has the ability to notify the assigned property investigator.	**Critical**	**S**	
LE.1154	The system has the ability to maintain complete evidence tracking audit trail until final disposition of the property item with appropriate security permissions.	**Critical**	**S**	
LE.1155	The system has the ability to maintain details of all evidence retained in the property room for an indefinite amount of time with appropriate security permissions.	**Critical**	**S**	
LE.1156	The system has the ability to maintain a disposition status for all evidence items after each item has been released with appropriate security permissions.	**Critical**	**S**	
LE.1157	The system has the ability to track items from reception to disposal.	**Critical**	**S**	
LE.1158	The system has the ability to maintain lab reports on fingerprint tests with appropriate security permissions.	**Desired**	**S**	
LE.1159	The system has the ability to enter and maintain information about the individual or organization to which the property was released with appropriate security permissions.	**Critical**	**S**	
LE.1160	The system has the ability to print an evidence inventory report by case number.	**Critical**	**S**	
LE.1161	The system has the ability to update tag numbers with appropriate security permissions, and to provide an audit log and administrator notification of these changes.	**Critical**	**S**	
LE.1162	The system has the ability to maintain and track parent-child relationships between evidence items.	**Desired**	**N**	
LE.1163	The system has the ability to print a property disposition report for all items disposed of.	**Critical**	**S**	
LE.1164	The system has the ability to generate a report of property scheduled to be disposed of.	**Critical**	**S**	
LE.1165	The system has the ability to print a property purge reminder list of items to be released within a user-selected date range.	**Critical**	**S**	
LE.1166	The system has the ability to print a separate report of all pawned item transactions within a specified date range.	**Desired**	**S**	
LE.1167	The system has the ability to print a report displaying all items of property/evidence pertaining to a single report.	**Critical**	**S**	
LE.1168	The system has the ability to restrict inquiry access to property/evidence records based on passwords.	**Critical**	**S**	
LE.1169	The system has the ability to compare property records with previously entered property records (i.e., pawned, impounded, stolen, etc.).	**Critical**	**S**	

The system has the ability to search for property based on the following search criteria:				
LE.1170	Serial Number;	**Critical**	**S**	
LE.1171	Owner's Name;	**Critical**	**S**	
LE.1172	Suspect name or identifier;	**Critical**	**S**	
LE.1173	Tag Number;	**Critical**	**S**	
LE.1174	Case Number;	**Critical**	**S**	
LE.1175	Owner Applied Number;	**Critical**	**S**	
LE.1176	Make/Brand Name;	**Critical**	**S**	
LE.1177	Property Type/Kind;	**Critical**	**S**	
LE.1178	UCR/NIBRS/SIBRS Property Class;	**Critical**	**S**	
LE.1179	Storage Location;	**Critical**	**S**	
LE.1180	Vehicle Identification Number; and	**Critical**	**S**	
LE.1181	Other user-defined.	**Critical**	**S**	
The system has the ability to print barcodes for the following:				
LE.1182	Agency Identifier;	**Critical**	**S**	
LE.1183	Officer;	**Critical**	**S**	
LE.1184	Disposition;	**Critical**	**S**	
LE.1185	Receiving and Release Status;	**Critical**	**S**	
LE.1186	Locations; and	**Critical**	**S**	
LE.1187	Other user-defined.	**Critical**	**S**	
LE.1188	The system has the ability to print location labels by specific location or range.	**Critical**	**S**	
LE.1189	The system has the ability to set agency-defined label height, width and font size.	**Critical**	**S**	
LE.1190	The system has the ability to print labels individually.	**Critical**	**S**	
LE.1191	The system has the ability to automatically generate tag numbers.	**Critical**	**S**	
LE.1192	The system has the ability to automatically enter a transaction when a tag is scanned.	**Critical**	**S**	
LE.1193	The system has the ability to generate an item number automatically assign next consecutive number for supplement.	**Critical**	**S**	
LE.1194	The system has the ability to automatically generate property receipt from the incident module for an unlimited number of items.	**Critical**	**S**	
LE.1195	The system has the ability to record vehicle and storage information from traffic stops.	**Critical**	**S**	
LE.1196	The system has the ability to support laboratory accreditation requirements (e.g.., ISO/IES 17025).	**Critical**	**S**	

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The system has the ability to track request for laboratory examination requirements, including (but not limited to) the following:			
LE.1197	Submitting Officer ID/Agency;	**Critical**	**S**
LE.1198	Recovering Officer ID/Agency;	**Critical**	**S**
LE.1199	Case Number;	**Critical**	**S**
LE.1200	Date of Incident;	**Critical**	**S**
LE.1201	Date of Request;	**Critical**	**S**
LE.1202	County of Offense;	**Critical**	**S**
LE.1203	Has evidence been submitted on case before;	**Critical**	**S**
LE.1204	Laboratory Case Number of Previous Submittal;	**Critical**	**S**
LE.1205	Type of Offense;	**Critical**	**S**
LE.1206	Location Recovered;	**Critical**	**S**
LE.1207	Suspect Information (i.e., DOB, Race, Sex, SSN);	**Critical**	**S**
LE.1208	Victim Information (i.e., DOB, Race, Sex, SNN);	**Critical**	**S**
LE.1209	Item Number from Property Receipt;	**Critical**	**S**
LE.1210	Detailed Description of Evidence to Be Examined;	**Critical**	**S**
LE.1211	Examination(s) Requested;	**Critical**	**S**
LE.1212	Notes/Additional Information;	**Critical**	**S**
LE.1213	BAPD Crime Lab (i.e., Latent Print Exam, Other);	**Critical**	**S**
LE.1214	Digital Evidence Lab (i.e., Computer Exam, Cell Phone, Other);	**Critical**	**S**
LE.1215	OSBI (i.e., Biology, Drugs, Firearms/Tool Mark, Trace, Fingerprint Comparison, Other); and	**Critical**	**S**
LE.1216	Other user-defined.	**Critical**	**S**
Property Room Barcoding			
LE.1217	The system has the ability to support bar code scanning.	**Critical**	**S**
LE.1218	The system has the ability to locate and access property items based on information obtained from scanned property bar codes.	**Critical**	**S**
The system has the ability to maintain the following data with appropriate security permissions:			
LE.1219	Property Room Bar Coding;	**Critical**	**S**
LE.1220	Item Number;	**Critical**	**S**
LE.1221	Piece Number;	**Critical**	**S**
LE.1222	Serial Number;	**Critical**	**S**
LE.1223	Item Involvement (i.e. stolen, pawned, evidence);	**Critical**	**S**
LE.1224	Property Tag Number;	**Critical**	**S**

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LE.1225	Owner Applied Number;	**Critical**	**S**	
LE.1226	Storage Location in Property Room and Original Evidence Locker Number;	**Critical**	**S**	
LE.1227	Quantity;	**Critical**	**S**	
LE.1228	Value – Nearest Dollar;	**Critical**	**S**	
LE.1229	Property Owner;	**Critical**	**S**	
LE.1230	Date and Time Property Received;	**Critical**	**S**	
LE.1231	Item Category (guns, tools, vehicles, bicycles);	**Critical**	**S**	
LE.1232	Lab Report Cross-Reference;	**Desired**	**S**	
LE.1233	Date of Disposal/Release;	**Critical**	**S**	
LE.1234	Employee Authorizing Release;	**Critical**	**S**	
LE.1235	Date Scheduled for Disposal;	**Critical**	**S**	
LE.1236	Item Class (UCR);	**Critical**	**S**	
LE.1237	Free-form Descriptions;	**Critical**	**S**	
LE.1238	Color;	**Critical**	**S**	
LE.1239	Recovered for other Jurisdiction Flag; and	**Desired**	**S**	
LE.1240	Other user-defined.	**Critical**	**S**	
The system has the ability to maintain additional elements if the property item is a firearm with appropriate security permissions:				
LE.1241	Caliber;	**Critical**	**S**	
LE.1242	Number of Shots;	**Desired**	**S**	
LE.1243	Barrel Length;	**Desired**	**S**	
LE.1244	Finish;	**Desired**	**S**	
LE.1245	Make/Model;	**Critical**	**S**	
LE.1246	Serial number;	**Critical**	**S**	
LE.1247	Type of Firearm; and	**Critical**	**S**	
LE.1248	Other user-defined.	**Critical**	**S**	
The system has the ability to maintain additional elements if the property item is a vehicle with appropriate security permissions:				
LE.1249	License Plate/VIN; and	**Critical**	**S**	
LE.1250	Plate Year.	**Critical**	**S**	
The system has the ability to maintain the following information for bicycles with appropriate security permissions:				
LE.1251	Bicycle Make;	**Critical**	**S**	
LE.1252	Model (boys, girls, tandem);	**Critical**	**S**	

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LE.1253	Serial Number;	**Critical**	**S**	
LE.1254	Wheel Size;	**Desired**	**S**	
LE.1255	Speed;	**Desired**	**S**	
LE.1256	Color; and	**Critical**	**S**	
LE.1257	Other user-defined.	**Desired**	**S**	
LE.1258	The system has the ability to maintain complete evidence tracking audit trail until final disposition of the property item with appropriate security permissions.	**Critical**	**S**	
LE.1259	The system has the ability to maintain details of all evidence retained in the property room for an indefinite time with appropriate security permissions.	**Critical**	**S**	
LE.1260	The system has the ability to maintain a disposition status for all evidence items after each item has been released with appropriate security permissions.	**Critical**	**S**	
LE.1261	The system has the ability to track found items from reception to disposal.	**Critical**	**S**	
LE.1262	The system has the ability to maintain lab reports on tests of fingerprints with appropriate security permissions.	**Desired**	**S**	
LE.1263	The system has the ability to maintain the person or organization released to, with appropriate security permissions.	**Critical**	**S**	
LE.1264	The system has the ability to provide the ability to print an evidence inventory report by case number.	**Critical**	**S**	
LE.1265	The system has the ability to provide the ability to print a property disposition report for all items disposed of.	**Critical**	**S**	
LE.1266	The system has the ability to provide the ability to print a property purge reminder list of items to be released within a user-selected date range.	**Critical**	**S**	
LE.1267	The system has the ability to generate a report of property scheduled to be disposed of.	**Critical**	**S**	
LE.1268	The system has the ability to provide the ability to print a separate report of all pawned item transactions within a specified date range.	**Desired**	**S**	
LE.1269	The system has the ability to provide the ability to print a report displaying all items of property/evidence pertaining to a single complaint report.	**Critical**	**S**	
LE.1270	The system has the ability to support restricting inquiry access to property/evidence records based on passwords.	**Critical**	**S**	
LE.1271	The system has the ability to compare property records (at time of entry) with previous property records (i.e., pawned, impounded, stolen, etc.).	**Critical**	**S**	
The system has the ability to allow for online inquiry into property records via:				
LE.1272	Serial Number;	**Critical**	**N**	
LE.1273	Owner's Name;	**Critical**	**N**	

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LE.1274	Tag Number;	**Critical**	**N**	
LE.1275	Complaint Number;	**Critical**	**N**	
LE.1276	Owner Applied Number;	**Critical**	**N**	
LE.1277	Make/Brand Name;	**Critical**	**N**	
LE.1278	Property Type/Kind;	**Critical**	**N**	
LE.1279	UCR/IBR Property Class;	**Critical**	**N**	
LE.1280	Storage Location;	**Critical**	**N**	
LE.1281	Vehicle Identification Number; and	**Critical**	**N**	
LE.1282	Other user-defined.	**Critical**	**N**	
The system has the ability to provide the ability to print barcodes for:				
LE.1283	Agency Identifier;	**Critical**	**S**	
LE.1284	Officer;	**Critical**	**S**	
LE.1285	Disposition;	**Critical**	**S**	
LE.1286	Receiving and Release Status;	**Critical**	**S**	
LE.1287	Locations; and	**Critical**	**S**	
LE.1288	Other user-defined.	**Critical**	**S**	
LE.1289	The system has the ability to print location labels by specific location or by range.	**Critical**	**S**	
LE.1290	The system has the ability to provide agency-defined label height, width and font size.	**Critical**	**S**	
LE.1291	The system has the ability to allow labels to be printed by individual basis.	**Critical**	**S**	
LE.1292	The system has the ability to provide the ability to automatically generate tag numbers.	**Critical**	**S**	
LE.1293	The system has the ability to automatically enter a transaction when a tag is scanned.	**Critical**	**S**	
LE.1294	The system has the ability to print inventory report by storage location.	**Critical**	**S**	
LE.1295	The system has the ability to print a property release form (receipt).	**Desired**	**S**	
Training				
LE.1296	The system has the ability to create and maintain records on all the training courses for which fire and law enforcement personnel can register with appropriate security permissions.	**Critical**	**S**	
The system has the ability to enter and maintain the following basic information for each course with appropriate security permissions:				
LE.1297	Course Title;	**Critical**	**S**	
LE.1298	Category;	**Critical**	**S**	
LE.1299	Keyword;	**Critical**	**S**	
LE.1300	Agency Identifier;	**Critical**	**S**	
LE.1301	Description;	**Critical**	**S**	

LE.1302	Location;	**Critical**	**S**	
LE.1303	Active/Inactive;	**Critical**	**S**	
LE.1304	Instruction Method;	**Critical**	**S**	
LE.1305	Recertification Period;	**Critical**	**S**	
LE.1306	Recertification Units;	**Critical**	**S**	
LE.1307	Recertification reminders;	**Critical**	**S**	
LE.1308	Equivalent Courses;	**Critical**	**S**	
LE.1309	CLEET Course Number; and	**Critical**	**S**	
LE.1310	Other user-defined.	**Critical**	**S**	
The system has the ability to enter and maintain course information regarding hours and default provider with appropriate security permissions, including the following:				
LE.1311	Duration;	**Critical**	**S**	
LE.1312	Certification type;	**Critical**	**S**	
LE.1313	Units;	**Critical**	**S**	
LE.1314	Number of Days;	**Critical**	**S**	
LE.1315	Credit Hours;	**Critical**	**S**	
LE.1316	Default Provider Name, Address and Phone; and	**Critical**	**S**	
LE.1317	Other user-defined.	**Critical**	**S**	
The system has the ability to enter and maintain course information regarding default costs with appropriate security permissions, including the following detail:				
LE.1318	Expense Type;	**Critical**	**S**	
LE.1319	Amount;	**Critical**	**S**	
LE.1320	General Ledger Account;	**Critical**	**S**	
LE.1321	Percentage; and	**Critical**	**S**	
LE.1322	Other user-defined.	**Critical**	**S**	
The system has the ability to view course history and the scheduling of a given course, including the following information:				
LE.1323	Course Title;	**Critical**	**S**	
LE.1324	Category;	**Critical**	**S**	
LE.1325	Attendees;	**Critical**	**S**	
LE.1326	Start Date/Time;	**Critical**	**S**	
LE.1327	End Date/Time;	**Critical**	**S**	
LE.1328	Provider;	**Critical**	**S**	
LE.1329	Address;	**Critical**	**S**	

LE.1330	Location;	**Critical**	**S**	
LE.1331	Phone Number; and	**Critical**	**S**	
LE.1332	Other user-defined.	**Critical**	**S**	
LE.1333	The system has the ability to create and maintain course objectives with appropriate security permissions.	**Critical**	**S**	
LE.1334	The system has the ability to attach multiple supporting documents of various types to each course record.	**Critical**	**S**	
The system has the ability to search for existing course records based on the following user-defined search criteria:				
LE.1335	Course Code;	**Critical**	**S**	
LE.1336	Agency Identifier;	**Critical**	**S**	
LE.1337	Title;	**Critical**	**S**	
LE.1338	Category;	**Critical**	**S**	
LE.1339	Keyword;	**Critical**	**S**	
LE.1340	Active/Inactive/All;	**Critical**	**S**	
LE.1341	Program; and	**Critical**	**S**	
LE.1342	Other user-defined.	**Critical**	**S**	
LE.1343	The system has the ability to create, maintain and track scheduled course records, i.e., schedules for individual courses with appropriate security permissions.	**Critical**	**S**	
The system has the ability to enter and maintain the following basic information for each scheduled course record with appropriate security permissions:				
LE.1344	Start Date/Time;	**Critical**	**S**	
LE.1345	End Date/Time;	**Critical**	**S**	
LE.1346	Provider;	**Critical**	**S**	
LE.1347	Course Required/Not Required;	**Critical**	**S**	
LE.1348	Course;	**Critical**	**S**	
LE.1349	Course Location;	**Critical**	**S**	
LE.1350	Address;	**Critical**	**S**	
LE.1351	Phone Number;	**Critical**	**S**	
LE.1352	Activity Code;	**Critical**	**S**	
LE.1353	Days of the Week;	**Critical**	**S**	
LE.1354	Class Format;	**Critical**	**S**	
LE.1355	Training Type;	**Critical**	**S**	
LE.1356	Level of Training;	**Critical**	**S**	
LE.1357	Remarks (free-form narrative); and	**Critical**	**S**	

LE.1358	Other user-defined.	**Critical**	**S**	
The system has the ability to enter and maintain the following cost related information for each scheduled course record with appropriate security permissions:				
LE.1359	Expense Type;	**Critical**	**S**	
LE.1360	Amount;	**Critical**	**S**	
LE.1361	General Ledger Account;	**Critical**	**S**	
LE.1362	Percentage; and	**Critical**	**S**	
LE.1363	Other user-defined.	**Critical**	**S**	
LE.1364	The system has the ability to indicate all subjects associated with the scheduled course, including instructor and attendees.	**Critical**	**S**	
LE.1365	The system has the ability to enter and maintain information about the registered attendees' course results (grade/score), see at-a-glance all of the objectives associated with a current scheduled course, and track which objectives have been completed by which attendees with appropriate security permissions.	**Critical**	**S**	
LE.1366	The system has the ability to attach multiple supporting documents of various types to each scheduled course record.	**Critical**	**S**	
The system has the ability to search for existing scheduled course records based on the following user-defined search criteria:				
LE.1367	Course Code;	**Critical**	**S**	
LE.1368	Course Number;	**Critical**	**S**	
LE.1369	Provider;	**Critical**	**S**	
LE.1370	Agency Identifier;	**Critical**	**S**	
LE.1371	Location;	**Critical**	**S**	
LE.1372	Instructor;	**Critical**	**S**	
LE.1373	Program;	**Critical**	**S**	
LE.1374	Course Start Date/Time Range; and	**Critical**	**S**	
LE.1375	Other user-defined.	**Critical**	**S**	
LE.1376	The system has the ability to create, maintain and, track training program records with appropriate security permissions.	**Critical**	**S**	
LE.1377	The system has the ability to associate multiple required courses with a training program.	**Critical**	**S**	
LE.1378	The system has the ability to associate personnel with a training program by selecting individual personnel subjects or a group, which displays all personnel associated with a selected Shift or Unit. Individuals associated with a group can be selected for inclusion or exclusion.	**Critical**	**S**	

	Case Management			
LE.1379	The system has the ability to maintain a database of current cases and statuses with appropriate security permissions.	**Critical**	**S**	
LE.1380	The system has the ability to assign investigators based on current workloads and availability.	**Critical**	**N**	
LE.1381	The system has the ability to assign investigators based on final call type.	**Critical**	**S**	
LE.1382	The system has the ability to use the module as a supervisory tool as tracking and assigning workload.	**Critical**	**S**	
LE.1383	The system has the ability to allow users to make a Unit a Primary Unit for the CFS it is Assigned to.	**Critical**	**S**	
LE.1384	The system has the ability to allow users to make a Unit a Secondary Unit for the CFS it is Assigned to.	**Critical**	**S**	
LE.1385	The system has the ability to assign or reassign officers to cases.	**Critical**	**S**	
LE.1386	The system has the ability to assign case activities to officers.	**Critical**	**S**	
LE.1387	The system has the ability to enter and maintain solvability factors with appropriate security permissions.	**Critical**	**S**	
LE.1388	The system has the ability to view status history.	**Critical**	**S**	
LE.1389	The system has the ability to view disposition history.	**Critical**	**S**	
LE.1390	The system has the ability to generate numerous breakdown statistical reports.	**Critical**	**S**	
LE.1391	The system has the ability to track assigned and unassigned cases.	**Critical**	**S**	
LE.1392	The system has the ability to track cases by case status.	**Critical**	**S**	
The system has the ability to track cases by the following:				
LE.1393	Officer;	**Critical**	**S**	
LE.1394	PIN;	**Critical**	**S**	
LE.1395	Squad;	**Critical**	**S**	
LE.1396	Assigned bureau;	**Critical**	**S**	
LE.1397	Activity type;	**Critical**	**S**	
LE.1398	Beat/District;	**Critical**	**S**	
LE.1399	Activity officer; and	**Critical**	**S**	
LE.1400	Other user-defined.	**Critical**	**S**	
LE.1401	The system has the ability to enable automatic notifications after case assignment.	**Critical**	**S**	
LE.1402	The system has the ability to enable automatic notifications after periods of inactivity.	**Critical**	**N**	
LE.1403	The system has the ability to enable automatic notifications to appropriate personnel whenever a case is updated or a report is added to a case.	**Critical**	**S**	
LE.1404	The system has the ability to report on case clearance rates by classification.	**Desired**	**S**	

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LE.1405	The system has the ability to report on case clearance rates.	**Critical**	**S**	
LE.1406	When information is entered into the module, it must be automatically updated in the master name file in RMS.	**Critical**	**S**	
Career Criminal				
LE.1407	The system has the ability to set agency-defined categories.	**Desired**	**S**	
LE.1408	The system has the ability to set agency-determined violent vs. non violent.	**Desired**	**S**	
LE.1409	The system has the ability to create agency-defined statuses.	**Desired**	**S**	
LE.1410	The system has the ability to identify parole/probation agents.	**Desired**	**S**	
LE.1411	The system has the ability to capture terms and conditions.	**Desired**	**S**	
LE.1412	The system has the ability to capture complete registrant department history.	**Desired**	**S**	
LE.1413	The system has the ability to indicate all (unlimited) offenses.	**Desired**	**S**	
LE.1414	The system has the ability to capture registration dates.	**Desired**	**S**	
LE.1415	The system has the ability to import and attach a variety of document types to career criminal records.	**Desired**	**S**	
LE.1416	The system has the ability to enter additional comments (i.e., free-form narrative).	**Desired**	**S**	
LE.1417	The system has the ability to automatically create officer warnings throughout system.	**Desired**	**S**	
LE.1418	The system has the ability to automatically create system wide alerts on all registrants.	**Desired**	**S**	
LE.1419	The system has the ability to create department-specific reports from any and all captured fields.	**Desired**	**S**	
LE.1420	The system has the ability to capture known associates.	**Desired**	**S**	
LE.1421	The system has the ability to capture known aliases.	**Desired**	**S**	
LE.1422	The system has the ability to capture known vehicles.	**Desired**	**S**	
LE.1423	The system has the ability to quickly reference all activity of listed registrants.	**Desired**	**S**	
LE.1424	The system has the ability to quickly reference all registrants' department activity.	**Desired**	**S**	
Demographic Profiles				
LE.1425	The system has the ability to create and maintain demographic profiling records with appropriate security permissions.	**Desired**	**S**	
LE.1426	The system has the ability to design and customize demographic profiling data entry forms to suit individual agency's entry preferences.	**Desired**	**S**	
The system has the ability to add the following controls and elements to a form:				
LE.1427	Check Box;	**Desired**	**S**	
LE.1428	Text Box;	**Desired**	**S**	
LE.1429	Label;	**Desired**	**S**	

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LE.1430	Date;	**Desired**	**S**	
LE.1431	Time;	**Desired**	**S**	
LE.1432	Numeric;	**Desired**	**S**	
LE.1433	Validation Set;	**Desired**	**S**	
LE.1434	Personnel;	**Desired**	**S**	
LE.1435	Horizontal Line; and	**Desired**	**S**	
LE.1436	Other user-defined.	**Desired**	**S**	
LE.1437	The system has the ability to determine control tabbing order within a form.	**Desired**	**S**	
LE.1438	The system has the ability to copy existing demographic profiling forms and modify them as needed.	**Desired**	**S**	
LE.1439	The system has the ability to export demographic profiling data to Excel to facilitate statistical analysis.	**Desired**	**S**	
Field Investigations Module				
LE.1440	The system has the ability to associate an investigation to a specific case.	**Critical**	**S**	
The system has the ability to enter and maintain the following basic contact information with appropriate security permissions:				
LE.1441	Contact date/time;	**Critical**	**S**	
LE.1442	Contact type;	**Critical**	**S**	
LE.1443	Name;	**Critical**	**S**	
LE.1444	Subject address;	**Critical**	**S**	
LE.1445	Subject phone numbers;	**Critical**	**S**	
LE.1446	Subject vehicle;	**Critical**	**S**	
LE.1447	Subject DOB;	**Critical**	**S**	
LE.1448	Contact reason;	**Critical**	**S**	
LE.1449	Contact Source;	**Critical**	**S**	
LE.1450	Agency Identifier;	**Critical**	**S**	
LE.1451	Location; and	**Critical**	**S**	
LE.1452	Other user-defined.	**Critical**	**S**	
LE.1453	The system has the ability to enter and maintain information sources (e.g., rumors, anonymous tips, confidential informants and first-hand accounts from a law enforcement officer) with appropriate security permissions.	**Critical**	**S**	
LE.1454	The system has the ability to grade the credibility of each source (e.g., reliable, unreliable, unknown, etc.).	**Critical**	**S**	
LE.1455	The system has the ability to associate an investigation with a specific bureau.	**Critical**	**S**	

LE.1456	The system has the ability to associate an investigation with a specific reporting district.	**Critical**	**S**	
LE.1457	The system has the ability to identify a contact by master name or by associated case subject.	**Critical**	**S**	
LE.1458	The system has the ability to enter and maintain contact vehicle information with appropriate security permissions.	**Critical**	**S**	
LE.1459	The system has the ability to enter and maintain all officers associated with the investigation with appropriate security permissions.	**Critical**	**S**	
LE.1460	The system has the ability to attach multiple document of various types to an investigation record.	**Critical**	**S**	
LE.1461	The system has the ability to assign a field interview to an investigator.	**Critical**	**S**	
LE.1462	The system has the ability to link or group all known associates at a given criminal location.	**Critical**	**S**	
The system has the ability to track field investigations by:				
LE.1463	Contact type;	**Critical**	**S**	
LE.1464	Case number;	**Critical**	**S**	
LE.1465	Contact reason;	**Critical**	**S**	
LE.1466	Date/date range;	**Critical**	**S**	
LE.1467	Field investigation number;	**Critical**	**S**	
LE.1468	Investigating officer;	**Critical**	**S**	
LE.1469	Contact name;	**Critical**	**S**	
LE.1470	Vehicle;	**Critical**	**S**	
LE.1471	Agency Identifier;	**Critical**	**S**	
LE.1472	Location; and	**Critical**	**S**	
LE.1473	Other user-defined.	**Critical**	**S**	

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	Lineup/Mugshots			
LE.1474	The system has the ability to build a digital lineup based on a wide variety of subject criteria.	**Critical**	**S**	
LE.1475	The system has the ability to import driver's license photos from the State and other agencies.	**Desired**	**N**	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding an interface to import driver's license photos is needed to accurately define the scope of work involved and provide pricing.
LE.1476	The system has the ability to import booking photos from peer agencies.	**Desired**	**N**	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding an interface to import booking photos is needed to accurately define the scope of work involved and provide pricing.
LE.1477	The system has the ability to display subject photographs (both front and/or side views as retrieved from the appropriate master name files) within digital lineups.	**Critical**	**S**	
LE.1478	The system has the ability to view all photos associated with a single subject and choose one for inclusion in a lineup.	**Critical**	**S**	
LE.1479	The system has the ability to automatically display a minimum of six photos simultaneously that meet the criteria specified.	**Critical**	**S**	
LE.1480	The system has the ability to quickly and easily add a photo to a line-up.	**Critical**	**S**	
LE.1481	The system has the ability to quickly and easily remove a photo from a line-up.	**Critical**	**S**	
LE.1482	The system has the ability to quickly and easily organize photos in a line-up.	**Critical**	**S**	
LE.1483	The system has the ability to generate a lineup of subjects randomly selected from the search results of matching subjects.	**Critical**	**S**	
LE.1484	The system has the ability to print a lineup without identifying information.	**Critical**	**S**	
LE.1485	The system has the ability to print a lineup with identifying information.	**Critical**	**S**	
LE.1486	The system has the ability to attach a lineup to a case record.	**Critical**	**S**	

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LE.1487	The system has the ability to quickly and easily view statistics on a subject within the line-up.	**Critical**	**S**	
LE.1488	The system has the ability to support multiple methods of capturing photos.	**Critical**	**S**	
LE.1489	The system has the ability to provide an online reporting tool for citizens.	**Desired**	**S**	
The system has the ability to track the following DUI information:				
LE.1490	Offender Name	**Critical**	**S**	
LE.1491	Date and Time of Offense	**Critical**	**S**	
LE.1492	Location of Arrest (Beat, County, City, State)	**Critical**	**S**	
LE.1493	Point of last drink (Address or Name)	**Critical**	**S**	
LE.1494	Adult/Juvenile	**Critical**	**S**	
LE.1495	Associated Case Number (Incident, Collision, and Arrest); and	**Critical**	**S**	
LE.1496	Other, user-defined fields.	**Critical**	**S**	

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Jail Management

Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		**Instruction**	
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.	
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.	
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.	
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.	
N	**No: Feature/Function cannot be provided**.		
Jail Management			
Req #	**Description of Requirement**	**Criticality**	**Response**	**Comments**
General				
CO.1	The jail management module has the ability to completely integrate with all other proposed system modules.	**Critical**	**S**	
CO.2	The system has the ability to maintain basic offender information required to initiate an offender record (e.g. basic sentence information, basic offender identification, etc.).	**Critical**	**S**	
CO.3	The system has the ability to record the sentence from the Court's calculation.	**Critical**	**S**	
CO.4	The system has the ability to cross-reference alerts (e.g., BOLOs, protection orders, warrants, etc.) when entering offender information across all proposed system modules.	**Critical**	**S**	
CO.5	The system has the ability to maintain basic medical information as gathered through the medical screening.	**Critical**	**S**	

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CO.6	The system has the ability to utilize modifiable data entry templates to obtain the medical assessment results.	**Critical**	**S**	
CO.7	The system has the ability to notify the required entities when new medical information is available for an offender.	**Critical**	**S**	
CO.8	The system has the ability to recommend a housing unit assignment for an offender based on business rules.	**Critical**	**S**	
CO.9	The system has the ability to approve/override the recommended housing unit provided by the system.	**Critical**	**S**	
CO.10	The system has the ability to document the campus security plan.	**Critical**	**S**	
CO.11	The system has the ability to view a history of cell extractions.	**Critical**	**S**	
CO.12	The system has the ability to support integration of courts data in the system (without requirement for re-entry of data for jail or for courts).	**Critical**	**N**	CentralSquare is not proposing a Court Case Management system, but could discuss providing an interface to the court system selected by the City.
CO.13	The system has the ability to capture inmate intake information, from arrests, court actions, or turn-yourself-in program and inmate booking.	**Critical**	**S**	
CO.14	The system has the ability to support flexible entry of arresting officer data as starting point for jail data record.	**Critical**	**S**	
CO.15	The system has the ability to allow access to law enforcement records management data for inmates.	**Critical**	**S**	
CO.16	The system has the ability to log inmate related events, activities (individually or mass), and incidents and query and reporting from these data.	**Critical**	**S**	
CO.17	The system has the ability to log officer and staff activities and query and reporting from this database.	**Critical**	**S**	
CO.18	The system has the ability to log and track of inmate property.	**Critical**	**S**	
CO.19	The system has the ability to manage alternate types of incarceration and monitoring programs.	**Critical**	**S**	
CO.20	The system has the ability to support inmate release processing including disposition of property.	**Critical**	**S**	
CO.21	The system has the ability to support electronic signature capturing upon release of inmate property.	**Critical**	**S**	

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CO.22	The system has the ability to access warrant information from the court module.	**Critical**	**N**	CentralSquare is not proposing a Court Case Management system, but could discuss providing an interface to the court system selected by the City.
Bookings				
The system has the ability to support the use of mug shots in the following:				
CO.23	Electronic lines-ups;	**Critical**	**S**	
CO.24	Wrist bands;	**Desired**	**S**	
CO.25	Biometric Scanner;	**Desired**	**S**	
CO.26	ID badges;	**Critical**	**S**	
CO.27	Booking cards; and	**Critical**	**S**	
CO.28	Other user-defined.	**Critical**	**S**	
Sentence/Time Accounting				
CO.29	The system has the ability to track multiple types of credits (e.g. jail time) for each sentence including jail facility and date ranges.	**Critical**	**S**	
CO.30	The system has the ability to capture additional information (e.g. fines, costs, restitutions, crime victim compensation, etc.) per offender sentence.	**Critical**	**S**	
CO.31	The system has the ability to automatically create temporary minimum and maximum dates for review.	**Critical**	**S**	
CO.32	The system has the ability to provide automatic task management functionality to support the assignment and management of an auditor to a sentence calculation.	**Critical**	**S**	
CO.33	The system has the ability to store and view username, date/time stamp any time a change is made to an offenders records.	**Critical**	**S**	
CO.34	The system has the ability to randomly generate cases for audit.	**Critical**	**N**	
CO.35	The system has the ability to allow auditors to manually verify dates and enter error code if required.	**Critical**	**S**	
CO.36	The system has the ability to allow manual override system-generated dates and select a reason for override (out of state, governor's directive, etc.).	**Critical**	**S**	
CO.37	The system has the ability to view electronic copies of documentation, if available.	**Critical**	**S**	
CO.38	The system has the ability to allow the auditor to interactively collaborate with the user that last worked on a case to resolve discrepancies.	**Critical**	**S**	

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CO.39	The system has the ability to calculate release dates for an offender, based on fines and fees due.	**Critical**	**S**	
CO.40	The system has the ability to modify sentence data to reflect time while offender is on escape/absconder status.	**Critical**	**S**	
CO.41	The system has the ability to maintain a list of sentence types and their corresponding business rules.	**Critical**	**S**	CentralSquare Jail Pro lists concurrent and consecutive sentence types along with flexible reduction options. CentralSquare Jail Pro does not list life and execution types.
CO.42	The system has the ability to identify duplicate periods of credit.	**Critical**	**S**	
CO.43	The system has the ability to compute time served to date for inmates.	**Critical**	**S**	
CO.44	The system has the ability to track changes in modified/amended or dismissed charges from point of arrest through disposition.	**Critical**	**S**	
CO.45	The system has the ability to allow changes in case number, individual identifiers, or other identifiers, with appropriate permissions.	**Critical**	**S**	
CO.46	The system has the ability to provide transfer or entry of all charges, custody and release information for each offender from criminal justice agency or court.	**Critical**	**S**	
CO.47	The system has the ability to seal or expunge files when ordered by the court.	**Critical**	**S**	
CO.48	The system has the ability to allow for the ranking of charges.	**Critical**	**S**	
Property Management				
CO.49	The system has the ability to maintain information pertaining to the person and location to which an offender's property will be released to.	**Critical**	**S**	
CO.50	The system has the ability to capture an offender's signature electronically in order to confirm the release or destruction of property.	**Critical**	**S**	
CO.51	The system has the ability to compensate for an offender that refused to provide his/her signature by instead capturing the signatures of at least 2 witnessing officers.	**Critical**	**S**	
CO.52	The system has the ability to maintain information pertaining to money brought in by an offender.	**Critical**	**S**	
CO.53	The system has the ability to update the status of seized property (e.g. released or destroyed) along with the date of the event.	**Critical**	**S**	
CO.54	The system has the ability to record the identification of the staff witnessing the destruction of offender property.	**Critical**	**S**	
CO.55	The system has the ability to maintain a record of property seized from an offender along with the identification of the seizing staff.	**Critical**	**S**	

CO.56	The system has the ability to attach digital photographs to each property item.	**Critical**	**S**	
CO.57	The system has the ability to maintain information pertaining to the person and address for property that is either mailed to an offender or brought for an offender during visitation.	**Critical**	**S**	
CO.58	The system has the ability to maintain an offender property list.	**Critical**	**S**	
CO.59	The system has the ability to maintain and validate an offender's items against property restrictions such as an authorized property list and maximum allowable items per offender by facility, security level and/or other pre determined criteria.	**Critical**	**S**	The ability to preset approved or banned lists of inmate property is available; however, setting a maximum number of items is not.
CO.60	The system has the ability to flag property seized from an Offender that is either "Contraband" and/or "Evidence" and classify that property by type.	**Critical**	**S**	
CO.61	The system has the ability to record the transfer of property to other Criminal Justice agencies when the property will be used as evidence based on the Chain of Custody requirements.	**Critical**	**S**	
CO.62	The system has the ability to record the transfer of an item to a third party in cases where the offender is not the owner.	**Critical**	**S**	
CO.63	The system has the ability to record the issuance of standard property to the offender on the offender's property list and flag such items as City-issued property.	**Critical**	**S**	
CO.64	The system has the ability to allow authorized users to override the authorized property list for an individual offender, facility, or security level. The duration of the override must be configurable.	**Critical**	**S**	CentralSquare Jail Pro allows users to override the pre-set issued property, but does not allow users to set a duration.
CO.65	The system has the ability to allow bulk entry of items into the system.	**Critical**	**S**	
CO.66	The system has the ability to allow bulk authorized property list overrides.	**Critical**	**S**	
The system has the ability to track inmate personal property inventory, including (but not limited to) the following:				
CO.67	Inmate name;	**Critical**	**S**	
CO.68	SSN:	**Critical**	**S**	
CO.69	Property Bag Number;	**Critical**	**S**	
CO.70	Total Money Amount;	**Critical**	**S**	
CO.71	Seal Number;	**Critical**	**S**	
CO.72	Receipt Number;	**Critical**	**S**	
CO.73	Item - Watch;	**Critical**	**S**	

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CO.74	Item - Ring;	**Critical**	**S**	
CO.75	Item - Necklace;	**Critical**	**S**	
CO.76	Item - Bracelet;	**Critical**	**S**	
CO.77	Item - Wallet;	**Critical**	**S**	
CO.78	Item - Key;	**Critical**	**S**	
CO.79	Item - Pager;	**Critical**	**S**	
CO.80	Item - Cell Phone;	**Critical**	**S**	
CO.81	Item - Knife;	**Critical**	**S**	
CO.82	Item - Belt;	**Critical**	**S**	
CO.83	Item - Shoe Laces;	**Critical**	**S**	
CO.84	Item - Tie;	**Critical**	**S**	
CO.85	Item - Cigarettes;	**Critical**	**S**	
CO.86	Item - Lighter;	**Critical**	**S**	
CO.87	Item - Make-up;	**Critical**	**S**	
CO.88	Item - ID;	**Critical**	**S**	
CO.89	Item - Credit Cards;	**Critical**	**S**	
CO.90	Misc. Items;	**Critical**	**S**	
CO.91	Quantity of items;	**Critical**	**S**	
CO.92	Description of items;	**Critical**	**S**	
CO.93	Released status of items;	**Critical**	**S**	
CO.94	Intake - Arresting Officer's Signature;	**Critical**	**S**	
CO.95	Intake - Man Number;	**Critical**	**S**	
CO.96	Intake - Arresting Agency;	**Critical**	**S**	
CO.97	Intake - Inmate's Signature;	**Critical**	**S**	
CO.98	Intake - Date	**Critical**	**S**	
CO.99	Intake - Time;	**Critical**	**S**	
CO.100	Release - Inmate Signature;	**Critical**	**S**	
CO.101	Release - Releasing Officer's Signature;	**Critical**	**S**	
CO.102	Release - Date	**Critical**	**S**	
CO.103	Release - Man Number;	**Critical**	**S**	
CO.104	Release Time; and	**Critical**	**S**	
CO.105	Other user-defined.	**Critical**	**S**	
CO.106	The system has the ability to track the inmate personal property inventory in Spanish.	**Critical**	**S**	

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The system has the ability to track the following cash inventory and verification information:				
CO.107	Inmate's MF#;	**Critical**	**S**	
CO.108	Inmate's Name;	**Critical**	**S**	
CO.109	Inmate's DOB;	**Critical**	**S**	
CO.110	Number of bills by denomination (i.e., ones, twos, fives, tens, twenties, fifties, hundreds);	**Critical**	**S**	
CO.111	Total dollar amount by denomination;	**Critical**	**S**	
CO.112	Total Currency amounts (paper bills);	**Critical**	**S**	
CO.113	Total Coin Amount;	**Critical**	**S**	
CO.114	Total amount (currency plus coin);	**Critical**	**S**	
CO.115	Disposition (property bag, evidence, Officer, etc.)	**Critical**	**S**	
CO.116	Holds;	**Critical**	**S**	
CO.117	Counted by;	**Critical**	**S**	
CO.118	Verified by;	**Critical**	**S**	
CO.119	Date Counted; and	**Critical**	**S**	
CO.120	Other user-defined.	**Critical**	**S**	
Offender Classification				
CO.121	The system has the ability to monitor the progress of an Offender's Pre-Classification process.	**Critical**	**S**	
CO.122	The system has the ability to review material input from all steps of the Pre-Classification process.	**Critical**	**S**	
CO.123	The system has the ability to request additional information or addendums to the Pre-Classification material.	**Critical**	**S**	
CO.124	The system has the ability to put a hold on Classification until all steps of the Pre-Classification process have been approved.	**Critical**	**S**	
CO.125	The system has the ability to automatically compute the recommended classification level for the offender based on business rules.	**Critical**	**S**	
CO.126	The system has the ability to automatically compute a risk/needs assessment profile for the offender based on business rules.	**Critical**	**S**	
CO.127	The system has the ability to maintain information on an offender's classification and level of supervision.	**Critical**	**S**	
CO.128	The system has the ability to notify the required entities about the information regarding an offender's classification.	**Critical**	**S**	

CO.129	The system has the ability to allow staff to request a Classification Level Override.	**Critical**	**S**	
CO.130	The system has the ability to initiate a Reclassification whenever an offender is due for a periodic review.	**Critical**	**S**	
CO.131	The system has the ability to initiate a Reclassification whenever an event has occurred that might impact the offender's current classification level (e.g. suicide attempt, sentence structure change, escape attempt, misconduct, etc.).	**Critical**	**S**	
CO.132	The system has the ability to maintain information about Offender Reclassification Interviews.	**Critical**	**S**	
CO.133	The system has the ability to notify the required entities that an Offender requires a Classification Interview.	**Critical**	**S**	
CO.134	The system has the ability to allow the staff to review/modify the interview schedule.	**Critical**	**S**	
	Offender Identification			
CO.135	The system has the ability to maintain information about an offender identification interview.	**Critical**	**S**	
CO.136	The system has the ability to capture front and profile digital photographs of an offender.	**Critical**	**S**	
CO.137	The system has the ability to capture scars, marks, tattoos for an offender (digital photographs and text descriptions).	**Critical**	**S**	
CO.138	The system has the ability to maintain identification information for an Offender.	**Critical**	**S**	
CO.139	The system has the ability to store new information received from the external queries selected by the users.	**Critical**	**S**	
CO.140	The system has the ability to automatically conduct internal searches when key identification fields have been updated or new information has been added (e.g., name, date of birth, SSN, drivers licenses, etc.).	**Critical**	**S**	This information is not displayed to the user at entry, but this situation will be detected the next time the suggested duplicate report is run.
CO.141	The system has the ability to interface with the AFIS system to obtain fingerprint information.	**Critical**	**S**	
CO.142	The system has the ability to allow the users to view the information received from external queries, validate and accept them prior to associating them with the offender.	**Critical**	**S**	

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CO.143	The system has the ability to provide scheduling functionality to support the process of scheduling offender activity.	**Critical**	**S**	
CO.144	The system has the ability to notify the required entities when multiple records are found for the same offender within the system.	**Critical**	**S**	
CO.145	The system has the ability to search for an offender based on key identifying criteria (e.g. name, date of birth, identifying characteristics, driver license, numbers (e.g. FBI).	**Critical**	**S**	
CO.146	The system has the ability to create a new master file or use a pre-existing master file if one has been previously assigned to the offender.	**Critical**	**S**	
CO.147	The system has the ability to merge new Offender information into an existing Offender record and document the reason, date, and time that the record was merged.	**Critical**	**S**	
CO.148	The system has the ability to allow the user to view potentially duplicate records resulting from an offender search and merge new data into a selected record if the identities match.	**Critical**	**S**	
CO.149	The system has the ability to send photographs from the system to transfer offender photographs (e.g., via email).	**Critical**	**S**	
CO.150	The system has the ability to interface with the AFIS system to obtain demographic information.	**Critical**	**S**	
CO.151	The system has the ability to display country of birth and citizenship using NIJ country codes.	**Critical**	**S**	
**Facility Checks and Offender Counts**			
CO.152	The system has the ability to automatically initiate a count (based on business rules).	**Critical**	**S**	
CO.153	The system has the ability to allow staff to manually initiate a count.	**Critical**	**S**	
CO.154	The system has the ability to allow staff in Housing Units to maintain information about the number of Offenders that are present in their Unit.	**Critical**	**S**	
CO.155	The system has the ability to allow staff in Non-Housing Units to maintain information about the number of Offenders that are present in their Unit.	**Critical**	**S**	
CO.156	The system has the ability to allow staff in Housing Units to maintain information about the ID numbers of Offenders that are not present in their Unit.	**Critical**	**S**	
CO.157	The system has the ability to allow staff in Housing Units to maintain information about the ID numbers of Offenders that are present in their Unit.	**Critical**	**S**	

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CO.158	The system has the ability to automatically calculate the number of Offenders that are not present based on the list of ID numbers of Offenders not present in a Unit.	**Critical**	**S**	
CO.159	The system has the ability to allow staff in Non-Housing Units to maintain information about the ID numbers of Offenders present in their Unit.	**Critical**	**S**	
CO.160	The system has the ability to automatically calculate the number of Offenders that are present based on the list of ID numbers of Offenders present in a Unit.	**Critical**	**S**	
CO.161	The system has the ability to automatically calculate the number of Offenders that are not present based on the number of Offenders present in a Unit.	**Critical**	**S**	
CO.162	The system has the ability to notify the required entities of the results of the count.	**Critical**	**S**	
CO.163	The system has the ability to allow staff to review the count.	**Critical**	**S**	
CO.164	The system has the ability to allow staff to approve/disapprove the count.	**Critical**	**S**	
CO.165	The system has the ability to generate a recount.	**Critical**	**S**	
CO.166	The system has the ability to allow staff to enter a Lockdown order.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.167	The system has the ability to notify the required entities about the issuance of a Lockdown order.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.168	The system has the ability to allow staff to review discrepancies in the count as identified by the system.	**Critical**	**S**	
CO.169	The system has the ability to allow staff to activate the Emergency Plan.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.170	The system has the ability to notify the required entities about the activation of the Emergency Plan.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.171	The system has the ability to allow staff to deactivate the Emergency Plan.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.172	The system has the ability to allow staff to release a Lockdown order.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.173	The system has the ability to notify the required entities about the issuance of a Lockdown order release.	**Critical**	**S**	A bulletin or message can be sent to all staff.
CO.174	The system has the ability to allow Central Office to initiate an emergency count or lockdown of any or all facilities for operational testing and emergencies.	**Critical**	**S**	
CO.175	The system has the ability to override pre-scheduled, automatically initiated counts.	**Critical**	**N**	

CO.176	The system has the ability to identify by name and number those inmates not present during a count.	**Critical**	**S**	
	Discipline, Appeals, Grievances, and Incident Reporting			
CO.177	The system has the ability to maintain information regarding misconducts.	**Critical**	**S**	
CO.178	The system has the ability to display a list of misconducts awaiting review.	**Critical**	**S**	
CO.179	The system has the ability to assign a type of action to be taken for a misconduct (Administrative, Disciplinary – Formal, Disciplinary – Informal, Dismissed).	**Critical**	**S**	
CO.180	The system has the ability to update an offender's custody status based on business rules (e.g. pending a hearing or investigation, etc.).	**Critical**	**N**	
CO.181	The system has the ability to provide scheduling functionality to support the procedure of scheduling a hearing regarding a misconduct (e.g. administrative hearing, disciplinary hearing, etc.).	**Critical**	**S**	
CO.182	The system has the ability to maintain the results of a hearing regarding a misconduct (e.g. administrative hearing, disciplinary hearing, etc.).	**Critical**	**S**	
CO.183	The system has the ability to hold an offender in a secure holding area and provide reminders to review his/her status on a periodic basis based on business rules.	**Critical**	**S**	
CO.184	The system has the ability to notify the required entities (e.g. offender) each time a decision is made to continue an offender's secure holding status.	**Critical**	**S**	
CO.185	The system has the ability to change an informal disciplinary action to a formal disciplinary action after portions of the informal disciplinary action process have been completed.	**Critical**	**S**	
CO.186	The system has the ability to provide automatic task management functionality to support the assignment and management of hearing staff to the processing of an informal or formal disciplinary action.	**Critical**	**S**	
CO.187	The system has the ability to provide scheduling functionality to support the procedure of scheduling an informal or formal disciplinary action hearing.	**Critical**	**S**	
CO.188	The system has the ability to conduct an informal disciplinary action hearing.	**Critical**	**S**	
CO.189	The system has the ability to conduct a formal disciplinary action hearing and record additional information (e.g. offender received notice of charges, offender had adequate preparation time, witness requests, etc.).	**Critical**	**S**	
CO.190	The system has the ability to maintain information regarding disciplinary appeals.	**Critical**	**S**	

CO.191	The system has the ability to provide automatic task management functionality to support the assignment and management of committee members to the processing and reviewing of a disciplinary appeal.	**Critical**	**S**	
CO.192	The system has the ability to conduct a disciplinary appeal hearing.	**Critical**	**S**	
CO.193	The system has the ability to maintain information regarding incident reports.	**Critical**	**S**	
CO.194	The system has the ability to display a list of incident reports awaiting action.	**Critical**	**S**	
CO.195	The system has the ability to assign a level to an incident report (e.g., Class 1, Class 2).	**Critical**	**S**	
CO.196	The system has the ability to allow central office to interactively collaborate with a facility manager on the further review and completion of an incident report.	**Critical**	**S**	
CO.197	The system has the ability to notify the required entities of a decision regarding an offender's appeal.	**Critical**	**S**	
CO.198	The system has the ability to update an offender's sanctions (e.g. restrictions on privileges, duration of custody status changes, etc.) based on business rules (e.g. pending a hearing or investigation, etc.).	**Critical**	**S**	Sanctions are applied to inmates manually and are automatically removed at the restriction end date.
CO.199	The system has the ability to link reports made by multiple staff regarding the same incident into one incident report.	**Critical**	**S**	
CO.200	The system has the ability to allow assessments and reports to be ordered for inmates while confined in a secure holding area (e.g. psychology or psychiatric evaluations).	**Critical**	**S**	
CO.201	The system has the ability to notify required entities of the need to complete required and requested reports and interviews of offenders housed in secure holding areas (e.g. double-ceiling criteria/agreement, suicide-risk indicator checklist).	**Critical**	**S**	
Transfers and Movements/Transportation/Housing Assignments				
CO.202	The system has the ability to maintain a list of offender status changes made through other system modules that require review.	**Critical**	**S**	
CO.203	The system has the ability to assign a status change type to an offender status change (e.g. pre-release, escape, authorized temporary release, interstate compact cases, etc.).	**Critical**	**S**	
CO.204	The system has the ability to notify the required entities when status changes occur based on business rules.	**Critical**	**S**	
CO.205	The system has the ability to maintain a list of offenders that require an initial housing assignment or relocation.	**Critical**	**S**	

CO.206	The system has the ability to automatically recommend a housing assignment across all facilities for an offender based on business rules (e.g. available vacancies, offender classification, STG affiliations, based on known separation requirements, etc.).	**Critical**	**S**	
CO.207	The system has the ability to approve/override a system-recommended housing assignment.	**Critical**	**S**	
CO.208	The system has the ability to notify the required entities when an offender housing assignment requires physical movement of an offender.	**Critical**	**S**	
CO.209	The system has the ability to notify the required entities when an offender housing assignment occurs.	**Critical**	**S**	
CO.210	The system has the ability to maintain a list of pending offender movement and scheduling requests (e.g. interviews, appointments, etc.).	**Critical**	**S**	
CO.211	The system has the ability to assign a priority to movements and transfers and resolve scheduling conflicts based on these priorities.	**Critical**	**N**	
CO.212	The system has the ability to maintain a schedule of movements and transfers for each offender.	**Critical**	**S**	
CO.213	The system has the ability to maintain a schedule of line movements—movements involving multiple offenders.	**Critical**	**S**	
CO.214	The system has the ability to assign/remove one or more offenders to/from a line movement.	**Critical**	**S**	
CO.215	The system has the ability to notify the required entities if an offender movement requires transportation from a facility.	**Critical**	**S**	
CO.216	The system has the ability to display information regarding a pending movement or transportation including the identifications and photographs of all offenders involved in the movement/transportation and the location to which the offender(s) is/are to be move.	**Critical**	**S**	
CO.217	The system has the ability to require a movement or transfer receive authorization from a reviewing authority before being executed if business rules require it (e.g. a movement requiring transfer from a facility, etc.).	**Critical**	**S**	
CO.218	The system has the ability to record the decision of the reviewing authority regarding the approval/denial of a transfer or transportation request.	**Critical**	**S**	
CO.219	The system has the ability to notify the required entities regarding a reviewing authority's approval/denial of a transfer or transportation request.	**Critical**	**S**	
CO.220	The system has the ability to record the execution/denial of a movement.	**Critical**	**S**	
CO.221	The system has the ability to maintain information regarding hold orders that have been entered against an offender through other system modules.	**Critical**	**S**	

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CO.222	The system has the ability to provide scheduling functionality in order to assign an offender/offenders to an officer for transport.	**Critical**	**S**	
CO.223	The system has the ability to maintain transportation officer schedules for regularly-scheduled transfers.	**Critical**	**S**	
CO.224	The system has the ability to approve/override the system-recommended transportation assignment.	**Critical**	**S**	
CO.225	The system has the ability to record the return of each offender that temporarily leaves a facility (e.g. hospital visit, court-ordered writ, etc.).	**Critical**	**S**	
CO.226	The system has the ability to notify the required entities upon the return of an offender from a temporary leave.	**Critical**	**S**	
CO.227	The system has the ability to notify the required entities when an offender does not return from a transportation or a returning offender's identity does not match that of the leaving offender's.	**Critical**	**S**	
CO.228	The system has the ability to record the time an offender leaves a location and the time an offender arrives at a destination.	**Critical**	**S**	
CO.229	The system has the ability to designate beds in a facility for different types of offenders (e.g. general population, segregation, handicap access, etc.).	**Critical**	**S**	
CO.230	The system has the ability to maintain information regarding separations that must be maintained within the jail system (e.g. between offenders, between offenders and staff, between offenders and facilities, etc.).	**Critical**	**S**	
CO.231	The system has the ability to maintain information regarding facility layouts/floor plans and bed configurations within the space.	**Critical**	**S**	
CO.232	The system has the ability to update a facility's offender count upon execution of an offender movement or upon an offender's return from a temporary leave.	**Critical**	**S**	
CO.233	The system has the ability to perform a transportation risk assessment and assign resources accordingly.	**Critical**	**S**	
CO.234	Notify required entities when a security level of a housing unit requires updating or modification based on business rules.	**Critical**	**S**	
CO.235	The system has the ability to designate security levels of housing units based on business rules.	**Critical**	**S**	
CO.236	The system has the ability to maintain and monitor the utilization of housing assignments (handicapped cells, isolation cells, etc.) based on business rules (offender classification, medical necessity etc.).	**Critical**	**S**	
CO.237	The system has the ability to notify required entities of an offender's failure to comply with established movement business rules.	**Critical**	**S**	

	Affiliations			
CO.238	The system has the ability to maintain information regarding STG's.	**Critical**	**S**	
CO.239	The system has the ability to scan supporting documentation for STG Classification requests.	**Critical**	**S**	
CO.240	The system has the ability to automatically notify the required entities upon the assignment of an Offender to an STG.	**Critical**	**S**	
CO.241	The system has the ability to create a questionnaire or checklist that will be used to document the findings of an STG evaluation interview. The system should provide the flexibility to allow the questions to be added, deleted and/or modified.	**Critical**	**S**	
CO.242	The system has the ability to record the disposition of the STG evaluation request (e.g. verified/not verified).	**Critical**	**S**	
CO.243	The system has the ability to activate/de-activate an offender's STG affiliation and provide a justification for each change in status.	**Critical**	**S**	
CO.244	The system has the ability to associate an offender with one or more STG's and provide justification for each assignment.	**Critical**	**S**	
CO.245	The system has the ability to maintain a historical record of all STG decisions.	**Critical**	**S**	
CO.246	The system has the ability to maintain history of STG Classification requests.	**Critical**	**S**	
	Offender Searches/Drug Testing			
CO.247	The system has the ability to maintain a list of offenders scheduled for drug tests.	**Desired**	**S**	
CO.248	The system has the ability to display list containing drug testing history including results for an offender.	**Desired**	**S**	
CO.249	The system has the ability to maintain information pertaining to the results of both scheduled and unscheduled drug tests.	**Desired**	**S**	
CO.250	The system has the ability to record the status of an instant or lab-evaluated drug test (e.g. Complete, Sent to Lab).	**Desired**	**S**	
CO.251	The system has the ability to search drug test records based on specific criteria (e.g. test type, test result, date range, etc.).	**Desired**	**S**	
CO.252	The system has the ability to scan and attach hard copy test results from the lab to the drug test record.	**Desired**	**S**	
CO.253	The system has the ability to manually enter drug test results obtained from the lab or instant test results.	**Desired**	**S**	
CO.254	The system has the ability to manually schedule offenders for drug testing.	**Desired**	**S**	

CO.255	The system has the ability to automatically schedule offenders for drug testing at random.	**Desired**	**N**	
CO.256	The system has the ability to automatically schedule offenders for drug tests based on business rules (e.g. board stipulation, etc.).	**Desired**	**N**	
CO.257	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the administering of supervised offender drug tests.	**Desired**	**S**	
CO.258	The system has the ability to maintain a list of offender searches to perform (e.g. body searches (e.g. strip, pat), investigative, cell searches, common area searches, etc.) and the shift and day for which the search is scheduled.	**Critical**	**S**	
CO.259	The system has the ability to maintain a list of scheduled offender searches (e.g. body searches (e.g. strip, pat), cell searches, common area searches, etc.).	**Critical**	**S**	
CO.260	The system has the ability to display a list containing the history of all searches performed on an offender, cell, common area, etc.	**Critical**	**S**	
CO.261	The system has the ability to manually schedule a search.	**Critical**	**S**	
CO.262	The system has the ability to automatically schedule a search at random.	**Critical**	**N**	
CO.263	The system has the ability to automatically schedule a search based on modifiable business rules (e.g. cells must be searched X times per year, etc.).	**Critical**	**S**	
CO.264	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the administering of offender searches.	**Critical**	**S**	
CO.265	The system has the ability to maintain information regarding the results of a search including an itemization of any contraband found for both scheduled and unscheduled searches.	**Critical**	**S**	
CO.266	The system has the ability to enter bulk search results in cases where multiple offenders are searched at the same time (e.g. housing unit, common area, etc.).	**Critical**	**S**	
CO.267	The system has the ability to invoice an incarcerated/supervised offender or other agency for the cost of the drug test.	**Critical**	**S**	
CO.268	The system has the ability to maintain and modify a list of established search sites for each facility.	**Critical**	**S**	
CO.269	The system has the ability to attach digital photographs to a search result entry.	**Critical**	**S**	

Records Management/Document Control				
CO.270	The system has the ability to create and store digital images of paper documents and associate them to one or more offender records.	**Critical**	**S**	
CO.271	The system has the ability to link related scanned documents or multiple versions of the same document.	**Critical**	**S**	
CO.272	The system has the ability to maintain additional information associated with a scanned document (e.g. paper file maintained, paper file location, document classification, etc.).	**Critical**	**S**	
CO.273	The system has the ability to notify the required entities if the location or status of a paper file must be changed based on business rules (e.g. moved to an archive location, destroyed, etc.).	**Critical**	**S**	
Offender Health Records				
CO.274	The system has the ability to provide scheduling functionality to support the process of scheduling an offender to a medical appointment.	**Critical**	**S**	
CO.275	The system has the ability to schedule an offender for recurring appointments for routine examinations.	**Critical**	**S**	
CO.276	The system has the ability to notify the required entities if a medical appointment requires an offender to be moved or transported.	**Critical**	**S**	
CO.277	The system has the ability to allow health staff to schedule follow-up appointments.	**Critical**	**S**	
CO.278	The system has the ability to debit an offender's account for the price of the co-payment if one is required.	**Critical**	**S**	
CO.279	The system has the ability to maintain information regarding co-pay rates based on business rules (e.g. service type, offender information, facility, etc.).	**Critical**	**S**	
CO.280	The system has the ability to scan and attach medical records, documentation, clearances, to an offender's master arrest record.	**Critical**	**S**	
CO.281	The system has the ability to warn a user upon attempting to modify an offender's schedule in a manner that would affect a critical medical appointment (e.g. kidney dialysis, appointment to receive medication, etc.).	**Critical**	**S**	
Management Statistics and Planning				
CO.282	The system has the ability to generate reports from live system data.	**Critical**	**S**	
CO.283	The system has the ability to generate a data snapshot from live system data to use for future reporting.	**Critical**	**S**	
CO.284	The system has the ability to generate reports from a data snapshot.	**Critical**	**S**	

CO.285	The system has the ability to maintain an automatic report generation schedule for scheduled reports.	**Critical**	**S**	
CO.286	The system has the ability to maintain a list of user-defined fields available for a standardized report.	**Critical**	**S**	
	Correspondence Tracking			
CO.287	The system has the ability to scan and attach to an offender record and maintain additional historical information regarding paper correspondence (e.g. letters, faxes, etc.) received or sent regarding an offender (e.g. sending date, receiving date, high-level summary, detailed summary, etc.).	**Critical**	**S**	
	External Contact			
CO.288	The system has the ability to maintain a list of Official Visitors for a Facility.	**Critical**	**S**	
CO.289	The system has the ability to conduct an NCIC and local warrant check on Official Visitors for a Facility.	**Critical**	**S**	
CO.290	The system has the ability to maintain information about an Official Visitor.	**Critical**	**S**	
CO.291	The system has the ability to update the status of a Visitor manually (e.g. approved, denied, suspended, etc.).	**Critical**	**S**	
CO.292	The system has the ability to update the status of a Visitor automatically based on business rules (e.g. automatically disapprove if the visitor is a victim of the Offender).	**Critical**	**S**	
CO.293	The system has the ability to capture the Offender's e-signature as confirmation that they have received their mail when it is from an Official Agency.	**Critical**	**S**	
CO.294	The system has the ability to interface with additional state identification systems (The state identification systems are in the initial planning stages).	**Critical**	**N**	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the state identification systems requiring an interface is needed to accurately define the scope of work involved and provide pricing.
CO.295	The system has the ability to maintain a list of offenders whose outgoing mail must be reviewed.	**Critical**	**S**	

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CO.296	The system has the ability to notify the required entities when an incoming or outgoing mail item requires further action based on business rules (e.g. sender is on the un-authorized sender list, an incoming publication is restricted, etc.).	**Critical**	**S**	
	Re-entry/Release			
CO.297	The system has the ability to maintain a records release checklist which identifies all activities that are required by policy to be completed prior to an offender release as well as the date and time of completion and the supervising officer. The system must provide the flexibility to make this configurable so that is can be maintained without modifying the system.	**Critical**	**S**	
CO.298	The system has the ability to maintain information regarding the release of the offender based on the manner of release (e.g. release to detaining authority, coroner (event of death), etc.).	**Critical**	**S**	
CO.299	The system has the ability to maintain a list of offenders scheduled to be transferred to holding agencies.	**Critical**	**S**	
CO.300	The system has the ability to schedule an offender for release or transfer once all checks have been completed, approvals obtained, and notice given to appropriate individuals and transporting authorities.	**Critical**	**S**	
CO.301	The system has the ability to change the status of the offender when the offender is released or recommitted.	**Critical**	**S**	
CO.302	The system has the ability to record release order documentation from external agencies (e.g. courts, other state probation and parole agencies, etc.).	**Critical**	**S**	
CO.303	The system has the ability to notify the required entities when an offender reaches release (e.g. Sex Offender Registry, Fire Marshall, Detaining Authority, Inter State Compact, Parole Board, etc.).	**Critical**	**S**	
CO.304	The system has the ability to track victim notification attempts upon release of offender.	**Critical**	**S**	
CO.305	The system has the ability to maintain a list of inmates that are approaching their release dates based on specific criteria (e.g. max out date, release date as stated by the court order, etc.).	**Critical**	**S**	
CO.306	The system has the ability to view the offender's conditions of supervision and determine if the offender has met each condition.	**Critical**	**S**	
CO.307	The system has the ability to remove the offender from the release/discharge list if any new information is found.	**Critical**	**S**	
CO.308	The system has the ability to run internal queries (e.g. wants, warrants, detainers, etc.) for those offenders that have preliminary discharge dates.	**Critical**	**S**	

CO.309	The system has the ability to maintain information regarding holds and detainers.	Critical	S	
CO.310	The system has the ability to search for any detainers and other information (e.g. unreported dispositions, etc.) regarding a specific offender.	Critical	S	
CO.311	The system has the ability to process queries from external systems such as NCIC.	Critical	S	
CO.312	The system has the ability to provide or support an online interface from the Jail application to the State/NCIC database.	Critical	S	
CO.313	The system has the ability to notify the required entities in the event of death.	Critical	S	
CO.314	The system has the ability to change the status of the offender once the offender is discharged and move his record to history.	Critical	S	
CO.315	The system has the ability to attach digital scans of a termination order to an offender record.	Critical	S	
CO.316	The system has the ability to record the disposition for interstate compact cases.	Critical	S	
CO.317	The system has the ability to attach digital scans of a release order to an offender record.	Critical	S	
CO.318	The system has the ability to incorporate a re-entry checklist which identifies all activities (e.g. have social security card, have birth certificate, payment of fines, costs, restitution, victim's compensation, etc.) that are required to provide a continuum of care for an offender. The system must provide the flexibility to make this configurable so that is can be maintained by an authorized user.	Critical	S	
Additional Offender Services				
CO.319	The system has the ability to maintain information regarding a hold/detainer (e.g. agency name, address, contact names, numbers, etc.).	Critical	S	
Revocation and Recommit Process				
CO.320	The system has the ability to maintain information about detainers.	Critical	S	
CO.321	The system has the ability to maintain current and historical information about violations and sanctions.	Critical	S	
CO.322	The system has the ability to maintain current and historical information about charges.	Critical	S	
CO.323	The system has the ability to provide notification to the required entities upon release of detainer.	Critical	S	

CO.324	The system has the ability to maintain information about a criminal case decision.	**Critical**	**S**	
CO.325	The system has the ability to record a court decision regarding the issuance of a bench warrant.	**Critical**	**S**	
CO.326	The system has the ability to record a court decision regarding whether or not to revoke an offender.	**Critical**	**S**	
CO.327	The system has the ability to maintain information about out-of-state detainers.	**Critical**	**S**	
	Special Programs Management			
CO.328	The system has the ability to maintain a list of offenders waiting for placement in a specific special program (e.g. treatment program, educational/vocational program, etc.).	**Desired**	**S**	
CO.329	The system has the ability to assign a priority to an offender on a waitlist for a special program based on business rules.	**Desired**	**N**	Priorities can be set manually, not based on business rules.
CO.330	The system has the ability to maintain program eligibility criteria for each special program.	**Desired**	**S**	
CO.331	The system has the ability to assign an offender to a special program and maintain historical program referrals, attendance, and completions.	**Desired**	**S**	
CO.332	The system has the ability to notify the required entities upon entering an offender in a new special program.	**Desired**	**S**	
CO.333	The system has the ability to notify the required entities if an offender is absent from a scheduled special program activity.	**Desired**	**S**	
CO.334	The system has the ability to display a list of offenders that are due for a special program evaluation based on business rules.	**Desired**	**S**	
CO.335	The system has the ability to maintain information regarding special program evaluations.	**Desired**	**S**	
CO.336	The system has the ability to display a list of offenders that are due for a special program status report.	**Desired**	**S**	
CO.337	The system has the ability to maintain information regarding a special program status report.	**Desired**	**S**	
CO.338	The system has the ability to scan and attach a status report from an external entity.	**Desired**	**S**	
CO.339	The system has the ability to scan and attach feedback forms from offender participants in special programs.	**Desired**	**S**	

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CO.340	The system has the ability to notify the required entities of changes in an offender's special program enrollment (e.g. offender completes a program, etc.).	**Desired**	**S**	
CO.341	The system has the ability to maintain a list of forms required for an offender to complete in order to enroll in special programs.	**Desired**	**S**	
CO.342	The system has the ability to scan and attach completed special program forms.	**Desired**	**S**	
	Offender Special Services			
CO.343	The system has the ability to maintain a list of special services provided and their schedules by facility.	**Critical**	**S**	
CO.344	The system has the ability to maintain a list of outstanding offender special service participation requests.	**Critical**	**S**	
CO.345	The system has the ability to maintain a waiting list for each special service.	**Critical**	**S**	
CO.346	The system has the ability to maintain an offender's association to one or more special services.	**Critical**	**S**	
CO.347	The system has the ability to approve or deny an offender special service participation request and provide a reason for the decision.	**Critical**	**S**	
CO.348	The system has the ability to notify the required entities of a decision regarding an offender's special service participation request.	**Critical**	**S**	
CO.349	The system has the ability to provide scheduling functionality to assign an offender to a special service schedule if scheduling is required.	**Critical**	**S**	
CO.350	The system has the ability to maintain information regarding an offender's participation in a special service if required.	**Critical**	**S**	
CO.351	The system has the ability to notify the required entities if an offender's participation in a special service changes (e.g. change to schedule, termination of offender from special service, etc.).	**Critical**	**S**	

	Offender Work Tracking/Assignment/Payroll			
CO.352	The system has the ability to receive offender work assignment requests that are submitted electronically based on business rules.	**Critical**	**N**	This functionality could be provided through an interface. CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding a proposed interface is needed to accurately define the scope of work involved and provide pricing.
CO.353	The system has the ability to maintain a list of pending work assignment requests.	**Critical**	**S**	
CO.354	The system has the ability to maintain a list of work assignments (tasks).	**Critical**	**S**	
CO.355	The system has the ability to maintain a waiting list for each work assignment.	**Critical**	**S**	
CO.356	The system has the ability to notify the required entities when an opening occurs in a work assignment for which there is a waiting list.	**Critical**	**S**	
CO.357	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the assignment, approval, and monitoring of offender work assignments.	**Critical**	**S**	
CO.358	The system has the ability to automatically recommend a work assignment for an offender based on business rules (e.g. assignment availability, etc.).	**Critical**	**N**	Users have the ability to recommend work assignments; however, it is not done automatically.
CO.359	The system has the ability to approve/override the recommended work assignment provided by the system.	**Critical**	**N**	
CO.360	The system has the ability to notify the required entities if an offender does not meet the eligibility criteria for any open assignments (e.g. referring entity, etc.).	**Critical**	**S**	
CO.361	The system has the ability to assign an offender to a general labor pool to be assigned to specific tasks as available.	**Critical**	**S**	
CO.362	The system has the ability to maintain an association of an offender to one or more work assignments.	**Critical**	**S**	
CO.363	The system has the ability to notify the required entities upon assignment of an offender to a work assignment (e.g. notify facility of transport/movement schedule, assignment of pay rate, etc.).	**Critical**	**S**	

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CO.364	The system has the ability to allow the required entities to interact in a decision making process to approve/deny an offender's work assignment if business rules require it.	**Critical**	**S**	
CO.365	The system has the ability to confirm or deny an offender work assignment and provide reason for the decision.	**Critical**	**S**	
CO.366	The system has the ability to allow an offender to accept a work assignment by providing a signature.	**Critical**	**S**	
CO.367	The system has the ability to notify the required entities if an offender declines a work assignment (e.g. incident reporting, misconduct, etc.).	**Critical**	**S**	
CO.368	The system has the ability to notify the required entities when changes occur to an offender's work assignment.	**Critical**	**S**	
CO.369	The system has the ability to maintain status reports of an offenders progress within a work assignment.	**Critical**	**S**	
Unit Management				
CO.370	The system has the ability to display a list of newly-received offenders pending an initial/follow-up interview.	**Critical**	**S**	
CO.371	The system has the ability to display an offender's classification if available and flag offenders that have not been classified or require reclassification.	**Critical**	**S**	
CO.372	The system has the ability to assign a temporary custody level and program codes in place of a classification when a current classification is not available for an offender awaiting case management.	**Critical**	**S**	
CO.373	The system has the ability to provide scheduling functionality to support an initial interview of a newly-received offender to a housing unit.	**Critical**	**S**	
CO.374	The system has the ability to maintain information regarding a correctional plan for an offender based on recommendations included in documentation attached to the offender record and specific needs identified by the staff (e.g. assessments, classifications, etc.).	**Desired**	**S**	
CO.375	The system has the ability to maintain information regarding a re-entry plan for an offender based on recommendations included in documentation attached to the offender record and specific needs identified by the staff (e.g. assessments, classifications, etc.).	**Critical**	**S**	
CO.376	The system has the ability to display a history of contact for an offender.	**Critical**	**S**	
CO.377	The system has the ability to maintain a list of collateral contacts (e.g. treatment specialist, work supervisor, etc.) that are associated with an offender.	**Critical**	**S**	

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CO.378	The system has the ability to maintain a list of offenders within a case management staff member's caseload that are required to provide a DNA sample based on business rules.	**Critical**	**S**	
CO.379	The system has the ability to maintain information regarding an offenders DNA sample status (e.g. collected, accepted by the lab, denied by the lab (new sample required), etc.).	**Critical**	**S**	
CO.380	The system has the ability to list the offender cases that are pending review by a staff supervisor based on business rules.	**Critical**	**S**	
CO.381	The system has the ability to allow an updated offender main facial photo and record the date that photograph was taken and retain the historical photo(s).	**Critical**	**S**	
CO.382	The system has the ability to attach supplemental digital photographs (e.g. scars, marks, tattoos, etc.) to the offender record with a description and comments.	**Critical**	**S**	
CO.383	The system has the ability to maintain a list of available standardized treatment programs and other services including those provided by outside vendors and volunteers.	**Critical**	**S**	
CO.384	The system has the ability to allow case management staff to associate an offender to a recommended treatment program.	**Critical**	**S**	
CO.385	The system has the ability to allow an offender to confirm the recommended treatment program by providing a digital signature.	**Critical**	**S**	
CO.386	The system has the ability to maintain treatment program attendance information for an offender including excused and un-excused absences.	**Critical**	**S**	
CO.387	The system has the ability to attach a scanned treatment program requirements summary to the offender record.	**Critical**	**S**	
CO.388	The system has the ability to allow an offender to provide confirmation that he/she understands the general expectations by providing a digital signature.	**Critical**	**S**	
CO.389	The system has the ability to maintain information regarding an offender's current home plan address.	**Critical**	**S**	
Wants and Warrants				
CO.390	The system has the ability to support warrant service attempts from the courts through the mobile module based on security permissions.	**Critical**	**S**	
CO.391	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	**Critical**	**S**	

The system has the ability to access and view detailed information from the court about want and warrant records, including (but not limited to) the following data elements:			
CO.392	Court Warrant Number;	**Critical**	**S**	
CO.393	Court Case Number;	**Critical**	**S**	
CO.394	Wanted Number;	**Critical**	**S**	
CO.395	Warrant type;	**Critical**	**S**	
CO.396	Wanted Driver's License Number;	**Critical**	**S**	
CO.397	Wanted Social Security Number;	**Critical**	**S**	
CO.398	Reason for Change on Warrant;	**Critical**	**S**	
CO.399	Issuing Court;	**Critical**	**S**	
CO.400	Issuing Judge;	**Critical**	**S**	
CO.401	Wanted Alias(s);	**Critical**	**S**	
CO.402	Date of Birth;	**Critical**	**S**	
CO.403	Subjects with jacket information;	**Critical**	**S**	
CO.404	State case number ("SRN");	**Critical**	**S**	
CO.405	Charges;	**Critical**	**S**	
CO.406	Bond Amount;	**Critical**	**S**	
CO.407	Bond Type;	**Critical**	**S**	
CO.408	Vehicle Make/Model/Color;	**Critical**	**S**	
CO.409	Vehicle License Plate/State/Year;	**Critical**	**S**	
CO.410	Disposition;	**Critical**	**S**	
CO.411	Status History;	**Critical**	**S**	
CO.412	Activity;	**Critical**	**S**	
CO.413	Distance of Pickup;	**Critical**	**S**	
CO.414	Warning/Remarks;	**Critical**	**S**	
CO.415	Background;	**Critical**	**S**	
CO.416	Area/Section within Warrant Venue;	**Critical**	**S**	
CO.417	Description field;	**Critical**	**S**	
CO.418	Indicator for state warrant;	**Critical**	**S**	
CO.419	Agency Identifier;	**Critical**	**S**	
CO.420	Officer Assigned; and	**Critical**	**S**	
CO.421	Other user-defined.	**Critical**	**S**	
CO.422	The system has the ability to display photo of the subject within the want/warrant record.	**Critical**	**S**	

CO.423	The system has the ability to display an alert whenever the name of a subject with an outstanding warrant is entered anywhere in the system across all Agency Identifiers.	Critical	S	
CO.424	The system has the ability to distinguish a warrant as day-time service only.	Critical	S	
The system has the ability to generate a printed report displaying a log of all warrants within a specified date range by the following:				
CO.425	Charge;	Critical	S	
CO.426	Area;	Critical	S	
CO.427	Class;	Critical	S	
CO.428	Status;	Critical	S	
CO.429	Agency Identifier;	Critical	S	
CO.430	Assigned Officer; and	Critical	S	
CO.431	Other user-defined.	Critical	S	
CO.432	The system has the ability to mark a warrant as served, invalid, or inactive in all proposed modules pending Court action.	Critical	S	
The system has the ability to cancel outstanding warrants for the following reasons:				
CO.433	The system has the ability to make records on canceled warrants temporarily available in all proposed modules pending Court action.	Critical	S	
CO.434	The system has the ability to generate a printed warrant summary report that lists all warrant types and totals within a specified date range.	Critical	S	
CO.435	The system has the ability to tie a photo to the warrant screen.	Critical	S	
CO.436	The system has the ability to stamp date/time of warrant service.	Critical	S	
CO.437	The system has the ability to allow authorized users to modify date/time stamps.	Critical	S	
CO.438	The system has the ability to maintain information regarding what applications were provided to the offender to obtain identification cards and other personal documents.	Desired	S	
CO.439	The system has the ability to add an Activity Time Stamp to each of the tracked fields.	Critical	S	
Reporting				
CO.440	The system has the ability to access data from an arrest report.	Critical	S	
CO.441	The system has the ability to generate a disposition report.	Critical	S	
CO.442	The system has the ability to generate a visitor's log.	Critical	S	

CO.443	The system has the ability to generate a Consent to Disclosure of Confidential Information Form with an electronic signature.	**Critical**	**S**	
CO.444	The system has the ability to generate a Consent to Disclosure of Medical Information Form with an electronic signature.	**Critical**	**S**	
CO.445	The system has the ability to generate a Prisoner Transport Analysis Report which is used as a tool to set security parameters for prisoner transport.	**Critical**	**S**	
CO.446	The system has the ability to generate the Interstate Sex Offender reports which detail the demographics of sex offenders supervised by OK and other states.	**Critical**	**S**	
CO.447	The system has the ability to generate a Time Served Report.	**Critical**	**S**	
CO.448	The system has the ability to generate an Offender Count Report.	**Critical**	**S**	
CO.449	The system has the ability to generate a Projected Release Report.	**Critical**	**S**	
CO.450	The system has the ability to generate an ad hoc Report.	**Critical**	**S**	
CO.451	The system has the ability to generate an Arrest Number Report.	**Critical**	**S**	
CO.452	The system has the ability to generate a Name Report.	**Critical**	**S**	
CO.453	The system has the ability to generate a Race Report.	**Critical**	**S**	
CO.454	The system has the ability to generate a DOB/Age Report.	**Critical**	**S**	
CO.455	The system has the ability to generate a Charge Report.	**Critical**	**S**	
CO.456	The system has the ability to generate a Bond Report.	**Critical**	**S**	
CO.457	The system has the ability to generate an Admitted Report.	**Critical**	**S**	
CO.458	The system has the ability to generate an Arresting Officer Report.	**Critical**	**S**	
CO.459	The system has the ability to generate a Cell Number Report.	**Critical**	**S**	
CO.460	The system has the ability to generate an Intake Jailer Report.	**Critical**	**S**	
CO.461	The system has the ability to generate a Released Report.	**Critical**	**S**	
CO.462	The system has the ability to generate a Releasing Jailer Report.	**Critical**	**S**	
CO.463	The system has the ability to generate a Release Type Report.	**Critical**	**S**	
CO.464	The system has the ability to generate a Master File Number Report.	**Critical**	**S**	
CO.465	The system has the ability to generate a report of monthly bookings for OSBI.	**Critical**	**S**	

Court Case Management

	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	Instruction
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided**.	

Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
Court Case Management				
CCM.1	The court case management module has the ability to completely integrate with all other proposed system modules.	**Critical**	**No bid**	CentralSquare is not proposing a Court Case Management system, but could discuss providing an interface to the court system selected by the City.
CCM.2	The system has the ability to export citation information from court management module in a City-specified mobile product.	**Critical**	**No bid**	
The system has the ability to allow for the creation of a new case, based upon the entry of citation data, which includes the following processes:				
CCM.3	Generate the case type/sub-type;	**Critical**	**No bid**	
CCM.4	Create the defendant party and address records; and	**Critical**	**No bid**	

CCM.5	List the charges for each citation associated to the defendant/case.	**Critical**	**No bid**	
The system has the ability to allow for the entry of dispositional findings/outcomes and associated detailed information for offenses, to include but not limited to the following types:				
CCM.6	Guilty;	**Critical**	**No bid**	
CCM.7	Not Guilty;	**Critical**	**No bid**	
CCM.8	Not Criminally Responsible;	**Critical**	**No bid**	
CCM.9	Filing;	**Critical**	**No bid**	
CCM.10	Acquittal; and	**Critical**	**No bid**	
CCM.11	Other user-defined.	**Critical**	**No bid**	
CCM.12	The system has the ability to, for case types as selected by the user, calculate and apply default beginning and completion dates, but should not require them.	**Desired**	**No bid**	
CCM.13	The system has the ability to provide an alert/notification to the user to inform when a case is approaching or has exceeded established timeframes for case aging benchmark requirements.	**Critical**	**No bid**	
The system has the ability to provide for viewable and printable configurable case status history records, and should contain the following:				
CCM.14	Status;	**Critical**	**No bid**	
CCM.15	Date;	**Critical**	**No bid**	
CCM.16	User;	**Critical**	**No bid**	
CCM.17	An indication of whether the status was updated manually, or triggered automatically from some process; and	**Critical**	**No bid**	
CCM.18	Other user-defined.	**Critical**	**No bid**	
CCM.19	The system has the ability to allow permitted users to establish a case with minimal information. Required fields should be configurable by case type.	**Desired**	**No bid**	
The system has the ability for permitted users to search for cases based on the following:				
CCM.20	Case type/sub-type;	**Critical**	**No bid**	
CCM.21	Filing date range;	**Critical**	**No bid**	
CCM.22	Case status;	**Critical**	**No bid**	
CCM.23	Citation numbers;	**Critical**	**No bid**	
CCM.24	Charges/Issues;	**Critical**	**No bid**	

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CCM.25	Party name;	**Critical**	**No bid**	
CCM.26	Party DOB;	**Critical**	**No bid**	
CCM.27	Party SSN;	**Critical**	**No bid**	
CCM.28	Officer;	**Critical**	**No bid**	
CCM.29	Charging law enforcement agency;	**Critical**	**No bid**	
CCM.30	Disposition;	**Critical**	**No bid**	
CCM.31	Associated case participants;	**Critical**	**No bid**	
CCM.32	Driver's License Number;	**Critical**	**No bid**	
CCM.33	Address;	**Critical**	**No bid**	
CCM.34	Other unique identifiers as determined by the City; and	**Critical**	**No bid**	
CCM.35	Various combinations of the above.	**Critical**	**No bid**	
CCM.36	The system has the ability to search for cases having one or more of the same personal identifiers.	**Critical**	**No bid**	
CCM.37	The system has the ability to directly access specific case detail from search results.	**Critical**	**No bid**	
CCM.38	The system has the ability to automatically seal/restrict certain case types/subtypes based on configurable user definitions, and provide that data in an alert for cases or items in cases which are sealed.	**Critical**	**No bid**	
CCM.39	The system has the ability to allow users to manually seal/restrict individual cases.	**Critical**	**No bid**	
CCM.40	The system has the ability to allow users to seal portions of a case.	**Critical**	**No bid**	
CCM.41	The system has the ability to allow the user creating the record to secure the note as private, or flag it for access by other users. (Notes should be able to be defaulted as private or public but allow the user override. Notes can only be edited by the same user that created them. The notes should not become part of the official case record.)	**Critical**	**No bid**	
The system has the ability for a user to search and retrieve case notes based on their security level and the security attached to the notes. Search criteria should include:				
CCM.42	Case number;	**Critical**	**No bid**	
CCM.43	Date range;	**Critical**	**No bid**	
CCM.44	Author;	**Critical**	**No bid**	

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CCM.45	Key word;	**Critical**	**No bid**	
CCM.46	Note type;	**Critical**	**No bid**	
CCM.47	Create date range; and	**Critical**	**No bid**	
CCM.48	Various combinations of the above.	**Critical**	**No bid**	
CCM.49	The system has the ability to view/print case notes (all notes on a case, notes within a specified date range, notes for a particular category), and returned according to user permission levels.	**Critical**	**No bid**	
CCM.50	The system has the ability to allow for users with appropriate permissions to be able to select, display and print confidential case notes on system reports.	**Critical**	**No bid**	
CCM.51	The system has the ability to establish a relationship between two or more cases that are consolidated (e.g., same defendant, same incident, etc.) or related in some other way (e.g., family members, same issues of law in appellate court). The user should be able to enter the reason for or type of relationship, and should be able to join specific pieces of a case such as restitution with a co-defendant.	**Critical**	**No bid**	
CCM.52	The system has the ability to unlink cases, treating them as separate cases for all future processing.	**Critical**	**No bid**	
CCM.53	The system has the ability to allow for a party incorrectly associated to a case to be removed and associated with the correct case.	**Critical**	**No bid**	
CCM.54	The system has the ability to automatically generate and maintain configurable tasks.	**Critical**	**No bid**	
CCM.55	The system has the ability to allow users to manually create/update/delete/satisfy tasks.	**Critical**	**No bid**	
CCM.56	The system has the ability to alert a user if a case being accessed has existing active tasks.	**Critical**	**No bid**	
CCM.57	The system has the ability for a user to flag specific tasks as "urgent" and notify the users when they access the case.	**Critical**	**No bid**	
CCM.58	The system has the ability to create tasks that are specific to individual users or groups of users (e.g., specific work tasks for a particular user).	**Critical**	**No bid**	
CCM.59	The system has the ability to provide automatic notification of tasks that are due on a specific date or within a configurable date range (e.g., daily, weekly, etc.).	**Critical**	**No bid**	
CCM.60	The system has the ability to associate one or more flags/notifications/alerts automatically or manually to a case and/or a party.	**Critical**	**No bid**	

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CCM.61	The system has the ability to automatically create flags/alerts/notifications resulting from configurable entries or events.	**Critical**	**No bid**	
CCM.62	The system has the ability to ensure that flag/alert/notifications are visually reinforced so users are aware of them.	**Critical**	**No bid**	
CCM.63	The system has the ability to view on a single screen, multiple flags/alerts/notifications associated to a case or a party when they exist.	**Critical**	**No bid**	
CCM.64	The system has the ability to clear or close flags/alerts/notifications with one stroke on the keyboard or one click with the mouse, by an authorized user or with the appropriate permissions.	**Critical**	**No bid**	
The system has the ability to provide the user to search for flags/alerts/notifications (with the option to print) by the following, but not limited to:				
CCM.65	Docket number;	**Critical**	**No bid**	
CCM.66	Person/Organization;	**Critical**	**No bid**	
CCM.67	Type of flag/alert/notification;	**Critical**	**No bid**	
CCM.68	Case type/sub-type;	**Critical**	**No bid**	
CCM.69	Date alert was created; and	**Critical**	**No bid**	
CCM.70	Other user-defined.	**Critical**	**No bid**	
CCM.71	The system has the ability to track the location and possession of physical case files or portions of a file.	**Critical**	**No bid**	
CCM.72	The system has the ability to produce and interpret document bar codes.	**Desired**	**No bid**	
CCM.73	The system has the ability to provide courts with the capability to utilize document bar codes, that once scanned, will default the case number into data entry screen and return the associated case record.	**Desired**	**No bid**	
CCM.74	The system has the ability to, when items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) are electronically submitted by a party, attach the item to the listing in the CMS, and they should be forward-able to other case participants.	**Critical**	**No bid**	
CCM.75	The system has the ability to associate items (e.g. exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) to a single case or multiple cases, and to a single party or multiple parties.	**Critical**	**No bid**	

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CCM.76	The system has the ability to manage the movement and chain of custody of items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) including its storage location (e.g., case file, exhibit room, etc.)	**Desired**	**No bid**	
CCM.77	The system has the ability to allow for items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) to be marked as "No Release/Destruction" and should not be calculated in any reports for release/destruction.	**Critical**	**No bid**	
CCM.78	The system has the ability to maintain an audit trail of items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) that have been reviewed, released and/or destroyed.	**Critical**	**No bid**	
CCM.79	The system has the ability to identify case files that exist in an external system.	**Critical**	**No bid**	
CCM.80	The system has the ability to perform searches by all available data elements.	**Critical**	**No bid**	
The system has the ability to allow for configurable business rules to identify case age, and cases that have met their retention schedule, including but not limited to verification of:				
CCM.81	Sentence/judgement condition compliance;	**Critical**	**No bid**	
CCM.82	Financial compliance (e.g., no balances due, no undisbursed money, etc.);	**Critical**	**No bid**	
CCM.83	Warrant compliance (e.g., no outstanding warrants);	**Critical**	**No bid**	
CCM.84	Length of time since closing;	**Critical**	**No bid**	
CCM.85	Length of time without activity;	**Critical**	**No bid**	
CCM.86	Open motions; and	**Critical**	**No bid**	
CCM.87	Other user-defined.	**Critical**	**No bid**	
CCM.88	The system has the ability to record a log of all inserts, edits and deletes performed by users in the system, capturing all modifications, the date they were made and the user who made them.	**Critical**	**No bid**	
CCM.89	The system has the ability to automatically generate a series of events or actions based on case initiation and case type, based on configurable business rules.	**Critical**	**No bid**	
CCM.90	The system has the ability to automatically assign a court date upon docket entry.	**Critical**	**No bid**	
CCM.91	The system has the ability to perform a warrant check on a new docket.	**Critical**	**No bid**	

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CCM.92	The system has the ability to, prior to the filing of a complaint, enter documents and assign tracking numbers (e.g., returns of service, answers, entry of appearance) and automatically associate those documents to the complaint when filed.	**Critical**	**No bid**	
CCM.93	The system has the ability to, based on configurable business rules, to identify certain agencies as being exempt or non-exempt from filing fees and other charges. Exempt agencies should not be charged such fees.	**Desired**	**No bid**	
CCM.94	The system has the ability to allow for party names to be changed and/or removed, due to dismissal or for other reason, with a history maintained of the previous names and the reason for the change (business changes names, one party dies, etc.).	**Critical**	**No bid**	
CCM.95	The system has the ability to allow for all parties and participant names to be changed or removed while maintaining the history and reasons for the changes.	**Critical**	**No bid**	
CCM.96	The system has the ability to allow for partial dismissals with relation to parties and counts.	**Critical**	**No bid**	
CCM.97	The system has the ability to provide for configurable tasks and alerts for tracking all motions and deadlines.	**Critical**	**No bid**	
CCM.98	The system has the ability to, for users with the appropriate permissions, "copy" information (e.g., text, images, etc.) from complaints or other filings, and have the ability to "paste" and modify that information into orders and judgments.	**Critical**	**No bid**	
CCM.99	The system has the ability to highlight and visually emphasize the hearing and court location on all scheduling notices.	**Desired**	**No bid**	
CCM.100	The system has the ability to track probation requirements.	**Critical**	**No bid**	
CCM.101	The system has the ability to track arrest warrants being issued for violations of probation requirements.	**Critical**	**No bid**	
CCM.102	The system has the ability to accommodate specialized terminology for processing of certain case types (e.g., 'adjudication' for juvenile cases vs. 'guilty' for adult criminal cases).	**Critical**	**No bid**	
CCM.103	The system has the ability to accommodate the docketing and scheduling of cases that have exceptions to standard workflow processes. (e.g., dispositional options, evaluations, notice to parents for juvenile cases).	**Critical**	**No bid**	
CCM.104	The system has the ability to, according to established business rules, allow for contempt proceedings against individuals who are not a party to the case.	**Critical**	**No bid**	
CCM.105	The system has the ability to indicate if a commitment sentence/disposition includes credit for time served. (Applicable to criminal and juvenile).	**Critical**	**No bid**	

CCM.106	The system has the ability to record the parents and/or guardians address information, in designated case types involving minor children.	**Critical**	**No bid**	
CCM.107	The system has the ability to automatically send copies of all notices and correspondence, in designated case types, to parents and guardians.	**Critical**	**No bid**	
CCM.108	The system has the ability to perform an automated check for configurable filing requirements, on all cases, determining and notifying designated users of any unsatisfied conditions.	**Desired**	**No bid**	
CCM.109	The system has the ability to, for all generated notices and mailings sent, docket the event, and the destination addresses or email addresses.	**Desired**	**No bid**	
CCM.110	The system has the ability to permit filings only if the required fee, if any, or appropriate waiver request is submitted simultaneously.	**Desired**	**No bid**	
CCM.111	The system has the ability to, upon entry of a fee waiver, to record the reason, if any is stated, for granting or denying the request for waiver.	**Desired**	**No bid**	
CCM.112	The system has the ability to allow for docket entries in linked cases to be replicated across all cases.	**Critical**	**No bid**	
CCM.113	The system has the ability to record the names of individuals who participate in a court hearing.	**Critical**	**No bid**	
CCM.114	The system has the ability for a user to attach and docket a transcript, as part of the case file, and notify identified users of the event.	**Critical**	**No bid**	
CCM.115	The system has the ability to track status and compliance of court orders, where evidence of compliance has been ordered.	**Critical**	**No bid**	
The system has the ability to create configurable single screens with the ability to enter all actions/events/dates for case processing, including but not limited to the following:				
CCM.116	Court participants and their roles;	**Critical**	**No bid**	
CCM.117	Judicial and non-judicial court personnel;	**Critical**	**No bid**	
CCM.118	Schedule or reschedule hearings from a next available calendar;	**Critical**	**No bid**	
CCM.119	Amendment of change or other pleading;	**Critical**	**No bid**	
CCM.120	Motions;	**Critical**	**No bid**	
CCM.121	Court orders (other than final disposition);	**Critical**	**No bid**	
CCM.122	Jury or jury waived;	**Critical**	**No bid**	
CCM.123	Court orders (final dispositions);	**Critical**	**No bid**	
CCM.124	Sentence;	**Critical**	**No bid**	
CCM.125	Juveniles;	**Critical**	**No bid**	

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CCM.126	District court appeals;	**Critical**	**No bid**	
CCM.127	Administrative appeals; and	**Desired**	**No bid**	
CCM.128	Other user-defined.	**Critical**	**No bid**	
The system has the ability to allow for configurable interactive personalized dashboard options for the daily court calendar including but not limited to the following:				
CCM.129	List of cases to be called;	**Critical**	**No bid**	
CCM.130	Flags for in-custody or transports;	**Critical**	**No bid**	
CCM.131	Current bail posted; and	**Critical**	**No bid**	
CCM.132	Other user-defined.	**Critical**	**No bid**	
CCM.133	The system has the ability to provide a dashboard option to drill down into the associated cases.	**Critical**	**No bid**	
CCM.134	The system has the ability to allow for the configurable display and printing of each case.	**Critical**	**No bid**	
CCM.135	The system has the ability to allow for configurable closing routines to be triggered automatically based on configurable criteria per case type. Cases not meeting the defined criteria should be prohibited from being closed with user override.	**Desired**	**No bid**	
CCM.136	The system has the ability to allow for attorney, bail bondsmen, agency, and law enforcement agency contact information (i.e. address, email, etc.) to be entered and edited in the same manner as all other person address information.	**Critical**	**No bid**	
CCM.137	The system has the ability to, for a selected case, provide a listing of all activity due dates.	**Critical**	**No bid**	
CCM.138	The system has the ability to provide users the capacity to initiate and create multiple editable forms, notices, and orders selected from a drop-down selection of transactions and events.	**Critical**	**No bid**	
CCM.139	The system has the ability to create electronic notices of docket entries to be sent to a list of parties on a case.	**Critical**	**No bid**	
CCM.140	The system has the ability to document reasons for case closure.	**Critical**	**No bid**	
CCM.141	The system has the ability to include easy access to links for research tools for statute, rule, case and general research.	**Critical**	**No bid**	
CCM.142	The system has the ability to generate and organize a docket call/trial list.	**Critical**	**No bid**	

CCM.143	The system has the ability to configure automated party electronic notices, to include informational attachments (e.g., scheduling notice for appellate case, would include a guide to brief requirements).	**Critical**	**No bid**	
CCM.144	The system has the ability to view data in the CMS in multiple ways, including but not limited to, by entity, case, and event.	**Critical**	**No bid**	
CCM.145	The system has the ability to automatically transmit the requests for transcripts to the Court and allow users with appropriate permissions to track the status of transcript production, and to provide for configurable alerts when timeframes have been exceeded.	**Critical**	**No bid**	
CCM.146	The system has the ability to provide for a configurable prompt, to notify the user for the generation of a new warrant, license suspension (e.g., drivers, fishing, hunting, professional) and/or bail forfeiture notification when hearing results are posted. (e.g., failure to appear at a hearing).	**Critical**	**No bid**	
CCM.147	The system has the ability to transfer automated system notifications, tasks, alerts, etc., from one user to another.	**Critical**	**No bid**	
CCM.148	The system has the ability to provide the user with the ability to filter cases by specific event types with the ability to print the filtered results.	**Critical**	**No bid**	
CCM.149	The system has the ability to generate a report that will list cases that are ready for further processing, either because the required elements have been satisfied or not satisfied.	**Critical**	**No bid**	
CCM.150	The system has the ability to allow the user to "copy" and "modify" individual or multiple charges.	**Critical**	**No bid**	
CCM.151	The system has the ability to, when accessing a party record, alert the user of other open cases associated with the selected party.	**Critical**	**No bid**	
CCM.152	The system has the ability to, for cases scheduled for a particular court date, generate a report to identify the status of service, interpreter needs, security alerts, number of prior offenses/cases, etc.	**Critical**	**No bid**	
CCM.153	The system has the ability to have the ability to identify the filing date and sequence of probation violation petitions and identify them as such (e.g., 2nd violation, 3rd violation, etc.).	**Critical**	**No bid**	
CCM.154	The system has the ability to identify the filing date, requesting party, reason and sequence of continuance requests and identify them as such (e.g., 2nd request, 3rd request, etc.).	**Critical**	**No bid**	
CCM.155	The system has the ability to identify the filing date and sequence of post judgment motion filings and identify them as such (i.e., 2nd motion, 3rd motion, etc.).	**Critical**	**No bid**	

CCM.156	The system has the ability to automatically assign authorized attorneys according to a configurable rotation schedule, subject to override.	**Desired**	**No bid**	
CCM.157	The system has the ability to highlight and visually emphasize changes to a hearing (e.g., date, location, time).	**Critical**	**No bid**	
CCM.158	The system has the ability to provide an alert to inform users of attorneys in active cases, whose license is no longer active, as determined by the Court.	**Critical**	**No bid**	
CCM.159	The system has the ability to provide an alert to inform users of bondsmen whose license is no longer active.	**Critical**	**No bid**	
CCM.160	The system has the ability to identify a party's last known address or other addresses and when generating notices and forms that are to be sent to a party, and send notices to more than one address.	**Critical**	**No bid**	
CCM.161	The system has the ability to handle any information identified as an electronic medical record, according to HIPAA compliance.	**Critical**	**No bid**	
CCM.162	The system has the ability to associate data stored in multiple places (e.g., the cloud; 3rd party applications, transcription services, court recordings) to a case.	**Critical**	**No bid**	
CCM.163	The system has the ability to create a law firm in the system, without the need to associate specific lawyers to the firm.	**Desired**	**No bid**	
CCM.164	The system has the ability to print addresses for any participant.	**Critical**	**No bid**	
CCM.165	The system has the ability to provide all dates for scheduled events in a case to appear on the review screen, even if the event is scheduled in another court location.	**Critical**	**No bid**	
CCM.166	The system has the ability to allow parties to electronically file any post-judgement motion.	**Desired**	**No bid**	
CCM.167	The system has the ability to allow for electronic attestation and notarization of court documents but should also allow for these documents to be printed and manually certified.	**Critical**	**No bid**	
CCM.168	The system has the ability to generate, either on demand or automatically from configurable business rules, printed versions of any and all orders, motions and judgments.	**Critical**	**No bid**	
CCM.169	The system has the ability to configure an unlimited number of case-types and associate each case-type with one or more trial courts and appellate courts.	**Critical**	**No bid**	
CCM.170	The system has the ability to manually or automatically update the status of the case (based on completion workflow events/tasks).	**Critical**	**No bid**	
CCM.171	The system has the ability to re-open the case in instances such as an appeal or other actions.	**Critical**	**No bid**	

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CCM.172	The system has the ability to repeat or replicate a set of charges across defendants in a particular case to diminish repeated and redundant data entry.	**Critical**	**No bid**	
CCM.173	The system has the ability to generate court summons.	**Critical**	**No bid**	
CCM.174	The system has the ability to record and display a variety of reminders/tasks.	**Critical**	**No bid**	
CCM.175	The system has the ability to automatically generate reminders/tasks based on user-defined events.	**Critical**	**No bid**	
CCM.176	The system has the ability to identify user notes as publicly accessible or not.	**Critical**	**No bid**	
CCM.177	The system has the ability to enter an unlimited number of charges within a case.	**Critical**	**No bid**	
CCM.178	The system has the ability to maintain an individual charge within a case and its disposition.	**Critical**	**No bid**	
CCM.179	The system has the ability to expunge specific charges/counts within a case, and removing the expunged charges/counts from all other data stores over which the Court has control or domain.	**Critical**	**No bid**	
CCM.180	The system has the ability to resequence charges/counts in the event that other charges/counts on a case may have been expunged.	**Critical**	**No bid**	
CCM.181	The system has the ability to produce a variety of notification methods or means.	**Critical**	**No bid**	
CCM.182	The system has the ability to maintain multiple means of contact for entities and other stakeholders, including email, postal, mobile and landline telephone numbers and other addresses.	**Critical**	**No bid**	
CCM.183	The system has the ability to search events related to a case, and other case related data (e.g. appointments, communications, supporting documents).	**Critical**	**No bid**	
CCM.184	The system has the ability to create user-defined templates and documents that merge data from the CMS database and make those templates available to others or designate as private.	**Critical**	**No bid**	
CCM.185	The system has the ability to allow for stakeholders to download, view and print case documentation subject to public records and access laws/rules.	**Critical**	**No bid**	
CCM.186	The system has the ability to generate documents while within a case and route the documents for later printing or distribution via email.	**Critical**	**No bid**	
CCM.187	The system has the ability to support storage and presentation of a variety of media formats (e.g., audio, video, PDF) including those for dashboard camera videos and 911 calls.	**Critical**	**No bid**	
CCM.188	The system has the ability to prevent unauthorized uploading of any data and/or files.	**Critical**	**No bid**	

CCM.189	The system has the ability to capture, maintain, and administer document retention and destruction rules based on document type, document, date, and other characteristics.	**Critical**	**No bid**	
CCM.190	The system has the ability to support a range of electronic and digital signature methods/protocols.	**Critical**	**No bid**	
CCM.191	The system has the ability to create, modify, delete, administer, and monitor a range of workflows with different steps and different actors.	**Critical**	**No bid**	
CCM.192	The system has the ability to define characteristics of tasks within the workflow.	**Critical**	**No bid**	
CCM.193	The system has the ability to capture both work time within a task and task duration (i.e., a task may take a week to complete, but actual effort required amounted to 90 minutes).	**Critical**	**No bid**	
CCM.194	The system has the ability to initiate a case, regardless of division or court, using data delivered directly by a case party, submitted via paper or submitted electronically.	**Desired**	**No bid**	
CCM.195	The system has the ability to assign a unique identifier for docket/case while maintaining a string of codes that easily identifies the court, then you, initiation date, and other case characteristics.	**Critical**	**No bid**	
CCM.196	The system has the ability to maintain a history of docket number changes for a particular case.	**Critical**	**No bid**	
CCM.197	The system has the ability to support ingestion of supporting documentation, in various formats, relevant to a case from justice partners.	**Critical**	**No bid**	
CCM.198	The system has the ability to select from a list of known entities or individuals (e.g., attorneys, plaintiffs, defendants) as well as add individuals in the event one required is not exist within the system.	**Critical**	**No bid**	
CCM.199	The system has the ability to support a common calendar among multiple related parties.	**Critical**	**No bid**	
CCM.200	The system has the ability to support multiple users accessing elements of a case file simultaneously.	**Critical**	**No bid**	
CCM.201	The system has the ability to trigger public access to exhibits upon their admission.	**Critical**	**No bid**	
CCM.202	The system has the ability to maintain the confidentiality of confidential components of linked cases.	**Critical**	**No bid**	
CCM.203	The system has the ability to assign or associate tasks with specific users.	**Critical**	**No bid**	

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CCM.204	The system has the ability to generate configurable forms that will accommodate free form text so that court ordered directives and recording timestamps may be inserted and saved to the document. The document image should attach to the case, and be retrievable for viewing, printing and/or electronic dissemination.	**Critical**	**No bid**	
CCM.205	The system has the ability to search the case for attachments, by type or key word (either by attachment name or content).	**Critical**	**No bid**	
CCM.206	The system has the ability to track any edit/view functions once an image has been saved to a record, and this function should be allowable based on configurable security levels.	**Critical**	**No bid**	
CCM.207	The system has the ability to capture multiple types of hearing results (e.g., hearing held, vacated, contested, uncontested, continued) and also schedule from a "next available" hearing configuration.	**Critical**	**No bid**	
CCM.208	The system has the ability to allow for multiple hearing result entries for a single event (e.g., different results on each count of a multi-count proceeding).	**Critical**	**No bid**	
CCM.209	The system has the ability to create/modify, print/reprint court orders, and other court related documents used for in-court processing (e.g., exhibits). Additionally, court orders and court related documents, when relevant, should create a case entry and an image of the order or other related document which will attach to said case.	**Critical**	**No bid**	
CCM.210	The system has the ability to electronically distribute court orders and other relevant documents resulting from hearings and other judicial events.	**Critical**	**No bid**	
CCM.211	The system has the ability to allow for electronic acceptance of service of court orders or other related documents for any relevant court participants.	**Desired**	**No bid**	
CCM.212	The system has the ability to "alert" the user if there is an active warrant, no contact order, or protection order issued against the defendant/or party on this or any other case, and reference or link to the warrants/orders on other cases identified.	**Critical**	**No bid**	
CCM.213	The system has the ability to automatically add required fees, with the ability for users with appropriate permissions to override.	**Critical**	**No bid**	
CCM.214	The system has the ability to link exhibits to cases.	**Critical**	**No bid**	
CCM.215	The system has the ability to allow users to complete a function (e.g., receipt a bail, initiate a case, enter sentencing, etc.) on a single screen as a single process. Functions would include both data entry and retrieval.	**Critical**	**No bid**	

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CCM.216	The system has the ability to e-mail/print all reports generated by the application.	**Critical**	**No bid**	
CCM.217	The system has the ability to print all search results.	**Critical**	**No bid**	
CCM.218	The system has the ability to provide a case summary screen, configurable by case type.	**Critical**	**No bid**	
CCM.219	The system has the ability to generate recurring suspension reports for electronic submission to DPS.	**Critical**	**No bid**	
CCM.220	The system has the ability to generate recurring dispositions reports for electronic submission to DPS.	**Critical**	**No bid**	
CCM.221	The system has the ability to generate recurring dispositions reports for electronic submission to OSBI.	**Critical**	**No bid**	
CCM.222	The system has the ability to generate jury subpoenas.	**Critical**	**No bid**	
CCM.223	The system has the ability to track jury excuses.	**Critical**	**No bid**	
CCM.224	The system has the ability to support document scanning.	**Critical**	**No bid**	
CCM.225	The system has the ability to send name and address changes to finance automatically during bond processing.	**Critical**	**No bid**	

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Mobile Capabilities

	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	**Instruction**		
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.		
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.		
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.		
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.		
N	**No: Feature/Function cannot be provided**.			
	Mobile Capabilities			
Req #	**Description of Requirement**	**Criticality**	**Response**	**Comments**
	Mobile Capabilities			
MC.1	The Mobile Capabilities module has the ability to completely integrate with all other proposed modules.	**Critical**	**S**	
MC.2	The system has the ability to support multi-jurisdictions.	**Critical**	**S**	
MC.3	The system has the ability to provide broadcast message capabilities Mobile to Mobile based on administrator-defined tables (squads, teams, precinct, task force, etc.).	**Critical**	**S**	
MC.4	The system has the ability to provide broadcast message capabilities Mobile to CAD based on administrator-defined tables (squads, teams, precinct, task force, etc.).	**Critical**	**S**	
MC.5	The system has the ability to provide administrator-defined message routing.	**Critical**	**S**	
MC.6	The system has the ability to support officer initiated calls and traffic stops, sending administrator defined information from the mobile data terminals (MDT) to the CAD system.	**Critical**	**S**	
MC.7	The system has the ability to print reports for a single jurisdiction, or for all jurisdictions by agency.	**Critical**	**S**	

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MC.8	The system has the ability to view reports for a single jurisdiction, or for all jurisdictions by agency.	Critical	S	
MC.9	The system has the ability to provide sign on/sign off capability from the MDT under security control which can also be controlled by the system administrator for four more users.	Critical	S	
MC.10	The system has the ability to prevent users from signing on without authorization from the system administrator.	Critical	S	
MC.11	The system has the ability to provide password security to limit access to specific transactions from any MDT.	Critical	S	
MC.12	The system has the ability to provide an emergency button that, once pressed, the message should go out to all Mobile users and CAD, and include the unit number, last known location (no AVL), or current location (with AVL).	Critical	S	
MC.13	The system has the ability to allow law enforcement staff to maintain NCIC Agency Identifier numbers for each MDT to facilitate terminal to MDT messages and maintain CJIS compliance.	Critical	S	
MC.14	The system has the ability to direct output to any printer attached to the Message Switch.	Critical	S	
MC.15	The system has the ability to support multiple security templates for different roles.	Critical	S	
MC.16	The system has the ability to save inquiries (State and Local) and retrieve saved inquiries from any MDT based on security permissions.	Critical	S	
MC.17	The system has the ability to copy inquiry information (State and Local) and apply to reports.	Critical	S	
MC.18	The system has the ability to limit the Call Types officer can initiate from the field based on Agency Identifier.	Critical	N	
MC.19	The system has the ability to save configuration based on user profile.	Critical	S	
MC.20	The system has the ability to allow users to setup Chat groups at will from MDT.	Desired	S	
MC.21	The system has the ability to allow users to inquire on Chat history from MDT based on security permissions.	Critical	S	
MC.22	The system has the ability to facilitate wildcard searches for Local Person/Vehicle/Property inquiries.	Critical	S	
MC.23	The system has the ability to support Touch Screen, Hot Keys, and Mouse input.	Critical	S	
MC.24	The system has the ability to support night mode for all features.	Critical	S	
MC.25	The system has the ability to support locally stored ESRI based GIS map data.	Critical	S	
MC.26	The system has the ability to automatically track mileage based on GPS/AVL.	Critical	S	
MC.27	The system has the ability to turn on or off different layers of the map.	Critical	S	

MC.28	The system has the ability to turn on or off different layers of the map depending upon zoom level by default and by user.	**Critical**	**S**	
MC.29	The system has the ability to display all active and pending calls.	**Critical**	**S**	
MC.30	The system has the ability to display all inactive and closed called.	**Desired**	**S**	
MC.31	The system has the ability to filter map to display only those units on the call they are dispatched to.	**Critical**	**S**	
MC.32	The system has the ability to filter units by Agency Identifier.	**Critical**	**S**	
MC.33	The system has the ability to allow users to select units to display on the map based on security permissions.	**Critical**	**S**	
MC.34	The system has the ability to support routing and highlighting of the suggested route on the map using street attributes (suggested speeds, direction of travel, weight restrictions, street closures).	**Critical**	**S**	
MC.35	The system has the ability to allow the switch or mobile server to automatically notify designated administrator of outage or system failure.	**Critical**	**S**	
MC.36	The system has the ability to allow more than one user to be assigned to one Mobile unit.	**Desired**	**S**	
MC.37	The system has the ability to display a visual indicator showing the unit's connection status.	**Critical**	**S**	
MC.38	The system has the ability to allow a mobile unit to enter one or more dispositions when completing a report on a CAD event by agency.	**Critical**	**S**	
MC.39	The system has the ability to provide message routing between MDTs and State/NCIC networks for inquiry purposes.	**Critical**	**S**	
MC.40	The system has the ability to store administrator defined narrative templates.	**Critical**	**S**	
MC.41	The system has the ability to store administrator defined disposition narrative templates.	**Critical**	**S**	
MC.42	The system has the ability to provide or support an online interface from the Mobile application to the State/NCIC database (OLETS/NLETS).	**Critical**	**S**	
MC.43	The system has the ability to allow an MDT user to add narrative to an incident.	**Critical**	**S**	
MC.44	The system has the ability to allow entry of text information that goes directly to the narrative of a call whether or not the call is active or cleared.	**Critical**	**S**	
MC.45	The system has the ability to provide message routing between MDTs and the Computer Aided Dispatch system for the purposes of assisting dispatching, updating unit status, and database inquiry provided appropriate CAD interfaces are licensed by agency.	**Critical**	**S**	
MC.46	The system has the ability to allow a user to perform global name/vehicle searches.	**Critical**	**S**	

MC.47	The system has the ability to allow a user to perform global name/vehicle searches to include NCIC.	**Critical**	**S**	
MC.48	The system has the ability to perform global name searches to include external agencies (e.g., Tulsa County Sherriff's Office) and return images and history from the search.	**Critical**	**N**	
MC.49	The system has the ability to support voiceless dispatch for law enforcement, fire and EMS personnel.	**Critical**	**S**	
MC.50	The system has the ability to provide information on open incidents by Agency Identifier status.	**Critical**	**S**	
MC.51	The system has the ability to provide information on unit status by Agency Identifier display.	**Critical**	**S**	
MC.52	The system has the ability to provide information on all units associated to an incident.	**Critical**	**S**	
The system has the ability to provide status updates for mobile units to include the following:				
MC.53	Sign-on/Sign-off dispatch;	**Critical**	**S**	
MC.54	En route;	**Critical**	**S**	
MC.55	At scene;	**Critical**	**S**	
MC.56	En route to hospital;	**Critical**	**S**	
MC.57	At hospital; and	**Critical**	**S**	
MC.58	Multiple other user-defined.	**Critical**	**S**	
MC.59	The system has the ability to run inquires (using Soundex) for persons, vehicles, phone numbers, addresses, or prior calls from dispatch message without reentering information.	**Critical**	**S**	
MC.60	The system has the ability to run vehicle inquires by registered owner, VIN or license plate numbers (i.e. full and partial) to include multiple states from one inquiry.	**Critical**	**S**	
MC.61	The system has the ability to view Active or Pending calls and be able to dispatch self to selected call, if permitted by agency policy with administrator permissions for selected users.	**Desired**	**S**	
MC.62	The system has the ability to plot call location on map from dispatch without reentering address of incident.	**Critical**	**S**	
MC.63	The system has the ability to route unit to call with line on map and written directions.	**Critical**	**S**	
MC.64	The system has the ability to notify the user with audible new message alert.	**Critical**	**S**	
MC.65	The system has the ability to configure by agency how long a pop-up message displays on the screen and requires user attention, with the ability to disable pop-up messages.	**Critical**	**N**	

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MC.66	The system has the ability to automatically send and receive incident information to and from mobile clients and support silent dispatching.	**Desired**	**S**	
MC.67	The system has the ability to display pre-plans, building diagrams, and/or any other media file associated with a location.	**Critical**	**S**	
MC.68	The system has the ability to support printing of a Field Report prior to being merged into the RMS database.	**Critical**	**S**	
MC.69	The system has the ability to allow a user to merge officer reports into an existing Records Management Database, eliminating duplicate entry and any re-keying of data.	**Critical**	**S**	
MC.70	The system has the ability to attach an exact copy of the report into the RMS as multiple file types, including but not limited to PDF.	**Critical**	**S**	
MC.71	The system has the ability to support NG911 standards.	**Critical**	**S**	
MC.72	The system has the ability to attach an exact copy of all supplements into the RMS as multiple file types, including but not limited to PDF.	**Critical**	**S**	
MC.73	The system has the ability to support the downloading of tables to all mobile devices, based on administrator defined roles, eliminating the need to update tables on individual devices.	**Critical**	**S**	
MC.74	The system has the ability to allow users to save an incomplete report for completion at another time.	**Critical**	**S**	
MC.75	The system has the ability to allow a supervisor to take ownership of a report in mobile.	**Critical**	**S**	
MC.76	The system has the ability to provide a prompt asking a user if they are sure they want to submit or delete a report.	**Critical**	**S**	
MC.77	The system has the ability to allow a supervisor to comment and/or reject a report back to the officer in mobile.	**Critical**	**S**	
MC.78	The system has the ability to allow a supervisor to edit a report without returning to the submitting officer with appropriate audit trail.	**Critical**	**S**	
MC.79	The system has the ability to allow administrator to define which field a supervisor can edit in an officer submitted report.	**Critical**	**N**	
MC.80	The system has the ability to allow an officer to recall a report if still in a "submitted" status.	**Critical**	**S**	
The system has the ability to allow officers to search for reports by the following:				
MC.81	Date range;	**Critical**	**S**	
MC.82	Incident/Case numbers;	**Critical**	**S**	
MC.83	Name;	**Critical**	**S**	
MC.84	Type of report;	**Critical**	**S**	

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MC.85	Status;	**Critical**	**S**	
MC.86	Address;	**Critical**	**S**	
MC.87	Agency Identifier; and	**Critical**	**S**	
MC.88	Other user-defined.	**Critical**	**S**	
MC.89	The system has the ability to copy and paste inquiry responses into reports.	**Critical**	**S**	
MC.90	The system has the ability to export reports to different types (case report to arrest report, duplicate case, case to accident)	**Critical**	**S**	
MC.91	The system has the ability to include BOLO numbers in BOLO inquiries.	**Critical**	**S**	
MC.92	The system has the ability to allow a hyperlink of an address to mapping.	**Critical**	**S**	
MC.93	The system has the ability to copy over inquiries from CAD to Mobile module with ability to protect CJIS information.	**Critical**	**S**	
MC.94	The system has the ability to export call data from a dispatch screen to a report.	**Critical**	**S**	
MC.95	The system has the ability to auto-refresh the narrative on a call.	**Critical**	**S**	
MC.96	The system has the ability to group narrative by user (e.g., call taker).	**Critical**	**S**	
MC.97	The system has the ability to auto-refresh the unit status screen.	**Critical**	**S**	
MC.98	The system has the ability to create exception alerts by address (not receiving alerts by location).	**Critical**	**N**	
MC.99	The system has the ability to support substantial number of alerts at one location (sexual offenders at state prison).	**Critical**	**S**	
The system has the ability to look up past incidents by the following:				
MC.100	Number;	**Critical**	**S**	
MC.101	Date;	**Critical**	**S**	
MC.102	Type;	**Critical**	**S**	
MC.103	Street address range;	**Critical**	**S**	
MC.104	Beat/District	**Critical**	**S**	
MC.105	Officer; and	**Critical**	**S**	
MC.106	Other user-defined.	**Critical**	**S**	
MC.107	The system has the ability to separate EMD narrative.	**Critical**	**S**	
MC.108	The system has the ability to display the most current narrative information at the top.	**Critical**	**S**	
MC.109	The system has the ability to perform inquiries on multiple people at the same time.	**Critical**	**S**	
MC.110	The system has the ability to perform inquiries on multiple vehicles at the same time.	**Critical**	**S**	
MC.111	The system has the ability to drill-down on activity on global subjects, vehicles, and addresses.	**Critical**	**S**	
MC.112	The system has the ability to generate a notification if a user is not logged into the system during chat sessions.	**Critical**	**S**	

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MC.113	The system has the ability for vehicle and person search to bring results back to one response screen after performing inquiry.	Critical	S	
MC.114	The system has the ability to support warrant service attempts through mobile based on security permissions.	Desired	S	
MC.115	The system has the ability to update the secondary location in mobile by agency based on security permissions.	Critical	S	
MC.116	The system has the ability to separate active and pending calls by filtering.	Critical	S	
MC.117	The system has the ability to identify required fields during report completion for NIBR/SIBR compliance.	Critical	S	
MC.118	The system has the ability to configure the display of screens and icons by user.	Critical	S	
MC.119	The system has the ability to parse diagrams by Beats/Districts.	Critical	N	
MC.120	The system has the ability to take the officer directly to the field when performing an error check.	Critical	S	
MC.121	The system has the ability to warn a user when logging out that an officer has open reports that need to be submitted.	Critical	S	
MC.122	The system has the ability to provide automatic date/time stamping and user ID tracking of all Call Taker and Dispatcher processes to track call and unit activity and all command processing.	Critical	S	
MC.123	The system has the ability to schedule calls for future dispatch (i.e., parades, funerals, fairs, etc.) and assign to a specific unit from a mobile unit with security permissions.	Critical	N	CentralSquare allows scheduled calls, but not unit assignment until the CFS opens.
MC.124	The system has the ability to schedule calls for future dispatch (i.e., parades, funerals, fairs, etc.) and assign to a specific unit from a mobile unit with security permissions and automatically notify CAD.	Critical	N	CentralSquare allows scheduled calls, but not unit assignment until the CFS opens.
MC.125	The system has the ability to support pre-scheduled calls from an active call for the mobile unit.	Critical	S	
MC.126	The system has the ability to record the latitude and longitude of a unit when a status change is made to the unit (on scene, en route, at scene). Agency determines which status drives when the geo stamp is used.	Critical	N	
MC.127	The system has the ability to allow the user to customize the toolbar for the unit status control panel, with authorized permissions.	Desired	S	
MC.128	The system has the ability to allow multiple unit status control panels to be opened with different configurations based on the level of security.	Critical	S	
MC.129	The system has the ability to filter or subset the list in the unit status control panel.	Critical	S	

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MC.130	The system has the ability to subset by agency type, allowing the selection of multiple agency types within one unit status control panel.	**Critical**	**S**	
MC.131	The system has the ability to allow the user to drag and drop a unit from the unit status control panel to a call on the call control panel.	**Desired**	**S**	
MC.132	The system has the ability to allow the assignment of units by using point-and-click pull-down menus.	**Desired**	**S**	
MC.133	The system has the ability to allow a user to change a unit's status, open the unit's call stack, and reroute a unit within the unit status control panel.	**Critical**	**S**	
MC.134	The system has the ability to allow a user to get a list of all available calls and dispatch the unit to the call from the unit status control panel.	**Desired**	**S**	
MC.135	The system has the ability to allow the agency to modify the statuses that a particular unit can be assigned.	**Critical**	**S**	
MC.136	The system has the ability to automatically refresh the unit status control panel when information is updated.	**Critical**	**S**	
MC.137	The system has the ability to have a cleared call search on mobile default to current year for an incident number.	**Critical**	**S**	
MC.138	The system has the ability to have a cleared call search on mobile with the option to search by address.	**Critical**	**S**	
MC.139	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	**Critical**	**S**	
MC.140	The system has the ability to search by phone number in incident searches.	**Critical**	**S**	
MC.141	The system has the ability to automatically run a person or vehicle through NCIC when adding a person or vehicle to a dispatch call.	**Critical**	**S**	
MC.142	The system has the ability to open an NCIC message in list view.	**Critical**	**S**	
MC.143	The system has the ability to have the vehicle or person icon to flash when running a vehicle or person inquiry when getting a hit on NCIC or warrants.	**Critical**	**S**	
MC.144	The system has the ability to allow users in the mobile application the option to select the status instead of using the entire CAD status list.	**Critical**	**S**	
MC.145	The system has the ability to support flexible map-based query and display simple tools for identifying location (based on GPS location), pan and zoom, turn on/off map layers, query for selected incident types and status, buffer area searches, etc.	**Critical**	**S**	
MC.146	The system has the ability to support law enforcement case report preparation with ability to access data from multiple sources (e.g., call data, CAD, arrest records) and for attachment of documents.	**Critical**	**S**	

MC.147	The system has the ability to support efficient supervisor review, edit, and approval of all reports through mobile.	**Critical**	**S**	
MC.148	The system has the ability to display an image of the subject within the master index record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**	**S**	
MC.149	The system has the ability to allow units to change status to "available on air" if the unit status is in quarters.	**Critical**	**S**	
MC.150	The system has the ability to allow units to self-release from a call to become available on air while other units remain active on the call.	**Critical**	**S**	
MC.151	The system has the ability to allow units to self-release from an assigned CFS, clearing the call altogether to become available on air while allowing other units to be assigned to the call.	**Critical**	**S**	
The system has the ability to maintain a history on each traffic ticket and citation produced, including (but not limited to) the following information with appropriate security permissions:				
MC.152	Posted Speed;	**Critical**	**S**	
MC.153	Actual Speed; and	**Critical**	**S**	
MC.154	Written Speed;	**Critical**	**S**	
The system has the ability to separate narrative for the following:				
MC.155	EMS;	**Critical**	**S**	
MC.156	Fire;	**Critical**	**S**	
MC.157	Police; and	**Critical**	**S**	
MC.158	Dispatch.	**Critical**	**S**	

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Interfaces

Interfaces	
Potential Interfaces	
The City has developed a list of potential interfaces for the future Public Safety Software System. For the purpose of this procurement, a "system interface" involves the exchange of data, in real-time or batch mode to and/or from the external system and the Public Safety Software System. In special cases, where technically feasible, an interface may involve real time interaction with external system software to invoke processing on that external system for real-time viewing in the Public Safety Software System. In several instances, interfaces in this list may not be required if the future Public Safety Software System can provide needed functionality. Conversely intended replacements of existing third-party systems may be adjusted if functionality in the future Public Safety Software System is not adequate. As a result, the City has developed a list of potential interfaces for vendors to respond to so that the City may consider its future applications environment. The types of integration are: **SEND:** The system will only need to SEND data to the third party application. **RECEIVE:** The system will only need to RECEIVE date from the third party application. **BOTH:** The system will need to both SEND and RECEIVE information to/from the third party application.	

Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		**Instruction**
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided**.	

Req #	System/ Interface	Vendor	Version	Database Platform	Type of Integration	Reason for Integration	Criticality	Vendor Response	Method of Integration (flat-file, API, XML, HTTP, etc.)	Vendor Comments	Cost to Develop
INT.1	Geographic Information System	Esri	v10.5	MS-SQL	RECEIVE	**Receive:** The Public Safety system needs to be able to receive mapping data from GIS.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	Integration with ArcGIS is provided via CAD/Mapping as a standard part of CentralSquare's solution.	Included
INT.2	ArcGIS Collector	Esri	N/A	N/A	SEND	**Send:** The Public Safety system needs to mapping details (e.g., hydrants out of service) to the ArcGIS Collector.	**Critical**	N	N/A	N/A	N/A

| INT.3 | Fire/EMS RMS | Image Trend | Elite 1.18.06.0.4 | N/A | BOTH | **Send:** The Public Safety system needs to send CAD, LERMS, and Mobile information to the Fire/EMS RMS (e.g., miles travels, run cards/response plans, arson information) **Receive:** The Public Safety system needs to be able to receive Fire/EMS RMS data (e.g., run cards/response plans, vehicle information, personnel information, station information) | **Critical** | S | CentralSquare will confirm the optimal method of integration upon start of the project. | CentralSquare has included an export only ImageTrend interface with this proposal. CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the import portion of this interface is needed to accurately define the scope of work involved and provide pricing. | $7,500 |

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INT.4	Pawnshop Tracking	Leads Online	N/A	N/A	RECEIVE	**Receive:** The Public Safety system needs to receive pawn shop inventory updates from LeadsOnline to assist with investigations.	**Critical**	N	N/A	According to the most recent information CentralSquare has from the vendor, it does not yet support an interface which would allow for the download of data to a third-party RMS. Should that situation change, CentralSquare would be willing to revisit creation of the interface.	N/A
INT.5	Citizen Outreach	Pulse Point	N/A	N/A	SEND	**Send:** The Public Safety system needs to send AED location information and public safety updates to the PulsePoint system.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare has included an export PulsePoint interface in the project.	Included

INT.6	K-9 Tracking	Code Blue	5	Access	RECEIVE	**Receive:** The Public Safety system needs to receive K-9 unit information from CodeBlue.	**Critical**	N	N/A	CentralSquare is providing data conversion of the CodeBlue historical data into the new system rather than an interface.	NA
INT.7	Fire/EMS Dispatch	ProQA	N/A	N/A	BOTH	**Receive:** The Public Safety system needs to receive EMS dispatch questionnaire information from ProQA-EMS. **Send:** The Public Safety system needs to send call location, caller name, and phone number.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare has included an import and export ProQA Platinum-Certified interface in the project.	$15,000

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INT.8	Mugshot Query Application	In-House	2	MS-SQL	RECEIVE	**Receive:** The Public Safety system needs to receive mug shot photos.	**Critical**	N	N/A	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing.	N/A
INT.9	Fire Schedule/ Rostering	Crew Sense	N/A	N/A	RECEIVE	**Receive:** The Public Safety system needs to receive crew and roster information.	**Critical**	N	N/A	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing.	N/A

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| INT. 10 | Data Surveillance | First Watch | N/A | N/A | SEND | **Send:** The Public Safety system needs to send CAD data to FirstWatch. | **Critical** | N | N/A | CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing. | N/A |

INT. 11	Mobile Data	Street Wise	N/A	N/A	BOTH	**Send:** The public safety system needs to send mobile data to StreetWise **Receive**: The public safety system needs to receive mobile data from StreetWise.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare's Basic Paging (SMTP/Email) Interface includes data export to StreetWise. CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the import portion of this interface is needed to accurately define the scope of work involved and provide pricing.	Included
INT. 12	Fire Alerting/ Paging	Zetron	2.5.1.5	N/A	SEND	**Send:** The Public Safety system will need to send alerting/pag ing data to Zetron.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	A Zetron Tone Paging export interface is included with this proposal.	$10,000

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INT. 13	Fire Alerting/ Paging	Zetron	2.5.1.5	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive response activation data from Zetron.	**Desired**	N	N/A	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the import portion of this interface is needed to accurately define the scope of work involved and provide pricing.	N/A
INT. 14	OLETS	State of OK	N/A	N/A	BOTH	**Receive:** The Public Safety system will need to receive NCIC information. **Send:** The Public Safety system will need to send NCIC information.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare has included NCIC Basic Queries in the project.	$10,000

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INT. 15	ASAP	N/A	N/A	N/A	BOTH	**Receive:** Public Safety system will receive alarm data from ASAP. **Send:** Public Safety system will send responses to ASAP, acknowledging and updating.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare has included an import and export ASAP interface in the project.	$15,000
INT. 16	E9-1-1	Motorola (VESTA)	N/A	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive 911 information (e.g., caller information, phone number) from E9-1-1 for NG911 compliance.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	CentralSquare has included an E911 (ANI/ALI) interface in the project.	Included

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INT. 17	Barcoding	Quatred	N/A	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive barcoding information from Quatred for the property & evidence module.	**Critical**	N	N/A	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing.	N/A
INT. 18	Document management	Questys	SQL - v11.0.6020 / Questys v11.4.2.218	MS-SQL	BOTH	**Receive:** The Public Safety system should receive documents from Questys. **Send:** The Public Safety system should send documents to Questys.	**Critical**	N	N/A	CentralSquare is providing data conversion of the Questys historical data into the new system rather than an interface.	N/A

INT. 19	Tulsa County SO Warrant System	N/A	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive Warrant information for the Tulsa County SO Warrant System. **Send:** The Public Safety system should send Warrant information to the Tulsa County SO Warrant System.	**Critical**	N	N/A	CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing.	N/A

INT. 20	RapidSOS	N/A	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive lat/long information from RapidSOS. **Send:** The Public Safety system should send caller phone number to RapidSOS.	**Critical**	S	REST API	CentralSquare has included a RapidSOS integration subscription in the project.	$2,250
INT. 21	digiTICKET	Saltus Technologies	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive eCitation information.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	A DigiTicket import interface is included as part of this proposal.	$15,000

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| INT. 22 | ERP Financials | TBD | - | - | SEND | **Send:** The Public Safety system should be able to send financial information to the ERP system. (examples: bond payment information from jail; cash receipts for records; animal control payments) | **Critical** | The City has released an RFP for a new ERP system. The City would like to gather further information about a typical interface with an ERP system— both interface types and associated costs. The City requests that the proposer indicate ERP systems with which the proposed software already interfaces. | CentralSquare Pro has a built-in full financial system – Financial Pro. Please see the Financial (Core) section of CentralSquare Public Safety Suite Pro Overview in Tab 2 – Software Solution for a full description of the functionality and configurability of Financial Pro. | CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing. | N/A |

| INT. 23 | ERP Financials | TBD | - | - | RECEIVE | **Receive:** The Public Safety system should receive financial information from the ERP system. | **Desired** | The City has released an RFP for a new ERP system. The City would like to gather further information about a typical interface with an ERP system—both interface types and associated costs. The City requests that the proposer indicate ERP systems with which the proposed software already interfaces. | CentralSquare Pro has a built-in full financial system – Financial Pro. Please see the Financial (Core) section of CentralSquare Public Safety Suite Pro Overview in Tab 2 – Software Solution for a full description of the functionality and configurability of Financial Pro. | CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding this interface is needed to accurately define the scope of work involved and provide pricing. | N/A |

| INT. 24 | Inform CAD | TriTech | 5.71 | SQL | BOTH | **Send:** The Public Safety system needs to send CAD information to the City of Tulsa's TriTech system.

Receive: The Public Safety system should be able to receive CAD information from the City of Tulsa's TriTech system. | **Critical** | S | CentralSquare will confirm the optimal method of integration upon start of the project. | A two-way Inform Basic CAD to CAD interface is included as part of this project. | $15,000 |

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| INT. 25 | Inform RMS | TriTech | 5.8 | SQL | BOTH | **Send:** The Public Safety system needs to send RMS information to the City of Tulsa's TriTech system.

Receive: The Public Safety system should be able to receive RMS information from the City of Tulsa's TriTech system. | **Critical** | N | N/A | More information regarding this interface is needed to accurately define the scope of work involved and provide pricing. | N/A |

INT. 26	iTouch Biometrics	iTouch Biometrics	Version v8.37	stores and archives all data in an *.eft file format	SEND	**Send:** The Public Safety system should be able to send information (e.g. name, address, etc. of person being fingerprinted) to iTouch to support the arrest and booking process.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	A two-way iTouch LiveScan/ AFIS interface is included as part of this proposal.	$10,360
INT. 27	iTouch Biometrics	iTouch Biometrics	Version v8.37	stores and archives all data in an *.eft file format	RECEIVE	**Receive:** The Public Safety system should be able to receive fingerprint information and mugshot images from iTouch to support the arrest and booking process.	**Critical**	S	CentralSquare will confirm the optimal method of integration upon start of the project.	A two-way iTouch LiveScan/ AFIS interface is included as part of this proposal.	The cost listed for INT.26 includes the cost for INT.27.

Potential Data Conversions

Potential Data Conversions	
The City has developed a list of potential data conversion objects as part of the future system(s) implementation. For each object, proposers should indicate the proposed approach to data conversion includes the object or not. Additional information about each source can be found on the preceding interfaces tab. The cost to convert each object should be proposed on a line item basis and totaled in the Cost Worksheet both by Critical and Desired data conversion objects.	

	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	**Instruction**
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No:** Feature/Function cannot be provided.	

Req #	Data Conversion Object	Source	Quantity of Data Available in Legacy Systems	Quantity of Data Needed To Meet Data Retention Policy	City Criticality	Vendor Response	Cost to Convert	Vendor Standard Conversion Scope (Please outline standard scope of conversions for the objects identified)	Comments
DC.1	CAD Database	Superion	23 Years	Current, plus 9 historical years.	Critical	S	$18,000	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	
DC.2	Law Enforcement RMS Database	Superion	23 Years	Current year, plus all historical.	Critical	S	$18,000	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	
DC.3	Court Database	Superion	23 Years	Current year, plus all historical.	Critical	N	N/A	N/A	CentralSquare is not proposing a Court Case Management system, and therefore hasn't included the cost of data conversion in the project.

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DC.4	RMS-Mugshot Database	ImageWare	20 Yeas	Current year, plus all historical.	Critical	S	$18,000	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	CentralSquare will require the ImageWare data to be exported into a convertible format.
DC.5	JMS Database	Jalan	25 Years	Current year, plus all historical.	Critical	S	$18,000	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	
DC.6	K-9 Unit Database	CodeBlue	N/A	Current year, plus all historical.	Critical	S	$7,500	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	
DC.7	Document Management	Questys	20+	Current year, plus all historical.	Critical	S	$18,000	Please refer to Tab 8 – Data Conversion Plan in the Technical Proposal for the scope of conversions.	

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Tab 7 – System and Application Architecture

I. GENERAL OVERVIEW

Respondent to provide a description of the proposed system and application architecture for the proposed application.

CentralSquare Response: CentralSquare Pro is a suite of software modules built and designed as one application, with one database, from one vendor: CentralSquare. It is built as a 3-tier system using Windows client machines (running on Windows 7 and above) and Linux servers running Ubuntu (www.ubuntu.com). Most of the software is written in C++, Python, and C# .NET.

The database server is PostgreSQL (www.postgresql.org), which has free ODBC drivers available for connectivity with the Microsoft tool chain. PostgreSQL is an Oracle-like SQL database system widely used in industry and government.

Servers and Networking

CentralSquare has included a primary server, warm standby server, and testing/training server in the Price Proposal. Based on the size needed, each server may host both the CentralSquare Pro server application and the CentralSquare Pro database application, or those may be hosted on separate servers. In a typical installation, the City would install the primary server such that it is on the network with the lowest amount of latency between the server and the user workstations. The warm standby server would then be installed in a separate location, preferably on a separate but equally latent network as the primary server, so that there is redundancy in the event of a catastrophic physical failure at the primary point-of-presence. The testing/training server would also be installed on the LAN.

A remote access device will be installed at each point-of-presence that allows CentralSquare to quickly diagnose and, in most cases, repair any problems with the server, even if the server's own network interface card fails.

In the event of failure of the primary server, the warm standby server is configured to allow fail over to happen as quickly as possible. The primary server is constantly replicating data to the warm standby server, so there will be minimal data loss in the event of a primary server failure.

CentralSquare assumes full responsibility for the configuration and maintenance of the primary, standby, and testing/training servers as well as the remote access devices. The City is responsible for the procurement, installation, configuration, and maintenance of its internal network and any VPNs.

II. SYSTEM AND APPLICATION ARCHITECTURE QUESTIONS

Table 7-01: System and Application Architecture Questions

What is the source language(s) of the product?	CentralSquare Pro is primarily written in C++, Python, and C# .NET.
How many environments are available with your proposed solution at no additional cost (e.g., test, training, production)?	CentralSquare has included pricing for one (1) primary server, one (1) warm standby server, and one (1) testing/training server in the price proposal at this time.
Describe how often major and minor software updates are provided, as well as the level of City resources required for a major update, and the level of resources required for a minor update.	CentralSquare Pro's standard maintenance contract includes three to four major software updates per year, and minor patches are provided daily or as needed. Major software updates are performed using an advanced process that makes client updates completely automatic with no assistance from agency IT staff. Support representatives contact each agency as software updates are released to schedule them and to assist the agencies in taking advantage of new features. This ensures that every client continues to get the most from what CentralSquare Pro offers. CentralSquare offers a training server, which is a copy of the production server, and allows the end user to train on enhancements before rolling them over to the production server. Minor patches are provided with no agency intervention required. Users simply need to log into CentralSquare Pro and the minor patch will install automatically. Clients receive a greater return on investment because of CentralSquare Pro's commitment to continually improve its public safety software.
Please describe the major/minor upgrade process that is required if the solution requires a client based installation.	Minor patches are provided daily or as needed automatically upon application restart with no agency intervention. Major software updates are performed using an advanced process that makes client updates completely automatic with no assistance from agency IT staff. Support representatives contact each agency as major software updates are released to schedule them and assist the agencies in taking advantage of new features. These updates are provided to both the training and production environments.
List all browsers that are certified for use with the application, and describe any required browser add-ons, function enablement, etc.	All major browsers (IE, Safari, Firefox, Chrome) are certified for use with the CentralSquare Pro Portal application. CentralSquare Pro also uses an embedded Chrome browser for online help within CentralSquare Pro. No browser add-ons are required.

The underlying architecture of the application design is important to the City. Please describe your system architecture model and explain the capabilities and features of this model that led to your use of it in developing this system.	The fundamental difference between CentralSquare Public Safety Suite Pro powered by Zuercher and offerings from other vendors is that CentralSquare Pro is **one** application with **one** database from **one** vendor.
	Where other vendors have a suite of products that are integrated or interfaced together, CentralSquare Technologies' is not; it is **one** application. Other vendors typically have multiple applications, which are by their nature, different from each other. They are separate applications that typically run on separate servers and then parts of each application are connected via interfaces or message switches.
	This typical 1980's and 1990's software architecture has many moving parts, multiple servers, multiple administrators, and end-user consoles and does not store all the data in one location. This tends to make those systems more expensive to purchase and maintain, harder to set up, and more difficult to use.
	CentralSquare Public Safety Suite Pro powered by Zuercher is a fully integrated public safety software system comprised of Administration, CAD, Records, Mapping, Mobile CAD and Records, Jail, and more.
	It is the outcome of many years of close collaboration with public safety agencies and veterans and has been designed from the ground up to provide the next level in power and ease of use for public safety professionals.
	CentralSquare Pro is built as a 3-tier system using Windows client machines (running on Windows 7 and above) and Linux servers running Ubuntu (http://www.ubuntu.com/). Most of the software is written in C++, Python, and C# .NET.
	The database server is PostgreSQL (http://www.postgresql.org/), which has free ODBC drivers available for connectivity with the Microsoft tool chain. PostgreSQL is an Oracle-like SQL database system widely used in industry and government.
Please describe how PCI compliance is supported within your proposed software solution. Please also include information about merchants supported by your proposed solution.	CentralSquare Pro does not store credit card information, so PCI compliance is not required.

Describe your approach to ensure scalability of the product. This includes transaction growth, upgrades, and replacements of components of the architecture, technology, and application	The solution will be sized to fit the needs of the agencies involved and can be expanded as needed. CentralSquare solutions are used for agencies with a single user all the way up to conglomerations of agencies with 600 concurrent patrol officers. CentralSquare has every reason to believe that it can seamlessly scale much farther. CentralSquare will provide all hardware updates and replacements to meet the organic growth of the City for the life of the contract under its standard maintenance and support agreement. The addition of neighboring agencies, or the addition of previously unpurchased CentralSquare Public Safety Suite Pro modules might require the procurement of additional server hardware which would not be covered by the maintenance and support agreement.
List all hardware/operating system/database platforms upon which the product is supported. Provide specifications in terms of processors, processor speed, memory requirements, and other sizing and capacity factors to assist the City in budgeting for and acquiring hardware. List which industry standard benchmarks or guidelines measures are used to establish this recommendation	CentralSquare Pro is a suite of software modules built and designed as **one** application, with **one** database, from one vendor: CentralSquare. It is built as a 3-tier system using Windows client machines (running on Windows 7 and above) and Linux servers running Ubuntu (http://www.ubuntu.com/). Most of the software is written in C++, Python, and C# .NET. The database server is PostgreSQL (http://www.postgresql.org/), which has free ODBC drivers available for connectivity with the Microsoft tool chain. PostgreSQL is an Oracle-like SQL database system widely used in industry and government. As a standard part of the CentralSquare Pro solution, CentralSquare provides and manages all required servers, including server software, which are deployed on a customer's premise. This industry-leading delivery model combines the best of premise and hosted solutions by providing the security and compliance available with premise-based servers with the reliability and operational efficiency generally only available with hosted solutions. Provided servers, including maintenance and replacement, are included in this proposal and associated pricing. As such, the City is not responsible for any separate procurement of servers. Servers are sized using usage and performance data (total amount of data, number of users, number of concurrent users, mobile activity) gathered through CentralSquare's more than 16 years of experience managing premise-based CentralSquare Pro servers nationwide. CentralSquare is responsible for sizing and ensuring acceptable performance of the system, and provides equipment that falls into the following ranges based on need: **Chassis:** Rack-mounted servers with fully redundant power.

	CPU: Dual Xeon processors (for example, Intel E5-2680s). **Memory:** 32-512GB Enterprise-grade ECC Memory. **Database storage:** Enterprise-grade SSDs in high speed, redundant RAID configuration with capacity to accommodate all the agency's data and future data. Size will vary based upon the size of any and all databases to be converted into CentralSquare Pro as a part of this project. **Media storage:** Enterprise-grade hard drives in high speed, redundant RAID configuration with capacity to accommodate all the agency's data and future data. Size will vary based upon the size of any and all databases to be converted into CentralSquare Pro as a part of this project. **Systems:** One or more physical servers of this configuration will be provided to run the primary application and virtual machines. One or more fully isolated training servers will also be provided. An identical set of warm standby servers is also included in the price proposal.
Describe the design philosophy of your application. Include in your response the degree to which there is a common design philosophy across all modules, common programming languages and tools, and the extent of shared software code across all applications	Where other vendors have a suite of products that are integrated or interfaced together, CentralSquare Technologies' is not; it is **one** application with **one** database from **one** vendor: CentralSquare Technologies. Because of its fully integrated design, master name, address, and vehicle indices allow for easy searching and linking of records in CentralSquare Pro. The master record includes all known data, as well as a complete history list displaying every record in the system it has been related to: dispatch incidents, case involvements, citations, civil processes, warrants, inmate records, and much more. Each associated record is only a click away from the master record, regardless of the module that record is accessed from. All personnel can easily view the alerts/warnings on names, addresses, and vehicles. Related records (such as additional case reports, warrants, and field identifications) are a click away.
Describe how your proposed solution integrates with ESRI's GIS software including • GPS/AVL systems • Spatial data selection and mapping of features such as: employee home addresses, asset locations and vehicle AVL information.	CentralSquare Mapping Pro is built on Esri-compatible mapping components. Mapping Pro is tightly integrated with CAD, and many dispatch functions are available on the mapping screen, including commands which can be issued by clicking on a unit. The Mapping Pro screen includes an active incident display and unit display with AVL functionality, routing, and unit status alerts. Mapping includes geospatial search and geospatial identification of correct emergency service numbers (ESN) for Phase II calls. Users can select which map layers to display, such as streets, beats, townships, Pictometry, and ESN, allowing functionality such as geospatial identification of correct ESN for Phase II calls.

B. Additional Information

Network and Client Hardware Specifications

The CentralSquare Public Safety Suite Pro software being provided as part of this response runs as a client application on Windows 7, Windows 8.x, and Windows 10 over a Windows-based LAN/WAN. The following tables show the minimum and recommended specifications for that hardware, as well as the network latency and bandwidth needs.

Network Latency and Bandwidth Specifications

	Minimum Supported	Ideal Operation
Desktop Latency	< 30ms	Local Area Network
Desktop Bandwidth	> 25KBps per client	Gigabit Ethernet or above
Mobile Latency	< 300ms	< 180ms
Mobile Bandwidth	> 8KBps	Consistent 3G or 4G Service
WAN Upload Bandwidth	1kBps per active client	2kBps per active client
WAN Download Bandwidth	100kBps	250kBps
Production <-> Standby	5kBps per active client	10kBps per active client

Minimum Client Hardware Specifications

Type	Processor	Memory	Disk Space	Display	Operating System	Network
CAD Client Workstation	(Intel Core Duo or equivalent)	2 GB RAM	1 GB	2 monitors @ 1024x768	Windows 7 or higher	200 KBps LAN
CAD + Mapping Workstation	(Intel Core Duo or equivalent)	4 GB RAM	1 GB	3 monitors @ 1024x768	Windows 7 or higher	200 KBps LAN
Desktop Workstation	Modern Intel or equivalent	2 GB RAM	1.5 GB	1024x768	Windows 7 or higher	200 KBps LAN
Mobile Computers	Modern Intel or equivalent	4 GB RAM	1.5 GB	1024x768 touch screen	Windows 7 or higher	Aircard or similar

Recommended Client Hardware Specifications

Type	Processor	Memory	Disk Space	Display	Operating System	Network
CAD Workstation	Dual core (Intel i3 or equivalent)	8 GB RAM	10 GB	3 Monitors @ 1080p	Windows 7 or higher	Gigabit LAN
CAD + Mapping Workstation	Dual core (Intel i3 or equivalent)	8 GB RAM	10 GB	3 Monitors @ 1080p	Windows 7 or higher	Gigabit LAN
Desktop Workstation	Dual core (Intel i3 or equivalent)	4 GB RAM	10 GB	1-2 Monitors @ 1080p	Windows 7 or higher	Gigabit LAN
Mobile Computers	Dual core (Intel i3 or equivalent)	4 GB RAM	10 GB	1366x768+ touch screen	Windows 7 or higher	4G Aircard

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Tab 8 – Data Conversion Plan

I. APPROACH

Respondent to detail their approach to developing and implementing the data conversion plan, and what processes will be undertaken by the Respondent's project team to convert existing data, as well as to interface with identified source systems. Include methods of quality control and testing that will be utilized specific to data conversion.

CentralSquare Response: Please see the Data Conversion Process section of Tab 8 – Data Conversion Plan for a detailed approach to CentralSquare's data conversion methodology.

II. ROLES AND RESPONSIBILITIES

The Awarded Respondent will assist the City in the conversion of electronic data to the new system.

The Data Conversion Plan shall include estimated work levels as well as roles and responsibilities related to data conversion, for both the City and the Selected Vendor, organized by module.

The City expectation is that data conversion shall occur when migrating to the new application. The

Respondent is expected to assist the City in the conversion of data to the new system.

It is expected that the City will be responsible for data extraction from current systems and data scrubbing, and that the Selected Respondent shall be responsible for overall data conversion coordination, definition of file layouts, and data import and validation into the new system(s). Respondents should plan to have converted data ready for the User Acceptance Testing phase of the Project.

As part of the resulting Project, the Selected Vendor shall develop and provide a detailed Data Conversion Plan that describes how files will be converted to the proposed system (e.g., through software conversion aids/utility programs or special programs that must be written, the actual conversion procedures). A conversion schedule should identify planned conversion steps, estimated hours, and what resources will be required (by City or Selected Respondent) for all pertinent legacy data. Data conversion shall occur when migrating to the new application.

Respondent to confirm their proposal includes providing the services identified in this Section (Item II Roles and Responsibilities) and provide any additional services that are also provided as part of your Data Conversion Plan/Program.

CentralSquare Response: Please see the Data Conversion Process section of Tab 8 – Data Conversion Plan for a detailed approach to CentralSquare's data conversion methodology.

III. RESPONSIBILITY OF DATA CONVERSION ACTIVITIES

Respondents shall complete the table below based on whether or not the roles identified are supported by the proposed data conversion methodology and approach. The roles defined in Table 8-01 and Table 8-02 contain the indicators that Respondents shall use to report their support of the identified roles. Any conflicts shall be noted with a comment. In the event additional activities are proposed, the Respondent shall identify the roles for both City and Implementation Vendor Project Teams.

Table 8-01: Definition of Roles

Role	Summary
Lead	The party ultimately responsible for the activity.
Assist	The party provides active assistance for the activity.
Participate	The party provides passive assistance for the activity.
Share	Both parties share equal responsibility for the activity
None	The party has no role in the activity.

Table 8-02: Summary of Response Indicators

Indicator	Response	Description
S	Supports	The proposal supports the prescribed responsibility roles with its proposed data conversion methodology and approach.
C	Conflict	The proposal has a conflict with the prescribed responsibility roles and proposes alternate responsibility in its proposed data conversion methodology and approach.

Table 8-03: Responsibility of Deliverables

No	Data Conversion Activity	Vendor Role	City Role	Response	Other Comments
1	Perform Conversion Analysis of Existing Legacy Data	Lead	Participate	S	
2	Perform Crosswalk Development of Legacy Data From Legacy System to New System	Lead	Participate	S	
3	Provide Conversion Data	None	Lead	S	
4	Provide File Layouts/Data Maps of Existing System	None	Lead	S	
5	Proof Data Provided	Assist	Lead	S	
6	Analysis of Data to Be Converted	Lead	Assist	S	
7	Developing and Testing Conversions	Lead	None	S	
8	Review and Correct Errors	Share	Share	S	
9	Load Converted Data Into Training Database	Lead	Participate	S	
10	Confirmation of Converted Data in Training Database	None	Lead	S	
11	Approval/Sign-Off of Converted Data in Training Database	None	Lead	S	

12	Load Converted Data Into Live Database	Lead	Participate	S	
13	Confirmation of Converted Data Into Live Database	None	Lead	S	
14	Approval/Sign-Off of Converted Data in Live Database	None	Lead	S	

Data Conversion Process

What makes CentralSquare Technologies' data conversion process unique is that all conversions are performed before the CentralSquare Public Safety Suite Pro system goes live, allowing agencies to train on their own data. This also means that legacy systems do not need to be kept running in parallel indefinitely after the Go Live, freeing up personnel and costs that are necessary to maintain those legacy systems for historical purposes.

The project manager reviews with the agency what data is important to convert and monitors the overall process to ensure timely completion. City personnel will be trained in building the necessary data maps to show how data from the old system should be placed into the new system. CentralSquare Technologies' data conversion analysts, based on these data maps, then write automated procedures that convert the data using a proprietary data conversion tool. Finally, the data conversion analysts will work with the agency personnel to verify that data has been converted accurately. Because this is all done before the system goes live, any questions or challenges along the way can be addressed and solved, preventing avoidable downtime after implementation.

CentralSquare Technologies has performed data conversions on legacy systems that ranged from those which had no internal referential integrity, to highly complex systems that required many different records to be linked or combined over the course of conversion. Along with converting the data stored within database or flat-file systems, CentralSquare Technologies also migrates attached file objects (such as the digital evidence files which pertain to property/evidence records), ensuring that the files are correctly linked to the appropriate records within CentralSquare Public Safety Suite Pro after the conversion.

The key to any successful conversion process is constant, close interaction with the agency personnel to ensure that the data conversion analysts are not making assumptions about the data, but are following the path defined by the agency personnel who are most familiar with the data being converted.

Post-Contract Signing/Project Implementation Process

1. Source database(s) are reviewed and relevant tables are prepared for extraction.
2. A specific roadmap is designed to handle the movement of data out of the old database into the CentralSquare Pro tables.
3. Sample conversions are completed on the training system.
    a. The existing CentralSquare Public Safety Suite Pro training database is deleted.
    b. A copy of the production CentralSquare Public Safety Suite Pro database is moved to the training system.
    c. The newly copied training database is cleared of all non-configuration data.
    d. If available, the City provides a fresh cut of its legacy database(s).
    e. The conversion roadmap is run against the training database.
    f. At the City's direction, the data conversion analyst makes changes to the roadmap. The next time conversion is run, it reflects the requested changes. The City's involvement and feedback step is critical because it will guide the final conversion.
4. When the conversion roadmap is complete and Go Live arrives, the City will supply the last cut of data from the legacy database(s).
5. The production database is cleared of all non-configuration data.
6. The conversion roadmap is processed against the final cut of legacy data.

Data Conversion Process (continued)

DATA COPIES. The City will need to provide existing system(s) data for conversion several times throughout the project.

1. Contract – Review of data during contracting to make sure data is in a format CentralSquare Technologies can convert.
2. Execution – CentralSquare will require data three to five times during the execution of the project.
3. Prior to Training – This will allow the training to be performed with the most recent data.
4. At Go Live – This will be what is used for Go Live.

SPECIFICATIONS. The City will work with their data conversion analyst to complete data conversion specifications documents. These documents detail specific items for conversion and will serve as the scope of the data conversion, including a list of products the agency purchased for data conversion and areas that can be selected within those products to be converted.

MAPPINGS. The agency will be required to map data conversion items from the current database tables to the new CentralSquare Pro configuration tables. This task is performed in CentralSquare Public Safety Suite Pro.

Data Conversion Process (continued)

CONVERSION ITERATIONS. There will be several iterations (6-10) of data conversion by the CentralSquare data conversion analyst. This process will take several months to complete. Once the conversion has progressed past the initial state, conversion will occur on the training server. Before each conversion iteration, CentralSquare will copy the production database to the training server.

1. Initial Conversion for Each Product
   a. Takes several months for the data conversion analyst to complete.
2. Fixes for Agency Reported Issues
   a. After the initial conversion is complete for each module, it is important to deliver weekly fixes based on the issues reported by the City.
3. Prior to Training
   a. It is important to convert the final approved data conversion on the training server so current data will be used during training the City staff.
   b. The Data Conversion Verification document must be signed prior to training.

REVIEW ITERATIONS. The City data conversion team performs several iterations of data conversion review using the training server environment. This process is expected to run in parallel with the data conversion. Conversion review will occur on the Training Server. Before each review iteration, CentralSquare will copy the production database to the training server.

1. Initial Review for Each Product
   a. It is required that once initial conversion is completed, the City reports back within five business days regarding issues that need to be fixed in next conversion.
2. Fixes for Agency Reported Issues
   a. After the initial conversion is complete for each product, it is important to deliver weekly fixes based on the issues reported by the City. The City must report new issues to CentralSquare within two business days.
3. Prior to Training
   a. It is important to convert the final approved data conversion on the training server so that current data will be used for training the City staff.
   b. The Data Conversion Verification document is signed off prior to training. The agency project manager must verify with the City build team that the conversion has been verified and document can be signed.

VERIFICATION. The City will be provided a Data Conversion Verification document which lists the conversion data based on the scope of the conversion that was agreed upon in the Data Conversion Specifications document. This document states there are no more tweaks required for the conversion and the latest (most recent) conversion script is to be used for Go Live.

GO LIVE. A final cut of data will be provided for Go Live. After the City is live with CentralSquare Public Safety Suite Pro and has progressed through system acceptance, no additional data fixes of the converted data will be performed.

B. Additional Information

CentralSquare does not have additional information.

Tab 9 – Software Hosting

I. GENERAL OVERVIEW

Respondent to provide a description of the proposed system deployment model if a Respondent-hosted or SaaS model has been proposed for the application, including technical and operational capabilities for software hosting. The Respondent shall provide relevant documentation related to any recent certifications pertaining to their hosting technical and operation capabilities

CentralSquare Response: CentralSquare is not proposing a hosted solution.

II. SOFTWARE HOSTING QUESTIONS

Respondent to respond to the following questions regarding their software hosting platform proposed for the City.

Table 9-01: Software Hosting Questions

Where are the data center and storage facilities?	CentralSquare does not provide a hosted solution, so this and all other questions under this section are not applicable (N/A).
Total number of active clients currently served by hosted solutions provided by your company.	N/A
How many years has your company provided hosted solutions?	N/A
How are hosted software applications deployed for use by numerous customers?	N/A
What availability and response time do you guarantee?	N/A
How many instances of unplanned outages have any of your customers experienced within the past five (5) years?	N/A
What has been the duration and scope of such unplanned outages?	N/A
What are the standard relief schedules for unplanned system downtime/outages?	N/A
In how many instances has your firm had to pay client relief for unplanned outages?	N/A

What is your process for notification of standard maintenance and downtime?	N/A
What data security and system redundancy capabilities are available at Respondent's data center and storage facilities?	N/A
Is the proposed software deployed utilizing a Software as a Service (SaaS) model under which a single access fees that incorporates in subscription fees for access to the software is used as opposed to licensing the software? (Please respond Yes or No)	N/A
How many years has your company provided SaaS solutions?	N/A
Total number of active clients currently utilizing the proposed software as a SaaS deployment provided by your company.	N/A
Please detail your disaster recovery services, including whether these services are optional or included in the scope of your standard offering.	N/A

B. Additional Information

CentralSquare does not have additional information.

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Tab 10 – Testing and Quality Assurance Plan

I. APPROACH

Describe your standard approach to testing and quality assurance.

CentralSquare Response: CentralSquare has provided a Sample Testing and Quality Assurance Plan as Exhibit II. Sample Plan in section A of Tab 10 – Testing and Quality Assurance Plan that describes all phases of user acceptance testing. CentralSquare can also provide assistance during all phases of testing. If selected, CentralSquare will work with the City to determine appropriate testing requirements for the City and CentralSquare, to be documented in the Statement of Work (SOW). Upon request, CentralSquare can provide templates and guidance for developing test scripts as well as support during User Acceptance Testing (UAT). CentralSquare can also provide a plan for stress testing that would occur after UAT. Any testing beyond system review testing will be the responsibility of the City to complete.

II. SAMPLE PLAN

Submit a Sample Testing and Quality Assurance Plan that would be very similar to the plan utilized for the City's Project. Respondent to submit as an Exhibit, labeled as II. Sample Plan and insert in Tab 10.

Exhibit submitted   Yes   No

CentralSquare Response: Yes, please see Exhibit II. Sample Plan in Tab 10 – Testing and Quality Assurance Plan.

III. PLAN DETAILS

Awarded Respondent will be responsible to provide a Testing and Quality Assurance Plan that describes all phases of testing that may be used: unit, system, interface, integration, regression, parallel, and user acceptance testing (UAT). It is the City's expectation that the Testing and Quality Assurance Plan govern all phases of the Project and that the Respondent will also provide assistance during each testing phase involving City users. The Awarded Respondent will develop the initial UAT plan, provide templates and guidance for developing test scripts, and will provide onsite support during UAT. The Awarded Respondent will also provide a plan for stress testing the system, which will occur during or after UAT.

Respondent to confirm their proposal includes providing the services identified in this Section (Item III Plan Details) and provide any additional services that are also provided as part of your Testing and Quality Assurance Plan not listed.

CentralSquare Response: CentralSquare has provided a Sample Testing and Quality Assurance Plan as Exhibit II. Sample Plan in section A of Tab 10 – Testing and Quality Assurance Plan that describes all phases of user acceptance testing. CentralSquare can also provide assistance during all phases of testing. If selected, CentralSquare will work with the City to determine appropriate testing requirements for the City and CentralSquare, to be documented in the SOW. Upon request, CentralSquare can provide templates and guidance for developing test scripts as well as support

during user acceptance testing. CentralSquare can also provide a plan for stress testing that would occur after UAT. Any testing beyond system review testing will be the responsibility of the City to complete.

IV. LEVELS OF SUPPORT

What levels of support will be provided by the Respondent during the City testing phases (e.g., parallel and UAT)? Will Respondent resources be onsite during certain testing phases? Are varying service levels offered for testing support?

CentralSquare Response: If selected, CentralSquare will work with the City to determine appropriate testing requirements and staffing needs for testing (onsite/remote) for the City and CentralSquare, to be documented in the SOW. Upon request, CentralSquare can provide templates and guidance for developing test scripts as well as support during UAT. CentralSquare can also provide a plan for stress testing that would occur after UAT.

No, varying service levels are not offered. CentralSquare provides a single level of all support.

Agency

Sample System Review Test Plan

Date: Today's Date
Version: DRAFT 1.0

CentralSquare Technologies, LLC.
4509 W 58th Street
Sioux Falls, SD 57108
www.centralsquare.com
877.229.2205 | 605.274.6061

Introduction

The purpose of this document is to establish a test plan and test cases to evaluate and validate the quality of configuration and setup per agency. The agency/vendor must demonstrate that their CentralSquare Pro modules can handle workflow scenarios and business rules through a test environment. The following required test cases are agreed test cases between CentralSquare Technologies and the agency.

Please perform the following System Review worksheet as both a **System Administrator** and regular **End User**. This will help identify any permission issues.

CentralSquare Pro Basics

Test Case	Function	Test Case Description	Pass/Fail/NA	Name/Vehicle/Offense	Comments
1.	Name Card	**Locate a Name Card and complete the following steps:**			
		1. Edit the Address			
		2. Locate the Address history			
		3. Add a phone number			
		4. Add an alias			
		5. Run a DL NCIC Query			
		6. Add a Name Alert			
		7. View the person's history			
		8. Merge 2 name cards			
2.	Vehicle Card	**Locate a Vehicle Card and complete the following steps:**			
		1. Run a Plate NCIC Query			
		2. Add a Vehicle Alert			
3.	Address Card	**Locate a Address Card and complete the following steps:**			
		1. Add a Location Alert			
		2. Merge 2 Addresses			
		3. Verify Common Address have been added and work in CAD			
4.	Offense/Charges	**Go to System Admin > Offenses & Statutes > Offenses/Charges**			
		1. Search for 10 common state offenses			
		2. Locate your local offenses to verify they are complete			
		3. If using eCitation or the "Officer Offense" permission, then verify you have the appropriate officer offenses enabled			
		4. If using Jail, verify you have the appropriate Jail Offenses enabled			

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		5. Courts, Citations & Prosecution modules allow you to default different values - did the agency use any of those defaults? If so, are they complete?			
		6. Verify you have the ability to bulk manage offenses. For example, can you select 20 speed offenses and edit them simultaneously			
		7. Verify you can create a new state statute			
		8. Verify you can create a new local charge			

CentralSquare Pro Personnel/Permissions

Test Case	Function	Test Case Description	Pass/Fail/NA	Personnel	Comments
1.	Personnel	**Verify all personnel from your department are assigned the following items:**			
		1. Usernames			
		2. Passwords			
		3. Assigned to a Permission Group			
		4. Shortcut Template			
		5. Dashboard Template			
		6. Notification Settings			
		7. Mobile CAD Template (if mobile unit)			
2.	Personnel Groups	Verify all personnel groups have the necessary personnel and drop downs associated with them			
		Verify bulletins are being sent to users based on their personnel division			

Agency Administration

CentralSquare Pro Agency Admin Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Fleet/Equip/Inv#	Comments
1.	Fleet Management	**Enter a new vehicle and verify all necessary fields/options are present. Test functions below:**			
		1. Add Fuel			
		2. Add Other Service			

		3. Log Damage			
		4. Assign Unit			
		5. Assign Equipment			
2.	Equipment	**Enter a piece of equipment and verify all necessary fields/options are present. Test functions below:**			
		1. New Assignment			
		2. Print Barcode Label			
3.	Inventory	**Enter a new inventory item and verify all necessary fields/options are present. Test functions below:**			
		1. Add Quantity			
		2. Transfer Quantity			
		3. Reduce Quantity			
		4. Print Barcode Label			
4.	Service Dogs	**Enter a new service dog and verify all necessary fields/options are present. Test functions below:**			
		1. Add Activity			
		2. Add Certification			
		3. Add Vaccination			
		4. Add Medical Visit			
		5. Add Other Cost			
		6. Assign Handler			
		7. Assign Equipment			
		8. New Check			
		9. New Bill			

CAD

CentralSquare CAD Pro Test Cases

Function	Test Case Description	CFS #	Result: Pass/Fail	Comments
Set up a template per role or position if setups are different. What window, columns, and filters will be used for each role?				
CAD Window Templates	1. Call Takers			
	2. PD East Dispatcher			
	3. PD West Dispatcher			
	4. SO/Other Dispatcher			
	5. EMS Dispatcher			
	6. Fire Dispatcher			
	7. Data Channel			
Test each hotkey and list them below:				
Hotkeys	F1 =			
	F2 =			

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	F3 =			
	F4 =			
	F5 =			
	F6 =			
	F7 =			
	F8 =			
	F9 =			
	F10 =			
	F12 =			
Start a NEW CFS from the various methods other than menu items:				
New CFS	Command Line (new)			
	Traffic Stop from command line (traffic)			
	From 911 Call Queue			
Create new CFS from Menu Link – enter address point				
Location Fields Verification	**Verify Location Fields complete correctly**			
	Does the cursor default to Street?			
	Does the address verify?			
	Does the address verification symbol display?			
	Do the Map & Zoom links work?			
	Does the City field auto populate?			
	View the address history			
	Add a Location Note			
	Add an Attachment			
	Does the Beat field auto populate?			
	Does the Zone field auto populate?			
Incident Codes	**Add 911 Open Line as the incident Code**			
	Did the default priority auto populate?			
	Did the default modifier auto populate?			
	Did the inactivity alarm start?			
	Change the Incident Code to Domestic Assault (or similar)			
	Did the default priority update?			
	Did the default modifier update?			
	Change the priority manually			
	Did the color of the call on the CFS List change?			
	Can you add multiple Incident Codes?			
Call Details	**Add Call Details as follows:**			
	From Call Details box in CFS			
	From Command Line (CallDetails)			
NCIC	**Add a global Name and Vehicle**			
	Add name of initial reporter			
	Add suspect vehicle			
	Did auto-suggestion work for both?			

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	Did NCIC Automation run the vehicle query?			
	Did NCIC Automation run the Name/DOB query?			
Waiting CMD	**Wait for CFS to alarm and put CFS back in Waiting status**			
Rec Units	**Are Units Recommended for this CFS?**			
	Uncheck one unit and Accept the Recommendation, were the other units assigned to the CFS?			
	Cancel the remaining slots			
	Check the requirements, are they correct?			
External Numbers	**Assign a Unit from each Agency configured to receive automatic External Agency Numbers**			
	Generated from Assign command?			
	Generated from EnRoute command?			
	Generated from On Scene command?			
CAD Unit Commands	**Put a unit in the following statuses – try at least one from unit list, map and command line**			
	Assign a unit to the CFS (assign)			
	Stack the CFS (stack)			
	Unstack the CFS (unstack)			
	Pu the unit enroute (enroute)			
	Show the unit staged down the street (staged)			
	Put the unit onScene (onscene)			
Pursuit	**Unit calls Pursuit of Suspect Vehicle from Scene**			
	Show the unit in pursuit (pursuit)			
	Assign additional personnel at this point			
	Show the pursuit ended (end pursuit)			
	Put the unit at the location where the pursuit ended (at)			
	Add additional incident code (pursuit)			
Unit in Distress	**A unit calls out for help**			
	Put a unit in distress (distress)			
	Clear distress alarm (check)			
	Put distress unit back in appropriate status			
Tow Calls	**Unit requests a tow for the suspect vehicle**			
	Log the unit who requested the tow in command log (message)			
	Create a tow log – be sure to log the "towed from" location as the secondary location			
	Log the Call and results			
CAD Unit Commands Cont.	Make one of the additional units available from the scene (available)			
	Show the unit leaving the scene and enroute to the jail and add beginning mileage (leaving)			

	Show the unit arrived at the jail and add ending mileage (arrived)			
IR	**Units from each agency request an incident report**			
	Create IR for each agency via Create Incident Report link			
	Create IR for each agency via IR command			
	Can multiple IRs be created for each agency?			
Clear Alarm Commands	**When the units alarm, clear them out using the following commands:**			
	check			
	clear			
	statusalarm			
Complete CFS	**Complete the CFS assigning appropriate disposition/s**			
	Complete the CFS (complete)			
	Assign disposition (report taken)			
	Assign additional disposition (arrest)			
	Show the unit at the PD/SO doing their report (busy or unavailable)			
	Mark the unit off duty (offduty)			
Traffic Stop Scenario				
Traffic Stop From Menu	Sign in as Dispatcher/Call Taker			
	Create New Traffic Stop from command line			
	Location = Intersection (were streets auto-suggesting?)			
	Did the plate auto-suggest?			
	Was the plate added to Vehicle Tab?			
	Were NCIC results in NCIC tab?			
	Complete the Call or Make the Unit Available			
Additional Features to test if configured/purchased:				
SOP	**If SOPs have been added, confirm information is correct**			
	Was SOP tab filled out correctly?			
Pro-QA	**If utilizing Pro-QA, confirm configuration**			
	How is Pro-QA launched			
	Are Case Entry answers entering Command Log when complete?			
	Are Key Questions entering Command Log when complete?			
	When Determinate is launched, is it changing or adding to the incident code correctly?			
Additional System Testing not covered in Scenario				
Additional Items to Test	**Manually run NCIC to ensure functionality**			
	Vehicle Registration Query (28)			
	Registered Vehicle Query (28 by name)			
	Driver History Query (58)			

	Driver Query (59 by name)				
	Driver License Query (59 by name/dob)				
	Gun Query				
Paging/ Rip & Run	**Click the Menu Link for paging**				
	Send page via Send Page link				
	Send page via PAGE command				
	Create CFS configured to send Auto Page				
	Did specified Units/Groups receive the default paging message type upon execution of the D command?				
	Assign units to CFS that are configured to receive Rip & Run report				
	Was the report received via Network Printer?				
	Was the report received via e-mail?				
Miscellaneous Commands	**Test each Command for desired outcome**				
	Change a unit's beat (beat)				
	Change a unit's details (details)				
	Log a unit telling you something (log)				
	Group two units together (group)				
	Ungroup the two units (ungroup)				
	Check the recent commands (recent)				
Unit Recommendation / Run Cards	**Agency is required to choose several locations & call types to test Unit Rec:**				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				
	Location = Call Type =				

Mobile CAD

CentralSquare Mobile CAD Pro Test Cases

Test Case	Function	Test Case Description	Pass/Fail	CFS Number	Comments
1.	Command Bar	**Do the Command Bar buttons function as expected?**			
		1. CAD Command – ER			
		2. CAD Command – 97			
		3. CAD Command – 08			
		4. CAD Command – SC			
		5. CAD Command – MAP			
		6. Name Search			

		7. Vehicle Search			
		8. NCIC Folder > 28, 59			
		9. Additional Pages?			
2.	Mobile CAD Template	**Are the template tabs configured to your agency's needs?**			
		Mobile CAD Window			
		Header			
		CFS Assignment			
		CFS Tabs			
		State / NCIC Queries			
		Mobile Map			
		Fonts			
3.	Verify CFS Functionality	**Create new CFS – assign to Mobile User**			
		Did Mobile CAD notify the user as configured under CFS Assignment above?			
		Can the user add Call Details?			
		Can the user update status via the Command Bar?			
		Can the user Create Incident Report?			
		Can the user complete the CFS from Mobile CAD? (permission driven)			
4.	NCIC	**Add a global Name and Vehicle to CFS**			
		Did NCIC Automation run the vehicle query?			
		Did NCIC Automation run the Name/DOB query?			
		Manually run NCIC to ensure functionality			
		Vehicle Registration Query (28)			
		Registered Vehicle Query (28 by name)			
		Driver History Query (58)			
		Driver Query (59 by name)			
		Driver License Query (59 by name/dob)			

Cases

CentralSquare Pro Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
1.	Generate a Case Report	Can the officers manually generate a case from the mobile platform? Main Menu > Cases > New Case Report			
		Are certain officers/investigators generating a case from the desktop version?			
		Which dashboard parts are officers/investigators using to locate their case report tasks?			
2.	Case Information Screen	Are all report types configured?			
		Are all dispositions configured?			

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		Are you using the investigator field?			
		Are you using the records technician field?			
		Are all incident Codes configured?			
		Are zones configured?			
		Are beats configured?			
		Are Modus Operandi configured?			
		Can you add assisting personnel?			
		Do you know how to bulk assign cases to multiple people?			
3.	Case Scenario 1: **Stolen Vehicle** Sign in as an officer or deputy	Sign in as an officer or deputy			
		Create a Case Report Main Menu > Cases > New Case Report			
		Add an offense: Theft of a Motor Vehicle			
		Add a Name: Mark Johnson = Victim			
		Add an Unknown Name Card: (male: 15-25 years old, offender)			
		Add property: Stolen Vehicle (leave out vehicle style, show NIBRS error if applicable)			
		Go back and add the style to clear the error.			
		Add photos of the vehicle as evidence.			
		Add the Vehicle on the main case report screen.			
		Add physical evidence of a torn shirt left at the scene.			
		Are all physical property/evidence fields configured fully?			
		Add audio evidence of an interview of witness.			
		Add a primary and supplemental narrative.			
		Add a custom form to the case.			
		Add a note to the case.			
		Add an investigative lead to the case if applicable.			
		Link the case to another record (Warrant/CFS/Case/Etc.)			
		Are all NIBRS errors corrected?			
4.	Case Scenario 2: **Assault** Sign in as an officer or deputy	Add an offense: Assault and Battery			
		Add a Victim: Mark Johnson			
		Add a Offender/Arrestee: John Smith			
		Add physical property and evidence.			
		Add a document to property and evidence.			
		Add photos as evidence.			
		Add a Vehicle on the main case report screen.			
		Add physical evidence of a torn shirt left at the scene.			
		Are all physical property/evidence fields configured fully?			

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		Add audio evidence of an interview of witness.			
		Add a primary and supplemental narrative.			
		Add a custom form to the case.			
		Add a note to the case.			
		Add an investigative lead to the case if applicable.			
		Link the case to another record (Warrant/CFS/Case/Etc.)			
		Are all NIBRS errors corrected?			
5.	Case Scenario 3: **Drug Offense** Sign in as an officer or deputy	Add 2 offenses: Possession of Marijuana 2 Oz or Less (M1) **AND** Dispense Sched II Drugs or Refill Prescription (F4)			
		Add Property/Evidence: Drug			
		Add seized marijuana			
		Quantity - 1.5 oz.			
		Add evidence - bong or pipe			
		A value must be entered - if you don't know the value, 1.00 means unknown			
		Add Offender: Mark Johnson for both offenses			
		Are all NIBRS errors corrected?			
		Add Case Narrative			
		Add any relevant custom forms			
6.	Test the Approval Process	Can an officer/deputy send workflow items into the pending status?			
		Are tasks being generated/finished for the appropriate parties involved?			
		Can a supervisor kick back just the narrative?			
		Are tasks being generated/finished for the appropriate parties involved?			
		Can the officer/deputy then finish the kicked back narrative on the case?			
		Are tasks being generated/finished for the appropriate parties involved?			
		Now that the case is in "Pending" status, ask another Officer/Deputy to add piece of evidence to the Case Report.			
		Are any tasks automatically created?			
		If no, how will the agency know when something is added to a pending case?			
7.	Test the Approval Process Send to Investigations Routing Sheet & Case Notifications	Can the supervisor now approve the full case?			
		Are the appropriate tasks automatically finished and/or created for the appropriate people?			
		Are there any manual assignments that need to be tested?			
		Once the Case Report is approved, ask a different Officer/Deputy to add a new form to the Case Report.			
		Does this create any tasks automatically?			

		Who is responsible for managing those tasks?			
		Approve all remaining items on the Case.			
		Does this create tasks for a records group?			
		Patrol Report is now approved and it needs to go to investigations.			
		How will investigations be notified?			
		Are they creating their own case report type or are they adding information to the patrol report?			
		If they are just adding onto the original report then is a task created for the investigator?			
		If they are creating their own Investigations report, then repeat the entire case approval process for Investigations.			
		Are you using a Criteria Form Set (routing sheet)?			
		If so, when will the routing sheet be added?			
		Who will add the routing sheet?			
		Are you requiring it?			
8.	Send to Investigations	Does it create the appropriate tasks?			
		Are you using Case Notifications?			
		Who will add the Personnel Groups and/or Personnel?			
		Why are you using Case Notifications?			
		Do the dashboard templates contain the part called "My Unfinished Tasks"?			
9.	Miscellaneous Case Information	Can a case report be removed?			
		Can you seal the case record?			
		Are all seal reasons configured?			
		Can you Expunge a Case?			
		Are all expungement reasons configured?			

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
1.	Case Scenario 4: **Agency Choice**				

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
1.	Case Scenario 5: **Agency Choice**				

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Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
1.	Case Scenario 6: **Agency Choice**				

Financial

CentralSquare Financial Pro Process Test Cases

Test Steps	Function	Test Case Description	Pass/Fail	Process or Docket Number	Comments
1.	Fiscal Periods	Create Next Fiscal Period Year			
		Close any previous Fiscal Period years or months			
2.	Invoices	Open a new Invoice and add some fees. Use any name for the Billed To			
		Print Preview the invoice. Does the information on the printout look correct/configured?			
		Save and close the invoice. Now reopen that same invoice in the Customers page by searching the Billed To name.			
		Add a full payment, generate an Invoice Payment Receipt & Print Preview. Is the information on the receipt printout correct/configured?			
3.	Receipts	Generate a new Receipt for a customer who paid for a copy of an Accident Report			
		Generate a Print Preview. Is the information on the receipt printout correct/configured?			
4.	Deposit Receipt	From Receipts, generate a new Deposit Receipt for James Holden for $200 and Save and Close			
		Generate a new Invoice with James Holden as the Billed to. Add $100 worth of fees to the invoice.			
		Add a payment to the Invoice using the funds from the Deposit Receipt to pay off the full balance (Unapplied Funds - Undesignated).			
		Generate a Print Preview. Is the information on the receipt printout correct/configured?			
		Save and Close the Receipt and Open the Customer page for James Holden			
		Generate a Refund Check for the remaining balance of the Deposit Receipt in the Unapplied Funds Tab			

		Print Check. Does it print to the check stock properly?			
5.	Bank Deposits	Generate a New Bank Deposit			
		For the selected bank account, deposit any funds collected today by checking the applicable boxes			
		Select Print Preview to generate report.			
		Save and close the Deposit			
		Repeat steps for any additional bank accounts that have undeposited funds			
6.	Disbursements	Generate a new Disbursement			
		Select the Treasurer/Auditor as the balance to disburse.			
		Select Check all to include all amounts in the disbursement.			
		Print Preview to view the report			
		Print Check. Does it print to the check stock properly?			
		Repeat steps for any additional parties that have disbursement funds			
7.	Bank Reconciliations	New Bank Reconciliation			
		Reconcile any Deposits and Payments using the tabs provided.			
		Lock the Reconciliation when completed. Save and close.			
8.	Bills	New Bill			
		Add an example of the previous month's electricity bill			
		Add a payment and write a check for the full amount of the bill			
		Print the check if necessary and save and close			
9.	Checks	New Check			
		Write a sample check to a contractor for services provided to the agency			
		Print the check if necessary and save and close			

Jail

CentralSquare Jail Pro Test Bookings

Test Booking	Function	Test Booking Description	Pass/Fail	Booking Number	Comments
1.	Intake Inmate	**Ensure that individual fields work and all dropdown items are present within each page of the Intake Wizard**			
		Intake			
		Medical History			
		Available Forms			

		Do you have the appropriate forms needed for an intake?			
		Inmate Alerts			
		Classification			
		No Contacts			
		Property			
		Issued Property			
		Can you refuse the inmate?			
2.	Intake Inmate from Case	**Ensure that individual fields work and all dropdown items are present within each page of the Intake Wizard**			
		Can you select a Case?			
		Intake			
		Medical History			
		Does the name card carry over to the Intake from the Case?			
		Available Forms			
		Do you have the appropriate forms needed for an intake?			
		Inmate Alerts			
		Classification			
		No Contacts			
		Property			
		Issued Property			
		Can you open the Arrest Form?			
		Can you refuse the inmate?			
3.	Intake Inmate from Warrant	**Ensure that individual fields work and all dropdown items are present within each page of the Intake Wizard**			
		Can you select a Warrant?			
		Intake			
		Medical History			
		Does the name card carry over to the Intake from the Warrant?			
		Available Forms			
		Do you have the appropriate forms needed for an intake?			
		Inmate Alerts			
		Classification			
		No Contacts			
		Property			
		Issued Property			
		Can you open the Warrant?			
		Can you refuse the inmate?			
4.	Intake Inmate without Name	**Ensure that individual fields work and all dropdown items are present within each page of the Intake Wizard**			
		Intake			

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		Medical History			
		Available Forms			
		Do you have the appropriate forms needed for an intake?			
		Inmate Alerts			
		Classification			
		No Contacts			
		Property			
		Issued Property			
		Can you refuse the inmate?			
5.	Book Inmate	**Ensure that individual fields work and all dropdown items are present within each page of the Booking Wizard**			
		Demographics 1			
		Demographics 2			
		Juvenile Details			
		Hold Information			
		Verify the following Hold Reasons have the correct Set of Fields to Display			
		1. Additional Hold			
		2. Charge			
		3. Hold for Other Agency			
		4. Sentenced			
		5. Warrant			
		6. Warrant Charge			
		Stay Schedule			
		Available Forms			
		Do you have the appropriate forms needed for a booking?			
		Medical History			
		Medicine			
		Inmate Alerts			
		Classification			
		Initial Jail Cell			
		Property			
		Issued Property			
		Victims			
		No Contacts			
		Visitor List			
		Required Classes			
		Mugshot			
		Can you suspend the booking?			
		Can you complete the booking?			

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6.	Book Inmate from Case	**Ensure that individual fields work and all dropdown items are present within each page of the Booking Wizard**			
		Can you select a case?			
		Demographics 1			
		Does the name card carry over from the case into Demographics 1?			
		Demographics 2			
		Does the name card carry over from the case into Demographics 2?			
		Juvenile Details			
		Hold Information			
		Do the hold reasons carry over from the case?			
		Stay Schedule			
		Available Forms			
		Do you have the appropriate forms needed for the booking?			
		Medical History			
		Medicine			
		Inmate Alerts			
		Classification			
		Initial Jail Cell			
		Property			
		Issued Property			
		Victims			
		No Contacts			
		Visitor List			
		Required Classes			
		Mugshot			
		Can you suspend the booking?			
		Can you complete the booking?			
7.	Book Inmate from Warrant	**Ensure that individual fields work and all dropdown items are present within each page of the Booking Wizard**			
		Can you select a warrant?			
		Demographics 1			
		Does the name card carry over from the warrant into Demographics 1?			
		Demographics 2			
		Does the name card carry over from the warrant into Demographics 2?			
		Juvenile Details			
		Hold Information			
		Do the hold reasons carry over from the warrant?			
		Stay Schedule			

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		Available Forms			
		Do you have the appropriate forms needed for a booking?			
		Medical History			
		Medicine			
		Inmate Alerts			
		Classification			
		Initial Jail Cell			
		Property			
		Issued Property			
		Victims			
		No Contacts			
		Visitor List			
		Required Classes			
		Mugshot			
		Can you suspend the booking?			
		Can you complete the booking?			
8.	Inmate Profile	**Verify the following displays on the Inmate Profile**			
		Upcoming/Scheduled Activities			
		Known Medical Conditions			
		Inmate Alerts			
		No Contacts			
		Current Restrictions			
		Forms			
		Mugshot			
		Sentence Calculation			
9.	Activities	**Add each activity to test functionality and verify the following**			
		1. Logging out type			
		2. Set of Fields to Display			
		Does the activity immediately display as the inmate's current location?			
		When selecting the location link to log in, does it auto populate the log in date and time?			
		When checking them back in, does it auto populate the Log In date and time?			
		Add a Scheduled Activity – Ensure the following			
		Does the scheduled activity display on under Upcoming/Scheduled Activities?			
		When logging into the activity, does it auto populate the Log Out date and time?			

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		Does it display on the inmate profile where they currently are with that activity?			
		When checking them back in, does it auto populate the Log In date and time?			
		Is the scheduled activity removed from the Upcoming/Scheduled Activities?			
		Add an Contact Activity – Ensure the Logging Type and Set of Fields to Display are correct			
		1. Court			
		2. Visitation			
		3. Attorney			
		Does the activity immediately display as the inmate's current location?			
		When selecting the location link to log in, does it auto populate the log in date and time?			
		When checking them back in, does it auto populate the Log In date and time?			
		Schedule a Contact Activity – Ensure the following			
		Does the scheduled activity display under Upcoming/Scheduled Activities?			
		When logging into the activity, does it auto populate the Log Out date and time?			
		Does it display on the inmate profile where they currently are with that activity?			
		When checking them back in, does it auto populate the Log In date and time?			
		Is the scheduled activity removed from the Upcoming/Scheduled Activities?			
		Add Trustee Work			
		1. Subtype			
		2. Location			
		3. Employer			
		Does the location have or need the required field?			
		After adding Trustee Work, does the Current Location change for the Inmate on the Inmate Profile immediately?			
		When you select the Location link does it log them back in from Trustee work?			
		Schedule Trustee Work			
		1. Subtype			
		2. Location			
		3. Employer			
		Can you select the appropriate Schedule?			
		Does the location have or need the required field?			

		After adding the scheduled Trustee Work, does the activity display under Upcoming/Scheduled Activities?			
		When you select the Trustee Work, to Log Out – does the Current Location change to the Trustee Work location?			
		When you select the location link does it auto populate the Log In date and time?			
		Are trustee work hours and credits being calculated in the Trustee Work Log?			
		Add Work Release			
		Is your subtype configured?			
		Is the Logging Type correct?			
		Do you have the correct locations?			
		Is the Searched By field populating the Correctional Officers?			
		Schedule Work Release			
		1. Subtype			
		2. Location			
		3. Employer			
		Can you select the appropriate Schedule?			
		Does the location have or need the required field?			
		After adding the scheduled Work Release, does the activity display under Upcoming/Scheduled Activities?			
		When you select the Work Release, to Log Out – does the Current Location change to the Work Release location?			
		When you select the location link does it auto populate the Log In date and time?			
10.	Create New Cell Transfer	Can you Show All Cells?			
		Can you Show Recommended Cells?			
11.	Create New Court Event	**Ensure that individual fields work and all dropdown items are present.**			
		Does your Court Date default to today?			
		Does your Court Time default to 9:00 AM?			
		1. Court			
		2. Judge			
		3. Action			
		Can you add multiple Affected Hold Reasons?			
12.	Create Bond Payment	Does the Paid By default with options based on Payment Type?			
		Does the Deposit Account set to Bank Account?			
		If Paid by is set to Bond Agent, do the Bond Agent fields display?			
		Are Bond Agents configured?			
		When Bond Agent is selected, are the Insurance Companies configured?			

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		Can you add additional Bond Fees?			
		Are the invoice items configured?			
13.	Add Transaction/Release in Inmate Bank Account	**Ensure that individual fields work and all dropdown items are present.**			
		1. Received From			
		2. Relation to Inmate			
		3. Money Type			
		4. Used For			
		Can you release the money?			
14.	Create New Inmate Deposit Receipt/Pay Invoice (Advanced Inmate Banking)	**Ensure that individual fields work and all dropdown items are present.**			
		1. Money Type			
		2. Invoice Items			
		Can you make a Deposit Receipt?			
		Can you create an Invoice?			
		Can you make a payment?			
		Can you issue a refund?			
15.	Release Property	Do you generate a Property Receipt?			
		Did you configure the Property Receipt report text?			
		Can you sign the receipt with the signature pad?			
		Can you sign the receipt with electronic signatures?			
		Do the items that were released show they were?			
		Is the property receipt attached to the inmate profile?			
16.	Adding Visitors	Is the relationship field configured?			
		Do the comments you enter get displayed?			
		Can you Approve, Remove and Deny a visitor?			
		Do the approved visitors show up in the visitors' dropdown in an activity?			
17.	Create an Incident Report	**Ensure that individual fields work and all dropdown items are present.**			
		Can you link it to a Case?			
		1. Location			
		2. Incident Type			
		3. Actions Taken			
		When selecting the Finish link, does this go to the appropriate individuals for approval?			
		When selecting the Approve link, does it remove off their dashboard?			
		Can you seal the Incident Report?			
18.	Create a Disciplinary Action	**Ensure that individual fields work and all dropdown items are present.**			
		Can you link it to a Case?			
		Can you link it to a Jail IR?			

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		When linking it to a Jail IR, does it carry over the Incident Date, Location and Reporting Officer?			
		1. Incident Location			
		2. Offense			
		3. Inmate Waive Right			
		4. Restrictions			
		5. Insert any custom forms here			
		When selecting the Finish link, does this go to the appropriate individuals for approval?			
		When selecting the Approve link, does it remove off their dashboard?			
19.	Create Inmate Expense	**Ensure that individual fields work and all dropdown items are present.**			
		1. Invoice Item			
		2. Billed To			
20.	Check Out using the Stay Schedule	**Ensure that individual fields work and all dropdown items are present.**			
		Can you set Allows Check Out to Yes for an Inmate?			
		Verify all Check Out Types have accurate pages and forms			
		1. Electronic Monitoring			
		2. Furlough			
		3. Mental Health Evaluation			
		4. Weekender			
		Does the segment Date Calculator work?			
		Can you manually insert a segment?			
		Can you cancel a remaining schedule?			
21.	Create Inmate Class	**Ensure that individual fields work and all dropdown items are present.**			
		1. Class Type			
		2. Location			
		Can you add a schedule for the class			
		Can you remove inmates that have been added?			
		Can you move the inmates to the waiting list that have been added?			
		Insert Custom Forms here			
22.	Add Inmate Transportation	**Ensure that individual fields work and all dropdown items are present.**			
		1. Type			
		2. Vehicle			
		3. Start Location			
		4. Destination			
		5. Custom Checkboxes			
		Does passenger seat automatically populate based on vehicle selected?			
		Insert Custom Forms here			

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23.	Add Inmate Work Shifts	**Ensure that individual fields work and all dropdown items are present.**			
		1. Work Type			
		2. Location			
		3. Employer			
		Can you add a schedule?			
		Can you remove inmates that have been added?			
		Can you move inmates to the waiting list that have been added?			
		Insert Custom Forms here			
24.	Adding Bulk Activity	**Ensure that individual fields work and all dropdown items are present.**			
		1. Activity			
		2. Subtype			
		3. Location			
		Can you select that they need transport?			
		Can you accept or refuse individual inmates?			
25.	Schedule Bulk Activity	**Ensure that individual fields work and all dropdown items are present.**			
		1. Activity			
		2. Subtype			
		3. Location			
		Can you select that they need transport?			
26.	New Cell Check	**Ensure that individual fields work and all dropdown items are present.**			
		1. Subtype			
		2. Cell Block			
		3. Location			
		4. Result			
		Can you Set Remaining to one of the results?			
		Can you Clear All?			
27.	Create New Head Count	**Ensure that individual fields work and all dropdown items are present.**			
		1. Cell Blocks			
		2. Subtype			
		Can you Set Remaining to one of the results?			
		Can you Clear All?			
		Can you Add an Inmate?			
28.	Open Shift Log and Add Events	**Ensure that individual fields work and all dropdown items are present.**			
		1. Shift			
		2. Shift Roster			
		3. Event Type			
		Do the correct event types require event descriptions?			

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Jail Workflow

Test Booking	Function	Test Booking Description	Pass/Fail	Booking Number	Comments
1.	Inmate Disciplinary Action	**Test the functionality of the following workflow rule**			
		Rule: When the Inmate Disciplinary Action Approval Status Changes			
		Did a group or individual receive a text, email or task?			
		When kicked back, did the primary reporter receive a task?			
		When it was approved, did the task remove from their dashboard?			
2.	Jail Incident Report	**Test the functionality of the following workflow rule**			
		Rule: When the Jail Incident Report Approval Status Changed			
		Did a group or individual receive a text, email, report or task?			
		When kicked back, did the primary receive a task?			
		When it was approved, did the task remove from their dashboard?			
3.	Inmate Classification	**Test the functionality of the following workflow rule**			
		Rule: When the Inmate Classification Approval Status Changed			
		Did a group or individual receive a text, email, report or task?			
		When it was approved, did the task remove from their dashboard?			

Records

CentralSquare Pro Warrant Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
1.	Create a New Warrant	**Ensure that individual fields work and all dropdown items are present.**			
		1. Issued Date			
		2. Received Date			
		3. Serve By			
		4. Jurisdiction			
		5. Prosecutor			
		6. Zone			
		7. Defendant			
		8. Type			
		9. Charges			
		10. Bond Amount			

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		Test Case Description	Pass/Fail/NA	Record Number	Comments
		11. Bond Type			
		12. Fee			
		13. Extradition			
		14. Docket #			
		15. NCIC #			
		16. State Case #			
		17. OCA # - Next In Sequence			
		18. Juvenile Warrant			
		19. POA			
		20. NCIC			
		21. State System			
		22. Daytime Only			
2.	Warrant Financials	**Add a Primary Invoice**			
		Are the Invoice items automatically added to the warrant?			
		Are record type invoice items configured?			
		Can you add a payment?			
		Can you print an Invoice?			
		Can you Print a Receipt?			
3.	Warrant Menu Information	Does warrant Name Card contain an alert icon?			
		Can you add a service attempt?			
		Are custom warrant forms available?			
		Can you test all configured statuses?			
		Can you seal the warrant?			

CentralSquare Pro Protection Order Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
4.	Create a New Protection Order	**Ensure that individual fields work and all dropdown items are present.**			
		1. Issue Date			
		2. Type			
		3. Priority			
		4. Issued By			
		5. Court			
		6. Court Date			
		7. Docket #			
		8. NCIC #			
		9. Expiration Date			
		10. Cancellation Date			
		11. Cancelled By			
		12. Cancelled Reason			
		13. Comments			
		14. Defendant (correct term?)			
		15. Complainant (correct term?)			

		16. Add Other Protected Person			
		17. Add Protected Location			
		18. Add Additional Terms			
5.	Protection Order Menu Information	Are name notes working properly?			
		Can a service attempt be done successfully?			
		Is the sheriff return set up properly?			
		Can you change the status correctly?			
		Does an icon appear next to a name/address card?			

CentralSquare Pro Basic Accident Report Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
6.	Create a New Basic Accident Report	**Ensure that individual fields work and all dropdown items are present.**			
		1. Agency			
		2. Accident Date			
		3. Accident #			
		4. Case #			
		5. Add Unit 1			
		6. Add Unit 2			
		7. Other Information			
		8. Custom Fields			

CentralSquare Pro Bicycle Registration Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
7.	Create a New Bicycle Registration	**Ensure that individual fields work and all dropdown items are present.**			
		1. Registration #			
		2. Issued			
		3. Issued By			
		4. Owner			
		5. Make			
		6. Model			
		7. Color			
		8. Serial #			
8.	Bicycle Registration Financials	Are the Invoice items automatically added to the bicycle registration?			
		Are record type invoice items configured?			
		Can you add a payment?			
		Can you print an Invoice?			
		Can you Print a Receipt?			

CentralSquare Pro Parking Ticket Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
9.	Create a Parking Ticket	**Ensure that individual fields work and all dropdown items are present.**			
		1. Ticket #			
		2. Vehicle Information			
		3. Issued			
		4. Officer			
		5. Offense			
		6. Comments			
		7. Parking Ticket Status			

CentralSquare Pro Pistol Permit Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
10.	Create a New Pistol Permit	**Ensure that individual fields work and all dropdown items are present.**			
		1. Permit #			
		2. Type			
		3. Status			
		4. Application			
		5. Issued			
		6. Issued By			
		7. Expiration			
		8. Customer			
		9. Carry			
		10. Acquire			
		11. Suspended			
		12. Revoked			
		13. Comments			
11..	Pistol Permit Financials	Are the Invoice items automatically added to the bicycle registration?			
		Are record type invoice items configured?			
		Can you add a payment?			
		Can you print an Invoice?			
		Can you Print a Receipt?			
12.	Pistol Permit Menu Information	Have all custom forms been added?			
		Does a pistol permit icon appear on the name card of the individual?			

CentralSquare Pro Triple I Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
13.	Create a New Triple I	**Ensure that individual fields work and all dropdown items are present.**			
		1. Associated Event			
		2. Date Run			
		3. Requested By			
		4. Requesting Agency			
		5. Purpose			
		6. Purpose Details			
		7. Subject			
		8. FBI Number			
		9. Disposition			
		10. Run By User			
		11. Run Comments			
		12. Shredded Date			

CentralSquare Pro Pawn Property Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
14.	Create a New Pawn Property	**Ensure that individual fields work and all dropdown items are present.**			
		Does the Item # generate correctly?			
		1. Description			
		2. Pawn Shop			
		3. Comments			
		4. Sold On			
		5. Sold By			
		6. Article Type			
		7. Article Subtype			
		8. Make			
		9. Model			
		10. Color			
		11. Quantity			
		12. Serial #			
		13. Value			
		Can you add a photo?			

CentralSquare Pro Sex Offender Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
15.	Create a New Sex Offender Record	**Ensure that individual fields work and all dropdown items are present.**			
		1. Status			
		2. Classification			
		3. Offense			

		4. Offense Date			
		5. Offense Location			
		6. Sentence			
		7. Served At			
		8. Release Date			
		9. Time Served			
		10. Victim Age			
		11. Victim Sex			
		12. Victim Race			
		13. Registration Date			
		14. Check In Orders			
		15. Moved Out			
		16. Latitude N			
		17. Longitude W			
		18. Comments			
		Can you create a new contact?			

CentralSquare Pro Citation Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
16.	Create a New Citation	**Ensure that individual fields work and all dropdown items are present.**			
		1. Ticket Type			
		2. Disposition			
		3. Officer			
		4. Court Date			
		5. Ticket Number			
		6. Issued			
		7. PCN #			
		8. Offender			
		9. Location			
		10. City			
		11. Charges			
		12. Did unlawfully			
		13. Vehicle Information			
		14. Speed Cited			
		15. Speed Limit			
		16. Reason			
		17. Comments			
		18. Additional Comments			
		Can you seal the citation?			

CentralSquare Pro Warning Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
17..	Create a Warning	**Ensure that individual fields work and all dropdown items are present.**			
		1. Ticket Type			
		2. Disposition			
		3. Officer			
		4. Court Date			
		5. Ticket Number			
		6. Issued			
		7. PCN #			
		8. Offender			
		9. Location			
		10. City			
		11. Charges			
		12. Did unlawfully			
		13. Vehicle Information			
		14. Speed Cited			
		15. Speed Limit			
		16. Must Return			
		17. Return By			
		18. Returned On			
		19. Reason			
		20. Comments			
		21. Additional Comments			
		Can you seal the citation?			

CentralSquare Pro Field Identification Test Cases

Test Case	Function	Test Case Description	Pass/Fail/NA	Record Number	Comments
18..	Create a New Field Identification	**Ensure that individual fields work and all dropdown items are present.**			
		1. Officer			
		2. Date			
		3. Method			
		4. Location			
		5. Identified			
		6. Dress			
		7. Vehicle Information			
		8. Comments			

Agency Sign Off – System Review

I (we) certify that the information outlined above is accurate and successfully reflects the unique situations associated with how Agency conducts business. Additionally, I (we) agree that the items listed above will meet all requirements per the terms of the contract relating to this project.

_____   _____   _____

Build Team Signature   **Position**   **Date**

_____   _____   _____

Build Team Signature   **Position**   **Date**

_____   _____   _____

PM Signature   **Position**   **Date**

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B. Additional Information

CentralSquare does not have additional information.

Tab 11 – Training Plan

I. PROPOSED TRAINING APPROACH/STRATEGY

Respondent to provide their approach to the training plan and what makes their training plan successful and effective for system implementations. Include your approach to when and why you choose to use on-site training versus a webinar or a train-the-trainer format.

CentralSquare Response: CentralSquare has provided a detailed approach to its training plan in the Training section of Tab 11 – Training Plan.

II. PROPOSED TRAINING APPROACH TABLE

Respondents shall complete the following Proposed Training Approach Table as part of the submittal as required by Section 4.13 in the RFP.

Table 11-01: Proposed Training Approach Table

Proposed Training Approach Table				
What training model is being proposed?	Train-the-Trainer	End-User Training	System Administrator Training	**Other (Describe):**
	☒	☒	☐	
How many staff are permitted to attend each training session?	CentralSquare recommends no more than 10 students per training session and that no more than two trainees are at each workstation during a training session.			
Does the Respondent have the ability to provide web-based training?	Yes	No	Please provide details related to any web-based training offerings.	
	☒	☐	Trainings can be held remotely via remote conference software or on-site at the agency.	
Question #1: Please identify any optional training offerings that have not been listed above.				
These may include train-the-trainer, end-user training, system administrator training, etc.				
Response: CentralSquare can provide scenario-based training in an end user or train-the-trainer format. If the City would prefer train-the-trainer format, the training days and agendas can be adjusted to accommodate. Train-the-trainer format is included in the proposal for the Jail, Mobile, and Records modules. CentralSquare recommends the City use train-the-trainer only if the City currently has staff assigned to performing agency-wide software training.				
Question #2: What provision will the Respondent make for having a system environment available for training exercises, and when? What data (e.g., live, sample) will be used for training City staff on the use of the system?				
Response: CentralSquare converts all data before the CentralSquare Pro system goes live, allowing agencies to train on their own data.				

Question #3: What provision does the Respondent have for providing primary training for the proposed system? Training shall be adequate to the needs of the typical systems user and administrator.

Response: CentralSquare offers several options for end-user training. All of the training options provide hands-on use of the software with real-world examples. This means that when the Go Live date arrives, users are well-prepared to begin using the new software. The training plan will be customized for each project, taking into consideration the CentralSquare Pro products and modules which are part of the project, included interfaces, the agencies and facilities involved, and many more factors.

All CentralSquare training sessions are led by Business Analysts or Training Specialists. Analysts and Training Specialists have thorough software and industry knowledge specific to the agency (after having previously completed the detailed walkthrough which is part of the Business Practice Review). CentralSquare will create agency-specific quick reference guide documents which highlight each agency's unique configuration.

Before the actual training at the end of implementation, and after the Business Practice Review, CentralSquare will provide several remote training/configuration sessions with a small build team from the agency to help configure the CentralSquare Pro software.

As noted, the specific training for a group of trainees is determined by working with the agency with regard to roles and responsibilities to ensure that users get the necessary training.

Question #4: What provision does the Respondent make for training the typical system user to address those issues that will be encountered during day-to-day use? Be sure to include training on all system functionality—including screen and report use—and ad hoc report creation and use.

Response: A scenario-based training method will be used to train end users on CentralSquare Pro. Scenario-based training allows CentralSquare to relate the software to the end user's day-to-day activities and helps the end users stay engaged and focused during the training session. The City Build Team will help provide CentralSquare with real life scenarios relatable to the end users day-to-day activities. The CentralSquare Project Team will create a detailed training outline.

Question #5: What provision does the Respondent make for administrator training to address those issues involved with the administration of the system? Should it be a separate training session?

Response: Agency-defined system administrators are generally part of the agency's project team. They are involved in the project from the kickoff to Go Live of the software and work closely with the CentralSquare project team on set up, configuration, review, training, and preparation for Go Live.

Question #6: What provision does the Respondent make to provide technical training to City IT staff, as necessary? Please address how the Respondent will address training on the responsibilities related to system operation and management, security, problem identification, and problem resolution.

Response: Technical staff are not responsible for the system operation, security, or management of the servers. Problem identification and resolution related to the software or network can be handled by IT, agency-defined administrators, or the City's current IT processes.

Question #7: Describe what training facility configuration and equipment requirements are sufficient to deliver the training being proposed.

Response: CentralSquare requests the following training resources for the successful delivery of equipment:

Trainer Resources:
• One computer with a network connection
• Most recent CentralSquare version installed and tested (includes login)
  o CentralSquare Mapping Pro installed and tested
• Conference Room or Training Room (preferred)
• Projectors and screens set up and tested
  o Non-CAD – one projector and screen
  o CAD – two projectors and two screens
• One podium or desk for trainer

Trainee Resources
• Computers with network connections
  o Non-CAD – minimum of one monitor
  o CAD – minimum of two monitors
• Most recent CentralSquare version installed at each workstation
  o CentralSquare Mapping Pro installed and tested
  o Tested user login for each trainee
  o Third-party devices connected and tested

Additionally, every training class should have the following:
• Supervisor or Build Team member present for policy questions
• No more than two trainees at each workstation

III. SYSTEM DOCUMENTATION

Respondent to provide a detailed description of system documentation and resources that will be included as part of the implementation by the Respondent including, but not limited to, detailed system user manuals, "Quick Reference" guides, online support, help desk support, user group community resources, videos, and others as available. Respondent to itemize optional items on the Attachment C Cost Worksheets. Respondent to check off all that are available and included as part of the RFP response.

Table 11-02: System Documentation

Type of Documentation	Included in Scope of Proposal to the City Yes/No	Description/Explanation
Quick Reference Guide	Yes	CentralSquare will create agency-specific quick reference guide documents which highlight each agency's unique configuration.
Online Support	Yes	CentralSquare provides its online help center for all CentralSquare Pro clients. The help center includes manuals, release notes, and videos which provide step-by-step guides for performing functions within CentralSquare Pro.
Help Desk Support	Yes	CentralSquare knows that clients use their software all hours of the day. That is why clients can call the toll-free support line at any time and be connected with a live person based out of the Center of Excellence in Sioux Falls, SD – not an automated answering service or someone overseas. Questions or issues can also be reported via email. Even if it is just a simple "how-to" question, support representatives are ready to assist.

User Group Community Resources	No	The CentralSquare Product team does not host user groups. However, CentralSquare relies heavily on feedback from agencies to work on functional specifications for complex features.
Annual User Conferences	No	While not included in the scope of this proposal, each year, CentralSquare hosts a user conference for clients. The conference offers an in-depth look at many of the CentralSquare Pro products, training, product features, and how features can be applied. It is also a great opportunity for people to meet other users to exchange ideas and best practices.
Videos	Yes	The online help center includes manuals, release notes, and videos which provide step-by-step guides for performing functions within CentralSquare Pro.
Other:	N/A	N/A

Training

CentralSquare offers several options for end-user training. All of the training options provide hands-on use of the software with real-world examples. This means that when the Go Live date arrives, users are well-prepared to begin using the new software. The training plan will be customized for each project, taking into consideration the CentralSquare Public Safety Suite Pro products and modules that are part of the project, included interfaces, the agencies and facilities involved, and many more factors.

All CentralSquare training sessions are led by business analysts or training specialists. After completing the detailed walkthrough included in the Business Practice Review, the assigned CentralSquare business analysts and training specialists have thorough software and industry knowledge specific to the agency. CentralSquare will create and print agency-specific quick reference guide documents which highlight each agency's unique configuration. These documents are also available in electronic format.

Before the actual training at the end of implementation, and after the Business Practice Review, CentralSquare will provide several remote training/configuration sessions with a small build team from the agency to help configure the CentralSquare Public Safety Suite Pro software.

As noted, the specific training for a group of trainees is determined by working with the agency with regard to roles and responsibilities to ensure that users get the necessary training.

Scenario-based training allows CentralSquare to relate the software to the end user's day-to-day activities and helps the end users stay engaged and focused during the training session. The City Build Team will help provide CentralSquare with real-life scenarios relatable to the end users day-to-day activities. The CentralSquare Project Team will create a detailed training outline. If the City would prefer train-the-trainer format, the training days and agendas can be adjusted to accommodate. Train-the-trainer format is included in the proposal for the Jail, Mobile, and Records modules. CentralSquare recommends the City use train-the-trainer only if the City currently has staff assigned to performing agency-wide software training.

B. Additional Information

Sample Training Plan

Training Requirements
The following items are required for successful training:

Trainer Resources
• One computer with a network connection
• Most recent CentralSquare Public Safety Suite Pro version installed and tested
o CentralSquare Mapping Pro installed and tested
• Conference room or training room (preferred)
• Projectors and screens set up and tested
o Non-CAD – one projector and screen
o CAD – two projectors and two screens
• Podium or desk for trainer

Trainee Resources
• Computers with network connections
o Non-CAD – minimum of one monitor
o CAD – minimum of two monitors
• Most recent CentralSquare Public Safety Suite Pro Version installed at each workstation
o CentralSquare Mapping Pro installed and tested
o Tested user login for each trainee
o Third-party devices connected and tested

Additionally, every training class should have the following:

- Supervisor or build team member present for policy questions
- No more than two trainees at each workstation

CentralSquare Public Safety Suite Pro Training Session Descriptions
The following sections provide a summary of each training session offered for CentralSquare Public Safety Suite Pro powered by Zuercher. Each training session contains a detailed description, topics, recommended time, location, requirements, and recommended attendees. CentralSquare uses a scenario-based training style, meaning the project team will be asking the agency to provide real-life scenarios for each training session.

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CAD and Mapping

The CAD and Mapping training session prepares users to efficiently handle any Call for Service (CFS) from start to finish. Staff will learn how to create a new CFS, configure CAD windows, and use the command line to quickly update units and calls or run NCIC queries. The scenarios will teach users how to manage unit statuses, calls, send pages, and assign recommended units to calls seamlessly. The course will cover how to search, create, and add alerts to names, vehicles, and addresses.

If the agency purchased CentralSquare Mapping Pro, then Mapping features will be demonstrated and the training will focus on how to navigate, route, and search map layers.

For agencies using Mobile CAD, CentralSquare offers a combined two-hour CAD and Mobile CAD scenario based training session where communications and law enforcement can practice real-life scenarios together.

Standard Topics

- CFS Log
- CAD Window Configuration
- Command Line vs. Point and Click
- New CFS
- New Traffic Stop or Officer Initiated
- ANI/ALI
- Unit Recommendation
- Shortcuts and Hotkeys
- Master Searches
- Tow Log
- Bulletins
- CAD Command Log
- Location Alerts
- Alarm Billing
- Scheduled Calls

Optional Topics

- CentralSquare Mapping Pro
- AVL and AVL Playback
- Other Records (Warrants, Citations, etc.)
- NCIC

Class Requirements

Time: 6 hours

Location: Onsite prior to Go Live

Agency to provide:

- Two-monitor workstations
- Mapping installed, if purchased
- Scenarios

Attendees: Communications staff, supervisors

Mobile CAD and Mobile Records

The Mobile CAD and Records training session covers Mobile CAD, Mobile Records, eCitations, Accident Reporting, Civil, and Fleet Management. Staff will learn to locate names, vehicles, address history, run NCIC queries, and customize the Mobile CAD screen. The scenarios will teach users how to update statuses, respond to calls, create cases, and send cases for approval. If an agency purchased the CentralSquare Public Safety Suite Pro eCitations or Accident Reporting feature, then CentralSquare will demonstrate how to create, print, upload, and import the records.

Mapping features are demonstrated during CAD and Mobile CAD training session and the training will focus on how to navigate, route, and search map layers.

For agencies using CAD, CentralSquare offers a combined two-hour CAD and Mobile CAD scenario based training session where communications and law enforcement can practice real-life scenarios together.

Standard Topics
• Mobile CAD Configuration
• Response View
• Officer Initiated
• Traffic Stop
• Case Reports
• Shortcuts and Hotkeys
• Dashboard
• Master Searches
• Equipment (DL Swipe, GPS, Printer, etc.)
• Other Mobile Records

Optional Topics
• CentralSquare Mapping Pro
• AVL and AVL Playback
• eCitations
• Accident Reporting
• NCIC

Class Requirements
Time: 4 hours
Location: Onsite prior to Go Live
Agency to provide:
• Equipment installed
• Mapping installed, if purchased
• Scenarios
Attendees: Law Enforcement staff and supervisors

CAD and Mobile CAD Scenarios

The CAD and Mobile CAD scenario sessions allows the communications and law enforcement staff to learn firsthand the connection of CAD and Mobile CAD by practicing real-life scenarios together. Staff will create calls for service, assign units, and respond to calls in the same training session.

Standard Topics
• CAD and Mobile CAD Interaction
• CFS, NCIC, and Case Report Scenarios

Class Requirements
Time: 6 hours
Location: Onsite prior to Go Live
Agency to provide:
• Two-monitor workstations
• Mapping installed, if purchased
• Scenarios
Attendees: Communications and Law Enforcement staff

Records (Desktop)

The Records training session covers a variety of topics within the CentralSquare Public Safety Suite Pro Records module but focuses heavily on the case report and how different departments use it. Staff will learn how to search, create, add information, and edit case reports. The Records training can also be divided into specific sessions for criminal investigation departments, attorneys, supervisors, command staff, and records management staff, or by specific topics such as Warrants, Sex Offenders, Pistol Permits, and Protection Orders.

Standard Topics
• Case Reports
• Investigative Leads
• Property and Evidence
• Citations and Warnings
• Field Identification
• Warrants
• Protection Orders
• Bicycle Registration
• Parking Ticket
• Pistol Permit
• Triple I
• Pawn Property
• Sex Offender
• State Reporting
• Custom Forms

Optional Topics
• Intelligence Module
• eCitations
• Accident Reporting
• NCIC

Class Requirements
Time: 2 hours
Location: Remote or onsite prior to Go Live
Agency to provide:
• Sessions divided by training topics, job function, and/or department
• Scenarios
Attendees: Non-mobile records users

Property and Evidence Management

The Property and Evidence Management training session prepares staff for tracking all property and evidence from temporary storage to release. The session includes tracking the disposition of items, reminders for disposal, and the chain of custody log. If an agency purchased the Extend solution, custodian management pieces and digital signatures on the tablet will also be covered.

Standard Topics
• Searching, adding, editing, and managing property
• CFS, NCIC, and Case Report Scenarios

Class Requirements
Time: 2 hours
Location: Remote or onsite prior to Go Live
Agency to provide:
• Two-monitor workstations
• Mapping installed, if purchased
• Scenarios
Attendees: Evidence technicians, supervisors

CENTRALSQUARE
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State Reporting

The State Reporting scenario training provides an overview on how to view and address state reporting errors on case reports. Staff will walk through several case report scenarios which require users to enter specific information before submitting to the state reporting repository. The training will prepare users for the post-Go Live state reporting certification process.

Class Requirements
Time: 2 hours
Location: Remote or onsite prior to Go Live
Agency to provide:
• Users who have attended Records training
Attendees: Individuals submitting NIBRS/UCR information to the state repository

Investigations, Intel, and Investigative Leads (Desktop)

The Investigations, Intel, and Investigative Leads training session covers how an investigations team will create and manage their cases. It includes topics such as creating, editing, searching, and sending for final approval. Users will learn how to add evidence, narratives, and recordings by using scenarios provided by the agency. If users elect to use the Intel and Investigative Leads modules, then CentralSquare will provide extra time to learn how to use those features.

Standard Topics	Class Requirements
• Case Reports • Intelligence Module • Investigative Leads • Case Approval	**Time:** 2 hours **Location:** Remote or onsite prior to Go Live **Agency to provide:** • Users who have attended Records training **Attendees:** Investigations or CID

Records Administrators and Case Workflow (Desktop)

This Administrators and Case Workflow training session focuses on case report management, including editing, printing, and approving case reports. Creating a case report will not be covered, so administrative users will want to attend the Mobile Records and/or Records training sessions in conjunction with this session.

Standard Topics	Class Requirements
• Editing, reviewing, and printing case reports • Case Approval	**Time:** 2 hours **Location:** Remote or onsite prior to Go Live **Agency to provide:** • Users who have attended Records or Mobile Records training **Attendees:** Command staff, administrators, case approvers

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Reporting

This Reporting training session outlines the simple and straightforward process to create reports and does not require SQL experience. The session demonstrates how filters, sorting, and grouping can be applied to display the data as desired. Users will learn how to create custom dashboard parts to display information relevant to an agency's day-to-day activities on the dashboard. Based on the reports, users will be able to create charts, graphs, and heat maps.

Standard Topics	Class Requirements

• List-style Reports
• Cross-tab Reports
• Formatting Reports
• Charts and Graphs
• Custom Dashboard Parts
• Recurring Reports
	Time: 2 hours
	Location: Remote or onsite prior to Go Live
	Agency to provide:
	    • Users who have attended any training
	    • Scenarios
	Attendees: Supervisors, any staff that needs to create reports

Agency Administration

The Agency Administration training session covers a variety of functions, including tracking mileage, fuel, and other services in Fleet Management. Users will learn how to manage equipment, inventory, and purchase requests. Users can learn how to log and track service dog information, update and search the policy manual, and handle citizen feedback. This session can also be divided into specific job functions: management of equipment, inventory, service dogs, policy manuals, and fleet.

Standard Topics	Class Requirements

• Fleet Management
• Equipment
• Inventory
• Service Dogs
• Policy Manual
• Purchase Requisitions
	Time: 2 hours
	Location: Remote or onsite prior to Go Live
	Agency to provide:
	    • Sessions divided by job function, or department
	    • Scenarios
	Attendees: Staff managing any of the following: fleet, equipment, inventory, service dogs, policy manual, or purchase requisitions

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Personnel Management

The Personnel Management training session covers the CentralSquare Public Safety Suite Pro Personnel module. Users will learn how to create and edit personnel records, and assign permissions to personnel. Users will be able to track trainings, disciplinary actions, promotions, citizen feedback, and commendations.

Standard Topics	Class Requirements
• Personnel Records • Permissions and Personnel Groups • Personnel Forms and Categories • Promotions • Commendations • Disciplinary Actions • Equipment Audit • Training	**Time:** 2 hours **Location:** Remote prior to Go Live **Agency to provide:** • Scenarios **Attendees:** Build team, HR department, and/or supervisors

Financial Management

The Financial Management training session shows staff how to create invoices, accept payments, write disbursement checks, and create bank deposits. Financial reporting, manual ledger entries, and reviewing the general ledger are also covered. If an agency purchased the full Financial package, bank reconciliations, bank transfers, budgets, and cash drawers will also be covered.

Basic Financial Topics	Full Financial Topics
• Funds • Fiscal Periods • Invoices • Receipts • Invoice Payment Receipts • Deposit Receipts • Disbursements • Bank Deposits • Checks • Bills and Vendors (Purchase Requisitions) • Chart of Accounts and Reports • Customer List	• Bank Reconciliation • Bank Transfers • Budgets • Cash Drawers

Class Requirements
Time: 2 hours for basic, 4 hours for full Financial **Location:** Remote or onsite prior to Go Live **Agency to provide:** • A list of monthly reports **Attendees:** Financial personnel

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Financial Management – After Go Live

After an agency is live with CentralSquare Public Safety Suite Pro, CentralSquare will provide two remote training sessions for the Financial team. One training session will be scheduled one to two weeks after Go Live and the other session one month after Go Live. These sessions will review how to create invoices, accept payments, write disbursement checks, create bank deposits, and write refund checks. Users will learn how to view monthly income balances and use the Receipt Income and Disbursement reports.

Basic Financial Topics
• Funds
• Fiscal Periods
• Invoices
• Receipts
• Invoice Payment Receipts
• Deposit Receipts
• Disbursements
• Bank Deposits
• Checks
• Bills and Vendors (Purchase Requisitions)
• Chart of Accounts and Reports
• Customer List

Full Financial Topics
• Bank Reconciliation
• Bank Transfers
• Budgets
• Cash Drawers

Class Requirements
Time: 2 hours for basic, 4 hours for full Financial
Location: Remote after Go Live
Agency to provide:
• A list of monthly reports
Attendees: Financial personnel

Jail

The Jail training session will guide staff through the intake, booking, and release wizards. Whether an agency handles inmates on a bulk or individual level, this session will include how to create cell transfers, inmate checks, sentence calculations, disburse medicine, schedule activities, and write incident and disciplinary action reports. If a facility is divided into certain departments by job function, CentralSquare can divide the training into sessions based on specific topics (see example training sessions below).

Standard Topics
• Viewing and Searching Inmates
• Intake and Booking
• Individual vs. Bulk Management
• Activities and Transportation
• Shift Log
• Classification
• Stay Scheduling
• Issued and Personal Property
• Medicine
• Incident Reports and Disciplinary Actions
• Victim Notification
• Inmate Expenses and Payment
• Jail Billing Report
• Head Counts and Cell Checks
• Custom Forms

Optional Topics
• Advanced Inmate Bank
• Wristband Printer and Digital Signatures

Class Requirements
Time: 6 hours
Location: Remote or onsite prior to Go Live
Agency to provide:
• Equipment installed prior to training
• Scenarios
Attendees: Correctional officers, supervisors

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Jail – Medical

The Jail-Medical training session demonstrates how to track the medical history and distribute medicine to inmates. Users will also learn how to search for inmates and view inmate alerts.

Standard Topics	Class Requirements
• Add Medicine • Dispense Medicine • Print Reports • Digital Signatures	**Time:** 2 hours **Location:** Remote prior to Go Live **Agency to provide:** • Scenarios **Attendees:** Jail medical staff

Jail – Booking/Processing

This Jail – Booking/Processing session will guide staff through the intake, booking, and release wizards. Agency-specific features such as classification forms, medical history questionnaires, or any other forms required to be filled out through the booking process will be covered.

Standard Topics	Class Requirements
• Current Inmates • Search Inmates • Intake • Booking/Processing • Inmate Custom Forms • Classification • Digital Signatures • Printing	**Time:** 2 hours **Location:** Remote or onsite prior to Go Live **Agency to provide:** • Scenarios **Attendees:** Correctional officers processing inmates through intake and/or booking

Jail – Activities and Inmate Checks

The Jail – Activities and Inmate Checks session will provide users with the knowledge needed to add and schedule activities, classes, and trustee work on a bulk level or individual level, create cell checks and head counts, and document activity into the shift log.

Standard Topics	Class Requirements
• Activities • Classes • Transportation • Schedule Activities • Bulk Management • Inmate Checks • Head Counts • Shift Log	**Time:** 2 hours **Location:** Remote or onsite prior to Go Live **Agency to provide:** • Scenarios **Attendees:** Correctional officers scheduling inmate activities and performing inmate checks

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Tab 12 – Ownership of Deliverables

A. Ownership of Project Deliverables

Identification of the ownership of each project deliverable. Ownership should be identified using the roles described in Attachment A. The resource hours provided as part of Tab 3 should be appropriate based on the roles identified for each Project deliverable.

CentralSquare Response: CentralSquare has completed Tab 12 – Ownership of Deliverables as part of this response.

Tab 12 – Ownership of Deliverables

Respondents shall complete Table 12-03 below based on whether or not the roles identified are supported by the proposed approach and implementation methodology. The roles defined in Table 12-01 and 12-02 contain the indicators that Respondents shall use to report their support of the identified roles. Any conflicts shall be noted with a comment. In the event additional deliverables are proposed, Respondents shall identify the roles for both City and Respondent Project Teams.

Table 12-01: Definition of Roles

Role	Summary
Lead	The party ultimately responsible for the development of the deliverable.
Assist	The party provides active assistance in development of the deliverable
Participate	The party provides passive assistance in the development of the deliverable.
Owns	The party is solely responsible for the development of the deliverable.
Share	Both parties share equal responsibility for the development of the deliverable.
None	The party has no role in the development of the deliverable.

Table 12-02: Summary of Response Indicators

Indicator	Response	Description
S	Supports	The proposed supports the prescribed ownership roles with its proposed implementation methodology and approach.
C	Conflict	The proposed has a conflict with the prescribed ownership roles and proposes alternate ownership in its proposed implementation methodology and approach

Table 12-03: Ownership of Deliverables

No	Deliverable	Respondent Role	City Role	Respondent Response	Comments
1	Implementation Project Plan	Lead	Assist	S	
2	System Interface Plan	Lead	Assist	S	
3	Data Conversion Plan	Lead	Assist	S	
4	Testing and Quality Assurance Plan	Share	Share	S	
5	Pre- and Post-Implementation Support Plan	Share	Share	S	
6	Training Plan	Lead	Participate	S	
7	System Documentation	Owns	None	S	
8	Risk Register	Share	Share	S	

C. Additional Information

CentralSquare does not have additional information.

Tab 13 - References

I. RESPONDENT REFERENCE CONSENT

Respondents shall provide an affirmative statement that the Respondent grants its consent for the City to contact the Respondent's references for purposes of evaluating the Respondent for this Project and acknowledges that any information obtained from the Respondent's references will not be disclosed to the Respondent.

Statement of Consent:	CentralSquare grants consent for the City to contact the references provided. CentralSquare acknowledges that any information obtained from CentralSquare's references will not be disclosed to CentralSquare.

II. RESPONDENT REFERENCE FORM

- Respondents shall provide at least five (5) City/municipal government clients with whom the Respondent has worked during the past three (3) years that are of similar size and complexity to the City.
    - o Three (3) references shall be from City/municipal clients that have been live with the current (proposed) software version for a minimum of three (3) years, and
    - o Two (2) references that have been live with the current (proposed) software version for less than two (2) years.
    - o The City has a preference for client references that are located within Oklahoma.

- In the event the Respondent cannot provide the required five references, the Respondent may substitute other organizations to ensure five (5) total references are provided. Respondents shall indicate how these substitute references deviate from the requested characteristics.

- If possible, the City prefers references that utilized the same Project Manager as will be used for this Project, and the same scope of functional areas.

- Respondents should also include the contact information for three (3) similarly sized City/municipal governments with which the City may conduct site visits. The City prefers sites be located within 150 miles.

1. General Background

Name of Client:	Rock Hill Police Department	Address:	120 East Black Street Rock Hill, SC 29730
Number of Employees:	148		
Operating Budget:	CentralSquare does not have access to this information.		
Project Manager/Contact:	David Biggers	Title:	Captain
Phone Number:	803-329-7033	Email Address:	david.biggers@cityofrockhill.com
Summary of Project and Current Status:		CentralSquare implemented Administration, CAD, Mapping, Financial, Jail, Mobile (CAD, Mapping, and Records), Portal, Records, and Reporting modules during this installation. CentralSquare also converted the agency's legacy CAD and Records data. The agency has been an active customer since November 2014.	
Include as a Site Visit Reference? (yes/no)		Yes	

2. Project Scope

Computer-Aided Dispatch	☒
Law Enforcement Records Management	☒
Jail Management	☒
Court Case Management	☐
Mobile Capabilities	☒

3. Project Information

Total Project Budget:	$714,946	Software Version Implemented:	11.0*
Implementation Start Date:	12/22/2014	Deployment Model:	On-Premise
Go-Live Date:	8/4/2015	System(s) Replaced:	VisionAir
Vendor Project Manager:		Darrin Mebius	

*CentralSquare releases three to four new versions of CentralSquare Public Safety Software Suite Pro each year and is committed to keeping all customers on the four most recent versions.

1.   General Background

Name of Client:	St. Louis Park Police Department	Address:	3015 Raleigh Ave. S. St. Louis Park, MN 55416
Number of Employees:	69		
Operating Budget:	CentralSquare does not have access to this information.		
Project Manager/Contact:	Max Peltola	Title:	Officer
Phone Number:	952-924-2600	Email Address:	mpeltola@stlouispark.org
Summary of Project and Current Status:		CentralSquare implemented Administration, CAD, eCitations, Financial, Jail, Mapping, Records, Mobile (CAD and Records), and Reporting modules during this installation. CentralSquare also converted the agency's legacy CAD and Records data. The agency has been an active customer since October 2013.	
Include as a Site Visit Reference? (yes/no)		Yes	

2.   Project Scope

Computer-Aided Dispatch	☒
Law Enforcement Records Management	☒
Jail Management	☒
Court Case Management	☐
Mobile Capabilities	☒

3.   Project Information

Total Project Budget:	$494,560	Software Version Implemented:	10.2*
Implementation Start Date:	10/25/2013	Deployment Model:	On-Premise
Go-Live Date:	8/25/2014	System(s) Replaced:	eTrack Evidence and Printrak
Vendor Project Manager:		Billy Thomas	

*CentralSquare releases three to four new versions of CentralSquare Public Safety Software Suite Pro each year and is committed to keeping all customers on the four most recent versions.

1. General Background

Name of Client:	Huntington Police Department	Address:	675 10th Street Huntington, WV 25701
Number of Employees:	124		
Operating Budget:	CentralSquare does not have access to this information.		
Project Manager/Contact:	Dan Underwood	Title:	Lieutenant
Phone Number:	304-696-5560	Email Address:	dunderwood@hpdwv.com
Summary of Project and Current Status:		CentralSquare implemented Administration, Municipal Courts, Records, Mobile (Records), and Reporting modules during this installation. CentralSquare also converted the agency's legacy Records and Municipal Courts data. The agency has been an active customer since February 2015.	
Include as a Site Visit Reference? (yes/no)		Yes	

2. Project Scope

Computer-Aided Dispatch	☐
Law Enforcement Records Management	☒
Jail Management	☐
Court Case Management	☒
Mobile Capabilities	☒

3. Project Information

Total Project Budget:	$374,154	Software Version Implemented:	11.0*
Implementation Start Date:	4/6/2015	Deployment Model:	On-Premise
Go-Live Date:	12/15/2015	System(s) Replaced:	Sunguard/HTE
Vendor Project Manager:	Darrin Mebius		

*CentralSquare releases three to four new versions of CentralSquare Public Safety Software Suite Pro each year and is committed to keeping all customers on the four most recent versions.

1. General Background

Name of Client:	Platte County Sheriff's Office	Address:	415 3rd St Platte City, MO 64079
Number of Employees:	118		
Operating Budget:	CentralSquare does not have access to this information.		
Project Manager/Contact:	Mark Owen	Title:	Sheriff
Phone Number:	816-868-2424	Email Address:	sheriff@plattesheriff.org
Summary of Project and Current Status:		CentralSquare implemented CAD, Civil, Mapping, Records, and Reporting modules during this installation. CentralSquare also converted the agency's legacy CAD, Records, and Civil data. The agency has been an active customer since June 2017.	
Include as a Site Visit Reference? (yes/no)		Yes	

2. Project Scope

Computer-Aided Dispatch	☒
Law Enforcement Records Management	☒
Jail Management	☐
Court Case Management	☐
Mobile Capabilities	☐

3. Project Information

Total Project Budget:	$173,034	Software Version Implemented:	13.2*
Implementation Start Date:	7/7/2017	Deployment Model:	On-Premise
Go-Live Date:	6/7/2018	System(s) Replaced:	ETI
Vendor Project Manager:		Ryan Warren	

*CentralSquare releases three to four new versions of CentralSquare Public Safety Software Suite Pro each year and is committed to keeping all customers on the four most recent versions.

1.   General Background

Name of Client:	Scotts Bluff County Sheriff's Office	Address:	1825 10th St, #5 Gering, NE 69341
Number of Employees:	25		
Operating Budget:	CentralSquare does not have access to this information.		
Project Manager/Contact:	Troy Brown	Title:	Chief Deputy
Phone Number:	308-672-7859	Email Address:	tbrown@scottsbluffcounty.org
Summary of Project and Current Status:		CentralSquare implemented Administration, CAD, Mapping, Civil, Financial, Jail, Mobile (CAD, Civil, Mapping, and Records), Personnel, Portal, Records, and Reporting modules during this installation. CentralSquare also converted the agency's legacy CAD, Records, and Civil data. The agency has been an active customer since June 2017.	
Include as a Site Visit Reference? (yes/no)		Yes	

2.   Project Scope

Computer-Aided Dispatch	☒
Law Enforcement Records Management	☒
Jail Management	☒
Court Case Management	☐
Mobile Capabilities	☒

3.   Project Information

Total Project Budget:	$560,204	Software Version Implemented:	13.3*
Implementation Start Date:	11/21/2017	Deployment Model:	On-Premise
Go-Live Date:	10/23/2018	System(s) Replaced:	Harris Public Safety (formerly Sleuth Software)
Vendor Project Manager:		Ryan Warren	

*CentralSquare releases three to four new versions of CentralSquare Public Safety Software Suite Pro each year and is committed to keeping all customers on the four most recent versions.

III. FORMER CLIENTS

Respondents shall provide the name and contact information of three (3) former clients that have elected to leave the Respondent. The Respondent should describe why the client left, and what steps the Respondent has taken to correct the issues that resulted in the client's departure.

Former Clients

Name of Client:	Tooele County Sheriff's Office	Date of Client Departure:	3/15/2017
Reason for Departure:	The Tooele County Sheriff's Office is the only agency to have left CentralSquare Pro. This agency was using CentralSquare Jail Pro, but chose to leave on good terms to fully integrate the rest of their public safety software with their other vendor. CentralSquare continues to hold one of the highest customer retention rates in the public safety industry.		

Tab 14 – Response to Narrative Questions

Narrative Questions

Please identify two recent project implementations that are most comparable to the City, and provide a project profile for each, including: scope of modules; project duration; any unique requirements or circumstances that were a part of, or came up during, the project; the legacy system converted from; etc.	Project 1: The Bienville Parish Sheriff's Office (BPSO) in Louisiana is a 35-officer law enforcement agency that serves a population of 14,500. This implementation included Records, Jail, Administration, and Mobile modules. In addition, CentralSquare converted the agency's legacy RMS data. The BPSO was using a combination of systems (PTS CAD and RMS, Evidence TraQ, and COPS RMS). The BPSO went live with CentralSquare Pro in February 2019. This project had a 10 month implementation.
	Project 2: The Pottawattamie County Sheriff's Office (PCSO) in Iowa is a 54-officer law enforcement agency that serves a population of 93,386. This implementation included Administration, CAD, Mapping, Civil, Financial, Jail, Mobile, Personnel, Portal, and Records modules. In addition, CentralSquare converted the agency's legacy RMS, CAD, Jail, Civil, Administration/Personnel, and master indices data. The PCSO was using a combination of systems (TAC.10, VisionAIR, Tyler/Soft Code, and New World). The PCSO went live with CentralSquare Pro in February 2019. This project had a 15 month implementation. The PCSO is part of a multi-agency installation that also includes the Council Bluffs Police Department, Carter Lake Police Department, and Avoca Police Department.
What sets the product that your firm proposes apart from competitors' products?	CentralSquare Technologies has worked tirelessly to improve and expand CentralSquare Public Safety Suite Pro powered by Zuercher into the best in class solution it is today. The company believes it can not only meet, but exceed, the City's needs with its unique solution. CentralSquare Public Safety Suite Pro is a truly integrated public safety software solution. It is comprised of Records, CAD, Jail, Civil, Mapping, Mobile, and more.
	The benefits of CentralSquare Pro's **one** application, **one** database architecture are extensive and are highlighted throughout this response. Below are the main areas where CentralSquare Technologies and CentralSquare Public Safety Suite Pro deliver a number of benefits to the agencies that use its products and services.
	PERFORMANCE. CentralSquare Pro clients typically measure performance in two ways:
	• The configurability and workflow of CentralSquare Pro products around the way that they do business. • The ease of use of the system by their personnel.

CONFIGURATION. CentralSquare Public Safety Suite Pro has hundreds of configuration options that allow system administrators to set up the system and its desired workflow. This provides agencies with the ability to ensure that their policies and procedures can be effectively standardized, implemented, followed, and managed. It also allows for current agency workflow inefficiencies to be identified and replaced. Agencies can determine, configure, and manage who (individuals and groups in their agency and with separate agencies) can access the CentralSquare Pro system and the level of access to be granted. Specific functionality can be configured to allow, or not allow, any combination of access rights including adding, editing, deleting, printing, and/or viewing information. The level of system access is much more extensive than other vendors in the industry because of CentralSquare Pro's one application, one database architecture. CentralSquare Technologies will help the City set up and configure CentralSquare Pro around its specific requirements, needs, and protocols in a manner that will support a greater level of efficiency than previously available.

EASE OF USE. While CentralSquare Public Safety Suite Pro powered by Zuercher is extremely configurable, CentralSquare remains focused on ensuring its ease of use. Built within all CentralSquare Pro products is extensive logic that walks end users through filling out the right information, at the right time, in the right place, in the right order. This takes the guesswork out of data entry, keeps processes consistent, and allows the agency to more effectively standardize and get things right the first time. No more screens with multiple tabs, or hundreds of unused or unnecessary fields that cause end users to scratch their heads. Because CentralSquare Technologies' end users appreciate the ease of use that CentralSquare Pro offers, they adapt to it quickly, ensuring that projects are successful.

STABILITY. CentralSquare Technologies and CentralSquare Pro are a very stable investment for the City, allowing it to help improve efficiencies as well as reduce unwanted data entry, down time, and overall frustration. Supporting and providing stability for the system is the powerful SQL-compliant relational database management system. It is Oracle-like, extensible, and does not require licensing fees. CentralSquare has seen consistent growth in revenues, clients, and CentralSquare Pro functionality year after year, ensuring that the foundation is set for growth to continue well into the future.

Please describe your organization's recommended approach toward retention of legacy data. Please describe what options are available, and supported, within your proposed solution. Also, please provide any relevant references of organizations that have successfully addressed legacy data with your solution.	CentralSquare recommends converting legacy data before the CentralSquare Pro system goes live. This allows agencies to train on their own data. This also means that legacy systems do not need to be kept running in parallel indefinitely after the Go Live, freeing up personnel and costs which are necessary to maintain those legacy systems for historical purposes. CentralSquare has converted legacy data using the process outlined in Tab 8 – Data Conversion Plan for many existing customers. Please refer to the references listed in Tab 13 – References for agencies who successfully used CentralSquare's data conversion process.
Please identify any third-party software or hardware that may be required, or suggested for use, in supporting the solution you have proposed. This should include a description of the product and the way in which it supports the use of your system.	CentralSquare recommends agencies have Microsoft Office 2010 or above installed on systems running CentralSquare Pro. Although not required for CentralSquare Pro to operate, Microsoft easily integrates with CentralSquare's custom forms and reporting tools.
Please describe any relevant experience assisting a client with migrating from the City's legacy product to the proposed product. Provide the client name, and the date of the project. This should include a description of the data conversion approach used, as well as any lessons learned.	CentralSquare successfully converted Superion OneSolution data for the Hampton County Sheriff's Office in Virginia in 2016. Please see the Data Conversion Process section of Tab 8 – Data Conversion Plan for a description of the data conversion approach used. CentralSquare has learned that to mitigate the delay of the data conversion process, and implementation in general, agency resources need to be available and involved. CentralSquare has proven that having agency personnel deeply involved in the data conversion and implementation processes not only increases adoption, but calms uncertainty and smooths the transition to a new public safety software system.
Please describe the database storage capacity of the proposed solution. - Are there limits on the amount of data that can be stored in the proposed solution? - If applicable, what tiers of storage are offered in the hosted/SaaS environment?	The database storage capacity of the CentralSquare-provided servers will accommodate all the City's data and future data. Size of the database will vary based upon the size of any and all databases to be converted into CentralSquare Pro as a part of the project. There are no limits on the amount of data that can be stored in the proposed solution. CentralSquare is not proposing a hosted/SaaS environment.
The City is interested in better understanding the proposed software functionality that supports attaching documents to transactions within the system. Please detail the system capabilities that support document management.	CentralSquare Pro includes functionality to allow users to attach just about any type of file to a record in the system. However, CentralSquare encourages agencies to store video files on a third-party system (or network share) and then link to them from within CentralSquare Pro, thereby ensuring that the CentralSquare Pro system disk space is not overwhelmed with large video files. CentralSquare Pro supports storing binary files as attachments for the records in the system. For example, photos, video, PDF files, scanned documents (and just about any other binary file type) may be attached to calls for service, etc. These attachments may be opened by the default applications which are installed for viewing them. Attachments may also be exported from the system as needed.

What third-party document management software solutions has your firm previously integrated with? What is the nature of the level of integration between the proposed system and a third-party document management software solution?	CentralSquare has integrated with OnBase Document Management System and MaxxVault Document Management Software on past projects. Both of these integrations have been one-way, export interfaces whereby documents and/or data that are attached to records in CentralSquare Pro are transferred to the third-party document management software solution.
What is the company's experience with Oklahoma statewide interfaces?	CentralSquare has experience with OLETS/NCIC and Oklahoma Crime Reporting (SIBRS).
Provide a clear description of the methods by which your firm maintains compliance with NCIC standards.	CentralSquare Pro supports NCIC queries to the Oklahoma switch and stays current with changes in state and federal incident reporting requirements through industry organizations and contact with state and federal contacts directly. Required changes to these systems are accommodated in CentralSquare Pro and made available to users in regularly scheduled updates.
Provide a clear description of the way in which your system incorporates the use of Pictometry.	CentralSquare's interface to Pictometry uses Integrated Pictometry Application (IPA). The Pictometry map is displayed within a CentralSquare Web Window, and a link within the CFS is provided in order to launch the application. When launched, Pictometry is passed the location data (latitude and longitude or address) of a CFS through the IPA.
Provide a clear description for current and planned support of, but not limited to the following: a. NENA 04-001 (generic standards for E-911 PSAP Equipment, call detail records, and recording) b. Logging services (NENO 08-003, functional and interface specification for the NENA I3 solution) c. Carrier solution for texting	The system has the ability to require data entry fields containing an address to follow the NENA Standard for NG9-1-1 GIS Data Model (71-003), Section 3.5 (GIS Database Model Layers) and, at a minimum, include the data elements contained in the Site/Structure Address table. CentralSquare Pro also allows for receiving and parsing ALI feeds in standard formats for use in CentralSquare CAD Pro. CentralSquare has completed interfaces with logging service vendors in the past and will continue development to interface with the required functional elements in an I3/NG911 environment. If the City has a logging service in place or has plans to implement a logging service, an interface could be proposed to meet the necessary requirements. It is CentralSquare's expectation that text messages would be received by the City's call handling or 911 system. CentralSquare Pro can receive and parse ALI feeds in standard formats including those delivered to a 911 system from a text message call. The ALI information is then available within CentralSquare CAD Pro.
Provide a clear description of the way in which your CAD system will accept a text message from an I3 911 system	CentralSquare is continuing development to receive multimedia transmitted with an emergency call in an I3 environment. Currently, CentralSquare Pro can receive and parse ALI feeds in standard format and make that information available within CentralSquare CAD Pro.
Are the mapping files distributed to mobile and Police RMS?	Yes, the same mapping files are distributed to CentralSquare Mapping Pro within CentralSquare Mobile Pro and CentralSquare Records Pro.

| Provide a detailed description of how the proposed system is able to facilitate the receipting of monies for various transactions (e.g. bond payments, records payments), and interface/integrate with financial systems.

- How timely is the sharing of data (frequency)?
- What level of information is typically sent to an ERP/financial system? (detail or transaction-level, or summary by general ledger account)
- What information is typically received by your system from an ERP/financial system? | The CentralSquare Jail Pro module is fully integrated with the CentralSquare Financial Pro module. The Advanced Inmate Bank functionality in Jail Pro provides an inmate banking system designed to support invoices, payments, automatic deposit splits, and much more. Financial Pro is a full double-entry accounting system with an audit trail, perfectly tailored to fit the unique needs of law enforcement agencies. Through tight integration with Jail Pro, Financial Pro simplifies the management of an agency's many financial details. Data flows directly from CentralSquare Pro's Records, Jail, Administration, and CAD software.

The fundamental difference between CentralSquare Pro and offerings from other vendors is that CentralSquare Pro is one application with one database from one vendor. Where other vendors have a suite of products that are integrated or interfaced together, CentralSquare Pro is not; it is one application. This means that data seamlessly integrates between all CentralSquare Pro modules without requiring an interface. Data is shared throughout the system every time new information is saved.

CentralSquare Pro has a built-in full financial system – Financial Pro. Please see the Financial (Core) section of CentralSquare Public Safety Suite Pro Overview in Tab 2 – Software Solution for a full description of the functionality and configurability of Financial Pro. |

Tab 15 – Exceptions to Project Scope and Contract Terms

The City reserves the right to disallow exceptions it finds are not in the best interests of the City. Any and all exceptions must be identified and fully explained in the submitted Proposal. It is the City's intention to be made aware of any exceptions to terms or conditions prior to contract negotiations.

Note: Deviations to the payment and retainage schedule to be provided with the Price Proposal. Deviations to functionally to be provided in Tab 6 (Attachment B) through the use of the Requirements Response Indicators.

I. DEVIATIONS TO SCOPE OF WORK

    i. The Respondent is to identify and describe any exceptions/deviations to the Scope of Work and identify their impact to the City, including, but not limited to workarounds; reductions in performance; capacity; flexibility; accuracy; and ultimately, cost and value.

    ii. Respondent to identify the areas where they feel the requested service or product is not available, deviates from the specific requests, or is deemed an unwise or unwarranted approach.

CentralSquare Response: CentralSquare has completed Attachment B – Functional and Technical Requirements and provided any additional comments and deviations in the Comments column.

II. DEVIATIONS TO SECTION 5, TERMS AND CONDITIONS FOR CONTRACT AS PROPOSED BY THE CITY

As an Exhibit to Tab 15, Respondent to provide any deviations to the sample contract language proposed by the City in RFP Section 5. Each item to be listed along with the requested alternative language for review by the City.

If no deviations taken, state as such. Substantive exceptions to the City's terms, submitted after the date and time established for the submittal of Proposals, will not be considered.

No deviations taken: ☐

CentralSquare Response: CentralSquare's exceptions are provided in section A. Exceptions of Tab 15 – Exceptions to RFP Requirements and Terms and Conditions.

A. Exceptions

SECTION 2. PROJECT SCOPE
With respect to Section 2.12 Source Code Escrow:
The City's preference is that an escrow option be made available, but understands that it may not be available for some deployment methods. If a Vendor is unable to provide for making escrow available to the City, this should be noted in the Exceptions taken to the RFP, and an explanation shall be offered. The City's preference is for Selected Respondents to place source code for the software modules licensed by the City in escrow with an independent, mutually acceptable third-party escrow service provider (with whom a separate escrow agreement will be entered into by City, with all related costs paid by the Respondent).

CentralSquare Response:
CentralSquare maintains a source code escrow agreement with Iron Mountain Intellectual Property Management, under which the City may be added as a preferred beneficiary. Beneficiary enrollees are responsible for the applicable enrollment fees, which have been included in the proposal pricing. A copy of the Three-Party Escrow Agreement has been included in CentralSquare's proposal.

For clarification, source code escrow applies only to CentralSquare software products licensed to the City. For any SaaS or subscription based CentralSquare applications, the terms and conditions for access and use will be in accordance with the subscription agreements for those applications.

SECTION 4. SUBMITTAL RESPONSE FORMAT
With respect to Section 4.18 Price Proposal:
3. Annual Maintenance Cost: Annual maintenance costs include the annual maintenance and support fees for the application environment. The City expectation is that it will not pay maintenance fees on functional areas being implemented until formal City acceptance has been provided to approve live processing for the associated Project phase. For example, the annual maintenance fees associated with Jail Management modules will be paid upon City acceptance of the Project phase associated with the Jail Management modules. Upon final system acceptance, the City expects that maintenance fees will be invoiced on an annual basis for all system modules based on the anniversary of system acceptance. Any modules or system components which have previously gone live should be prorated to allow for billing maintenance for all modules on the same annual basis. The City expects software maintenance costs will not increase in the first five (5) years upon go-live operation.

CentralSquare Response:
The initial term of annual maintenance and support for the CentralSquare software runs concurrent with the limited twelve (12) month warranty period, which for clarification purposes, begins at Go Live (not system acceptance). Although the installation and implementation process for certain modules or applications may be completed prior to others, the one-year warranty and support period commence only upon Go Live of the entire system, not any individual component. CentralSquare has included pricing for the initial term of maintenance and support (discounted in the contract price), as well as annual support fees for an additional four (4) years following the end of the initial term. The purchase of additional software licenses will result in an increase in annual support fees. Annual software support fees for the CentralSquare software are subject to increase at a rate of 5% at the time of annual renewal.

SECTION 5. TERMS AND CONDITIONS
With respect to Section 5.1 Pending and Recent Litigation:
Respondents must disclose any pending or recent litigation they are involved in as a company. Recent is defined as the past three (3) years. Information provided should include the timeline of the litigation history, the subject of the litigation, and the current status of the litigation. Proposals must also disclose any pending litigation of any third-party partners in the Proposal.

CentralSquare Response:
To its best and actual knowledge, CentralSquare is not involved in any pending or current litigation, nor has been the subject of any claim within the past three (3) years.

Exceptions (continued)

With respect to Section 5.2 Rights to Submitted Material:
It shall be understood that all Proposals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, and Proposals or referencing information submitted in response to this RFP, shall become the property of the City, and will not be returned. The City will use discretion with regard to disclosure of proprietary information contained in any response, but cannot guarantee information will not be made public. As a government entity, the City is subject to making records available for disclosure.

CentralSquare Response:
CentralSquare respectfully requests that the City provide CentralSquare with ample notice of any public records request so that CentralSquare may respond in accordance with applicable laws or statutes, and that a copy of said request will be provided.

With respect to Section 5.8 Contract Type:
The contract resulting from this RFP shall be in form and content satisfactory to the City and shall include, without limitation, the terms and conditions provided for in this RFP and such other terms and conditions as the City deems necessary and appropriate. The resulting contract from this RFP shall be a not-to-exceed based contract, subject to the Payment Terms identified in Section 4.18 for the various cost types.

The standard of performance for the contract resulting from this RFP shall be in accordance with the highest applicable standards in the public safety software industry. The initial contract price will be based on prices submitted by the Selected Respondent, subject to contract negotiations with the City, and shall remain firm for the initial term of the contract. Price adjustments may be negotiated at the request of either party in the extension periods with mutual agreement of the parties. A party proposing a price change in an extension period must notify the other party at least one-hundred eighty (180) days prior to the commencement of any extension period.

CentralSquare Response:
Following notification of award, CentralSquare will negotiate in good faith with the City to reach an agreement with mutually acceptable terms and conditions. CentralSquare agrees that the RFP and CentralSquare's response will be incorporated into the final contract, which will include an order of precedence. Additionally, the contract will need to include additional terms and conditions relative to the implementation of a software project, including but not limited to software license and warranty and maintenance.

For clarification, additional CentralSquare software licenses and services purchased after the mutually agreed upon firm price period will be at CentralSquare's then current rates. Additional third-party items purchased through CentralSquare will be at the respective vendor's current pricing as of the date of purchase. Annual software support fees for the CentralSquare software are subject to increase at a rate of 5% at the time of annual renewal.

With respect to Section 5.9 Contract Changes:
Written requests for price changes resulting from a change of scope, as initiated or requested by the City, must be submitted in writing to the City via Change Order. Any increase will be based on the Contractor's actual cost increase only, as shown in written documentation. All Change Order requests must be in writing, must not constitute increases in profit, and must contain data establishing or supporting the increase in cost. At the option of the City, (1) the request may be granted; (2) the Contract may be cancelled and solicitation may be re-advertised; or (3) continue with the Contract without change.

The City will accept or reject all such written requests within ninety (90) days of the date of receipt of Contractor's request for price increase or receipt of proper written documentation, whichever is later.

If a price increase is approved, the City will issue an amendment or change order to the contract specifying the date the increase will be effective. All Services and related accessories are to be billed at prices in effect at the time the service was rendered or order was placed.

Exceptions (continued)

If a price increase is rejected, the Contractor will be notified and, at the option of the City, the Contract may be (1) cancelled and the solicitation may be re-advertised; or (2) continued without change.

All other Contract changes will be effective only on written agreement signed by both parties.

CentralSquare Response:
For clarification, additional CentralSquare software licenses and services purchased after the mutually agreed upon firm price period will be at CentralSquare's then current rates. Additional third-party items purchased through CentralSquare will be at the respective vendor's current pricing as of the date of purchase. Annual software support fees for the CentralSquare software are subject to increase at a rate of 5% at the time of annual renewal.

With respect to Section 5.10 Contract Approval:
The City's obligation will commence only following the City Council's approval of a Contract and the parties' execution of the Contract. Upon written notice to the Contractor, the City may set a different starting date for the Contract. The City will not be responsible for any work done or expense incurred by the Contractor or any subcontractor, even such work was done or such expense was incurred in good faith, if it occurs prior to the Contract start date set by the City.

CentralSquare Response:
CentralSquare respectfully proposes that the starting date will be defined during contract negotiations, along with the Statement of Work, and that any changes entailing a change in the scope of the work, including but not limited to the start date or project kickoff for the project, be by mutual written agreement of both parties.

With respect to Section 5.18 Rights of Use:
The Contractor agrees that the City will own and have the right to use, reproduce and apply as it desires, any data, reports, analyses and materials which are collected or developed by the Contractor or anyone acting on behalf of the Contractor as a result of this contract.

CentralSquare Response:
For clarification, all City-owned data and materials shall remain the property of the City. Title to the CentralSquare software will remain with CentralSquare. As a COTS (Commercial Off-the-Shelf) solution consisting of software which is licensed, not sold, no ownership of work product will transfer to the City. All right and title to third-party software shall remain with the applicable vendor.

With respect to Section 5.19 Ownership of Data and Transition:
Any and all City data stored on the Contractor's servers or within the Contractors custody, is the sole property of the City. The Contractor, subcontractor(s), officers, agents and assigns shall not make use of, disclose, sell, copy or reproduce the City's data in any manner, or provide to any entity or person outside of the City without the express written authorization of the City.

In the event resulting Agreement is terminated for any reason, or upon expiration, and in addition to all other rights to property set forth, the Selected Respondent shall:

    a. Incur no further financial obligations for materials, Services, or facilities under the Agreement without prior written approval of the City;

    b. Terminate all purchase orders or procurements and any subcontractors and cease all work, except as the City may direct, for orderly completion and transition; and

    c. Make available to the City, at no cost, all City data stored within the system, stored on the Contractor's servicers, or within the Contractor's custody, within fifteen (15) days of termination or City request.

Exceptions (continued)

In the event resulting Agreement is terminated for any reason, or upon expiration, and in addition to all other rights to property set forth, the City shall:

      d. Retain ownership of all data, work products, and documentation, created pursuant to the resulting Agreement

CentralSquare Response:

CentralSquare agrees that all City-owned data and materials shall remain the property of the City. Title to the CentralSquare software will remain with CentralSquare. As a COTS (Commercial off the Shelf) solution consisting of software which is licensed, not sold, no ownership of work product will transfer to the City. Upon termination, CentralSquare will return any data owned by the City, and all CentralSquare licenses and rights to use granted to the City will also terminate. All right and title to third-party software shall remain with the applicable vendor.

With respect to Section 5.20 Audit:

Contractor will retain all records related to this contract for 5 years after final payment or until audited by the City, whichever comes first. The City may inspect these records upon reasonable notice to Contractor.

CentralSquare Response:

CentralSquare proposes that any such information provided pursuant to such requirement be treated as proprietary and confidential. For clarification, any such audit or investigation shall occur at CentralSquare's place of business during normal business hours, and at the expense of the City.

CentralSquare Public Safety Suite Pro Source Code Escrow Policy

"Source Code" means all source code of the Software, together with all commentary and other materials supporting, incorporated into or necessary for the use of such source code. This includes all supporting configuration, documentation, and other resource files and identification by CentralSquare and version number of any software (but not a license to such third-party software) used in connection with the source code and of any compiler, assembler, or utility used in generating object code.

Within ninety (90) days of the Go Live, CentralSquare shall deposit the Source Code for the Software with a nationally recognized software escrow (the "Escrow Agreement"). Within ninety (90) days after delivery to the Customer of any major update, CentralSquare shall deposit the Source Code for such update with the Escrow Agent pursuant to the Escrow Agreement.

The parties agree that the Escrow Agreement is an "agreement supplementary to" the Agreement as provided in Section 365(d) of Title 11, United States Code (the "Bankruptcy Code"). Immediately upon termination of this Agreement, the Source Code shall be released back to CentralSquare.

Conditions for release: the Customer will have the right to obtain the Source Code in accordance with and subject to the terms and conditions of this section and the Escrow Agreement provided that all of the following three conditions are met (collectively a "Release Event"):

a) CentralSquare winds down its business or liquidates its business under a Chapter 7 Bankruptcy proceeding; CentralSquare discontinues maintenance and support to the Software; or CentralSquare refuses or is otherwise unwilling to continue maintenance and support of the Software

b) No entity has succeeded to CentralSquare's obligations to provide maintenance and support on the Software in accordance with the Agreement in effect between the parties, and

c) The Customer is not in breach of its obligations under this Agreement.

In no event shall the Customer have the right to use the Source Code, "barring a release event", for any purpose, and the Customer is specifically prohibited from using the Source Code to reverse engineer, develop derivative works or to sublicense the right to use the Source Code to any other person or entity for any purpose. The Customer will also be obligated to treat the Source Code as confidential information of CentralSquare under the Agreement subject to the provisions of any applicable law relating to public disclosure.

IRON MOUNTAIN®

August 28, 2013

Charity Small
Zuercher Technologies, LLC
5121 S. Solberg Ave. Ste 150
Sioux Falls, SD 57108

RE: Iron Mountain Escrow Account Setup

Dear Charity Small:

Iron Mountain Intellectual Property Management is pleased to inform you that your escrow account setup is complete. The details regarding your account are listed below:

Escrow Account Number	42885-49878
Depositor	Zuercher Technologies, LLC
Deposit Account Name	Zuercher Technologies, LLC Source Code

Please find enclosed a copy of the executed agreement. For an electronic copy of your agreement and to view information about your account on the Escrow Management Center portal, please contact me directly for assistance.

Iron Mountain is the world leader in intellectual property management and protection services. We take pride in our reputation as a neutral third party that is trusted to provide unmatched protection for your intellectual property. To learn more about our comprehensive services, visit us online at
http://www.ironmountain.com/tech-escrow/technology-escrow-services.html

We appreciate your business and thank you for trusting us to protect your IP assets. If you need further assistance, please contact me at (770) 225-8157 or by email at todd.swicegood@ironmountain.com.

Sincerely,

Todd Swicegood
Client Services

Enclosures
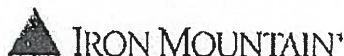
 IRON MOUNTAIN·

Effective Date	*August 14, 2013*
Master Deposit Account Number	*42985*
*Effective Date and Deposit Account Number to be supplied by Iron Mountain only.	

Three-Party Master Depositor Escrow Service Agreement

1. **Introduction**

    This Escrow Service Agreement (the **"Agreement"**) is entered into by and between Zuercher Technologies, LLC (**"Depositor"**), and by any additional party enrolling as a **"Beneficiary"** upon execution of the Beneficiary Enrollment Form attached as Exhibit E to this Agreement and by Iron Mountain Intellectual Property Management, Inc. (**"Iron Mountain"**). Beneficiary, Depositor, and Iron Mountain may be referred to individually as a **"Party"** or collectively as the **"Parties"** throughout this Agreement.

    (a) The use of the term services in this Agreement shall refer to Iron Mountain services that facilitate the creation, management, and enforcement of software or other technology escrow accounts as described in Exhibit A attached hereto (**"Services"**). A Party shall request Services under this Agreement by submitting a work request for certain Iron Mountain Services (**"Work Request"**) via written instruction or the online portal maintained at the website located at www.ironmountainconnect.com or other websites owned or controlled by Iron Mountain that are linked to that website (collectively the **"Iron Mountain Website"**).

    (b) The Beneficiary and Depositor have, or will have, entered into a license agreement or other agreement (**"License Agreement"**) conveying intellectual property rights to the Beneficiary, and the Parties intend this Agreement to be considered as supplementary to such agreement, pursuant to Title 11 United States [Bankruptcy] Code, Section 365(n).

2. **Depositor Responsibilities and Representations**

    (a) Depositor shall make an initial deposit that is complete and functional of all proprietary technology and other materials covered under this Agreement (**"Deposit Material"**) to Iron Mountain within thirty (30) days of the Effective Date. Depositor may also update Deposit Material from time to time during the Term (as defined below) of this Agreement provided a minimum of one (1) complete and functional copy of Deposit Material is deposited with Iron Mountain at all times. At the time of each deposit or update, Depositor will provide an accurate and complete description of all Deposit Material sent to Iron Mountain using the form attached hereto as Exhibit B.

    (b) Depositor represents that it lawfully possesses all Deposit Material provided to Iron Mountain under this Agreement and that any current or future Deposit Material liens or encumbrances will not prohibit, limit, or alter the rights and obligations of Iron Mountain under this Agreement. Depositor warrants that with respect to the Deposit Material, Iron Mountain's proper administration of this Agreement will not violate the rights of any third parties.

    (c) Depositor represents that all Deposit Material is readable and useable in its then current form; if any portion of such Deposit Material is encrypted, the necessary decryption tools and keys to read such material are deposited contemporaneously.

    (d) Depositor agrees, upon request by Iron Mountain, in support of Beneficiary's request for verification Services, to promptly complete and return the Escrow Deposit Questionnaire attached hereto as Exhibit Q. Depositor consents to Iron Mountain's performance of any level(s) of verification Services described in Exhibit A attached hereto and Depositor further consents to Iron Mountain's use of a subcontractor to perform verification Services. Any such subcontractor shall be bound by the same confidentiality obligations as Iron Mountain and shall not be a direct competitor to either Depositor or Beneficiary. Iron Mountain shall be responsible for the delivery of Services of any such subcontractor as if Iron Mountain had performed the Services. Depositor represents that all Deposit Material is provided with all rights necessary for Iron Mountain to verify such proprietary technology and materials upon receipt of a Work Request for such Services or agrees to use commercially reasonable efforts to provide Iron Mountain with any necessary use rights or permissions to use materials necessary to perform verification of the Deposit Material. Depositor agrees to reasonably cooperate with Iron Mountain by providing reasonable access to its technical personnel for verification Services whenever reasonably necessary.

3. **Beneficiary Responsibilities and Representations**

    (a) Beneficiary acknowledges that, as between Iron Mountain and Beneficiary, Iron Mountain's obligation is to maintain the Deposit Material as delivered by the Depositor and that, other than Iron Mountain's inspection of the Deposit Material (as described in Section 4) and the performance of any of the optional verification Services listed in Exhibit A, Iron Mountain has no other obligation regarding the completeness, accuracy, or functionality of the Deposit Material.

(b) Beneficiary may submit a verification Work Request to Iron Mountain for one or more of the Services defined in Exhibit A attached hereto and consents to Iron Mountain's use of a subcontractor if needed to provide such Services. Beneficiary warrants that Iron Mountain's use of any materials supplied by Beneficiary to perform the verification Services described in Exhibit A is lawful and does not violate the rights of any third parties.

4. **Iron Mountain Responsibilities and Representations**

   (a) Iron Mountain agrees to use commercially reasonable efforts to provide the Services requested by Authorized Person(s) (as identified in the "Authorized Person(s)/Notices Table" below) representing the Depositor or Beneficiary in a Work Request. Iron Mountain may reject a Work Request (in whole or in part) that does not contain all required information at any time upon notification to the Party originating the Work Request.

   (b) Iron Mountain will conduct a visual inspection upon receipt of any Deposit Material and associated Exhibit B. If Iron Mountain determines that the Deposit Material does not match the description provided by Depositor represented in Exhibit B, Iron Mountain will notify Depositor of such discrepancy.

   (c) Iron Mountain will provide notice to the Beneficiary of all Deposit Material that is accepted and deposited into the escrow account under this Agreement.

   (d) Iron Mountain will follow the provisions of Exhibit C attached hereto in administering the release of Deposit Material.

   (e) Iron Mountain will work with a Party who submits any verification Work Request for Deposit Material covered under this Agreement to either fulfill any standard verification Services Work Request or develop a custom Statement of Work ("SOW"). Iron Mountain and the requesting Party will mutually agree in writing to an SOW on terms and conditions that include but are not limited to: description of Deposit Material to be tested; description of verification testing; requesting Party responsibilities; Iron Mountain responsibilities; Service Fees; invoice payment instructions; designation of the paying Party; designation of authorized SOW representatives for both the requesting Party and Iron Mountain with name and contact information; and description of any final deliverables prior to the start of any fulfillment activity. After the start of fulfillment activity, each SOW may only be amended or modified in writing with the mutual agreement of both Parties, in accordance with the change control procedures set forth therein. If the verification Services extend beyond those described in Exhibit A, the Depositor shall be a necessary Party to the SOW governing the Services.

   (f) Iron Mountain will hold and protect Deposit Material in physical or electronic vaults that are either owned or under the control of Iron Mountain, unless otherwise agreed to by all the Parties.

   (g) Upon receipt of written instructions by both Depositor and Beneficiary, Iron Mountain will permit the replacement or removal of previously submitted Deposit Material. The Party making such request shall be responsible for getting the other Party to approve the joint instructions. Any Deposit Material that is removed from the deposit account will be either returned to Depositor or destroyed in accordance with Depositor's written instructions.

   (h) Should transport of Deposit Material be necessary in order for Iron Mountain to perform Services requested by Depositor or Beneficiary under this Agreement, Iron Mountain will use a commercially recognized overnight carrier such as Federal Express or United Parcel Service. Iron Mountain will not be responsible for any loss or destruction of, or damage to, such Deposit Material while in the custody of the common carrier.

5. **Payment**

   The Party responsible for payment designated in Exhibit A ("Paying Party") shall pay to Iron Mountain all fees as set forth in the Work Request ("Service Fees"). All Service Fees are due within thirty (30) calendar days from the date of invoice in U.S. currency and are non-refundable. Iron Mountain may update Service Fees with a ninety (90) calendar day written notice to the Paying Party during the Term of this Agreement (as defined below). The Paying Party is liable for any taxes (other than Iron Mountain income taxes) related specifically to Services purchased under this Agreement or shall present to Iron Mountain an exemption certificate acceptable to the taxing authorities. Applicable taxes shall be billed as a separate item on the invoice. Any Service Fees not collected by Iron Mountain when due shall bear interest until paid at a rate of one percent (1%) per month (12% per annum) or the maximum rate permitted by law, whichever is less. Notwithstanding the non-performance of any obligations of Depositor to deliver Deposit Material under the License Agreement or this Agreement, Iron Mountain is entitled to be paid all Service Fees that accrue during the Term of this Agreement.

6. **Term and Termination**

   (a) The term of this Agreement is for a period of one (1) year from the Effective Date ("Initial Term") and will automatically renew for additional one (1) year terms ("Renewal Term") (collectively the "Term"). This Agreement shall continue in full force and effect until one of the following events occur: (i) Depositor and Beneficiary provide Iron Mountain with sixty (60) days' prior written joint notice of their intent to terminate this Agreement; (ii) Beneficiary provides Iron Mountain and Depositor with sixty (60) days' prior written notice of its intent to terminate this Agreement; (iii) the Agreement terminates under another provision of this Agreement; or (iv) any time after the Initial Term, Iron Mountain provides sixty (60) days' prior written notice to the Depositor and Beneficiary of Iron Mountain's intent to terminate this Agreement. Effective Date and Deposit Account Number to be supplied by Iron Mountain only. The Effective Date supplied by Iron Mountain and specified above shall be the date Iron Mountain sets up the escrow account.

(b) Unless the express terms of this Agreement provide otherwise, upon termination of this Agreement, Iron Mountain shall return the Deposit Material to the Depositor. Unless otherwise directed by Depositor, Iron Mountain will use a commercially recognized overnight common carrier such as Federal Express or United Parcel Service to return the Deposit Material to the Depositor. Iron Mountain will not be responsible for any loss or destruction of, or damage to, such Deposit Material while in the custody of the common carrier. If reasonable attempts to return the Deposit Material to Depositor are unsuccessful, Iron Mountain shall destroy the Deposit Material.

(c) In the event of the nonpayment of undisputed Service Fees owed to Iron Mountain, Iron Mountain shall provide all Parties to this Agreement with written notice of Iron Mountain's intent to terminate this Agreement. Any Party to this Agreement shall have the right to make the payment to Iron Mountain to cure the default. If the past due payment is not received in full by Iron Mountain within thirty (30) calendar days of the date of such written notice, then Iron Mountain shall have the right to terminate this Agreement at any time thereafter by sending written notice to all Parties. Iron Mountain shall have no obligation to perform the Services under this Agreement (except those obligations that survive termination of this Agreement, which includes the confidentiality obligations in Section 9) so long as any undisputed Service Fees due Iron Mountain under this Agreement remain unpaid.

7. Infringement Indemnification

Anything in this Agreement to the contrary notwithstanding, Depositor at its own expense shall defend and hold Iron Mountain fully harmless against any claim or action asserted against Iron Mountain (specifically including costs and reasonable attorneys' fees associated with any such claim or action) to the extent such claim or action is based on an assertion that Iron Mountain's proper administration of this Agreement infringes any patent, copyright, license or other proprietary right of any third party. When Iron Mountain has notice of a claim or action, it shall promptly notify Depositor in writing. At its option, Depositor may elect to control the defense of such claim or action and may elect to enter into a settlement agreement, provided that no such settlement or defense shall include any admission or implication of wrongdoing on the part of Iron Mountain without Iron Mountain's prior written consent, which consent shall not be unreasonably delayed or withheld. Iron Mountain shall have the right to employ separate counsel and participate in the defense of any claim at its own expense.

8. Warranties

(a) IRON MOUNTAIN WARRANTS ANY AND ALL SERVICES PROVIDED HEREUNDER SHALL BE PERFORMED IN A WORKMANLIKE MANNER CONSISTENT WITH THE MEASURES IRON MOUNTAIN TAKES TO PROTECT ITS OWN INFORMATION OF A SIMILAR NATURE, BUT IN NO CASE LESS THAN A REASONABLE LEVEL OF CARE. EXCEPT AS SPECIFIED IN THIS SECTION, ALL CONDITIONS, REPRESENTATIONS, AND WARRANTIES INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SATISFACTORY QUALITY, OR ARISING FROM A COURSE OF DEALING, USAGE, OR TRADE PRACTICE, ARE HEREBY EXCLUDED TO THE EXTENT ALLOWED BY APPLICABLE LAW. AN AGGRIEVED PARTY MUST NOTIFY IRON MOUNTAIN PROMPTLY UPON LEARNING OF ANY CLAIMED BREACH OF ANY WARRANTY AND, TO THE EXTENT ALLOWED BY APPLICABLE LAW, SUCH PARTY'S REMEDY FOR BREACH OF THIS WARRANTY SHALL BE SUBJECT TO THE LIMITATION OF LIABILITY AND CONSEQUENTIAL DAMAGES WAIVER IN THIS AGREEMENT. THIS DISCLAIMER AND EXCLUSION SHALL APPLY EVEN IF THE EXPRESS WARRANTY AND LIMITED REMEDY SET FORTH ABOVE FAILS OF ITS ESSENTIAL PURPOSE.

(b) Depositor warrants that all Depositor Information provided hereunder is accurate and reliable and undertakes to promptly correct and update such Depositor Information during the Term of this Agreement.

(c) Beneficiary warrants that all Beneficiary Information provided hereunder is accurate and reliable and undertakes to promptly correct and update such Beneficiary Information during the Term of this Agreement.

9. Confidential Information

Iron Mountain shall have the obligation to implement and maintain safeguards designed to protect the confidentiality of the Deposit Material. Except as provided in this Agreement Iron Mountain shall not use or disclose the Deposit Material. Iron Mountain shall not disclose the terms of this Agreement to any third party other than its financial, technical, or legal advisors, or its administrative support service providers. Any such third party shall be bound by the same confidentiality obligations as Iron Mountain. If Iron Mountain receives a subpoena or any other order from a court or other judicial tribunal pertaining to the disclosure or release of the Deposit Material, Iron Mountain will promptly notify the Parties to this Agreement unless prohibited by law. After notifying the Parties, Iron Mountain may comply in good faith with such order. It shall be the responsibility of Depositor or Beneficiary to challenge any such order; provided, however, that Iron Mountain does not waive its rights to present its position with respect to any such order. Iron Mountain will cooperate with the Depositor or Beneficiary, as applicable, to support efforts to quash or limit any subpoena, at such Party's expense. Any Party requesting additional assistance shall pay Iron Mountain's standard charges or as quoted upon submission of a detailed request.

10. Limitation of Liability

EXCEPT FOR: (I) LIABILITY FOR DEATH OR BODILY INJURY; (II) PROVEN GROSS NEGLIGENCE OR WILLFUL MISCONDUCT; OR (III) THE INFRINGEMENT INDEMNIFICATION OBLIGATIONS OF SECTION 7, ALL OTHER LIABILITY RELATED TO THIS AGREEMENT, IF ANY, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, OF ANY PARTY

TO THIS AGREEMENT SHALL BE LIMITED TO THE AMOUNT EQUAL TO ONE YEAR OF FEES PAID TO IRON MOUNTAIN UNDER THIS AGREEMENT. IF CLAIM OR LOSS IS MADE IN RELATION TO A SPECIFIC DEPOSIT OR DEPOSITS, SUCH LIABILITY SHALL BE LIMITED TO THE FEES RELATED SPECIFICALLY TO SUCH DEPOSITS.

11. Consequential Damages Waiver

IN NO EVENT SHALL ANY PARTY TO THIS AGREEMENT BE LIABLE TO ANOTHER PARTY FOR ANY INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, LOST PROFITS, ANY COSTS OR EXPENSES FOR THE PROCUREMENT OF SUBSTITUTE SERVICES (EXCLUDING SUBSTITUTE ESCROW SERVICES), OR ANY OTHER INDIRECT DAMAGES, WHETHER ARISING IN CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE EVEN IF THE POSSIBILITY THEREOF MAY BE KNOWN IN ADVANCE TO ONE OR MORE PARTIES.

12. General

(a) Incorporation of Work Requests. All valid Depositor and Beneficiary Work Requests are incorporated into this Agreement.

(b) Purchase Orders. In the event that the Paying Party issues a purchase order or other instrument used to pay Service Fees to Iron Mountain, any terms and conditions set forth in the purchase order which constitute terms and conditions which are in addition to those set forth in this Agreement or which establish conflicting terms and conditions to those set forth in this Agreement are expressly rejected by Iron Mountain.

(c) Right to Make Copies. Iron Mountain shall have the right to make copies of all Deposit Material as reasonably necessary to perform the Services. Iron Mountain shall copy all copyright, nondisclosure, and other proprietary notices and titles contained on Deposit Material onto any copies made by Iron Mountain. Any copying expenses incurred by Iron Mountain as a result of a Work Request to copy will be borne by the Party requesting the copies. Iron Mountain may request Depositor's reasonable cooperation in promptly copying Deposit Material in order for Iron Mountain to perform this Agreement.

(d) Choice of Law. The validity, interpretation, and performance of this Agreement shall be controlled by and construed under the laws of the Commonwealth of Massachusetts, USA, as if performed wholly within the state and without giving effect to the principles of conflicts of laws.

(e) Authorized Person(s). Depositor and Beneficiary must each authorize and designate one person whose actions will legally bind such Party ("Authorized Person" who shall be identified in the Authorized Person(s) Notices Table of this Agreement or such Party's legal representative) and who may manage the Iron Mountain escrow account through the Iron Mountain website or written instruction. The Authorized Person for each the Depositor and Beneficiary will maintain the accuracy of their name and contact information provided to Iron Mountain during the Term of this Agreement.

(f) Right to Rely on Instructions. With respect to release of Deposit Material or the destruction of Deposit Material, Iron Mountain shall rely on instructions from a Party's Authorized Person(s). In all other cases, Iron Mountain may act in reliance upon any instruction, instrument, or signature reasonably believed by Iron Mountain to be genuine and from an Authorized Person(s), officer, or other employee of a Party. Iron Mountain may assume that such representative of a Party to this Agreement who gives any written notice, request, or instruction has the authority to do so. Iron Mountain will not be required to inquire into the truth of, or evaluate the merit of, any statement or representation contained in any notice or document reasonably believed to be from such representative.

(g) Force Majeure. No Party shall be liable for any delay or failure in performance due to events outside the defaulting Party's reasonable control, including without limitation acts of God, earthquake, labor disputes, shortages of supplies, riots, war, acts of terrorism, fire, epidemics, or delays of common carriers or other circumstances beyond its reasonable control. The obligations and rights of the excused Party shall be extended on a day-to-day basis for the time period equal to the period of the excusable delay.

(h) Notices. All notices regarding Exhibit C (Release of Deposit Material) shall be sent by commercial express mail or other commercially appropriate means that provide prompt delivery and require proof of delivery. All other correspondence, including invoices, payments, and other documents and communications, may be sent electronically or via regular mail. The Parties shall have the right to rely on the last known address of the other Parties. Any correctly addressed notice to the last known address of the other Parties that is relied on herein, that is refused, unclaimed, or undeliverable shall be deemed effective as of the first date that said notice was refused, unclaimed, or deemed undeliverable by electronic mail, the postal authorities, or through messenger or commercial express delivery service.

(i) No Waiver. No waiver of any right under this Agreement by any Party shall constitute a subsequent waiver of that or any other right under this Agreement.

(j) Assignment. No assignment of this Agreement by Depositor or Beneficiary or any rights or obligations of Depositor or Beneficiary under this Agreement is permitted without the written consent of Iron Mountain, which shall not be unreasonably withheld or delayed. Iron Mountain shall have no obligation in performing this Agreement to recognize any successor or assign of Depositor or Beneficiary unless Iron Mountain receives clear, authoritative and conclusive written evidence of the change of Parties.

(k) Severability. In the event any of the terms of this Agreement become or are declared to be illegal or otherwise unenforceable by any court of competent jurisdiction, such term(s) shall be null and void and shall be deemed deleted from this Agreement. All remaining terms of this Agreement shall remain in full force and effect. If this paragraph
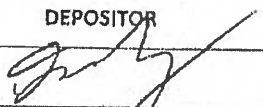
becomes applicable and, as a result, the value of this Agreement is materially impaired for any Party, as determined by such Party in its sole discretion, then the affected Party may terminate this Agreement by written notice to the other Parties.

(l) Independent Contractor Relationship. Depositor and Beneficiary understand, acknowledge, and agree that Iron Mountain's relationship with Depositor and Beneficiary will be that of an independent contractor and that nothing in this Agreement is intended to or should be construed to create a partnership, joint venture, or employment relationship.

(m) Attorneys' Fees. Any costs and fees incurred by Iron Mountain in the performance of obligations imposed upon Iron Mountain solely by virtue of its role as escrow service provider including, without limitation, compliance with subpoenas, court orders, and discovery requests shall, unless adjudged otherwise, be divided equally and paid by Depositor and Beneficiary. In any suit or proceeding between the Parties relating to this Agreement, the prevailing Party will have the right to recover from the other(s) its costs and reasonable fees and expenses of attorneys, accountants, and other professionals incurred in connection with the suit or proceeding, including costs, fees and expenses upon appeal, separately from and in addition to any other amount included in such judgment. This provision is intended to be severable from the other provisions of this Agreement, and shall survive and not be merged into any such judgment.

(n) No Agency. No Party has the right or authority to, and shall not, assume or create any obligation of any nature whatsoever on behalf of the other Parties or bind the other Parties in any respect whatsoever.

(o) Disputes. Any dispute, difference or question relating to or arising among any of the Parties concerning the construction, meaning, effect or implementation of this Agreement or the rights or obligations of any Party hereof will be submitted to, and settled by arbitration by a single arbitrator chosen by the corresponding Regional Office of the American Arbitration Association in accordance with the Commercial Rules of the American Arbitration Association. The Parties shall submit briefs of no more than 10 pages and the arbitration hearing shall be limited to two (2) days maximum. The arbitrator shall apply Massachusetts law. Unless otherwise agreed by the Parties, arbitration will take place in Boston, Massachusetts, U.S.A. Any court having jurisdiction over the matter may enter judgment on the award of the arbitrator. Service of a petition to confirm the arbitration award may be made by regular mail or by commercial express mail, to the attorney for the Party or, if unrepresented, to the Party at the last known business address. If however, Depositor or Beneficiary refuse to submit to arbitration, the matter shall not be submitted to arbitration and Iron Mountain may submit the matter to any court of competent jurisdiction for an interpleader or similar action.

(p) Regulations. Depositor and Beneficiary are responsible for and warrant, to the extent of their individual actions or omissions, compliance with all applicable laws, rules and regulations, including but not limited to: customs laws; import; export and re-export laws; and government regulations of any country from or to which the Deposit Material may be delivered in accordance with the provisions of this Agreement. With respect to Deposit Material containing personal information and data, Depositor agrees to (i) procure all necessary consents in relation to personal information and data; and (ii) otherwise comply with all applicable privacy and data protection laws as they relate to the subject matter of this Agreement. Notwithstanding anything in this Agreement to the contrary, if an applicable law or regulation exists or should be enacted which is contrary to the obligations imposed upon Iron Mountain hereunder, and results in the activities contemplated hereunder unlawful, Depositor and/or Beneficiary will notify Iron Mountain and Iron Mountain will be relieved of its obligations hereunder unless and until such time as such activity is permitted.

(q) No Third Party Rights. This Agreement is made solely for the benefit of the Parties to this Agreement and their respective permitted successors and assigns, and no other person or entity shall have or acquire any right by virtue of this Agreement unless otherwise agreed to by all the Parties hereto.

(r) Entire Agreement. The Parties agree that this Agreement, which includes all the Exhibits attached hereto and all valid Work Requests and SOWs submitted by the Parties, is the complete agreement between the Parties hereto concerning the subject matter of this Agreement and replaces any prior or contemporaneous oral or written communications between the Parties. There are no conditions, understandings, agreements, representations, or warranties, expressed or implied, which are not specified herein. Each of the Parties herein represents and warrants that the execution, delivery, and performance of this Agreement has been duly authorized and signed by a person who meets statutory or other binding approval to sign on behalf of its business organization as named in this Agreement. This Agreement may only be modified by mutual written agreement of all the Parties.

(s) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which together shall constitute one instrument.

(t) Survival. Sections 6 (Term and Termination), 7 (Infringement Indemnification), 8 (Warranties), 9 (Confidential Information), 10 (Limitation of Liability), 11 (Consequential Damages Waiver), and 12 (General) of this Agreement shall survive termination of this Agreement or any Exhibit attached hereto.

(balance of this page left intentionally blank – signature page follows)

IN WITNESS WHEREOF, the Parties have duly executed this Agreement as of the Effective Date by their authorized representatives:
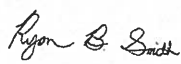
DEPOSITOR	
Signature	
Print Name	Michael Zuercher
Title	President
Date	August 8, 2013
Email Address	Michael@zuerchertech.com

IRON MOUNTAIN INTELLECTUAL PROPERTY MANAGEMENT, INC.	
Signature	
Print Name	Mary K. English
Title	Vice President, Operations
Date	8/14/13
Email Address	ipmclientservices@ironmountain.com

Provide the name and contact information of the Authorized Person under this Agreement. All notices will be sent to the individual at the address set forth below.

Depositor Authorized Person/Notices Table (Required Information)	
Print Name	Charity Small
Title	Office Manager
Email Address	ap@zuerchertech.com
Street Address	5121 S. Solberg Ave. Ste 150
Province/City/State	Sioux Falls, SD
Postal/Zip Code	57108
Phone Number	605-274-6061
Fax Number	888-477-5591

Approved as to IPM Operational Content:

Iron Mountain IPM Service Delivery

Ryan B. Smith

Name: Ryan B. Smith, Contracts Specialist
Date: August 13, 2013

Provide the name and contact information of the Billing Contact under this Agreement. All invoices will be sent to this individual at the address set forth below.

Billing Contact Information Table (Required Information)	
Print Name	Charity Small
Title	Office Manager
Email Address	ap@zuerchertech.com
Street Address	5121 S. Solberg Ave. Ste 150
Province/City/State	Sioux Falls, SD
Postal/Zip Code	57108
Phone Number	605-274-6061
Fax Number	888-477-5591

IRON MOUNTAIN INTELLECTUAL PROPERTY MANAGEMENT, INC.

All notices should be sent to ipmclientservices@ironmountain.com OR Iron Mountain Intellectual Property Management, Inc., Attn: Client Services, 2100 Norcross Parkway, Suite 150, Norcross, Georgia, 30071, USA. Telephone: 800-875-5669. Facsimile: 770-239-9201

(balance of this page left intentionally blank – EXHIBITS follow)

Exhibit A
Escrow Service Work Request

Master Deposit Account Number	42885

Service Check box(es) to order service	Service Description - Three-Party Master Depositor Escrow Service Agreement All services are listed below. Services in shaded tables are required for every new escrow account set up. Some services may not be available under the Agreement.	One-Time Fees	Annual Fees	Paying Party Check box to identify the Paying Party
☒ Setup Fee	Iron Mountain will setup a new escrow deposit account using a standard escrow agreement. Custom contracts are subject to the Custom Contract Fee noted below.	$2550		☒ Depositor ☐ Beneficiary
☒ Deposit Account Fee	Iron Mountain will set up one deposit account to manage and administrate access to Deposit Material that will be secured in a controlled storage environment. Furthermore, Iron Mountain will provide account services that include unlimited deposits, electronic vaulting, access to Iron Mountain Connect™ Escrow Management Center for secure online account management, submission of electronic Work Requests, and communication of status. A Client Manager will be assigned to each deposit account and provide training upon request to facilitate secure Internet access to the account and ensure fulfillment of Work Requests. An oversize fee of $200 USD per 1.2 cubic foot will be charged for deposits that exceed 2.4 cubic feet.		$1,050	☒ Depositor ☐ Beneficiary
☐ Add Beneficiary	Iron Mountain will fulfill a Work Request to add a Beneficiary to an escrow deposit account and manage access rights associated with the account. Beneficiary will have access to Iron Mountain Connect™ Escrow Management Center for secure online account management, submission of electronic Work Requests, and communication of status. A Client Manager will be assigned to each deposit account and provide training upon request to facilitate secure Internet access to the account and ensure fulfillment of Work Requests.		$800	☐ Depositor ☐ Beneficiary
☐ Add Additional Deposit Account	Iron Mountain will set up one additional deposit account to manage and administrate access to new Deposit Material that will be securely stored in controlled media vaults in accordance with the service description above and the Agreement that governs the Initial Deposit Account.		$1,050	☐ Depositor ☐ Beneficiary
☐ Add File List Report	Iron Mountain will fulfill a Work Request to provide a File List Test, which includes a deposit media readability analysis, a file listing, a file classification table, virus scan outputs, and assurance of completed deposit questionnaire. A final report will be sent to the Paying Party regarding the Deposit Material to ensure consistency between Depositor's representations (i.e., Exhibit B and Deposit Questionnaire) and stored Deposit Material. Deposit must be provided on CD, DVD-R, or deposited by sFTP.	$2,500	N/A	☐ Depositor ☐ Beneficiary
☐ Add Level 1 - Inventory and Analysis Test	Iron Mountain will perform an Inventory Test on the initial deposit, which includes Analyzing deposit media readability, virus scanning, developing file classification tables, identifying the presence/absence of build instructions, and identifying materials required to recreate the Depositor's software development environment. Output includes a report which will include build instructions, file classification tables and listings. In addition, the report will list required software development materials, including, without limitation, required source code languages and compilers, third-party software, libraries, operating systems, and hardware, as well as Iron Mountain's analysis of the deposit.	$5,000 or based on SOW if custom work required	N/A	☐ Depositor ☐ Beneficiary
☐ Add Level 2 - Deposit Compile Test	Iron Mountain will fulfill a Work Request to perform a Deposit Compile Test, which includes the outputs of the File Listing Report and the Level 1 - Inventory Test as described above plus recreating the Depositor's software development environment, compiling source files and modules, linking libraries and recreating executable code, pass/fail determination, creation of comprehensive build instructions with a final report sent to the Paying Party regarding the Deposit Material. The Paying Party and Iron Mountain will agree on a custom Statement of Work ("SOW") prior to the start of fulfillment.	Based on SOW	N/A	☐ Depositor ☐ Beneficiary
☐ Add Level 3 - Binary Comparison	Iron Mountain will fulfill a Work Request to perform one Deposit Usability Test - Binary Comparison which includes a comparison of the files built from the Deposit Compile Test to the actual licensed technology on the Beneficiary's site to ensure a full match in file size, with a final report sent to the Requesting Party regarding the Deposit Material. The Paying Party and Iron Mountain will agree on a custom Statement of Work ("SOW") prior to the start of fulfillment.	Based on SOW	N/A	☐ Depositor ☐ Beneficiary
☐ Add Level 4 - Full Usability	Iron Mountain will fulfill a Work Request to perform one Deposit Usability Test - Full Usability which includes a confirmation that the built applications work properly when installed, based on pre-determined test scripts provided by the Parties. A final report will be sent to the Paying Party regarding the Deposit Material. The Paying Party and Iron Mountain will agree on a custom Statement of Work ("SOW") prior to the start of fulfillment.	Based on SOW	N/A	☐ Depositor ☐ Beneficiary

☐ Add Deposit Tracking Notification	At least semi-annually, Iron Mountain will send an update reminder to Depositor. Thereafter, Beneficiary will be notified of last deposit.	N/A	$450	☐ Depositor ☐ Beneficiary
☐ Add Dual/Remote Vaulting	Iron Mountain will fulfill a Work Request to store and manage the deposit materials in a remote location, designated by the client, outside of Iron Mountain's primary escrow vaulting location or to store and manage a redundant copy of the deposit materials in one (1) additional location. All Deposit Materials (original and copy) must be provided by the Depositor.	N/A	$500	☐ Depositor ☐ Beneficiary
☐ Release Deposit Material	Iron Mountain will process a Work Request to release Deposit Material by following the specific procedures defined in Exhibit C "Release of Deposit Material" the Escrow Service Agreement.	$500	N/A	☐ Depositor ☐ Beneficiary
☐ Add Custom Services	Iron Mountain will provide its Escrow Expert consulting based on a custom SOW mutually agreed to by all Parties.	$200/hour	N/A	☐ Depositor ☐ Beneficiary
☐ Custom Contract Fee	Custom contracts are subject to the Custom Contract Fee, which covers the review and processing of custom or modified contracts.	$750	N/A	☐ Depositor ☐ Beneficiary

Exhibit B
Deposit Material Description

Company Name		Deposit Account Number	
Deposit Name		Deposit Version	

(Deposit Name will appear in account history reports)

Deposit Media
(Please Label All Media with the Deposit Name Provided Above)

Media Type	Quantity		Media Type	Quantity
☐ CD-ROM / DVD			☐ 3.5" Floppy Disk	
☐ DLT Tape			☐ Documentation	
☐ DAT Tape			☐ Hard Drive / CPU	
			☐ Circuit Board	

	Total Size of Transmission (specify in bytes)	# of Files	# of Folders
☐ Electronic Deposit			
☐ Other (please describe below):			

Deposit Encryption
(Please check either "Yes" or "No" below and complete as appropriate)

Is the media or are any of the files encrypted? ☐ Yes or ☐ No

If yes, please include any passwords and decryption tools description below. Please also deposit all necessary encryption software with this deposit.

Encryption tool name		Version	
Hardware required			
Software required			
Other required information			

Deposit Certification (Please check the box below to Certify and Provide your Contact Information)

☐ I certify for Depositor that the above described Deposit Material has been transmitted electronically or sent via commercial express mail carrier to Iron Mountain at the address below.		☐ Iron Mountain has inspected and accepted the above described Deposit Material either electronically or physically. Iron Mountain will notify Depositor of any discrepancies.	
Name		Name	
Date		Date	
Email Address			
Telephone Number			
Fax Number			

Note: If Depositor is physically sending Deposit Material to Iron Mountain, please label all media and mail all Deposit Material with the appropriate Exhibit B via commercial express carrier to the following address:

Iron Mountain Intellectual Property Management, Inc.
Attn: Vault Administration
2100 Norcross Parkway, Suite 150
Norcross, GA 30071
Telephone: 800-875-5669
Facsimile: 770-239-9201

Exhibit C
Release of Deposit Material

Master Deposit Account Number	*42885*

Iron Mountain will use the following procedures to process any Beneficiary Work Request to release Deposit Material. All notices under this Exhibit C shall be sent pursuant to the terms of Section 12(h) Notices.

1. **Release Conditions.**
   Depositor and Beneficiary agree that a Work Request for the release of the Deposit Material shall be based solely on one or more of the following conditions (defined as "**Release Conditions**"):
   (i)   Depositor's breach of the license agreement or other agreement between the Depositor and Beneficiary regulating the use of the Deposit Material covered under this Agreement; or
   (ii)   Failure of the Depositor to function as a going concern or operate in the ordinary course; or
   (iii)   Depositor is subject to voluntary or involuntary bankruptcy.

2. **Release Work Request.**
   A Beneficiary may submit a Work Request to Iron Mountain to release the Deposit Material covered under this Agreement. Iron Mountain will send a written notice of this Beneficiary Work Request within five (5) business days to the Depositor's Authorized Person.

3. **Contrary Instructions.**
   From the date Iron Mountain mails written notice of the Beneficiary Work Request to release Deposit Material covered under this Agreement, Depositor Authorized Person(s) shall have ten (10) business days to deliver to Iron Mountain contrary instructions. Contrary instructions shall mean the written representation by Depositor that a Release Condition has not occurred or has been cured ("**Contrary Instructions**"). Contrary Instructions shall be on company letterhead and signed by a Depositor Authorized Person. Upon receipt of Contrary Instructions, Iron Mountain shall promptly send a copy to Beneficiary's Authorized Person(s). Additionally, Iron Mountain shall notify both Depositor and Beneficiary Authorized Person(s) that there is a dispute to be resolved pursuant to the Disputes provisions of this Agreement. Iron Mountain will continue to store Deposit Material without release pending (i) joint instructions from Depositor and Beneficiary with instructions to release the Deposit Material; or (ii) dispute resolution pursuant to the Disputes provisions of this Agreement; or (iii) withdrawal of Contrary Instructions from Depositor's Authorized Person or legal representative; or (iv) receipt of an order from a court of competent jurisdiction.

4. **Release of Deposit Material.**
   If Iron Mountain does not receive timely Contrary Instructions from a Depositor Authorized Person, Iron Mountain is authorized to release Deposit Material to the Beneficiary or, if more than one Beneficiary is registered to the deposit, to release a copy of Deposit Material to the Beneficiary. Iron Mountain is entitled to receive any undisputed, unpaid Service Fees due Iron Mountain from the Parties before fulfilling the Work Request to release Deposit Material covered under this Agreement. Any Party may cure a default of payment of Service Fees.

5. **Termination of Agreement.**
   This Agreement will terminate upon the release of Deposit Material held by Iron Mountain. For the avoidance of doubt, each enrollment of a Beneficiary made by the respective parties signing the Beneficiary Enrollment Form attached hereto as Exhibit E constitutes and shall be construed as a separate agreement between Iron Mountain, Depositor and the signing Beneficiary.

6. **Right to Use Following Release.**
   Beneficiary has the right under this Agreement to use the Deposit Material for the sole purpose of continuing the benefits afforded to Beneficiary by the License Agreement. Notwithstanding, the Beneficiary shall not have access to the Deposit Material unless there is a release of the Deposit Material in accordance with this Agreement. Beneficiary shall be obligated to maintain the confidentiality of the released Deposit Material.

Exhibit D
Auxiliary Deposit Account to Escrow Agreement

Master Deposit Account Number	
Auxiliary Deposit Account Number	

_____ ("**Depositor**"), and Iron Mountain Intellectual Property Management, Inc. ("**Iron Mountain**") have entered into the above referenced Escrow Agreement ("**Agreement**"). Pursuant to that Agreement Beneficiary or Depositor may create additional deposit accounts ("**Auxiliary Deposit Account**") for the purpose of holding additional Deposit Material in a separate account which Iron Mountain will maintain separately from other deposit accounts under this Agreement. The new account will be referenced by the following name: _____ ("**Deposit Account Name**").

Pursuant to the Agreement, Depositor may submit material to be held in this Auxiliary Deposit Account by submitting a properly filled out Exhibit B with the Deposit Material to Iron Mountain. For avoidance of doubt, Beneficiary's rights and obligations relative to the Deposit Material held in any deposit account under this Agreement are governed by the express terms of the Agreement; this form does not provide any additional rights in the Deposit Material.

Depositor Authorized Person(s) Notices Table
Please provide the name(s) and contact information of the Depositor Authorized Person(s) for this Deposit Account. It is the intent of the Parties that the individual identified below will act as the Authorized Person with respect to this Deposit Account. All Notices will be sent electronically or through regular mail to the appropriate address set forth below. Please complete all information as applicable. Incomplete information may result in a delay of processing.

Print Name	
Title	
Email Address	
Street Address	
Province/City/State	
Postal/Zip Code	
Phone Number	
Fax Number	

Billing Contact Information Table
All Invoices for Deposit Account Fees will be sent to the contact set forth below.

Company Name	
Print Name	
Title	
Email Address	
Street Address	
Province/City/State	
Postal/Zip Code	
Phone Number	
Fax Number	

The undersigned hereby agrees that all terms and conditions of the above referenced Escrow Agreement will govern this Auxiliary Deposit Account. The termination or expiration of any other deposit account will not affect this account.

DEPOSITOR			IRON MOUNTAIN INTELLECTUAL PROPERTY MANAGEMENT, INC.	
Signature			Signature	
Print Name			Print Name	
Title			Title	
Date			Date	
Email Address			Email Address	ipmclientservices@ironmountain.com

Exhibit E
Beneficiary Enrollment Form

Depositor and Iron Mountain Intellectual Property Management, Inc. ("Iron Mountain"), hereby acknowledge that
Beneficiary Company Name: _____ is the **Beneficiary** referred to in the Escrow Agreement that
supports **Deposit Account Number:** _____with Iron Mountain as the escrow agent. **Beneficiary** hereby agrees to be
bound by all provisions of such Agreement. The last date noted on the signature blocks of this enrollment shall be the Effective
Date.

Authorized Person(s) Notices Table			
Please provide the name(s) and contact information of the Authorized Person(s) under this Agreement. Please complete all information as applicable. Incomplete information may result in a delay of processing.			
DEPOSITOR		**BENEFICIARY**	
Print Name		Print Name	
Title		Title	
Email Address		Email Address	
Street Address		Street Address	
Province/City/State		Province/City/State	
Postal/Zip Code		Postal/Zip Code	
Phone Number		Phone Number	
Fax Number		Fax Number	
Billing Contact Information Table			
Please provide the name and contact information of the Billing Contact under this Agreement. All Invoices will be sent to this individual at the address set forth below.			
DEPOSITOR		**BENEFICIARY**	
☐ *Check if same as Authorized Person*		☐ *Check if same as Authorized Person*	
Company Name		Company Name	
Print Name		Print Name	
Title		Title	
Email Address		Email Address	
Street Address		Street Address	
Province/City/State		Province/City/State	
Postal/Zip Code		Postal/Zip Code	
Phone Number		Phone Number	
Fax Number		Fax Number	
Purchase Order #		Purchase Order #	

Beneficiary Enrollment Form Work Request				
Please check boxes to order services and to identify the Paying Party				
Service	Service Description	One-Time Fees	Annual Fees	Paying Party
☐ Add Additional Beneficiary	Iron Mountain will fulfill a Work Request to add a new Beneficiary to an escrow deposit account in accordance with the Agreement.		$800	☐ Depositor ☐ Beneficiary
☐ Add Additional Deposit Account	Iron Mountain will set up one additional deposit account to manage and administrate access to new Deposit Material that will be securely stored in controlled media vaults in accordance with the Agreement that governs the Initial Deposit Account.		$1,050	☐ Depositor ☐ Beneficiary
☐ Add File List Report	Iron Mountain will fulfill a Work Request to provide a File List Test, which includes a deposit media readability analysis, a file listing, a file classification table, virus scan outputs, and assurance of completed deposit questionnaire. A final report will be sent to the Paying Party regarding the Deposit Material to ensure consistency between Depositor's representations (i.e., Exhibit B and Deposit Questionnaire) and stored Deposit Material. Deposit must be provided on CD, DVD-R, or deposited by sFTP.	$2,500	N/A	☐ Depositor ☐ Beneficiary
☐ Add Level 1 - Inventory and Analysis Test	Iron Mountain will perform an Inventory Test on the initial deposit, which includes Analyzing deposit media readability, virus scanning, developing file classification tables, identifying the presence/absence of build instructions, and identifying materials required to recreate the Depositor's software development environment. Output includes a report which will include build instructions, file classification tables and listings. In addition, the report will list required software development materials, including, without limitation, required source code languages and compilers, third-party software, libraries, operating systems, and hardware, as well as Iron Mountain's analysis of the deposit.	$5,000 or based on SOW if custom work required	N/A	☐ Depositor ☐ Beneficiary

IN WITNESS WHEREOF, the Parties have duly executed this Enrollment as of the Effective Date by their authorized representatives:

DEPOSITOR		BENEFICIARY	
Signature		Signature	
Print Name		Print Name	
Title		Title	
Date		Date	
Email Address		Email Address	

IRON MOUNTAIN INTELLECTUAL PROPERTY MANAGEMENT, INC.	
Signature	
Print Name	
Title	
Date	
Email Address	ipmclientservices@ironmountain.com

All notices to Iron Mountain Intellectual Property Management, Inc. should be sent to ipmclientservices@ironmountain.com OR Iron Mountain Intellectual Property Management, Inc., Attn: Client Services, 2100 Norcross Parkway, Suite 150, Norcross, Georgia, 30071, USA. Telephone: 800-875-5669. Facsimile: 770-239-9201

Exhibit Q
Escrow Deposit Questionnaire

Purpose of Questionnaire

In order for Iron Mountain to determine the deposit material requirements and to quote fees associated with verification services, a completed deposit questionnaire is requested. It is the responsibility of the escrow depositor to complete the questionnaire.

Instructions

Please complete the questionnaire in its entirety by answering every question accurately. Upon completion, please return the completed questionnaire to the beneficiary asking for its completion, or e-mail it to your Iron Mountain Account Representative

A. **General Description**

1. What is the general function of the software to be placed into escrow?

2. On what media will the source code be delivered?

3. If the deposit is on magnetic tape media, what tape format (e.g. DAT DDS4, DLT 8000, LTO-3, etc.) will be used for the deposit?

4. Again if the deposit is on tape, what operating system and version was used to create the tape and what tools (either native OS (e.g. tar, cpio, etc.) or commercial (e.g. Backup Exec, NetBackup, ArcServ etc.) were used to load the data; if a third party or commercial software tool was used, please specify the vendor and exact version of the tool used.

5. Will the deposit be in the format of a database/repository of any type of Versioning or Configuration Management Tool (e.g. Visual Source Safe, Clearcase, Perforce, etc.) or will the software in the deposit be in a clear text/native file system format? If a Versioning or CM tool will be necessary to examine any part the deposit contents, please specify the Vendor and tool and exact version used.

6. Is the software deposit encrypted, including password protected archives, in any way? If so, what tool and version will be used to perform the encryption and will all necessary userid's, passwords or encryption keys be provided to extract the software?

7. What is the total uncompressed size of the deposit in megabytes?

B. **Requirements for the Assembly of the Deposit**

1. Describe the nature of the source code in the deposit. (Does the deposit include interpreted code, compiled source, or a mixture? How do the different parts of the deposit relate to each other?) What types of source code make up the escrow deposit (e.g. – C++, Java, etc.)

2. How many build processes are there?

3. How many unique build environments are required to assemble the material in the escrow deposit into the deliverables?

4. What hardware is required for each build environment to compile the software? (including memory, disk space, etc.)
   (a)

5. What operating systems (including versions) are used during compilation? Is the software executed on any other operating systems/version?
   (b)

6. How many separate deliverable components (executables, share libraries, etc.) are built?
   (b)(c)

7. What compilers/linkers/other tools (brand and version) are necessary to build the application?
   (b)(d)

8. What, if any, third-party libraries are used to build the software? Please specify vendor, tool name and exact or minimum required version. If multiple build environments are required please specify for which environment each tool is required.
   (b)(e)

9. If a database of any kind is necessary to support compilation, is a running instance of the database necessary or is a static instance consisting of the static and shared libraries and/or header files installed by the database sufficient to support compilation? If not already identified above, please provide the vendor and version of the required database.

10. How long does a complete build of the software take? How much of that time requires some form of human interaction and how much is automated?

11. Does the escrow deposit contain formal build document(s) describing the necessary steps for build system configuration and compilation?

C. **Requirements for the Execution of the Software Protected by the Deposit**

   1. What are the system hardware requirements to successfully execute the software? (memory, disk space, etc.); please include any additional peripheral devices that may be necessary to support correct function of the software/system.

   2. What is the minimum number of machines required to completely set up the software sufficient to support functional testing? What Operating systems and version are required for each machine?

   3. Beyond the operating systems, what additional third party software and tools are required to execute the escrowed software and verify correct operation? Please provide vendor and versions of all third party tools or libraries required to completely configure a system suitable to support functional testing. If multiple machines are required to support testing, please identify the software to be installed to each machine.

   4. Is a database of any kind required to support functional testing of the software? If so please provide the vendor and version required.

   5. If a database is required, does the escrow deposit contain or can the depositor provide scripts and backups/imports necessary to create a database instance suitable to support functional testing.
   Note: a database containing test data is satisfactory to support functional testing so long as the data is realistic.

   6. Including the installation of any software tools required to support the function of the escrowed software, approximately how much time is required to setup and configure a system suitable to support functional testing?

   7. Approximately how much time would be required to perform a set of limited tests once a test system is configured?

   8. Does the escrow deposit contain or can the depositor provide test plans, scripts or procedures to facilitate testing?

   9. With the exception of any database identified above, are any connections to external data sources, feeds or sinks required in order to support the proper functioning of the software and to support testing of the software?

D. **Technical Contact information**

Please list the appropriate technical person(s) Iron Mountain may contact regarding this set of escrow deposit materials.

COMPANY:	
SIGNATURE:	
PRINT NAME:	
ADDRESS 1:	
ADDRESS 2:	
CITY, STATE, ZIP	
TELEPHONE:	
EMAIL ADDRESS:	

For additional information about Iron Mountain Technical Verification Services, please contact
your Iron Mountain Account Representative

B. Exceptions to Payment and Retainage Schedule

CentralSquare has provided its responses and exceptions to the payment and retainage schedule in the Price Proposal as instructed.

December 4, 2019

Steve Bradley, Communications Director
City of Broken Arrow Police Department
220 South 1st Street
Broken Arrow, OK 74012

Dear Director Bradley,

Below please find CentralSquare's responses to the City of Broken Arrow Police Department's (City) follow-up questions regarding its RFP for Software and Implementation Services for a Court Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System.

1. In the RFP response CS indicated you have 174 employees at Zuercher. Is that correct, is the company growing/adding new employee's.

    CentralSquare Response: Since the merger, CentralSquare has grown into a company of more than 2,000 employees, with 154 employees dedicated specifically to the CentralSquare Pro product.

2. The response indicates PS Suite Pro (Zuercher) has 465 clients. Is that correct?

    CentralSquare Response: CentralSquare's client base has grown to over 770 CentralSquare Pro (Zuercher) customers. This includes many clients who are part of multi-agency installations.

3. Have you lost clients in the last 5 years? How many were added in the last five years.

    CentralSquare Response: CentralSquare Technologies has had only three agencies stop using the Pro Suite product within the last five years. Since the founding of the Pro Suite product in 2003, CentralSquare continues to hold one of the highest customer retention rates in the public safety industry.

    In 2014, CentralSquare had fewer than 200 CentralSquare Pro customers. Since then, that number has grown to more than 770 agencies. Much of CentralSquare Pro's growth has come in the last six years.

4. The response indicates 78 CAD and 115 RMS clients. Again, what has been the change over the last 5 years.

    CentralSquare Response: In 2014, CentralSquare had fewer than 50 agencies using its CAD Pro software and fewer than 70 RMS clients.

5. Have you lost a client/s over failing to resolve a problem with the software?

    CentralSquare Response: No, CentralSquare has not lost a client over failing to resolve a problem with the software. Since the founding of the Pro Suite product in 2003, CentralSquare continues to hold one of the highest customer retention rates in the public safety industry.

6. Have there been any data breaches with customers using your product. If so, how many, what was the breach, how was it resolved and how long did it take to resolve?"

CentralSquare Response: The response to a security breach depends greatly on the nature of the breach. Generally, prevention of leaks, isolation, agency uptime, and forensics are prioritized in that order.

CentralSquare systems all have configuration-driven firewalls which make quick and safe updates possible. The systems are also equipped with verbose logging of system services as well as immutable offsite backups of the most sensitive logs.

Any system known to have been compromised is considered in need of a complete wipe and reinstall. Redundant systems take over at this time. A CentralSquare system has never been compromised in this way.

Please let us know if you have any further questions.

Sincerely,

Chance Hill
Account Executive
chance.hill@centralsquare.com
210.238.3787

May 9, 2019

Philip Huntley, BerryDunn
City of Broken Arrow Evaluation Committee
1700 West Detroit
Broken Arrow, OK 74012

Dear Mr. Huntley,

Please find CentralSquare's responses to the City of Broken Arrow's (City) follow-up questions regarding its RFP for Software and Implementation Services for a Court Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System.

1. CentralSquare did not propose a court management system. Please discuss the decision to bid with a court management system.

   CentralSquare Response: From its inception, CentralSquare Public Safety Suite Pro has been focused solely on public safety. CentralSquare has found that some vendors in this space who try to cover every possible aspect of government software often fall short of the expectations set by public safety professionals due to lack of focus. As such, CentralSquare decided to focus on public safety and be exceptional at it. CentralSquare understands the City's need for court software and has seen products in that space that offer great functionality. CentralSquare has taken an agnostic approach to interfacing and integrating with those products in an effort to give customers the greatest flexibility possible to choose the right public safety software for their public safety needs and the right court software for their court needs.

2. Please confirm if each proposed module has a standalone database or is a single database throughout the system.

   CentralSquare Response: Each proposed module is part of a single database. The fundamental difference between CentralSquare Public Safety Suite Pro powered by Zuercher and offerings from other vendors is that CentralSquare Pro is **one** application with **one** database from **one** vendor. Where other vendors have a suite of products that are integrated or interfaced together, CentralSquare Technologies' is not; it is **one** application. CentralSquare Pro is a fully integrated public safety software system.

3. Please discuss the process for uploading and managing GIS layers with multiple layer.

   CentralSquare Response: The City provides updates to its GIS data to the CentralSquare GIS team via an FTP site. That team then pulls the changes into the existing data and pushes an update out to users. Mobile and desktop clients are prompted to download an update when signing in and out of CentralSquare Pro. If users accept the map update, they can continue to use the CentralSquare Mapping Pro application until the update is complete, at which point it will restart. There is no down-time necessary to update maps.

4. Please discuss how does the CAD server failure/backup server operates? Please discuss if the dispatchers lose their CAD sessions and have to log onto the backup server?

CentralSquare Response: The warm standby server proposed as part of the solution will be an exact replication of the primary production server. Data on the warm standby is replicated within milliseconds of the production server. CentralSquare's failover process to a warm standby is not automatic. Because CentralSquare's Development Operations team is constantly monitoring the City's servers, if an event(s) occurs that would require a failover process, the City would be notified. If City personnel become aware of system degradation or catastrophic failure, they are advised to contact CentralSquare's support team, and the failover process will be initialized. CAD users will lose their current session and will need to relaunch the client. Their session will resume from the point of system failure. When a client starts up, it looks to the servers to see which is designated as the primary. Upon this process, the client determines whether to connect to the primary production server or the warm standby which has been designated as the new primary production server. When failover to the warm standby server has been complete, CentralSquare's Development Operations team designates that server as the primary production.

5. During major software updates, do the dispatchers log onto the backup server while the primary is being upgraded?

CentralSquare Response: During major updates the CentralSquare Pro system is unavailable. Major updates are scheduled weeks in advance and typically tend to be short in downtime. The updates are tested beforehand on the City's testing server, allowing the City to train on enhancements before rolling them over to the production server. CentralSquare Pro's major release update downtime windows range from 30 minutes to 120 minutes, depending largely on the scope of the changes (45 minutes is most common). During these update windows, the system is fully down.

6. Can a closed CFS be reactivated?

CentralSquare Response: Yes, a CFS can be reactivated after closure. Units can be dispatched to a reactivated CFS, notes can be added, etc. A reactivated CFS can be treated as any other CFS. All historical data will be kept in the audit trail and time stamps will be made recognizing when the CFS was reactivated.

7. CAD/ProQa. Does starting a CFS launch the ProQa program? At what intervals does the program update the CFS?

CentralSquare Response: CentralSquare CAD Pro sends CFS information (location, etc.) to ProQA and launches their software manually or automatically from configured incident codes in one of three disciplines (law, medical, fire). ProQA guides dispatchers through questions and answers to get to a ProQA CAD Code that is sent back to CentralSquare CAD Pro, along with the question and answer summary. If the returned ProQA CAD Code is configured on a CentralSquare CAD Pro incident code, that incident code is used for the CFS. CentralSquare CAD Pro calls out to ProQA and then saves information from ProQA at various points when ProQA communicates back to CentralSquare CAD Pro. CentralSquare is a Platinum Certified vendor with ProQA.

8. Does the CAD system support move up/back? Can the CAD change the unit setup for Zetron alerting, rip-and-run?

CentralSquare Response: CentralSquare CAD Pro does not currently support automatic move ups/move backs. However, backup units can be built into unit recommendation to account for times when the primary or desired response unit may be unavailable. CentralSquare CAD Pro supports changing unit station assignment for Zetron alerting and rip and run.

9. Does the CAD system allow the dispatcher to change which unit is primary on a call?

   CentralSquare Response: Yes, the dispatcher can easily change the designation of which unit is primary on a call.

10. Do license plate entered into CAD get check automatically in NCIC?

    CentralSquare Response: Yes, NCIC queries can automatically run if enough information has been entered into the CFS to make the query.

11. The City requires additional clarification on the CAD questionnaire answers in functional requirements. Does CentralSquare provide questionnaires? If so, how many, and can the City tie the questionnaires to specific calls? Does the City have the ability to automatically copied questionnaire to the narrative?

    CentralSquare Response: CentralSquare does not provide questionnaires. The City can configure its own SOP or instructions to prompt dispatchers and field personnel to utilize during the CFS process. Different SOP can be configured for different incident codes. EMD narrative captured as part of the proposed ProQA interface is automatically inserted into the CAD narrative.

12. Unit types. Can the unit setup have more than one functional type (e.g., Ladder truck and Engine)?

    CentralSquare Response: Yes, multiple equipment types and disciplines can be configured for units and personnel.

13. Unit types. Can the setup for specialty function, Spanish speaking, CIT, others and be recommended or found they a quick command?

    CentralSquare Response: Yes, unit types (i.e., law enforcement, fire, EMT) and unit specialties (i.e., Spanish speaking, CIT, others) can be configured for automatic recommendations and searching.

14. CAD call priority system. The Police and Fire/EMS use different nomenclature for call priority and responses. Police use a 1-7 and color-coding. Fire/EMS use emergent/non-emergent and color-code for each. Can they be display differently on both the CAD and Mobile product?

    CentralSquare Response: CFS priorities are a shared configuration. The City can configure as many numeric priorities as desired and assign a color for each.

15. Can the CAD paging/messaging be a two way system? Doing this from the CAD command line, can the City put the units messaged on the related call and then, based on a response to the message, show the units in route to the call or at least acknowledging the call?

    CentralSquare Response: Paging is a one-way system in CentralSquare CAD Pro. This feature allows the City to send pages to cell numbers or email addresses from CentralSquare CAD Pro. Paging can be used to notify first responders and command staff of active CFS, or it can be used to send less urgent messages such as weather alerts to a broader audience within the City. Capabilities of this feature include the following:
    - Ability to include CFS details in the page, including CFS location, narrative, responders, and just about anything else stored in a CFS.
    - Message templates that are used to pre-populate the content of a page with CFS details and/or free-form text. This allows for faster sending of a page to first responders.
    - Ability to initiate pages from the command line.
    - Automatic paging to automatically send a page to the appropriate contacts when certain CAD commands such as "dispatch" or "enroute" or issued. This allows dispatchers to send pages in fewer steps which can improve response times.

CentralSquare's Field Ops product also provides responding units the ability to update their availability or status without dispatcher input when they have been notified of a CFS via page. Field Ops puts access to essential data in the hands of responders and command staff. The app is designed to provide instant access to need-to-know information on smartphones. Field Ops uses the most important CFS data, including comments from dispatch, alerts, and assigned units. Field Ops was not initially proposed because a mobile application was not specifically requested in the RFP; however, more information and pricing can be provided upon request.

16. Does the system copy active/inactive call to CFS with new CFS type?

    CentralSquare Response: Based on the clarification provided by the City, this functionality is not necessary in CentralSquare Pro. Instead of creating a new CFS for the new event type, an additional incident code can be added to the existing CFS which in turn can recommend the desired units. All responding units are dispatched and managed on the single CFS.

17. Does the system copy active/inactive call to prescheduled CFS?

    CentralSquare Response: Based on the clarification provided by the City, this functionality is not available in CentralSquare Pro.

18. If call type changes and new call type requires more/different units, will the CAD make recommendations?

    CentralSquare Response: Yes, CentralSquare CAD Pro's unit recommendations are based upon incident codes entered into the CFS. As incident codes change or additional codes get added, the unit recommendation process triggers again for that specific incident code.

19. If a unit is understaffed (e.g., an engine is temporarily short one firefighter), will CAD add an additional unit to make up for the short staff?

    CentralSquare Response: CentralSquare CAD Pro facilitates cross-staffing, which allows the City to specify that two or more units are staffed by the same crew. If the crew is busy due to being dispatched on one unit, the other unit is marked as unavailable.

20. Are messages sent via Mobile-to-Mobile or Mobile-to-CAD stored? If so, how long are they stored? Can the agency configure how long? Is it searchable?

    CentralSquare Response: All messages are stored indefinitely and can be fully audited.

21. AVL log. Is the AVL history stored? What parameters are stored? How long is it stored, and can it be agency-defined?

    CentralSquare Response: AVL history is stored with AVL Playback. Parameters such as location, travel direction, speed, time, etc. are stored. The amount of time this data is stored is City-defined.

22. Can the CFS log be viewed and search from the command line/CAD window?

    CentralSquare Response: Yes, the CFS log can be viewed and searched from the command line/CAD window.

23. Can information (e.g., hazmat tier II), be loaded to the hazards file for a location from a spreadsheet?

    CentralSquare Response: No, importing to the system from a spreadsheet cannot be completed. However, existing hazards files included in the City's current CAD system can be imported via the proposed CAD data conversion.

24. Can permits, alarm, fireworks, other, be automatically loaded from the ERP or Development Services permitting files as they are entered?

CentralSquare Response: An interface to the City's ERP has not been proposed.

25. The fire alerting system may be changed to a new vendor (Phoenix G2) or two alerting systems running simultaneously. Can CAD support this? Have you interfaced with Phoenix G2 before?

CentralSquare Response: CentralSquare Pro has interfaced successfully with Phoenix G2. Additional information about which two alerting systems would be running simultaneously would be needed to confirm if an interface with two different systems is possible.

26. If Pictometry is available, can it be interfaced to the CAD mapping product? Can some other aerial service be used?

CentralSquare Response: CentralSquare provides a one-way interface from CentralSquare CAD Pro to Pictometry International's Integrated Pictometry Analytics (IPA) cloud-based solution. CentralSquare CAD Pro will send coordinates for Calls for Service (CFS) and other specified locations to Pictometry's cloud service as latitude and longitude. Pictometry International's cloud-based three-dimensional imagery will then open to the specified coordinates. All Pictometry map functions will be handled by actions completely exterior to CentralSquare Pro. A Pictometry interface has not been proposed; however, pricing can be provided upon request. CentralSquare does not have an existing interface to another aerial imaging service.

27. NG911. Please confirm if you can support the X/Y/Z coordinates eventually available in NG911 (2D or #d building diagrams).

CentralSquare Response: CentralSquare Mapping Pro currently supports X/Y coordinates. CentralSquare is actively investigating the possibility of supporting Z coordinates and 3D building diagrams for future functionality.

28. Can the text-to-911 be copied to the CFS narrative?

CentralSquare Response: CentralSquare is currently working on the design of this functionality. Any ability to offer this functionality would require an interface to the City's call handling solution. An interface is not available at this time for pricing.

29. Is there a function key to start a CFS using the E911 address?

CentralSquare Response: This functionality is currently only available via point and click. The ability to complete this by function key is being investigated.

30. Can the CAD system track with a unit has a ride-along?

CentralSquare Response: Yes, this can be entered into the Unit Details.

31. Can reports of active CFS be faxed from the system?

CentralSquare Response: Yes, this can be completed using CentralSquare CAD Pro's rip and run functionality.

32. If the City elects at some point to begin billing for false alarms, is there a tracking, billing feature. Could this be loaded to the utility bill?

CentralSquare Response: CentralSquare Pro provides an alarm billing function. This is a manually triggered process to send a bill for false alarms. Additional clarification is needed to discuss exporting to the City's current billing system.

If the City desires functionality beyond the false alarm features included with CentralSquare Pro, CentralSquare also offers CryWolf, a standalone alarm billing product for agencies who need a complete alarm billing solution. Based on the specifications included in the RFP, CryWolf was not proposed as CentralSquare Pro's included alarm billing features met the City's requirements.

33. In CAD, is there only one CFS per event and all responders on the call (i.e., police, fire, and EMS)?

CentralSquare Response: Yes, only one CFS is required to dispatch multiple agencies and jurisdictions.

34. Is the CAD-to-CAD interface developed? Has it been used to interface with TriTech CAD?

CentralSquare Response: The CentralSquare Enterprise powered by Inform side of the Basic CAD to CAD interface proposed is developed and deployed at several sites nationwide in Inform to Inform and Inform to third-party models. There is necessary development for CentralSquare Pro to complete its side/piece of the interface that is accounted for as part of the proposed project.

Fostering interoperability between agencies is central to one of CentralSquare's new product initiatives, and interfaces with other CAD vendors from CentralSquare Pro is in CentralSquare's roadmap. CentralSquare is currently evaluating timelines and feature availability with the CentralSquare Pro suite.

35. Please further explain the State collision report process, including an explanation of available drawing program and converting diagrams.

CentralSquare Response: CentralSquare Pro's Accident Reporting allows officers to collect the necessary information on every accident call, even when not connected to their network. An embedded tool (Easy Street Draw) allows the officer to easily diagram the scene of the accident and attach that diagram to the accident report. All of the information entered on an accident report is available in the dispatch center or records office once the accident report has been uploaded and approved by a supervisor, a process that is configurable by the City.

CentralSquare Pro's Accident Reporting leverages the data that already exists in CentralSquare Pro to provide a quick and efficient accident reporting solution. Master name, location, and vehicle records are all available and can be added to a new accident report with a few keystrokes. Additionally, any state or NCIC queries run by the officer on their mobile or run by a CAD user and attached to a CFS are available. Data from these queries auto-fills into the available fields and allows the user to either create a new master record or update an existing one. This completely eliminates the need for the officer to manually type the information into their mobile, allowing them to scan a driver's license and a vehicle registration and auto-fill the appropriate records with that data.

36. Once an impound report is uploaded to the RMS, can it create a state Motor Vehicle Impound report and transmit it to a designated ORI?

CentralSquare Response: CentralSquare Pro would handle the state report through a custom report and set an automatic submission to the state.

37. Property receipts. Please confirm if the system has an unlimited number of items on one property receipt.

CentralSquare Response: Yes.

38. Case Management. Can the case assignment manager manual assign and/or automatically assign new case to detectives? Do detectives get notice on desktop of new cases?

    CentralSquare Response: Yes, cases can be automatically routed based upon City-defined criteria. Additionally, supervisors can manually route case assignments. Personnel can be notified of case assignment in a variety of ways, including within the CentralSquare Pro system or SMS/SMTP.

39. Printing reports for the public. Does your program automatically redact designated fields, allow for manual redaction?

    CentralSquare Response: Yes, automatic and manual redaction of certain information can be carried out prior to submitting reports to the public. A preview of the redacted report can also be viewed prior to printing or sending the report.

40. Jail Management. When starting a new booking record, can the demographics from the person's records be copied to the new booking or a DL reader?

    CentralSquare Response: Yes, this functionality is available by using Ctrl+D in any name screen.

41. Does your system has ability to download to Affix Tracker?

    CentralSquare Response: CentralSquare currently does not have an interface to Affix Tracker.

42. When a warrant is served in the jail, can it be made inactive in the RMS warrant module during the booking process?

    CentralSquare Response: Yes. When booking an inmate from a warrant, the warrant status can be changed.

43. Does your system support Spanish translation of property?

    CentralSquare Response: No, CentralSquare Pro does not provide translation services.

44. Is there an online citizen crime reporting system?

    CentralSquare Response: CentralSquare Case Service Pro – Powered by Ten8Tech is a virtual investigator that instantly communicates with citizens through voice, mobile, web, and text. This module allows the public to report crimes and complaints. Case Service Pro has not been proposed; however, pricing can be provided upon request.

45. Are the unlimited field within the RMS duplicated on the Mobile product?

    CentralSquare Response: Yes.

46. In the Personnel Module. Can the setup be done that would allow individual personnel to access their record and view only the content?

    CentralSquare Response: Yes, permissions can be set on an individual personnel record so that the individual can see only their own record.

47. Training. Is the initial training accomplished on the training server, which replicates the primary server? If done on the primary, will the records created during training be deleted?

    CentralSquare Response: Initial training is completed on the training server.

48. Does the proposed system provide crime analysis/CAD analysis map products?

   CentralSquare Response: This functionality can be completed through the proposed CrimeView Dashboard subscription.

49. Is there a sex offender tracking module?

   CentralSquare Response: Yes, CentralSquare Pro has a sex offender tracking module. Sex offender alerts can be added to an individual's name card.

50. Is there just one Personnel and Security module for the proposed system that is accessed by all modules as needed?

   CentralSquare Response: Yes, security and permissions are managed through the software's system administration.

51. RMS narcotics information. On quantity, is it free text, decimal, separate table for the type of quantity, grams, kilos, etc.?

   CentralSquare Response: Upon entering narcotics into Property and Evidence, the quantity field is free text, allowing for decimal places. Next to the quantity field, a drop down allows for selecting the unit (i.e., Dosage, Fluid Ounces, Grams, Kilograms, Number of Plants, Ounces, Pounds, etc.).

52. System security/CJIS. Is there notification when vendor accesses the server/s-system?

   CentralSquare Response: A log can be provided to the City showing all access by CentralSquare Pro personnel and activities performed on the City's servers.

53. Is the BOLO system a system-wide product or particular to each module that uses BOLOs?

   CentralSquare Response: BOLOs are handled through the Bulletins module within CentralSquare CAD Pro, which is available to any user based on specific Bulletins permissions. While there is additional functionality available to link a bulletin to a CAD CFS, its core functionality is available system-wide.

54. Is the RMS-to-RMS interface developed for information sharing between agencies with different RMS system? Has it been used to interface with TriTech CAD?

   CentralSquare Response: CentralSquare Records Pro currently does not have a developed interface with other vendor RMS systems. CentralSquare Records Pro can interface with CentralSquare CAD Enterprise (TriTech CAD).

55. Is document scanning done within each module or outside? Is the linkage to show associated documents?

   CentralSquare Response: Documents can be attached directly to a CFS, case, property record, etc., or documents can be linked from one record to another rather than being attached to each individual record.

56. Can the mobile feature Emergency Button be turned off?

   CentralSquare Response: Yes, the emergency button can be turned off. Its presence is based on an assigned mobile template which can be set per user if desired.

57. Can mobile popups be turned off?

   CentralSquare Response: The system is designed to limit unnecessary popups in CentralSquare Mobile Pro, but those that are present cannot be disabled.

58. Mobile Product. Can a license plate inquiry also search RMS warrant file for active warrants?

   CentralSquare Response: Yes, queries can also search CentralSquare Records Pro for any matches.

CentralSquare's demo team is prepared to show the optional/additional functionality described herein upon request during our onsite demonstration of CentralSquare Public Safety Suite Pro. Please let us know if you have any further questions.

Sincerely,

Chance Hill
Account Executive
chance.hill@centralsquare.com
210.238.3787

June 5, 2019

Philip Huntley, BerryDunn
City of Broken Arrow Evaluation Team
1700 West Detroit
Broken Arrow, OK 74012

Dear Mr. Huntley,

Below please find CentralSquare's responses to the City of Broken Arrow's (City) request for clarification regarding its RFP for Software and Implementation Services for a Court Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System.

1. Can the proposed solution support import of data from a Hazardous Material database (Tier II)? Please describe the proposed solution and provide pricing data.

   CentralSquare Response: CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the import of data from a Hazardous Material database is needed to accurately define the scope of work involved and to provide pricing data.

2. Does the proposed solution interface with the City's 911 recording service (Exacom)? Please describe the proposed solution and provide pricing data.

   CentralSquare Response: Yes, CentralSquare CAD Pro can integrate with Exacom through a two-way interface. CentralSquare sends calls for service (CFS) data to the Exacom system via an API provided by Exacom. The Exacom system assigns the CFS data to the recording. Assigned voice recordings may be accessed with a link in the CFS screen which calls the Exacom API for the recording. Playback is handled in accordance with workstation settings for the audio player. Pricing for this interface is included in this response.

3. Does the proposed solution interface with the City's Digital Evidence Storage Service (Adams Web by Foray Technologies)? Please describe the proposed solution and provide pricing data.

   CentralSquare Response: CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. CentralSquare is willing to investigate an integration with Adams Web; however, discussions with the vendor would be required to accurately define the scope of work involved and to provide pricing data.

4. Can the vendor provide pricing details for the Property and Evidence data conversion from the QUATRED database?

   CentralSquare Response: Pricing for data conversion from the quatreD Property and Evidence database is included in this response.

5. The City requests clarification on transferring case information from the Records Management System to District Attorney. Please describe the proposed solution and provide pricing data.

CentralSquare Response: CentralSquare's Attorney Case View Pack Portal allows agencies to create a portal page for prosecuting attorneys to view case reports and digital evidence. Agencies determine which cases are available on the Portal page, which personnel can view each case, and the information that should be included on the case report. Case reports can be configured so only the approved portions of the case are available. Notification emails can be sent to the attorneys when new cases are available and when updates are made to previous reports.

The web-based access is secure to the same standards as law enforcement officers. As with the rest of CentralSquare Public Safety Suite Pro, agencies have tight control over which records are available to search and view for both internal and external users. All activity related to the case report, such as case report creation, adding and removing data, and approval history, is documented. Each audit entry includes the date, time, and user. Digital photos associated with the case can be viewed, and attorneys can fill out and send evidence requests from the website.

Portal users can create custom recurring reports and publish them to the Portal. Special permission is required to set up reports that publish to the Portal. The Attorney Case View Pack includes the Attorney View Portal page.

Pricing for Attorney Case View Pack Portal is included in this response.

6. The City requests greater clarification on CentralSquare's response on Interface INT.24. What is the information that will be transmitted between Inform CAD and the proposed solution? Will the following information be transferred:
   - Unit Type
   - Unit Status
   - Unit Location (through AVL)
   - Emergency Medical Dispatch (EMD) coding including answers to all call-taking questions
   - Call Type
   - Responding units
   - Narrative
   - Call priority
   - Incident location on the CAD map
   - Updating status as received
   - Notification of non-response

CentralSquare Response: The proposed Inform Basic CAD to CAD interface includes the ability to exchange incident information between CentralSquare CAD Pro and Inform CAD. This includes sending, receiving, and updating the following fields on a CAD CFS:
   1. CFS Number
   2. CFS Address
   3. CFS Date/Time
   4. Incident Code
   5. Incident Code Description
   6. CFS Cross Streets
   7. CFS Call Taker Name
   8. CFS Initial Reporter Name
   9. CFS Initial Reporter Phone Number
   10. CFS Log Messages (Narrative)

11. CFS Latitude
12. CFS Longitude
13. CFS How Reported.

CentralSquare recently acquired Tellus, whose solutions create interoperability between disparate CAD systems. If selected, CentralSquare can provide more information and pricing details for the Tellus solutions and how they may benefit the City.

7. The City requests clarification on a proposed eCitation module. Can CentralSquare confirm that an eCitation solution is included in the response to the RFP? Please providing pricing for an eCitation solution if it is not included.

   CentralSquare Response: CentralSquare did not propose an eCitation solution in its response to the RFP because an import DigiTicket interface was included.

   CentralSquare Public Safety Suite Pro's eCitations solution enables officers to quickly collect vehicle operator information even when not connected to a network. Officers can use compatible scanners to automatically parse data from driver's licenses to appropriate fields. Once complete, eCitations can be printed from within a vehicle on a ticket printout formatted for each specific agency. Information entered in eCitations is available in the dispatch center or records office once the citation has been uploaded and approved by a supervisor, a process that is configured by the agency.

   CentralSquare Pro's eCitations option leverages the data that already exists in CentralSquare Public Safety Suite Pro Suite to provide a quick and efficient citation solution. Master name, location, and vehicle records are all available and can be added to a new citation record with a few keystrokes. Additionally, any state or NCIC queries run by the officer on their mobile device or run by a CAD user and attached to a CFS are available. Data from these queries auto-fills into the available fields and allows the user to either create a new master record or update an existing one. This completely eliminates the need for the officer to manually type data into their mobile, allowing them to scan a driver's license and a vehicle registration and auto-fill the appropriate records with that data.

   The eCitations solution is designed with flexibility in mind. Each agency has their own offenses and violations, and those options appear for the officer on the citation. Additionally, agencies have the option of building their own eCitations templates inside of CentralSquare Pro; these templates generate a unique set of field requirements, allowing agencies to easily differentiate between the information needed on a standard speeding citation or a parking offense. Commonly used offenses can be configured as quick buttons, allowing an officer to add those standard offenses to a citation record with a single click or tap on the touch screen.

   Pricing for CentralSquare's eCitations solution is included in this response.

8. The City requests greater clarification on a StreetWise interface. Can CentralSquare provide pricing for receiving data input from StreetWise (e.g. Unit status updates)?

   CentralSquare Response: CentralSquare can integrate with just about any third-party system, as long as that third-party is willing to work with CentralSquare. More information regarding the import of data from StreetWise is needed to accurately define the scope of work involved and to provide pricing data.

9. The City requests information on the proposed training model. Will CentralSquare use train-the-trainer (TTT), or end-user training?

CentralSquare Response: CentralSquare provides scenario-based training in an end user and train-the-trainer format. Train-the-trainer format was included in CentralSquare's proposal for the Jail, Mobile, and Records modules because it is more cost effective for the City. However, CentralSquare is willing to adjust the training format to fit the City's desires, if necessary.

10. Can the proposed solution track unit mileage based on AVL data?

CentralSquare Response: No, CentralSquare's AVL feature does not track mileage in real-time. However, CentralSquare's AVL Playback feature can track unit mileage based on historical AVL data. AVL Playback gives agencies the ability to look back at the details of a call for service or a responder's movement when needed. With fine-grained permission levels, this tool makes it possible for authorized users to handle complaints, train for situational awareness, review patrol tactics, or analyze response times. AVL Playback was proposed in CentralSquare's RFP response.

11. The City currently uses two-factor authentication key fob software (2FA). Does the proposed solution support this software? What two factor authentication process does the vendor recommend?

CentralSquare Response: CentralSquare Pro does not support two-factor authentication through a key fob. CentralSquare does support two-factor authentication with its Mobile product only. Upon login, the mobile user will be taken to a website to answer a security question. The City is welcome to use whichever two-factor authentication desired to log into the client machine.

12. The City requests a copy of a sample GIS table.

CentralSquare Response: Please see the attached Sample GIS Table and GIS Mapping Data Requirements documents.

13. Can Easy Street, the proposed traffic accident diagraming solution, import an accident diagram from a DXF or CAD file?

CentralSquare Response: Using Easy Street Draw, a user can import an image or a DXF file.

14. The City would like clarification on future Z coordinate functionality for new NG911 requirements. Is there a specific target date for availability of that functionality?

CentralSquare Response: At this time, CentralSquare Pro supports NG911 addressing standards. Z coordinates can be included as attributes in an agency's GIS data and be viewed as part of the location information in CentralSquare Mapping Pro. Starting and ending z level values can also be included for street segments to indicate overpasses that do not intersect. Additionally, elevation or altitude received from cellular devices from services such as CentralSquare Caller Location Query (CLQ) or RapidSOS are displayed to the dispatcher on the CFS screen. However, z coordinates are not used to generate a 3D presentation of the dispatchable addresses.

As standards evolve and CentralSquare Pro is enhanced, it is expected that the way z coordinates are used in the system will be modified. There is no timeline available regarding this modification at this time, but CentralSquare would welcome discussions with the City to discuss in more detail.

15. The City requests clarification and a price quote for online citizen reporting of minor offense report that would not require immediate officer interaction.

CentralSquare Response: Developed by former law enforcement officers, CentralSquare Case Service Pro is a virtual investigator that instantly communicates with citizens through voice, mobile, web, and text. This module cuts response times to zero for most non-emergency incidents and allows agencies to focus on other areas. The intelligent automation enables an agency to provide effective self-service for citizens who need help with non-emergency incidents, and even offers a reporting option for citizens who do not speak English. This new, innovative technology designed to streamline the intake of non-emergency calls was built through a partnership between CentralSquare Technologies and Ten8Tech.

Once connected to Case Service, citizens engage with an intelligent engine that provides an investigative dialogue to help them communicate and file a non-emergency report. Citizens can then choose how and when to communicate. Once a citizen starts a report, he/she immediately receives details about how to continue a submission if disconnected. The caller is given the callback number and can pick up where he/she left off. They can move in and out of the conversation and change the method used to communicate with an agency—either by voice, mobile, text, or web. Case Service supports 30 languages for all of these communication options.

Case Service enables streamlined handling of submissions via workflow automation and a secure agency-facing portal. When a report is approved, the case is transmitted to CentralSquare Records Pro digitally, and officers can complete their report normally within that system. Based on agency specifications, the citizen caller gets helpful notifications at each step in the disposition process. When a situation requiring a patrol response arises, agency personnel receive real-time alerts and notifications and can respond accordingly.

Pricing for Case Service Pro Powered by Ten8Tech is included in this response.

16. The City requests a product information and pricing for the "Field Ops" module for 40 Fire Department personnel and 25 Law Enforcement personnel.

CentralSquare Response: CentralSquare's Field Ops smartphone application was built with a focus on the things that real officers want the most in a mobile app – situational awareness, functionality free of an MDT, and a set of tools that eliminates the need for unnecessary hardware like a camera or voice recorder.

Field Ops puts access to essential data in the hands of responders and command staff. The app is designed to provide instant access to need-to-know information on smartphones. Field Ops uses the most important CFS data, including comments from dispatch, alerts, and assigned units. An integrated interactive map enables users to view CFS and units with AVL. Quick filters allow users to easily drill down to get the information they need. They even get a notification when they are assigned to a new CFS. Fields Ops saves time and provides valuable insight to on-duty and off-duty responders and those who supervise them.

A smartphone has an excellent camera and the ability to capture audio and notes. With Field Ops, users can directly upload media to a case right from the app. They no longer need to waste time transferring media from a separate device. This helps to keep responders out in the field, doing what they're supposed to be doing.

Existing solutions aren't user friendly and are often difficult to configure and distribute. Field Ops is different. It's easy to implement and built using smartphone design elements that most people are already familiar with. Whether in use by few or many users, Field Ops is simple to manage. An agency can use the app on any existing Android or iOS smartphone or tablet. The

app is downloaded from the Android or Apple app store. Authorized users then log in with their existing CentralSquare Public Safety Suite Pro credentials. There's little configuration for administrators.

Field Ops is FIPS 140-2 compliant and has optional multi-factor authentication to fulfill CJIS Advanced Authentication Requirements. No additional security steps are required – users just download the app and log in. The system is built to be compliant and secure.

Pricing for Field Ops is included in this response.

17. The City requests a full list of Court interfaces that the proposed product has interfaced with in the past.

    CentralSquare Response: CentralSquare has successfully interfaced with the following court systems:
    - Tyler Odyssey
    - Tyler Incode
    - ICON Court Software
    - LGS Courts
    - Damion CourtView
    - Justice Systems Full Court
    - TiPSS Courts
    - Hill Country Courts

18. The City request further pricing information for FieldOps. Please confirm the total cost for 100 FieldOps users, and confirm how licensing is then sold for addition users (e.g., individual, incremental, based on groups of five, etc.).

    CentralSquare Response: Field Ops licensing costs are $120 per license, per year up to the number of licensed CentralSquare Mobile Pro units for the agency. If an agency would like additional Field Ops licenses beyond that, the cost would be $360 per license, per year.

Please let us know if you have any further questions.

Sincerely,

Chance Hill
Account Executive
chance.hill@centralsquare.com
210.238.3787

CentralSquare Public Safety Suite Pro Optional Pricing

Software and Servers	Comments	Unit	Qty	Price	Total
CAD - Voice Recorder Interface (Import and Export)	Exacom		1	$ 15,000	$ 15,000
Mobile eCitations	Broken Arrow PD	Per Unit	110	$ 350	$ 38,500
Portal - Attorney Case View			1	$ 5,485	$ 5,485
Records eCitations			1	$ 5,000	$ 5,000
Records eCitations State-Specific Form			1	$ 5,000	$ 5,000
Records - Case Service Powered by Ten8Tech Interface			1	Included	Included
Software and Servers Total					**$ 68,985**

Subscriptions	Comments	Unit	Qty	Price	Total
Records - Case Service Powered by Ten8Tech Subscription (Mobile and Web with Dispatch Transfer)			1	$ 8,297	$ 8,297
Field Ops Subscription (for Pro Mobile users)	Broken Arrow PD	Per User	25	$ 120	$ 3,000
Field Ops Subscription (for Pro Mobile users)	Broken Arrow Fire	Per User	25	$ 120	$ 3,000
Field Ops Subscription	Broken Arrow Fire	Per User	15	$ 360	$ 5,400
Subscriptions Total					**$ 19,697**

Services	Comments	Unit	Qty	Price	Total
Project Manager					
		Per Project	1	$ 7,623	$ 7,623
Configuration					
		Per Project	1	$ 4,885	$ 4,885
Training					
- Mobile (Train the Trainer)					
		Per Project	1	$ 4,105	$ 4,105
Go Live Support					
		Per Project	1	$ 1,590	$ 1,590
Data Conversion	quatreD Property & Evidence	Per Module	1	$ 18,000	$ 18,000
Services Total					**$ 36,203**

TOTALS					
Software and Servers Total					**$ 68,985**
Subscriptions Total					**$ 19,697**
Services Total					**$ 36,203**
TOTAL					**$ 124,885**

CentralSquare Public Safety Suite Pro Optional Pricing (continued)

Recurring (Subscriptions & Maintenance)						
Subscriptions (Year 1)			1			Prepaid
Subscriptions (Year 2)			1		$	20,682
Subscriptions (Year 3)			1		$	21,716
Subscriptions (Year 4)			1		$	22,802
Subscriptions (Year 5)			1		$	23,942
Subscriptions (Year 6)			1		$	25,139
Subscriptions (Year 7)			1		$	26,396
Subscriptions (Year 8)			1		$	27,716
Subscriptions (Year 9)			1		$	29,102
Subscriptions (Year 10)			1		$	30,557
Maintenance & Support (Year 1)			1			Included
Maintenance & Support (Year 2)			1		$	10,348
Maintenance & Support (Year 3)			1		$	10,865
Maintenance & Support (Year 4)			1		$	11,409
Maintenance & Support (Year 5)			1		$	11,979
Maintenance & Support (Year 6)			1		$	12,578
Maintenance & Support (Year 7)			1		$	13,207
Maintenance & Support (Year 8)			1		$	13,867
Maintenance & Support (Year 9)			1		$	14,561
Maintenance & Support (Year 10)			1		$	15,289
Taxes are not included in the pricing.						

![CentralSquare Technologies logo]

June 28, 2019

Ryan Doil, BerryDunn
City of Broken Arrow Evaluation Team
1700 West Detroit
Broken Arrow, OK 74012

Dear Mr. Doil,

Below please find CentralSquare's responses to the City of Broken Arrow's (City) request for a best and final offer regarding its RFP for Software and Implementation Services for a Court Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System.

a. The City would like to request that additional site visit references that are more proximate in location to the City be provided, should they be available.

CentralSquare Response: The following site visit references are more proximate in location to the City.

Agency Name	Platte County Sheriff's Office (Missouri)
Address, City, State	415 Third Street, Platte City, MO 64079
Contact	Major Erik Holland, 816-858-3450 or erik.holland@plattesheriff.org
Client Since	June 2017
Population Served	95,000
Products	CAD, Civil, Records, Reporting
Data Conversion	CAD, Records, Civil

Agency Name	Paragould Police Department (Arkansas)
Address, City, State	101 N 3 1/2 Street, Paragould, AR 72450
Contact	Mike McCammon, 911 Director, 870-236-7621 or michael.mccammon@paragouldcity.org
Client Since	October 2017
Population Served	27,301
Products	CAD, Mobile (CAD, Mapping, AVL), Mapping, Accident Reporting, Records, NCIC
Data Conversion	CAD, Records
Notes	The Paragould Police Department is part of a multi-agency CentralSquare Pro implementation which also includes the Greene County Sheriff's Office for shared CAD data and the Marmaduke Police Department, Marmaduke Fire Department, Paragould Fire Department, and the Greene County Rescue Squad for shared mobile CAD data. This multi-agency CentralSquare Pro implementation was the first CentralSquare agency in the state of Arkansas.

Agency Name	**Clinton County Sheriff's Office (Iowa)**
Address, City, State	241 7th Avenue North, Clinton, IA 52732
Contact	Lieutenant Tom Paarman, 563-242-9211 x4501 or tompaarmann@gapa911.us
Client Since	June 2016
Population Served	48,420
Products	Administration, Civil, Field-based Reporting, Financial, Jail, Mobile (Civil, Records), Portal, Records, Reporting
Notes	The Clinton County Sheriff's Office is part of a multi-agency CentralSquare Pro implementation which also includes the Clinton Police Department, Clinton County Communications, Camanche Police Department, and DeWitt Police Department.

b. Please include as part of the Best and Final Offer response, on an optional basis, the pricing for the items that have been quoted in your response to the second request for clarification (Exacom integration, Streetwise Interface, etc).

CentralSquare Response: CentralSquare has provided best and final pricing for the items quoted in its response to the City's second request for clarification. These can be found in the Optional Item Costs section of the BAFO Worksheet. Pricing for the DEQ Hazmat import interface has been included. CentralSquare's line itemized pricing is also included with this response.

CentralSquare understands that an interface with the City's Digital Evidence Storage Service (Adams Web by Foray Technologies) is a critical piece of this project. Due to the complexity of such an interface, CentralSquare would like to engage in further discussions with the City and vendor to determine precise specifics related to the City's expectations of this interface's functionality before committing to price.

CentralSquare is actively engaged with Streetwise to determine the level of effort and development required to provide this two-way interface for the City. CentralSquare is committed to continuing to work diligently with Streetwise to provide a scope of work and pricing as soon as practicable for the City.

c. Any discounts that have been offered.

CentralSquare Response: The City is a valued CentralSquare customer, and to demonstrate CentralSquare's interest in continuing a long-term partnership with the City, this BAFO includes a generous software migration discount of $225,639. The discount is shown in the line item pricing on the following pages and also in the BAFO Worksheet.

d. Any projected or anticipated cost savings or cost avoidance considerations related to the proposed software and services (savings in City staff time, savings in ongoing hardware acquisition/maintenance costs, etc.).

CentralSquare Response: CentralSquare has attached for the City's review a Return-on-Investment (ROI) analysis outlining the potential time and cost savings the City may experience by selecting CentralSquare's Public Safety Suite Pro solution. Along with the information provided by the City related to current procedures and encumbered time, this ROI summary was compiled using industry data collected from CentralSquare customers and general assumptions related to operating budgets, employee salary ranges, job descriptions, etc.

By improving operating efficiencies, optimizing technology, and achieving strategic objectives, CentralSquare estimates the City could realize productivity improvements of 87% and cost savings of 11% over its current platform. Over a ten-year period, it is estimated these benefits could lead to a return of approximately $7,486,416 versus a total investment of $2,404,081 over the same amount of time. These ROI calculations are the result of time saved by end users on specific tasks as outlined in the attachment, as well as actual monetary savings related to ongoing hardware acquisition and maintenance costs. Again, the figures presented herein are estimates provided to assist the City in their evaluation process.

e. A description of any future upgrade costs, including upgrades to hardware, software, and related professional services costs (such as training, configuration, and other anticipated services costs related to upgrades in the future) that may not be reflected in the BAFO cost worksheet.

CentralSquare Response: Because CentralSquare maintains full responsibility for the server software and hardware, future upgrades to the hardware to meet the organic growth of the City are included in the standard support and maintenance agreement. However, it is the responsibility of the City to meet CentralSquare Pro's network and power requirements. To meet these requirements, the City may have to upgrade networking components and server room power supplies. CentralSquare Pro's standard maintenance contract also includes three to four major software updates per year, along with minor patches which are provided daily or as needed. CentralSquare also provides its online help center for all CentralSquare Pro clients. The help center includes manuals, release notes, and videos which provide step-by-step guides for performing functions within CentralSquare Pro. There are no additional fees for access.

f. Other topics or statements related to the price proposal that the Proposer feels will help the City better understand the pricing structure or key differentiators for the proposed products and services.

CentralSquare Response: CentralSquare Pro provides agency site licenses for its Administration, CAD, Mapping, Financial, Jail, Records, and Personnel software. The CentralSquare Mobile products are licensed by unit. All upgrades to server hardware, such as additional disk space or server replacement due to organic growth and/or wear and tear, are handled by CentralSquare for the life of the contract under the maintenance agreement. As described above, CentralSquare Pro's standard maintenance contract also includes three to four major software updates per year, which are performed using an advanced process that makes client updates completely automatic with no assistance required from City IT staff.

g. The City would like for CentralSquare to provide a quote for pricing for future CAD-CAD interfaces using Tellus. The City would like the quoted price to be held, allowing the City to contract for additional CAD-CAD interfaces with other agencies in the future as the need arises. One such interface would be with the Oklahoma Highway Patrol, as an example.

CentralSquare Response: With Tellus, CentralSquare does offer products that meet the City's requirements; however, CentralSquare needs more detail and information from the City regarding this request. CentralSquare would like to have its CAD-to-CAD expert meet with the City to discuss the multiple solutions and configuration options offered with Tellus.

Please let us know if you have any further questions.

Sincerely,

Chance Hill
Account Executive
chance.hill@centralsquare.com
210.238.3787

CentralSquare Public Safety Suite Standard Pricing

Software and Servers	Comments	Unit	Qty	Price	Total
Pro Suite Production Server (Physical Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	$ 29,538	$ 29,538
Pro Suite Training/Testing Server (Physical Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	$ 21,803	$ 21,803
Pro Suite Warm Standby Server (Physical Server, OS, DBMS, Installation & Testing)	Includes up to 4TB of disk.		1	$ 26,584	$ 26,584
Pro Suite Production CrimeView Server (Virtualized Server, OS, Software, Installation & Testing)			1	Included	Included
Pro Suite Standby CrimeView Server (Virtualized Server, OS, Software, Installation & Testing)			1	Included	Included
Pro Suite Production NCIC Server (Virtualized Server, OS, Installation & Testing)			1	Included	Included
Pro Suite Warm Standby NCIC Server (Virtualized Server, OS, Installation & Testing)			1	Included	Included
Pro Suite Production GIS Server (Virtualized Server, OS, Software, Analytics, Installation & Testing)			1	Included	Included
Pro Suite Warm Standby GIS Server (Virtualized Server, OS, Software, Analytics, Installation & Testing)			1	Included	Included
Esri Server License (Esri ArcGIS for Server Workgroup Standard)			1	$ 5,000	$ 5,000
Esri Desktop License (Esri ArcGIS for Desktop Basic)			1	$ 1,500	$ 1,500
Esri Analyst License (Esri ArcGIS Network Analyst for Server)			1	$ 5,000	$ 5,000
Administration Core			1	$ 4,000	$ 4,000
Administration Core (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 6,930	$ 6,930
CAD Core			1	$ 15,000	$ 15,000
CAD Core (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 28,125	$ 28,125
CAD Advanced (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 9,375	$ 9,375
CAD Core (Seat License) for Backup/Supervisor/Part-Time Workstations	Broken Arrow PD	Per Seat	5	Included	Included
CAD Advanced (Seat License) for Backup/Supervisor/Part-Time Workstations	Broken Arrow PD	Per Seat	5	Included	Included
CAD - ASAP Interface (Import and Export)			1	$ 15,000	$ 15,000
CAD - Basic Paging (SMTP/Email) Interface	Includes data export to StreetWise.		1	Included	Included
CAD - E911 (ANI/ALI) Interface	VESTA		1	Included	Included
CAD - ImageTrend Interface (Export)			1	$ 7,500	$ 7,500
CAD - ProQA Platinum-Certified Interface (Import and Export)			1	$ 15,000	$ 15,000
CAD - PulsePoint Interface (Export)			1	Included	Included
CAD - Rip and Run (Fax/Email) Interface			1	Included	Included
CAD - Zetron Tone Paging Interface (Export)			1	$ 10,000	$ 10,000
CAD - Inform Basic CAD to CAD Interface (Import and Export)			1	$ 15,000	$ 15,000
Mapping Core			1	$ 10,000	$ 10,000
Mapping Core (Agency Site License) for Full-Time CAD Workstations	Broken Arrow PD	Per Agency	1	$ 12,500	$ 12,500
Mapping Core (Seat License) for Backup/Supervisor/Part-Time Workstations	Broken Arrow PD	Per Seat	5	$ 750	$ 3,750
Mapping AVL (Agency Site License) for Full-Time CAD Workstations	Broken Arrow PD	Per Agency	1	$ 10,500	$ 10,500
Mapping AVL (Seat License) for Backup/Supervisor/Part-Time Workstations	Broken Arrow PD	Per Seat	5	$ 350	$ 1,750
Mapping AVL Playback (Agency Site License) for Full-Time CAD Workstations	Broken Arrow PD	Per Agency	1	$ 5,500	$ 5,500
Financial Core			1	Included	Included
Financial Core (Agency Site License)	Broken Arrow PD	Per Agency	1	Included	Included

CentralSquare Public Safety Suite Standard Pricing (continued 1)

Item	Comments	Unit	Qty	Price	Total
Jail Core			1	$ 20,000	$ 20,000
Jail Core (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 4,725	$ 4,725
Jail Advanced (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 1,575	$ 1,575
Jail - LiveScan/AFIS Interface (Import and Export)	iTouch		1	$ 10,360	$ 10,360
Jail - N-DEx Adapter (IB IEPD)			1	Included	Included
Mobile Core			1	$ 5,000	$ 5,000
Mobile Accident Reporting	Broken Arrow PD	Per Unit	110	$ 250	$ 27,500
Mobile Accident Reporting Easy Street Draw	Broken Arrow PD	Per Unit	110	$ 220	$ 24,200
Mobile AVL	Broken Arrow PD	Per Unit	110	$ 200	$ 22,000
Mobile AVL	Broken Arrow Fire	Per Unit	25	$ 200	$ 5,000
Mobile CAD	Broken Arrow PD	Per Unit	110	$ 450	$ 49,500
Mobile CAD	Broken Arrow Fire	Per Unit	25	$ 450	$ 11,250
Mobile Mapping	Broken Arrow PD	Per Unit	110	$ 550	$ 60,500
Mobile Mapping	Broken Arrow Fire	Per Unit	25	$ 550	$ 13,750
Mobile NCIC	Broken Arrow PD	Per Unit	110	Included	Included
Mobile Records	Broken Arrow PD	Per Unit	110	$ 950	$ 104,500
Personnel Core			1	Included	Included
Personnel Core (Agency Site License)	Broken Arrow PD	Per Agency	1	Included	Included
Personnel Core (Agency Site License)	Broken Arrow Fire	Per Agency	1	Included	Included
Personnel Advanced (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 2,694	$ 2,694
Portal - Remote CFS View Pack			1	$ 5,485	$ 5,485
Records Core			1	$ 7,500	$ 7,500
Records Core (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 51,000	$ 51,000
Records Advanced (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 17,000	$ 17,000
Records Accident Reporting			1	$ 5,000	$ 5,000
Records Accident Reporting State-Specific Form			1	$ 5,000	$ 5,000
Records - OK Crime Reporting (SIBRS) Interface			1	Included	Included
Records - OK CRS/PARIS Interface (Export)			1	$ 9,000	$ 9,000
Records - N-DEx Adapter (IA IEPD)			1	Included	Included
Records - DigiTicket Interface (Import)			1	$ 15,000	$ 15,000
Reporting Core			1	Included	Included
Reporting Universal Interface Engine			1	Included	Included
Pro Suite - OLETS/NCIC Interface (Basic Queries)	QA (Article), BQ (Boat), DQ (Drivers License), QG (Gun), VREG (Vehicle Registration), Data Mining (OK only)		1	$ 10,000	$ 10,000
Pro Suite - Time Synchronization Interface			1	Included	Included
Software and Servers Pre-Discount Subtotal					**$ 746,892**
Software and Servers Discount					**$ (225,637)**
Software and Servers Total					**$ 521,255**

Subscriptions	Comments	Unit	Qty	Price	Total
CAD - RapidSOS Integration Subscription Core			1	$ 750	$ 750
CAD - RapidSOS Integration Subscription Core (Agency Site License)	Broken Arrow PD	Per Agency	1	$ 1,500	$ 1,500
IQ CrimeView Dashboard Subscription Core			1	$ 5,000	$ 5,000
IQ CrimeView Dashboard Subscription Core (Agency Site License)	Broken Arrow PD		1	$ 7,050	$ 7,050
Subscriptions Total					**$ 14,300**

CentralSquare Public Safety Suite Standard Pricing (continued 2)

Peripheral Hardware	Comments	Unit	Qty	Price	Total
Mobile - GPS Receiver (GlobalSat)	Broken Arrow PD		110	$ 46	$ 5,060
Mobile - GPS Receiver (GlobalSat)	Broken Arrow Fire		25	$ 46	$ 1,150
Records - Property & Evidence Barcode Scanner and Printer Package (Wasp)	Broken Arrow PD		1	$ 871	$ 871
Peripheral Hardware Total					$ 7,081

Services	Comments	Unit	Qty	Price	Total
Project Manager					
		Per Project	1	$ 75,745	$ 75,745
Configuration and Business Process Review (BPR)					
2 round-trips anticipated		Per Project	1	$ 19,340	$ 19,340
Training					
- Administration					
- CAD					
- Jail (Train the Trainer)					
- Mobile (Train the Trainer)					
- Records (Train the Trainer)					
3 round-trips anticipated		Per Project	1	$ 20,663	$ 20,663
Go Live Support					
4 round-trips anticipated		Per Project	1	$ 23,575	$ 23,575
Mapping - One-time GIS Data Set Up			1	$ 4,500	$ 4,500
Source Code Escrow		Per Project	1	$ 1,000	$ 1,000
Data Conversion	Superion CAD	Per Module	1	$ 18,000	$ 18,000
Data Conversion	Superion RMS	Per Module	1	$ 18,000	$ 18,000
Data Conversion	Jalan JMS	Per Module	1	$ 18,000	$ 18,000
Data Conversion	ImageWare (Mugshots)	Per Module	1	$ 18,000	$ 18,000
Data Conversion	CodeBlue K9	Per Module	1	$ 7,500	$ 7,500
Data Conversion	Questys DMS	Per Module	1	$ 18,000	$ 18,000
IQ CrimeView Dashboard Configuration and Training			1	$ 5,000	$ 5,000
ASAP Interface Services (Project Management and Consulting)		Per Project	1	$ 8,125	$ 8,125
Services Total					$ 255,448

TOTALS					
Software and Servers Total					$ 521,255
Subscriptions Total					$ 14,300
Peripheral Hardware Total					$ 7,081
Services Total					$ 255,448
TOTAL					$ 798,084

Recurring (Subscriptions & Maintenance)						
Subscriptions (Year 1)			1			Prepaid
Subscriptions (Year 2)			1		$	15,015
Subscriptions (Year 3)			1		$	15,766
Subscriptions (Year 4)			1		$	16,554
Subscriptions (Year 5)			1		$	17,382
Subscriptions (Year 6)			1		$	18,251
Subscriptions (Year 7)			1		$	19,163
Subscriptions (Year 8)			1		$	20,122
Subscriptions (Year 9)			1		$	21,128
Subscriptions (Year 10)			1		$	22,184
Maintenance & Support (Year 1)			1			Included
Maintenance & Support (Year 2)			1		$	130,633
Maintenance & Support (Year 3)			1		$	137,165
Maintenance & Support (Year 4)			1		$	144,023
Maintenance & Support (Year 5)			1		$	151,224
Maintenance & Support (Year 6)			1		$	158,785
Maintenance & Support (Year 7)			1		$	166,724
Maintenance & Support (Year 8)			1		$	175,061
Maintenance & Support (Year 9)			1		$	183,814
Maintenance & Support (Year 10)			1		$	193,004
Taxes are not included in the pricing.						

CentralSquare Public Safety Suite Optional Pricing

Software and Servers	Comments	Unit	Qty	Price	Total
CAD - Voice Recorder Interface (Import and Export)	Exacom		1	$ 15,000	$ 15,000
CAD - DEQ Hazmat Interface (Import)			1	$ 9,000	$ 9,000
Mobile eCitations	Broken Arrow PD	Per Unit	110	$ 350	$ 38,500
Portal - Attorney Case View			1	$ 5,485	$ 5,485
Records eCitations			1	$ 5,000	$ 5,000
Records eCitations State-Specific Form			1	$ 5,000	$ 5,000
Records - Case Service Powered by Ten8Tech Interface			1	Included	Included
Software and Servers Total					**$ 77,985**

Subscriptions	Comments	Unit	Qty	Price	Total
Records - Case Service Powered by Ten8Tech Subscription (Mobile and Web with Dispatch Transfer)			1	$ 8,297	$ 8,297
Field Ops Subscription (for Pro Mobile users)	Broken Arrow PD	Per User	25	$ 120	$ 3,000
Field Ops Subscription (for Pro Mobile users)	Broken Arrow Fire	Per User	25	$ 120	$ 3,000
Field Ops Subscription	Broken Arrow Fire	Per User	15	$ 360	$ 5,400
Subscriptions Total					**$ 19,697**

Services	Comments	Unit	Qty	Price	Total
Project Manager					
		Per Project	1	$ 8,343	$ 8,343
Configuration					
		Per Project	1	$ 4,885	$ 4,885
Training					
- Mobile (Train the Trainer)					
		Per Project	1	$ 4,105	$ 4,105
Go Live Support					
		Per Project	1	$ 1,590	$ 1,590
Data Conversion	quatreD Property & Evidence	Per Module	1	$ 18,000	$ 18,000
Services Total					**$ 36,923**

TOTALS					
Software and Servers Total					**$ 77,985**
Subscriptions Total					**$ 19,697**
Services Total					**$ 36,923**
TOTAL					**$ 134,605**

CentralSquare Public Safety Suite Optional Pricing (continued)

Recurring (Subscriptions & Maintenance)						
Subscriptions (Year 1)			1			Prepaid
Subscriptions (Year 2)			1		$	20,682
Subscriptions (Year 3)			1		$	21,716
Subscriptions (Year 4)			1		$	22,802
Subscriptions (Year 5)			1		$	23,942
Subscriptions (Year 6)			1		$	25,139
Subscriptions (Year 7)			1		$	26,396
Subscriptions (Year 8)			1		$	27,716
Subscriptions (Year 9)			1		$	29,102
Subscriptions (Year 10)			1		$	30,557
Maintenance & Support (Year 1)			1			Included
Maintenance & Support (Year 2)			1		$	11,698
Maintenance & Support (Year 3)			1		$	12,283
Maintenance & Support (Year 4)			1		$	12,897
Maintenance & Support (Year 5)			1		$	13,542
Maintenance & Support (Year 6)			1		$	14,219
Maintenance & Support (Year 7)			1		$	14,930
Maintenance & Support (Year 8)			1		$	15,676
Maintenance & Support (Year 9)			1		$	16,460
Maintenance & Support (Year 10)			1		$	17,283
Taxes are not included in the pricing.						

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	Most products are licenses for the agency as a site license. Some exceptions to this are with reference to Mobile licensing and subscriptions. CentralSquare provides its Pro Suite via a managed server model. That is, the servers which will run the system are included in the project, including the maintenance for the servers. Software and server maintenance is included at no additional cost for Year 1. While most systems are client-server, and hosted at the agency's location, some functionality is subscription-based. Travel costs are fixed price and are included with their corresponding services costs in CentralSquare's line-itemized pricing sheet, which was provided with the original RFP response.

Best and Final Offer

One-Time Costs		Please Indicate the Licensing Model		Site License	
Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	**#2 Computer-Aided Dispatch**	**#3 Law Enforcement Records Management**	**#4 Jail Management**	**#5 Court Case Management**	**#6 Mobile Capabilities**	**Total**
---	---	---	---	---	---	---
Software License Costs	$ 188,235.00	$ 135,174.00	$ 36,660.00	No bid	$ 323,200.00	$ 683,269.00
Software Customization Costs	NA	NA	NA	No bid	NA	$ -
Interfaces/Integration Costs	Included in Soft.	Included in Soft.	Included in Soft.	No bid	Included in Soft.	$ -
Data Conversion Costs	$ 22,500.00	$ 43,500.00	$ 36,000.00	No bid	NA	$ 102,000.00
Professional Service Costs (not including training, integration and interfaces)	$ 37,091.00	$ 24,971.00	$ 4,794.00	No bid	$ 51,804.00	$ 118,660.00
Training Costs	$ 6,459.00	$ 9,348.00	$ 835.00	No bid	$ 9,021.00	$ 25,663.00
Server Hardware Costs	$ 38,962.50	$ 38,962.50	NA	No bid	NA	$ 77,925.00
Third-Party Hardware Costs	NA	$ 871.00	NA	No bid	$ 6,210.00	$ 7,081.00
Third-Party Software Costs	NA	NA	NA	No bid	NA	$ -
Third-Party Professional Services Costs	$ 8,125.00	NA	NA	No bid	NA	$ 8,125.00
Expenses (miscellaneous)	$ 1,000.00	NA	NA	No bid	NA	$ 1,000.00
Total One-Time Costs (Without Discounts)	$ 302,372.50	$ 252,826.50	$ 78,289.00	$ -	$ 390,235.00	$ 1,023,723.00
Discounts	$ 62,013.00	$ 52,392.00	$ 15,599.00		$ 95,635.00	$ 225,639.00

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ 240,359.50	$ 200,434.50	$ 62,690.00	$ -	$ 294,600.00	$ 798,084.00
Total Not to Exceed Travel Costs	Included in Services					

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)	$ 39,254.00	$ 26,262.00	$ 5,499.00	No bid	$ 59,618.00	$ 130,633.00
Custom Modification Maintenance (if applicable)	NA	NA	NA	No bid	NA	$ -
Additional Maintenance Fees	$ 2,362.50	$ 12,652.50		No bid		$ 15,015.00
Total Recurring Maintenance Costs by Module	$ 41,616.50	$ 38,914.50	$ 5,499.00	$ -	$ 59,618.00	$ 145,648.00

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1	0%	No Charge		Year 6	5%	$ 177,036.05
Year 2	$ 5.00	$ 145,648.00		Year 7	5%	$ 185,887.86
Year 3	$ 5.00	$ 152,930.40		Year 8	5%	$ 195,182.25
Year 4	$ 5.00	$ 160,576.92		Year 9	5%	$ 204,941.36
Year 5	$ 5.00	$ 168,605.77		Year 10	5%	$ 215,188.43
Ten Year Maintenance Cost	$	1,605,997.04				

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Escrow Costs (if applicable)	Included in Expenses Misc.		**Vendor Comments:**
Optional - Disaster Recovery Cost (annual basis)	No Charge		**Vendor Comments: Standby server to support DR requirements is key part of the system.**
Optional - Enhanced Maintenance & Support Services	No Charge		**Vendor Comments: CentralSquare only provides 24/7 maintenance and support services for the CentralSquare Pro Suite.**

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$	798,084.00
Recurring Maintenance Years 1-10 (Cell B36)	$	1,605,997.04
Total Estimated Travel Costs (Cell B21)	Included in Services	
Other Costs	$0.00	
TOTAL TEN YEAR INVESTMENT	$	2,404,081.04

Other Costs (if applicable)

Description	Cost	Notes
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA

Optional Item Costs (if applicable)

Description	Cost	Notes
CAD - Voice Recorder Interface (Import and Export) - Exacom	$15,000.00	
CAD - DEQ Hazmat Interface (Import)	$9,000.00	
Mobile eCitations	$38,500.00	
Portal - Attorney Case View	$5,485.00	
Records eCitations	$5,000.00	
Records eCitations State-Specific Form	$5,000.00	

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Records - Case Service Powered by Ten8Tech Interface	Included	
Records - Case Service Powered by Ten8Tech Subscription (Mobile and Web with Dispatch Transfer)	$8,297.00	
Field Ops Subscription (for Pro Mobile users) - Broken Arrow PD	$3,000.00	
Field Ops Subscription (for Pro Mobile users) - Broken Arrow Fire	$3,000.00	
Field Ops Subscription - Broken Arrow Fire	$5,400.00	
Project Manager	$8,343.00	Applies to all of the optional software and subscription items.
Configuration	$4,885.00	Applies to all of the optional software and subscription items.
Training - Mobile (Train the Trainer)	$4,105.00	Applies to the eCitations functionality.
Go Live Support	$1,590.00	Applies to all of the optional software and subscription items.
Data Conversion - quatreD Property & Evidence	$18,000.00	

Hourly Rates			
Hourly Rate for Professional Services	NA	NA	
Hourly Rate for Custom Programming	NA	NA	

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	N/A - Please refer to the City-Hosted Cost Worksheet

Best and Final Offer

One-Time Costs		**Please Indicate the Licensing Model**		

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Software License Costs						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -

Vendor Hosted Cost Worksheet												

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$	-	$	-	$	-	$	-	$	-	$	-

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs	
Escrow Costs (if applicable)		Vendor Comments:

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Maintenance Cost	$ -					
Optional - Enhanced Maintenance & Support Services				Vendor Comments:		

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Recurring Hosting/Managed Services Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Hosting/Services (per module)						$ -
Other Annual Services/Hosting Costs (if applicable, such as disaster recovery)						$ -
Total Annual Recurring Hosting Costs	$ -	$ -	$ -	$ -	$ -	$ -

Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)		Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Hosting Cost	$ -					
Optional - Disaster Recovery Cost (annual basis)				Vendor Comments:		

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -
Recurring Maintenance Years 1-10 (Cell B36)	$ -
Recurring Hosting/Managed Services Costs Years 1-10 (Cell B50)	$ -
Total Estimated Travel Costs (Cell B21)	$ -
Other Costs	$0.00
TOTAL TEN YEAR INVESTMENT	$ -

Other Costs (if applicable)

Description	Cost	Notes

Optional Item Costs (if applicable)

Description	Cost	Notes

Vendor Hosted Cost Worksheet			
Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.			
Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.			
Hourly Rates			
Hourly Rate for Professional Services			
Hourly Rate for Custom Programming			

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	N/A - Please refer to the City-Hosted Cost Worksheet

Best and Final Offer

One-Time Costs		Please Indicate the Licensing Model			
	#2 Computer-Aided Dispatch	**#3 Law Enforcement Records Management**	**#4 Jail Management**	**#5 Court Case Management**	**#6 Mobile Capabilities**	**Total**
Software License Costs (if applicable)						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -

Subscription (SaaS) Cost Worksheet						

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ -	$ -	$ -	$ -	$ -	$ -

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs			
Escrow Costs (if applicable)		**Vendor Comments:**	

Recurring Maintenance Costs (If Applicable)

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
TEN Year Maintenance Cost	$ -					

Recurring Subscription Costs

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Subscription (SaaS) Cost Worksheet						

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Subscription Cost per Functional Area						$ -
Subscription - Discounted Cost per Functional Area (Pricing after applicable discounts)						$ -
Subscription Frequency (Indicate whether monthly, quarterly, or annual basis)						

Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)		Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Subscription Cost	$ -					

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -	
Recurring Maintenance Years 1-10 (Cell B36)	$ -	
Recurring Subscription Costs Years 1-10 (Cell B49)	$ -	
Total Estimated Travel Costs (Cell B21)	$ -	
Other Costs	$0.00	
TOTAL TEN YEAR INVESTMENT	$ -	

Other Costs (if applicable)

Description	Cost	Notes

Optional Item Costs (if applicable)

Description	Cost	Notes

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Hourly Rates			
Hourly Rate for Professional Services			
Hourly Rate for Custom Programming			

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	Most products are licenses for the agency as a site license. Some exceptions to this are with reference to Mobile licensing and subscriptions. CentralSquare provides its Pro Suite via a managed server model. That is, the servers which will run the system are included in the project, including the maintenance for the servers. Software and server maintenance is included at no additional cost for Year 1. While most systems are client-server, and hosted at the agency's location, some functionality is subscription-based. Travel costs are fixed price and are included with their corresponding services costs in CentralSquare's line-itemized pricing sheet, which was provided with the original RFP response.

Best and Final Offer

One-Time Costs	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
			Please Indicate the Licensing Model		*Site License*	
Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)						
Software License Costs	$ 188,235.00	$ 135,174.00	$ 36,660.00	No bid	$ 323,200.00	$ 683,269.00
Software Customization Costs	NA	NA	NA	No bid	NA	$ -
Interfaces/Integration Costs	Included in Soft.	Included in Soft.	Included in Soft.	No bid	Included in Soft.	$ -
Data Conversion Costs	$ 22,500.00	$ 43,500.00	$ 36,000.00	No bid	NA	$ 102,000.00
Professional Service Costs (not including training, integration and interfaces)	$ 37,091.00	$ 24,971.00	$ 4,794.00	No bid	$ 51,804.00	$ 118,660.00
Training Costs	$ 6,459.00	$ 9,348.00	$ 835.00	No bid	$ 9,021.00	$ 25,663.00
Server Hardware Costs	$ 38,962.50	$ 38,962.50	NA	No bid	NA	$ 77,925.00
Third-Party Hardware Costs	NA	$ 871.00	NA	No bid	$ 6,210.00	$ 7,081.00
Third-Party Software Costs	NA	NA	NA	No bid	NA	$ -
Third-Party Professional Services Costs	$ 8,125.00	NA	NA	No bid	NA	$ 8,125.00
Expenses (miscellaneous)	$ 1,000.00	NA	NA	No bid	NA	$ 1,000.00
Total One-Time Costs (Without Discounts)	$ 302,372.50	$ 252,826.50	$ 78,289.00	$ -	$ 390,235.00	$ 1,023,723.00
Discounts	$ 62,013.00	$ 52,392.00	$ 15,599.00		$ 95,635.00	$ 225,639.00

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ 240,359.50	$ 200,434.50	$ 62,690.00	$ -	$ 294,600.00	$ 798,084.00
Total Not to Exceed Travel Costs	Included in Services					

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)	$ 39,254.00	$ 26,262.00	$ 5,499.00	No bid	$ 59,618.00	$ 130,633.00
Custom Modification Maintenance (if applicable)	NA	NA	NA	No bid	NA	$ -
Additional Maintenance Fees	$ 2,362.50	$ 12,652.50		No bid		$ 15,015.00
Total Recurring Maintenance Costs by Module	$ 41,616.50	$ 38,914.50	$ 5,499.00	$ -	$ 59,618.00	$ 145,648.00

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1	0%	No Charge		Year 6	5%	$ 177,036.05
Year 2	$ 5.00	$ 145,648.00		Year 7	5%	$ 185,887.86
Year 3	$ 5.00	$ 152,930.40		Year 8	5%	$ 195,182.25
Year 4	$ 5.00	$ 160,576.92		Year 9	5%	$ 204,941.36
Year 5	$ 5.00	$ 168,605.77		Year 10	5%	$ 215,188.43
Ten Year Maintenance Cost	$ 1,605,997.04					

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Escrow Costs (if applicable)	Included in Expenses Misc.		**Vendor Comments:**
Optional - Disaster Recovery Cost (annual basis)	No Charge		**Vendor Comments: Standby server to support DR requirements is key part of the system.**
Optional - Enhanced Maintenance & Support Services	No Charge		**Vendor Comments: CentralSquare only provides 24/7 maintenance and support services for the CentralSquare Pro Suite.**

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ 798,084.00
Recurring Maintenance Years 1-10 (Cell B36)	$ 1,605,997.04
Total Estimated Travel Costs (Cell B21)	Included in Services
Other Costs	$0.00
TOTAL TEN YEAR INVESTMENT	$ 2,404,081.04

Other Costs (if applicable)

Description	Cost	Notes
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA
NA	NA	NA

Optional Item Costs (if applicable)

Description	Cost	Notes
CAD - Voice Recorder Interface (Import and Export) - Exacom	$15,000.00	
CAD - StreetWise Interface (Import and Export)	$30,000.00	
CAD - DEQ Hazmat Interface (Import)	$9,000.00	
Mobile eCitations	$38,500.00	
Portal - Attorney Case View	$5,485.00	
Records eCitations	$5,000.00	

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Records eCitations State-Specific Form	$5,000.00	
Records - Case Service Powered by Ten8Tech Interface	Included	
Records - Case Service Powered by Ten8Tech Subscription (Mobile and Web with Dispatch Transfer)	$8,297.00	
Field Ops Subscription (for Pro Mobile users) - Broken Arrow PD	$3,000.00	
Field Ops Subscription (for Pro Mobile users) - Broken Arrow Fire	$3,000.00	
Field Ops Subscription - Broken Arrow Fire	$5,400.00	
Project Manager	$10,743.00	Applies to all of the optional software and subscription items.
Configuration	$4,885.00	Applies to all of the optional software and subscription items.
Training - Mobile (Train the Trainer)	$4,105.00	Applies to the eCitations functionality.
Go Live Support	$1,590.00	Applies to all of the optional software and subscription items.
Data Conversion - quatreD Property & Evidence	$18,000.00	

Hourly Rates		
Hourly Rate for Professional Services	NA	NA
Hourly Rate for Custom Programming	NA	NA

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	N/A - Please refer to the City-Hosted Cost Worksheet

Best and Final Offer

One-Time Costs			Please Indicate the Licensing Model		
Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Software License Costs						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -

Vendor Hosted Cost Worksheet											

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$	-	$	-	$	-	$	-	$	-	$	-

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs		
Escrow Costs (if applicable)		**Vendor Comments:**

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Maintenance Cost	$ -					
Optional - Enhanced Maintenance & Support Services				**Vendor Comments:**		

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Recurring Hosting/Managed Services Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Hosting/Services (per module)						$ -
Other Annual Services/Hosting Costs (if applicable, such as disaster recovery)						$ -
Total Annual Recurring Hosting Costs	$ -	$ -	$ -	$ -	$ -	$ -

Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)		Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Hosting Cost	$ -					
Optional - Disaster Recovery Cost (annual basis)				Vendor Comments:		

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -
Recurring Maintenance Years 1-10 (Cell B36)	$ -
Recurring Hosting/Managed Services Costs Years 1-10 (Cell B50)	$ -
Total Estimated Travel Costs (Cell B21)	$ -
Other Costs	$0.00
TOTAL TEN YEAR INVESTMENT	$ -

Other Costs (if applicable)

Description	Cost	Notes

Optional Item Costs (if applicable)

Description	Cost	Notes

Vendor Hosted Cost Worksheet			
Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas. **Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.**			
Hourly Rates			
Hourly Rate for Professional Services			
Hourly Rate for Custom Programming			

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	N/A - Please refer to the City-Hosted Cost Worksheet

Best and Final Offer

One-Time Costs		#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Software License Costs (if applicable)							$ -
Software Customization Costs							$ -
Interfaces/Integration Costs							$ -
Data Conversion Costs							$ -
Professional Service Costs (not including training, integration and interfaces)							$ -
Training Costs							$ -
Server Hardware Costs							$ -
Third-Party Hardware Costs							$ -
Third-Party Software Costs							$ -
Third-Party Professional Services Costs							$ -
Expenses (miscellaneous)							$ -
Total One-Time Costs (Without Discounts)		$ -	$ -	$ -	$ -	$ -	$ -
Discounts							$ -

Subscription (SaaS) Cost Worksheet							

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ -	$ -	$ -	$ -	$ -	$ -

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs			
Escrow Costs (if applicable)		**Vendor Comments:**	

Recurring Maintenance Costs (If Applicable)

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
TEN Year Maintenance Cost	$ -					

Recurring Subscription Costs

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Subscription (SaaS) Cost Worksheet						

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Subscription Cost per Functional Area						$ -
Subscription - Discounted Cost per Functional Area (Pricing after applicable discounts)						$ -
Subscription Frequency (Indicate whether monthly, quarterly, or annual basis)						

Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)		Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Subscription Cost	$ -					

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -	
Recurring Maintenance Years 1-10 (Cell B36)	$ -	
Recurring Subscription Costs Years 1-10 (Cell B49)	$ -	
Total Estimated Travel Costs (Cell B21)	$ -	
Other Costs	$0.00	
TOTAL TEN YEAR INVESTMENT	$ -	

Other Costs (if applicable)

Description	Cost	Notes

Optional Item Costs (if applicable)

Description	Cost	Notes

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Hourly Rates			
Hourly Rate for Professional Services			
Hourly Rate for Custom Programming			

Exhibit K: City of Broken Arrow RFP

Request for Proposals for Software and Implementation Services for a Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System (CAD-RMS)

BROKEN ARROW
Where opportunity lives

RFP 19.146

Solicitation Due Date: March 12, 2019   **Time:** 3:30 p.m. (Central Time)

All Proposals must be received by the City of Broken Arrow (City) by the date and time cited above. It shall be the Respondent's sole risk to assure submission by the designated time.

If you or your firm is interested in participating in the solicitation and review process, please **submit your proposal, including all required forms and return to the City of Broken Arrow, Purchasing Department 1700 West Detroit, Broken Arrow, Oklahoma 74012 on or before 3:30 p.m. CST Tuesday, March 12, 2019.**

Bid opening will be March 13, 2019 10:30 am at the Broken Arrow Purchasing Office 1700 West Detroit, Broken Arrow, Oklahoma 74012.

The City does not accept proposals submitted electronically.

Late Proposals will not be allowed nor will they be considered.

Solicitation packages can be obtained by downloading from the City's website: https://www.brokenarrowok.gov/Bids.aspx. Should you experience problems downloading the solicitation, contact the City Purchasing Manager, Pat Harrison, via email at pharrison@brokenarrowok.gov.

VENDORS ARE STRONGLY ENCOURAGED TO READ THE ENTIRE SOLICITATION.

All questions concerning the RFP **must** be submitted via email only, to the City's consulting partner, Ryan Doil with BerryDunn (rdoil@berrydunn.com), as identified within this solicitation in Section 1.9. Communications with City staff may disqualify you from the evaluation process.

Request for Proposals for Software and Implementation Services for a Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System (CAD-RMS)

Table of Contents

Forms, Worksheets, and Other Attachments

Attachment A – Tab Forms

(*See MS Word document "City of Broken Arrow Public Safety RFP – Attachment A.docx"*)

Attachment B – Functional and Technical Requirements/Capabilities

(*See MS Excel spreadsheet "City of Broken Arrow Public Safety RFP – Attachment B.xlsx"*)

Attachment C – Cost Worksheets

(*See MS Excel spreadsheet "City of Broken Arrow Public Safety RFP – Attachment C.xlsx"*)

Attachment D – Sample Booking Forms

(*See PDF document "City of Broken Arrow Public Safety RFP – Attachment D.pdf"*)

1   RFP Introduction and Background

1.1   Introduction

This Request for Proposals (RFP) is intended to solicit Proposals from Respondents capable of satisfying the City of Broken Arrow's (City) needs for software and professional services to implement **a Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management Software (CAD-RMS)** system. Respondent's responses will be evaluated and ranked based on the criteria described in this RFP. If a system is available that meets the City's needs, the City may then enter into contract discussions with the selected Respondent(s). As part of this process the City will be allowing Respondents to submit point solutions (best of breed), and encourages Respondents to participate in this process in order to consider and evaluate a range of marketplace offerings. In addition to soliciting written responses, this document provides information to assist Respondents in preparing their responses, and facilitates the subsequent evaluation and comparison process. In that regard, this RFP:

- Provides information essential to soliciting meaningful recommendations and realistic commitments from the Respondents
- Specifies the desired format and content of Proposals in response to this RFP
- Outlines the City's evaluation and selection procedures
- Establishes a schedule for the preparation and submission of Proposals in response to this RFP
- Establishes a performance standard for the selected Respondent

This RFP and the selected Proposal in response to this RFP will be incorporated into the contract resulting from this solicitation. For purposes of this RFP, the term "Vendor," "Respondent," and "Proposer" are considered to have the same meaning.

1.2   About Broken Arrow

Located in northeast Oklahoma, Broken Arrow is the fourth largest city in the state, with an estimated population of 112,000 people spread out over 55 square miles. From 2000 to 2010, U.S. Census Bureau numbers show the City grew by 32%, making it one of the fastest growing incorporated municipalities in Oklahoma. Broken Arrow is also home to the third largest manufacturing hub in the state, with many employees working in the energy sector.

Broken Arrow was originally platted as a township in 1903 and operates under a Council-Manager form of government. The legislative and policy making body consists of a five member City Council, elected by wards with staggered terms for a period of four years. The Mayor is elected within the Council membership. The City Manager is responsible for the day-to-day operations of City government.

Through the application of the core values of Professionalism, Integrity, Accountability, Courage and Compassion, the men and women of the Broken Arrow Police Department seek to provide exceptional service to the citizens of our community. We consistently strive to serve our residents by proactively addressing crime, preserving the peace, protecting life and property and by remaining committed to

establishing partnerships within the community to focus on concerns and solve problems with fairness and in the best interest of all parties.

The Broken Arrow Police Department is staffed by 130 Police Officers and 57 civilian personnel. The Department is organized into four divisions: Administrative, Headquarters, Operations, and Support.

The Broken Arrow Fire Department provides fire suppression services, emergency medical services, hazardous materials mitigation at the operations level, and Rescue technician level services within the City of Broken Arrow's 105 square mile fence line. Since 1964, the department has grown from five full-time personnel and one fire station to over 170 personnel and seven fire stations servicing a population of more than 110,000. In January 1973, the BAFD began providing ambulance service to the citizens. Today, the citizens of Broken Arrow have access to the finest Advanced Life Support (ALS) Ambulance Service in the State of Oklahoma. The BAFD is the largest Fire Department in the state of Oklahoma providing ALS transport service to its citizens and enjoys an ISO rating of 2.

The City/Court Clerk performs the statutory duties of the City Clerk. Municipal Court provides assistance to law enforcement officials and the public in the administration of justice and providing certain statutory functions including assisting the municipal judges in recording court proceedings, preparing writs and other processing of court records. The court clerks additionally collect payment of all fines or judgments rendered.

The following table contains statistics related to the City. These statistics are estimates and are provided for planning purposes only. Additional information has been provided in Table 05: Functional Area Statistics.

Table 01: City Statistics

No.	City Area	Statistic
1	Operating Budget	$250M
2	Population	112,000
3	Total City Staff	801
4	Police Officers	130
5	Police Civilian Personnel	57
6	Fire Department Personnel	173
7	Municipal Court Personnel	4 – Staff 2 - Judges
8	Municipal Jail Personnel	14 - Detention Officers 4 – Supervisors 10 - Jailers
8	Number of City Departments	15
9	Fiscal Year	July 1 – June 30

1.3   Project Objectives

The City is planning to replace its current Public Safety software systems environment with a new integrated system, and to adopt systems functionality to support core processes. In doing so, the City seeks to address several challenges in the current environment, and gain future efficiencies, including, but not limited to:

- Challenges in Current Environment:
    o Limited integration between modules, which requires users to have multiple applications open simultaneously and creates issues in reconciling up-to-date information
    o The City relies on the use of multiple third-party systems to overcome gaps in primary application capabilities
    o Current technology limitations have resulted in a reliance on manual, and paper-based processes
    o Duplicate data entry is required due to limited integration within primary applications and interfaces between third-party tools
- Opportunities for Improvement and Objectives:
    o A system that supports crimes analysis at the City, such as type of crimes, frequency of crimes, and timing of crimes in a user-defined area
    o Implement a fully integrated system or interfacing systems that prevent the need to access information from separate applications, manually update information in separate systems, and have currently running instances of tools
    o Implement a system that interfaces accident reporting with the State of Oklahoma
    o Select a system that supports a modern investigations tool, including a property and evidence module that more effectively and efficiency manages the chain of custody, associated items, and the lab request process

In order to address these challenges and others, the City has initiated a project to adequately plan for, select, and implement a replacement or upgraded Public Safety System environment. Section 2.0 – Project Scope, outlines the features and functionality desired in a future system(s), as well as the professional services necessary to implement that system(s).

The primary objective is to procure, implement, and maintain a system or systems that mitigate the challenges listed above, allow for streamlined collection and processing of information, and to facilitate standardization and timely access to information by maximizing the use of the new software system(s) capabilities.

1.4   Definitions

In order to simplify the language throughout this RFP, the following definitions shall apply:

ADDENDA – Written instruments issued by the City prior to the date for receipt of Proposals that modify or interpret the RFP documents by addition, deletions, clarification, or corrections.

CITY – The City of Broken Arrow, an Oklahoma municipal corporation and political subdivision of the State of Oklahoma.

CITY EVALUATION COMMITTEE – The team of City staff that will participate in the review, evaluation, and scoring of proposals and subsequent evaluation processes, including demonstrations and reference checks.

CITY IMPLEMENTATION TEAM – The team of City staff that will participate in the implementation of the selected system.

CITY PROJECT MANAGER – The person designated by the City to be the City Project Manager assigned to act on behalf of the City during the term of the resulting Contract.

CONTRACT DOCUMENTS – The RFP, submitted Proposals, including any diagrams, Addenda, and a form of agreement between the City and the Contractor, including all change orders, insurance certificates, exhibits, amendments, and attachments.

CONTRACTOR – The Contractor(s)/consultant(s) that may be awarded a contract to provide software system(s) and professional services to implement the Public Safety System for the City.

CONTRACTOR PROJECT MANAGER – The person designated by the Contractor and approved by the City to be the Contractor's Project Manager assigned to act on behalf of the Contractor during the term of the resulting Contract. Any change of Contractor Project Manager requires prior written approval of the City Project Manager.

DAYS – Means calendar days unless otherwise specified.

PROJECT – The project to configure and implement the Public Safety System for the City as described in this RFP and in the Attachments hereto.

PROJECT SCOPE – Scope of services to be provided by the Contractor(s).

PROPOSAL – A complete and properly signed Proposal to provide goods, commodities, labor, or services for the sum stated and submitted in accordance with the RFP.

PROPOSER – See "RESPONDENT."

PUBLIC SAFETY SYSTEM – Means the Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System (CAD-RMS) software system that is described in this RFP and in the Attachments hereto.

RESOURCE PLAN – Resources needed to perform Project activities.

RESPONDENT or PROPOSER or VENDOR – The person, Contractor, corporation, partnership, or other entity submitting a Proposal on items listed in the RFP documents, and thereby agreeing to meet the specified Contract terms and conditions if awarded the contract.

SERVICES or WORK – All services to be performed by the Contractor to successfully complete the Project to the satisfaction of the City.

SUBCONTRACTOR or SUBCONSULTANT – Any individual, corporation, company, or other entity that contracts to perform work or render services to a Contractor or to another subcontractor as part of this Contract with the City.

VENDOR – See "RESPONDENT."

1.5 RFP Schedule of Events

The following RFP Schedule of Events represents the best estimate of the schedule the City will follow, which is subject to change in the City's discretion. The City has performed extensive planning work and has planned to meet the dates described below. Vendors are encouraged to hold the demonstration dates listed. If a component of the schedule is accelerated or delayed, it shall be anticipated that the remaining components will also be adjusted by a similar number of days. Any significant change to the schedule will be published via RFP Addendum.

Table 02: RFP Schedule of Events

Event	Estimated Date
RFP Published	February 1, 2019
Pre-Proposal Vendor Teleconference	February 11, 2019 at 1:00pm CST
Deadline for Questions From Vendors	February 22, 2019 at 4:00pm CST
Deadline for Proposal Submissions	Tuesday, March 12, 2019 at 3:30pm CST
Shortlist Vendors notified	Week of April 1, 2019
Vendor Demonstrations	Weeks of April 29 and May 6, 2019

1.6 Prequalification of Vendors

The City has not employed a prequalification process. No Vendors are either prequalified or precluded from responding to this RFP.

1.7 Minimum Qualifications

In order for Proposals to be evaluated and considered for award, Proposals must be deemed responsive to this RFP as determined in the discretion of the City Evaluation Committee. To be deemed responsive, the submitted Proposal documents shall conform in all material respects to the requirements stated in the RFP, and Proposers shall document and validate the capability to fully perform all requirements defined by the RFP. Factors to be considered in connection with a Proposer's capability to fully perform all requirements of the RFP include, and may not be limited to: experience, integrity, reliability, capacity, and other factors required to provide the Services defined by the RFP.

1.8 Incurred Expenses

There is no express or implied obligation for the City to reimburse Respondents for any costs or expenses incurred in preparing Proposals in response to this RFP, and the City will not reimburse Respondents for these costs or expenses, nor will the City pay any subsequent costs associated with the provision of any additional information or presentations, or to procure a contract for these Services. The City is not responsible for any cost(s) incurred by a Respondent in preparing and/or submitting a

Proposal in response to this RFP. The City will also not be responsible for any costs associated with preparing and/or participating in any systems demonstrations requested of the Respondent's products and Services.

1.9 Questions and Inquiries

It shall be the responsibility of the Respondents to inquire about any portion of the RFP that is not fully understood or that is susceptible to more than one interpretation.

- All questions concerning the RFP **must** be submitted via email only, to the City's consulting partner, Ryan Doil (rdoil@berrydunn.com), and shall reference the page number, section heading, and paragraph, if applicable.
- In accordance with the RFP Schedule of Events in Section 1.5, all questions must be received in writing no later than February 22, 2019, at 4 p.m. Central Time.
- Questions and answers will be issued in accordance with Section 1.11 – Amendments and Addenda.
- Only questions and answers publicly published through Addenda shall be binding.
- All Amendments and Addenda will be posted through the City purchasing portal.

Respondents shall not contact other City staff with any questions or inquiries. Unauthorized contact with any personnel of the City may be cause for rejection of the Respondent's response. The decision to reject a Proposal is solely that of the City.

1.10 Non-Mandatory Pre-Proposal Vendor Teleconference

A non-mandatory Pre-Proposal Vendor Teleconference will be held on February 11, 2019 at 1 p.m. Central Time.

Vendors that are interested in participating in the Pre-Proposal Vendor Teleconference shall contact the RFP Point of Contact (Ryan Doil – rdoil@berrydunn.com) in writing to request the teleconference information.

The format of the Pre-Proposal Vendor Teleconference will be an overview presentation of the RFP, its contents, the RFP Schedule of Events, and additional topics. Following the presentation, Vendors will be able to ask questions related to the RFP or the overall process. The City will attempt to answer all questions at that time, but answers provided shall not be binding. Following the Pre-Proposal Vendor Teleconference, the City will post online the material questions asked and their respective answers in an addendum.

1.11 Amendments and Addenda

All clarifications and RFP revisions will be documented in an addendum, which will be publicly published to the City purchasing website.

- Only questions and answers in an addendum shall be considered as part of the RFP.
- The City reserves the right to revise the RFP prior to the deadline for Proposal submissions. Revisions shall be documented in an addendum and publicly published.

The City will attempt to publicly publish periodic Addenda on a timely basis between the RFP publishing date and the close of the Question period.

1.12 Non-Warranty of RFP Information

Due care and diligence has been exercised in the preparation of this RFP and all information herein is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure to risk and verification of all information herein shall rest solely on those parties making Proposals. The City, its representatives, and its agents shall not be responsible for any error or omission in this RFP, nor shall they be responsible for the failure on the part of any Respondents or their representatives to verify the information herein and to determine the full extent of that exposure.

2 Project Scope

2.1 Functional Areas

The following table contains the list of functional areas of the desired future systems environment.

Table 04: Functional Areas

No.	Functional Area
1	Computer-Aided Dispatch
2	Law Enforcement Records Management
3	Jail Management
4	Court Case Management
5	Mobile Capabilities

The List of Functional and Technical Requirements/Capabilities contained in **Attachment B** contains the detailed functionality the City requires within each functional area in a future systems environment.

The following table contains functional statistics of the City. These statistics are estimates and are provided for planning purposes only.

Table 05: Functional Area Statistics

No.	Functional Area/Metric	Statistic
1	**Locations**	
	Fire Stations	7
	Police Stations	1
	Jail	1
2	**Police Statistics**	
	Calls for Service	81,533
	911 Calls	74,460
	Citations Issued	14,721
	Traffic Stops	12,491
	Total Sworn Officers	141
	Total Civilian Personnel	57
3	**Fire Statics**	
	Total Number of Incidents	11,000
	Shift Structure	24/48 (three shifts)
	Minimum Daily Coverage	Minimum of 36 firefighters, one fire investigator, a battalion chief, an EMS officer, 7 fire trucks, 7 squads (EMS units), 6 brush trucks, and one rescue unit available for response
	Overall Average Response Time	6:35

	Equipment	
4	Laptops	Fire – 16
	Mobile Devices (tablets, cell phones)	Fire – 14 iPads, 14 Phones Police - 20
	Vehicles	Fire – 17 Emergency Vehicles Police - 206
	Municipal Court and Jail	
5	Municipal Citations (annually)	14,721
	Inmates Processed (annually)	2,500
	Maximum Inmate Population	36

2.2 Alternate Proposals, Partnerships and Proposers of Subsets of Functionality

As part of this process the City will be allowing Respondents to submit point solutions (best of breed), and encourages Respondents to participate in this process in order to consider and evaluate a range of marketplace offerings. Respondents are encouraged to establish partnership relationships to fully provide all requirements defined by the RFP.

- Respondents engaged in a partnership relationship shall submit a single proposal in response to this RFP.

- Partnership relationships shall be clearly defined by proposal responses. Such definition shall identify the entity in the partnership relationship deemed to be the Prime Vendor. In the event a proposal that presents a partnership is selected, it is expected that a single contract be executed between the City and the Prime Vendor, and the Prime Vendor be responsible for any contractual relationship with the proposed partner(s).

- Each Vendor engaged in the partnership shall respond to any and all applicable portions of this RFP that relate to the work that will be performed, or the capabilities provided. For example, each Vendor shall provide references, and each Vendor shall respond to the Company Background and History questions.

The City does have a preference toward an end-to-end solution, but is willing to consider best-of-breed solutions ("point" solutions).

- Proposers are also encouraged to propose on a subset of functionality if the proposed software cannot provide functionality for all requested modules.

- The City will consider proposers of a subset of functionality on the relative merit of the functionality proposed based on the evaluation criteria laid forth in this RFP, and reserves the right to enter into negotiations for one or more proposers in order to achieve a "best–of-breed" solution.

- The City reserves the right to make one or more awards to competing Offerors for subsets of functionality as a result of this RFP. In the event the City should make awards to one or more competing Offerors, it shall be expected that additional discussion will take place between the City and the Offerors to define requirements and an approach to building an integration or

interface between the selected systems. In such instance, the City expects that the Offerors will work together as necessary to develop the necessary integration once one has been identified.

Respondents may submit alternate Proposals for evaluation.

2.3 City and Project Staffing

The City intends to have both functional and technical resources available during Project implementation. Additional resource planning will be done based upon the selected Respondent(s). Respondents shall clearly indicate in the proposal responses the estimated level of City resource involvement in the implementation process, in order to allow the City to perform adequate planning. The City will utilize the response to Respondents' Resource Hour Estimates in Tab 3 of Proposals as an input into the staffing plan the City develops, and requests that Respondents clearly articulate estimated staffing considerations in their responses.

2.4 Deployment Model

The City will consider, in no particular order, the following deployment models:

a. On Premise (locally hosted at the City, perpetual licenses)
b. Software as a Service (SaaS or subscription-based models)
c. Proposer hosted (hosted and managed by the Proposer, perpetual licenses)

Cost sheets have been provided under **Attachment C** for pricing each of the deployment models. The City recognizes there are many factors contributing to a comparison of cost Proposals for these various deployment methods including needed infrastructure, a particular Proposer's approach to managing upgrades, and technical staffing needs. It is well understood among the City team that a "higher" cost from a SaaS vendor may be equalized by considering these other cost areas when comparing to an on-premise deployment.

This solicitation is not a bid process nor will it follow a lowest-priced responsive Proposal process, but will be based on most advantageous Proposal(s) utilizing the Evaluation Criteria listed in the RFP, including the review of life cycle costs (i.e. recurring costs, hardware, third-party licenses, etc.).

2.5 Number of Users

The following user counts by module contained in the table below are estimates and are provided for planning purposes only. The number of users represents the **anticipated future number of users of a new system.**

Table 06: Number of Users

No.	Functional Area	Total Users	Concurrent Users
1	Computer-Aided Dispatch	100	25
2	Law Enforcement Records Management	280	200
3	Jail Management	25	10
4	Court Case Management	10	10

No.	Functional Area	Total Users	Concurrent Users
5	Mobile Capabilities	205	100

It is anticipated that some users will use multiple modules, causing overlap in each functional area. The counts were broken down by functional area to allow Respondents to formulate responses based on each. The City estimates that:

- The total number of licensed regular daily users of the system may be around 300

- The total number of regular daily concurrent users to be around 100

- The total number of limited data entry users to be around 50

2.6   Potential Phasing and Target Live Dates

The City requests that offerors provide potential phase start and target go-live dates in proposal responses per Section 4.7. The City is open to a phased implementation approach, and requests that vendors make a recommendation on the approach that will yield the greatest success for the City based on vendor experience. These dates should be estimates based on anticipated resource requirements and dependencies between functional areas. These dates are subject to negotiation.

2.7   Current City Applications Environment

The City's primary public safety system is Superion (SunGard) HTE, which was originally purchased in 1998 and is running on an IBM Power 720+ (AS400) mid-range server.

The current scope of functionality supported by the SunGard system in use at the City include those detailed in the table below. **Not all SunGard system functions are part of this RFP scope. Proposer to refer to Attachment B for details on requested in-scope functionality**:

Table 07: Current SunGard System Functions

No.	Functional Areas	No.	Functional Areas
1	Accounting	**14**	Planning and Engineering
2	Purchasing	**15**	Land Management
3	Budgeting	**16**	Plan Review
4	Business License	**17**	Code Enforcement
5	Asset Management	**18**	Permitting
6	Cash Receipts	**19**	Inspections
7	Accounts Receivable	**20**	Click-2-Gov3 E-Government Integration
8	Fleet Management	**21**	OnePoint payment processing
9	Work Orders and Facility Management	**22**	Document Management Services
10	Purchasing/Inventory Management	**23**	Qrep/Cognos IBM query report generation

No.	Functional Areas	No.	Functional Areas
11	Utility Billing (Water, Sewer, Refuse)	24	Courts Case Management
12	Payroll	25	Police – Crimes Record Management, CAD, Jails, Evidence/Property, Incident, Arrest, Field Interview, Wants/Warrants, Case Management, BOLO, Personnel/Training
13	HR	26	Fire – Incidents, Fire Resources, EMS, Prevention, Rosters, Fire Personnel, Investigations.

The SunGard system modules are used with varying levels of additional manual processes and workarounds, including paper-based processes. This ranges from areas where a module is highly leveraged, to areas where the module is used for only a portion of the business process and has been supplemented by other solutions. Additional core systems in use by the City include:

- ExecuTime: The City's Time and Attendance system

- Microsoft Office365

- NeoGov: Web-based recruitment and applicant tracking

- CodeBlue: K-9 tracking

- CRIMES: Law enforcement records management

- FirstWatch: EMS statics, captures data, and State reporting

- ImageTrend: Fire/EMS records management

- ImageWare: Used for Police Department mugshots

- ProQA Dispatch support (Fire/EMS)

- PulsePoint: Communication channel to public to locate individuals certified in first response/CPR and shows location of closest AED

- Quatred: Barcode scanning Police Department evidence

- StreetWise: Fire/EMS mapping with hydrant location

- Target Solutions: Fire/EMS personnel management (e.g., training, certifications)

- CrewSense: Fire Department workforce scheduling and resource management, no interface with Payroll

- DigiTicket: Mobile eCitation software

- Questys: Attach documents to records in Superion

- LeadsOnline: Online investigation system, business report financial transactions

2.8   Planned and In-Progress City Initiatives/Projects

The City currently has several in-progress or planned technology projects that may potentially impact system and technical standards, or resource availability during the implementation of a new Public Safety system.

1. **Community Development System Replacement.** The City is currently in the process of developing requirements and an RFP for the selection of an upgraded or replacement Community Development Software System. It is anticipated that the project will be 12 – 18 months in duration, and involve participation from stakeholders from several City departments—in particular, the Information Technology Department. The RFP is planned for release in 2019.

2. **Enterprise Resource Planning System Replacement.** The City is currently negotiating a contract for the selection of a replacement financial and human resources management software system. It is anticipated that the project will be 24 months in duration, and involve participation from stakeholders from numerous City departments—in particular, the Information Technology Department.

2.9   Project Management Documentation

The following information establishes the expectation of the minimum level of project management documentation to be provided by Respondents as a part of, but not exclusively, the resulting implementation services offered. As part of the implementation scope, following signing of a contract, the selected Contractor(s) shall develop and provide the City with the following items:

- Project Management Plan: a detailed Implementation Project Plan that, at a minimum, includes the following:
  - Objectives
  - Deliverables and Milestones
  - Project Schedule
  - Resource Management Processes
  - Scope Management Processes
  - Schedule Management Processes
  - Risk Management Processes
  - Quality Management Approach
  - Communication Management Approach
  - Organizational Change Management Approach
  - Status Reporting
- Data Conversion Plan
- Training Plan
- System Interface Plan
- Testing and Quality Assurance Plan
- Pre- and Post-Implementation Support Plan
- System Documentation
- Risk Register

Additional documentation about each Plan may be found in Section 4.0 of this RFP.

2.10 Budget

Budget planning for this initiative is ongoing, and a specific amount for the software and implementation services portion has not yet been determined.

2.11 Warranty

A comprehensive warranty in form and content satisfactory to the City is sought by the City for all software and implementation services covered by this RFP and shall be provided with the proposal for the City's review under Tab 3. It is assumed that Respondents have priced the software and services to recognize these warranty provisions. The extent and proposed terms of the warranty coverage will be evaluated by the City as part of the overall procurement process.

2.12 Source Code Escrow

The City's preference is that an escrow option be made available, but understands that it may not be available for some deployment methods. If a Vendor is unable to provide for making escrow available to the City, this should be noted in the Exceptions taken to the RFP, and an explanation shall be offered. The City's preference is for Selected Respondents to place source code for the software modules licensed by the City in escrow with an independent, mutually acceptable third-party escrow service provider (with whom a separate escrow agreement will be entered into by City, with all related costs paid by the Respondent).

3 Proposal Evaluation and Award

3.1 Evaluation Process

The following subsection outlines the intended proposal evaluation process the City has identified. The City reserves the right to deviate from this process at its own discretion, and to (i) negotiate any and all elements of the RFP, (ii) amend, modify, or withdraw the RFP, (iii) revise any requirements under the RFP, (iv) require supplemental statements of information from any Respondent, (v) extend the deadline for submission of Proposals, (vi) cancel, in whole or part, this RFP if the City deems it is in its best interest to do so, (vii) request additional information or clarification of information provided in any Proposal without changing the terms of the RFP, (viii) waive any portion of the selection process in order to accelerate the selection and negotiation with the top-ranked Respondent; and/or (ix) award the contract without written or oral discussions with any Respondents. The City may exercise the foregoing rights at any time without notice and without liability to any Respondent, or any other party, for expenses incurred in the preparation of responses hereto or otherwise.

The City reserves the right to reject any or all Proposals or parts of Proposals, to accept part or all of Proposals on the basis of considerations other than lowest cost, and to create a Project of lesser or greater expense than described in this RFP or the respondent's reply, based on the component prices submitted. The City reserves the right to cancel this solicitation or to change its scope if it is considered to be in the best interest of the City.

a. **Vendor Shortlist:** The City Evaluation Committee will initially review and evaluate each Proposal received to determine the Proposer's ability to meet the requirements of the City. The evaluation criteria described in Section 3.3 will be the basis for evaluation. The Evaluation Committee will determine the Respondents best suited to meet the needs of the City based on the scoring of the evaluation criteria. These Vendors will form the Vendor Shortlist.

b. **Vendor Demonstrations**: The City, at its sole discretion, reserves the right to have system demonstrations with those Respondents on the Vendor Shortlist, or any other Vendor. Demonstrations will be conducted at City offices. Demonstrations will involve a scripted demonstration. The schedule, scripts, and demonstration requirements will be provided with the invitation to participate in demonstrations.

A Pre-Demonstration Vendor Teleconference will take place for those Vendors that have been shortlisted, and Respondents will have an opportunity to review the format of the demonstrations and ask questions related to procedure and specific demonstration scenarios. Vendors that are invited to participate in demonstrations are advised that the provided scripts must be strictly adhered to while presenting. Optional modules or functionality shall not be presented if they fall outside the scope of requested functionality or that functionality which has been proposed by the Respondents. The proposed version of the software must be shown, and must not include any software that is under development or in beta testing. Evaluation Committee members will view the demonstrations, and additional City staff may also be in attendance to observe and provide informal feedback. The City may elect, at its sole option, not to conduct discussions or demonstrations with respondents.

c. **Reference Checks:** The City may employ a process of contacting references provided through Respondents' proposals. This process may include teleconference meetings, web conferences, and in-person meetings with references. The City reserves the right to conduct reference checks at any point in the evaluation process.

d. **Best and Final Offer and Request for Clarification:** A Best-and-Final-Offer process may be initiated if it is determined to be in the best interest of the City. Such process may be initiated following the identification of the Vendor Shortlist or at any other evaluation process step. Additional processes of scope and cost clarification may be employed as part of the evaluation process if it is deemed to be in the City's best interest.

3.2   Clarification and Discussion of Proposals

The City may request clarifications and conduct discussions with any Respondent that submits a Proposal, including requesting additional information. The City reserves the right to select the Proposal or Proposals that it believes is the most responsive as determined by the City Evaluation Committee, which will best serve the City business and operational requirements, considering the evaluation criteria set forth below. Respondents shall be available for a system demonstration to City staff on dates specified in Table 02 or as otherwise requested by the City if selected for system demonstrations. Failure of a Respondent to respond to such a request for additional information, clarification, or system demonstrations may result in rejection of the Proposal. Clarifications may not result in a material or substantive change to the Proposal. The initial evaluation may be adjusted because of a clarification under this section. The City reserves the right to waive irregularities in the Proposal content or to request supplemental information from Respondents.

3.3   Evaluation Criteria

As described in the preceding Evaluation process sub-section, the City intends to follow an iterative approach to scoring based on key evaluation activities. The City hereby reserves the right to evaluate, at its sole discretion, the extent to which each Proposal received compares to the stated criteria. Vendor proposals shall be evaluated in accordance with the following criteria, subject to variation at the sole discretion of the City:

3.3.1   Short-List Identification: The City intends to utilize the criteria presented in Table 08 following the Evaluation Team's review of Proposals. Each Proposal will be eligible to be awarded up to 100 points at this stage.

Table 08: Short-List Identification Criteria

Criteria	Description	Max Points
Functionality	This criterion considers but is not limited to the following: • The vendor's written responses to the Functional and Technical Requirements for proposed functional areas. • The ability for the proposed software to integrate with the City's systems environment.	35
Technical	This criterion considers but is not limited to the following:	15

Criteria	Description	Max Points
	• Alignment of the proposed software to the City's preferred technical specifications. • The vendor's written response to each Potential Interface. • The ability of the vendor to support the Project Objectives, and City Leadership Goals and Objectives, in terms of technical criteria. • The level of integration among proposed functional areas.	
Approach	This criterion considers but is not limited to the following: • The described approach to implement an enterprise system to achieve the City's goals and objectives. • The alignment of the proposed implementation timeline to the City's desired timeline milestones. • The distribution of implementation tasks among City and vendor teams. • The proposed resources hours among City and vendor teams. • The vendor's approach to key implementation tasks including but not limited to data conversion, testing, and training. • The vendor's planned ongoing support and maintenance services.	15
Vendor Experience	This criterion considers but is not limited to the following: • The vendor's experience delivering the services requested in the RFP. • The vendor's experience with similar implementations for comparable organizations. • The vendor's experience deploying comparable interfaces to the City's related applications.	15
Proposed Staff Experience	This criteria considered but is not limited to the following: • The experience of named staff delivering the services requested in the RFP. • The experience of named staff with similar implementations for comparable organizations. • The qualifications of named staff to deliver the services requested in the RFP with a focus on business process optimization.	20

3.3.2 Finalists Identification: The City intends to utilize the criteria presented in Table 09 following the demonstrations by Short-List vendors. Each Proposal will be eligible to be awarded up to 30 points at this stage.

Table 09: Finalist Identification Criteria

Criteria	Description	Max Points
Functionality Demonstrated	This criterion considers new information learned through vendor demonstrations including but not limited to: • The demonstrated user interface. • The alignment of demonstrated functionality with preferred business processes.	15

Criteria	Description	Max Points
Technical Capabilities	This criterion considers new information learned through the Technical Discussion as part of vendor demonstrations as well as other sessions.	5
Approach Discussion	This criterion considers new information learned through the Implementation Approach Discussion as part of vendor demonstrations as well as other sessions.	5
Experience Discussion	This criterion considers new information learned through the Company Overview Discussion as part of vendor demonstrations as well as other sessions.	5

3.3.3   Preferred Vendor Identification: The City intends to utilize the criteria presented in Table 10 following the completion of reference checks and any site visit. Each Proposal will be eligible to be awarded up to 30 points at this stage.

Table 10: Finalist Identification Criteria

Criteria	Description	Max Points
Comparable References	This criterion considers the relevance of references related to organization size, comparable scope, similar software version, and deployment model.	10
Reference Feedback	This criterion considers the feedback received from references related to the vendor's performance in the implementation including meeting project objectives and timelines, as well as the knowledge, skills, and experience of implementation staff; capabilities of the software; and ongoing vendor performance with support and maintenance.	20

3.3.4   Cost Point Allocation: The City will evaluate cost proposals based upon this criteria. Cost points will be applied at the timing determined by the Evaluation Team. Cost points may be refined or replaced in the event of a subsequent Request for Clarification or Request for Best and Final Offer (BAFO). Each Proposal will be eligible to be awarded up to 40 points for cost.

Table 11: Cost Point Criteria

Criteria	Description	Max Points
Cost	This criterion considers, as applicable, the price of the software license/subscription schedule, services, and terms of any offered ongoing maintenance and support (including applicable service level agreements, disaster recovery, etc.) proposed in response to the information solicited by this RFP. Respondents will be evaluated on their pricing scheme, as well as on their price in comparison to the other proposers. In evaluating cost, the City will evaluate on a fully loaded ten year cost of ownership. Fully loaded is defined to include (but is not limited to): software purchase/subscription and implementation costs; ongoing support and service costs; hardware costs; hosting and associated hardware support	**40**

Criteria	Description	Max Points
	costs. The City reserves the right to add their own estimates of the costs (including any anticipated savings) associated with the required level of internal staffing (business users and IT staff) for implementation and for ongoing support, hardware and overhead costs and savings, and may rely on the Respondent's resource estimates as a basis for their calculations.	
	Vendors of point solutions will be compared against other proposals for the respective functional area group.	

3.4 No Obligation, Right of Rejection, and Multiple Award

The inquiry made through this RFP implies no obligation on the part of the City. This RFP does not constitute an offer or a contract with any Respondent or other party. The City reserves the right to reject any or all Proposals, in whole or in part, or to accept or reject all or any part of any Proposal. Proposals deemed to be received from debarred or suspended Vendors will be rejected. The City may reject any Proposal that is not responsive to all of the material and substantial terms, conditions, and performance requirements of this RFP. The City further reserves the right to award all, part, or none of the components/functional areas included in this RFP. In addition, the City reserves the right to make one or more awards to competing Respondents for subsets of functionality as a result of this RFP. The City also reserves the right to refrain from making an award if it determines it to be in its best interest. The City reserves the right abandon the Project and/or to re-advertise and solicit other Proposals.

3.5 Negotiations and Contract Execution

The City reserves the right to negotiate the final terms and conditions of any one or more contracts to be executed, including but not limited to the fees. In the event the City and a Respondent are unable to agree upon all contract provisions, the City reserves the right to cease negotiations, and to move on to select another Respondent, or to reject all Proposals.

3.6 Ethics

It is a breach of ethical standards for any person to offer, give, or agree to give any City employee or Council person - or by City Policy, for any City employee or Council person to solicit, demand, accept, or agree to accept from another person, entity, or agency - a gratuity or an offer of employment whenever a reasonable prudent person would conclude that such consideration was motivated by an individual, group, or corporate desire to obtain special, preferential, or more favorable treatment than is normally accorded the general public. The Respondents shall not assign any interest in any contract entered into with the City, and shall not transfer any interest in any contract with the City, without the prior written consent of the City, which consent may be withheld in the City's sole discretion. Respondents shall not accept any private client or project that may place it in ethical conflict during its representation of the City.

3.7 Offer Held Firm

Proposals must remain open and valid for at least 180 days from the deadline specified for submission of Proposals. In the event award is not made within 180 days, the City will send a written request to all

Bidders deemed susceptible for award, asking Respondents to hold their price firm for a longer specified period of time.

4 Submittal Response Format

4.1 General Instructions

The following instructions must be followed by Respondents submitting Proposals. Offers that do not comply with all instructions contained herein may be disqualified:

1. **Deadline:** The deadline for Proposal submissions is established in Section 1.5. It will be the sole responsibility of the Respondent to submit its Proposal to the City before the closing deadline. Late Proposals will not be allowed. If a Respondent feels that delivery of a proposal may be delayed in transit (e.g. third-party carrier, weather) please contact the City Purchasing Manager, Pat Harrison (918-259-8361 or pharrison@brokenarrowok.gov), immediately upon becoming aware of the possible delay.

2. **Hard Copy Proposals:** Respondents shall submit one (1) version of the Technical Proposal and one (1) version of the Price Proposal in separate three-ring binders with tab separators, clearly marked "Original." Technical Proposals shall not include extraneous marketing materials.

3. **Fax and Email Proposals:** Fax or email responses will not be accepted.

4. **Electronic Proposals:** Respondents shall submit electronic versions of the Technical Proposal and electronic versions of the Price Proposal on separate removable devices (e.g., thumb drive, CD).

   - All Worksheet Attachments (Attachments B & C) provided as part of this RFP shall be returned in MS Excel format.

   - All Forms Attachments (Attachment A) provided as part of this RFP shall be returned in searchable Adobe PDF format.

   - All other materials submitted shall be returned in searchable Adobe PDF format.

5. **Delivery/Mailing Instructions:** Sealed Proposals shall be clearly labeled on the outside of the packaging with the RFP Title and RFP Number. The mailing address for Proposals is contained in the following table.

Table 4: Proposal Mailing Addresses

Mailing Address
City of Broken Arrow
RFP # 19.146
Attn: Purchasing Department
1700 West Detroit
Broken Arrow, OK 74012

6. **File Naming:** Proposal files submitted electronically shall be labeled with file names that follow the format provided:

   - "(*Vendor Name*) Proposal Response to Attachment A"

   - "(*Vendor Name*) Proposal Response to Attachment B"

- "(*Vendor Name*) Proposal Response to Attachment C"

- Any additional documentation provided shall be provided as Appendices and similarly titled; e.g., "(*Vendor Name*) Appendix A – (*Appendix Document Title*)."

7. **Amendment of Proposals:** Respondents may amend Proposals prior to the deadline set for receipt of Proposals. In the event an Addenda is issued and a Respondent has previously submitted a Proposal in response to this RFP, the Respondent shall notify the RFP Point of Contact via email of the need to submit an amendment, and clearly outline the reasons in writing. No amendments will be accepted after the deadline unless they are in response to a request of the City.

8. Except for trade secrets and confidential information that the Respondent identifies as proprietary, all Proposals will be open for public inspection after the contract award. Respondents are advised to carefully read the entire Solicitation Package.

4.2 Proposal Organization Guidelines

Respondents are instructed to insert the completed Tab forms (Attachment A) in the corresponding Tab sections as a part of their response to the Technical Proposal. **The City expects that Respondents will include additional proposal content beyond simply completing the forms and worksheets provided through this RFP.**

The table on the following page contains the organization guidelines for Proposal responses.

Table 12: Technical Proposal Organization Guidelines

Proposal Tab No.	Technical Proposal Section	RFP Sec. No.
Tab 1	Company Introduction	4.3
Tab 2	Software Solution	4.4
Tab 3	Project Approach and Implementation Methodology	4.5
Tab 4	Key Proposed Personnel and Team Organization	4.6
Tab 5	Project Schedule	4.7
Tab 6	Functional and Technical Requirements Response	4.8
Tab 7	System and Application Architecture	4.9
Tab 8	Data Conversion Plan	4.10
Tab 9	Software Hosting	4.11
Tab 10	Testing and Quality Assurance Plan	4.12
Tab 11	Training Plan	4.13
Tab 12	Ownership of Deliverables	4.14
Tab 13	References	4.15
Tab 14	Response to Narrative Questions	4.16

Proposal Tab No.	Technical Proposal Section	RFP Sec. No.
Tab 15	Exceptions to Terms and Conditions	4.17
Separate Cover	Price Proposal	4.18

4.3   Tab 1 – Company Introduction

The first tab of the Proposal shall contain a Transmittal Letter, Company Background, and information on the use of any proposed subcontractors.

A. A completed response to the Tab 1 information contained in Attachment A.

B. Respondents shall also submit signed acknowledgements of any Addenda issued, per Section 1.11.

4.4   Tab 2 – Software Solution

The second tab of the Proposal should include:

A. A completed response to the Tab 2 information contained in Attachment A.

B. Any other information that may be relevant and useful to the City.

4.5   Tab 3 – Project Approach and Implementation Methodology

The third tab of the Proposal should include:

A. A completed response to the Tab 3 information contained in Attachment A.

B. Any other information that may be relevant and useful to the City.

C. **Sample Implementation Project Plan**: Respondents shall also include a sample Project Plan that details the approach. The following information provides an expectation on the organization and content of the Project Plan that will be developed as part of the Project with the selected Respondent:

o **Project Objectives:** This section of the Implementation Project Plan should include overall Project objectives.

o **Project Deliverables and Milestones:** This section of the Implementation Project Plan should include a list of deliverables and milestones of the Project, and should describe exactly how and what will be provided to meet the needs of the City.

o **Project Schedule (Project Management Software):** This section of the Implementation Project Plan should identify the dates associated with deliverables and milestones described in Section 2.0. In addition, this section should reflect Project predecessors, successors, and dependencies. The City requires the use of Project management software (such as Microsoft Project) to develop and maintain the Project schedule, Resource Plan, and Gantt chart.

o **Status Reporting:** This section of the Implementation Project Plan should describe the approach the Contractor will use to provide status reports throughout the course of the Project. This section should include an example of the biweekly or weekly status report and identify the expected delivery mechanism that will be used to provide the report to the City.

- o **Project Management Processes, including:**

  - ▪ **Resource Management:** This section should describe City resources, Contractor resources, and the overall Project team structure, including an organizational chart. The defined roles identified for the Contractor, its subcontractors, and the City, should also include a detailed description of the responsibilities related to the identified role, as well as the communication process for each party.

  - ▪ **Scope Management:** This section should describe the approach the Contractor will use in order to manage Project Scope and the process used to request changes to Project Scope. It is the City's desire to use the proposed software system "as is" and, as such, any changes must be reviewed and approved by the City's Implementation Project Team.

  - ▪ **Schedule Management:** This section should describe the approach the Contractor will use in order to manage the Project schedule and the process used to submit requested changes to the schedule. The Contractor must ensure that the Project schedule is kept current and report any missed milestones to the City.

  - ▪ **Risk Management:** This section should describe the approach the Contractor will use to document existing Project risks, provide recommendations for mitigating the risk, and how this will be communicated to the City Implementation Team. As part of the Project Scope, the Contractor(s) will develop and maintain a documented Risk Register. Such Risk Register will be maintained in a centrally accessible location (e.g., Project portal) and be regularly updated. For each risk identified, the Contractor shall be responsible to develop an impact summary and a mitigation strategy in a timely fashion.

  - ▪ **Quality Management:** This section should describe the approach the Selected Vendor will use to assure that all written deliverables have received appropriate reviews for quality before being submitted to the City.

  - ▪ **Communication Management:** This section should describe the approach the Selected Vendor will use to provide a detailed communication plan that includes discussion of key implementation metrics that will be used to track progress; types of communication methods (e.g., memo, email, one-on-one meetings, Project team meetings, stakeholder group meetings, online web progress reporting tools) that the Vendor will use; frequency of these communications; and key Vendor points of contact with overall responsibility for ensuring these communications are provided as scheduled. The City also expects that the Selected Vendor will make key personnel and staff available for certain meetings, either on-site or via teleconference or web-conference, which may be required should major issues arise during the implementation that significantly impact the schedule, or budget, of the selected system.

  - ▪ **Organizational Change Management:** This section should describe the process, tools, and techniques the Selected Vendor will use to manage the people side of change.

4.6   Tab 4 – Key Proposed Personnel and Team Organization

The fourth tab of the Proposal should include:

    A. A completed response to the Tab 4 information contained in Attachment A.

    B. Any other information that may be relevant and useful to the City.

The City reserves the right to require that background checks be conducted on any and all individuals conducting work as either employees or independent contractors of the Respondent, or who are otherwise providing services on the Respondent's behalf in connection with the Project, including—without limitation—employees and independent contractors of any third-party companies or firms included in a Respondent's Proposal.

4.7   Tab 5 – Project Schedule

As part of the fifth tab of the proposal, Respondents shall include:

    A. A completed response to the Tab 5 information contained in Attachment A.

    B. Any other information that may be relevant and useful to the City.

4.8   Tab 6 – Functional and Technical Requirements Response

The sixth tab of the Proposal should include the proposed capability to provide the City's requirements as defined in **Attachment B – Functional and Technical Requirements.**

When providing responses to the requirements in **Attachment B,** Respondents shall use **only** the response indicators contained in the following table.

Respondents are instructed to enter one response indicator in response to each requirement. Responses to an individual requirement that contain more than one indicator (e.g., C/T) will be treated as a response of "N."

Table 13: Requirements Response Indicators

Indicator	Definition	Instruction
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the proposal from Vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encourage, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 1, 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version, as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature**	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent

Indicator	Definition	Instruction
	could be provided with custom modifications. All related customization costs should be indicated in Attachment C – Cost Worksheet.	shall indicate the cost of such a modification.
T	**Third Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system.** This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided.**	N/A

As part of the resulting Project Scope, the selected Respondent will develop and provide a detailed System Interface Plan that contains the proposed strategy for interfacing to all applications described in the Interfaces section of **Attachment B – Functional and Technical Requirements.**

To supplement the information presented in **Attachment B – Functional and Technical Requirements**, the City has provided Respondents with Attachment 4 - Sample Booking Forms. This Attachment contains the City of Broken Arrow and Wagoner County booking forms that are completed/generated in the current environment and as referenced in the Requirements.

4.9   Tab 7 – System and Application Architecture

The seventh tab of the Proposal shall include:

    A. A completed response to the Tab 7 information contained in Attachment A.
    B. Any other information that may be relevant and useful to the City.

4.10   Tab 8 – Data Conversion Plan

The eighth tab of the Proposal should include:

    A. A completed response to the Tab 8 information contained in Attachment A.
    B. Any other information that may be relevant and useful to the City.

4.11   Tab 9 – Software Hosting

The ninth tab of the Proposal shall include:

    A. A completed response to the Tab 9 information contained in Attachment A.
    B. Any other information that may be relevant and useful to the City.

4.12 Tab 10 – Testing and Quality Assurance Plan

The tenth tab of the Proposal should include:

    A. A completed response to the Tab 10 information contained in Attachment A.
    B. Any other information that may be relevant and useful to the City.

4.13   Tab 11 – Training Plan

The eleventh tab of the Proposal should include:

   A. A completed response to the Tab 11 information contained in Attachment A.
   B. Any other information that may be relevant and useful to the City.

4.14   Tab 12 – Ownership of Deliverables

The twelfth tab of the Proposal should include:

   A. Identification of the ownership of each project deliverable. Ownership should be identified using the roles described in Attachment A. The resource hours provided as part of Tab 3 should be appropriate based on the roles identified for each Project deliverable.
   B. A completed response to the Tab 12 information contained in Attachment A.
   C. Any other information that may be relevant and useful to the City.

4.15   Tab 13 – References

The thirteenth tab of the Proposal should include a completed response to the Tab 13 information in Attachment A, containing identification of the Respondent's references for the Project.

4.16   Tab 14 – Response to Narrative Questions

The fourteenth tab of the Proposal should include the Respondent's response to the narrative questions contained in Attachment A, Tab 14.

4.17   Tab 15 – Exceptions to RFP Requirements and Terms and Conditions

The fifteenth tab of the Proposal should include:

   A. Any exception the Respondent takes to the requirements and conditions of this RFP. The Respondent will describe exceptions and identify their impact to the City, including—but not limited to—workarounds; reductions in performance; capacity; flexibility; accuracy; and ultimately, cost and value. The Respondent should identify the areas where they feel the requested service or product is not available, deviates from the specific requests, or is deemed to be an unwise or unwarranted approach. The City reserves the right to disallow exceptions it finds are not in the best interests of the City. Any and all exceptions must be identified and fully explained in the submitted Proposal. It is the City's intention to be made aware of any exceptions to terms or conditions prior to contract negotiations.
   B. Note: Exception to the payment and retainage schedule to be provided with the Pricing Proposal.

4.18   Price Proposal

The Respondent's Price Proposal shall consist of three sections:

   1. The completed Cost Worksheets as contained in **Attachment C.** Respondents shall not modify the worksheets in any way.
   2. The Respondent's standard travel and expense policy.

3. A brief statement of agreement with the Payment and Retainage terms identified below. If a Respondent does not agree with all items, a description should be provided of those items for which exception is taken.

The City understands that there will be potentially four types of costs that are associated with procuring a new system: software licensing, implementation services, annual maintenance costs, and annual subscription costs. In the following subsections, each type of cost is defined and the City's expectations for payments and retainage associated with these costs are described.

1. **Software Licensing Cost:** Software licensing costs include all costs related to licensing the software application and include third-party software license fees, where applicable. In presenting software license fees, the Respondent shall:

   - Explain all factors that could affect licensing fees in the Comments field of **Attachment C.**

   - Make clear the extent of any implementation services that are included in the license fees (e.g., installation, configuration, training).

   - To the extent possible, the Respondent shall show any applicable discounts separately from the prices for products and Services.

   - The City requests that the Respondent provide separate prices for each functional area/module in the proposed solution.

   The City expects an acceptance-based milestone payment schedule for software licensing. Potential acceptance-based milestones include Project Kickoff, Initial System Deployment/Installation, System Configuration, Approval of Go-Live, and Acceptance of System. Vendors shall also describe their typical milestone-based payment schedule for software licensing as part of their Price Proposal.

2. **Implementation Services Cost:** Implementation service costs typically include all costs related to implementation, configuration, data conversion, customization, and training.

   - The City prefers that implementation service costs are proposed as "not to exceed" amounts and that the City will be charged for Services as incurred up to the not-to-exceed amounts. Establishment of a not-to-exceed amount does not obligate the City to expend the full amount.

   - The City prefers that services be invoiced on a deliverable, phased, or milestone basis.

   - The City prefers that fifteen percent (15%) of the implementation service costs will be retained (as a "holdback") until successful completion, and the City's written acceptance, of each project phase.

   Costs for the proposed solution should be submitted on the Cost Worksheet (**Attachment C**). It is important to note the following:

   - The Respondent shall provide price information for each separate component of the proposed solution, as well as the costs of any modifications.

   - In the event the product or service is provided at no additional cost, the item should be noted as "no charge."

- In the event the product or service is not being included in the Proposal, the item should be noted as "No bid."

- Proposer shall make clear the basis of calculation for all fees and costs.

All estimated travel expenses and related out-of-pocket costs must be included as a separate line item. The City will not pay for travel time spent in connection with services – only reimbursable expenses.

The City expects that travel expenses will be listed as a separate not-to-exceed amount. The City shall not be liable for additional travel costs or out-of-pocket costs incurred for any reason outside the City control. Travel expenses will be paid as incurred on a monthly basis.

3. **Annual Maintenance Cost:** Annual maintenance costs include the annual maintenance and support fees for the application environment. The City expectation is that it will not pay maintenance fees on functional areas being implemented until formal City acceptance has been provided to approve live processing for the associated Project phase. For example, the annual maintenance fees associated with Jail Management modules will be paid upon City acceptance of the Project phase associated with the Jail Management modules. Upon final system acceptance, the City expects that maintenance fees will be invoiced on an annual basis for all system modules based on the anniversary of system acceptance. Any modules or system components which have previously gone live should be prorated to allow for billing maintenance for all modules on the same annual basis. The City expects software maintenance costs will not increase in the first five (5) years upon go-live operation.

4. **Ongoing Software Subscription Cost (If SaaS Deployment):** Ongoing software subscription costs include the annual payments for access to the software, hosting costs, backup costs, and potentially disaster recovery provisions. The City expects to pre-negotiate any rates of increase in these costs in the first 10 years and also to prescribe availability and performance metrics.

5   Terms and Conditions

CONTRACTUAL REQUIREMENTS & TERMS AND CONDITIONS

The following terms and conditions apply to this RFP solicitation process, and will be incorporated into the resulting contract as applicable.

5.1   Pending and Recent Litigation

Respondents must disclose any pending or recent litigation they are involved in as a company. Recent is defined as the past three (3) years. Information provided should include the timeline of the litigation history, the subject of the litigation, and the current status of the litigation. Proposals must also disclose any pending litigation of any third-party partners in the Proposal.

5.2   Rights to Submitted Material

It shall be understood that all Proposals, responses, inquiries, or correspondence relating to or in reference to this RFP, and all reports, charts, and Proposals or referencing information submitted in response to this RFP, shall become the property of the City, and will not be returned. The City will use discretion with regard to disclosure of proprietary information contained in any response, but cannot guarantee information will not be made public. As a government entity, the City is subject to making records available for disclosure.

5.3   Confidential Information

Any written, printed, graphic, electronic, or magnetically recorded information furnished by the City for the Respondent's use are the sole property of the City. This proprietary information includes, but is not limited to, customer requirements, customer lists, marketing information, and information concerning City employees, products, services, prices, operations, security measures, and subsidiaries.

The Respondent and its employees shall keep this confidential information in the strictest confidence, and will not disclose it by any means to any person except with City approval, and then only to the extent necessary to perform the work under the contract. These confidentiality obligations also apply to the Respondent's employees, agents, and subcontractors and Respondent shall be liable for a breach of the confidentiality obligations by any such party. On termination of the contract, the Respondent, its employees, agents, and subcontractors will promptly return any confidential information in its possession to the City.

5.4   No Obligation, Right of Rejection, and Multiple Award

The inquiry made through this RFP implies no obligation on the part of the City. This RFP does not constitute an offer or a contract with any Respondent or other party.

The City reserves the right to reject any or all Proposals, in whole or in part, or to accept or reject all or any part of any Proposal. Proposals deemed to be received from debarred or suspended Respondents will be rejected. The City may reject any Proposal that is not responsive to all of the material and substantial terms, conditions, and performance requirements of this RFP. The City further reserves the right to award all, part, or none of the components/functional areas included in this RFP. In addition, the

City reserves the right to make one or more awards to competing Respondents for subsets of functionality as a result of this RFP.

The City reserves the right to reject any Proposal determined to be nonresponsive. The City reserves the right to negotiate with any or all Respondents with respect to any or all terms of a Proposal or Contract, including but not limited to the fees. The City also reserves the right to refrain from making an award if it determines it to be in its best interest. The City reserves the right to abandon the Project and/or to re-advertise and solicit other Proposals.

5.5   Offer Held Firm

Proposals must remain open and valid for at least 180 days from the deadline specified for submission of proposals. In the event award is not made within 180 days, the City will send a written request to all proposers deemed susceptible for award asking proposers to hold their price firm for a longer specified period of time.

5.6   Contract Negotiation

After final evaluation, the City may negotiate with the Respondent(s) of the highest-ranked Proposal. If any Respondent fails to negotiate in good faith, the City may terminate negotiations and negotiate with the Respondent of the next highest-ranked Proposal or terminate negotiations with any or all Respondents.

If contract negotiations are commenced, they may be held at City office locations or via teleconference at a date and time to be determined. If contract negotiations are held, the Respondent will be responsible for all of Respondent's costs including, without limitation, its travel and per diem expenses and its legal fees and costs.

5.7   Failure to Negotiate

If the selected Respondent:

1. Fails to provide the information required to begin negotiations in a timely manner
2. Fails to negotiate in good faith
3. Indicates it cannot perform the contract within the designated timeframes or within budgeted funds available for the Project
4. If the Respondent and the City, after a good-faith effort, cannot come to terms; then

The City may terminate negotiations with the Respondent initially selected and commence negotiations with the next highest-ranked Respondent. At any point in the negotiation process, the City may, at is sole discretion, terminate negotiations with any or all Respondents.

5.8   Contract Type

The contract resulting from this RFP shall be in form and content satisfactory to the City and shall include, without limitation, the terms and conditions provided for in this RFP and such other terms and conditions as the City deems necessary and appropriate. The resulting contract from this RFP shall be a not-to-exceed based contract, subject to the Payment Terms identified in Section 4.18 for the various cost types.

The standard of performance for the contract resulting from this RFP shall be in accordance with the highest applicable standards in the public safety software industry. The initial contract price will be based on prices submitted by the Selected Respondent, subject to contract negotiations with the City, and shall remain firm for the initial term of the contract. Price adjustments may be negotiated at the request of either party in the extension periods with mutual agreement of the parties. A party proposing a price change in an extension period must notify the other party at least one-hundred eighty (180) days prior to the commencement of any extension period.

5.9   Contract Changes

Written requests for price changes resulting from a change of scope, as initiated or requested by the City, must be submitted in writing to the City via Change Order. Any increase will be based on the Contractor's actual cost increase only, as shown in written documentation. All Change Order requests must be in writing, must not constitute increases in profit, and must contain data establishing or supporting the increase in cost. At the option of the City, (1) the request may be granted; (2) the Contract may be cancelled and solicitation may be re-advertised; or (3) continue with the Contract without change.

The City will accept or reject all such written requests within ninety (90) days of the date of receipt of Contractor's request for price increase or receipt of proper written documentation, whichever is later.

If a price increase is approved, the City will issue an amendment or change order to the contract specifying the date the increase will be effective. All Services and related accessories are to be billed at prices in effect at the time the service was rendered or order was placed.

If a price increase is rejected, the Contractor will be notified and, at the option of the City, the Contract may be (1) cancelled and the solicitation may be re-advertised; or (2) continued without change.

All other Contract changes will be effective only on written agreement signed by both parties.

5.10   Contract Approval

The City's obligation will commence only following the City Council's approval of a Contract and the parties' execution of the Contract. Upon written notice to the Contractor, the City may set a different starting date for the Contract. The City will not be responsible for any work done or expense incurred by the Contractor or any subcontractor, even such work was done or such expense was incurred in good faith, if it occurs prior to the Contract start date set by the City.

5.11   Performance Review

The Respondent may be required to meet with the City's Project Manager not less than once per quarter to conduct a performance review of the Respondent. These meetings will be either in person in Broken Arrow, Oklahoma, or via teleconference or web-conference with not less than two in-person meetings per year. This performance review will include a review of the pricing, delivery performance, customer service, and improving operational efficiencies.

5.12 Statutory Information

Any contract or agreement resulting from this RFP shall be construed in accordance with the laws of the State of Oklahoma. Any litigation between the parties arising out of, or in connection with, the contract shall be initiated and prosecuted in any federal or state court in Oklahoma.

5.13 Non-Discrimination Clause

During the performance of the contract, the Contractor and all subcontractors will not discriminate against any employee or applicant for employment because of race, color, creed, religion, ancestry, national origin, sex, sexual orientation, disability, age, marital status, or status with regard to public assistance. The Contractor and all subcontractors will take affirmative action to ensure that all employment practices are free of such discrimination. Such employment practices include, but are not limited to, the following: hiring, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff, termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

5.14 ADA

The Contractor and all subcontractors agree to comply with the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973 and not discriminate on the basis of disability in the admission or access to, or treatment of, employment in its services, programs, or activities. The Contractor and all subcontractors agree to hold harmless and indemnify the City from costs, including but not limited to damages, attorney's fees, and staff time, in any action or proceeding brought alleging a violation of ADA and/or Section 504 caused by the Contractor and any subcontractor.

5.15 Force Majeure

Neither Party shall be in default by reason of any failure in performance of the resulting contract if such failure is proximately caused by causes beyond their reasonable control and without the fault or negligence of said Party including, without limitation, unforeseeable acts of nature; terrorism or other acts of public enemy; war and epidemics or quarantine restrictions ("force majeure").

If either Party is delayed at any time in the progress of the work governed by the contract by force majeure, the delayed Party shall notify the other Party in writing of such delay, as soon as is practical, of the commencement thereof and shall specify the cause(s) of such delay in the notice. The notice shall be hand-delivered or mailed certified-return receipt and shall make a specific reference to this provision. The delayed Party shall cause such delay to cease as soon as practicable and shall notify the other party in writing when it has done so. The time of completion shall be extended by contract modification for a period of time equal to the time that results or effects of such delay prevent the delayed Party from performing in accordance with this contract.

5.16 Policy Compliance

The Respondent shall, as a condition of being considered for award of the contract, require each of its agents, officers, and employees to abide by the City's policies prohibiting sexual harassment, firearms, and smoking, as well as all other reasonable work rules, safety rules, or policies regulating the conduct of persons on City property at all times while performing duties pursuant to the contract. The Respondent agrees and understands that a violation of any of these policies or rules will constitute a

breach of the contract and will be sufficient grounds for immediate termination of the contract by the City.

5.17   City Property

The use of any and all City property by Contractor or its agents must be approved in advance by the City.

5.18   Rights of Use

The Contractor agrees that the City will own and have the right to use, reproduce and apply as it desires, any data, reports, analyses and materials which are collected or developed by the Contractor or anyone acting on behalf of the Contractor as a result of this contract.

5.19   Ownership of Data and Transition

Any and all City data stored on the Contractor's servers or within the Contractors custody, is the sole property of the City. The Contractor, subcontractor(s), officers, agents and assigns shall not make use of, disclose, sell, copy or reproduce the City's data in any manner, or provide to any entity or person outside of the City without the express written authorization of the City.

In the event resulting Agreement is terminated for any reason, or upon expiration, and in addition to all other rights to property set forth, the Selected Respondent shall:

 a. Incur no further financial obligations for materials, Services, or facilities under the Agreement without prior written approval of the City;
 b. Terminate all purchase orders or procurements and any subcontractors and cease all work, except as the City may direct, for orderly completion and transition; and
 c. Make available to the City, at no cost, all City data stored within the system, stored on the Contractor's servicers, or within the Contractor's custody, within fifteen (15) days of termination or City request.

In the event resulting Agreement is terminated for any reason, or upon expiration, and in addition to all other rights to property set forth, the City shall:

 d. Retain ownership of all data, work products, and documentation, created pursuant to the resulting Agreement

5.20   Audit

Contractor will retain all records related to this contract for 5 years after final payment or until audited by the City, whichever comes first. The City may inspect these records upon reasonable notice to Contractor.

5.21   Personnel

All of Contractor's personnel providing goods and services under the contract shall possess the necessary skills, experience, and knowledge, to perform their assigned duties. In the event assigned personnel are providing non-conforming or unsuitable services, the City shall notify Contractor and provide the opportunity to rectify the deficiency. If unable to cure the nonconforming services, Contractor shall remove from the project and replace the Contractor's personnel that the City deems unsuitable for

the project with a resource possessing the necessary skills, experience, and knowledge, to perform their assigned duties in a satisfactory manner.

5.22   Software Upgrades

The City shall be entitled to any and all upgraded versions of the software covered in the contract that becomes available from the Contractor. Such upgrades shall be provided at no cost to the City so long as a valid maintenance and support agreement, or if applicable software as a service licensing agreement, is in place.

5.23   Data Privacy and Security

Contractor shall comply with all relevant federal, state, and local laws and regulations on security and privacy. Contractor shall have and follow a disaster recovery plan. Contractor shall only store and process City data within the continental United States. If applicable to the Contract, the Contractor shall back up all City data daily to an offsite hardened facility.

5.24   Minimum Insurance Amounts

Owners Liability Insurance:

Comprehensive General Liability (with Broadform GCL endorsement

Per Accident…………………………………………………………..$1,000,000.00

Bodily Injury, per person………………………………………………….$100,000.00

Property Damage, per claimant…………………………………………..$100,000.00

Public Liability, Other Than Automobile:

Personal Injury, per person………………………………………………..$100,000.00

Personal Injury, per accident…………………………………………$1,000,000.00

Property Damage, per person……………………………………………..$100,000.00

Property Damage, per occurrence…………………………………………..$1,000,000.00

Automobile and Truck; Hired and Non-owned:

Personal Injury, per person…………………………………………….$100,000.00

Personal Injury, per accident……………………………………………..$1,000,000.00

Property Damage, per person……………………………………………$100,000.00

Property Damage, per accident……………………………………………..$1,000,000.00

Employers Insurance:

Employees Liability, per accident…………………………………………..$1,000,000.00

Comprehensive General liability per accident……………………….$1,000,000.00

Bodily Injury, per accident…………………………………………………..$1,000,000.00

Property Damage, per claimant……………………………………..$100,000.00

Workmen compensation:

Legal limits required by the State of Oklahoma

Attachment A – Proposal Response Forms

Instructions to Respondents

Respondent is to complete each of the Tabs 1 – 15 and submit per the instructions provided in Section 4 of the RFP.

Respondent shall not make any changes to the questions or the format of Attachment A.

Respondent is instructed to organize the Technical Proposal in a format that follows the structure presented below. Respondent shall insert the completed tab forms (Attachment A) in the corresponding Proposal Section **as a part of their Proposal response**. In addition to the information captured through the questions and tables in Attachment A, Respondent is requested to provide complementary narrative information, diagrams, and images to help substantiate and support their proposal response to each tab section. **The City expects that Respondents will include additional proposal content beyond simply completing the forms and worksheets provided through this RFP.** Any such information may be provided in Respondents preferred formatting/branding.

Proposal Tab No.	Proposal Section
Tab 1	Company Introduction
Tab 2	Software Solution
Tab 3	Project Approach and Implementation Methodology
Tab 4	Key Proposed Personnel and Team Organization
Tab 5	Project Schedule
Tab 6	Functional and Technical Requirements Response
Tab 7	System and Application Architecture
Tab 8	Data Conversion Plan
Tab 9	Software Hosting
Tab 10	Testing and Quality Assurance Plan
Tab 11	Training Plan
Tab 12	Ownership of Deliverables
Tab 13	References
Tab 14	Response to Narrative Questions
Tab 15	Exceptions to Terms and Conditions
Separate Cover	Price Proposal

Tab 1 – Company Introduction

I. TRANSMITTAL CERTIFICATION

By signature on the Proposal, the Respondent certifies that it complies with:

1. The laws of the State of Oklahoma and is licensed or qualified to conduct business in the State of Oklahoma
2. All applicable local, state, and federal laws, codes, and regulations
3. All terms, conditions, and requirements set forth in this RFP
4. A condition that the Proposal submitted was independently arrived at, without collusion
5. A condition that the offer will remain open and valid for the period indicated in this solicitation; and any condition that the firm and/or any individuals working on the contract do not have a possible conflict of interest
6. The following Non-Collusion Affirmations

   - I affirm that I am the Respondent, a partner of the Respondent, or an officer or employee of the Respondent's corporation with authority to sign on the Respondent's behalf.
   - I also affirm that the attached has been compiled independently and without collusion or agreement, or understanding with any other Vendor designed to limit competition.
   - I hereby affirm that the contents of this Proposal have not been communicated by the Respondent or its agent to any person not an employee or agent of the City of Broken Arrow.

If the Respondent fails to comply with the provisions stated in this paragraph, the City reserves the right to reject the Proposal, terminate the contract, or consider the Respondent in default.

Table 1-01: Transmittal Certification and Primary Contact Information

Field	Response
Name of the Respondent Representative	
Title	
Name of Company	
Address	
Telephone Number	
Email Address	
Signature of Authorized Officer of the Firm	
A signature provides the City with the Respondent's acknowledgement and acceptance of the RFP terms, requirements, and conditions, and the execution of same during the discharge of any succeeding contract.	

II. TRANSMITTAL LETTER

A Transmittal Letter, printed on letterhead, shall be submitted and signed by an authorized representative of the Respondent, such as the owner, partner, or in the case of a corporation, the President, Vice President, Secretary, or other corporate officer(s).

III. COMPANY BACKGROUND AND HISTORY

i.   Respondents shall include a comprehensive narrative history of the firm, including the development of its experience in providing services similar to those described in Section 2.0 – Project Scope, in the RFP.

ii. Respondents shall complete the Company Background and History Table in accordance with Section 4.3 of the RFP. If a partnership with third-party companies is a part of a Proposal, the Company Background and History table shall be provided for all third-party companies. It is expected that all of the points shall be addressed for each company involved in a Proposal, prime or third party.

Table 1-02: Company Background and History

Metric	Response
Total number of employees	
Type and number of employees committed to the product and support being proposed	
Office locations (City and State)	
Total number of active clients	
Total number of active government clients	
Total number of active CAD-RMS clients	
Total years offering CAD-RMS systems	
Total number of active Municipal Court clients	
Total years offering Municipal Court systems	
Total number of active Jail Management clients	
Total years offering Jail Management systems	
Total number of Oklahoma City/Town clients	
Total number of City clients	
Total number of completed implementations of the proposed product and version	
Total number of active government clients using the proposed product version	
Total number of clients converted to the proposed product from Superion Naviline/HTE	

Metric	Response
Largest active installation, including population	
Smallest active installation, including population	
Other products offered by the company	

IV. USE OF SUBCONTRACTORS

The Proposal shall identify any of the required services that are proposed to be subcontracted, if any.

Table 1-03: Subcontractor Questions

Does your firm complete the implementations of the product being proposed or is this effort outsourced?	
Has or will any portion of the proposed work be completed by subcontractors?	
If subcontractors will be used, please provide the following:	
Summary of service	
Reasons for subcontracting	
Proposed subcontractor (name, location, experience)	
Detailed subcontractor responsibilities	
Previous use of subcontractor	
Any additional relevant information	

If a Proposal with subcontractors is selected, the Respondent must provide the following information concerning each prospective subcontractor within five (5) working days from the date of the City's request:

- Complete name of the subcontractor
- Complete address of the subcontractor
- Type of work the subcontractor will be performing
- Percentage of work the subcontractor will be providing
- A copy of the prime contractor/subcontractor contract verifying the prime contractor has the sole responsibility for any and all Services under this RFP and is financially liable, without exception, to the City for all Services contracted by the Respondent and the subcontractor under this RFP

The Respondent's failure to provide this information, within the time set, may cause the City to consider its Proposal nonresponsive and reject it. The substitution of one subcontractor for another may be made only at the discretion and prior written approval of the City Project Manager.

V. PENDING AND RECENT LITIGATION

Respondents must disclose any pending or recent litigation they are involved in as a company. Recent is defined as the past three (3) years. Information provided should include the timeline of the litigation history, the subject of the litigation, and the current status of the litigation. Proposals must also disclose any pending litigation of any third-party partners in the Proposal.

Table 1-04: Pending and Recent Litigation Questions

Does your firm have any pending litigation? Please describe the timeline, subject, and status.	
Does your firm have any recent litigation (within 3 years)? Please describe the timeline, subject, and status.	
Do the proposed third-parties have any pending or recent litigation (within 3 years)? Please describe the timeline, subject, and status.	

VI. ACKNOWLEDGEMENT OF ADDENDUMS

Respondents shall submit signed acknowledgements of any Addenda issued, per Section 1.11 of the RFP.

Tab 2 – Software Solution

I. SUMMARY DESCRIPTION OF EACH FUNCTIONAL AREA

Respondent to provide a summary description, using Respondent's preferred formatting, of the capabilities for each functional area contained in Table 04 of the RFP, in narrative format. The purpose of this summary is so that the City has a high-level understanding of the proposed solution. The narrative should be written for an audience of the end-user community. Descriptions should be included for any products proposed by third parties to meet the capabilities described in the Functional and Technical Requirements in Attachment B.

Marketing materials should not be submitted on the proposed functionality.

II. SOFTWARE DOCUMENTATION FEATURES AND FUNCTIONS

Respondent to provide, using Respondent's preferred formatting, a summary of their software documentation that describes the features and function of the proposed application software. Identify what makes your documentation user friendly and useful to the end user and technical user of the software.

III. PROPOSED SOFTWARE MODULES TABLE

Proposed modules that are required to satisfy the requirements associated with the functional areas identified in Table 2-01 cannot be proposed complementary or optional.

Table 2-01: Proposed Functional Areas/Modules

Proposed Software Information		
Product Component/Suite *(Name and Version of the Proposed Software Solution)*		
Total Product Time on Market		
Release Date of Most Current Version		
Next Major Release Date		
Next Minor Release Date		
Named User Licensing	Concurrent User Licensing	Enterprise/Site Licensing
☐	☐	☐
Deployment Models Proposed to the City *(Corresponding Attachment C Worksheets Shall Be Completed)*	City-Hosted	Vendor-Hosted	SaaS (subscription)
	☐	☐	☐
How often are releases provided, and what is the process to test each release? Would the City be able to test releases in a test environment prior to pushing updates to a live environment?		

Does the system have the ability to roll back updates should challenges or bugs be encountered?	
What strategic decisions or direction is your firm taking or making related to the product being proposed today?	
List applications that the product being proposed will integrate with or has integrated with in the past.	

No.	Functional Area	Identify the Name of Proposed Module(s) to Address Requested Functional Area	Identify Any Third-Party Partnerships and/or Solutions Successfully Integrated* With
1	Computer-Aided Dispatch		
2	Law Enforcement Records Management		
3	Jail Management		
4	Court Case Management		
5	Mobile Capabilities		

*Successful integration should include only those instances where both the software and the client are in production environments.

IV. OPTIONAL AND COMPLEMENTARY MODULES

What other system modules or products would the Respondent recommend to be complementary to the Project Scope as described in Section 2.0 of the RFP?

Table 2-02: Optional and Complementary Modules

No.	Module Name	Brief Narrative Description of Functionality Provided
1		
2		

Tab 3 – Project Approach and Implementation Methodology

I. PROJECT APPROACH

    i.   Respondent to provide a description of the proposed approach for providing the Services described in Section 2.0 – Project Scope, including a comprehensive description of the proposed implementation methodology for the Project. The description should include how the Respondent has developed this methodology to both incorporate lessons learned from experiences as well as to meet the needs described in Section 2.0 – Project Scope.

    ii.   Respondent to include a sample Implementation Plan, per the detailed instructions in Section 4.5 of the RFP. **Exhibit submitted   Yes   No**

II. DEPLOYMENT

Respondent to provide a detailed narrative description of how the implementation approach will vary between the deployment methods proposed (i.e. a traditional City-hosted model, a Respondent-hosted and/or a subscription-based solution, etc.)

III. GO-LIVE AND ONGOING SUPPORT

Respondent to describe what level of pre- and post-go-live support is available under the proposed fee structure. If varying levels of support are available, this section of the RFP response should clarify these potential support services and highlight the level of support that has been proposed. Respondent shall use Attachment C, Cost Worksheets, to clearly identify the varying fees based on the varying levels of support that are available.

    i.   What are the standard hours that support is offered, and through what means (telephone, web ticket submission, etc.)?

    ii.   Is product support offered by Respondent, through the software developer/provider, or sub-contracted?

    iii.   **Sample Service Level Agreement/Maintenance Agreement:** Respondents are encouraged to submit a sample Service Level Agreement and/or Support/Maintenance Agreement that would be applicable for this project based on the **proposed** service levels.

        Exhibit submitted   Yes   No

IV. RESOURCE HOURS AND MANAGEMENT

A. Vendors shall include the proposed resource levels for the City Implementation Project Team and Selected Vendor Project Teams by completing the tables below.

Table 3-01: Vendor Project Team Resource Hours

Vendor Project Team							
Instructions: The Vendor is asked to provide the amount of resources that will be committed to the Project in terms of number of hours. These amounts should be based on the functionality the City desires, included in the detailed Functional and Technical Requirements (Attachment B).							
Functional Area	**Requirements and Design**	**Data Conversion**	**Configuration and Setup**	**Implementation**	**Testing**	**Training**	**Total**
Computer-Aided Dispatch							
Law Enforcement Records Management							
Jail Management							
Court Case Management							
Mobile Capabilities							
Interfaces							
Total Hours by Project Phase:							

Table 3-02: City Project Team Resource Hours

City Project Team
Instructions: The Vendor is asked to provide the amount of resources that will be required from the City in terms of number of hours. These amounts should be based on the functionality the City desires, included in the detailed Functional and Technical Requirements (Attachment B). Vendors are also asked to include detailed assumptions in the field that follows.
Assumptions: Any assumptions related to the number of City Implementation Project Team staff, roles of City staff, and duration of involvement used in the development of the resource hour estimates **should be included here**:

Functional Area	Total Users (Estimated Per Functional Area)	Requirements and Design	Data Conversion	Configuration and Setup	Implementation	Testing	Training	Total
Computer-Aided Dispatch	100							
Law Enforcement Records Management	280							
Jail Management	25							
Court Case Management	10							
Mobile Capabilities	205							
Interfaces	-							
Total Hours by Project Phase:								

B. **Sample Resource Management Plan**: Respondents are encouraged to submit a sample as part of the response to this tab.

Exhibit submitted   Yes   No

V. SAMPLE CONTRACT:

Respondents shall include a sample software and licensing agreement and/or professional services agreement.

Exhibit submitted   Yes   No

VI. PROJECT APPROACH QUESTIONS

i.   Based on information provided in this RFP and experience in working with other Oklahoma localities, what is the Respondent's perspective on the most significant risks to this Project and how do you plan to mitigate these risks?

ii.   What is your process for monitoring, escalating, and resolving issues that will arise during the Project?

iii. Provide a clear description of Project management responsibilities between the City and the Selected Contractor.

iv.   With what frequency will Vendor Project Team staff be on-site at the City during implementation? Will staff be on-site for full or partial weeks?

v.   Describe any assumptions made in the Proposal in detail. These should include any assumptions related to the current City technical environment, staffing, project management approach, and City resources available during implementation and support phases.

vi.   Provide detailed information on the anticipated level of effort required of the City Team during the implementation process. This shall include any assumptions surrounding the number of staff involved in the project on a day-to-day basis, as well as the amount of time staff may expect to spend committed to the implementation effort

Tab 4 – Key Proposed Personnel and Team Organization

I. ORGANIZATIONAL CHART

    i.   Respondent to submit as an Exhibit, labeled as I: Organizational Chart and insert in Tab 4.

    ii.   The Organizational Chart is to include subcontractors and reporting structure of the entire team.

II. PROJECT TEAM RESUMES

    i.   Using Table 4-01, resumes shall be provided for the implementation team, as well as for any additional personnel involved in live operation and ongoing support and maintenance. Resumes shall be specific to the actual personnel to be assigned to this Project for all primary roles (e.g., Project Manager, Trainer, Conversion Lead).

        •   Resumes to include listing of past software implementation projects and certifications held for each team member including third-parties proposed.

    ii.   The City anticipates that any staff assigned to the Project will remain assigned to the Project, unless the City deems the services to not meet expectations at which point the Contractor and City will work together to remedy such non-conforming services.

Table 4-01: Project Team Resumes

Name and Title		Description of Project Roles and Responsibilities	
Role on the Project			
Home Office Location		Listing of Past Projects Where Resource Implemented the Proposed Product	
Educational Background			
Professional Registrations and Memberships		Listing of Past Projects Where Resource Implemented Other Software Products	
Professional References (from previous implementations)			
Additional Relevant Information			

Tab 5 – Project Schedule

I. PROJECT SCHEDULE

    i. Respondent shall submit a proposed Project Schedule with the major milestones, activities, and timing of deliverables for the Scope of Work described in Section 2.0 of the RFP. In addition, the response should reflect Project predecessors, successors, and dependencies.

- The City requests that the sample Project Schedule be in a Gantt chart format developed in Microsoft Project.
- The City anticipates beginning implementation in the third quarter of 2019.
- Respondent to submit as an Exhibit, labeled as I. Project Schedule and insert in Tab 5

    Exhibit submitted   Yes   No

II. PROJECT DELIVERABLES, MILESTONES, AND PAYMENT APPLICATIONS

    i. Respondent to include a list of deliverables and milestones of the Project and should describe exactly how and what will be provided to meet the needs of the City.

    ii. Respondent to submit their payment schedule, tied to the deliverables and milestones for review by the City. This schedule shall be consistent with the terms provided in Section 4.18.

    iii. Respondent to submit as an Exhibit, labeled as II. Project Deliverables, Milestones, and Payment Applications and insert in Tab 5

    Exhibit submitted   Yes   No

III. PROJECT SCHEDULE QUESTIONS

Table 5-01: Project Schedule Questions

Based on current obligations, what is the earliest you can begin implementation after contract signing?	
What activities would the Respondent expect to occur within the first 30 days of contract signing?	
How long does the typical implementation of the product being proposed take for an organization of similar size to the City?	

What is the total project duration (by months) that you are proposing?	

The City initially anticipates that the implementation process will be 12 – 20 months in duration, subject to further planning with Respondents. The City anticipates that implementation activities would begin in the third quarter of 2019. Respondents are encouraged to indicate the ability to meet this target implementation duration, and propose phasing and timelines that best align with the Respondents implementation approach

Table 5-02: Potential Phasing and Target Live Dates

Phase	Functional Areas	Potential Start Date	Target Go-Live Date
1			
2			
3			

If Respondents are not able to meet these anticipated go-live dates, Respondents should discuss suggested implementation timelines. Similarly, if Respondents are proposing alternative phasing or grouping of modules, this should be clearly specified.	

Tab 6 – Functional and Technical Response

Please note Tab 6 does not contain narrative questions. Respondents are instructed to complete and submit Attachment B under the cover of Tab 6.

As part of the resulting Project Scope, the Awarded Respondent will develop and provide a detailed System Interface Plan that contains the proposed strategy for interfacing to all applications described in the Interfaces section of **Attachment B – Functional and Technical Requirements**.

Tab 7 – System and Application Architecture

I. GENERAL OVERVIEW

Respondent to provide a description of the proposed system and application architecture for the proposed application.

II. SYSTEM AND APPLICATION ARCHITECTURE QUESTIONS

Table 7-01: System and Application Architecture Questions

What is the source language(s) of the product?	
How many environments are available with your proposed solution at no additional cost (e.g., test, training, production)?	
Describe how often major and minor software updates are provided, as well as the level of City resources required for a major update, and the level of resources required for a minor update.	
Please describe the major/minor upgrade process that is required if the solution requires a client based installation.	
List all browsers that are certified for use with the application, and describe any required browser add-ons, function enablement, etc.	
The underlying architecture of the application design is important to the City. Please describe your system architecture model and explain the capabilities and features of this model that led to your use of it in developing this system.	

Please describe how PCI compliance is supported within your proposed software solution. Please also include information about merchants supported by your proposed solution.	
Describe your approach to ensure scalability of the product. This includes transaction growth, upgrades, and replacements of components of the architecture, technology, and application	
List all hardware/operating system/database platforms upon which the product is supported. Provide specifications in terms of processors, processor speed, memory requirements, and other sizing and capacity factors to assist the City in budgeting for and acquiring hardware. List which industry standard benchmarks or guidelines measures are used to establish this recommendation	
Describe the design philosophy of your application. Include in your response the degree to which there is a common design philosophy across all modules, common programming languages and tools, and the extent of shared software code across all applications	
Describe how your proposed solution integrates with ESRI's GIS software including • GPS/AVL systems • Spatial data selection and mapping of features such as: employee home addresses, asset locations and vehicle AVL information.	

Tab 8 – Data Conversion Plan

I. APPROACH

Respondent to detail their approach to developing and implementing the data conversion plan, and what processes will be undertaken by the Respondent's project team to convert existing data, as well as to interface with identified source systems. Include methods of quality control and testing that will be utilized specific to data conversion.

II. ROLES AND RESPONSIBILITIES

The Awarded Respondent will assist the City in the conversion of electronic data to the new system.

The Data Conversion Plan shall include estimated work levels as well as roles and responsibilities related to data conversion, for both the City and the Selected Vendor, organized by module.

The City expectation is that data conversion shall occur when migrating to the new application.

The Respondent is expected to assist the City in the conversion of data to the new system.

It is expected that the City will be responsible for data extraction from current systems and data scrubbing, and that the Selected Respondent shall be responsible for overall data conversion coordination, definition of file layouts, and data import and validation into the new system(s). Respondents should plan to have converted data ready for the User Acceptance Testing phase of the Project.

As part of the resulting Project, the Selected Vendor shall develop and provide a detailed Data Conversion Plan that describes how files will be converted to the proposed system (e.g., through software conversion aids/utility programs or special programs that must be written, the actual conversion procedures). A conversion schedule should identify planned conversion steps, estimated hours, and what resources will be required (by City or Selected Respondent) for all pertinent legacy data. Data conversion shall occur when migrating to the new application.

Respondent to confirm their proposal includes providing the services identified in this Section (Item II Roles and Responsibilities) and provide any additional services that are also provided as part of your Data Conversion Plan/Program.

III. RESPONSIBILITY OF DATA CONVERSION ACTIVITIES

Respondents shall complete the table below based on whether or not the roles identified are supported by the proposed data conversion methodology and approach. The roles defined in Table 8-01 and Table 8-02 contain the indicators that Respondents shall use to report their support of the identified roles. Any

conflicts shall be noted with a comment. In the event additional activities are proposed, the Respondent shall identify the roles for both City and Implementation Vendor Project Teams.

Table 8-01: Definition of Roles

Role	Summary
Lead	The party ultimately responsible for the activity.
Assist	The party provides active assistance for the activity.
Participate	The party provides passive assistance for the activity.
Share	Both parties share equal responsibility for the activity
None	The party has no role in the activity.

Table 8-02: Summary of Response Indicators

Indicator	Response	Description
S	Supports	The proposal supports the prescribed responsibility roles with its proposed data conversion methodology and approach.
C	Conflict	The proposal has a conflict with the prescribed responsibility roles and proposes alternate responsibility in its proposed data conversion methodology and approach.

Table 8-03: Responsibility of Deliverables

No	Data Conversion Activity	Vendor Role	City Role	Response	Other Comments
1	Perform Conversion Analysis of Existing Legacy Data	Lead	Participate		
2	Perform Crosswalk Development of Legacy Data From Legacy System to New System	Lead	Participate		
3	Provide Conversion Data	None	Lead		
4	Provide File Layouts/Data Maps of Existing System	None	Lead		
5	Proof Data Provided	Assist	Lead		
6	Analysis of Data to Be Converted	Lead	Assist		
7	Developing and Testing Conversions	Lead	None		
8	Review and Correct Errors	Share	Share		
9	Load Converted Data Into Training Database	Lead	Participate		
10	Confirmation of Converted Data in Training Database	None	Lead		
11	Approval/Sign-Off of Converted Data in Training Database	None	Lead		
12	Load Converted Data Into Live Database	Lead	Participate		
13	Confirmation of Converted Data Into Live Database	None	Lead		
14	Approval/Sign-Off of Converted Data in Live Database	None	Lead		
15	Other:				

Tab 9 – Software Hosting

I. GENERAL OVERVIEW

Respondent to provide a description of the proposed system deployment model if a Respondent-hosted or SaaS model has been proposed for the application, including technical and operational capabilities for software hosting. The Respondent shall provide relevant documentation related to any recent certifications pertaining to their hosting technical and operation capabilities

II. SOFTWARE HOSTING QUESTIONS

Respondent to respond to the following questions regarding their software hosting platform proposed for the City.

Table 9-01: Software Hosting Questions

Where are the data center and storage facilities?	
Total number of active clients currently served by hosted solutions provided by your company.	
How many years has your company provided hosted solutions?	
How are hosted software applications deployed for use by numerous customers?	
What availability and response time do you guarantee?	
How many instances of unplanned outages have any of your customers experienced within the past five (5) years?	
What has been the duration and scope of such unplanned outages?	
What are the standard relief schedules for unplanned system downtime/outages?	
In how many instances has your firm had to pay client relief for unplanned outages?	

What is your process for notification of standard maintenance and downtime?	
What data security and system redundancy capabilities are available at Respondent's data center and storage facilities?	
Is the proposed software deployed utilizing a Software as a Service (SaaS) model under which a single access fees that incorporates in subscription fees for access to the software is used as opposed to licensing the software? (Please respond Yes or No)	
How many years has your company provided SaaS solutions?	
Total number of active clients currently utilizing the proposed software as a SaaS deployment provided by your company.	
Please detail your disaster recovery services, including whether these services are optional or included in the scope of your standard offering.	

Tab 10 – Testing and Quality Assurance Plan

I. APPROACH

Describe your standard approach to testing and quality assurance.

II. SAMPLE PLAN

Submit a Sample Testing and Quality Assurance Plan that would be very similar to the plan utilized for the City's Project. Respondent to submit as an Exhibit, labeled as II. Sample Plan and insert in Tab 10.

Exhibit submitted   Yes   No

III. PLAN DETAILS

Awarded Respondent will be responsible to provide a Testing and Quality Assurance Plan that describes all phases of testing that may be used: unit, system, interface, integration, regression, parallel, and user acceptance testing (UAT). It is the City's expectation that the Testing and Quality Assurance Plan govern all phases of the Project and that the Respondent will also provide assistance during each testing phase involving City users. The Awarded Respondent will develop the initial UAT plan, provide templates and guidance for developing test scripts, and will provide onsite support during UAT. The Awarded Respondent will also provide a plan for stress testing the system, which will occur during or after UAT.

Respondent to confirm their proposal includes providing the services identified in this Section (Item III Plan Details) and provide any additional services that are also provided as part of your Testing and Quality Assurance Plan not listed.

IV. LEVELS OF SUPPORT

What levels of support will be provided by the Respondent during the City testing phases (e.g., parallel and UAT)? Will Respondent resources be onsite during certain testing phases? Are varying service levels offered for testing support?

Tab 11 – Training Plan

I. PROPOSED TRAINING APPROACH/STRATEGY

Respondent to provide their approach to the training plan and what makes their training plan successful and effective for system implementations. Include your approach to when and why you choose to use on-site training versus a webinar or a train-the-trainer format.

II. PROPOSED TRAINING APPROACH TABLE

Respondents shall complete the following Proposed Training Approach Table as part of the submittal as required by Section 4.13 in the RFP.

Table 11-01: Proposed Training Approach Table

Proposed Training Approach Table				
What training model is being proposed?	Train-the-Trainer	End-User Training	System Administrator Training	**Other (Describe):**
	☐	☐	☐	
How many staff are permitted to attend each training session?				
Does the Respondent have the ability to provide web-based training?	Yes	No	Please provide details related to any web-based training offerings.	
	☐	☐		
Question #1: Please identify any optional training offerings that have not been listed above.				
These may include train-the-trainer, end-user training, system administrator training, etc.				
Response:				
Question #2: What provision will the Respondent make for having a system environment available for training exercises, and when? What data (e.g., live, sample) will be used for training City staff on the use of the system?				
Response:				
Question #3: What provision does the Respondent have for providing primary training for the proposed system? Training shall be adequate to the needs of the typical systems user and administrator.				
Response:				

Question #4: What provision does the Respondent make for training the typical system user to address those issues that will be encountered during day-to-day use? Be sure to include training on all system functionality—including screen and report use—and ad hoc report creation and use.

Response:

Question #5: What provision does the Respondent make for administrator training to address those issues involved with the administration of the system? Should it be a separate training session?

Response:

Question #6: What provision does the Respondent make to provide technical training to City IT staff, as necessary? Please address how the Respondent will address training on the responsibilities related to system operation and management, security, problem identification, and problem resolution.

Response:

Question #7: Describe what training facility configuration and equipment requirements are sufficient to deliver the training being proposed.

Response:

III. SYSTEM DOCUMENTATION

Respondent to provide a detailed description of system documentation and resources that will be included as part of the implementation by the Respondent including, but not limited to, detailed system user manuals, "Quick Reference" guides, online support, help desk support, user group community resources, videos, and others as available. Respondent to itemize optional items on the Attachment C Cost Worksheets. Respondent to check off all that are available and included as part of the RFP response.

Table 11-02: System Documentation

Type of Documentation	Included in Scope of Proposal to the City Yes/No	Description/Explanation
Quick Reference Guide		
Online Support		
Help Desk Support		
User Group Community Resources		
Annual User Conferences		
Videos		
Other:		

Tab 12 – Ownership of Deliverables

Respondents shall complete Table 12-03 below based on whether or not the roles identified are supported by the proposed approach and implementation methodology. The roles defined in Table 12-01 and 12-02 contain the indicators that Respondents shall use to report their support of the identified roles. Any conflicts shall be noted with a comment. In the event additional deliverables are proposed, Respondents shall identify the roles for both City and Respondent Project Teams.

Table 12-01: Definition of Roles

Role	Summary
Lead	The party ultimately responsible for the development of the deliverable.
Assist	The party provides active assistance in development of the deliverable
Participate	The party provides passive assistance in the development of the deliverable.
Owns	The party is solely responsible for the development of the deliverable.
Share	Both parties share equal responsibility for the development of the deliverable.
None	The party has no role in the development of the deliverable.

Table 12-02: Summary of Response Indicators

Indicator	Response	Description
S	Supports	The proposed supports the prescribed ownership roles with its proposed implementation methodology and approach.
C	Conflict	The proposed has a conflict with the prescribed ownership roles and proposes alternate ownership in its proposed implementation methodology and approach

Table 12-03: Ownership of Deliverables

No	Deliverable	Respondent Role	City Role	Respondent Response	Comments
1	Implementation Project Plan	Lead	Assist		
2	System Interface Plan	Lead	Assist		
3	Data Conversion Plan	Lead	Assist		
4	Testing and Quality Assurance Plan	Share	Share		
5	Pre- and Post-Implementation Support Plan	Share	Share		
6	Training Plan	Lead	Participate		
7	System Documentation	Owns	None		
8	Risk Register	Share	Share		
9	Other:				

Tab 13 - References

I. RESPONDENT REFERENCE CONSENT

Respondents shall provide an affirmative statement that the Respondent grants its consent for the City to contact the Respondent's references for purposes of evaluating the Respondent for this Project and acknowledges that any information obtained from the Respondent's references will not be disclosed to the Respondent.

Statement of Consent:	

II. RESPONDENT REFERENCE FORM

- Respondents shall provide at least five (5) City/municipal government clients with whom the Respondent has worked during the past three (3) years that are of similar size and complexity to the City.
    - Three (3) references shall be from City/municipal clients that have been live with the current (proposed) software version for a minimum of three (3) years, and
    - Two (2) references that have been live with the current (proposed) software version for less than two (2) years.
    - The City has a preference for client references that are located within Oklahoma.
- In the event the Respondent cannot provide the required five references, the Respondent may substitute other organizations to ensure five (5) total references are provided. Respondents shall indicate how these substitute references deviate from the requested characteristics.
- If possible, the City prefers references that utilized the same Project Manager as will be used for this Project, and the same scope of functional areas.
- Respondents should also include the contact information for three (3) similarly sized City/municipal governments with which the City may conduct site visits. The City prefers sites be located within 150 miles.

1. General Background

Name of Client:		Address:	
Number of Employees:			
Operating Budget:			
Project Manager/Contact:		Title:	
Phone Number:		Email Address:	
Summary of Project and Current Status:			
Include as a Site Visit Reference? (yes/no)			

2. Project Scope

Computer-Aided Dispatch	☐
Law Enforcement Records Management	☐
Jail Management	☐
Court Case Management	☐
Mobile Capabilities	☐

3. Project Information

Total Project Budget:		Software Version Implemented:	
Implementation Start Date:		Deployment Model:	
Go-Live Date:		System(s) Replaced:	
Vendor Project Manager:			

III. FORMER CLIENTS

Respondents shall provide the name and contact information of three (3) former clients that have elected to leave the Respondent. The Respondent should describe why the client left, and what steps the Respondent has taken to correct the issues that resulted in the client's departure.

Former Clients

Name of Client:		Date of Client Departure:	
Reason for Departure:			

Tab 14 – Response to Narrative Questions

Narrative Questions

Please identify two recent project implementations that are most comparable to the City, and provide a project profile for each, including: scope of modules; project duration; any unique requirements or circumstances that were a part of, or came up during, the project; the legacy system converted from; etc.	Project 1:
	Project 2:
What sets the product that your firm proposes apart from competitors' products?	
Please describe your organization's recommended approach toward retention of legacy data. Please describe what options are available, and supported, within your proposed solution. Also, please provide any relevant references of organizations that have successfully addressed legacy data with your solution.	
Please identify any third-party software or hardware that may be required, or suggested for use, in supporting the solution you have proposed. This should include a description of the product and the way in which it supports the use of your system.	
Please describe any relevant experience assisting a client with migrating from the City's legacy product to the proposed product. Provide the client name, and the date of the project. This should include a description of the data conversion approach used, as well as any lessons learned.	

Please describe the database storage capacity of the proposed solution. - Are there limits on the amount of data that can be stored in the proposed solution? - If applicable, what tiers of storage are offered in the hosted/SaaS environment?	
The City is interested in better understanding the proposed software functionality that supports attaching documents to transactions within the system. Please detail the system capabilities that support document management.	
What third-party document management software solutions has your firm previously integrated with? What is the nature of the level of integration between the proposed system and a third-party document management software solution?	
What is the company's experience with Oklahoma statewide interfaces?	
Provide a clear description of the methods by which your firm maintains compliance with NCIC standards.	
Provide a clear description of the way in which your system incorporates the use of Pictometry.	
Provide a clear description for current and planned support of, but not limited to the following: a. NENA 04-001 (generic standards for E-911 PSAP Equipment, call detail records, and recording) b. Logging services (NENO 08-003, functional and interface specification for the NENA I3 solution)	

Carrier solution for texting	
Provide a clear description of the way in which your CAD system will accept a text message from an I3 911 system	
Are the mapping files distributed to mobile and Police RMS?	
Provide a detailed description of how the proposed system is able to facilitate the receipting of monies for various transactions (e.g. bond payments, records payments), and interface/integrate with financial systems. - How timely is the sharing of data (frequency)? - What level of information is typically sent to an ERP/financial system? (detail or transaction-level, or summary by general ledger account) - What information is typically received by your system from an ERP/financial system?	

Tab 15 – Exceptions to Project Scope and Contract Terms

The City reserves the right to disallow exceptions it finds are not in the best interests of the City. Any and all exceptions must be identified and fully explained in the submitted Proposal. It is the City's intention to be made aware of any exceptions to terms or conditions prior to contract negotiations.

Note: Deviations to the payment and retainage schedule to be provided with the Price Proposal. Deviations to functionally to be provided in Tab 6 (Attachment B) through the use of the Requirements Response Indicators.

I. DEVIATIONS TO SCOPE OF WORK

i. The Respondent is to identify and describe any exceptions/deviations to the Scope of Work and identify their impact to the City, including, but not limited to workarounds; reductions in performance; capacity; flexibility; accuracy; and ultimately, cost and value.

ii. Respondent to identify the areas where they feel the requested service or product is not available, deviates from the specific requests, or is deemed an unwise or unwarranted approach.

II. DEVIATIONS TO SECTION 5, TERMS AND CONDITIONS FOR CONTRACT AS PROPOSED BY THE CITY

As an Exhibit to Tab 15, Respondent to provide any deviations to the sample contract language proposed by the City in RFP Section 5. Each item to be listed along with the requested alternative language for review by the City.

If no deviations taken, state as such. Substantive exceptions to the City's terms, submitted after the date and time established for the submittal of Proposals, will not be considered.

No deviations taken: ☐

City of Broken Arrow
Functional and Technical Requirements

Table of Contents		
Tab No.	**Functional Area**	**Number of Requirements**
1	General and Technical	301
2	Computer-Aided Dispatch	937
3	Law Enforcement Records Management	1,496
4	Jail Management	465
5	Court Case Management	225
6	Mobile Capabilities	158
7	Interfaces	27
8	Data Conversion	7
	Total Functional Requirements:	**3,616**

When providing responses to the requirements in Attachment B, proposers shall use the response indicators contained in the table below.

Requirements / Capabilities Response Indicators	
Indicator	**Definition**
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.
F	Future: Feature/Function will be available in a future software release available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, this feature could be provided with custom modifications. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.
T	**Third Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature **could be provided with integration with a third-party system.** This system should be specified.
N	**No: Feature/Function cannot be provided.**

City of Broken Arrow
Functional and Technical Requirements

	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	Instruction		
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.		
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.		
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.		
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.		
N	**No: Feature/Function cannot be provided**.			
General and Technical				
Req #	Description of Requirement	Criticality	Response	Comments
General				
GT.1	The system has the ability to flow all changes made in the system throughout all proposed system modules without the need for duplicate data entry.	**Critical**		
The system has the ability to import and export data from (or to) standard file formats including but not limited to:				
GT.2	.xml;	**Critical**		
GT.3	hyperlink;	**Critical**		
GT.4	PDFs that are text based and searchable;	**Critical**		
GT.5	ASCII;	**Critical**		
GT.6	.txt;	**Critical**		
GT.7	csv;	**Critical**		
GT.8	MS Excel (version 2007 or later);	**Critical**		
GT.9	MS Word (version 2007 or later);	**Critical**		
GT.10	MS Outlook (version 2007 or later);	**Critical**		
GT.11	MS SQL (2008 R2 or newer);	**Critical**		
GT.12	.jpg; and	**Critical**		
GT.13	.tif.	**Critical**		
GT.14	The system has the ability to import and export data with web services formats.	**Critical**		
GT.15	The system has the ability to support APIs (Application Programming Interface) for third-party system integration.	**Critical**		
GT.16	The system has the ability to provide a toolkit to create and manage APIs.	**Critical**		
GT.17	The system has the ability to provide a library of standard reports (i.e., "canned" reports).	**Critical**		
GT.18	The system has the ability to copy and modify existing reports, with appropriate security permissions.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

GT.19	The system has the ability to provide a centralized data dictionary, that fully describes table structure (and relationships) and appropriate levels of metadata.	**Critical**		
The system has the ability to support the latest currently available versions of the following browsers:				
GT.20	Internet Explorer;	**Critical**		
GT.21	Chrome;	**Critical**		
GT.22	Edge;	**Critical**		
GT.23	Safari; and	**Critical**		
GT.24	Firefox.	**Critical**		
GT.25	The system has the ability to support electronic signature capture.	**Critical**		
GT.26	The system has the ability to capture electronic signature with a signature pad.	**Critical**		
GT.27	The system has the ability to store electronic signatures in the system for re-use with appropriate security permissions.	**Critical**		
GT.28	The system has the ability to customize fields and sequence of fields on screen to facilitate ease of entry.	**Critical**		
GT.29	The system has the ability to set data table value ranges to minimize entry errors.	**Critical**		
GT.30	The system has the ability to have a list of values that can be used to facilitate the data entry process, such as abbreviations, directions, case status codes, weather codes, etc.	**Critical**		
GT.31	The system has the ability to support narrative text entry with spell checker.	**Critical**		
GT.32	The system has the ability to have automatic spell check with the ability to allow the user to accept or deny the spell check.	**Critical**		
GT.33	The system has the ability to maintain a spell check dictionary.	**Critical**		
GT.34	The system has the ability to support merging one record at a time, allowing the merge administrator to make changes if necessary.	**Critical**		
GT.35	The system has the ability to support copying of data from different report sections and between different reports to cut down on data entry.	**Critical**		
GT.36	The system has the ability to allow a user to base a report on an existing report, which would copy the applicable data out of one report and into another.	**Critical**		
GT.37	The system has the ability to have a tabular design, allowing access to multiple layers of the system from the same screen.	**Critical**		
GT.38	The system has the ability to modify or adjust commonly altered variables such as codes, tables, report parameters, etc., without the services of a professional programmer.	**Critical**		
GT.39	The system has the ability to associate codes to more than one location or panel when the same validation table entries are used in multiple locations.	**Critical**		
GT.40	The system has the ability to support a minimum of 50,000 characters of narrative per entry to ensure all critical information is captured. Vendor to indicate any narrative limits in the comments section.	**Critical**		
GT.41	The system administrator must be able to identify the individual who last entered or updated any transaction as well as the date and time of the modification.	**Critical**		
GT.42	The system has the ability to restrict access to specific features and functions by user ID and password.	**Critical**		
GT.43	The system has the ability to perform partial address searches.	**Critical**		
GT.44	The system has the ability to enter and maintain the general incident record data elements with appropriate security permissions for the Agency Identifier.	**Critical**		
GT.45	The system has the ability to identify required fields by user.	**Critical**		

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Functional and Technical Requirements

GT.46	The system has the ability to maintain all Agency Identifiers including operating Agency Identifier and reference Agency Identifier.	**Critical**		
GT.47	The system has the ability to support ODBC compliance.	**Critical**		
GT.48	The system has the ability to support offline mode, and then sync once connection is reestablished.	**Critical**		
	State/NCIC			
GT.49	The system has the ability to support two way communication between the application suite and the National Crime Information Center (NCIC), as well as local and state systems (i.e., OLETS).	**Critical**		
GT.50	The system has the ability to generate NCIC queries and display query responses.	**Critical**		
GT.51	The system has the ability to authorize individual clients or workstations to access the State/NCIC application based on IP address or device name, coupled with security permissions that have been granted to the individual.	**Critical**		
GT.52	The system has the ability to direct a single query to the state/NCIC, local database, or both.	**Critical**		
GT.53	The system has the ability to log all transactions in a history file for viewing and reporting purposes based on security permissions.	**Critical**		
GT.54	The system has the ability to search for state/NCIC responses by date/time ranges based on security permissions.	**Critical**		
GT.55	The system has the ability to print messages received via a State/NCIC request/response based on security permissions.	**Critical**		
GT.56	The system has the ability to send NCIC responses to specified units, including mobile units.	**Critical**		
GT.57	The system has the ability to use information contained in a response to auto-populate a new online query for additional information to submit to NCIC and/or state and local databases. For example, a vehicle registration response is returned with enough information to generate a drivers' license query automatically. When the drivers' license response is returned, it contains enough information for the system to generate an automatic wanted persons query to local, state and NCIC databases.	**Critical**		
GT.58	The system has the ability to parse the data that is received from NCIC.	**Critical**		
GT.59	The system has the ability to edit the string of data that is sent to the local, state, or NCIC system.	**Critical**		
GT.60	The system has the ability to provide or support an online interface from the CAD/RMS/Mobile application to the State/NCIC database.	**Critical**		
GT.61	The system has the ability to link from the CAD/RMS/Mobile software to the State/NCIC network to run license plate and warrant checks with appropriate security permissions.	**Critical**		
GT.62	The system has the ability to save and parse the results of a State/NCIC search.	**Critical**		
GT.63	The system has the ability to link from the CAD/RMS/Mobile to the State/NCIC network to automatically attach a CAD inquiry to the incident/call database.	**Critical**		
GT.64	The system has the ability to access NCIC forms within the CAD/RMS/Mobile module with security permissions.	**Critical**		
GT.65	The system has the ability to access NCIC history within the CAD/RMS/Mobile module with security permissions.	**Critical**		
GT.66	The system has the ability to configure the automatic transmission of license plate or driver license information based on CFS type.	**Critical**		
GT.67	The system has the ability to allow all automatic transmissions that are attached to a CFS from CAD and Mobile to be logged on the call and easily accessed.	**Critical**		

GT.68	All responses that can be matched to the original transmission and are attached to a CFS from CAD and Mobile shall be logged on the call in the same area as the transmissions.	**Critical**		
**Security**			
GT.69	The system has the ability to utilize the City's LDAP (Active Directory) for user validation to achieve single-sign-on, in an on-premise deployment method	**Critical**		
GT.70	The system has the ability to utilize the City's LDAP (Active Directory) for user validation to achieve single-sign-on, in a hosted or SaaS deployment method.	**Critical**		
GT.71	The system has the ability to inherit groups from Active Directory for application authentication.	**Critical**		
GT.72	The system has the ability to store passwords in encrypted form.	**Critical**		
GT.73	The system has the ability to provide import and export capabilities with user-level security options to control access to sensitive information.	**Critical**		
GT.74	The system has the ability to encrypt data stored in the database.	**Critical**		
GT.75	The system has the ability to encrypt data stored in the application.	**Critical**		
**The system has the ability to provide security at the following levels:**			
GT.76	Department;	**Critical**		
GT.77	Division;	**Critical**		
GT.78	Role or group;	**Critical**		
GT.79	User ID;	**Critical**		
GT.80	Screen;	**Critical**		
GT.81	Menu;	**Critical**		
GT.82	Report;	**Critical**		
GT.83	Field; and	**Critical**		
GT.84	Transaction type.	**Critical**		
GT.85	The system has the ability to allow the City to determine which fields are visible to roles.	**Critical**		
GT.86	The system has the ability to provide role-based security.	**Critical**		
GT.87	The system has the ability to provide both read and write access to the system using group based security.	**Critical**		
**The system has the ability to track audit changes throughout the system that creates a log of all records maintained and includes:**			
GT.88	Date;	**Critical**		
GT.89	Time;	**Critical**		
GT.90	User;	**Critical**		
GT.91	Information prior to change;	**Critical**		
GT.92	Changed information; and	**Critical**		
GT.93	Other administer-configurable information.	**Critical**		
GT.94	The system has the ability to update all security roles automatically (user discretion) when a change in the "master" role is made.	**Critical**		
GT.95	The system has the ability to provide functional security to control what processes can be performed by certain users (i.e. view vs. edit benefit information).	**Critical**		
GT.96	The system has the ability to allow a City administrator to configure the duration that time audit logs are retained.	**Critical**		
GT.97	The system has the ability to provide access to audit trails for only the users with proper security based upon the user's security profile.	**Critical**		

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GT.98	The system has the ability to allow the System Administrator to add and change permissions for system access.	**Critical**		
GT.99	The system has the ability to log users off the system after an administrator-defined period of inactivity, based on user-defined roles.	**Critical**		
GT.100	The system has the ability to allow a System Administrator to log out users.	**Critical**		
GT.101	The system has the ability to provide customizable audit reports.	**Critical**		
GT.102	The system has the ability to provide configurable exception reports.	**Critical**		
GT.103	The system has the ability to allow authorized users to have access to a log of security activity to determine users that have signed on and off the system, as well as unsuccessful attempts to sign on to the system.	**Critical**		
GT.104	The system has the ability to allow the audit trail to have a date/time stamp to the nearest second.	**Critical**		
The system has the ability to mask fields by user role including but not limited to:				
GT.105	Tax numbers/ID;	**Critical**		
GT.106	Employee ID;	**Critical**		
GT.107	Date of Birth;	**Critical**		
GT.108	Passwords;	**Critical**		
GT.109	Checking and banking account numbers;	**Critical**		
GT.110	Social Security numbers;	**Critical**		
GT.111	Drivers License numbers;	**Critical**		
GT.112	Employee contact information (e.g., address, phone, etc.);	**Critical**		
GT.113	Email addresses;	**Critical**		
GT.114	Pay rates; and	**Critical**		
GT.115	Other, user-defined fields.	**Critical**		
GT.116	The system has the ability to mask a portion of any of the above fields.	**Critical**		
GT.117	The system has the ability to be operational on a 24 x 7 scheduled basis.	**Critical**		
GT.118	The system has the ability to apply the same security permissions to system queries and reports as it does to data fields/elements, based on user (e.g. data fields masked on a record or transaction are similarly masked on reports run by the user)	**Critical**		
GT.119	The system has the ability to ensure that all cashiering modules are Payment Card Industry (PCI) compliant.	**Critical**		
GT.120	The system has the ability to ensure that all modules are Payment Card Industry (PCI) compliant.	**Critical**		
GT.121	The system has the ability dual authentication for all proposed modules.	**Critical**		
User Interface				
GT.122	The system has the ability to provide drop down boxes or other pick list functionality for data selection.	**Critical**		
GT.123	The system has the ability to provide configurable quick keys (i.e., function keys) unique to each module.	**Critical**		
GT.124	The system has the ability to provide functionality or integrate with third-party products to enlarge the print on computer screens (i.e., screen magnification).	**Critical**		
GT.125	The system has the ability to provide functional online help documentation for system end users.	**Critical**		
GT.126	The system has the ability to provide technical online help documentation for system administrators.	**Critical**		

GT.127	The system has the ability to provide integration with the Microsoft clipboard, with appropriate security permissions.	**Critical**		
GT.128	The system has the ability to provide error messages that appear in a consistent format across all system modules.	**Critical**		
GT.129	The system has the ability to provide error messages that are integrated with online help functionality.	**Critical**		
GT.130	The system has the ability to create error logs with detail associated with the error.	**Critical**		
GT.131	The system has the ability to provide configuration options with the level of detail that is logged in error logs.	**Critical**		
GT.132	The system has the ability to allow users to send error reports to the administrator defined department or user.	**Critical**		
GT.133	The system has the ability to provide administrator configurable error messages.	**Critical**		
GT.134	The system has the ability to provide user-defined fields with appropriate security permissions.	**Critical**		
GT.135	The system has the ability to allow the City to determine which fields are required.	**Critical**		
GT.136	The system has the ability to provide an administrative messaging system (e.g., a message to alert users of system maintenance activity).	**Critical**		
GT.137	The system has the ability to provide customizable screens based on roles and permissions.	**Critical**		
GT.138	The system has the ability to accommodate ADA compliance requirements.	**Critical**		
GT.139	The system has the ability to provide contextual help (i.e., field descriptions that are displayed based on the location of the mouse or cursor).	**Critical**		
GT.140	The system has the ability to provide contextual help with the ability to turn this feature off (i.e., field descriptions that are displayed based on the location of the mouse or cursor).	**Critical**		
GT.141	The system has the ability to provide customizable help.	**Critical**		
GT.142	The system has the ability to provide data validation on entry.	**Critical**		
GT.143	The system has the ability to add a new value to a pick list table without having to navigate from the table, with appropriate security permissions.	**Critical**		
GT.144	The system has the ability to make global changes to a designated table from a single locations (e.g., making blanket updates to bond amounts).	**Critical**		
GT.145	The system has the ability to provide drill down capability on all screens where applicable.	**Critical**		
GT.146	The system has the ability to provide drill down capability to see attachments to records based on security permissions.	**Critical**		
GT.147	The system has the ability to provide the user with standard field editing capabilities including but not limited to: navigation forward and backward to complete data entry and the ability to correct spelling mistakes.	**Critical**		
GT.148	The system has the ability to provide auto-save functionality when moving forward or backward during data entry.	**Critical**		
GT.149	The system has the ability to spell check on any field with the ability for a user to accept or ignore suggestion.	**Critical**		
GT.150	The system has the ability to accommodate word-wrap in a data field without having to hit "return."	**Critical**		
GT.151	The system has the ability to provide predictive text capability with the ability to turn this functionality on or off.	**Critical**		
GT.152	The system has the ability to search by wild cards, based on security permissions.	**Critical**		
GT.153	The system has the ability to search by fragment or portion of a word.	**Critical**		

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GT.154	The system has the ability to support pre-filled fields in appropriately pre-formatted screens eliminating redundant data entry.	**Critical**		
GT.155	The system has the ability to provide links to associated modules from any display screen to minimize backing out of one screen to access another, with appropriate security.	**Critical**		
GT.156	The system has the ability to support access from mobile devices (e.g., for City-defined approvals and Executive Information System) with appropriate security permissions.	**Critical**		
GT.157	The system has the ability for multiple windows to be open at the same time.	**Critical**		
GT.158	The system has the ability to warn a user that they are about to execute a process and ask if they want to proceed (i.e., to warn before posting a batch of changes, etc.).	**Critical**		
GT.159	The system has the ability to allow an administrator to configure which business processes are prompted with a warning to proceed, with appropriate security permissions.	**Critical**		
GT.160	The system has the ability to allow the configuration of processes using either the keyboard only, the mouse only, or a combination of the two, depending on a user's preference.	**Critical**		
GT.161	The system has the ability to provide the user with integrated application modules that offer a consistent user interface to minimize user training and administration of the system.	**Critical**		
GT.162	The system has the ability to allow the system administrator to rename field labels.	**Critical**		
GT.163	The system has the ability to allow all end user customizations and configurations related directly to the system to be stored in a central database and not stored in files residing on user workstations.	**Critical**		
GT.164	The system has the ability to allow for reasonable windows modifications to screen resolution or display font that does not result in screen images being truncated or unnecessary scrolling.	**Critical**		
GT.165	The system has the ability to recognize the device that is being used to view the software to make the necessary window adjustments (screen optimization).	**Critical**		
GT.166	The system has the ability to allow application windows to be maximized to fit allotted screen size (i.e. increase window size to increase amount of data displayed instead of simply zooming in on data).	**Critical**		
	Workflow			
GT.167	The system has the ability to initiate and track the approval process.	**Critical**		
GT.168	The system has the ability to assign different levels of approval for the same user.	**Critical**		
GT.169	The system has the ability to maintain separation of duties related to workflow approval processes.	**Critical**		
GT.170	The system has the ability to provide workflow functionality in all system modules.	**Critical**		
The system has the ability to set workflow rules by:				
GT.171	User;	**Critical**		
GT.172	Role;	**Critical**		
GT.173	Department;	**Critical**		
GT.174	Division;	**Critical**		
GT.175	Crime codes (statutes);	**Critical**		
GT.176	Agency Identifier;	**Critical**		
GT.177	Thresholds; and	**Critical**		
GT.178	User-defined criteria.	**Critical**		
GT.179	The system has the ability to allow temporary status changes of users (e.g., unavailable due to vacation time).	**Critical**		

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GT.180	The system has the ability to re-route workflow assignments based on availability triggered by unavailable status.	**Critical**		
GT.181	The system has the ability to re-route workflow assignments based on availability triggered by City-defined periods of no response.	**Critical**		
GT.182	The system has the ability to notify a system administrator of unsuccessful workflow processes.	**Critical**		
GT.183	The system has the ability to provide escalation paths based on user-defined criteria (e.g., minimum period of no response, etc.).	**Critical**		
GT.184	The system has the ability to provide event-driven notifications by email that may be configured at any step in any workflow routine.	**Critical**		
GT.185	The system has the ability to allow notifications to be configurable by the City.	**Critical**		
GT.186	The system has the ability to allow graphical tools for documenting workflow.	**Desired**		
GT.187	The system has the ability to provide flexible workflow configurations allowing the advancement of a process with appropriate security permissions.	**Critical**		
Support and Documentation				
GT.188	The system has the ability to allow properly authorized users to configure and maintain all system settings from any workstation on the local/wide area network.	**Critical**		
GT.189	The system has the ability to allow centralized deployment of system updates and system maintenance.	**Critical**		
GT.190	The system has the ability to allow remote deployment of system updates and system maintenance.	**Critical**		
GT.191	The system has the ability to accommodate deployment of system updates and maintenance to all affected systems according to administrator-defined effective dates (e.g., calendar and fiscal year parameter changes).	**Critical**		
GT.192	The vendor must proactively notify the System Administrator regarding which releases of third-party software (JAVA virtual machine, Internet Explorer, Mozilla, Safari, etc.) are known to create problems with the current version of the vendor software.	**Critical**		
The vendor, at a minimum must adhere to the following standards for issue resolution:				
GT.193	Severity Level 1, system is down. Attention required immediately, immediate response time, 24x7.	**Critical**		
GT.194	Severity Level 2, major functionality of the system is impacted or parts of the system are down. Maximum of 1 hour response time.	**Critical**		
GT.195	Severity Level 3, non-mission critical processes are impacted. Maximum of 8 hour response time.	**Critical**		
GT.196	The system has the ability to allow for outage times to be based on a 24x7 basis instead of working hours.	**Critical**		
GT.197	The system has the ability to allow for severity levels for support as defined by the City.	**Critical**		
GT.198	The vendor will provide 24x7 support.	**Critical**		
GT.199	The vendor will provide web-based support, with a searchable database of common problems, to assist end users in researching error messages.	**Critical**		
GT.200	The system has the ability to adhere to the City's security policy, which requires vendors to notify the City when accessing the application for troubleshooting.	**Critical**		
GT.201	The system has the ability to provide online software documentation for all software application modules.	**Critical**		
GT.202	The system has the ability to provide an online tutorial to assist users learning the software.	**Critical**		
GT.203	The system must have the capability to provide support through remote access to the application in accordance with City procedures.	**Critical**		

GT.204	The vendor offers software application support during planned upgrades outside of typical operating hours, as requested by the City.	**Critical**		
GT.205	The vendor offers access to an online user group community.	**Critical**		
GT.206	The vendor offers a suite of online training modules.	**Critical**		
GT.207	The vendor offers periodic live webinar training sessions at no cost.	**Critical**		
GT.208	The vendor offers recorded training sessions to be viewed at no cost.	**Critical**		
GT.209	The vendor offers an implementation project management website, that includes a secure process for file sharing between the vendor and client.	**Critical**		
GT.210	The system has the ability to maintain operations during upgrades (e.g., CAD operations during upgrade).	**Critical**		
Reporting and Dashboards				
GT.211	The system has the ability to provide an Executive Information System (EIS) (i.e., a performance dashboard).	**Critical**		
GT.212	The system has the ability to customize the information presented on the Executive Information System by user.	**Critical**		
GT.213	The system has the ability to customize the information presented on the Executive Information System by group of users.	**Critical**		
GT.214	The system has the ability to display information on the Executive Information System in real time.	**Critical**		
GT.215	The system has the ability to configure the refresh rate of the Executive Information System.	**Critical**		
GT.216	The system has the ability to allow a user to manually refresh the Executive Information System.	**Critical**		
GT.217	The system has the ability to provide a library of standard reports (i.e., "canned" reports).	**Critical**		
GT.218	The system has the ability to allow a user to modify existing reports, with appropriate security permissions.	**Critical**		
GT.219	The system has the ability to provide an integrated report writer.	**Critical**		
GT.220	The system has the ability to provide an integrated report writer that has a consistent look and feel across all proposed system modules.	**Critical**		
GT.221	The system has the ability to provide an integrated report writer that allows the creation of reports comprised of any discrete data field throughout the system with proper security permissions.	**Critical**		
GT.222	The system has the ability to save a report as a new template after a user copies and modifies an existing report, with appropriate security permissions.	**Critical**		
GT.223	The system has the ability to configure and save ad hoc reports by individual user, with the ability to provide access to other users with appropriate security permissions.	**Critical**		
GT.224	The system has the ability to allow users to download a new report template based on user groups and or roles.	**Critical**		
GT.225	The system has the ability save favorite reports in a menu or pick-list by individual user.	**Critical**		
GT.226	The system has the ability to allow generated reports to be viewed on screen prior to printing.	**Critical**		
GT.227	The system has the ability to allow reports to be generated that are searchable.	**Critical**		
GT.228	The system has the ability to schedule reports to run in the future.	**Critical**		
GT.229	The system has the ability to schedule reports to be run on a recurring basis.	**Critical**		
GT.230	The system has the ability to configure automatic distribution paths for generated reports (e.g., automatically send a report to a particular user, group of users, printer).	**Critical**		

GT.231	The system has the ability to configure automatic distribution paths via email for generated reports (e.g., automatically send a report to a particular user, group of users, printer).	**Critical**		
GT.232	The system has the ability to schedule and to distribute reports via electronic workflow.	**Critical**		
GT.233	The system has the ability to display when a report is being run, or in process, so that a user does not run the report again.	**Critical**		
GT.234	The system has the ability to allow reports to be generated that have "drill-down" capabilities.	**Critical**		
GT.235	The system has the ability to support the creation of reports using SSRS.	**Critical**		
GT.236	The system can generate all standard reports in less than five minutes. Reports that will require more than this amount of time should be listed in "Comments" (column E) with a description of the reason so much time is required for each individual report.	**Critical**		
GT.237	The system has the ability to notify a system administrator of reports that have been running for more than a City-specified period of time.	**Critical**		
GIS				
GT.238	The system has the ability to geographically plot CAD incidents. This feature is locally available in real-time to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.239	The system has the ability to provide ESRI-compliance GIS capabilities.	**Critical**		
GT.240	The system has the ability to validate a manually entered call-location through GIS functionality.	**Critical**		
GT.241	The system has the ability to provide a full complement of modern mapping navigation tools. These navigation tools are available to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.242	The system has the ability to provide a full complement of data layer controls (e.g. toggle capabilities, custom symbology, custom labeling, etcetera). These data layer controls are available to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.243	The system has the ability to allow complete and partial address searches. This feature is locally available in real-time to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.244	The system has the ability to allow for a minimum of two characters for 'auto-complete' address searches. This feature is locally available in real-time to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.245	The system has the ability to support closest-unit recommendation configurable by the system administrator by distance or time.	**Critical**		
GT.246	The system has the ability to notify appropriate staff and agencies about fire hydrants and fire protection systems that are out of service.	**Critical**		
GT.247	The system has the ability to display the following on a mobile map: fire hydrant, street closures, bridge out of service, weight limits, speed limits, hazards, one-way streets, school zones, and mile markers.	**Critical**		
GT.248	The system has the ability to provide simple, customizable user interfaces that account for the different operational needs of dispatch and responding public safety staff.	**Critical**		
GT.249	The system has the ability to provide real-time AVL unit routing based on closest-unit recommendations. This feature is available to dispatch and remotely available to responding public safety staff.	**Critical**		
GT.250	The system has the ability to provide real-time AVL unit routing based on CAD incidents. This feature is available to dispatch and remotely available to responding public safety staff.	**Critical**		

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GT.251	The system has the ability to provide dynamically and visually presented routing information.	**Critical**		
GT.252	The system has the ability to provide turn-by-turn text directions with text-to-speech capabilities.	**Critical**		
GT.253	The system has the ability to log and export AVL history that includes unit numbers, spatial coordinates and approximate speeds.	**Critical**		
GT.254	The system has the ability to store AVL history, including unit numbers, spatial coordinates, and approximate speeds, for a City-defined period of time.	**Critical**		
GT.255	The system has the ability validate all locations entered into or processed by the CAD system against the CAD system's geofile.	**Critical**		
GT.256	The system has the ability to determine X,Y coordinate values that represent the location of incidents whose locations have been validated.	**Critical**		
GT.257	The system has the ability to determine X,Y,Z coordinate values that represent the location of incidents whose locations have been validated.	**Critical**		
GT.258	The system has the ability support coordinate-based operations including X,Y,Z, Lat/Lon, and USNG.	**Critical**		
GT.259	The system has the ability support X,Y coordinate-based geographic searches for such things as nearby hazardous materials, duplicate incidents, and premises information at or near an incident's location.	**Critical**		
GT.260	The system has the ability to dynamically access geographic boundary information (e.g. station boundaries, jurisdictional boundaries, reporting districts, response zones, neighborhoods, precincts) from GIS and other geographic data sources.	**Critical**		
GT.261	The system has the ability to dynamically access topologically-structured street networks and other linear features (e.g. rivers, streams, utility right of ways, bus routes) from GIS, other geographic data sources, and external data sources.	**Critical**		
GT.262	The system has the ability to dynamically access point data (e.g. landmarks, parcel address points, business locations, retail store address points, fire hydrants) from GIS, other geographic data sources, and external data sources.	**Critical**		
GT.263	The system has the ability to support boundary assignments (i.e. determining the response zone and jurisdiction for each incident) in real time by processing the incident's X,Y coordinates against the road center line and/or address point file, and the appropriate boundary files.	**Critical**		
GT.264	The system has the ability to support duplicate active incident checks based upon an agency defined radius location of the incident.	**Critical**		
GT.265	The system has the ability meet i3 standards and functions in order to comply with NG9-1-1 requirements.	**Critical**		
GT.266	The system has the ability include interactive tools for validating the accuracy and completeness of the geofile.	**Critical**		
GT.267	The system has the ability to support different search distance criteria for different types of incident situations and hazards with the ability to save and edits the searches for future use (e.g. a search radius of 300 feet will be used for hazardous conditions, and a search radius of 1,320 feet will be used to identify potentially duplicate incidents).	**Critical**		
GT.268	The system has the ability to generate an audible and/or visual alert when any potential duplicate incidents are identified.	**Critical**		
GT.269	The system has the ability to include the capability for manually editing and entering any geographic data required by, or imported into, the system's GIS (given the appropriate user permissions) if not maintained dynamically.	**Critical**		
GT.270	The system has the ability to utilize an address that cannot be geo verified.	**Critical**		
GT.271	The system has the ability to allow an administrator to unlock a record.	**Critical**		

GT.272	The system has the ability to link PDF (and other document sources) hyperlink to GIS address points.	**Critical**		
GT.273	The system has the ability to support exportable maps displaying a user-defined statistical information.	**Critical**		
GT.274	The system has the ability to identify errors and inconsistencies in reports (e.g., UCR, IBR) with the ability to identify the origin of the error/inconsistency.	**Critical**		
GT.275	The system has the ability to drill down in report values to display the origin of the calculated value (e.g., total larceny dollar amounts).	**Critical**		
	Payment Processing			
GT.276	The system has the ability to accept partial, full, or installment payments.	**Critical**		
GT.277	The system has the ability to automatically create an Accounts Receivable record.	**Critical**		
GT.278	The system has the ability to track accounts receivable data for case and non-case related items.	**Critical**		
GT.279	The system has the ability to automatically prioritize the order in which payments will be applied to an accounts receivable based on a set of configurable business rules, with override capability.	**Critical**		
GT.280	The system has the ability to apply accounts receivable flags based on status.	**Critical**		
GT.281	The system has the ability to report unpaid obligations to the court or other agencies, receipt and apply payments, and monitor the unpaid balances (e.g., fines, fees, and community service)	**Critical**		
GT.282	The system has the ability to automatically and efficiently track overpayments for fines, fees, etc., according to configurable business rules.	**Critical**		
GT.283	The system has the ability to prohibit the edit/deletion of fees/fines/restitution or other payment records once assessed and saved. Once fees, fines, restitution or other payment records have been saved. The system has the ability to allow authorized users to void and reapply or void and refund process which the system would document to the ledger on the case.	**Critical**		
GT.284	The system has the ability to, at the time of payment but prior to transaction post, be able to correct/adjust the collection record (e.g. the method of payment).	**Critical**		
GT.285	The system has the ability to have the receipting process update case financial history and the application general ledger in real time.	**Critical**		
GT.286	The system has the ability to link financial information to a specific party on a case.	**Critical**		
GT.287	The system has the ability to void/correct an erroneous receipt with proper authorization.	**Critical**		
GT.288	The system has the ability to enter type of payment, location where payment was posted.	**Critical**		
GT.289	The system has the ability to create one receipt when multiple forms of payment are used (e.g., cash, credit card, check) for a single transaction.	**Critical**		
GT.290	The system has the ability to record receipts in a suspense account pending identification of the correct case or account (e.g., traffic fines received before the ticket is filed).	**Critical**		
GT.291	The system has the ability to process individual payments as a single batch collection without having to access each individual case.	**Critical**		
GT.292	The system has the ability to record the receipt of payment from an offender for payment types that the offender's supervisor must check manually (payment type, amount, payment method, date, etc.).	**Critical**		
GT.293	The system has the ability to allow bonds to be posted and forfeited to pay fees/costs/fines.	**Critical**		
GT.294	The system has the ability to allow refund posting capability.	**Critical**		

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GT.295	The system has the ability to allow warrants to be recalled automatically, upon full payment posting,	**Critical**		
GT.296	The system has the ability for automatic posting to system if payment is received thru web payment, report to be generated daily for reconciling.	**Critical**		
GT.297	The system has the ability to allow corrections to fees or payments tendered to be performed by authorized users only.	**Critical**		
GT.298	The system has the ability for an audit feature to track payments by cashier number, location.	**Critical**		
GT.299	The system has a balancing screen totaling all transaction types / voids.	**Critical**		
GT.300	The system has the ability to allow partial payments to be taken for a fine and distributed manually or based on a City defined percentage routine.	**Critical**		
GT.301	The system has the ability for receipts to be printed and numbered for each transaction, including refunds.	**Critical**		

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Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		Instruction		
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.		
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.		
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.		
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.		
N	**No: Feature/Function cannot be provided**			
Computer-Aided Dispatch (CAD)				
Req #	Description of Requirement	Criticality	Response	Comments
General				
CA.1	The CAD module has the ability to completely integrate with all other proposed modules.	**Critical**		
CA.2	The system has the ability to provide a mobile application capable of running on a smart phone/device displaying active CAD activity.	**Critical**		
CA.3	The system has the ability to be multi-jurisdictional, allowing dispatching for multiple agencies, including law enforcement, fire, and medical responders.	**Critical**		
CA.4	The system has the ability to support a Web-based CAD view.	**Desired**		
CA.5	The system has the ability to attach a photo and all associated files, such as PDF, Word doc, spreadsheet to a call for services (CFS).	**Critical**		
CA.6	The system has the ability to import hazard and premise information to associated to an address in CAD.	**Critical**		
CA.7	The system has the ability to hyperlink from within the call screen to documents outside of the product.	**Critical**		
CA.8	The system has the ability to associate call scripts for certain call types.	**Critical**		
CA.9	The system has the ability to have all fields in CAD to be adjustable to make larger or smaller as well as the font and font size.	**Critical**		
CA.10	The system has the ability to have custom unit timers based on call priority.	**Critical**		
CA.11	The system has the ability to recommend and/or re-route units to a higher priority call, if a closer unit is available.	**Critical**		
CA.12	The system has the ability to create a quick call from officer's current location using GPS.	**Critical**		
CA.13	The system has the ability to support a unit-in-pursuit status mode.	**Critical**		
CA.14	The system has the ability to run CAD offline when network is down, and then auto sync when the server comes back online.	**Critical**		
CA.15	The system has the ability to parse and import into propose report writing modules records received from State/NCIC system for persons and vehicles.	**Critical**		
CA.16	The system has the ability to a create BOLO and NCIC entry from a global jacket across all proposed modules.	**Critical**		

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	Computer-Aided Dispatch (CAD)			
CA.17	The system has the ability to get driver's license photos both in CAD and Mobile.	**Critical**		
CA.18	The system has the ability to interface with NG911.	**Critical**		
CA.19	The system has the ability to meet the State of OK's GIS standards (http://okmaps.onenet.net/address_standards.htm)	**Critical**		
CA.20	The system has the ability to search narrative on cleared calls.	**Critical**		
The system has the ability to separate narrative for the following:				
CA.21	EMS;	**Critical**		
CA.22	Fire;	**Critical**		
CA.23	Police; and	**Critical**		
CA.24	Dispatch.	**Critical**		
CA.25	The system has the ability to end dispatch from a command line.	**Critical**		
CA.26	The system has the ability to send a SMS to a group of users.	**Critical**		
CA.27	The system has the ability to support alphanumeric paging.	**Critical**		
CA.28	The system has the ability to support station alerting (e.g., Zetron FSA).	**Critical**		
CA.29	The system has the ability to support priority basis or multiple alarms mode to change resource recommendations.	**Critical**		
CA.30	The system has the ability to search BOLOs and bulletins that create alerts on vehicles, persons, locations, and other user defined.	**Critical**		
CA.31	The system has the ability to have run cards for EMS, fire and law enforcement.	**Critical**		
CA.32	The system has the ability to separate priority table for each agency/department	**Critical**		
CA.33	The system has the ability to show a history of call type change.	**Critical**		
CA.34	The system has the ability to display specific EMS, police, and fire units on active patrol and dispatched to specific incidents.	**Critical**		
CA.35	The system has the ability to support real-time update of multiple calls associated with same incident.	**Critical**		
CA.36	The system has the ability to quickly identify primary, secondary, and tertiary locations (police, fire stations, and EMS) for response to incidents.	**Critical**		
CA.37	The system has the ability to submit multiple vehicle identification numbers and get information on vehicle registration (from multiple states).	**Critical**		
CA.38	The system has the ability to capture and retrieve special alert information associated with an address with trigger to inactivate alert after specified time period.	**Critical**		
CA.39	The system has the ability to allow AVL access integrated with routing and dispatch capabilities to identify most efficient responding units to a location.	**Critical**		
CA.40	The system has the ability to support handling of call overload scenarios—automatic forwarding of calls (to designated authorities) and capability to track forwarded calls.	**Desired**		
CA.41	The system has the ability to support identification and tracking of response information for multiple vehicles responding to same event.	**Critical**		
CA.42	The system has the ability to support time-stamping of call, incident creation, unit dispatch, and arrival at incident location.	**Critical**		
CA.43	The system has the ability to assign priority to calls and incidents and use of priority as basis for assignment of unit(s) to incident location.	**Critical**		
CA.44	The system has the ability to allow authorized users to design and enforce an agency-wide standard CAD window layout to ensure consistency among workstations, but also to allow users flexibility in configuring their own CAD displays as allowed by the agency.	**Critical**		

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Functional and Technical Requirements

Computer-Aided Dispatch (CAD)			
The system has the ability to include a minimum of the following for CAD window layout options:			
CA.45	Window sizes and arrangements;	**Desired**	
CA.46	Column options;	**Desired**	
CA.47	Widths;	**Desired**	
CA.48	Font types;	**Desired**	
CA.49	Font sizes; and	**Desired**	
CA.50	Default list-view filters.	**Desired**	
CA.51	The system has the ability to support command line entry for all CAD commands.	**Critical**	
CA.52	The system has the ability to support point-and-click entry for all CAD commands.	**Desired**	
CA.53	The system has the ability to support drag-and-drop issuance of CAD commands.	**Desired**	
CA.54	The system has the ability to allow authorized users to maintain lists of beats and beat plans.	**Critical**	
CA.55	The system has the ability to support multiple beats for each department.	**Critical**	
CA.56	The system has the ability to allow authorized users to maintain a list of bulletin types in addition to BOLOs and special instructions.	**Critical**	
CA.57	The system has the ability to allow authorized users to maintain a list of call for service (CFS) dispositions.	**Critical**	
CA.58	The system has the ability to allow calls for service to be set up to require dispositions before they can be closed.	**Critical**	
CA.59	The system has the ability to allow duplicate dispositions for the same event by agency.	**Critical**	
CA.60	The system has the ability to allow authorized users to maintain a list of CFS link types (for example, Duplicate of and Related to) to tie multiple calls into the same physical event.	**Critical**	
CA.61	The system has the ability to allow authorized users to maintain a list of CFS list filters (to organize information on the primary CFS windows).	**Critical**	
CA.62	The system has the ability to allow authorized users to maintain CFS priority levels.	**Critical**	
CA.63	The system has the ability to include unit inactivity notification and unit status notification values, along with the colors, for each CFS priority level.	**Critical**	
CA.64	The system has the ability to provide color-coded alert based on priority for each CFS.	**Critical**	
CA.65	The system has the ability to provide symbols based on the priority level for each CFS.	**Critical**	
CA.66	The system has the ability to allow authorized users to maintain a list of CFS response codes.	**Critical**	
CA.67	The system has the ability to allow users to maintain a list of recurring scheduled calls for service, such as pager or siren tests.	**Critical**	
CA.68	The system has the ability to allow authorized users to maintain a list of dispatch timers used to alert call-takers and dispatchers to calls waiting to be dispatched.	**Critical**	
CA.69	The system has the ability to spawn a copy of an active CFS event for the additional departments with a unique incident/event number for each; however, all copies of the CFS event shall be linked to each other so CAD users can ascertain that they are a single CAD event.	**Critical**	

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Functional and Technical Requirements

Computer-Aided Dispatch (CAD)				
CA.70	The system has the ability to spawn a copy of an inactive or closed CFS event (including all history) for the additional departments with a unique incident/event number for each; however, all copies of the CFS event shall be linked to each other so CAD users can ascertain that they are a single CAD event.	**Critical**		
CA.71	The system has the ability to create multiple CFS events with a single CFS event entry (e. a shooting incident type would create a law enforcement, EMS, and possibly a fire event).	**Critical**		
CA.72	The system has the ability to enter a unique building and unit number to clearly identify the location (e.g. 100 West Ave., Bldg. 2, Unit 1).	**Critical**		
CA.73	The system has the ability to enable CAD users to select the appropriate incident/event type from a pre-defined list of codes based upon information received from reporting party.	**Critical**		
The system has the ability to include the following fields for all records containing an address as applicable:				
CA.74	Street number;	**Critical**		
CA.75	Apartment/suite number;	**Critical**		
CA.76	Street;	**Critical**		
CA.77	Road type (e.g., drive, street, avenue, etc.);	**Critical**		
CA.78	Pre-direction; and	**Critical**		
CA.79	Post-direction.	**Critical**		
CA.80	The system has the ability to provide various suggestions to assist users in selecting accurate incident locations.	**Critical**		
CA.81	The system has the ability to allow authorized users to store multiple names for businesses and tenants for a given street address.	**Critical**		
CA.82	The system has the ability to allow authorized users to configure their tactical map display to show jurisdictional boundaries (e.g. Client boundaries) and to display potential valid incident locations by jurisdiction.	**Critical**		
CA.83	The system has the ability to enter a partial street name, with a minimum number of characters, and be presented with a list of possible matches to pick from for an exact match.	**Critical**		
CA.84	The system has the ability to enter a misspelled street name and be presented with a list of possible matches based on SOUNDEX and/or other methodology.	**Critical**		
CA.85	The system has the ability to enter an incorrect street address for a correct street name and be presented with a list of valid ranges.	**Critical**		
CA.86	The system has the ability to enter common street alias and abbreviations instead of the actual street name (e.g. MLK for Martin Luther King Blvd).	**Critical**		
CA.87	The system has the ability to display the incident location in relation to other active incidents on the system's tactical map display during the CAD event entry process.	**Critical**		
CA.88	The system has the ability to require data entry fields containing an address to follow the NENA Standard for NG9-1-1 GIS Data Model (71-003), Section 3.5 (GIS Database Model Layers) and, at a minimum, include the data elements contained in the Site/Structure Address table (http://okmaps.onenet.net/address_standards.htm).	**Critical**		
CA.89	The system has the ability to support the creation of new CFS events by either call takers or dispatchers depending on the source of the event information.	**Critical**		
CA.90	The system has the ability to allow each address or commonplace name to have an unlimited number of alias names.	**Critical**		

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Computer-Aided Dispatch (CAD)			
CA.91	The system has the ability to allow the user to upgrade or downgrade the priority of the CF event.	Critical	
CA.92	The system has the ability to verify the quality of data entered into the database by performing immediate error checking, prohibiting invalid data to be stored in the database.	Critical	
CA.93	The system has the ability to allow each agency its own tracking number (Agency Identifie separate and specific from other agencies in the system.	Desired	
CA.94	The system has the ability to allow each department its own tracking number (Department Identifier) separate and specific from other departments in the system.	Desired	
CA.95	The system has the ability to use a combined call function that can create a single call to handle multiple Law Enforcement, Fire and EMS agencies, and retain the Agency Identifier for each agency and dispatch center.	Desired	
CA.96	The system has the ability to provide a separate message screen that shows all messages sent between the Call Taker/Dispatcher positions with appropriate security permissions.	Critical	
CA.97	The system has the ability to provide a separate message screen that shows all messages sent between the Call Taker/Mobile with appropriate security permissions.	Critical	
CA.98	The system has the ability to provide a separate message screen that shows all messages sent between the Mobile/Mobile with appropriate security permissions.	Critical	
CA.99	The system has the ability to provide a separate message screen that shows all messages sent between the Mobile/Call Taker positions with appropriate security permissions.	Critical	
CA.100	The system has the ability to provide automatic date/time stamping and user ID tracking of all Call Taker and Dispatcher processes to track call and unit activity and all command processing.	Critical	
CA.101	The system has the ability to automatically transfer all cleared calls to the appropriate RMS.	Critical	
CA.102	The system has the ability to provide the capability for any name entered by a Call Taker/Dispatcher to be associated or added to the Police and Fire RMS master name database across all proposed modules.	Critical	
CA.103	The system has the ability to flag all incidents/calls that require a report submitted by the officer.	Desired	
CA.104	The system has the ability to separate CFS from reportable offenses (i.e., incidents vs. cases).	Critical	
CA.105	The system has the ability to attach special response information to any call for service typ desired by the agency, which must be automatically displayed when the specified call type is selected.	Critical	
CA.106	The system has the ability to provide appropriate security for cleared calls, defined by the agency, to prevent unauthorized modification and viewing.	Critical	
CA.107	The system has the ability to reactivate/reopen cleared calls and allow additional activity/dispatching of units to the original incident number.	Desired	
CA.108	The system has the ability to show the closest cross streets.	Critical	
CA.109	The system has the ability to allow for filters to be set, displaying just one type or any combination of call types (e.g., police, fire, EMS).	Critical	
CA.110	The system has the ability to support multiple vehicles, license plates, and persons per CFS.	Critical	

	Computer-Aided Dispatch (CAD)			
CA.111	The system has the ability to allow multiple Unit Status Control Panels to be opened with different configurations.	**Critical**		
CA.112	The system has the ability to allow calls to be merged together.	**Critical**		
CA.113	The system has the ability to allow calls to be un-merged.	**Critical**		
CA.114	The system has the ability to allow the users to relate multiple calls to an existing CFS from another department.	**Critical**		
CA.115	The system has the ability to enable any authorized CAD system user to update or enter supplemental (new) information into the CFS event record of one or more user-specified CAD events.	**Critical**		
CA.116	The system has the ability to provide agency-definable visual and audible alerts to notify field units and other appropriate CAD system users, including users of systems interfaced to CAD such as Mobile Data Computers, of event changes and supplemental information.	**Critical**		
CA.117	The system has the ability to allow system users to modify the incident type and provide new/updated response plan information/suggestions based on the new incident type.	**Critical**		
CA.118	The system has the ability to provide the capability to create an event, assign a unit, and close the event with a disposition without going through the dispatch process steps.	**Critical**		
CA.119	The system has the ability to provide the capability to close out the CFS record without assigning a resource, if it is determined that a CFS does not require the assignment of a resource(s).	**Critical**		
CA.120	The system has the ability to allow the user to append a disposition code and comments to events that are not assigned any resources.	**Critical**		
CA.121	The system has the ability to store all service agency and response area assignments in CFS events and the system's audit log file.	**Critical**		
CA.122	The system has the ability to validate the location of a new CAD event against the system's geofile to verify the location is within the service area.	**Critical**		
CA.123	The system has the ability to provide a method for CAD users to manually enter/assign the appropriate service agencies and response areas to CAD events if the CAD event's location cannot be validated against the system's geofile or if the validation process results in the assignment of an improper service agency or response area.	**Critical**		
CA.124	The system has the ability to use the service agency and response to notify the appropriate dispatchers that they must process a CAD event.	**Critical**		
CA.125	The system has the ability to examine the location, event type and response plans (when dedicated dispatch positions are in operation) to route the CFS event to one or more dispatch positions as the CFS event entry is being performed by a call taker.	**Critical**		
CA.126	The system has the ability to recognize resource gaps that will likely result in response performance under prescribed standards, and shall recommend units to move up to address those identified gaps.	**Critical**		
CA.127	The system has the ability to track a vehicle during move up, station alerting processes, and rip and run.	**Desired**		
CA.128	The system has the ability to automatically initiate a page notification to dispatched personnel with basic CFS information once an incident is dispatched in CAD, if the system administrator has defined the rules for automatic notification for the event type.	**Critical**		

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	Computer-Aided Dispatch (CAD)			
CA.129	The system has the ability to provide secondary notifications using text, page, and email on user defined events.	Critical		
The system has the ability to allow automatic page notifications to include the CAD call for service details in the body of the page including:				
CA.130	Locations;	Critical		
CA.131	Event type;	Critical		
CA.132	Coordinates;	Critical		
CA.133	Closest intersection(s);	Critical		
CA.134	Any system field;	Critical		
CA.135	Cross-street(s); and	Critical		
CA.136	Narrative.	Critical		
CA.137	The system has the ability to provide the capability of storing pre-canned and pre-formatted messages that can be retrieved easily via a drop-down list or keyword without the user having to type the message.	Critical		
CA.138	The system has the ability to create messages that are retained in the system and scheduled to be sent at pre-specified times in future.	Critical		
CA.139	The system has the ability to denote the manually-entered CFS event (offline mode) so there is a record that the CFS event was not entered when it was actually received, with the ability to override using the actual time of call receipt.	Critical		
CA.140	The system has the ability to denote the manually-entered CFS event (offline mode) so there is a record that the CFS event was not entered when it was actually received.	Critical		
CA.141	The system has the ability to log the entering individual's information and time of entry.	Critical		
CA.142	The system has the ability to allow for the blocking out of incident numbers with a reason for the block being reserved.	Critical		
CA.143	The system has the ability to facilitate that the user only needs to enter the number of incidents to catchup, and do not need to know starting or ending incident numbers.	Critical		
CA.144	The system has the ability to enter narratives in catchup mode and reflect the actual event.	Critical		
CA.145	The system has the ability to include all the information in back entered records that a live incident/event sheet should require.	Critical		
CA.146	The system has the ability to provide a citizen access portal to view incidents.	Desired		
	E911			
CA.147	The system has the ability to enable incoming E9-1-1 Automatic Number Identification (ANI)/Automatic Location Identifier (ALI) data to be automatically mapped to corresponding address and phone data fields based on the Master Street Address Guide (MSAG) standard in the CFS event entry form, either by means of a call queue and/or automatically populating a call for service data entry window.	Critical		
The system has the ability to provide the following fields:				
CA.148	Call received date and time;	Critical		
CA.149	Telephone number;	Critical		
CA.150	E9-1-1 Address;	Critical		
CA.151	Special Instructions;	Critical		
CA.152	Phone subscriber information; and	Critical		
CA.153	Class of Service (Residence, Business, Cellular, PBXB, etc.).	Critical		

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Computer-Aided Dispatch (CAD)			
CA.154	The system has the ability to provide users the ability to locate the nearest address directly from the call for service data entry window, without having to utilize the map.	**Critical**	
CA.155	The system has the ability to allow users to locate the nearest address to the call coordinates using the map.	**Critical**	
CA.156	The system has the ability to use GIS data, if available, to extrapolate the closest geographical attribute (address, intersection, common place).	**Critical**	
CA.157	The system has the ability to use GIS data to create the caller location, then the offset used to determine the approximate location should be displayed.	**Critical**	
CA.158	The system has the ability to automatically link E9-1-1 data into the computer system via a communications port to a multi-user, multi-tasking workstation or server.	**Critical**	
CA.159	The system has the ability to receive data directly from an E9-1-1 system via the Customer Premises Equipment anytime data is transmitted by the CPE, including re-transmissions of ALI data initiated by a telecommunicator re-bid process (for wireless calls).	**Critical**	
CA.160	The system has the ability to accept data from a caller ID system.	**Critical**	
The system has the ability to receive, via the E9-1-1 interface, and maintain the following data elements from the phone company's database to the CAD system:			
CA.161	Telephone Number;	**Critical**	
CA.162	Time of Call;	**Critical**	
CA.163	Date of Call;	**Critical**	
CA.164	Customer Name;	**Critical**	
CA.165	House Number;	**Critical**	
CA.166	House Number Suffix;	**Critical**	
CA.167	Street Name;	**Critical**	
CA.168	Zone;	**Critical**	
CA.169	Client/Community;	**Critical**	
CA.170	Class of Service; and	**Critical**	
CA.171	Operator Position.	**Critical**	
CA.172	The system has the ability to discriminate between class of service on the telephone ALI record and appropriately handle the class of service field on the CAD screen.	**Critical**	
The system has the ability to support validation checks based on data received via the E9-1-1 interface against:			
CA.173	Address verification file;	**Critical**	
CA.174	Active calls for service;	**Critical**	
CA.175	Previously entered hazards;	**Critical**	
CA.176	Activate various checks in an E9-1-1 control file;	**Critical**	
CA.177	Cell phone capability to plot caller location;	**Critical**	
CA.178	EMS Questionnaire;	**Critical**	
CA.179	AVL;	**Critical**	
CA.180	Accept or Override Priority; and	**Critical**	
CA.181	Unlimited Filter Capability.	**Critical**	
CA.182	The system has the ability to support next gen911.	**Critical**	
The system has the ability to perform the following statistical analysis reports:			
CA.183	Total calls for service within a user-selected data range; and	**Critical**	

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	Computer-Aided Dispatch (CAD)			
CA.184	Number of calls for service within a user-selected date and time range within a user-selected geo-graphic portion of the jurisdiction.	Critical		
CA.185	The system has the ability to produce a E9-1-1 history listing report based on user-defined search range parameters.	Critical		
	Emergency Medical Dispatch (EMD) / Emergency Fire Dispatch (EFD) / Emergency Police Dispatch (EPD)			
CA.186	The system has the ability to provide a seamless interface to a third party EMD, EFD, and EPD applications.	Critical		
CA.187	The system has the ability to allow for customization based on the needs of the agency (*e.g.* medical direction, operations).	Critical		
CA.188	The system has the ability to guide or prompt the telecommunicator through defined forms based on the information provided by the caller.	Critical		
CA.189	The system has the ability to allow a unit to be dispatched to the incident as soon as the address is confirmed and the nature of the incident is determined.	Critical		
CA.190	The system has the ability to transfer information bi-directionally between the CAD system and the EMD, EFD, and EPD programs via text files that meets technical specifications provided by the CAD system provider and the provider of the 3rd party application.	Critical		
CA.191	The system has the ability to prompt the telecommunicator to provide pre-arrival instructions to the caller.	Critical		
CA.192	The system has the ability to automatically launch the EMD, EFD, and EPD programs as a call type is entered based on agency-defined call types.	Critical		
CA.193	The system has the ability to allow the user to manually launch the EMD, EFD, and EPD programs as desired, including via the CAD Command Line.	Critical		
CA.194	The system has the ability to populate call-for-service narrative with pertinent EMD, EFD, and EPD questions/answers, any determinant codes, and response information.	Critical		
CA.195	The system has the ability to facilitate the automatic change of the call-for-service call type, response priority (upgrade or downgrade), and resources required, depending on the final answers to the questions.	Critical		
	Terminal Device for the Deaf (TDD)			
CA.196	The system has the ability to provide an interface from a Terminal Device for the Deaf (TDD) to the telecommunicator, enabling communication with the deaf person via the display station.	Critical		
CA.197	The system has the ability to support a TDD interface that provides a two-way communication between the CAD user and the person using a TDD.	Critical		
CA.198	The system has the ability to allow entry of canned messages for quicker communications.	Critical		
CA.199	The system has the ability to support individual dispatch positions.	Critical		
CA.200	The system has the ability to produce a TDD history listing report based on user-defined search parameters.	Critical		
	Briefing Notes			
CA.201	The system has the ability to search briefing notes across all proposed modules.	Critical		
CA.202	The system has the ability to provide field officers with a daily summary report of incidents to including location, call type, comments, updates, disposition and alerts.	Critical		
CA.203	The system has the ability to allow users to add briefing notes.	Critical		
CA.204	The system has the ability to date and time stamp briefing notes	Critical		

City of Broken Arrow
Functional and Technical Requirements

Computer-Aided Dispatch (CAD)				
CA.205	The system has the ability to provide a summary report to include information on wanted/missing persons, outside alerts, stolen vehicles and personal/property crimes.	**Critical**		
The system has the ability to support BOLOs for vehicles based on available information; including but not limited to:				
CA.206	The nature of the BOLO;	**Critical**		
CA.207	Agency defined BOLO subtype (suspect vehicle, hit and run);	**Critical**		
CA.208	BOLO number;	**Critical**		
CA.209	Multiple subject roles (suspect, registered owner, witness, victim);	**Critical**		
CA.210	License plate;	**Critical**		
CA.211	License state;	**Critical**		
CA.212	Vehicle make;	**Critical**		
CA.213	Vehicle model;	**Critical**		
CA.214	Vehicle type;	**Critical**		
CA.215	Vehicle identification number;	**Critical**		
CA.216	Vehicle year;	**Critical**		
CA.217	Vehicle color(s); and	**Critical**		
CA.218	Narrative.	**Critical**		
The system has the ability to support BOLOs for people based on available information; including but not limited to				
CA.219	The nature of the BOLO;	**Critical**		
CA.220	Agency defined BOLO subtype (robbery, assault);	**Critical**		
CA.221	BOLO number;	**Critical**		
CA.222	Multiple subject roles (suspect, registered owner, witness, victim);	**Critical**		
CA.223	Attributes for name;	**Critical**		
CA.224	Date of birth;	**Critical**		
CA.225	Eye color;	**Critical**		
CA.226	Hair color;	**Critical**		
CA.227	Age range;	**Critical**		
CA.228	Weight range;	**Critical**		
CA.229	Sex;	**Critical**		
CA.230	Race;	**Critical**		
CA.231	Height range;	**Critical**		
CA.232	Clothing description;	**Critical**		
CA.233	Scars/marks/tattoos;	**Critical**		
CA.234	Operators license number;	**Critical**		
CA.235	Operators license state; and	**Critical**		
CA.236	Narrative.	**Critical**		
CA.237	The system has the ability to set an expiration for a BOLO.	**Critical**		
CA.238	The system has the ability to be configurable to select specific incident types for inclusion.	**Critical**		
The system has the ability to provide users the option to enter information under specific headings, such as:				
CA.239	Missing persons;	**Critical**		
CA.240	Runaways;	**Critical**		
CA.241	Wanted;	**Critical**		

	Computer-Aided Dispatch (CAD)			
CA.242	Outside alerts (BOLOS); and	**Critical**		
CA.243	Other used-defined.	**Critical**		
CA.244	The system has the ability to notify appropriate staff and agencies of street closures.	**Critical**		
	Service Vehicles			
CA.245	The system has the ability to quickly and equitably send wreckers, ambulances or other service vehicles to a specific location.	**Critical**		
The system has the ability to recommend the service vehicle response including but not limited to the following:				
CA.246	Geographic coverage;	**Critical**		
CA.247	Hours of operation;	**Critical**		
CA.248	Type of equipment;	**Critical**		
CA.249	Service required; and	**Critical**		
CA.250	Other used-defined.	**Critical**		
CA.251	The system has the ability to indicate where in the rotation a provider is placed if a special event occurs when attempting contact.	**Critical**		
CA.252	The system has the ability to automatically position the second company in the first position when the first company is selected.	**Critical**		
CA.253	The system has the ability to allow the user to dispatch the next company, when unable to reach the first company in line, without moving the first company to the bottom of the rotation sequence.	**Critical**		
CA.254	The system has the ability to allow the creation of a unique or supplemental unit designation in real time.	**Critical**		
CA.255	The system has the ability to be able to record the activities of unique or supplemental units in the same manner in which agency response units are tracked and their activities recorded.	**Critical**		
CA.256	The system has the ability to allow for agency-configurable non-agency units to be recommended, such as the closest towing company recommendation when a unit is dispatched to an accident event type. The recommendation will take into account the rotation of towing companies.	**Critical**		
CA.257	The system has the ability to record the transactions that occur with supplemental or unique resources.	**Critical**		
CA.258	The system has the ability to create a record of the supplemental service request.	**Critical**		
CA.259	The system has the ability to record a rotation history list by company, selected dates or by geographic coverage areas.	**Critical**		
CA.260	The system has the ability to generate a service vehicle log and service rotation listing.	**Critical**		
CA.261	The system has the ability to generate a geographic coverage report of all agencies that service specific areas.	**Critical**		
CA.262	The system has the ability to include wrecker rotation feature to assist telecommunicators to initiate the dispatch of a wrecker.	**Critical**		
CA.263	The system has the ability to configure service vehicle types by agency.	**Critical**		
CA.264	The system has the ability to provide external messaging capabilities with any type of messaging protocol, as specified by City.	**Critical**		
CA.265	The system has the ability to send a notification to the tow company once a vehicle is towed that contains the following information: color, make, model, year, plate, state, date, impound lot, location (where towed from).	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

Computer-Aided Dispatch (CAD)			
CA.266	The system has the ability to integrate the service vehicle rotation integrated with the CAD map using map polygons to represent areas for easy maintenance.	**Critical**	
The system has the ability to be capable of producing the following reports and listings:			
CA.267	Service Vehicle by Area Listing;	**Critical**	
CA.268	Service Vehicle Categories Listing;	**Critical**	
CA.269	Service Vehicle Types Listing;	**Critical**	
CA.270	Service Rotation Company Listing;	**Critical**	
CA.271	Service Vehicle Log;	**Critical**	
CA.272	Service Vehicle by Area Listing;	**Critical**	
CA.273	Wrecker Master Listing;	**Critical**	
CA.274	Wrecker Rotation History Report;	**Critical**	
CA.275	Wrecker Geo- Master Listing; and	**Critical**	
CA.276	Response Times Report.	**Critical**	
Victim Notification			
CA.277	The system has the ability to create, maintain and track orders of protection records.	**Critical**	
CA.278	The system has the ability to automatically generate system-wide alerts when a defendant is defined and the order record saved.	**Critical**	
The system has the ability to track the following basic order of protection details:			
CA.279	Issued date;	**Critical**	
CA.280	Expiration date;	**Critical**	
CA.281	Number of subjects served;	**Critical**	
CA.282	Number of subjects not served;	**Critical**	
CA.283	Court date;	**Critical**	
CA.284	State number (SRN);	**Critical**	
CA.285	NCIC number; and	**Critical**	
CA.286	Status.	**Critical**	
CA.287	The system has the ability to create and maintain information on all subjects associated with an order, including each subject's role and relationship to the complainant or petitioner	**Critical**	
CA.288	The system has the ability to access the department history of all involved parties from the master name index.	**Critical**	
CA.289	The system has the ability to enter and maintain information about all the locations from which defendants are restricted.	**Critical**	
CA.290	The system has the ability to document associated agency and court case numbers.	**Critical**	
CA.291	The system has the ability to document issuing judge.	**Critical**	
CA.292	The system has the ability to enter and maintain the terms of orders of protection.	**Critical**	
CA.293	The system has the ability to enter and maintain information about the cancellation of order of protection.	**Critical**	
CA.294	The system has the ability to enter and maintain information about all activities associated with an order.	**Critical**	
CA.295	The system has the ability to enter and maintain information about court ordered remedies.	**Critical**	
CA.296	The system has the ability to track protective order.	**Critical**	
Call Taker			

City of Broken Arrow
Functional and Technical Requirements

Computer-Aided Dispatch (CAD)			
CA.297	The system has the ability to automatically generate and populate the call entry window w all known data (e.g., address, venue, registered name, phone number, etc.) based on the call-in number.	**Critical**		
The system has the ability to capture information on the Call Taker screen at a minimum to include:				
CA.298	Call type;	**Critical**		
CA.299	Agency;	**Critical**		
CA.300	Status;	**Critical**		
CA.301	Priority;	**Critical**		
CA.302	Source;	**Critical**		
CA.303	Phone number;	**Critical**		
CA.304	Address;	**Critical**		
CA.305	Cross street;	**Critical**		
CA.306	Nature of call;	**Critical**		
CA.307	Narrative; and	**Critical**		
CA.308	Caller/complainant names.	**Critical**		
CA.309	The system has the ability to provide an audible notification of an incoming call to a call-taker.	**Critical**		
CA.310	The system has the ability to provide a visual notification of an incoming call to a call-taker.	**Critical**		
CA.311	The system has the ability to provide agency-defined security features to restrict commands and usage for each user.	**Critical**		
CA.312	The system has the ability to provide the ability for a call taker to immediately forward an incident to dispatch once the minimum required fields have been entered (e.g. location and event type).	**Critical**		
CA.313	The system has the ability to provide the call taker the option to put partially completed call(s) on hold to retrieve at a later time. For example, the call taker would be allowed to interrupt the CFS event creation process and save entered information (i.e., call stacking) to process a higher priority incoming incident.	**Critical**		
CA.314	The system has the ability to allow the number of partial CFS events that can be stacked a single position to be an administrator-configurable system parameter.	**Critical**		
CA.315	The system has the ability to provide a warning notification of the held CFS event generate at an administrator-configured time.	**Critical**		
CA.316	Any position can review current CFS events, retrieve a partial CFS record, and complete the CFS event entry.	**Critical**		
CA.317	The system has the ability to view a summary of all system-wide, partially-completed CFS events being held and awaiting completion.	**Critical**		
CA.318	The system has the ability to include, at a minimum, the position and user ID that placed the CFS event on hold and the elapsed time that the CFS event has been on hold.	**Critical**		
CA.319	The system has the ability to allow CAD users to select a partially completed CFS event from a CAD event queue and complete the CFS entry process.	**Critical**		
CA.320	The system has the ability to forward the updated communication to the Dispatcher, when the Call Taker enters additional information to a current incident.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.321	The system has the ability to automatically alert the Call Taker of a possible duplicate call when two calls provide addresses that are in close proximity to each other on a agency-defined radius.	**Critical**		
CA.322	The system has the ability to check, as configured by the system administrator, by exact street address, street address block range, or geo-coordinates, the location of each new CFS event to determine whether another event exists.	**Critical**		
CA.323	The system has the ability to provide call taker easy access to the RMS vehicle database for additional information on the Caller/Complainant, such as missing person, outstanding warrant, prior incidents, hazards, etc.	**Critical**		
CA.324	The system has the ability to alert all the appropriate Dispatchers when the Call Taker sends a call to dispatch.	**Critical**		
CA.325	The system has the ability to allow multiple Call Takers and Dispatchers to work on the same call simultaneously.	**Critical**		
CA.326	The system has the ability to enable Call Takers to enter individual officer activity.	**Critical**		
CA.327	The system has the ability to facilitate a minimum of 25 Call Takers.	**Critical**		
CA.328	The system has the ability to allow for the authorized users with security permissions to take over any call on demand.	**Critical**		
CA.329	The system has the ability to be able to schedule calls for future dispatch (i.e., parades, funerals, fairs, etc.) and assign to a specific unit.	**Critical**		
CA.330	The system has the ability to be able to display a list of all scheduled calls.	**Critical**		
CA.331	The system has the ability to allow for agency-defined CFS types.	**Critical**		
The system has the ability to allow the agency to be able to define default values for:				
CA.332	Priority Indicator;	**Critical**		
CA.333	Progress Indicator;	**Critical**		
CA.334	Hazard Retention Duration;	**Critical**		
CA.335	Uniform Crime Report (UCR)/(Incident Based Reporting) IBR Report Required; and	**Critical**		
CA.336	Questionnaires.	**Critical**		
The system has the ability to allow answer/response to questionnaires question to:				
CA.337	Change the Priority;	**Critical**		
CA.338	Change the Status; and	**Critical**		
CA.339	Add Sub-questions Further Detailing the Response.	**Critical**		
CA.340	The system has the ability to prompt (not automatic or mandatory) the user to change the CFS type based on the response to a question.	**Critical**		
CA.341	The system has the ability to create a default synopsis of the question, which must be saved and stored in the narrative of the call.	**Critical**		
CA.342	The system has the ability to provide pull-down window choices for CFS types.	**Critical**		
CA.343	The system has the ability to allow the agency to define the icon displaying the CFS type on the map.	**Critical**		
CA.344	The system has the ability to allow the agency to define unit recommendations and overdue recommendations based on the CFS type.	**Critical**		
CA.345	The system has the ability to exchange one unit with another, automatically recording in history that the first unit was initially dispatched and then switched with the second unit.	**Critical**		
CA.346	The system has the ability to be able to reroute a unit from one call to another in a single command and stack the original call against the rerouted unit.	**Critical**		
CA.347	The system has the ability to automatically re-assign the unit to the original call, when a rerouted unit is cleared.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

Computer-Aided Dispatch (CAD)			
CA.348	The system has the ability to allow the agency to define command line text.	**Critical**	
CA.349	The system has the ability to allow the agency to define commands used in the command line.	**Critical**	
CA.350	The system has the ability to allow the command line to carry out all unit/call commands.	**Critical**	
The system has the ability to add the following vehicle information, if available, to a CFS including:			
CA.351	VIN;	**Critical**	
CA.352	License Plate State;	**Critical**	
CA.353	License Plate;	**Critical**	
CA.354	Vehicle role;	**Critical**	
CA.355	Color(s);	**Critical**	
CA.356	Make;	**Critical**	
CA.357	Model;	**Critical**	
CA.358	Condition;	**Critical**	
CA.359	Year; and	**Critical**	
CA.360	Style.	**Critical**	
The system has the ability to add the following person information, if available, to a CFS including:			
CA.361	The nature of the BOLO;	**Critical**	
CA.362	Agency defined BOLO subtype (robbery, assault);	**Critical**	
CA.363	BOLO number;	**Critical**	
CA.364	Multiple subject roles (suspect, registered owner, witness, victim);	**Critical**	
CA.365	Attributes for name;	**Critical**	
CA.366	Date of birth;	**Critical**	
CA.367	Eye color;	**Critical**	
CA.368	Hair color;	**Critical**	
CA.369	Age range;	**Critical**	
CA.370	Weight range;	**Critical**	
CA.371	Sex;	**Critical**	
CA.372	Race;	**Critical**	
CA.373	Height range;	**Critical**	
CA.374	Clothing description;	**Critical**	
CA.375	Scars/marks/tattoos;	**Critical**	
CA.376	Operators license number;	**Critical**	
CA.377	Operators license state; and	**Critical**	
CA.378	Narrative.	**Critical**	
CA.379	The system has the ability to allow users to select a vehicle already entered into the system and send that information to State/NCIC as a query.	**Critical**	
CA.380	The system has the ability to allow users to select a person already entered into the system and send that information to State/NCIC as a query.	**Critical**	
CA.381	The system has the ability to automatically track all activity by updating a CFS as part of the call.	**Critical**	
CA.382	The system has the ability to display Information about intersections, areas, sections, hydrants, etc., based upon the entered address.	**Critical**	

	Computer-Aided Dispatch (CAD)			
CA.383	The system has the ability to alert the Call Taker/Dispatcher/Officer working the call if any known hazards or alerts known for an address/name/vehicle, etc.	**Critical**		
CA.384	The system has the ability to provide capability to add additional incident numbers for over lapping CFS.	**Critical**		
CA.385	The ability to add multiple incident numbers to cross reference multiple incidents.	**Critical**		
CA.386	The system has the ability to make all narrative entered into an incident available to everyone working the CFS.	**Critical**		
CA.387	The system has the ability to allow a CFS to be canceled prior to dispatching it, recording the activity in history.	**Critical**		
CA.388	The system has the ability to provide the Call Taker/Dispatcher with a visual indicator if a call for service type has an associated questionnaire.	**Critical**		
CA.389	The system has the ability to maintain CAD commands and command descriptions, such as Open CFS, Add Narrative to CFS, Change Unit Status, etc.	**Critical**		
The system has the ability to provide the following commands from the command line, or associated with a function key or function key combination				
CA.390	Add Narrative;	**Critical**		
CA.391	Add Incident Number;	**Critical**		
CA.392	Add a call to a Unit's Stack;	**Critical**		
CA.393	Add Quick Call;	**Critical**		
CA.394	Add Quick Call and Create Unit;	**Critical**		
CA.395	Add Unit Cross Manning Group;	**Critical**		
CA.396	Add Unit;	**Critical**		
CA.397	Add Unit Disposition;	**Critical**		
CA.398	Add Call Disposition;	**Critical**		
CA.399	Add to Unit Log;	**Critical**		
CA.400	Add Vehicle to Call;	**Critical**		
CA.401	Assign Call;	**Critical**		
CA.402	Assign to Beat	**Critical**		
CA.403	Assigned to Call;	**Critical**		
CA.404	At Scene Available;	**Critical**		
CA.405	At Scene or Arrive;	**Critical**		
CA.406	Available for Calls;	**Critical**		
CA.407	Begin Unit Mileage;	**Critical**		
CA.408	Call Ready for Dispatch;	**Critical**		
CA.409	Call Stacking;	**Critical**		
CA.410	Cancel CFS;	**Critical**		
CA.411	Clear CFS;	**Critical**		
CA.412	Clear Unit;	**Critical**		
CA.413	Clear Emergency	**Critical**		
CA.414	Clear Unit with Disposition;	**Critical**		
CA.415	Contact Card/Rolodex Search;	**Critical**		
CA.416	Copy Call (Active or Inactive);	**Critical**		
CA.417	Court;	**Critical**		
CA.418	Create New Call;	**Critical**		
CA.419	Dispatch;	**Critical**		
CA.420	Exchange Units;	**Critical**		

	Computer-Aided Dispatch (CAD)			
CA.421	End Pursuit;	**Critical**		
CA.422	End Dispatch;	**Critical**		
CA.423	End Unit Mileage;	**Critical**		
CA.424	Exchange Calls;	**Critical**		
CA.425	Exchange on route;	**Critical**		
CA.426	Exchange on scene;	**Critical**		
CA.427	Go to Location (Secondary Location);	**Critical**		
CA.428	Memo to Unit Log (adds memo/note which appears on unit log);	**Critical**		
CA.429	Move Up;	**Critical**		
CA.430	NCIC (supports multiple state/NCIC queries from command line and must include name, vehicle, property, and gun);	**Critical**		
CA.431	Notepad (opens CAD notepad for view and entry);	**Critical**		
CA.432	On shift Unit;	**Critical**		
CA.433	Off shift Unit;	**Critical**		
CA.434	Open HazMat Search;	**Critical**		
CA.435	Open Call;	**Critical**		
CA.436	Open Alert Search;	**Critical**		
CA.437	Open Unit's Call Stack;	**Critical**		
CA.438	Open an Entered CFS;	**Critical**		
CA.439	Open Messages;	**Critical**		
CA.440	Open Notepad;	**Critical**		
CA.441	Open Narrative;	**Critical**		
CA.442	Open Questionnaire for CFS;	**Critical**		
CA.443	Open Scheduled Activity;	**Critical**		
CA.444	Pan Map;	**Critical**		
CA.445	Plate Information;	**Critical**		
CA.446	Preempt Unit/Reroute Unit;	**Critical**		
CA.447	Third Party EMD Case Summary;	**Critical**		
CA.448	Enter a Quick Call;	**Critical**		
CA.449	Reroute a Unit to a Selected Call;	**Critical**		
CA.450	Send a Message to a User or Group of Users;	**Critical**		
CA.451	Send Rip and Run;	**Critical**		
CA.452	Open Unit Maintenance;	**Critical**		
CA.453	Refresh Screen;	**Critical**		
CA.454	Reroute a Unit to a Selected Call and Clear the Current Call;	**Critical**		
CA.455	Send Tone Codes to the Tone Encode Hardware;	**Critical**		
CA.456	Send Page;	**Critical**		
CA.457	Send Tone;	**Critical**		
CA.458	Change Unit Location;	**Critical**		
CA.459	Unit Check In;	**Critical**		
CA.460	Make a Unit a Primary Unit for the CFS it is Assigned to;	**Critical**		
CA.461	Make a Unit a Secondary Unit for the CFS it is Assigned to;	**Critical**		
CA.462	Update a Unit's Check in Time;	**Critical**		
CA.463	Update the Unit's Status;	**Critical**		
CA.464	Zoom Map to the CFS;	**Critical**		
CA.465	Zoom Map to the Unit;	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.466	Open Mileage;	**Critical**		
CA.467	Open Cleared Call Search;	**Critical**		
CA.468	Open Command Line;	**Critical**		
CA.469	Open Shift Processing;	**Critical**		
CA.470	Agency Defined; and	**Critical**		
CA.471	Open TDD Display.	**Critical**		
CA.472	The system has the ability to support a command line function that triggers multiple processes simultaneously.	**Desired**		
CA.473	The system has the ability to allow multiple command lines open simultaneously.	**Critical**		
	Dispatching			
CA.474	The system has the ability to allow for the CFS type to be changed, but logs the original call type.	**Critical**		
CA.475	The system has the ability to automatically generate and populate the call entry window with all known data (e.g., address, venue, registered name, phone number) based on the call-in number.	**Critical**		
CA.476	The system has the ability to provide Dispatchers with access to all available CFS information, such as narrative, hazards, unit information, etc.	**Critical**		
CA.477	The system has the ability to provide quick and easy access to all available CFS information, specifically but not limited to: type, agency, status, phone number, address, cross street(s), nature of call, unlimited narrative and caller/complainant name(s).	**Critical**		
CA.478	The system has the ability to provide the option to setup a dispatch position as Law Enforcement only, Fire only, EMS only, combined Fire and EMS, or combined Law Enforcement, Fire and EMS.	**Critical**		
CA.479	The system has the ability to provide the option of restricting Dispatchers to only use related commands for Law Enforcement, Fire or EMS. For example, a Law Enforcement only setup will not allow the Dispatcher to access Fire Run Cards.	**Critical**		
CA.480	The system has the ability to facilitate Multiple Call Takers and Dispatchers to work on the same call simultaneously.	**Critical**		
CA.481	The system has the ability to provide a call control panel displaying all calls that are assigned to a dispatch position.	**Critical**		
CA.482	The system has the ability to provide agency-defined security features to restrict commands and usage for each user.	**Critical**		
CA.483	The system has the ability to provide Dispatchers with access to all unit recommendations and unit commands based on Law Enforcement, Fire and EMS access security.	**Critical**		
CA.484	The system has the ability to access any CAD or RMS function based on authorized security.	**Critical**		
CA.485	The system has the ability to filter (e.g., include or exclude) on agency defined criteria (types of calls, location, Agency Identifier, priority, status) from the call control panel.	**Critical**		
CA.486	The system has the ability to provide the call taker function from the dispatch position.	**Critical**		
CA.487	The system has the ability to automatically dispatch stacked calls in agency defined order when a CFS is cleared.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.488	The system has the ability to automatically alert the Dispatcher of a possible duplicate call when two calls provide addresses that are in close proximity to each other on an agency-defined radius.	Critical		
CA.489	The system has the ability to provide agency-defined check-in times for officers to increase safety. When an officer exceeds the allotted time, the system has the ability to visually and audibly display a warning alerting the Dispatcher with an override/reset feature.	Critical		
CA.490	The system has the ability to provide agency-defined dispatch timers based on CFS type and priority. The system has the ability to visually display a warning alerting the Dispatcher that too much time elapsed without assigning a unit(s) to the call.	Critical		
CA.491	The system has the ability to provide the Dispatcher with easy access to the RMS name database for additional information on the Caller/Complainant, such as missing person, outstanding warrant, prior incidents, hazards, etc.	Critical		
CA.492	The system has the ability to provide the Dispatcher with easy access to the RMS vehicle database.	Critical		
CA.493	The system has the ability to provide Officer initiated quick call and traffic stop call entry functions from the dispatch position and mobile based on security permissions.	Critical		
CA.494	The system has the ability to allow for officer initiated quick calls and traffic stops to be transferred to a regular incident/call and mobile based on security permissions.	Critical		
CA.495	The system has the ability to allow Dispatchers to override geo-base addresses, run priority, and unit recommendations.	Critical		
CA.496	The system has the ability to have an address alias table with search capabilities.	Critical		
CA.497	The system has the ability to sort the CFS window up to a maximum of 10 levels.	Critical		
CA.498	The system has the ability to support a minimum of 25 dispatch/call taker positions.	Critical		
CA.499	The system has the ability to exchange one unit with another, automatically recording in history that the first unit was initially dispatched and then switched with the second unit.	Critical		
CA.500	The system has the ability to be able to reroute a unit from one call to another in a single command and stack the original call against the rerouted unit.	Critical		
CA.501	The system has the ability to allow dispatchers to put multiple units on shift or off shift in a single keystroke.	Critical		
CA.502	The system has the ability to move a unit/persons/apparatus in CAD when logged in from mobile.	Critical		
CA.503	The system has the ability to move a unit/persons/apparatus in CAD when logged in from RMS.	Critical		
CA.504	The system has the ability to track mileage for each unit on-shift and off-shift.	Critical		
CA.505	The system has the ability to track beginning and ending mileage for each unit on-shift and off-shift from mobile.	Critical		
CA.506	The system has the ability to allow the call control panel to display active CFS.	Critical		
The system has the ability to allow the call control panel to filter or subset the active calls by:				
CA.507	Dispatched Calls vs. Non-dispatched Calls by agency type;	Critical		
CA.508	Police Calls;	Critical		
CA.509	Sheriff Calls;	Critical		
CA.510	EMS Calls;	Critical		

City of Broken Arrow
Functional and Technical Requirements

Computer-Aided Dispatch (CAD)			
CA.511	Fire Calls;	**Critical**	
CA.512	Any field in the call control panel;	**Critical**	
CA.513	Specific Coverage Area/Beats; and	**Critical**	
CA.514	Specific Priority.	**Critical**	
The system has the ability to allow the call control panel to sort by:			
CA.515	Priority;	**Critical**	
CA.516	Unit Number;	**Critical**	
CA.517	Call Type;	**Critical**	
CA.518	Address;	**Critical**	
CA.519	Any field in the call control panel;	**Critical**	
CA.520	Call for Service Number; and	**Critical**	
CA.521	Jurisdiction.	**Critical**	
CA.522	The system has the ability to quickly dispatch units from a displayed list of available units in the call control panel.	**Critical**	
CA.523	The system has the ability to be able to dispatch units and perform call-taking activities simultaneously.	**Critical**	
CA.524	The system has the ability to allow all Dispatcher/Call Taker positions to be able to filter calls by agency including or excluding specific agencies.	**Critical**	
CA.525	The system has the ability to provide the dispatcher access to the mapping software that provides user maintainable layers, such as hydrants, hot spots, known offenders with the ability to display by agency-defined parameters. (E.g., feet, miles, 1/4 mile radius or user-defined.)	**Critical**	
CA.526	The system has the ability to enable layers on the map to be turned on or off based on the level of detail required.	**Critical**	
CA.527	The system has the ability to allow access to all dispatch functions from the map.	**Critical**	
CA.528	The system has the ability to be able to change a unit's status by placing the cursor on the unit or the map.	**Critical**	
CA.529	The system has the ability to allow the user to drag and drop a unit to the call control panel to dispatch a unit.	**Critical**	
CA.530	The system has the ability to provide a dispatcher access to a list of available calls and dispatch the units to calls from the unit control panel.	**Critical**	
CA.531	The system has the ability to identify and require an exception in any case when user defined response time standards are not met (time standards set by the system administrator).	**Critical**	
CA.532	The system has the ability to establish a system administrator-defined list of exception reasons established for each CAD time interval.	**Critical**	
CA.533	The system has the ability to require a disposition based on agency, call type and jurisdiction.	**Critical**	
CA.534	The system has the ability to allow the user to enter one or more dispositions, as dictated by agency policy, when a CAD event is closed.	**Critical**	
CA.535	The system has the ability to close a CAD event record automatically if no resources remain assigned to the event.	**Critical**	
CA.536	The system has the ability to allow the system administrator to define disposition codes.	**Critical**	
CA.537	The system has the ability to enable assisting units to report one or more dispositions when agency policy requires a disposition from a CFS.	**Critical**	

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Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.538	The system has the ability to facilitate the recording of dispositions by the dispatcher or the field unit if MDC-equipped.	Critical		
CA.539	The system has the ability to allow users to generate a report before closing disposition.	Critical		
	CAD Supervising			
CA.540	The system has the ability to provide Supervisors with the ability to easily take over any Call Taker or Dispatcher position.	Critical		
CA.541	The system has the ability to provide the ability for a CAD supervisor, or another dispatcher with appropriate system permissions, to observe the activity of a given dispatcher including the pending events queue, active events, available units list, and map.	Critical		
CA.542	The system has the ability to provide Supervisors with the ability to support Call Takers and Dispatchers from their own display station (dashboard), as needed and based on security permissions.	Critical		
CA.543	The system has the ability to provide Supervisors with complete access to unit assignments and replacements features.	Critical		
CA.544	The system has the ability to provide a simple process that must be available to "temporarily" log on, when a Supervisor fills in for a Dispatcher or Call Taker.	Critical		
CA.545	The system has the ability to provide Supervisors with the ability to track current and hourly CFS by Dispatcher assigned calls or by area.	Critical		
CA.546	The system has the ability to provide Supervisors with the ability to maintain command and functional access for Call Takers and Dispatchers, allowing call for service assignment transfers.	Critical		
CA.547	The system has the ability to provide Supervisors with the ability to maintain single and combined incident type call priority to help maximize Dispatcher efficiency.	Critical		
CA.548	The system has the ability to enable a supervisor, or another dispatcher with appropriate system permissions, to co-dispatch the units under the control of another dispatcher.	Critical		
CA.549	The system has the ability to add additional dispatchers "on-the-fly" for one or more services (law enforcement, fire service, and/or EMS), either globally or for predetermined geographical areas.	Critical		
CA.550	The system has the ability to allow Supervisors to easily track ride-a-long personnel with City-defined contact information on shift and in the unit history database for future reference.	Critical		
CA.551	The system has the ability to allow Supervisors to maintain police unit assignments and unit replacements.	Critical		
CA.552	The system has the ability to allow Supervisors to maintain police patrol assignments and patrol backups.	Critical		
CA.553	The system has the ability to allow Supervisors to maintain Fire/EMS stations and station backups.	Critical		
CA.554	The system has the ability to allow Supervisors to maintain Fire/EMS unit run cards.	Critical		
CA.555	The system has the ability to allow Supervisors to maintain Fire/EMS tone information.	Critical		
CA.556	The system has the ability to allow Supervisors to maintain CAD profiles and users across all proposed system modules.	Critical		
CA.557	The system has the ability to allow Supervisors to maintain Call Taker/Dispatcher command and function key security.	Critical		

	Computer-Aided Dispatch (CAD)			
CA.558	The system has the ability to allow Supervisors to maintain unit timers used for officer and other field resource safety.	**Critical**		
CA.559	The system has the ability to allow Supervisors to maintain CAD jurisdiction control information.	**Critical**		
CA.560	The system has the ability to provide levels of Supervisor security must be by user, group of users and screens.	**Critical**		
CA.561	The system has the ability to provide a Supervisor status board.	**Critical**		
	CAD Personnel			
CA.562	The system has the ability to include a personnel module to include all users of the system and set security permissions across all proposed modules.	**Critical**		
CA.563	The system has the ability to require first name, last name and ID number at a minimum to enter a personnel record.	**Critical**		
CA.564	The system has the ability to support personnel records by Agency Identifier and ID number.	**Critical**		
CA.565	The system has the ability to control access to a personnel record for only authorized users.	**Critical**		
CA.566	The system has the ability to show only the officer's name and agency address when attaching a case to a personnel record.	**Critical**		
CA.567	The system has the ability to include a recent picture of the employee to be displayed on the initial screen of the personnel record.	**Critical**		
CA.568	The system has the ability to support the attachment of other documents to each personnel record.	**Critical**		
CA.569	The system has the ability to provide a universal method to easily search for and select officer ID numbers throughout the suite.	**Critical**		
	Messaging			
CA.570	The system has the ability to provide voiceless communications through messaging between Dispatchers, Call Takers, Mobile Data Terminals (MDT), and other agency-defined users.	**Critical**		
CA.571	The system has the ability to provide a separate message window that shows all Call Taker Dispatcher and Mobile Computing messages sent to the Call Taker/Dispatcher.	**Critical**		
CA.572	The system has the ability to create user definable "canned" messages for selection and distribution to other system users.	**Critical**		
CA.573	The system has the ability to allow a CAD user to send and store messages to other users, groups, positions or MDTs.	**Critical**		
CA.574	The system has the ability to allow a message to be sent to multiple recipients.	**Critical**		
CA.575	The system has the ability to allow a user to store a received message and delete a message from a users queue based on security permissions.	**Critical**		
CA.576	The system has the ability to archive messages without deleting them.	**Critical**		
CA.577	The system has the ability to search for any message regardless of message state.	**Critical**		
CA.578	The system has the ability to have a CAD message archive management tool based on security permissions.	**Critical**		
CA.579	The system has the ability to log all messages.	**Critical**		
	Call Scheduling			
CA.580	The system has the ability to automatically schedule CFS for future dispatch to help manage special events, such as parades, festivals, prisoner transport, etc.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.581	The system has the ability to allow events to be created by a call or by sending a message based on security permissions.	**Critical**		
CA.582	The system has the ability to be able to display a list of all scheduled calls.	**Critical**		
CA.583	The system has the ability to provide the ability for authorized users to activate a scheduled event at any time.	**Critical**		
CA.584	The system has the ability to send a message to the appropriate users when the scheduled activity occurs.	**Critical**		
CA.585	The system has the ability to support location override for scheduled calls.	**Critical**		
	Call Stacking			
CA.586	The system has the ability to allow a dispatcher to hold or stack events to a busy unit.	**Desired**		
CA.587	The system has the ability to notify the dispatcher the unit is available, if a unit is on an assignment, when the unit clears its assignment.	**Desired**		
CA.588	The system has the ability to provide the agency a method to define what events can be held.	**Desired**		
CA.589	The system has the ability to notify the unit that it is being held when an event is placed on hold.	**Desired**		
CA.590	The system has the ability to allow multiple events to be placed on hold for a single unit at the same time.	**Desired**		
CA.591	The system has the ability to allow a CFS event to be held for a unit that is not yet logged on.	**Desired**		
CA.592	The system has the ability to record in the history of the CFS event when an event is placed on hold.	**Desired**		
CA.593	The system has the ability to apply timers to all held CFS events and alert the dispatcher when a held event has exceeded the allowable time in a held status.	**Desired**		
CA.594	The system has the ability to provide dispatchers with the ability to pre-empt a unit and dispatch the unit to another event.	**Desired**		
CA.595	The system has the ability to NOT limit the ability of the dispatcher to assign another unit to the incident or for field units to self-dispatch (assign) themselves to an event that has been placed on hold, if permitted by agency policy for selected users.	**Desired**		
CA.596	The system has the ability to NOT allow a unit to self-dispatch for high priority call types (e.g., armed robbery) requiring the use of radio dispatch.	**Desired**		
CA.597	The system has the ability to allow a user to view a unit's call stack to see what call is the unit's currently assigned active call, and what calls the unit will be handling next.	**Desired**		
CA.598	The system has the ability to allow a user to assign all calls of a certain type to a specific unit, such as K-9, Bicycle, Foot Patrol.	**Desired**		
CA.599	The system has the ability to have only one call that is active per unit.	**Desired**		
CA.600	The system has the ability to have the calls sorted in the order to be dispatched, with the original order of first in, first out (FIFO).	**Desired**		
CA.601	The system has the ability to allow the user to reorder the call stack, delete a call for service from the stack, and transfer a CFS to another unit's stack.	**Desired**		
CA.602	The system has the ability to allow the flexibility of placing a CFS on a call stack and not have it automatically dispatched with that unit.	**Desired**		
	Dispatch Questionnaire			

	Computer-Aided Dispatch (CAD)			
CA.603	The system has the ability to allow an agency to define and associate a questionnaire to each CFS type, as wanted by the agency.	**Critical**		
CA.604	The system has the ability to provide the Call Taker/Dispatcher with a visual indicator, if a CFS type has an associated questionnaire.	**Critical**		
CA.605	The system has the ability to have a minimum of 15 questions, and a minimum of 15 pre-set answers for each question.	**Critical**		
CA.606	The system has the ability to have the responses selected from a pre-set list of valid answers from a pull-down window, or entered as a free-form text.	**Critical**		
CA.607	The system has the ability to allow for an answer to a question to change the priority and the status, as well as add sub-questions to further detail the response.	**Critical**		
CA.608	The system has the ability to prompt the user to change the CFS type based on a question's response. This is not an automatic or mandatory change, but a prompt.	**Critical**		
CA.609	The system has the ability to create a default synopsis of the questionnaire, which is updated as questions are answered.	**Critical**		
CA.610	The system has the ability to allow the user to write the synopsis to narrative immediately, so other users can view while the call taker continues to collect information.	**Critical**		
CA.611	The system has the ability to only allow one questionnaire narrative entry at time (if the user changes answers to questions, the current synopsis narrative will be updated with the current synopsis).	**Critical**		
	CAD Unit Management			
CA.612	The system has the ability to support the manual entry of unit mileage.	**Critical**		
CA.613	The system has the ability to capture beginning and ending mileage for individual transports.	**Critical**		
CA.614	The system has the ability to automatically track mileage based on GPS/AVL.	**Desired**		
CA.615	The system has the ability to provide a visual and audible error indication to the user upon failure to enter beginning or ending mileage based on transport or response type.	**Critical**		
CA.616	The system has the ability to utilize any combination of dedicated or contingent staffing to most appropriately utilize resources based on skill sets.	**Critical**		
CA.617	The system has the ability to account for the qualifications of personnel—such as fire apparatus driver/operator, EMS certification, and rescue certification—to establish the best possible resource allocation based on prioritized needs for the response.	**Critical**		
CA.618	The system has the ability to take, based on a single shared crew assigned to multiple pieces of apparatus, the remaining piece(s) of apparatus out of service, when one piece of apparatus is assigned to an event.	**Critical**		
CA.619	The system has the ability to provide a method of integration with an AVL system for increased accuracy and efficiency.	**Critical**		
CA.620	The system has the ability to account for the number of qualified personnel available in a station, and determine the best possible resource allocation from that station at any given moment.	**Critical**		
CA.621	The system has the ability to account for the type of units available in a station, and determine the best possible resource allocation from that station at any given moment.	**Critical**		
CA.622	The system has the ability to allow unit recommendations to be incident type specific and allow for multiple levels of backup.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.623	The system has the ability to support different unit types (i.e., one-man, two-man or K-9) to respond to a CFS based on the incident type, priority and in-progress flag.	Critical		
CA.624	The system has the ability to support changing the unit's assigned primary police beat during the shift.	Critical		
CA.625	The system has the ability to capture all Law Enforcement, Fire, or EMS unit activity.	Critical		
CA.626	The system has the ability to allow agency-defined icons to represent unit types.	Critical		
CA.627	The system has the ability to allow up to nine alarm levels.	Critical		
CA.628	The system has the ability to allow Fire/EMS unit recommendation configuration by unit type.	Critical		
CA.629	The system has the ability to allow Fire/EMS unit recommendations to incorporate backup units, move up and stand by units, and backup stations.	Critical		
CA.630	The system has the ability to have the option to determine if the unit will display on the unit status panel if the unit is not on a call.	Critical		
CA.631	The system has the ability to allow the agency to define an icon for each type of unit as defined by the agency.	Critical		
CA.632	The system has the ability to include a pre-defined set of typical unit statuses that can be modified by the agency.	Critical		
CA.633	The system has the ability to have, and allow configuration of, multiple timers based on unit status and CAD incident type, such as time on a particular call, time since last check-in, and time at the hospital or jail.	Critical		
CA.634	The system has the ability to have, and allow configuration of, timers for CAD system events, such as an agency defined priority call overdue to be dispatched.	Critical		
CA.635	The system has the ability to allow for telecommunicators to manually place a timer alert on a CFS or a unit.	Critical		
CA.636	The system has the ability to minimally include "down to the second" timestamps (e.g. hh/mm/ss).	Critical		
CA.637	The system has the ability to allow configurable timers (i.e. 'hh:mm:ss', 'mm:ss', or 'ss').	Critical		
CA.638	The system has the ability to allow the creation of timers based on Agency Identifier, Unit Type, Status and Priority.	Critical		
CA.639	The system has the ability to allow authorized users to create timers for all unit types.	Critical		
CA.640	The system has the ability to allow authorized users to update timers for all unit types.	Critical		
CA.641	The system has the ability to record the latitude and longitude of a unit when a status change is made to the unit (on scene, en route, at scene), and allows the agency to determine which status drives when the geo stamp is used.	Critical		
CA.642	The system has the ability to support tracking on-shift mileage for all units.	Critical		
CA.643	The system has the ability to support tracking off-shift mileage for all units.	Critical		
CA.644	The system has the ability to be equipped with predefined timers that can be configured by the system administrator.	Critical		
CA.645	The system has the ability to provide the ability for the system administrator to create customized definable timers.	Critical		
CA.646	The system has the ability to record timer activity to the CFS event log.	Critical		
CA.647	The system has the ability to produce both visual and audible alerts to the dispatcher when a timer is triggered.	Critical		

	Computer-Aided Dispatch (CAD)			
CA.648	The system has the ability to support the starting and ending odometer reading or total mileage of a unit for a CFS.	**Critical**		
CA.649	The system has the ability to generate a unit log, showing all actions that unit had taken.	**Critical**		
CA.650	The unit log shall provide, at a minimum, date/time of entry, incident number, secondary location, status, action, CFS #, CFS type, CFS location and unit location.	**Critical**		
The system has the ability to support maintenance on units by the following:				
CA.651	Agency-based Unit Type;	**Critical**		
CA.652	Unit Alias;	**Critical**		
CA.653	Radio Number; and	**Critical**		
CA.654	Unit MDT ID.	**Critical**		
	Hazards and Alerts			
The system has the ability to capture and maintain premise information types including but not limited to:				
CA.655	Hazardous materials;	**Critical**		
CA.656	Hazardous conditions;	**Critical**		
CA.657	Lock box codes;	**Critical**		
CA.658	Gate codes (e.g. neighborhoods, communities, businesses);	**Critical**		
CA.659	Dangerous animals;	**Critical**		
CA.660	Handicap;	**Critical**		
CA.661	Emergency contact information;	**Critical**		
CA.662	Unit safety (officer safety);	**Critical**		
CA.663	Warrants;	**Critical**		
CA.664	Alarms;	**Critical**		
CA.665	Protective orders;	**Critical**		
CA.666	Public access defibrillators;	**Critical**		
CA.667	Sexual offenders;	**Critical**		
CA.668	Fire pre-plans;	**Critical**		
CA.669	BOLO;	**Critical**		
CA.670	Electronic attachments (e.g., images, files); and	**Critical**		
CA.671	Agency user-defined.	**Critical**		
CA.672	The system has the ability to enter user defined closures within a map that are out of service and notify responding units via an alert when responding to an event in a user defined proximity (e.g., fire hydrant, street closures, bridge out of service, weight limits, controlled burn).	**Critical**		
CA.673	The system has the ability to automatically create (i.e. upon closing of an incident) premise history based on pre-determined criteria.	**Critical**		
CA.674	The system has the ability to define valid date ranges for time-limited premises information at a given location (i.e. information valid between start date and end date), and an option to notify supervisor of pending expiration dates based on alert type.	**Critical**		
CA.675	The system has the ability to allow supervisors to delete premises information for a given address or location based on expiration date and/or time of record, with prompted review prior to deletion (i.e. minimum of five years, on-line storage).	**Critical**		
CA.676	The system has the ability to view premises information for a specific suite/apartment/unit, or to view all premises information for an entire building.	**Critical**		

	Computer-Aided Dispatch (CAD)			
CA.677	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if an active warrant exists for any person at the location or for the caller/complainant.	**Critical**		
CA.678	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if any gun permits are at the location or guns are registered to the caller/complainant.	**Critical**		
CA.679	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if the caller/complainant is a known offender, a suspect in an open case, has an open BOLO, or career criminal.	**Critical**		
CA.680	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if hazardous material is stored at a business site or other premises.	**Critical**		
CA.681	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if there is any serious medical information concerning a person at the location.	**Critical**		
CA.682	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if the location has an associated vacation check or house watch.	**Critical**		
CA.683	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if the location is a known drug site.	**Critical**		
CA.684	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if a building pre-plan or Geo-file information exists for the location.	**Critical**		
CA.685	The system has the ability to alert the Call Taker, Dispatcher and/or Officer if orders of protection are associated with the location and/or caller/complainant.	**Critical**		
CA.686	The system has the ability to reactivate an alert if the system falsely expires that alert.	**Critical**		
CA.687	The system has the ability to set a timer for call for service types based on priority, which alerts the dispatcher that an agency-specified time has elapsed and no units have been assigned to the call.	**Critical**		
CA.688	The system has the ability to alert the Call Taker, Dispatcher and/or Officer on an as-needed basis.	**Critical**		
CA.689	The system has the ability to allow the user to create an alert with a category, description, and duration of time and an assigned priority for the alert.	**Critical**		
CA.690	The system has the ability to allow the user to change the priority of system-generated alerts with security permissions.	**Critical**		
CA.691	The system has the ability to allow for all alerts to be purged within a City-defined expired date range.	**Critical**		
CA.692	The system has the ability to define criteria for automatic premises information purges and activate or deactivate this feature.	**Critical**		
CA.693	The system has the ability to automatically purge all expired alerts and move them to the historical alert log.	**Critical**		
CA.694	The system has the ability to verify that premises warning or hazard information has not been affected by changes to the geofile.	**Critical**		
CA.695	The system has the ability to create a permanent record of the premises information in the event history.	**Critical**		
CA.696	The system has the ability to provide (or interface to) a "cautions" file to contain information pertaining to dangerous individuals possibly residing at that location or near proximity, and exceptional persons at the location, such as an emotionally disturbed person or special needs.	**Critical**		
CA.697	The system has the ability to include a caution type category on the cautions file.	**Critical**		
CA.698	The system has the ability to provide a free form narrative on the cautions file.	**Critical**		

Computer-Aided Dispatch (CAD)			
CA.699	The system has the ability to search on the cautions file.	**Critical**	
Note Pads			
CA.700	The system has the ability to allow a note pad function, which is separate from the incident report, that allows CAD users to type in any unlimited text and store the text within CAD.	**Critical**	
CA.701	The system has the ability to leave electronic shift notes.	**Critical**	
CA.702	The system has the ability to support a subset of information by type.	**Critical**	
CA.703	The system has the ability to allow a document to be attached via standard document controls.	**Critical**	
CA.704	The system has the ability to allow note pad entries to be date/time stamped.	**Critical**	
CA.705	The system has the ability to allow a purge function that will delete note pads prior to date/time and have optional criteria to purge by note pad type and and/or created by user with security permissions.	**Critical**	
CA.706	The system has the ability to allow note pads to be marked and only allow manual deletions with security permissions.	**Critical**	
Rip and Run			
CA.707	The system has the ability to allow rip and run reports to be generated by a network printer, remote rip and run printer, fax, or email.	**Critical**	
CA.708	The system has the ability print from one incident to multiple printers in a single location.	**Critical**	
CA.709	The system has the ability to allow the user to browse the network for available printers, and for remote printers or fax machines with the ability to enter phone number/access number for dialup connection.	**Critical**	
CA.710	The system has the ability to determine when rip and run reports are sent by creation of a call, first unit dispatched within a station, any unit dispatched, upon clear, or on demand by a CAD user.	**Critical**	
Run Cards/Response Plans			
CA.711	The system has the ability to allow the creation of run cards to define fire and EMS recommendations that are used to dispatch units based on the CFS type, fire or EMS district, fire and EMS area, and time of day for a business.	**Critical**	
CA.712	The system has the ability to allow for dynamic and fixed/static run cards/response plans.	**Critical**	
CA.713	The system has the ability to allow the user to assign a priority to the CFS, and enter the date/time range that the run card is active.	**Critical**	
CA.714	The system has the ability to allow the user to define units or unit type/stations to a CFS based on Fire district/area, EMS district, police beat, and CFS type.	**Critical**	
CA.715	The system has the ability to allow a user to define alarm levels for run cards.	**Critical**	
CA.716	The system has the ability to support station dispatch, which allows all units or unit types within the station to be placed in the status defined by the action.	**Critical**	
CA.717	The system has the ability to allow for multiple backups so that if the first backup is unavailable, the system will check for the next available backup.	**Critical**	
CA.718	The system has the ability to allow for assignment to be by resource type, capability and equipment (e.g. thermal imager).	**Critical**	
CA.719	The system has the ability to allow for the use of personnel capabilities (e.g. personnel with Spanish speaking ability).	**Critical**	

City of Broken Arrow
Functional and Technical Requirements

	Computer-Aided Dispatch (CAD)			
CA.720	The system has the ability to allow for the use of resource groups made up of individual units [e.g. a Hazmat (hazardous material) group made up of several units and dispatched as a single "Hazmat team" (i.e. single unit)].	**Critical**		
CA.721	The system has the ability to allow for the use of premises-based or address-based run cards/response plans.	**Critical**		
CA.722	The system has the ability to allow for the use of AVL systems for selecting units.	**Critical**		
CA.723	The system has the ability to support multiple agency run cards/response plans.	**Critical**		
CA.724	The system has the ability to allow for adjustable plans that are based on time of day or day of week.	**Critical**		
CA.725	The system has the ability to add special response narrative for run cards.	**Critical**		
CA.726	The system has the ability to allow the Supervisor to maintain Fire/EMS/Law Enforcement unit run cards based on security permissions.	**Critical**		
CA.727	The system has the ability to be able to create a Fire run card, an EMS run card and a joint Fire and EMS run card listing and exception report.	**Critical**		
CA.728	The system has the ability to allow units on a Fire, EMS, Law Enforcement run card to be placed in the agency assigned status (dispatch).	**Critical**		
CA.729	The system has the ability to recommend most functions for dispatchers.	**Critical**		
CA.730	The system has the ability to assign Fire/EMS/Law Enforcement run card recommendations by incident type based on activity for an address or business; overrides must be stamped by day of week and time of day.	**Critical**		
CA.731	The system has the ability to allow the creation of exception and location-based run cards.	**Critical**		
CA.732	The system has the ability to be able to handle multiple levels of alarm responses.	**Critical**		
CA.733	The system has the ability to incorporate Fire/EMS mutual aid packages.	**Critical**		
CA.734	The system has the ability to support agency-defined run/exception cards.	**Critical**		
CA.735	The system has the ability to recognize the resources and capabilities of the host agency's own units and those of neighboring agencies.	**Critical**		
CA.736	The system has the ability to allow for custom mutual aid agreements, including business rules for utilization, and recognize various levels of response/mutual aid.	**Critical**		
CA.737	The system has the ability to recommend the use of other agency resources based on parameters within the mutual aid agreements.	**Critical**		
CA.738	The system has the ability to auto-populate incident information (e.g. address information, nature of incident, resources needed) from other CAD systems via a CAD-to-CAD type interface.	**Critical**		
CA.739	The system has the ability to support the Joint NENA/APCO Emergency Incident Data Document (EIDD) or similar CAD-to-CAD functionality for sharing incident information as required for mutual aid agreements.	**Critical**		
CA.740	The system has the ability to provide the capability to track the status (availability) of the host agency's own units and neighboring agency resources/units via a CAD-to-CAD type interface (i.e. overall view of unit resources).	**Critical**		
CA.741	The system has the ability to support alarm level upgrade functionality.	**Critical**		
CA.742	The system has the ability to be set up by Agency Identifier to allow automatic recommendation of a unit when the unit is available.	**Critical**		
	Tone Alerts			
CA.743	The system has the ability to allow the supervisor to maintain Fire/EMS tone information with security permissions.	**Critical**		
CA.744	The system has the ability to interface with tone encoder systems.	**Critical**		

	Computer-Aided Dispatch (CAD)			
CA.745	The system has the ability to send tones to encoder devices that can control Fire station doors, alarms and pages.	**Critical**		
CA.746	The system has the ability to be able to create a tone code listing report.	**Critical**		
CA.747	The system has the ability to create a list of tone codes based on station and CFS type.	**Critical**		
CA.748	The system has the ability to prioritize the tone codes that are recommended for a particul CFS and station.	**Critical**		
CA.749	The system has the ability to bring up a list of tones based on units that are being recommended for dispatch or assignment.	**Critical**		
	Status Control Panel			
CA.750	The system has the ability to allow the user to customize the toolbar for the unit status control panel.	**Critical**		
CA.751	The system has the ability to allow multiple unit status control panels to be opened with different configurations based on the level of security.	**Critical**		
CA.752	The system has the ability to filter or subset the list in the unit status control panel.	**Critical**		
CA.753	The system has the ability to allow to subset by agency type, allowing the selection of multiple agency types within one unit status control panel.	**Critical**		
CA.754	The system has the ability to allow the user to drag and drop a unit from the unit status control panel to a call on the call control panel.	**Critical**		
CA.755	The system has the ability to allow the assignment of units by using point-and-click pull-down menus.	**Critical**		
CA.756	The system has the ability to allow a user to change a unit's status, open the unit's call stack, and reroute a unit within the unit status control panel.	**Critical**		
CA.757	The system has the ability to allow a user to get a list of all available calls and dispatch the unit to the call from the unit status control panel.	**Critical**		
CA.758	The system has the ability to allow the agency to modify the statuses that a particular unit can be assigned.	**Critical**		
CA.759	The system has the ability to automatically refresh the unit status control panel when information is updated.	**Critical**		
	Unit Recommendations			
CA.760	The system has the ability to allow Fire/Police/EMS unit recommendations to be specific to the CFS type and allow multiple levels of backup.	**Critical**		
CA.761	The system has the ability to be able to prioritize an incident and recommend the type of units based on the prioritization of that event and the current status of the unit.	**Critical**		
CA.762	The system has the ability to code the conditional availability of units.	**Critical**		
CA.763	The system has the ability to dynamically, and without user intervention, change the unit recommendation if relevant incident information changes (i.e. type, location, alarm level).	**Critical**		
CA.764	The system has the ability to notify users that the unit recommendation has changed.	**Critical**		
CA.765	The system has the ability to allow the dispatcher to override the system recommended units and assign other units.	**Critical**		
CA.766	The system has the ability to create unit recommendations based on officer/station role, as well as by closest-to for response.	**Critical**		
CA.767	The system has the ability to allow the dispatcher to assign any valid field unit to an incident even if that unit is not currently logged on to the mobile system but are available in CAD.	**Critical**		

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	Computer-Aided Dispatch (CAD)			
CA.768	The system has the ability to notify the dispatcher and confirm that the correct unit has been assigned if a unit assigned to an incident is not marked as available in CAD.	Critical		
CA.769	The system has the ability to allow Police unit recommendations to provide for different types of units, such as one-man, two-man or K-9, to respond based on the CFS type, priority and in-progress flag.	Critical		
CA.770	The system has the ability to assign the primary police beat to a unit at the beginning of a shift or it can be changed during the shift.	Critical		
CA.771	The system has the ability to provide the ability for the second and third level police beat to be initially setup for a unit or it can be changed during the shift.	Critical		
CA.772	The system has the ability to allow Fire/EMS unit recommendations to incorporate backup units, move-up units, stand by units and backup stations.	Critical		
CA.773	The system has the ability to provide the user with the ability to adjust the priority and the number of recommended units.	Critical		
CA.774	The system has the ability to be able to swap or exchange one unit with another, and reco that the first unit was initially dispatched, and then exchanged with the second unit.	Critical		
CA.775	The system has the ability to allow all police, fire or EMS unit activity to be captured in a u history database.	Critical		
CA.776	The system has the ability to provide access to the unit recommendation process as part of the incoming call.	Critical		
CA.777	The system has the ability to allow Dispatch to have access to all unit recommendations and unit commands based on police, fire and EMS access security.	Critical		
CA.778	The system has the ability to maintain operating procedures on each CFS type as a part of the police, fire or EMS unit recommendation maintenance,	Critical		
CA.779	The system has the ability to recommend a unit that is unavailable only if SOP permits uni to be pre-empted for a higher priority event.	Critical		
CA.780	The system has the ability to define the icon for the unit type using standard PC tools.	Critical		
	Agency Identifier Maintenance			
CA.781	The system has the ability to support corresponding values based on various CAD/RMS/Fire modules for operating Agency Identifiers only.	Critical		
The system has the ability to require the following mandatory fields:				
CA.782	Agency Identifier;	Critical		
CA.783	Agency Identifier abbreviation;	Critical		
CA.784	Agency type;	Critical		
CA.785	Telephone Number;	Critical		
CA.786	Agency address;	Critical		
CA.787	Maximum juvenile age;	Critical		
CA.788	Agency name; and	Critical		
CA.789	Other user-defined.	Critical		
CA.790	The system has the ability to create an incident for a particular Agency Identifier.	Critical		
CA.791	The system has the ability to generate an incident number when mutual aid (different Agency Identifier) is being given.	Critical		
CA.792	The system has the ability to generate an incident when a unit of the same agency type responds when mutual aid (different Agency Identifier) is being given.	Critical		
	Reports			

Computer-Aided Dispatch (CAD)			
The system has the ability to be capable of providing the following system reports:			
CA.793	Scheduled Call Listing;	Critical	
CA.794	Command Listing;	Critical	
CA.795	Jurisdiction Listing;	Critical	
CA.796	Validation and Context;	Critical	
CA.797	Context Listing;	Critical	
CA.798	Validation Set Listing;	Critical	
CA.799	Validation Set and Context Listing;	Critical	
CA.800	Context and Validation Set Listing; and	Critical	
CA.801	Validation Set Detail.	Critical	
The system has the ability to be capable of providing the following CAD maintenance reports:			
CA.802	Security Listing Report;	Critical	
CA.803	User Listing Report;	Critical	
CA.804	Scheduled Calls Listing Report;	Critical	
CA.805	Command Listing Report;	Critical	
CA.806	Jurisdiction Listing Report;	Critical	
CA.807	Validation and Context Report;	Critical	
CA.808	Call for Service Type Listing;	Critical	
CA.809	Run Card Listing;	Critical	
CA.810	Run Card Exceptions Listing;	Critical	
CA.811	Geo-Verification Override By User Report;	Critical	
CA.812	Geo-Verification Override by Venue Report;	Critical	
CA.813	Geo Cross Street Listing;	Critical	
CA.814	Geo Street Listing by Venue;	Critical	
CA.815	Geo Street Listing by Street Name;	Critical	
CA.816	Beat Listing;	Critical	
CA.817	Unit Status Listing;	Critical	
CA.818	Unit Listing;	Critical	
CA.819	Unit Area Assignment Listing;	Critical	
CA.820	BOLO Listing;	Critical	
CA.821	Location Hazard/Alert Report; and	Critical	
CA.822	Building Watch Listing;	Critical	
The system has the ability to be capable of providing the following CAD security reports:			
CA.823	Security Listing;	Critical	
CA.824	Group Listing;	Critical	
CA.825	Feature Group Listing;	Critical	
CA.826	Component Listing by Component Name;	Critical	
CA.827	Component Listing by Feature Group Name; and	Critical	
CA.828	User Listing.	Critical	
The system has the ability to be capable of providing the following analysis reports:			
CA.829	Area/Section Activity Report;	Critical	
CA.830	Area/Section Activity Detail Listing;	Critical	
CA.831	Area Activity Summary Report;	Critical	
CA.832	Beat Listing;	Critical	
CA.833	Building/Geo- Location Listing;	Critical	
CA.834	CAD Commands Listing;	Critical	

	Computer-Aided Dispatch (CAD)			
CA.835	CAD Jurisdiction Control Listing;	**Critical**		
CA.836	CFS Activity Report;	**Critical**		
CA.837	CFS Analysis Report;	**Critical**		
CA.838	CFS Breakdown by Month Report;	**Critical**		
CA.839	CFS Breakdown Priority and Day of Week Report;	**Critical**		
CA.840	CFS Summary by Shift Report;	**Critical**		
CA.841	CFS Report;	**Critical**		
CA.842	Crime Summary by Shift Report;	**Critical**		
CA.843	Combined Incident/Call Types Listing;	**Critical**		
CA.844	Daily CFS Log;	**Critical**		
CA.845	Daily Incident Log;	**Critical**		
CA.846	Detailed CFS Report;	**Critical**		
CA.847	Geo-Cross Street Listing	**Critical**		
CA.848	Geo-Master Listing;	**Critical**		
CA.849	Geo-Verification Override Report by User;	**Critical**		
CA.850	Geo-Verification Override Report by Venue;	**Critical**		
CA.851	Grid Activity (Summary and Ranking) Report;	**Critical**		
CA.852	Hour of Day Activity (Summary and Ranking) Report;	**Critical**		
CA.853	House Watch Listing;	**Critical**		
CA.854	Incident/Call Activity Report by Section;	**Critical**		
CA.855	Incident/Call Analysis Reports;	**Critical**		
CA.856	Incident/Call Classification by Area Report;	**Critical**		
CA.857	Incident/Call Classification by Shift Report;	**Critical**		
CA.858	Incident/Call Classification by Station Report;	**Critical**		
CA.859	Incident/Call Detail Listing;	**Critical**		
CA.860	Incident/Call Type Listing;	**Critical**		
CA.861	Note Pad Listing;	**Critical**		
CA.862	Personnel History Log;	**Critical**		
CA.863	Quick Call Incidents/Calls Listing;	**Critical**		
CA.864	Radio Log;	**Critical**		
CA.865	Response Time Analysis by Area/Section/Priority Report;	**Critical**		
CA.866	Run Card Report;	**Critical**		
CA.867	Shift Activity Summary Report;	**Critical**		
CA.868	Station Activity (Summary and Ranking) Report;	**Critical**		
CA.869	Station Listing;	**Critical**		
CA.870	Street Name Listing;	**Critical**		
CA.871	Tone Code Listing;	**Critical**		
CA.872	Unit Assignments Listing;	**Critical**		
CA.873	Unit Log;	**Critical**		
CA.874	Unit Replacements Listing.	**Critical**		
CA.875	Law enforcement and Fire/EMS district/area;	**Critical**		
CA.876	Law enforcement and Fire/EMS response plan by district/area; and	**Critical**		
CA.877	Class by call type;	**Critical**		
The system has the ability to be capable of providing the following statistical reports:				
CA.878	CFS Breakdown by Month;	**Critical**		
CA.879	CFS Breakdown by Priority;	**Critical**		

	Computer-Aided Dispatch (CAD)			
CA.880	CFS by Area;	**Critical**		
CA.881	CFS by Disposition;	**Critical**		
CA.882	CFS by Source;	**Critical**		
CA.883	CFS by Unit;	**Critical**		
CA.884	Statistical Activity;	**Critical**		
CA.885	Hour of Day Activity Summary;	**Critical**		
CA.886	Hour of Day Activity;	**Critical**		
CA.887	Classification by Area;	**Critical**		
CA.888	Area Activity Summary;	**Critical**		
CA.889	Area/Section Activity;	**Critical**		
CA.890	Grid Activity Summary; and	**Critical**		
CA.891	Grid Activity Ranking.	**Critical**		
The system has the ability to be capable of providing the following CAD configuration reports:				
CA.892	CFS Type Listing;	**Critical**		
CA.893	Run Card Listing; and	**Critical**		
CA.894	Run Card Exceptions Listing.	**Critical**		
The system has the ability to be capable of providing the following unit resource reports:				
CA.895	Unit Status Listing;	**Critical**		
CA.896	Unit Listing; and	**Critical**		
CA.897	Unit Area Assignment Listing.	**Critical**		
The system has the ability to be capable of providing the following geo reports:				
CA.898	GEO Verification Override by User;	**Critical**		
CA.899	GEO Verification Override by Venue;	**Critical**		
CA.900	GEO Cross Street Listing;	**Critical**		
CA.901	Geo Street Listing by Venue;	**Critical**		
CA.902	GEO Street Listing by Street Name; and	**Critical**		
CA.903	Beat Listing.	**Critical**		
The system has the ability to be capable of providing the following notice reports:				
CA.904	BOLO Listing;	**Critical**		
CA.905	Location Hazard/Alerts;	**Critical**		
CA.906	Building Watch Listing; and	**Critical**		
CA.907	Alert Listing.	**Critical**		
CA.908	The system has the ability to track the amount of time personnel spend on system-wide LERMS related activities.	**Critical**		
CA.909	The system has the ability to generate a time tracking report to facilitate the analysis of time that personnel spend on LERMS related activities.	**Critical**		
CA.910	The system has the ability to generate department-specific reports on any captured table/data field.	**Critical**		
CA.911	The system has the ability to search the initial and final call types.	**Critical**		
CA.912	The system has the ability to send the initial and final call types to the alarm billing system.	**Critical**		
The system has the ability to provide reports (date and time) on average response times by the following:				
CA.913	Call created;	**Critical**		
CA.914	Call entered;	**Critical**		
CA.915	Call dispatch;	**Critical**		

City of Broken Arrow
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Computer-Aided Dispatch (CAD)				
CA.916	Call held;	**Critical**		
CA.917	On scene based on call type;	**Critical**		
CA.918	On scene based on priority; and	**Critical**		
CA.919	On scene by operator/officer ID.	**Critical**		
The system has the ability to allow officers to search for incidents by the following:				
CA.920	Date range;	**Critical**		
CA.921	Incident numbers; Case Numbers	**Critical**		
CA.922	Name;	**Critical**		
CA.923	Call Type	**Critical**		
CA.924	Status;	**Critical**		
CA.925	Case numbers;	**Critical**		
CA.926	Comments on incident;	**Critical**		
CA.927	Phone numbers;	**Critical**		
CA.928	Agency Identifier; and	**Critical**		
CA.929	Other user-defined.	**Critical**		
CA.930	The system has the ability to copy and paste inquiry responses into another incident.	**Critical**		
CA.931	The system has the ability to report on the number of times and durations for shortages of units.	**Critical**		
Alarm Processing				
CA.932	The system has the ability to adhere to the APCO/CSAA 2.101.1-2008 External Alarm Interface Exchange American National Standard.	**Critical**		
CA.933	The system has the ability to receive alarm notifications and updates from alarm monitoring companies.	**Critical**		
CA.934	The system has the ability to utilize the alarm notification data to create a CFS event without call taker involvement if the address is valid and minimum required fields have been provided.	**Critical**		
CA.935	The system has the ability to process updates from the alarm company as an update to the CFS and shown to the telecommunicator responsible for dispatch operations with an audible and visual indication that a new update has been received.	**Critical**		
CA.936	The system has the ability to send the appropriate response messages to each message received from the alarm company and enable system users to send update messages to the alarm company operator when additional information is required.	**Critical**		
CA.937	The system has the ability to send an automatic update message to the alarm company during the progression of the event—when the primary agency has been dispatched, when the primary agency has arrived on scene, and when the CFS has been closed, including any disposition information reported by the primary agency that responded.	**Critical**		

City of Broken Arrow
Functional and Technical Requirements

Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		Instruction
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided**.	

Law Enforcement Records Management				
Req #	**Description of Requirement**	**Criticality**	**Response**	**Comments**
	General			
LE.1	The Law Enforcement Records Management module has the ability to completely integrate with all other proposed system modules.	Critical		
LE.2	The system has the ability to provide access to all LERMS processes within the Mobile module.	Critical		
LE.3	The system has the ability to limit access to the Law Enforcement Records Management module through role-based security.	Critical		
LE.4	The system has the ability to have a tabular design, allowing access to multiple layers of the system from the same screen.	Critical		
LE.5	The system has the ability to allow multiple users to be logged onto the system and use the same applications simultaneously.	Critical		
The system has the ability to provide standard toolbar functionality to include buttons that allow users to do the following based on security permissions:				
LE.6	Create new records;	Critical		
LE.7	Open existing records;	Critical		
LE.8	Save records;	Critical		
LE.9	Delete records;	Critical		
LE.10	Copy records;	Critical		
LE.11	Print records;	Critical		
LE.12	Access online Help; and	Critical		
LE.13	Other user-defined.	Critical		
LE.14	The system has the ability to allow users to create and store ad-hoc reports.	Critical		
LE.15	The system has the ability to directly output from a data search to a printer or a file upon user request.	Critical		
LE.16	The system has the ability to allow users to open and use multiple (minimum of 20) child windows simultaneously and be able to tile and cascade the child windows.	Critical		
LE.17	The system administrator must be able to identify the individual who last entered or updated any transaction as well as the date and time of the modification.	Critical		
LE.18	The system has the ability to track user activity (i.e., the addition, modification, viewing, and deletion of records) and record the following for each incidence of such activity: user name, access type, date, time, record key and device.	Critical		
LE.19	The system has the ability to track changes in call type, and display the final CFS type once the call has been entered in the CAD module.	Desired		
LE.20	The system has the ability to allow user(s) to view activity with security permissions.	Critical		
LE.21	The system has the ability to provide inquiry capability for all employees based on profile and password security.	Critical		
LE.22	The system has the ability to have SIBR compliance capability.	Critical		
LE.23	The system has the ability to have SIBR electronic Human Trafficking reporting compliance capability.	Critical		
LE.24	The system has the ability to have SIBR electronic Cargo Theft reporting compliance capability.	Critical		
LE.25	The system has the ability to have SIBR electronic Hate Crime reporting compliance capability.	Critical		
LE.26	The system has the ability to support electronic SIBR submission.	Critical		
LE.27	The system has the ability to have UCR compliance capability.	Critical		
LE.28	The system has the ability to be NIBRS compliant.	Critical		
The system has the ability to generate the following reports:				
LE.29	Accidents;	Critical		

LE.30	Arrests;	**Critical**		
LE.31	Business Registry;	**Critical**		
LE.32	Case Processing;	**Critical**		
LE.33	Civil Processing;	**Critical**		
LE.34	Alarms;	**Critical**		
LE.35	Bicycle registration;	**Critical**		
LE.36	Equipment;	**Critical**		
LE.37	Field investigations;	**Critical**		
LE.38	Gang;	**Critical**		
LE.39	Global Vehicle;	**Critical**		
LE.40	Narcotics;	**Critical**		
LE.41	Protection order,	**Critical**		
LE.42	Incidents;	**Critical**		
LE.43	Computer Aided Investigation;	**Critical**		
LE.44	Federal Reports (IBR);	**Critical**		
LE.45	Geo-Address Verification;	**Critical**		
LE.46	Impounded Vehicles;	**Critical**		
LE.47	Incident Tracking;	**Critical**		
LE.48	Known Associates;	**Critical**		
LE.49	Master Name Processing;	**Critical**		
LE.50	Personnel/Training;	**Critical**		
LE.51	Property and Evidence Tracking;	**Critical**		
LE.52	Suspect Tracking;	**Critical**		
LE.53	Traffic Tickets & Citations;	**Critical**		
LE.54	Wants and Warrants;	**Critical**		
LE.55	Pawn Shop;	**Critical**		
LE.56	Sex Offenders;	**Critical**		
LE.57	Violent Offenders;	**Critical**		
LE.58	BOLO;	**Critical**		
LE.59	OK Domestic Abuse Report; and	**Critical**		
LE.60	Other user-defined.	**Critical**		
LE.61	The system has the ability to print victim notification letters as cards with an options to add additional comments to print.	**Critical**		
LE.62	The system has the ability to generate NCIC validation letters to victims.	**Desired**		
LE.63	The system has the ability to support alerts that show on multiple Agency Identifiers even though it was entered under one.	**Critical**		
LE.64	The system has the ability to support a scan button on documents tab.	**Critical**		
LE.65	The system has the ability to show name and DOB when a case subject is open.	**Critical**		
LE.66	The system has the ability to track alarm history listing with the option to sort by permit number and address.	**Critical**		
LE.67	The system has the ability to add field level auditing for all modules.	**Critical**		
LE.68	The system has the ability to update BOLO information across all Agency Identifiers on the records side instead of having to open CAD with security permissions across proposed modules.	**Critical**		
LE.69	The system has the ability to have BOLOs appear in the alert column on global subjects.	**Critical**		
LE.70	The system has the ability to capture and maintain BOLO premise information.	**Critical**		
LE.71	The system has the ability to capture and maintain vehicle BOLO information.	**Critical**		
LE.72	The system has the ability to support report tracking with the option to search by case or incident number.	**Critical**		
LE.73	The system has the ability to support a global vehicle jacket to show prior license plates for the vehicle.	**Critical**		
LE.74	The system has the ability to support a search capability for global person by DOB or age range using mm/dd or mm/dd/yyyy.	**Critical**		
LE.75	The system has the ability to flag changes on cases on case assignment grid by other users so the owner can quickly see if they need to review the case.	**Critical**		
LE.76	The system has the ability to select multiple cases for case search screen and set review level for all.	**Critical**		
LE.77	The system has the ability to allow a $0.0 entry to show account was balanced on Narcotics ledger.	**Critical**		
LE.78	The system has the ability to support a telephone history tab/button added to global subject contact info tab.	**Critical**		
LE.79	The system has the ability to support a Narcotics informant entry with the ability to print, with appropriate security permissions.	**Critical**		
LE.80	The system has the ability to automatically fill in by officer who signed in for the case entry assignments.	**Critical**		
LE.81	The system has the ability to delete NCIC entry under global subjects with the appropriate security permissions.	**Critical**		

LE.82	The system has the ability to provide or support an online interface from the RMS application to the State/NCIC database (CJIS compliant).	**Critical**		
LE.83	The system has the ability to open event tracking directly from the global subject instead of through the corrections module.	**Critical**		
LE.84	The system has the ability to print the Narcotics Intelligence Entry form, with appropriate security permissions.	**Critical**		
LE.85	The system has the ability to add the assigned officer to case search grid results.	**Critical**		
LE.86	The system has the ability to add make, model, and serial number in grid on person equipment tab.	**Critical**		
LE.87	The system has the ability to display the state of residence to global subject result grid.	**Critical**		
LE.88	The system has the ability to search by gang members on global subjects.	**Critical**		
LE.89	The system has the ability to print victim notification letters on regular paper or post card.	**Critical**		
LE.90	The system has the ability to have BOLOs show as an alert on global subject results alert column.	**Critical**		
LE.91	The system has the ability to add conditions and court information to a ticket printout.	**Critical**		
LE.92	The system has the ability to change the ticket number with security permissions.	**Critical**		
LE.93	The system has the ability to add case number to an officers inventory report.	**Critical**		
LE.94	The system has the ability to support an audit log report to list changes on global subject records including but not limited to name, sex, race, and DOB.	**Critical**		
LE.95	The system has the ability to add the last chain of custody entry to the property search results grid.	**Critical**		
LE.96	The system has the ability to lock accidents from viewing with security permissions.	**Critical**		
LE.97	The system has the ability to set sex offender alerts on global subject's search result grid.	**Critical**		
LE.98	The system has the ability to support BOLO inquiry on Mobile to include BOLO number in return.	**Critical**		
LE.99	The system has the ability to show active and pending calls in mobile to include the option to filter by Agency Identifier.	**Critical**		
LE.100	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	**Critical**		
LE.101	The system has the ability to change Unit Status Monitor font size on mobile.	**Critical**		
LE.102	The system has the ability to search by phone number in incident searches.	**Critical**		
LE.103	The system has the ability to send an email notification to an assigned user about a completed activity on a case.	**Critical**		
LE.104	The system has the ability to perform an intake and release on the property rapid chain of custody.	**Critical**		
LE.105	The system has the ability to support printing a case report in summary instead of detail as default setting.	**Critical**		
LE.106	The system has the ability to support law enforcement case report preparation with ability to access data from multiple sources (e.g., call data, CAD, arrest records) and for attachment of documents.	**Critical**		
LE.107	The system has the ability to track and access data on property (evidence) associated with specific people.	**Critical**		
LE.108	The system has the ability to add supplements to existing case reports.	**Critical**		
LE.109	The system has the ability to allow a user to view all activity assigned to an officer through a dashboard or home screen across all modules (once a user logins into the system will bring to a dashboard or home screen).	**Critical**		
LE.110	The system has the ability to search and access to protection orders.	**Critical**		
LE.111	The system has the ability to support managing of and access to towing records.	**Critical**		
LE.112	The system has the ability to support personnel training and certification tracking and scan the associated documents.	**Critical**		
LE.113	The system has the ability to support storage and access of accident reports, with collision diagrams.	**Critical**		
LE.114	The system has the ability to support the State of OK Traffic Collision report requirements.	**Critical**		
LE.115	The system has the ability to support storage and access of accident reports, with collision diagrams via Web-based access for the public.	**Critical**		
LE.116	The system has the ability to allow the public to pay for accident reports online using the City's online payment gateway.	**Critical**		
LE.117	The system has the ability to track accounts and fees associated with alarms and fee processing for false alarm incidents.	**Critical**		
LE.118	The system has the ability to allow remote officers to access all reports through a web browser on a password protected web page, so officers can remain in the field.	**Critical**		
LE.119	The system has the ability to allow briefing notes to include incident narratives.	**Critical**		
LE.120	The system has the ability to allow continuous updates to the briefing report.	**Critical**		
LE.121	The system has the ability to automatically populate the fields in the RMS database during the merge process.	**Critical**		

LE.122	The system has the ability to get driver's license photos both in CAD and Mobile.	**Critical**		
LE.123	The system has the ability to generate a report on crime types.	**Critical**		
LE.124	The system has the ability to support crime classifications to meet state statutes.	**Critical**		
LE.125	The system has the ability to redact information on any field of any report.	**Critical**		
LE.126	The system has the ability to create a case from a narcotics or field investigation without having to re-enter the information.	**Critical**		
Master Name Requirements				
LE.127	The system has the ability to use the master name concept and contain all information collected on a person or business, as well as all associated activities, in a single master name record.	**Critical**		
The system has the ability to provide a listing of all activities in which a person has been involved including but not limit to the following:				
LE.128	Arrests;	**Critical**		
LE.129	Jail releases;	**Critical**		
LE.130	Tickets;	**Critical**		
LE.131	Warrants;	**Critical**		
LE.132	Cases;	**Critical**		
LE.133	Incidents;	**Critical**		
LE.134	Accidents;	**Critical**		
LE.135	Gangs;	**Critical**		
LE.136	Vehicles;	**Critical**		
LE.137	Property;	**Critical**		
LE.138	Guns	**Critical**		
LE.139	Pawn Shops;	**Critical**		
LE.140	Sex Offenders;	**Critical**		
LE.141	Violent Offenders; and	**Critical**		
LE.142	Other user-defined.	**Critical**		
LE.143	The system has the ability to allow the user to select which activities to include in an output from person activities.	**Critical**		
LE.144	The system has the ability to display an image of the subject within the master name record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**		
The system has the ability to enter and maintain the following master name record data elements with appropriate security permissions:				
LE.145	Name (First, Middle, Last, Suffix);	**Critical**		
LE.146	Address (City, State, Zip Code);	**Critical**		
LE.147	Age/Race/Sex;	**Critical**		
LE.148	Associated Names;	**Critical**		
LE.149	Affiliation;	**Critical**		
LE.150	Physical Description;	**Critical**		
LE.151	Scars, Marks or Tattoos;	**Critical**		
LE.152	Date of Birth;	**Critical**		
LE.153	Driver's License Number;	**Critical**		
LE.154	Driver's License Expiration Date;	**Critical**		
LE.155	Driver's License State;	**Critical**		
LE.156	Social Security Number;	**Critical**		
LE.157	Personal Information;	**Critical**		
LE.158	Handicaps;	**Critical**		
LE.159	Inmate Number;	**Critical**		
LE.160	Department Arrest Number;	**Critical**		
LE.161	Mug Shot Number;	**Critical**		
LE.162	FBI Number;	**Critical**		
LE.163	Local Identification Number;	**Critical**		
LE.164	State Identifier Number (SID);	**Critical**		
LE.165	Military Service Number and Branch;	**Critical**		
LE.166	Identikit Number;	**Critical**		
LE.167	Alias (Multiple Types);	**Critical**		
LE.168	Nickname (Street Name);	**Critical**		
LE.169	Place of Birth;	**Critical**		
LE.170	Occupation;	**Critical**		
LE.171	Home Phone;	**Critical**		
LE.172	Work Phone;	**Critical**		
LE.173	Cell Phone;	**Critical**		
LE.174	Employer Name and Address;	**Critical**		
LE.175	Fingerprint Classification Number;	**Critical**		
LE.176	Marital Status;	**Critical**		
LE.177	Vehicles;	**Critical**		

LE.178	City, County, Country and Place of Birth;	**Critical**		
LE.179	Illegal Alien;	**Critical**		
LE.180	School;	**Critical**		
LE.181	Religion;	**Critical**		
LE.182	Citizenship;	**Critical**		
LE.183	Associated Multiple ID Numbers;	**Critical**		
LE.184	Modus Operandi/Crime Specialties;	**Critical**		
LE.185	Known Associates;	**Critical**		
LE.186	Special Needs;	**Critical**		
LE.187	Contact Information;	**Critical**		
LE.188	Complexion;	**Critical**		
LE.189	Build;	**Critical**		
LE.190	Teeth;	**Critical**		
LE.191	Beard;	**Critical**		
LE.192	Mustache;	**Critical**		
LE.193	Eyewear (glasses);	**Critical**		
LE.194	Hair type;	**Critical**		
LE.195	Hair Style;	**Critical**		
LE.196	Hair Length;	**Critical**		
LE.197	State or County of Birth;	**Critical**		
LE.198	Primary Language;	**Critical**		
LE.199	Gang Affiliation;	**Critical**		
LE.200	City of Birth;	**Critical**		
LE.201	School;	**Critical**		
LE.202	Date of Death;	**Critical**		
LE.203	Deceased;	**Critical**		
LE.204	Age Range;	**Critical**		
LE.205	Appearance;	**Critical**		
LE.206	Distinctive Feature;	**Critical**		
LE.207	Facial Feature Oddity;	**Critical**		
LE.208	Facial Shape;	**Critical**		
LE.209	Blood Type;	**Critical**		
LE.210	Hand Preference;	**Critical**		
LE.211	Voice Characteristic;	**Critical**		
LE.212	Special flags (e.g., sex offender notice); and	**Critical**		
LE.213	Other user-defined.	**Critical**		
LE.214	The system has the ability to provide visual alerts for special flags on persons (e.g., threats against officers), addresses(e.g., vicious dog), and vehicles.	**Critical**		
LE.215	The system has the ability to provide a visual indicator if a personal photo is available.	**Critical**		
LE.216	The system has the ability to eliminate the need to duplicate any information already entered.	**Critical**		
LE.217	The system has the ability to cross-reference the master name record to all other records associated with an individual.	**Critical**		
LE.218	The system has the ability to restrict name activity access by jurisdiction.	**Critical**		
LE.219	The system has the ability to edit and merge duplicate master names with security permissions.	**Critical**		
LE.220	The system has the ability to store narrative associated with a name and display it upon inquiry for that name.	**Critical**		
LE.221	The system has the ability to link multiple addresses to a master name record and date all changes to an address.	**Critical**		
LE.222	The system has the ability to associate previous address records with a date of address change, along with the person that changed the address.	**Critical**		
LE.223	The system has the ability to check all coded entries in the master name record for validity at the time of data entry.	**Critical**		
LE.224	The system has the ability to automatically check a name against the list of outstanding warrants and notify the user if a warrant exists.	**Critical**		
The system has the ability to allow users to search for and obtain details on any type of record associated with the individual master name record, such as:				
LE.225	Suspects;	**Critical**		
LE.226	Arrests;	**Critical**		
LE.227	Witnesses;	**Critical**		
LE.228	Reporting Parties;	**Critical**		
LE.229	Known Offenders;	**Critical**		
LE.230	Known Associates;	**Critical**		
LE.231	Callers;	**Critical**		
LE.232	Inmates;	**Critical**		
LE.233	Did not interview (e.g., Mentioned);	**Critical**		
LE.234	Complainants; and	**Critical**		

LE.235	Other user-defined.	**Critical**		
The system has the ability to allow users to search for master name files based on any of the following criteria:				
LE.236	Full Name;	**Critical**		
LE.237	Partial Name;	**Critical**		
LE.238	Wildcard;	**Critical**		
LE.239	Alias;	**Critical**		
LE.240	SSN;	**Critical**		
LE.241	Date of Birth;	**Critical**		
LE.242	Height;	**Critical**		
LE.243	Height Range;	**Critical**		
LE.244	Weight;	**Critical**		
LE.245	Weight Range;	**Critical**		
LE.246	Age Range;	**Critical**		
LE.247	Hair Color;	**Critical**		
LE.248	Eye Color;	**Critical**		
LE.249	Physical Characteristics;	**Critical**		
LE.250	Scars, Marks or Tattoos;	**Critical**		
LE.251	Combination of Parameters;	**Critical**		
LE.252	Phone Number;	**Critical**		
LE.253	Address;	**Critical**		
LE.254	Race;	**Critical**		
LE.255	Sex;	**Critical**		
LE.256	Identifying Clothing; and	**Critical**		
LE.257	Other user-defined.	**Critical**		
LE.258	The system has the ability to treat common business names as a master name	**Critical**		
LE.259	The system has the ability to copy master name records to use in other jurisdictions with security permissions.	**Critical**		
LE.260	The system has the ability to locate subject records via Soundex (first, middle, last name).	**Critical**		
LE.261	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts users that the person's record has been	**Desired**		
LE.262	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts the user that the address record has been	**Desired**		
LE.263	The system has the ability to create and maintain, with appropriate security permissions, a watch list that alerts the user that the vehicle record has been	**Desired**		
Alarms				
LE.264	The system has the ability to create department specific alarm permits.	**Desired**		
LE.265	The system has the ability to associate permits to specific registrants.	**Desired**		
LE.266	The system has the ability to associate permits to specific locations.	**Desired**		
LE.267	The system has the ability to determine fees for agency-defined permit types.	**Desired**		
LE.268	The system has the ability to determine fees for agency-defined transaction types.	**Desired**		
LE.269	The system has the ability to track complete location and alarm history.	**Desired**		
LE.270	The system has the ability to create department specific warning letters.	**Desired**		
LE.271	The system has the ability to generate department designed invoices.	**Desired**		
LE.272	The system has the ability to track all history assigned to a permit.	**Desired**		
LE.273	The system has the ability to quickly reference all permit history.	**Desired**		
LE.274	The system has the ability to reference all permit activity.	**Desired**		
LE.275	The system has the ability to allow the public to pay for alarm billing online using the City's online payment gateway.	**Desired**		
Bicycle Tracking				
LE.276	The system has the ability to create agency-defined registration types.	**Desired**		
LE.277	The system has the ability to track registration by agency-defined status.	**Desired**		
LE.278	The system has the ability to associate bicycle with registered owner.	**Desired**		
LE.279	The system has the ability to track complete agency contact history of registered	**Desired**		
LE.280	The system has the ability to define registration numbers, including optional auto-incrementing of registration numbers.	**Desired**		
LE.281	The system has the ability to track complete agency contact history of bicycle.	**Desired**		
LE.282	The system has the ability to quickly search all registered bicycles.	**Desired**		
The system has the ability to track registrations by:				
LE.283	Make;	**Desired**		
LE.284	Model;	**Desired**		
LE.285	Style;	**Desired**		
LE.286	Color;	**Desired**		
LE.287	Speed;	**Desired**		
LE.288	License number;	**Desired**		

LE.289	Serial number;	**Desired**		
LE.290	Registered Owner; and	**Desired**		
LE.291	Other user-defined.	**Desired**		
LE.292	The system has the ability to attach a variety of supporting documents (of various types) to the bicycle registration record.	**Desired**		
LE.293	The system has the ability to generate agency specific reports on any or all captured fields.	**Desired**		
LE.294	The system has the ability to quickly reference all bicycle owners' agency history.	**Desired**		
	Equipment Tracking			
LE.295	The system has the ability to enter and maintain detailed records on all department equipment with appropriate security permission.	**Critical**		
LE.296	The system has the ability to create and maintain agency-defined equipment categories with appropriate security permission.	**Critical**		
LE.297	The system has the ability to create and maintain agency-defined equipment types with appropriate security permission.	**Critical**		
LE.298	The system has the ability to define equipment type by equipment category.	**Critical**		
The system has the ability to track and assign equipment by:				
LE.299	Personnel;	**Critical**		
LE.300	ID Number;	**Critical**		
LE.301	Badge Number;	**Critical**		
LE.302	Serial Number;	**Critical**		
LE.303	Name;	**Critical**		
LE.304	Color;	**Critical**		
LE.305	Brand;	**Critical**		
LE.306	Make;	**Critical**		
LE.307	Model;	**Critical**		
LE.308	Condition;	**Critical**		
LE.309	Station;	**Critical**		
LE.310	Unit; and	**Critical**		
LE.311	Other user-defined.	**Critical**		
The system has the ability to maintain the following asset information:				
LE.312	Asset number;	**Critical**		
LE.313	Property tag number;	**Critical**		
LE.314	Chart of accounts distribution;	**Critical**		
LE.315	Grant number;	**Critical**		
LE.316	Grant agency;	**Critical**		
LE.317	Grant year;	**Critical**		
LE.318	Type of grant;	**Critical**		
LE.319	Project number;	**Critical**		
LE.320	Asset ownership;	**Critical**		
LE.321	Responsible party;	**Critical**		
LE.322	Acquisition date;	**Critical**		
LE.323	In-service date;	**Critical**		
LE.324	Condition;	**Critical**		
LE.325	Status (e.g., inactive);	**Critical**		
LE.326	Unit cost/value;	**Critical**		
LE.327	Value basis;	**Critical**		
LE.328	Vendor Name;	**Critical**		
LE.329	Vendor number;	**Critical**		
LE.330	Manufacturer name;	**Critical**		
LE.331	Model year;	**Critical**		
LE.332	Model;	**Critical**		
LE.333	Serial number;	**Critical**		
LE.334	Vehicle identification number (VIN);	**Critical**		
LE.335	License plate number;	**Critical**		
LE.336	Insurance;	**Critical**		
LE.337	Warranty;	**Critical**		
LE.338	Location;	**Critical**		
LE.339	Parcel ID;	**Critical**		
LE.340	GIS geocode;	**Critical**		
LE.341	Retired information;	**Critical**		
LE.342	Disposal information;	**Critical**		
LE.343	Primary asset information (i.e., "parent" in parent-child);	**Critical**		
LE.344	Source of funds, multiple (e.g., grant for half of purchase);	**Critical**		
LE.345	Estimated useful life;	**Critical**		
LE.346	Estimated replacement cost;	**Critical**		
LE.347	Depreciation schedule;	**Critical**		
LE.348	Depreciation convention; and	**Critical**		

LE.349	Other, user-defined.	**Critical**		
LE.350	The system has the ability to capture equipment issued and return dates.	**Critical**		
LE.351	The system has the ability to support the tracking of issuing ticket books to officers.	**Desired**		
LE.352	The system has the ability to capture equipment condition when assigned to personnel	**Critical**		
LE.353	The system has the ability to capture equipment condition when returned.	**Critical**		
LE.354	The system has the ability to capture the name of the officer who issued the	**Critical**		
LE.355	The system has the ability to capture equipment purchase information, such as purchase date, the name of the individual from whom an equipment item was purchased, P.O. number, and retail and original cost.	**Critical**		
LE.356	The system has the ability to schedule replacement date.	**Critical**		
LE.357	The system has the ability to update personnel jackets with issued equipment with security permissions.	**Critical**		
LE.358	The system has the ability to search all department equipment from CAD.	**Critical**		
LE.359	The system has the ability to schedule equipment for department-specific	**Critical**		
LE.360	The system has the ability to associate with department-specific inventory number.	**Critical**		
LE.361	The system has the ability to capture and report by equipment serial number.	**Critical**		
LE.362	The system has the ability to create and maintain department-specific equipment activities (maintenance) with appropriate security permission.	**Critical**		
LE.363	The system has the ability to enter and schedule department-specific equipment related activities.	**Critical**		
LE.364	The system has the ability to track complete equipment history.	**Critical**		
LE.365	The system has the ability to run an inventory report.	**Desired**		
LE.366	The system has the ability to attach multiple and various supporting documents to equipment records.	**Critical**		
	Incidents			
LE.367	The system has the ability to capture and store data from a report, including the associated report narrative.	**Critical**		
LE.368	The system has the ability to create an incident report from the field to be imported into the incident module.	**Critical**		
LE.369	The system has the ability to allow authorized users to update and maintain incident records with new information as needed with appropriate security permission.	**Critical**		
LE.370	The system has the ability to apply user security to incident entry, search and all incident related reports.	**Critical**		
LE.371	The system has the ability to create a supplemental report, to be tied to the original incident report.	**Critical**		
LE.372	The system has the ability to lock individual reports by permissions or security setting.	**Critical**		
LE.373	The system has the ability to attach supplemental documents to an incident.	**Critical**		
LE.374	The system has the ability to index incident records by incident number.	**Critical**		
LE.375	The system has the ability to enter and maintain information on any type of incident/criminal activity with appropriate security permission.	**Critical**		
LE.376	The system has the ability to correct previously entered incident data in the case data entry screen.	**Critical**		
The system has the ability to enter and maintain the following general incident record data elements with appropriate security permissions:				
LE.377	Incident Type;	**Critical**		
LE.378	Incident Number;	**Critical**		
LE.379	Agency Identifier;	**Critical**		
LE.380	Call Date/Time;	**Critical**		
LE.381	Call Source;	**Critical**		
LE.382	Status;	**Critical**		
LE.383	Priority;	**Critical**		
LE.384	Associated Case Number;	**Critical**		
LE.385	Nature of the Call;	**Critical**		
LE.386	Caller Name;	**Critical**		
LE.387	Phone Number;	**Critical**		
LE.388	Officer;	**Critical**		
LE.389	Incident Location;	**Critical**		
LE.390	Partial Address;	**Critical**		
LE.391	Beat;	**Critical**		
LE.392	Vehicle; and	**Critical**		
LE.393	Other user-defined.	**Critical**		
LE.394	The system has the ability to enter and maintain multiple officer narratives with appropriate security permissions.	**Critical**		
LE.395	The system has the ability to view related special response information, as entered and maintained in CAD.	**Critical**		
LE.396	The system has the ability to enter and maintain associated calls, as entered and maintained in CAD.	**Critical**		

LE.397	The system has the ability to enter and maintain information about associated units and personnel with appropriate security permissions.	**Critical**		
LE.398	The system has the ability to view a call and unit logs (i.e., lists of the calls and units associated with the incident).	**Critical**		
LE.399	The system has the ability to enter and maintain information about the vehicles associated with the incident with appropriate security permissions.	**Critical**		
LE.400	The system has the ability to view a list of other incident numbers associated with the incident, as entered via CAD.	**Critical**		
LE.401	The system has the ability to enter and maintain information about all persons associated with the incident with appropriate security permissions.	**Critical**		
LE.402	The system has the ability to enter and maintain associated dispositions with appropriate security permissions.	**Critical**		
LE.403	The system has the ability to display and view a list of other records associated with the incident.	**Critical**		
LE.404	The system has the ability to generate multiple incident related reports for statistical crime analysis by geo area.	**Critical**		
LE.405	The system has the ability to associate property with an incident.	**Critical**		
LE.406	The system has the ability to support multiple review levels for each accident.	**Critical**		
LE.407	The system has the ability to enter and maintain the submitted offense with appropriate security permissions.	**Critical**		
LE.408	The system has the ability to enter and maintain cases from the mobile application to update the records system automatically with case assignments.	**Critical**		
	Case Processing			
LE.409	The system has the ability to apply user security to case entry, search and all incident related reports.	**Critical**		
LE.410	The system has the ability to pull data from an existing incident record.	**Critical**		
LE.411	The system has the ability to update and maintain case records with new information as needed with appropriate security permissions.	**Critical**		
LE.412	The system has the ability to enter supplemental reports.	**Critical**		
LE.413	The system has the ability to index case records by case number, which may be the same as the originating incident number.	**Critical**		
LE.414	The system has the ability to enter and maintain case records on any type of incident or criminal activity with appropriate security permissions.	**Critical**		
LE.415	The system has the ability to track multiple crimes within a single master case record.	**Critical**		
LE.416	The system has the ability to cross-reference and link multiple related offenses to a specific case record via its case number.	**Critical**		
LE.417	The system has the ability to automatically create a case record upon entry of the crime report data.	**Critical**		
LE.418	The system has the ability to automatically generate year-based case numbers.	**Critical**		
LE.419	The system has the ability to correct previously entered agency defined incident data in the case data entry screen with security permissions.	**Critical**		
The system has the ability to enter and maintain the following case record data elements that are NIBRS/SIBRS compliant with appropriate security permissions:				
LE.420	Incident Type;	**Critical**		
LE.421	Case Number;	**Critical**		
LE.422	Agency Identifier;	**Critical**		
LE.423	Relationship (between suspect and victim);	**Critical**		
LE.424	Offense;	**Critical**		
LE.425	Occurred Location;	**Critical**		
LE.426	Hate Bias Information;	**Critical**		
LE.427	Criminal Activity;	**Critical**		
LE.428	Entry and Exit Methods/Points;	**Critical**		
LE.429	Date/Time of Occurrence;	**Critical**		
LE.430	Date of Reported Occurrence;	**Critical**		
LE.431	Multiple Crime/Offense Codes;	**Critical**		
LE.432	Type of Arson Reported;	**Critical**		
LE.433	Type of Theft Reported;	**Critical**		
LE.434	Status of the Complaint;	**Critical**		
LE.435	Disposition/Date of the Complaint;	**Critical**		
LE.436	Multiple MOs of the Crime;	**Critical**		
LE.437	Attempted Crime;	**Critical**		
LE.438	Type of Weapon;	**Critical**		
LE.439	Type of Tool;	**Critical**		
LE.440	Codes for the Type of Scene of the Crime;	**Critical**		
LE.441	Officer's Bureau Assignment;	**Critical**		
LE.442	Type of Stolen/Recovered Vehicle;	**Critical**		
LE.443	Estimated Dollar Amount of Property Involved;	**Critical**		

LE.444	Property Involved;	**Critical**		
LE.445	Solvability Factors Associated with Complaint;	**Critical**		
LE.446	Associated Cases;	**Critical**		
LE.447	Gambling Motivation;	**Critical**		
LE.448	Domestic Code (OK Domestic Abuse Report);	**Critical**		
LE.449	Gang Related;	**Critical**		
LE.450	Offender Suspected of Using Alcohol;	**Critical**		
LE.451	Offender Suspected of Using Drugs;	**Critical**		
LE.452	Offender Suspected of Using Computer;	**Critical**		
LE.453	Victim Suspected of Using Alcohol;	**Critical**		
LE.454	Victim Suspected of Using Drugs;	**Critical**		
LE.455	Victim Suspected of Using Computer;	**Critical**		
LE.456	Aggravated Assault/Homicide Circumstances;	**Critical**		
LE.457	Justifiable Homicide Code;	**Critical**		
LE.458	Justifiable Homicide Circumstances;	**Critical**		
LE.459	Involved Vehicle;	**Critical**		
LE.460	Subject MO;	**Critical**		
LE.461	Subject Injury Types;	**Critical**		
LE.462	Subject Injury Condition;	**Critical**		
LE.463	Subject Injury Medical Treatment;	**Critical**		
LE.464	Subject Injury Hospital;	**Critical**		
LE.465	Subject Injury Transported By;	**Critical**		
LE.466	Subject Injury Extent of Injury;	**Critical**		
LE.467	Missing Person Code;	**Critical**		
LE.468	Missing Person Recovery Information;	**Critical**		
LE.469	Missing Person Previously Missing;	**Critical**		
LE.470	Missing Person Foul Play Suspected;	**Critical**		
LE.471	Missing Person Who Notified;	**Critical**		
LE.472	Missing Person Source Type;	**Critical**		
LE.473	Victim Offender Relationship;	**Critical**		
LE.474	Offense Date;	**Critical**		
LE.475	Location/Scene;	**Critical**		
LE.476	Submit Offense;	**Critical**		
LE.477	Assigned Officers;	**Critical**		
LE.478	Contributing Officers;	**Critical**		
LE.479	Number of Premises Entered;	**Critical**		
LE.480	Cargo Theft;	**Critical**		
LE.481	Larceny Type;	**Critical**		
LE.482	Weapon;	**Critical**		
LE.483	Resident Status;	**Critical**		
LE.484	Subject Type;	**Critical**		
LE.485	Related Offenses;	**Critical**		
LE.486	Human Trafficking;	**Critical**		
LE.487	LEOKA (Law Enforcement Officers Killed and Assaulted); and	**Critical**		
LE.488	Other user-defined.	**Critical**		
LE.489	The system has the ability to enter and maintain detailed information about all offenses associated with a case with appropriate security permissions.	**Critical**		
LE.490	The system has the ability to enter and maintain detailed information about all subjects associated with a case with appropriate security permissions.	**Critical**		
LE.491	The system has the ability to enter and maintain information about all arrests associated with a case with appropriate security permissions.	**Critical**		
LE.492	The system has the ability to enter and maintain information about all property associated with a case with appropriate security permissions.	**Critical**		
LE.493	The system has the ability to enter and maintain information about all field investigations associated with a case with appropriate security permissions.	**Critical**		
LE.494	The system has the ability to automatically link all information from a field investigation record to the original complaint report.	**Critical**		
LE.495	The system has the ability to enter and maintain information about all vehicles associated with a case with appropriate security permissions.	**Critical**		
LE.496	The system has the ability to support unlimited narrative input and editing capabilities for the original complaint report.	**Critical**		
LE.497	The system has the ability to support unlimited narrative input and editing capabilities for any type of supplemental report.	**Critical**		
LE.498	The system has the ability to capture crime analysis related information during case processing.	**Critical**		
LE.499	The system has the ability to expunge a subject from a case record.	**Critical**		
LE.500	The system has the ability to automatically pull information from an incident record into an associated case record to eliminate the need to enter the same data twice.	**Critical**		

LE.501	The system has the ability to print hard copies of case records and supplemental reports, depending on security.	**Critical**		
LE.502	The system has the ability to print a sanitized version of a case record for public use	**Critical**		
LE.503	The system has the ability to build all entry information into a report, which will plot on a map or generate a printable report.	**Critical**		
LE.504	The system has the ability to generate multiple case related reports for statistical crime analysis.	**Critical**		
LE.505	The system has the ability to support unlimited narrative input and editing capabilities for the original complaint report.	**Critical**		
LE.506	The system has the ability to lock cases based on security permissions.	**Critical**		
LE.507	The system has the ability to attach multiple supporting documents of various types (e.g., Word, Excel, JPG, MPG, WAV, etc.) to a case record.	**Critical**		
	Accident Processing			
LE.508	The system has the ability to interface with the State of Oklahoma automobile accident database.	**Critical**		
LE.509	The system has the ability to create an incident report from the field to be imported into the accident module.	**Critical**		
LE.510	The system has the ability to maintain functionality to comply with ongoing State of OK Accident Report updates.	**Critical**		
LE.511	The system has the ability to enter, maintain and track all information about an accident with appropriate security permissions.	**Critical**		
LE.512	The system has the ability to enter, maintain and track detailed information about all subjects associated with an accident (e.g., drivers, passengers, pedestrians, witnesses, etc.) with appropriate security permissions.	**Critical**		
LE.513	The system has the ability to enter, maintain and track detailed information about all vehicles associated with an accident with appropriate security permissions.	**Critical**		
The system has the ability to mask fields by user role including but not limited to:				
LE.514	Date of Birth;	**Critical**		
LE.515	Social Security numbers;	**Critical**		
LE.516	Drivers License numbers;	**Critical**		
LE.517	Officer's middle name;	**Critical**		
LE.518	Email addresses; and	**Critical**		
LE.519	Other, user-defined fields.	**Critical**		
LE.520	The system has the ability to attach multiple supporting documents of various types an accident record including diagrams.	**Critical**		
LE.521	The system has the ability to link accident, incident and case numbers for investigat and search purposes.	**Critical**		
LE.522	The system has the ability to print accident report on demand.	**Critical**		
LE.523	The system has the ability to perform a compliance check before submitting to the	**Critical**		
LE.524	The system has the ability to submit the reports electronically to the state.	**Critical**		
	Arrest Records			
The system has the ability to enter and maintain the following general arrest information with appropriate security permissions:				
LE.525	Arrest Number;	**Critical**		
LE.526	Agency Identifier;	**Critical**		
LE.527	Date/Time of Arrest;	**Critical**		
LE.528	Charge;	**Critical**		
LE.529	Arrest Type;	**Critical**		
LE.530	Arrest Status and Status Date/Time;	**Critical**		
LE.531	Associated Case Number;	**Critical**		
LE.532	Juvenile Indicator;	**Critical**		
LE.533	Multiple Clearance Indicator;	**Critical**		
LE.534	Attempt to Commit;	**Critical**		
LE.535	Submit Offense;	**Critical**		
LE.536	Residence Status;	**Critical**		
LE.537	Incident Location;	**Critical**		
LE.538	Location of Arrest;	**Critical**		
LE.539	County;	**Critical**		
LE.540	Victim;	**Critical**		
LE.541	Witness	**Critical**		
LE.542	Name of Arrested Person;	**Critical**		
LE.543	Arresting Officer (multiple possible);	**Critical**		
LE.544	Arresting Officer's Assigned Bureau;	**Critical**		
LE.545	Reporting Districts of the Arrest;	**Critical**		
LE.546	Assisting Arrest Officer;	**Critical**		
LE.547	Disposition of the Arrest;	**Critical**		

LE.548	Disposition Date;	**Critical**		
LE.549	Resulting Charge at Disposition;	**Critical**		
LE.550	Sentencing Information;	**Critical**		
LE.551	Narrative;	**Critical**		
LE.552	Bond Information;	**Critical**		
LE.553	Arrest Location County;	**Critical**		
LE.554	Arrestee Injury Information;	**Critical**		
LE.555	Arrestee Weapon;	**Critical**		
LE.556	Arrestee Weapon feature;	**Critical**		
LE.557	Arrestee Resident Status;	**Critical**		
LE.558	Arrestee Alcohol Influence;	**Critical**		
LE.559	Arrestee Drug Influence;	**Critical**		
LE.560	Arrestee Breath Analyzer Result;	**Critical**		
LE.561	Age at Arrest;	**Critical**		
LE.562	Offender Tracking Number;	**Critical**		
LE.563	Submit Offense; and	**Critical**		
LE.564	Checked NCIC (Yes/No);	**Critical**		
LE.565	Place of birth;	**Critical**		
LE.566	Partial Mug & Fingerprint;	**Critical**		
LE.567	Complete Mug & Fingerprint;	**Critical**		
LE.568	Photo sent to Federal District;	**Critical**		
LE.569	Photo sent to Tulsa District;	**Critical**		
LE.570	Photo sent to Wagoner District;	**Critical**		
LE.571	Photo sent to Municipal;	**Critical**		
LE.572	Case number;	**Critical**		
LE.573	Court date;	**Critical**		
LE.574	Occurred details:	**Critical**		
LE.575	Arrested details;	**Critical**		
LE.576	Booked details;	**Critical**		
LE.577	TPD/PID;	**Critical**		
LE.578	Suspect alias (i.e., 'AKA');	**Critical**		
LE.579	Suspect height;	**Critical**		
LE.580	Suspect weight;	**Critical**		
LE.581	Suspect hair;	**Critical**		
LE.582	Suspect eyes;	**Critical**		
LE.583	Suspect skin;	**Critical**		
LE.584	Suspect race;	**Critical**		
LE.585	Suspect sex;	**Critical**		
LE.586	Suspect address (including city, state, zip ;	**Critical**		
LE.587	Suspect age;	**Critical**		
LE.588	Suspect DOB;	**Critical**		
LE.589	Suspect SSN;	**Critical**		
LE.590	Suspect Employer/School;	**Critical**		
LE.591	Suspect home phone;	**Critical**		
LE.592	Suspect business phone;	**Critical**		
LE.593	Suspect Employer Address;	**Critical**		
LE.594	Suspect Driver's License (state, class, and end);	**Critical**		
LE.595	Suspect Oklahoma State Bureau of Investigation (OSBI);	**Critical**		
LE.596	Suspect FBI number;	**Critical**		
LE.597	Suspect Next of Kin (name, address, phone, and relationship);	**Critical**		
LE.598	Personnel oddities;	**Critical**		
LE.599	Tattoos;	**Critical**		
LE.600	Clothing;	**Critical**		
LE.601	Warning Indicators;	**Critical**		
LE.602	Vehicle information;	**Critical**		
LE.603	Crime description;	**Critical**		
LE.604	Lay witness list for municipal charges details;	**Critical**		
LE.605	Master file number; and	**Critical**		
LE.606	Other user-defined.	**Critical**		
LE.607	The system has the ability to mask and redact any fields from the Arrest and Bookin Report and narrative.	**Critical**		
LE.608	The system has the ability to enter and maintain information about all charges associated with the arrest with appropriate security permissions.	**Critical**		
LE.609	The system has the ability to enter and maintain data on arrest and court dispositions with appropriate security permissions.	**Critical**		
LE.610	The system has the ability to enter and maintain information about any injuries the arrestee may have sustained while being apprehended with appropriate security permissions.	**Critical**		

LE.611	The system has the ability to enter and maintain information about any weapons involved in the arrest with appropriate security permissions.	**Critical**		
LE.612	The system has the ability to enter and maintain information about the various identification numbers associated with the arrest, such as a booking number, case number, warrant number and offender-based tracking system number with appropriate security permissions.	**Critical**		
LE.613	The system has the ability to properly report information per NIBRS requirements.	**Critical**		
LE.614	The system has the ability to properly report information per SIBRS requirements.	**Critical**		
LE.615	The system has the ability to maintain compliance with UCR reporting with appropriate security permissions.	**Critical**		
LE.616	The system has the ability to link newly arrested individuals to previous arrests, if applicable.	**Critical**		
LE.617	The system has the ability to automatically create a master name record at the time of the arrest processing.	**Critical**		
LE.618	he system has the ability to have easy access to an arrest register within a selected date range.	**Critical**		
LE.619	The system has the ability to add additional supplemental narrative to the original complaint report.	**Critical**		
LE.620	The system has the ability to require additional security to access juvenile records.	**Critical**		
The system has the ability to search for arrest records based on the following				
LE.621	Arrestee's Name;	**Critical**		
LE.622	Juvenile Indicator;	**Critical**		
LE.623	Agency Identifier;	**Critical**		
LE.624	Social Security Number;	**Critical**		
LE.625	DOB;	**Critical**		
LE.626	Charge;	**Critical**		
LE.627	Arrest Date/Range;	**Critical**		
LE.628	Complaint/Case Number;	**Critical**		
LE.629	Arresting Officer ID;	**Critical**		
LE.630	Arrest Tracking Number;	**Critical**		
LE.631	Drivers License numbers;	**Critical**		
LE.632	Class of Arrest;	**Critical**		
LE.633	Addresses;	**Critical**		
LE.634	Master file number; and	**Critical**		
LE.635	Other user-defined.	**Critical**		
The system has the ability to print a variety of arrest related reports to facilitate the statistical analysis of arrest data, including the following:				
LE.636	Arrest by Court Disposition Date Report;	**Critical**		
LE.637	Arrest by Location Report;	**Critical**		
LE.638	Arrest by Officer Report;	**Critical**		
LE.639	Arrest Charge Summary Report;	**Critical**		
LE.640	Arrest Detail Report;	**Critical**		
LE.641	Arrest Register Report ;	**Critical**		
LE.642	Arrest Status Summary Report; and	**Critical**		
LE.643	Beat/District	**Critical**		
LE.644	Arrest by specific address	**Critical**		
LE.645	Arrest by Business	**Critical**		
LE.646	Arrest by County	**Critical**		
LE.647	Adult vs. Juvenile	**Critical**		
LE.648	Class of Arrest; and	**Critical**		
LE.649	Other user-defined.	**Critical**		
LE.650	The system has the ability to provide equivalent reports for both juvenile and adult arrest records.	**Critical**		
Impounded Vehicle Processing				
The system has the ability to enter and maintain the details of an impounded vehicle, including the following general information with appropriate security				
LE.651	Impound Date/Time;	**Critical**		
LE.652	Agency Identifier;	**Critical**		
LE.653	Agency DPS Identifier;	**Critical**		
LE.654	Registered Owner;	**Critical**		
LE.655	Impound Number;	**Critical**		
LE.656	Impound Lot;	**Critical**		
LE.657	Reason for Impounding;	**Critical**		
LE.658	Place of Storage;	**Critical**		
LE.659	Location Impounded From;	**Critical**		
LE.660	Towing Service;	**Critical**		
LE.661	Impounding Officer(s) with badge number(s);	**Critical**		

LE.662	Supervisor Approval;	**Critical**		
LE.663	Inventory Officer;	**Critical**		
LE.664	Beat/District;	**Critical**		
LE.665	Hold for Officer;	**Critical**		
LE.666	Vehicle Information (make, model, color, etc.);	**Critical**		
LE.667	Plate Number;	**Critical**		
LE.668	VIN Number;	**Critical**		
LE.669	Inventory;	**Critical**		
LE.670	Holds;	**Critical**		
LE.671	Seizure Status:	**Critical**		
LE.672	Pre-existing condition/damage;	**Critical**		
LE.673	Wrecker Driver Name;	**Critical**		
LE.674	Wrecker Company DPS number:	**Critical**		
LE.675	Free-form Inventory Descriptions; and	**Critical**		
LE.676	Other user-defined.	**Critical**		
LE.677	The system has the ability to electronically deliver the Impound Form to the Wrecker Company.	**Critical**		
LE.678	The system has the ability to enter owner Information based on master name file selection.	**Critical**		
LE.679	The system has the ability to create an impounded vehicle report from the field (i.e. MDT) to be imported into the incident module.	**Desired**		
LE.680	The system has the ability to send free text message via state message switch (OLETS) with all pertinent impound information required.	**Critical**		
LE.681	The system has the ability to indicate owner notification date/time.	**Critical**		
LE.682	The system has the ability to enter and maintain disposition information with appropriate security permissions.	**Critical**		
LE.683	The system has the ability to enter and maintain vehicle release information with appropriate security permissions.	**Critical**		
LE.684	The system has the ability to enter and maintain associated incident, case, arrest, warrant, and booking information with appropriate security permissions.	**Critical**		
LE.685	The system has the ability to enter and maintain information about associated fees with appropriate security permissions.	**Critical**		
LE.686	The system has the ability to attach multiple supporting documents of various types an impounded vehicle record.	**Critical**		
Computer Aided Investigation (CAI)				
LE.687	The system has the ability to create an electronic lineup based on user-defined physical characteristics and/or other pertinent information.	**Critical**		
LE.688	The system has the ability to easily modify, reorganize and print lineups.	**Critical**		
LE.689	The system has the ability to use any single photo of possible multiple available pho for a single lineup subject.	**Critical**		
LE.690	The system has the ability to locate subjects using a single criterion or multiple criter including (but not limited to) physical characteristics, fingerprints, charges, scars, marks, tattoos, MO and handicaps.	**Critical**		
LE.691	The system has the ability to search on generic physical characteristics (e.g., all photos with a neck tattoo).	**Critical**		
LE.692	The system has the ability to search on specific physical characteristics (e.g., a description of tattoo).	**Critical**		
LE.693	The system has the ability to use "Wild Card" Combinations, i.e., random lineups of subjects drawn from search results.	**Critical**		
LE.694	The system has the ability to limit searches to a single jurisdiction or search all jurisdictions.	**Critical**		
LE.695	The system has the ability to generate a crime analysis report based on user-defined report criteria, such as, but not limited to, specific criminal activity, offenses, M.O., entry/exit methods, evidence collected, District/Beat, location/scene, hate/bias and	**Critical**		
LE.696	The system has the ability to scan and attach to the original Incident the mug shot lineup with the victim's signature.	**Critical**		
LE.697	The system has the ability to create an audit trail of the user creating a lineup.	**Critical**		
LE.698	The system has the ability to search master names and businesses.	**Critical**		
Crime Analysis				
The system has the ability to capture crime analysis data in the complaint, arrest, and collision report and produce specific crime analysis reports:				
LE.699	Date of Offense;	**Critical**		
LE.700	Time of Offense;	**Critical**		
LE.701	Location of Offense;	**Critical**		
LE.702	Description of the Premises;	**Critical**		
LE.703	Type of Offense;	**Critical**		
LE.704	Method and Point of Entry;	**Critical**		

LE.705	Description of Weapons Used;	Critical		
LE.706	Description of Tools Used;	Critical		
LE.707	Victim Data (Age/Relationship);	Critical		
LE.708	Type of Property Stolen;	Critical		
LE.709	Vehicle Description;	Critical		
LE.710	Suspect Description;	Critical		
LE.711	M.O. Parameters;	Critical		
LE.712	Hard Copy and Map Plotting;	Critical		
LE.713	Beat/District; and	Critical		
LE.714	Other user-defined.	Critical		
LE.715	The system has the ability to generate all reports using a report wizard to ensure that reports meet all requirements and are easy to build.	Critical		
LE.716	The system has the ability to print a hard copy of a crime analysis report.	Critical		
LE.717	The system has the ability to email a copy of a crime analysis report.	Critical		
LE.718	The system has the ability to generate and store and electronic copy of a crime analysis report.	Critical		
LE.719	The system has the ability to generate a report that shows statistical data on crimes concerning the frequency and the distribution of crime throughout user-selected jurisdiction reporting districts.	Critical		
LE.720	The system has the ability to allow users to edit fields on statistical data with appropriate security permissions.	Critical		
LE.721	The system has the ability to save a statistical data report to be rerun on demand.	Critical		
LE.722	The system has the ability to retrieve cases with similar crime modus operandi to assist investigators in solving crimes.	Critical		
LE.723	The system has the ability to identify the overall activity per crime type within a selected date range and reporting district/Beat.	Critical		
The system has the ability to create reports that target specific types of crimes based on the following:				
LE.724	Location (specific address) of Occurrence;	Critical		
LE.725	Address range;	Critical		
LE.726	Date and Time	Critical		
LE.727	Agency Identifier;	Critical		
LE.728	User Selected Crime Type;	Critical		
LE.729	Hate Bias Information;	Critical		
LE.730	Beat or Geo area;	Critical		
LE.731	Geographical Groupings of Crimes;	Critical		
LE.732	Similar Types of Victims;	Critical		
LE.733	Common M.O. of Crime;	Critical		
LE.734	Vehicle Description;	Critical		
LE.735	Physical Description;	Critical		
LE.736	Tools Used;	Critical		
LE.737	Weapons Used;	Critical		
LE.738	Property Targeted for Theft;	Critical		
LE.739	Point and Method of Entry;	Critical		
LE.740	Scene Category of Crime;	Critical		
LE.741	Theft Category of Crime (i.e., shoplifting from buildings, vehicles);	Critical		
LE.742	Crime Attempts;	Critical		
LE.743	Human Trafficking;	Critical		
LE.744	Cargo Theft:	Critical		
LE.745	Classification of Crime;	Critical		
LE.746	UCR/NIBR/SIBR Classification; and	Critical		
LE.747	Other user-defined.	Critical		
The system has the ability to retrieve suspect names based on:				
LE.748	Available photo;	Critical		
LE.749	Known Offender Address;	Critical		
LE.750	Past Criminal Contacts;	Critical		
LE.751	Past Vehicle Relations;	Critical		
LE.752	Pawn Transactions;	Critical		
LE.753	Weapon Registration;	Desired		
LE.754	Known Associates;	Critical		
LE.755	Classification (e.g., sex offender, violent offender)	Critical		
LE.756	Alias; and	Critical		
LE.757	Other user-defined.	Critical		
The system has the ability to retrieve vehicle information based upon:				
LE.758	Model Year of Vehicle;	Critical		
LE.759	Make of Vehicle;	Critical		
LE.760	Model of Vehicle;	Critical		
LE.761	Style of Vehicle;	Critical		

LE.762	Top and Bottom Color of Vehicle;	**Critical**		
LE.763	Partial License Plate Number;	**Critical**		
LE.764	VIN;	**Critical**		
LE.765	Partial VIN;	**Critical**		
LE.766	Wild Card Search;	**Critical**		
LE.767	Name;	**Critical**		
LE.768	License Plate of Vehicle;	**Critical**		
LE.769	Prior License Plate of Vehicle; and	**Critical**		
LE.770	Other user-defined.	**Critical**		
The system has the ability to retain information on vehicles obtained through:				
LE.771	Field Interview Reports;	**Critical**		
LE.772	Parking Tickets;	**Critical**		
LE.773	Warning Tickets;	**Critical**		
LE.774	Prior Contacts with the Department;	**Critical**		
LE.775	Arrests;	**Critical**		
LE.776	Complaint Reports;	**Critical**		
LE.777	Citations/Moving Violations;	**Critical**		
LE.778	Accident Reports;	**Critical**		
LE.779	Want and Warrant Records;	**Critical**		
LE.780	Vehicles Record;	**Critical**		
LE.781	Warning Indicators;	**Desired**		
LE.782	Sex Offenders;	**Critical**		
LE.783	Violent Offenders;	**Critical**		
LE.784	Impounded Vehicles; and	**Critical**		
LE.785	Other user-defined.	**Critical**		
LE.786	The system has the ability to retain M.O. characteristics in coded fields and search for same by selected parameters.	**Critical**		
LE.787	The system has the ability to generate report with M.O. parameters and crime specialties.	**Critical**		
The system has the ability to retain information on known offenders, such as:				
LE.788	Past Criminal Contact;	**Critical**		
LE.789	Gang Affiliation;	**Critical**		
LE.790	MO;	**Critical**		
LE.791	Sex Offenders;	**Critical**		
LE.792	Violent Offenders;	**Critical**		
LE.793	Narcotics Offenders;	**Critical**		
LE.794	Parolees;	**Critical**		
LE.795	Warning Indicators;	**Critical**		
LE.796	Court Probationers; and	**Critical**		
LE.797	Other user-defined.	**Critical**		
The system has the ability to capture and retrieve juvenile information, including:				
LE.798	Juvenile Demographic Information;	**Critical**		
LE.799	Juvenile Personal Characteristics;	**Critical**		
LE.800	Juvenile Guardian Information; and	**Critical**		
LE.801	Other user-defined.	**Critical**		
LE.802	The system has the ability to capture and retrieve crime analysis information from complaint, arrest, and collision records when information is included on a juvenile arrest.	**Critical**		
LE.803	The system has the ability to provide a citizen access portal to retrieve crime analysis information.	**Desired**		
LE.804	The system has the ability to automatically link related complaints, arrests, and collisions together through identification of associated case numbers.	**Critical**		
LE.805	The system has the ability to track demographic information for crime analysis.	**Critical**		
LE.806	The system has the ability to track case clearance rates by classification for crime analysis.	**Critical**		
LE.807	The system has the ability to track case clearance rates for crime analysis.	**Critical**		
LE.808	The system, has the ability to track accident processing for crime analysis.	**Critical**		
Crime Reporting				
The system has the ability to satisfy the physical requirements for automated submission (tape, bulletin board or Internet) to:				
LE.809	State Police Uniform Crime Reporting (UCR);	**Critical**		
LE.810	Incident Based Reporting (SIBR);	**Critical**		
LE.811	Oklahoma Hate Crimes Report;	**Critical**		
LE.812	Oklahoma Domestic Violence Report;	**Critical**		
LE.813	Oklahoma SIBR Human Trafficking report;	**critical**		
LE.814	Oklahoma SIBR Cargo Theft report;	**critical**		
LE.815	Interface to the State Police via Internet; and	**Critical**		

LE.816	Other user-defined.	**Critical**		
The system has the ability to satisfy the requirements for electronic submission to:				
LE.817	State Police Uniform Crime Reporting (UCR);	**Critical**		
LE.818	Incident Based Reporting (SIBR);	**Critical**		
LE.819	Oklahoma SIBR Human Trafficking report;	**critical**		
LE.820	Oklahoma SIBR Cargo Theft report;	**critical**		
LE.821	Oklahoma SIBR Hate Crime report;	**critical**		
LE.822	Interface to the State Police via Internet; and	**Critical**		
LE.823	Other user-defined.	**Critical**		
LE.824	The system has the ability to transmit changed and updated records as well as origi records within the reported month.	**Critical**		
LE.825	The system has the ability to provide the required Incident Based Reporting data elements in the appropriate formats.	**Critical**		
LE.826	The system has the ability to edit the monthly SIBR information and identify errors before submission (for SIBR, create as you go).	**Critical**		
Traffic Ticket/Citation				
LE.827	The system has the ability to generate citation analysis reports.	**Critical**		
LE.828	The system has the ability to generate citation analysis reports using imported information from the Court.	**Critical**		
The system has the ability to enter and maintain all information pertaining to traffic tickets and citations with appropriate security permissions:				
LE.829	Ticket Book Distribution;	**Desired**		
LE.830	Statistical Information by Department;	**Desired**		
LE.831	Statistical Information by Officer;	**Desired**		
LE.832	Ticket Deletions;	**Desired**		
LE.833	Status Changes; and	**Desired**		
LE.834	Other user-defined.	**Desired**		
The system has the ability to maintain a history on each traffic ticket and citation produced, including (but not limited to) the following information with				
LE.835	Name (last, first, middle);	**Critical**		
LE.836	Driver's License Detail;	**Critical**		
LE.837	Violation;	**Critical**		
LE.838	Personal Information;	**Critical**		
LE.839	Phone Number (residential);	**Critical**		
LE.840	Phone Number (Other);	**Critical**		
LE.841	Employer Name;	**Critical**		
LE.842	Birthdate (Mo., day, yr.);	**Critical**		
LE.843	Height;	**Critical**		
LE.844	Weight;	**Critical**		
LE.845	Race;	**Critical**		
LE.846	Sex;	**Critical**		
LE.847	Parent Information;	**Critical**		
LE.848	Juvenile Indicator;	**Critical**		
LE.849	License Plate Number;	**Critical**		
LE.850	Vehicle Make and Model;	**Critical**		
LE.851	Vehicle Color/Body Style;	**Critical**		
LE.852	Vehicle Year;	**Critical**		
LE.853	Vehicle Tag Number;	**Critical**		
LE.854	Tag Year;	**Critical**		
LE.855	Tag State;	**Critical**		
LE.856	VIN;	**Critical**		
LE.857	Posted Speed;	**Critical**		
LE.858	Actual Speed;	**Critical**		
LE.859	Written Speed;	**Critical**		
LE.860	Pace;	**Critical**		
LE.861	Radar;	**Critical**		
LE.862	Lidar;	**Critical**		
LE.863	County;	**Critical**		
LE.864	Agency Identifier;	**Critical**		
LE.865	CDL;	**Critical**		
LE.866	Class;	**Critical**		
LE.867	Commercial vehicle;	**Critical**		
LE.868	Hazardous Material;	**Critical**		
LE.869	Other Violation;	**Critical**		
LE.870	Violation Type - Construction;	**Critical**		
LE.871	Violation Type - School;	**Critical**		
LE.872	Accident;	**Critical**		

LE.873	Type of Road;	**Critical**		
LE.874	Highway Type (i.e., 1 lane, 2 lane, 3 lane, 4 or more undivided, or 4 of more	**Critical**		
LE.875	Collision (PD, PI, or Fatality);	**Critical**		
LE.876	Complainant;	**Critical**		
LE.877	City Ordinance vs. State Law;	**Critical**		
LE.878	Notification to Parent to/Guardian;	**Critical**		
LE.879	Operating or Park;	**Critical**		
LE.880	Location;	**Critical**		
LE.881	Date/Time Stamped;	**Critical**		
LE.882	Ticket Type;	**Critical**		
LE.883	Did Unlawfully (Operate, Park, Other);	**Critical**		
LE.884	History of Warnings. (e.g., written, oral, etc.)	**Critical**		
LE.885	Court and Disposition Data;	**Critical**		
LE.886	Issuing Officer;	**Critical**		
LE.887	Issuing Officer Badge Number;	**Critical**		
LE.888	Weather and Traffic Conditions; and	**Critical**		
LE.889	State of Oklahoma;	**Critical**		
LE.890	Tulsa County (72/60);	**Critical**		
LE.891	Wagner County (73/60);	**Critical**		
LE.892	Atty;	**Critical**		
LE.893	Case number;	**Critical**		
LE.894	Jail;	**Critical**		
LE.895	Signed Personal Recognizance; and	**Critical**		
LE.896	Other user-defined.	**Critical**		
LE.897	The system has the ability to void/delete tickets with security permissions.	**Critical**		
LE.898	The system has the ability to support multiple violations with individual corresponding ticket number.	**Critical**		
LE.899	The system has the ability to import query results into an e-ticket.	**Critical**		
LE.900	The system has the ability to support driver license readers.	**Critical**		
LE.901	The system has the ability to upload tickets automatically to records and courts	**Critical**		
LE.902	The system has the ability to quickly search and access ticket/citation information using name, location, geographic area, officer and ticket type as search criteria.	**Critical**		
LE.903	The system has the ability to support automatic merging of mass ticket records with certain criteria being met.	**Critical**		
LE.904	The system has ability to upload or attach a photo associated with a citation/ticket.	**Critical**		
LE.905	The system, has ability to scan and attach verification receipt of mailed citation/ticket.	**Critical**		
	Business Registry			
LE.906	The system has the ability to enter and maintain detailed information on all businesses located within a given jurisdiction with appropriate security permissions.	**Critical**		
LE.907	The system has the ability to track businesses with surveillance cameras.	**Desired**		
The system has the ability to track the following information on businesses:				
LE.908	Business Name, Address, Phone;	**Critical**		
LE.909	Structure Size;	**Critical**		
LE.910	Contents;	**Critical**		
LE.911	License Type;	**Critical**		
LE.912	Alarm Company;	**Critical**		
LE.913	Alarm Model;	**Critical**		
LE.914	Hours of Operation;	**Critical**		
LE.915	Owner's Information;	**Critical**		
LE.916	Maintenance Companies;	**Critical**		
LE.917	Hazards;	**Critical**		
LE.918	Basic Floor Plans;	**Critical**		
LE.919	DBA;	**Critical**		
LE.920	TIN;	**Critical**		
LE.921	Tax ID;	**Critical**		
LE.922	Company Type;	**Critical**		
LE.923	Status;	**Critical**		
LE.924	Description field;	**Critical**		
LE.925	Location;	**Critical**		
LE.926	District;	**Critical**		
LE.927	Open Date;	**Critical**		
LE.928	Close Date;	**Critical**		
LE.929	Last Audit Date;	**Critical**		
LE.930	Parcels;	**Critical**		
LE.931	Parcel number;	**Critical**		
LE.932	Addresses;	**Critical**		
LE.933	Contacts;	**Critical**		
LE.934	Notes;	**Critical**		

LE.935	Attached Entities;	**Critical**		
LE.936	Inspection Case;	**Critical**		
LE.937	Hold;	**Critical**		
LE.938	Attached Inspections;	**Critical**		
LE.939	Attached Licenses;	**Critical**		
LE.940	Attached Ram Accounts;	**Critical**		
LE.941	Associated Tasks;	**Critical**		
LE.942	Documents;	**Critical**		
LE.943	Bonds;	**Critical**		
LE.944	History;	**Critical**		
LE.945	Prior Addresses;	**Critical**		
LE.946	Contact Information; and	**Critical**		
LE.947	Other user-defined.	**Critical**		
The system has the ability to track the following information on contacts:				
LE.948	Company Name (if a company);	**Critical**		
LE.949	First Name;	**Critical**		
LE.950	Middle Name;	**Critical**		
LE.951	Last Name;	**Critical**		
LE.952	Title;	**Critical**		
LE.953	E-mail;	**Critical**		
LE.954	Web page address;	**Critical**		
LE.955	Business phone;	**Critical**		
LE.956	Home phone;	**Critical**		
LE.957	Mobile phone;	**Critical**		
LE.958	Fax;	**Critical**		
LE.959	Other phone;	**Critical**		
LE.960	Manufacturer (Yes/No);	**Critical**		
LE.961	Vendor (Yes/No);	**Critical**		
LE.962	Shipper (Yes/No);	**Critical**		
LE.963	Active (Yes/No);	**Critical**		
LE.964	Contact Address;	**Critical**		
LE.965	Accounts;	**Critical**		
LE.966	Invoices;	**Critical**		
LE.967	Payments;	**Critical**		
LE.968	Sub contacts;	**Critical**		
LE.969	Hold;	**Critical**		
LE.970	Notes;	**Critical**		
LE.971	Attached records;	**Critical**		
LE.972	Certifications;	**Critical**		
LE.973	Contact Roles;	**Critical**		
LE.974	Photo;	**Critical**		
LE.975	Documents;	**Critical**		
LE.976	History; and	**Critical**		
LE.977	Gate Code;	**Critical**		
LE.978	Knox Box; and	**Critical**		
LE.979	Other user-defined.	**Critical**		
LE.980	The system has the ability to search for business records based on business name, building name, building number, district, zone, class and sub-class.	**Critical**		
LE.981	The system has the ability to interface with the alarm tracking and billing module to automatically process alarm calls for service.	**Critical**		
LE.982	The system has the ability to provide a business self registration portal.	**Desired**		
LE.983	The system has the ability to easily access the fire pre-plan associated with a given business, should one exist.	**Critical**		
Personnel Management				
LE.984	The system has the ability to display a photograph of an employee within the person record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**		
LE.985	The system has the ability to link a personnel record with a personnel record(s) associated with another Agency Identifier.	**Critical**		
The system has the ability to enter and maintain the following general personnel information on every employee with appropriate security permissions:				
LE.986	Employee Full Name;	**Critical**		
LE.987	Employee Address;	**Critical**		
LE.988	Employee Badge and ID Number;	**Critical**		
LE.989	Social Security Number;	**Critical**		
LE.990	Home Phone Number;	**Critical**		
LE.991	Department Number and Extension;	**Critical**		
LE.992	Date of Birth;	**Critical**		

LE.993	Current Rank;	**Critical**		
LE.994	Rank History;	**Critical**		
LE.995	Hire Date;	**Critical**		
LE.996	Termination Date;	**Critical**		
LE.997	Education, including Degrees, Certifications with link to training file;	**Critical**		
LE.998	Special Skills;	**Critical**		
LE.999	Emergency Notification Information;	**Critical**		
LE.1000	Employee Status or Promotions;	**Critical**		
LE.1001	Reprimands;	**Critical**		
LE.1002	Commendations;	**Critical**		
LE.1003	Spouse's Name;	**Critical**		
LE.1004	Driver's License Number;	**Critical**		
LE.1005	Disciplinary Actions;	**Critical**		
LE.1006	Contact Information; and	**Critical**		
LE.1007	Other user-defined.	**Critical**		
LE.1008	The system has the ability to enter and maintain information about an employee's current assignment, as well as maintain a history of assignments, with appropriate security permissions.	**Critical**		
The system has the ability to store training hour totals by select agency for select date range by the following:				
LE.1009	Officer;	**Critical**		
LE.1010	Department; and	**Critical**		
LE.1011	Division.	**Critical**		
LE.1012	The system has the ability to track information about the equipment issued to each employee.	**Critical**		
The system has the ability to enter and maintain information about an employee's education and training with appropriate security permissions, including, but not limited to, the following:				
LE.1013	Courses (e.g., Firearms Training, Hazmat Technician Training, etc.);	**Critical**		
LE.1014	Programs;	**Critical**		
LE.1015	Certifications;	**Critical**		
LE.1016	Automatically Re-Schedules Re-Certification Classes;	**Critical**		
LE.1017	Basic Academy Training;	**Critical**		
LE.1018	Military Training;	**Critical**		
LE.1019	College Classes; and	**Critical**		
LE.1020	Other user-defined.	**Critical**		
The system has the ability to maintain the following training related data elements with appropriate security permissions:				
LE.1021	Employee ID Number;	**Critical**		
LE.1022	Training Course Title;	**Critical**		
LE.1023	Training Location;	**Critical**		
LE.1024	Re-certification Date;	**Critical**		
LE.1025	Length of the Course;	**Critical**		
LE.1026	Course Completion Date;	**Critical**		
LE.1027	Course Comments;	**Critical**		
LE.1028	Course Expenses;	**Critical**		
LE.1029	College Credit Hours; and	**Critical**		
LE.1030	Other user-defined.	**Critical**		
The system has the ability to enter and maintain information about any special skills an employee may have with appropriate security permissions, including, but not				
LE.1031	Foreign Language;	**Critical**		
LE.1032	Public Relations Training;	**Critical**		
LE.1033	Bomb Disposal Training;	**Critical**		
LE.1034	Special Weapons;	**Critical**		
LE.1035	DRE (Drug Recognition);	**Critical**		
LE.1036	CIT (Crisis Intervention);	**Critical**		
LE.1037	CNU (Crisis Negotiations);	**Critical**		
LE.1038	K9;	**Critical**		
LE.1039	First Aid Training;	**Critical**		
LE.1040	SWAT Training;	**Critical**		
LE.1041	Breathalyzer Training; and	**Critical**		
LE.1042	Other user-defined.	**Critical**		
LE.1043	The system has the ability to print a summary report detailing all employees and all training conducted within a specified date range with security permissions.	**Critical**		
LE.1044	The system has the ability to print a summary report of all training received by an employee during his/her course of employment with security permissions.	**Critical**		

LE.1045	The system has the ability to print a detailed employee report with all fields of data in the personnel record with security permissions.	**Critical**		
LE.1046	The system has the ability to allow the officers to view training record with security permissions.	**Critical**		
LE.1047	The system has the ability to print a summary department personnel listing sorted by Employee Name with security permissions.	**Critical**		
LE.1048	The system has the ability to print a detailed department personnel listing sorted by Employee Name with security permissions.	**Critical**		
LE.1049	The system has the ability to track Active/Inactive/All personnel status.	**Critical**		
LE.1050	The system has the ability to include a personnel module to include all users of the system and set security permissions.	**Critical**		
LE.1051	The system has the ability to require first name, last name and ID number at a minimum to enter a personnel record for display purposes.	**Critical**		
LE.1052	The system has the ability to support personnel records by Agency Identifier and ID number.	**Critical**		
LE.1053	The system has the ability to control access to a personnel record for only authorized users.	**Critical**		
LE.1054	The system has the ability to show only the officer's name and agency address when attaching a case to a personnel record.	**Critical**		
LE.1055	The system has the ability to include a recent picture of the employee to be displayed on the initial screen of the personnel record.	**Critical**		
LE.1056	The system has the ability to support the attachment of other documents to each personnel record.	**Critical**		
LE.1057	The system has the ability to provide a universal method to easily search for and select officer ID numbers throughout the suite.	**Critical**		
	Canine (K-9) Unit Tracking			
The system has the ability to tracking the following information a K-9 Unit:				
LE.1058	Animal name;	**Critical**		
LE.1059	Age;	**Critical**		
LE.1060	Dog type;	**Critical**		
LE.1061	Officer assignment;	**Critical**		
LE.1062	Apprehension history;	**Critical**		
LE.1063	Building Search Capability;	**Critical**		
LE.1064	Apprehensions History;	**Critical**		
LE.1065	Drug Search Capability;	**Critical**		
LE.1066	Registration;	**Critical**		
LE.1067	Specialties (e.g., narcotics hits, tracking, etc.)	**Critical**		
LE.1068	Medical History;	**Critical**		
LE.1069	Veterinarian information;	**Critical**		
LE.1070	Maximum allowable time in field;	**Critical**		
LE.1071	Vehicle Drug Find Capability;	**Critical**		
LE.1072	Building Drug Find Capability;	**Critical**		
LE.1073	Article Search Capability;	**Critical**		
LE.1074	Back Up Capability;	**Critical**		
LE.1075	Area - Search Capability;	**Critical**		
LE.1076	Jail Search Capability;	**Critical**		
LE.1077	Public Relations / Demonstrations Capability;	**Critical**		
LE.1078	Crowd Containment Capability;	**Critical**		
LE.1079	School Search Capability;	**Critical**		
LE.1080	Property Seized History;	**Critical**		
LE.1081	Bite Incident History;	**Critical**		
LE.1082	Search & Rescue Capability;	**Critical**		
LE.1083	Marijuana Detection Capability;	**Critical**		
LE.1084	Cocaine Detection Capability;	**Critical**		
LE.1085	Heroin Detection Capability;	**Critical**		
LE.1086	Methadone Detection Capability;	**Critical**		
LE.1087	Crack Detection Capability;	**Critical**		
LE.1088	Obedience Level;	**Critical**		
LE.1089	Bite Work;	**Critical**		
LE.1090	Tracking Capability;	**Critical**		
LE.1091	Length of track Capability;	**Critical**		
LE.1092	Terrain Comfort (e.g., grass, woods, pavement, etc.);	**Critical**		
LE.1093	Distractions (e.g., human, animals, water, etc.);	**Critical**		
LE.1094	Time Period (i.e. capable duration);	**Critical**		
LE.1095	Day or Night Capability;	**Critical**		
LE.1096	Temperature Tolerance;	**Critical**		
LE.1097	Humidity Tolerance;	**Critical**		

LE.1098	Reward Preference (e.g., ball, bite, praise, etc.);	**Critical**		
LE.1099	Assistance given to other Law Enforcement agencies;	**Critical**		
LE.1100	Number of assists;	**Critical**		
LE.1101	Seizure status;	**Critical**		
LE.1102	Vet records;	**Critical**		
LE.1103	Handler name;	**Critical**		
LE.1104	Trainer name;	**Critical**		
LE.1105	Use of force documentation;	**Critical**		
LE.1106	Canine care;	**Critical**		
LE.1107	Costs;	**Critical**		
LE.1108	Incidents; and	**Critical**		
LE.1109	Other user-defined.	**Critical**		
**Property Room Processing**			
**The system has the ability to enter and maintain the following property data with appropriate security permissions:**			
LE.1110	Item Number;	**Critical**		
LE.1111	Serial Number;	**Critical**		
LE.1112	Property Code (e.g., stolen, pawned, evidence);	**Critical**		
LE.1113	Property Tag Number;	**Critical**		
LE.1114	Owner Applied Number;	**Critical**		
LE.1115	Storage Location;	**Critical**		
LE.1116	Quantity;	**Critical**		
LE.1117	Value – Nearest Dollar;	**Critical**		
LE.1118	Property Owner;	**Critical**		
LE.1119	Associated Party Names;	**Critical**		
LE.1120	Date Property Received;	**Critical**		
LE.1121	Item Category (guns, tools, vehicles, bicycles);	**Critical**		
LE.1122	Date of Disposal/Release;	**Critical**		
LE.1123	Employee Authorizing Release;	**Critical**		
LE.1124	Date Scheduled for Disposal;	**Critical**		
LE.1125	Item Class (UCR);	**Critical**		
LE.1126	Free-form Descriptions;	**Critical**		
LE.1127	Color;	**Critical**		
LE.1128	Recovered for other Jurisdiction Flag; and	**Desired**		
LE.1129	Other user-defined.	**Desired**		
**The system has the ability to enter and maintain the following additional elements for firearms with appropriate security permissions:**			
LE.1130	Gun Type;	**Critical**		
LE.1131	Action (automatic, bolt action, carbine, pump);	**Critical**		
LE.1132	Caliber;	**Critical**		
LE.1133	Shot Capacity;	**Desired**		
LE.1134	Barrel Length;	**Desired**		
LE.1135	Finish;	**Desired**		
LE.1136	Make/Model;	**Critical**		
LE.1137	Serial Number;	**Critical**		
LE.1138	Type of Firearm;	**Critical**		
LE.1139	Condition;	**Critical**		
LE.1140	Year Made; and	**Desired**		
LE.1141	Other user-defined.	**Critical**		
**The system has the ability to enter and maintain the following additional elements for vehicles with appropriate security permissions:**			
LE.1142	License Plate/VIN; and	**Critical**		
LE.1143	Plate Year.	**Critical**		
**The system has the ability to enter and maintain the following information for bicycles with appropriate security permissions:**			
LE.1144	Bicycle Make;	**Critical**		
LE.1145	Model (boys, girls, tandem);	**Critical**		
LE.1146	Serial Number	**Critical**		
LE.1147	Wheel Size;	**Critical**		
LE.1148	Speed;	**Critical**		
LE.1149	Color; and	**Critical**		
LE.1150	Other user-defined.	**Critical**		
LE.1151	The system has the ability to tie a property item to a case.	**Critical**		
LE.1152	The system has the ability to import the assigned investigator to the property module.	**Critical**		
LE.1153	The system has the ability to notify the assigned property investigator.	**Critical**		
LE.1154	The system has the ability to maintain complete evidence tracking audit trail until final disposition of the property item with appropriate security permissions.	**Critical**		

LE.1155	The system has the ability to maintain details of all evidence retained in the property room for an indefinite amount of time with appropriate security permissions.	**Critical**		
LE.1156	The system has the ability to maintain a disposition status for all evidence items after each item has been released with appropriate security permissions.	**Critical**		
LE.1157	The system has the ability to track items from reception to disposal.	**Critical**		
LE.1158	The system has the ability to maintain lab reports on fingerprint tests with appropriate security permissions.	**Desired**		
LE.1159	The system has the ability to enter and maintain information about the individual or organization to which the property was released with appropriate security permissions.	**Critical**		
LE.1160	The system has the ability to print an evidence inventory report by case number.	**Critical**		
LE.1161	The system has the ability to update tag numbers with appropriate security permissions, and to provide an audit log and administrator notification of these	**Critical**		
LE.1162	The system has the ability to maintain and track parent-child relationships between evidence items.	**Desired**		
LE.1163	The system has the ability to print a property disposition report for all items disposed	**Critical**		
LE.1164	The system has the ability to generate a report of property scheduled to be disposed	**Critical**		
LE.1165	The system has the ability to print a property purge reminder list of items to be released within a user-selected date range.	**Critical**		
LE.1166	The system has the ability to print a separate report of all pawned item transactions within a specified date range.	**Desired**		
LE.1167	The system has the ability to print a report displaying all items of property/evidence pertaining to a single report.	**Critical**		
LE.1168	The system has the ability to restrict inquiry access to property/evidence records based on passwords.	**Critical**		
LE.1169	The system has the ability to compare property records with previously entered property records (i.e., pawned, impounded, stolen, etc.).	**Critical**		
The system has the ability to search for property based on the following search				
LE.1170	Serial Number;	**Critical**		
LE.1171	Owner's Name;	**Critical**		
LE.1172	Suspect name or identifier;	**Critical**		
LE.1173	Tag Number;	**Critical**		
LE.1174	Case Number;	**Critical**		
LE.1175	Owner Applied Number;	**Critical**		
LE.1176	Make/Brand Name;	**Critical**		
LE.1177	Property Type/Kind;	**Critical**		
LE.1178	UCR/NIBRS/SIBRS Property Class;	**Critical**		
LE.1179	Storage Location;	**Critical**		
LE.1180	Vehicle Identification Number; and	**Critical**		
LE.1181	Other user-defined.	**Critical**		
The system has the ability to print barcodes for the following:				
LE.1182	Agency Identifier;	**Critical**		
LE.1183	Officer;	**Critical**		
LE.1184	Disposition;	**Critical**		
LE.1185	Receiving and Release Status;	**Critical**		
LE.1186	Locations; and	**Critical**		
LE.1187	Other user-defined.	**Critical**		
LE.1188	The system has the ability to print location labels by specific location or range.	**Critical**		
LE.1189	The system has the ability to set agency-defined label height, width and font size.	**Critical**		
LE.1190	The system has the ability to print labels individually.	**Critical**		
LE.1191	The system has the ability to automatically generate tag numbers.	**Critical**		
LE.1192	The system has the ability to automatically enter a transaction when a tag is scanned.	**Critical**		
LE.1193	The system has the ability to generate an item number automatically assign next consecutive number for supplement.	**Critical**		
LE.1194	The system has the ability to automatically generate property receipt from the incide module for an unlimited number of items.	**Critical**		
LE.1195	The system has the ability to record vehicle and storage information from traffic	**Critical**		
LE.1196	The system has the ability to support laboratory accreditation requirements (e.g.., ISO/IES 17025).	**Critical**		
The system has the ability to track request for laboratory examination requirements,				
LE.1197	Submitting Officer ID/Agency;	**Critical**		
LE.1198	Recovering Officer ID/Agency;	**Critical**		
LE.1199	Case Number;	**Critical**		
LE.1200	Date of Incident;	**Critical**		
LE.1201	Date of Request;	**Critical**		
LE.1202	County of Offense;	**Critical**		
LE.1203	Has evidence been submitted on case before;	**Critical**		
LE.1204	Laboratory Case Number of Previous Submittal;	**Critical**		
LE.1205	Type of Offense;	**Critical**		

LE.1206	Location Recovered;	**Critical**		
LE.1207	Suspect Information (i.e., DOB, Race, Sex, SSN);	**Critical**		
LE.1208	Victim Information (i.e., DOB, Race, Sex, SNN);	**Critical**		
LE.1209	Item Number from Property Receipt;	**Critical**		
LE.1210	Detailed Description of Evidence to Be Examined;	**Critical**		
LE.1211	Examination(s) Requested;	**Critical**		
LE.1212	Notes/Additional Information;	**Critical**		
LE.1213	BAPD Crime Lab (i.e., Latent Print Exam, Other);	**Critical**		
LE.1214	Digital Evidence Lab (i.e., Computer Exam, Cell Phone, Other);	**Critical**		
LE.1215	OSBI (i.e., Biology, Drugs, Firearms/Tool Mark, Trace, Fingerprint Comparison, Other); and	**Critical**		
LE.1216	Other user-defined.	**Critical**		
	Property Room Barcoding			
LE.1217	The system has the ability to support bar code scanning.	**Critical**		
LE.1218	The system has the ability to locate and access property items based on information obtained from scanned property bar codes.	**Critical**		
The system has the ability to maintain the following data with appropriate security permissions:				
LE.1219	Property Room Bar Coding;	**Critical**		
LE.1220	Item Number;	**Critical**		
LE.1221	Piece Number;	**Critical**		
LE.1222	Serial Number ;	**Critical**		
LE.1223	Item Involvement (i.e. stolen, pawned, evidence);	**Critical**		
LE.1224	Property Tag Number;	**Critical**		
LE.1225	Owner Applied Number;	**Critical**		
LE.1226	Storage Location in Property Room and Original Evidence Locker Number;	**Critical**		
LE.1227	Quantity;	**Critical**		
LE.1228	Value – Nearest Dollar;	**Critical**		
LE.1229	Property Owner;	**Critical**		
LE.1230	Date and Time Property Received;	**Critical**		
LE.1231	Item Category (guns, tools, vehicles, bicycles);	**Critical**		
LE.1232	Lab Report Cross-Reference;	**Desired**		
LE.1233	Date of Disposal/Release;	**Critical**		
LE.1234	Employee Authorizing Release;	**Critical**		
LE.1235	Date Scheduled for Disposal;	**Critical**		
LE.1236	Item Class (UCR);	**Critical**		
LE.1237	Free-form Descriptions;	**Critical**		
LE.1238	Color;	**Critical**		
LE.1239	Recovered for other Jurisdiction Flag; and	**Desired**		
LE.1240	Other user-defined.	**Critical**		
The system has the ability to maintain additional elements if the property item is a firearm with appropriate security permissions:				
LE.1241	Caliber;	**Critical**		
LE.1242	Number of Shots;	**Desired**		
LE.1243	Barrel Length;	**Desired**		
LE.1244	Finish;	**Desired**		
LE.1245	Make/Model;	**Critical**		
LE.1246	Serial number;	**Critical**		
LE.1247	Type of Firearm; and	**Critical**		
LE.1248	Other user-defined.	**Critical**		
The system has the ability to maintain additional elements if the property item is a vehicle with appropriate security permissions:				
LE.1249	License Plate/VIN; and	**Critical**		
LE.1250	Plate Year.	**Critical**		
The system has the ability to maintain the following information for bicycles with appropriate security permissions:				
LE.1251	Bicycle Make;	**Critical**		
LE.1252	Model (boys, girls, tandem);	**Critical**		
LE.1253	Serial Number;	**Critical**		
LE.1254	Wheel Size;	**Desired**		
LE.1255	Speed;	**Desired**		
LE.1256	Color; and	**Critical**		
LE.1257	Other user-defined.	**Desired**		
LE.1258	The system has the ability to maintain complete evidence tracking audit trail until final disposition of the property item with appropriate security permissions.	**Critical**		
LE.1259	The system has the ability to maintain details of all evidence retained in the property room for an indefinite time with appropriate security permissions.	**Critical**		

LE.1260	The system has the ability to maintain a disposition status for all evidence items after each item has been released with appropriate security permissions.	**Critical**		
LE.1261	The system has the ability to track found items from reception to disposal.	**Critical**		
LE.1262	The system has the ability to maintain lab reports on tests of fingerprints with appropriate security permissions.	**Desired**		
LE.1263	The system has the ability to maintain the person or organization released to, with appropriate security permissions.	**Critical**		
LE.1264	The system has the ability to provide the ability to print an evidence inventory report by case number.	**Critical**		
LE.1265	The system has the ability to provide the ability to print a property disposition report for all items disposed of.	**Critical**		
LE.1266	The system has the ability to provide the ability to print a property purge reminder list of items to be released within a user-selected date range.	**Critical**		
LE.1267	The system has the ability to generate a report of property scheduled to be disposed of.	**Critical**		
LE.1268	The system has the ability to provide the ability to print a separate report of all pawn item transactions within a specified date range.	**Desired**		
LE.1269	The system has the ability to provide the ability to print a report displaying all items of property/evidence pertaining to a single complaint report.	**Critical**		
LE.1270	The system has the ability to support restricting inquiry access to property/evidence records based on passwords.	**Critical**		
LE.1271	The system has the ability to compare property records (at time of entry) with previous property records (i.e., pawned, impounded, stolen, etc.).	**Critical**		
The system has the ability to allow for online inquiry into property records via:				
LE.1272	Serial Number;	**Critical**		
LE.1273	Owner's Name;	**Critical**		
LE.1274	Tag Number;	**Critical**		
LE.1275	Complaint Number;	**Critical**		
LE.1276	Owner Applied Number;	**Critical**		
LE.1277	Make/Brand Name;	**Critical**		
LE.1278	Property Type/Kind;	**Critical**		
LE.1279	UCR/IBR Property Class;	**Critical**		
LE.1280	Storage Location;	**Critical**		
LE.1281	Vehicle Identification Number; and	**Critical**		
LE.1282	Other user-defined.	**Critical**		
The system has the ability to provide the ability to print barcodes for:				
LE.1283	Agency Identifier;	**Critical**		
LE.1284	Officer;	**Critical**		
LE.1285	Disposition;	**Critical**		
LE.1286	Receiving and Release Status;	**Critical**		
LE.1287	Locations; and	**Critical**		
LE.1288	Other user-defined.	**Critical**		
LE.1289	The system has the ability to print location labels by specific location or by range.	**Critical**		
LE.1290	The system has the ability to provide agency-defined label height, width and font size.	**Critical**		
LE.1291	The system has the ability to allow labels to be printed by individual basis.	**Critical**		
LE.1292	The system has the ability to provide the ability to automatically generate tag numbers.	**Critical**		
LE.1293	The system has the ability to automatically enter a transaction when a tag is scanned.	**Critical**		
LE.1294	The system has the ability to print inventory report by storage location.	**Critical**		
LE.1295	The system has the ability to print a property release form (receipt).	**Desired**		
Training				
LE.1296	The system has the ability to create and maintain records on all the training courses for which fire and law enforcement personnel can register with appropriate security permissions.	**Critical**		
The system has the ability to enter and maintain the following basic information for each course with appropriate security permissions:				
LE.1297	Course Title;	**Critical**		
LE.1298	Category;	**Critical**		
LE.1299	Keyword;	**Critical**		
LE.1300	Agency Identifier;	**Critical**		
LE.1301	Description;	**Critical**		
LE.1302	Location;	**Critical**		
LE.1303	Active/Inactive;	**Critical**		
LE.1304	Instruction Method;	**Critical**		
LE.1305	Recertification Period;	**Critical**		
LE.1306	Recertification Units;	**Critical**		
LE.1307	Recertification reminders;	**Critical**		
LE.1308	Equivalent Courses;	**Critical**		
LE.1309	CLEET Course Number; and	**Critical**		

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LE.1310	Other user-defined.	**Critical**		
The system has the ability to enter and maintain course information regarding hours and default provider with appropriate security permissions, including the				
LE.1311	Duration;	**Critical**		
LE.1312	Certification type;	**Critical**		
LE.1313	Units;	**Critical**		
LE.1314	Number of Days;	**Critical**		
LE.1315	Credit Hours;	**Critical**		
LE.1316	Default Provider Name, Address and Phone; and	**Critical**		
LE.1317	Other user-defined.	**Critical**		
The system has the ability to enter and maintain course information regarding default costs with appropriate security permissions, including the following detail:				
LE.1318	Expense Type;	**Critical**		
LE.1319	Amount;	**Critical**		
LE.1320	General Ledger Account;	**Critical**		
LE.1321	Percentage; and	**Critical**		
LE.1322	Other user-defined.	**Critical**		
The system has the ability to view course history and the scheduling of a given course, including the following information:				
LE.1323	Course Title;	**Critical**		
LE.1324	Category;	**Critical**		
LE.1325	Attendees;	**Critical**		
LE.1326	Start Date/Time;	**Critical**		
LE.1327	End Date/Time;	**Critical**		
LE.1328	Provider;	**Critical**		
LE.1329	Address;	**Critical**		
LE.1330	Location;	**Critical**		
LE.1331	Phone Number; and	**Critical**		
LE.1332	Other user-defined.	**Critical**		
LE.1333	The system has the ability to create and maintain course objectives with appropriate security permissions.	**Critical**		
LE.1334	The system has the ability to attach multiple supporting documents of various types each course record.	**Critical**		
The system has the ability to search for existing course records based on the following user-defined search criteria:				
LE.1335	Course Code;	**Critical**		
LE.1336	Agency Identifier;	**Critical**		
LE.1337	Title;	**Critical**		
LE.1338	Category;	**Critical**		
LE.1339	Keyword;	**Critical**		
LE.1340	Active/Inactive/All;	**Critical**		
LE.1341	Program; and	**Critical**		
LE.1342	Other user-defined.	**Critical**		
LE.1343	The system has the ability to create, maintain and track scheduled course records, i.e., schedules for individual courses with appropriate security permissions.	**Critical**		
The system has the ability to enter and maintain the following basic information for each scheduled course record with appropriate security permissions:				
LE.1344	Start Date/Time;	**Critical**		
LE.1345	End Date/Time;	**Critical**		
LE.1346	Provider;	**Critical**		
LE.1347	Course Required/Not Required;	**Critical**		
LE.1348	Course;	**Critical**		
LE.1349	Course Location;	**Critical**		
LE.1350	Address;	**Critical**		
LE.1351	Phone Number;	**Critical**		
LE.1352	Activity Code;	**Critical**		
LE.1353	Days of the Week;	**Critical**		
LE.1354	Class Format;	**Critical**		
LE.1355	Training Type;	**Critical**		
LE.1356	Level of Training;	**Critical**		
LE.1357	Remarks (free-form narrative); and	**Critical**		
LE.1358	Other user-defined.	**Critical**		
The system has the ability to enter and maintain the following cost related information for each scheduled course record with appropriate security permissions:				
LE.1359	Expense Type;	**Critical**		
LE.1360	Amount;	**Critical**		
LE.1361	General Ledger Account;	**Critical**		

LE.1362	Percentage; and	**Critical**		
LE.1363	Other user-defined.	**Critical**		
LE.1364	The system has the ability to indicate all subjects associated with the scheduled course, including instructor and attendees.	**Critical**		
LE.1365	The system has the ability to enter and maintain information about the registered attendees' course results (grade/score), see at-a-glance all of the objectives associated with a current scheduled course, and track which objectives have been completed by which attendees with appropriate security permissions.	**Critical**		
LE.1366	The system has the ability to attach multiple supporting documents of various types each scheduled course record.	**Critical**		
The system has the ability to search for existing scheduled course records based on the following user-defined search criteria:				
LE.1367	Course Code;	**Critical**		
LE.1368	Course Number;	**Critical**		
LE.1369	Provider;	**Critical**		
LE.1370	Agency Identifier;	**Critical**		
LE.1371	Location;	**Critical**		
LE.1372	Instructor;	**Critical**		
LE.1373	Program;	**Critical**		
LE.1374	Course Start Date/Time Range; and	**Critical**		
LE.1375	Other user-defined.	**Critical**		
LE.1376	The system has the ability to create, maintain and, track training program records w appropriate security permissions.	**Critical**		
LE.1377	The system has the ability to associate multiple required courses with a training	**Critical**		
LE.1378	The system has the ability to associate personnel with a training program by selecting individual personnel subjects or a group, which displays all personnel associated with a selected Shift or Unit. Individuals associated with a group can be selected for inclusion or exclusion.	**Critical**		
Case Management				
LE.1379	The system has the ability to maintain a database of current cases and statuses with appropriate security permissions.	**Critical**		
LE.1380	The system has the ability to assign investigators based on current workloads and availability.	**Critical**		
LE.1381	The system has the ability to assign investigators based on final call type.	**Critical**		
LE.1382	The system has the ability to use the module as a supervisory tool as tracking and assigning workload.	**Critical**		
LE.1383	The system has the ability to allow users to make a Unit a Primary Unit for the CFS is Assigned to.	**Critical**		
LE.1384	The system has the ability to allow users to make a Unit a Secondary Unit for the CFS it is Assigned to.	**Critical**		
LE.1385	The system has the ability to assign or reassign officers to cases.	**Critical**		
LE.1386	The system has the ability to assign case activities to officers.	**Critical**		
LE.1387	The system has the ability to enter and maintain solvability factors with appropriate security permissions.	**Critical**		
LE.1388	The system has the ability to view status history.	**Critical**		
LE.1389	The system has the ability to view disposition history.	**Critical**		
LE.1390	The system has the ability to generate numerous breakdown statistical reports.	**Critical**		
LE.1391	The system has the ability to track assigned and unassigned cases.	**Critical**		
LE.1392	The system has the ability to track cases by case status.	**Critical**		
The system has the ability to track cases by the following:				
LE.1393	Officer;	**Critical**		
LE.1394	PIN;	**Critical**		
LE.1395	Squad;	**Critical**		
LE.1396	Assigned bureau;	**Critical**		
LE.1397	Activity type;	**Critical**		
LE.1398	Beat/District;	**Critical**		
LE.1399	Activity officer; and	**Critical**		
LE.1400	Other user-defined.	**Critical**		
LE.1401	The system has the ability to enable automatic notifications after case assignment.	**Critical**		
LE.1402	The system has the ability to enable automatic notifications after periods of inactivity.	**Critical**		
LE.1403	The system has the ability to enable automatic notifications to appropriate personne whenever a case is updated or a report is added to a case.	**Critical**		
LE.1404	The system has the ability to report on case clearance rates by classification.	**Desired**		
LE.1405	The system has the ability to report on case clearance rates.	**Critical**		
LE.1406	When information is entered into the module, it must be automatically updated in the master name file in RMS.	**Critical**		
Career Criminal				

LE.1407	The system has the ability to set agency-defined categories.	**Desired**		
LE.1408	The system has the ability to set agency-determined violent vs. non violent.	**Desired**		
LE.1409	The system has the ability to create agency-defined statuses.	**Desired**		
LE.1410	The system has the ability to identify parole/probation agents.	**Desired**		
LE.1411	The system has the ability to capture terms and conditions.	**Desired**		
LE.1412	The system has the ability to capture complete registrant department history.	**Desired**		
LE.1413	The system has the ability to indicate all (unlimited) offenses.	**Desired**		
LE.1414	The system has the ability to capture registration dates.	**Desired**		
LE.1415	The system has the ability to import and attach a variety of document types to career criminal records.	**Desired**		
LE.1416	The system has the ability to enter additional comments (i.e., free-form narrative).	**Desired**		
LE.1417	The system has the ability to automatically create officer warnings throughout system.	**Desired**		
LE.1418	The system has the ability to automatically create system wide alerts on all	**Desired**		
LE.1419	The system has the ability to create department-specific reports from any and all captured fields.	**Desired**		
LE.1420	The system has the ability to capture known associates.	**Desired**		
LE.1421	The system has the ability to capture known aliases.	**Desired**		
LE.1422	The system has the ability to capture known vehicles.	**Desired**		
LE.1423	The system has the ability to quickly reference all activity of listed registrants.	**Desired**		
LE.1424	The system has the ability to quickly reference all registrants' department activity.	**Desired**		
	Demographic Profiles			
LE.1425	The system has the ability to create and maintain demographic profiling records with appropriate security permissions.	**Desired**		
LE.1426	The system has the ability to design and customize demographic profiling data entry forms to suit individual agency's entry preferences.	**Desired**		
The system has the ability to add the following controls and elements to a form:				
LE.1427	Check Box;	**Desired**		
LE.1428	Text Box;	**Desired**		
LE.1429	Label;	**Desired**		
LE.1430	Date;	**Desired**		
LE.1431	Time;	**Desired**		
LE.1432	Numeric;	**Desired**		
LE.1433	Validation Set;	**Desired**		
LE.1434	Personnel;	**Desired**		
LE.1435	Horizontal Line; and	**Desired**		
LE.1436	Other user-defined.	**Desired**		
LE.1437	The system has the ability to determine control tabbing order within a form.	**Desired**		
LE.1438	The system has the ability to copy existing demographic profiling forms and modify them as needed.	**Desired**		
LE.1439	The system has the ability to export demographic profiling data to Excel to facilitate statistical analysis.	**Desired**		
	Field Investigations Module			
LE.1440	The system has the ability to associate an investigation to a specific case.	**Critical**		
The system has the ability to enter and maintain the following basic contact information with appropriate security permissions:				
LE.1441	Contact date/time;	**Critical**		
LE.1442	Contact type;	**Critical**		
LE.1443	Name;	**Critical**		
LE.1444	Subject address;	**Critical**		
LE.1445	Subject phone numbers;	**Critical**		
LE.1446	Subject vehicle;	**Critical**		
LE.1447	Subject DOB;	**Critical**		
LE.1448	Contact reason;	**Critical**		
LE.1449	Contact Source;	**Critical**		
LE.1450	Agency Identifier;	**Critical**		
LE.1451	Location; and	**Critical**		
LE.1452	Other user-defined.	**Critical**		
LE.1453	The system has the ability to enter and maintain information sources (e.g., rumors, anonymous tips, confidential informants and first-hand accounts from a law enforcement officer) with appropriate security permissions.	**Critical**		
LE.1454	The system has the ability to grade the credibility of each source (e.g., reliable, unreliable, unknown, etc.).	**Critical**		
LE.1455	The system has the ability to associate an investigation with a specific bureau.	**Critical**		
LE.1456	The system has the ability to associate an investigation with a specific reporting	**Critical**		
LE.1457	The system has the ability to identify a contact by master name or by associated case subject.	**Critical**		
LE.1458	The system has the ability to enter and maintain contact vehicle information with appropriate security permissions.	**Critical**		

LE.1459	The system has the ability to enter and maintain all officers associated with the investigation with appropriate security permissions.	**Critical**		
LE.1460	The system has the ability to attach multiple document of various types to an investigation record.	**Critical**		
LE.1461	The system has the ability to assign a field interview to an investigator.	**Critical**		
LE.1462	The system has the ability to link or group all known associates at a given criminal location.	**Critical**		
The system has the ability to track field investigations by:				
LE.1463	Contact type;	**Critical**		
LE.1464	Case number;	**Critical**		
LE.1465	Contact reason;	**Critical**		
LE.1466	Date/date range;	**Critical**		
LE.1467	Field investigation number;	**Critical**		
LE.1468	Investigating officer;	**Critical**		
LE.1469	Contact name;	**Critical**		
LE.1470	Vehicle;	**Critical**		
LE.1471	Agency Identifier;	**Critical**		
LE.1472	Location; and	**Critical**		
LE.1473	Other user-defined.	**Critical**		
Lineup/Mugshots				
LE.1474	The system has the ability to build a digital lineup based on a wide variety of subject criteria.	**Critical**		
LE.1475	The system has the ability to import drivers license photos from the State and other agencies.	**Desired**		
LE.1476	The system has the ability to import booking photos from peer agencies.	**Desired**		
LE.1477	The system has the ability to display subject photographs (both front and/or side view as retrieved from the appropriate master name files) within digital lineups.	**Critical**		
LE.1478	The system has the ability to view all photos associated with a single subject and choose one for inclusion in a lineup.	**Critical**		
LE.1479	The system has the ability to automatically display a minimum of six photos simultaneously that meet the criteria specified.	**Critical**		
LE.1480	The system has the ability to quickly and easily add a photo to a line-up.	**Critical**		
LE.1481	The system has the ability to quickly and easily remove a photo from a line-up.	**Critical**		
LE.1482	The system has the ability to quickly and easily organize photos in a line-up.	**Critical**		
LE.1483	The system has the ability to generate a lineup of subjects randomly selected from the search results of matching subjects.	**Critical**		
LE.1484	The system has the ability to print a lineup without identifying information.	**Critical**		
LE.1485	The system has the ability to print a lineup with identifying information.	**Critical**		
LE.1486	The system has the ability to attach a lineup to a case record.	**Critical**		
LE.1487	The system has the ability to quickly and easily view statistics on a subject within the line-up.	**Critical**		
LE.1488	The system has the ability to support multiple methods of capturing photos.	**Critical**		

Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		Instruction
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided**.	

Jail Management				
Req #	**Description of Requirement**	**Criticality**	**Response**	**Comments**
General				
CO.1	The jail management module has the ability to completely integrate with all other proposed system modules.	**Critical**		
CO.2	The system has the ability to maintain basic offender information required to initiate an offender record (e.g. basic sentence information, basic offender identification, etc.).	**Critical**		
CO.3	The system has the ability to record the sentence from the Court's calculation.	**Critical**		
CO.4	The system has the ability to cross-reference alerts (e.g., BOLOs, protection orders, warrants, etc.) when entering offender information across all proposed system modules.	**Critical**		
CO.5	The system has the ability to maintain basic medical information as gathered through the medical screening.	**Critical**		
CO.6	The system has the ability to utilize modifiable data entry templates to obtain the medical assessment results.	**Critical**		
CO.7	The system has the ability to notify the required entities when new medical information is available for an offender.	**Critical**		
CO.8	The system has the ability to recommend a housing unit assignment for an offender based on business rules.	**Critical**		
CO.9	The system has the ability to approve/override the recommended housing unit provided by the system.	**Critical**		
CO.10	The system has the ability to document the campus security plan.	**Critical**		
CO.11	The system has the ability to view a history of cell extractions.	**Critical**		
CO.12	The system has the ability to support integration of courts data in the system (without requirement for re-entry of data for jail or for courts).	**Critical**		
CO.13	The system has the ability to capture inmate intake information, from arrests, court actions, or turn-yourself-in program and inmate booking.	**Critical**		

CO.14	The system has the ability to support flexible entry of arresting officer data as starting point for jail data record.	**Critical**		
CO.15	The system has the ability to allow access to law enforcement records management data for inmates.	**Critical**		
CO.16	The system has the ability to log inmate related events, activities (individually or mass), and incidents and query and reporting from these data.	**Critical**		
CO.17	The system has the ability to log officer and staff activities and query and reporting from this database.	**Critical**		
CO.18	The system has the ability to log and track of inmate property.	**Critical**		
CO.19	The system has the ability to manage alternate types of incarceration and monitoring programs.	**Critical**		
CO.20	The system has the ability to support inmate release processing including disposition of property.	**Critical**		
CO.21	The system has the ability to support electronic signature capturing upon release of inmate property.	**Critical**		
CO.22	The system has the ability to access warrant information from the court module.	**Critical**		
Bookings				
The system has the ability to support the use of mug shots in the following:				
CO.23	Electronic lines-ups;	**Critical**		
CO.24	Wrist bands;	**Desired**		
CO.25	Biometric Scanner;	**Desired**		
CO.26	ID badges;	**Critical**		
CO.27	Booking cards; and	**Critical**		
CO.28	Other user-defined.	**Critical**		
Sentence/Time Accounting				
CO.29	The system has the ability to track multiple types of credits (e.g. jail time) for each sentence including jail facility and date ranges.	**Critical**		
CO.30	The system has the ability to capture additional information (e.g. fines, costs, restitutions, crime victim compensation, etc.) per offender sentence.	**Critical**		
CO.31	The system has the ability to automatically create temporary minimum and maximum dates for review.	**Critical**		
CO.32	The system has the ability to provide automatic task management functionality to support the assignment and management of an auditor to a sentence calculation.	**Critical**		
CO.33	The system has the ability to store and view username, date/time stamp any time a change is made to an offenders records.	**Critical**		
CO.34	The system has the ability to randomly generate cases for audit.	**Critical**		
CO.35	The system has the ability to allow auditors to manually verify dates and enter error code if required.	**Critical**		
CO.36	The system has the ability to allow manual override system-generated dates and select a reason for override (out of state, governor's directive, etc.).	**Critical**		
CO.37	The system has the ability to view electronic copies of documentation, if available.	**Critical**		
CO.38	The system has the ability to allow the auditor to interactively collaborate with the user that last worked on a case to resolve discrepancies.	**Critical**		
CO.39	The system has the ability to calculate release dates for an offender, based on fines and fees due.	**Critical**		

CO.40	The system has the ability to modify sentence data to reflect time while offender is on escape/absconder status.	**Critical**		
CO.41	The system has the ability to maintain a list of sentence types and their corresponding business rules.	**Critical**		
CO.42	The system has the ability to identify duplicate periods of credit.	**Critical**		
CO.43	The system has the ability to compute time served to date for inmates.	**Critical**		
CO.44	The system has the ability to track changes in modified/amended or dismissed charges from point of arrest through disposition.	**Critical**		
CO.45	The system has the ability to allow changes in case number, individual identifiers, or other identifiers, with appropriate permissions.	**Critical**		
CO.46	The system has the ability to provide transfer or entry of all charges, custody and release information for each offender from criminal justice agency or court.	**Critical**		
CO.47	The system has the ability to seal or expunge files when ordered by the court.	**Critical**		
CO.48	The system has the ability to allow for the ranking of charges.	**Critical**		
	Property Management			
CO.49	The system has the ability to maintain information pertaining to the person and location to which an offender's property will be released to.	**Critical**		
CO.50	The system has the ability to capture an offender's signature electronically in order to confirm the release or destruction of property.	**Critical**		
CO.51	The system has the ability to compensate for an offender that refused to provide his/her signature by instead capturing the signatures of at least 2 witnessing officers.	**Critical**		
CO.52	The system has the ability to maintain information pertaining to money brought in by an offender.	**Critical**		
CO.53	The system has the ability to update the status of seized property (e.g. released or destroyed) along with the date of the event.	**Critical**		
CO.54	The system has the ability to record the identification of the staff witnessing the destruction of offender property.	**Critical**		
CO.55	The system has the ability to maintain a record of property seized from an offender along with the identification of the seizing staff.	**Critical**		
CO.56	The system has the ability to attach digital photographs to each property item.	**Critical**		
CO.57	The system has the ability to maintain information pertaining to the person and address for property that is either mailed to an offender or brought for an offender during visitation.	**Critical**		
CO.58	The system has the ability to maintain an offender property list.	**Critical**		
CO.59	The system has the ability to maintain and validate an offender's items against property restrictions such as an authorized property list and maximum allowable items per offender by facility, security level and/or other pre determined criteria.	**Critical**		
CO.60	The system has the ability to flag property seized from an Offender that is either "Contraband" and/or "Evidence" and classify that property by type.	**Critical**		
CO.61	The system has the ability to record the transfer of property to other Criminal Justice agencies when the property will be used as evidence based on the Chain of Custody requirements.	**Critical**		
CO.62	The system has the ability to record the transfer of an item to a third party in cases where the offender is not the owner.	**Critical**		

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CO.63	The system has the ability to record the issuance of standard property to the offender on the offender's property list and flag such items as City-issued property.	**Critical**		
CO.64	The system has the ability to allow authorized users to override the authorized property list for an individual offender, facility, or security level. The duration of the override must be configurable.	**Critical**		
CO.65	The system has the ability to allow bulk entry of items into the system.	**Critical**		
CO.66	The system has the ability to allow bulk authorized property list overrides.	**Critical**		
The system has the ability to track inmate personal property inventory, including (but not limited to) the following:				
CO.67	Inmate name;	**Critical**		
CO.68	SSN:	**Critical**		
CO.69	Property Bag Number;	**Critical**		
CO.70	Total Money Amount;	**Critical**		
CO.71	Seal Number;	**Critical**		
CO.72	Receipt Number;	**Critical**		
CO.73	Item - Watch;	**Critical**		
CO.74	Item - Ring;	**Critical**		
CO.75	Item - Necklace;	**Critical**		
CO.76	Item - Bracelet;	**Critical**		
CO.77	Item - Wallet;	**Critical**		
CO.78	Item - Key;	**Critical**		
CO.79	Item - Pager;	**Critical**		
CO.80	Item - Cell Phone;	**Critical**		
CO.81	Item - Knife;	**Critical**		
CO.82	Item - Belt;	**Critical**		
CO.83	Item - Shoe Laces;	**Critical**		
CO.84	Item - Tie;	**Critical**		
CO.85	Item - Cigarettes;	**Critical**		
CO.86	Item - Lighter;	**Critical**		
CO.87	Item - Make-up;	**Critical**		
CO.88	Item - ID;	**Critical**		
CO.89	Item - Credit Cards;	**Critical**		
CO.90	Misc. Items;	**Critical**		
CO.91	Quantity of items;	**Critical**		
CO.92	Description of items;	**Critical**		
CO.93	Released status of items;	**Critical**		
CO.94	Intake - Arresting Officer's Signature;	**Critical**		
CO.95	Intake - Man Number;	**Critical**		
CO.96	Intake - Arresting Agency;	**Critical**		
CO.97	Intake - Inmate's Signature;	**Critical**		
CO.98	Intake - Date	**Critical**		
CO.99	Intake - Time;	**Critical**		
CO.100	Release - Inmate Signature;	**Critical**		
CO.101	Release - Releasing Officer's Signature;	**Critical**		
CO.102	Release - Date	**Critical**		
CO.103	Release - Man Number;	**Critical**		
CO.104	Release Time; and	**Critical**		

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CO.105	Other user-defined.	**Critical**		
CO.106	The system has the ability to track the inmate personal property inventory in Spanish.	**Critical**		
The system ha the ability to track the following cash inventory and verification information:				
CO.107	Inmate's MF#;	**Critical**		
CO.108	Inmate's Name;	**Critical**		
CO.109	Inmate's DOB;	**Critical**		
CO.110	Number of bills by denomination (i.e., ones, twos, fives, tens, twenties, fifties, hundreds);	**Critical**		
CO.111	Total dollar amount by denomination;	**Critical**		
CO.112	Total Currency amounts (paper bills);	**Critical**		
CO.113	Total Coin Amount;	**Critical**		
CO.114	Total amount (currency plus coin);	**Critical**		
CO.115	Disposition (property bag, evidence, Officer, etc.)	**Critical**		
CO.116	Holds;	**Critical**		
CO.117	Counted by;	**Critical**		
CO.118	Verified by;	**Critical**		
CO.119	Date Counted; and	**Critical**		
CO.120	Other user-defined.	**Critical**		
Offender Classification				
CO.121	The system has the ability to monitor the progress of an Offender's Pre-Classification process.	**Critical**		
CO.122	The system has the ability to review material input from all steps of the Pre-Classification process.	**Critical**		
CO.123	The system has the ability to request additional information or addendums to the Pre-Classification material.	**Critical**		
CO.124	The system has the ability to put a hold on Classification until all steps of the Pre-Classification process have been approved.	**Critical**		
CO.125	The system has the ability to automatically compute the recommended classification level for the offender based on business rules.	**Critical**		
CO.126	The system has the ability to automatically compute a risk/needs assessment profile for the offender based on business rules.	**Critical**		
CO.127	The system has the ability to maintain information on an offender's classification and level of supervision.	**Critical**		
CO.128	The system has the ability to notify the required entities about the information regarding an offender's classification.	**Critical**		
CO.129	The system has the ability to allow staff to request a Classification Level Override.	**Critical**		
CO.130	The system has the ability to initiate a Reclassification whenever an offender is due for a periodic review.	**Critical**		
CO.131	The system has the ability to initiate a Reclassification whenever an event has occurred that might impact the offender's current classification level (e.g. suicide attempt, sentence structure change, escape attempt, misconduct, etc.).	**Critical**		
CO.132	The system has the ability to maintain information about Offender Reclassification Interviews.	**Critical**		
CO.133	The system has the ability to notify the required entities that an Offender requires a Classification Interview.	**Critical**		

CO.134	The system has the ability to allow the staff to review/modify the interview schedule.	**Critical**		
**Offender Identification**
CO.135	The system has the ability to maintain information about an offender identification interview.	**Critical**		
CO.136	The system has the ability to capture front and profile digital photographs of an offender.	**Critical**		
CO.137	The system has the ability to capture scars, marks, tattoos for an offender (digital photographs and text descriptions).	**Critical**		
CO.138	The system has the ability to maintain identification information for an Offender.	**Critical**		
CO.139	The system has the ability to store new information received from the external queries selected by the users.	**Critical**		
CO.140	The system has the ability to automatically conduct internal searches when key identification fields have been updated or new information has been added (e.g., name, date of birth, SSN, drivers licenses, etc.).	**Critical**		
CO.141	The system has the ability to interface with the AFIS system to obtain fingerprint information.	**Critical**		
CO.142	The system has the ability to allow the users to view the information received from external queries, validate and accept them prior to associating them with the offender.	**Critical**		
CO.143	The system has the ability to provide scheduling functionality to support the process of scheduling offender activity.	**Critical**		
CO.144	The system has the ability to notify the required entities when multiple records are found for the same offender within the system.	**Critical**		
CO.145	The system has the ability to search for an offender based on key identifying criteria (e.g. name, date of birth, identifying characteristics, driver license, numbers (e.g. FBI).	**Critical**		
CO.146	The system has the ability to create a new master file or use a pre-existing master file if one has been previously assigned to the offender.	**Critical**		
CO.147	The system has the ability to merge new Offender information into an existing Offender record and document the reason, date, and time that the record was merged.	**Critical**		
CO.148	The system has the ability to allow the user to view potentially duplicate records resulting from an offender search and merge new data into a selected record if the identities match.	**Critical**		
CO.149	The system has the ability to send photographs from the system to transfer offender photographs (e.g., via email).	**Critical**		
CO.150	The system has the ability to interface with the AFIS system to obtain demographic information.	**Critical**		
CO.151	The system has the ability to display country of birth and citizenship using NIJ country codes.	**Critical**		
**Facility Checks and Offender Counts**
CO.152	The system has the ability to automatically initiate a count (based on business rules).	**Critical**		
CO.153	The system has the ability to allow staff to manually initiate a count.	**Critical**		
CO.154	The system has the ability to allow staff in Housing Units to maintain information about the number of Offenders that are present in their Unit.	**Critical**		

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CO.155	The system has the ability to allow staff in Non-Housing Units to maintain information about the number of Offenders that are present in their Unit.	**Critical**		
CO.156	The system has the ability to allow staff in Housing Units to maintain information about the ID numbers of Offenders that are not present in their Unit.	**Critical**		
CO.157	The system has the ability to allow staff in Housing Units to maintain information about the ID numbers of Offenders that are present in their Unit.	**Critical**		
CO.158	The system has the ability to automatically calculate the number of Offenders that are not present based on the list of ID numbers of Offenders not present in a Unit.	**Critical**		
CO.159	The system has the ability to allow staff in Non-Housing Units to maintain information about the ID numbers of Offenders present in their Unit.	**Critical**		
CO.160	The system has the ability to automatically calculate the number of Offenders that are present based on the list of ID numbers of Offenders present in a Unit.	**Critical**		
CO.161	The system has the ability to automatically calculate the number of Offenders that are not present based on the number of Offenders present in a Unit.	**Critical**		
CO.162	The system has the ability to notify the required entities of the results of the count.	**Critical**		
CO.163	The system has the ability to allow staff to review the count.	**Critical**		
CO.164	The system has the ability to allow staff to approve/disapprove the count.	**Critical**		
CO.165	The system has the ability to generate a recount.	**Critical**		
CO.166	The system has the ability to allow staff to enter a Lockdown order.	**Critical**		
CO.167	The system has the ability to notify the required entities about the issuance of a Lockdown order.	**Critical**		
CO.168	The system has the ability to allow staff to review discrepancies in the count as identified by the system.	**Critical**		
CO.169	The system has the ability to allow staff to activate the Emergency Plan.	**Critical**		
CO.170	The system has the ability to notify the required entities about the activation of the Emergency Plan.	**Critical**		
CO.171	The system has the ability to allow staff to deactivate the Emergency Plan.	**Critical**		
CO.172	The system has the ability to allow staff to release a Lockdown order.	**Critical**		
CO.173	The system has the ability to notify the required entities about the issuance of a Lockdown order release.	**Critical**		
CO.174	The system has the ability to allow Central Office to initiate an emergency count or lockdown of any or all facilities for operational testing and emergencies.	**Critical**		
CO.175	The system has the ability to override pre-scheduled, automatically initiated counts.	**Critical**		
CO.176	The system has the ability to identify by name and number those inmates not present during a count.	**Critical**		
	Discipline, Appeals, Grievances, and Incident Reporting			
CO.177	The system has the ability to maintain information regarding misconducts.	**Critical**		
CO.178	The system has the ability to display a list of misconducts awaiting review.	**Critical**		
CO.179	The system has the ability to assign a type of action to be taken for a misconduct (Administrative, Disciplinary – Formal, Disciplinary – Informal, Dismissed).	**Critical**		
CO.180	The system has the ability to update an offender's custody status based on business rules (e.g. pending a hearing or investigation, etc.).	**Critical**		

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CO.181	The system has the ability to provide scheduling functionality to support the procedure of scheduling a hearing regarding a misconduct (e.g. administrative hearing, disciplinary hearing, etc.).	**Critical**		
CO.182	The system has the ability to maintain the results of a hearing regarding a misconduct (e.g. administrative hearing, disciplinary hearing, etc.).	**Critical**		
CO.183	The system has the ability to hold an offender in a secure holding area and provide reminders to review his/her status on a periodic basis based on business rules.	**Critical**		
CO.184	The system has the ability to notify the required entities (e.g. offender) each time a decision is made to continue an offender's secure holding status.	**Critical**		
CO.185	The system has the ability to change an informal disciplinary action to a formal disciplinary action after portions of the informal disciplinary action process have been completed.	**Critical**		
CO.186	The system has the ability to provide automatic task management functionality to support the assignment and management of hearing staff to the processing of an informal or formal disciplinary action.	**Critical**		
CO.187	The system has the ability to provide scheduling functionality to support the procedure of scheduling an informal or formal disciplinary action hearing.	**Critical**		
CO.188	The system has the ability to conduct an informal disciplinary action hearing.	**Critical**		
CO.189	The system has the ability to conduct a formal disciplinary action hearing and record additional information (e.g. offender received notice of charges, offender had adequate preparation time, witness requests, etc.).	**Critical**		
CO.190	The system has the ability to maintain information regarding disciplinary appeals.	**Critical**		
CO.191	The system has the ability to provide automatic task management functionality to support the assignment and management of committee members to the processing and reviewing of a disciplinary appeal.	**Critical**		
CO.192	The system has the ability to conduct a disciplinary appeal hearing.	**Critical**		
CO.193	The system has the ability to maintain information regarding incident reports.	**Critical**		
CO.194	The system has the ability to display a list of incident reports awaiting action.	**Critical**		
CO.195	The system has the ability to assign a level to an incident report (e.g., Class 1, Class 2).	**Critical**		
CO.196	The system has the ability to allow central office to interactively collaborate with a facility manager on the further review and completion of an incident report.	**Critical**		
CO.197	The system has the ability to notify the required entities of a decision regarding an offender's appeal.	**Critical**		
CO.198	The system has the ability to update an offender's sanctions (e.g. restrictions on privileges, duration of custody status changes, etc.) based on business rules (e.g. pending a hearing or investigation, etc.).	**Critical**		
CO.199	The system has the ability to link reports made by multiple staff regarding the same incident into one incident report.	**Critical**		
CO.200	The system has the ability to allow assessments and reports to be ordered for inmates while confined in a secure holding area (e.g. psychology or psychiatric evaluations).	**Critical**		
CO.201	The system has the ability to notify required entities of the need to complete required and requested reports and interviews of offenders housed in secure holding areas (e.g. double-ceiling criteria/agreement, suicide-risk indicator checklist).	**Critical**		

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	Transfers and Movements/Transportation/Housing Assignments			
CO.202	The system has the ability to maintain a list of offender status changes made through other system modules that require review.	**Critical**		
CO.203	The system has the ability to assign a status change type to an offender status change (e.g. pre-release, escape, authorized temporary release, interstate compact cases, etc.).	**Critical**		
CO.204	The system has the ability to notify the required entities when status changes occur based on business rules.	**Critical**		
CO.205	The system has the ability to maintain a list of offenders that require an initial housing assignment or relocation.	**Critical**		
CO.206	The system has the ability to automatically recommend a housing assignment across all facilities for an offender based on business rules (e.g. available vacancies, offender classification, STG affiliations, based on know separation requirements, etc.).	**Critical**		
CO.207	The system has the ability to approve/override a system-recommended housing assignment.	**Critical**		
CO.208	The system has the ability to notify the required entities when an offender housing assignment requires physical movement of an offender.	**Critical**		
CO.209	The system has the ability to notify the required entities when an offender housing assignment occurs.	**Critical**		
CO.210	The system has the ability to maintain a list of pending offender movement and scheduling requests (e.g. interviews, appointments, etc.).	**Critical**		
CO.211	The system has the ability to assign a priority to movements and transfers and resolve scheduling conflicts based on these priorities.	**Critical**		
CO.212	The system has the ability to maintain a schedule of movements and transfers for each offender.	**Critical**		
CO.213	The system has the ability to maintain a schedule of line movements—movements involving multiple offenders.	**Critical**		
CO.214	The system has the ability to assign/remove one or more offenders to/from a line movement.	**Critical**		
CO.215	The system has the ability to notify the required entities if an offender movement requires transportation from a facility.	**Critical**		
CO.216	The system has the ability to display information regarding a pending movement or transportation including the identifications and photographs of all offenders involved in the movement/transportation and the location to which the offender(s) is/are to be move.	**Critical**		
CO.217	The system has the ability to require a movement or transfer receive authorization from a reviewing authority before being executed if business rules require it (e.g. a movement requiring transfer from a facility, etc.).	**Critical**		
CO.218	The system has the ability to record the decision of the reviewing authority regarding the approval/denial of a transfer or transportation request.	**Critical**		
CO.219	The system has the ability to notify the required entities regarding a reviewing authority's approval/denial of a transfer or transportation request.	**Critical**		
CO.220	The system has the ability to record the execution/denial of a movement.	**Critical**		
CO.221	The system has the ability to maintain information regarding hold orders that have been entered against an offender through other system modules.	**Critical**		
CO.222	The system has the ability to provide scheduling functionality in order to assign an offender/offenders to an officer for transport.	**Critical**		

CO.223	The system has the ability to maintain transportation officer schedules for regularly-scheduled transfers.	**Critical**		
CO.224	The system has the ability to approve/override the system-recommended transportation assignment.	**Critical**		
CO.225	The system has the ability to record the return of each offender that temporarily leaves a facility (e.g. hospital visit, court-ordered writ, etc.).	**Critical**		
CO.226	The system has the ability to notify the required entities upon the return of an offender from a temporary leave.	**Critical**		
CO.227	The system has the ability to notify the required entities when an offender does not return from a transportation or a returning offender's identity does not match that of the leaving offender's.	**Critical**		
CO.228	The system has the ability to record the time an offender leaves a location and the time an offender arrives at a destination.	**Critical**		
CO.229	The system has the ability to designate beds in a facility for different types of offenders (e.g. general population, segregation, handicap access, etc.).	**Critical**		
CO.230	The system has the ability to maintain information regarding separations that must be maintained within the jail system (e.g. between offenders, between offenders and staff, between offenders and facilities, etc.).	**Critical**		
CO.231	The system has the ability to maintain information regarding facility layouts/floor plans and bed configurations within the space.	**Critical**		
CO.232	The system has the ability to update a facility's offender count upon execution of an offender movement or upon an offender's return from a temporary leave.	**Critical**		
CO.233	The system has the ability to perform a transportation risk assessment and assign resources accordingly.	**Critical**		
CO.234	Notify required entities when a security level of a housing unit requires updating or modification based on business rules.	**Critical**		
CO.235	The system has the ability to designate security levels of housing units based on business rules.	**Critical**		
CO.236	The system has the ability to maintain and monitor the utilization of housing assignments (handicapped cells, isolation cells, etc.) based on business rules (offender classification, medical necessity etc.).	**Critical**		
CO.237	The system has the ability to notify required entities of an offender's failure to comply with established movement business rules.	**Critical**		
Affiliations				
CO.238	The system has the ability to maintain information regarding STG's.	**Critical**		
CO.239	The system has the ability to scan supporting documentation for STG Classification requests.	**Critical**		
CO.240	The system has the ability to automatically notify the required entities upon the assignment of an Offender to an STG.	**Critical**		
CO.241	The system has the ability to create a questionnaire or checklist that will be used to document the findings of an STG evaluation interview. The system should provide the flexibility to allow the questions to be added, deleted and/or modified.	**Critical**		
CO.242	The system has the ability to record the disposition of the STG evaluation request (e.g. verified/not verified).	**Critical**		
CO.243	The system has the ability to activate/de-activate an offender's STG affiliation and provide a justification for each change in status.	**Critical**		
CO.244	The system has the ability to associate an offender with one or more STG's and provide justification for each assignment.	**Critical**		

CO.245	The system has the ability to maintain a historical record of all STG decisions.	**Critical**		
CO.246	The system has the ability to maintain history of STG Classification requests.	**Critical**		
	Offender Searches/Drug Testing			
CO.247	The system has the ability to maintain a list of offenders scheduled for drug tests.	**Desired**		
CO.248	The system has the ability to display list containing drug testing history including results for an offender.	**Desired**		
CO.249	The system has the ability to maintain information pertaining to the results of both scheduled and unscheduled drug tests.	**Desired**		
CO.250	The system has the ability to record the status of an instant or lab-evaluated drug test (e.g. Complete, Sent to Lab).	**Desired**		
CO.251	The system has the ability to search drug test records based on specific criteria (e.g. test type, test result, date range, etc.).	**Desired**		
CO.252	The system has the ability to scan and attach hard copy test results from the lab to the drug test record.	**Desired**		
CO.253	The system has the ability to manually enter drug test results obtained from the lab or instant test results.	**Desired**		
CO.254	The system has the ability to manually schedule offenders for drug testing.	**Desired**		
CO.255	The system has the ability to automatically schedule offenders for drug testing at random.	**Desired**		
CO.256	The system has the ability to automatically schedule offenders for drug tests based on business rules (e.g. board stipulation, etc.).	**Desired**		
CO.257	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the administering of supervised offender drug tests.	**Desired**		
CO.258	The system has the ability to maintain a list of offender searches to perform (e.g. body searches (e.g. strip, pat), investigative, cell searches, common area searches, etc.) and the shift and day for which the search is scheduled.	**Critical**		
CO.259	The system has the ability to maintain a list of scheduled offender searches (e.g. body searches (e.g. strip, pat), cell searches, common area searches, etc.).	**Critical**		
CO.260	The system has the ability to display a list containing the history of all searches performed on an offender, cell, common area, etc.	**Critical**		
CO.261	The system has the ability to manually schedule a search.	**Critical**		
CO.262	The system has the ability to automatically schedule a search at random.	**Critical**		
CO.263	The system has the ability to automatically schedule a search based on modifiable business rules (e.g. cells must be searched X times per year, etc.).	**Critical**		
CO.264	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the administering of offender searches.	**Critical**		
CO.265	The system has the ability to maintain information regarding the results of a search including an itemization of any contraband found for both scheduled and unscheduled searches.	**Critical**		
CO.266	The system has the ability to enter bulk search results in cases where multiple offenders are searched at the same time (e.g. housing unit, common area, etc.).	**Critical**		
CO.267	The system has the ability to invoice an incarcerated/supervised offender or other agency for the cost of the drug test.	**Critical**		

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CO.268	The system has the ability to maintain and modify a list of established search sites for each facility.	**Critical**		
CO.269	The system has the ability to attach digital photographs to a search result entry.	**Critical**		
**Records Management/Document Control**			
CO.270	The system has the ability to create and store digital images of paper documents and associate them to one or more offender records.	**Critical**		
CO.271	The system has the ability to link related scanned documents or multiple versions of the same document.	**Critical**		
CO.272	The system has the ability to maintain additional information associated with a scanned document (e.g. paper file maintained, paper file location, document classification, etc.).	**Critical**		
CO.273	The system has the ability to notify the required entities if the location or status of a paper file must be changed based on business rules (e.g. moved to an archive location, destroyed, etc.).	**Critical**		
**Offender Health Records**			
CO.274	The system has the ability to provide scheduling functionality to support the process of scheduling an offender to a medical appointment.	**Critical**		
CO.275	The system has the ability to schedule an offender for recurring appointments for routine examinations.	**Critical**		
CO.276	The system has the ability to notify the required entities if a medical appointment requires an offender to be moved or transported.	**Critical**		
CO.277	The system has the ability to allow health staff to schedule follow-up appointments.	**Critical**		
CO.278	The system has the ability to debit an offender's account for the price of the co-payment if one is required.	**Critical**		
CO.279	The system has the ability to maintain information regarding co-pay rates based on business rules (e.g. service type, offender information, facility, etc.).	**Critical**		
CO.280	The system has the ability to scan and attach medical records, documentation, clearances, to an offender's master arrest record.	**Critical**		
CO.281	The system has the ability to warn a user upon attempting to modify an offender's schedule in a manner that would affect a critical medical appointment (e.g. kidney dialysis, appointment to receive medication, etc.).	**Critical**		
**Management Statistics and Planning**			
CO.282	The system has the ability to generate reports from live system data.	**Critical**		
CO.283	The system has the ability to generate a data snapshot from live system data to use for future reporting.	**Critical**		
CO.284	The system has the ability to generate reports from a data snapshot.	**Critical**		
CO.285	The system has the ability to maintain an automatic report generation schedule for scheduled reports.	**Critical**		
CO.286	The system has the ability to maintain a list of user-defined fields available for a standardized report.	**Critical**		
**Correspondence Tracking**			
CO.287	The system has the ability to scan and attach to an offender record and maintain additional historical information regarding paper correspondence (e.g. letters, faxes, etc.) received or sent regarding an offender (e.g. sending date, receiving date, high-level summary, detailed summary, etc.).	**Critical**		
**External Contact**			
CO.288	The system has the ability to maintain a list of Official Visitors for a Facility.	**Critical**		

 Attachment B – Functional and Technical Requirements

CO.289	The system has the ability to conduct an NCIC and local warrant check on Official Visitors for a Facility.	**Critical**		
CO.290	The system has the ability to maintain information about an Official Visitor.	**Critical**		
CO.291	The system has the ability to update the status of a Visitor manually (e.g. approved, denied, suspended, etc.).	**Critical**		
CO.292	The system has the ability to update the status of a Visitor automatically based on business rules (e.g. automatically disapprove if the visitor is a victim of the Offender).	**Critical**		
CO.293	The system has the ability to capture the Offender's e-signature as confirmation that they have received their mail when it is from an Official Agency.	**Critical**		
CO.294	The system has the ability to interface with additional state identification systems (The state identification systems are in the initial planning stages).	**Critical**		
CO.295	The system has the ability to maintain a list of offenders whose outgoing mail must be reviewed.	**Critical**		
CO.296	The system has the ability to notify the required entities when an incoming or outgoing mail item requires further action based on business rules (e.g. sender is on the un-authorized sender list, an incoming publication is restricted, etc.).	**Critical**		
**Re-entry/Release**
CO.297	The system has the ability to maintain a records release checklist which identifies all activities that are required by policy to be completed prior to an offender release as well as the date and time of completion and the supervising officer. The system must provide the flexibility to make this configurable so that is can be maintained without modifying the system.	**Critical**		
CO.298	The system has the ability to maintain information regarding the release of the offender based on the manner of release (e.g. release to detaining authority, coroner (event of death), etc.).	**Critical**		
CO.299	The system has the ability to maintain a list of offenders scheduled to be transferred to holding agencies.	**Critical**		
CO.300	The system has the ability to schedule an offender for release or transfer once all checks have been completed, approvals obtained, and notice given to appropriate individuals and transporting authorities.	**Critical**		
CO.301	The system has the ability to change the status of the offender when the offender is released or recommitted.	**Critical**		
CO.302	The system has the ability to record release order documentation from external agencies (e.g. courts, other state probation and parole agencies, etc.).	**Critical**		
CO.303	The system has the ability to notify the required entities when an offender reaches release (e.g. Sex Offender Registry, Fire Marshall, Detaining Authority, Inter State Compact, Parole Board, etc.).	**Critical**		
CO.304	The system has the ability to track victim notification attempts upon release of offender.	**Critical**		
CO.305	The system has the ability to maintain a list of inmates that are approaching their release dates based on specific criteria (e.g. max out date, release date as stated by the court order, etc.).	**Critical**		
CO.306	The system has the ability to view the offender's conditions of supervision and determine if the offender has met each condition.	**Critical**		
CO.307	The system has the ability to remove the offender from the release/discharge list if any new information is found.	**Critical**		

CO.308	The system has the ability to run internal queries (e.g. wants, warrants, detainers, etc.) for those offenders that have preliminary discharge dates.	**Critical**		
CO.309	The system has the ability to maintain information regarding holds and detainers.	**Critical**		
CO.310	The system has the ability to search for any detainers and other information (e.g. unreported dispositions, etc.) regarding a specific offender.	**Critical**		
CO.311	The system has the ability to process queries from external systems such as NCIC.	**Critical**		
CO.312	The system has the ability to provide or support an online interface from the Jail application to the State/NCIC database.	**Critical**		
CO.313	The system has the ability to notify the required entities in the event of death.	**Critical**		
CO.314	The system has the ability to change the status of the offender once the offender is discharged and move his record to history.	**Critical**		
CO.315	The system has the ability to attach digital scans of a termination order to an offender record.	**Critical**		
CO.316	The system has the ability to record the disposition for interstate compact cases.	**Critical**		
CO.317	The system has the ability to attach digital scans of a release order to an offender record.	**Critical**		
CO.318	The system has the ability to incorporate a re-entry checklist which identifies all activities (e.g. have social security card, have birth certificate, payment of fines, costs, restitution, victim's compensation, etc.) that are required to provide a continuum of care for an offender. The system must provide the flexibility to make this configurable so that is can be maintained by an authorized user.	**Critical**		
Additional Offender Services				
CO.319	The system has the ability to maintain information regarding a hold/detainer (e.g. agency name, address, contact names, numbers, etc.).	**Critical**		
Revocation and Recommit Process				
CO.320	The system has the ability to maintain information about detainers.	**Critical**		
CO.321	The system has the ability to maintain current and historical information about violations and sanctions.	**Critical**		
CO.322	The system has the ability to maintain current and historical information about charges.	**Critical**		
CO.323	The system has the ability to provide notification to the required entities upon release of detainer.	**Critical**		
CO.324	The system has the ability to maintain information about a criminal case decision.	**Critical**		
CO.325	The system has the ability to record a court decision regarding the issuance of a bench warrant.	**Critical**		
CO.326	The system has the ability to record a court decision regarding whether or not to revoke an offender.	**Critical**		
CO.327	The system has the ability to maintain information about out-of-state detainers.	**Critical**		
Special Programs Management				
CO.328	The system has the ability to maintain a list of offenders waiting for placement in a specific special program (e.g. treatment program, educational/vocational program, etc.).	**Desired**		
CO.329	The system has the ability to assign a priority to an offender on a waitlist for a special program based on business rules.	**Desired**		

CO.330	The system has the ability to maintain program eligibility criteria for each special program.	**Desired**		
CO.331	The system has the ability to assign an offender to a special program and maintain historical program referrals, attendance, and completions.	**Desired**		
CO.332	The system has the ability to notify the required entities upon entering an offender in a new special program.	**Desired**		
CO.333	The system has the ability to notify the required entities if an offender is absent from a scheduled special program activity.	**Desired**		
CO.334	The system has the ability to display a list of offenders that are due for a special program evaluation based on business rules.	**Desired**		
CO.335	The system has the ability to maintain information regarding special program evaluations.	**Desired**		
CO.336	The system has the ability to display a list of offenders that are due for a special program status report.	**Desired**		
CO.337	The system has the ability to maintain information regarding a special program status report.	**Desired**		
CO.338	The system has the ability to scan and attach a status report from an external entity.	**Desired**		
CO.339	The system has the ability to scan and attach feedback forms from offender participants in special programs.	**Desired**		
CO.340	The system has the ability to notify the required entities of changes in an offender's special program enrollment (e.g. offender completes a program, etc.).	**Desired**		
CO.341	The system has the ability to maintain a list of forms required for an offender to complete in order to enroll in special programs.	**Desired**		
CO.342	The system has the ability to scan and attach completed special program forms.	**Desired**		
	Offender Special Services			
CO.343	The system has the ability to maintain a list of special services provided and their schedules by facility.	**Critical**		
CO.344	The system has the ability to maintain a list of outstanding offender special service participation requests.	**Critical**		
CO.345	The system has the ability to maintain a waiting list for each special service.	**Critical**		
CO.346	The system has the ability to maintain an offender's association to one or more special services.	**Critical**		
CO.347	The system has the ability to approve or deny an offender special service participation request and provide a reason for the decision.	**Critical**		
CO.348	The system has the ability to notify the required entities of a decision regarding an offender's special service participation request.	**Critical**		
CO.349	The system has the ability to provide scheduling functionality to assign an offender to a special service schedule if scheduling is required.	**Critical**		
CO.350	The system has the ability to maintain information regarding an offender's participation in a special service if required.	**Critical**		
CO.351	The system has the ability to notify the required entities if an offender's participation in a special service changes (e.g. change to schedule, termination of offender from special service, etc.).	**Critical**		
	Offender Work Tracking/Assignment/Payroll			
CO.352	The system has the ability to receive offender work assignment requests that are submitted electronically based on business rules.	**Critical**		

CO.353	The system has the ability to maintain a list of pending work assignment requests.	**Critical**		
CO.354	The system has the ability to maintain a list of work assignments (tasks).	**Critical**		
CO.355	The system has the ability to maintain a waiting list for each work assignment.	**Critical**		
CO.356	The system has the ability to notify the required entities when an opening occurs in a work assignment for which there is a waiting list.	**Critical**		
CO.357	The system has the ability to provide automatic task management functionality to support the assignment and management of staff to the assignment, approval, and monitoring of offender work assignments.	**Critical**		
CO.358	The system has the ability to automatically recommend a work assignment for an offender based on business rules (e.g. assignment availability, etc.).	**Critical**		
CO.359	The system has the ability to approve/override the recommended work assignment provided by the system.	**Critical**		
CO.360	The system has the ability to notify the required entities if an offender does not meet the eligibility criteria for any open assignments (e.g. referring entity, etc.).	**Critical**		
CO.361	The system has the ability to assign an offender to a general labor pool to be assigned to specific tasks as available.	**Critical**		
CO.362	The system has the ability to maintain an association of an offender to one or more work assignments.	**Critical**		
CO.363	The system has the ability to notify the required entities upon assignment of an offender to a work assignment (e.g. notify facility of transport/movement schedule, assignment of pay rate, etc.).	**Critical**		
CO.364	The system has the ability to allow the required entities to interact in a decision making process to approve/deny an offender's work assignment if business rules require it.	**Critical**		
CO.365	The system has the ability to confirm or deny an offender work assignment and provide reason for the decision.	**Critical**		
CO.366	The system has the ability to allow an offender to accept a work assignment by providing a signature.	**Critical**		
CO.367	The system has the ability to notify the required entities if an offender declines a work assignment (e.g. incident reporting, misconduct, etc.).	**Critical**		
CO.368	The system has the ability to notify the required entities when changes occur to an offender's work assignment.	**Critical**		
CO.369	The system has the ability to maintain status reports of an offenders progress within a work assignment.	**Critical**		
Unit Management				
CO.370	The system has the ability to display a list of newly-received offenders pending an initial/follow-up interview.	**Critical**		
CO.371	The system has the ability to display an offender's classification if available and flag offenders that have not been classified or require reclassification.	**Critical**		
CO.372	The system has the ability to assign a temporary custody level and program codes in place of a classification when a current classification is not available for an offender awaiting case management.	**Critical**		
CO.373	The system has the ability to provide scheduling functionality to support an initial interview of a newly-received offender to a housing unit.	**Critical**		
CO.374	The system has the ability to maintain information regarding a correctional plan for an offender based on recommendations included in documentation attached to the offender record and specific needs identified by the staff (e.g. assessments, classifications, etc.).	**Desired**		

CO.375	The system has the ability to maintain information regarding a re-entry plan for an offender based on recommendations included in documentation attached to the offender record and specific needs identified by the staff (e.g. assessments, classifications, etc.).	**Critical**		
CO.376	The system has the ability to display a history of contact for an offender.	**Critical**		
CO.377	The system has the ability to maintain a list of collateral contacts (e.g. treatment specialist, work supervisor, etc.) that are associated with an offender.	**Critical**		
CO.378	The system has the ability to maintain a list of offenders within a case management staff member's caseload that are required to provide a DNA sample based on business rules.	**Critical**		
CO.379	The system has the ability to maintain information regarding an offenders DNA sample status (e.g. collected, accepted by the lab, denied by the lab (new sample required), etc.).	**Critical**		
CO.380	The system has the ability to list the offender cases that are pending review by a staff supervisor based on business rules.	**Critical**		
CO.381	The system has the ability to allow an updated offender main facial photo and record the date that photograph was taken and retain the historical photo(s).	**Critical**		
CO.382	The system has the ability to attach supplemental digital photographs (e.g. scars, marks, tattoos, etc.) to the offender record with a description and comments.	**Critical**		
CO.383	The system has the ability to maintain a list of available standardized treatment programs and other services including those provided by outside vendors and volunteers.	**Critical**		
CO.384	The system has the ability to allow case management staff to associate an offender to a recommended treatment program.	**Critical**		
CO.385	The system has the ability to allow an offender to confirm the recommended treatment program by providing a digital signature.	**Critical**		
CO.386	The system has the ability to maintain treatment program attendance information for an offender including excused and un-excused absences.	**Critical**		
CO.387	The system has the ability to attach a scanned treatment program requirements summary to the offender record.	**Critical**		
CO.388	The system has the ability to allow an offender to provide confirmation that he/she understands the general expectations by providing a digital signature.	**Critical**		
CO.389	The system has the ability to maintain information regarding an offender's current home plan address.	**Critical**		
Wants and Warrants				
CO.390	The system has the ability to support warrant service attempts from the courts through the mobile module based on security permissions.	**Critical**		
CO.391	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	**Critical**		
The system has the ability to access and view detailed information from the court about want and warrant records, including (but not limited to) the following data				
CO.392	Court Warrant Number;	**Critical**		
CO.393	Court Case Number;	**Critical**		
CO.394	Wanted Number;	**Critical**		
CO.395	Warrant type;	**Critical**		
CO.396	Wanted Driver's License Number;	**Critical**		
CO.397	Wanted Social Security Number;	**Critical**		

CO.398	Reason for Change on Warrant;	**Critical**		
CO.399	Issuing Court;	**Critical**		
CO.400	Issuing Judge;	**Critical**		
CO.401	Wanted Alias(s);	**Critical**		
CO.402	Date of Birth;	**Critical**		
CO.403	Subjects with jacket information;	**Critical**		
CO.404	State case number ("SRN");	**Critical**		
CO.405	Charges;	**Critical**		
CO.406	Bond Amount;	**Critical**		
CO.407	Bond Type;	**Critical**		
CO.408	Vehicle Make/Model/Color;	**Critical**		
CO.409	Vehicle License Plate/State/Year;	**Critical**		
CO.410	Disposition;	**Critical**		
CO.411	Status History;	**Critical**		
CO.412	Activity;	**Critical**		
CO.413	Distance of Pickup;	**Critical**		
CO.414	Warning/Remarks;	**Critical**		
CO.415	Background;	**Critical**		
CO.416	Area/Section within Warrant Venue;	**Critical**		
CO.417	Description field;	**Critical**		
CO.418	Indicator for state warrant;	**Critical**		
CO.419	Agency Identifier;	**Critical**		
CO.420	Officer Assigned; and	**Critical**		
CO.421	Other user-defined.	**Critical**		
CO.422	The system has the ability to display photo of the subject within the want/warrant record.	**Critical**		
CO.423	The system has the ability to display an alert whenever the name of a subject with an outstanding warrant is entered anywhere in the system across all Agency Identifiers.	**Critical**		
CO.424	The system has the ability to distinguish a warrant as day-time service only.	**Critical**		
The system has the ability to generate a printed report displaying a log of all warrants within a specified date range by the following:				
CO.425	Charge;	**Critical**		
CO.426	Area;	**Critical**		
CO.427	Class;	**Critical**		
CO.428	Status;	**Critical**		
CO.429	Agency Identifier;	**Critical**		
CO.430	Assigned Officer; and	**Critical**		
CO.431	Other user-defined.	**Critical**		
CO.432	The system has the ability to mark a warrant as served, invalid, or inactive in all proposed modules pending Court action.	**Critical**		
The system has the ability to cancel outstanding warrants for the following reasons:				
CO.433	The system has the ability to make records on canceled warrants temporarily available in all proposed modules pending Court action.	**Critical**		
CO.434	The system has the ability to generate a printed warrant summary report that lists all warrant types and totals within a specified date range.	**Critical**		
CO.435	The system has the ability to tie a photo to the warrant screen.	**Critical**		
CO.436	The system has the ability to stamp date/time of warrant service.	**Critical**		

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CO.437	The system has the ability to allow authorized users to modify date/time stamps.	**Critical**		
CO.438	The system has the ability to maintain information regarding what applications were provided to the offender to obtain identification cards and other personal documents.	**Desired**		
CO.439	The system has the ability to add an Activity Time Stamp to each of the tracked fields.	**Critical**		
	Reporting			
CO.440	The system has the ability to access data from an arrest report.	**Critical**		
CO.441	The system has the ability to generate a disposition report.	**Critical**		
CO.442	The system has the ability to generate a visitor's log.	**Critical**		
CO.443	The system has the ability to generate a Consent to Disclosure of Confidential Information Form with an electronic signature.	**Critical**		
CO.444	The system has the ability to generate a Consent to Disclosure of Medical Information Form with an electronic signature.	**Critical**		
CO.445	The system has the ability to generate a Prisoner Transport Analysis Report which is used as a tool to set security parameters for prisoner transport.	**Critical**		
CO.446	The system has the ability to generate the Interstate Sex Offender reports which detail the demographics of sex offenders supervised by OK and other states.	**Critical**		
CO.447	The system has the ability to generate a Time Served Report.	**Critical**		
CO.448	The system has the ability to generate an Offender Count Report.	**Critical**		
CO.449	The system has the ability to generate a Projected Release Report.	**Critical**		
CO.450	The system has the ability to generate an ad hoc Report.	**Critical**		
CO.451	The system has the ability to generate an Arrest Number Report.	**Critical**		
CO.452	The system has the ability to generate a Name Report.	**Critical**		
CO.453	The system has the ability to generate a Race Report.	**Critical**		
CO.454	The system has the ability to generate a DOB/Age Report.	**Critical**		
CO.455	The system has the ability to generate a Charge Report.	**Critical**		
CO.456	The system has the ability to generate a Bond Report.	**Critical**		
CO.457	The system has the ability to generate an Admitted Report.	**Critical**		
CO.458	The system has the ability to generate an Arresting Officer Report.	**Critical**		
CO.459	The system has the ability to generate a Cell Number Report.	**Critical**		
CO.460	The system has the ability to generate an Intake Jailer Report.	**Critical**		
CO.461	The system has the ability to generate a Released Report.	**Critical**		
CO.462	The system has the ability to generate a Releasing Jailer Report.	**Critical**		
CO.463	The system has the ability to generate a Release Type Report.	**Critical**		
CO.464	The system has the ability to generate a Master File Number Report.	**Critical**		
CO.465	The system has the ability to generate a report of monthly bookings for OSBI.	**Critical**		

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Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:		Instruction	
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.	
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.	
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.	
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.	
N	**No:** Feature/Function cannot be provided.		
Court Case Management			
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**

Req	Description of Capability	Criticality	Response	Comments
Court Case Management				
CCM.1	The court case management module has the ability to completely integrate with all other proposed system modules.	**Critical**		
CCM.2	The system has the ability to export citation information from court management module in a City-specified mobile product.	**Critical**		
The system has the ability to allow for the creation of a new case, based upon the entry of citation data, which includes the following processes:				
CCM.3	Generate the case type/sub-type;	**Critical**		
CCM.4	Create the defendant party and address records; and	**Critical**		
CCM.5	List the charges for each citation associated to the defendant/case.	**Critical**		
The system has the ability to allow for the entry of dispositional findings/outcomes and associated detailed information for offenses, to include but not limited to the following types:				
CCM.6	Guilty;	**Critical**		
CCM.7	Not Guilty;	**Critical**		
CCM.8	Not Criminally Responsible;	**Critical**		
CCM.9	Filing;	**Critical**		
CCM.10	Acquittal; and	**Critical**		
CCM.11	Other user-defined.	**Critical**		
CCM.12	The system has the ability to, for case types as selected by the user, calculate and apply default beginning and completion dates, but should not require them.	**Desired**		
CCM.13	The system has the ability to provide an alert/notification to the user to inform when a case is approaching or has exceeded established timeframes for case aging benchmark requirements.	**Critical**		

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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
The system has the ability to provide for viewable and printable configurable case status history records, and should contain the following:				
CCM.14	Status;	**Critical**		
CCM.15	Date;	**Critical**		
CCM.16	User;	**Critical**		
CCM.17	An indication of whether the status was updated manually, or triggered automatically from some process; and	**Critical**		
CCM.18	Other user-defined.	**Critical**		
CCM.19	The system has the ability to allow permitted users to establish a case with minimal information. Required fields should be configurable by case type.	**Desired**		
The system has the ability for permitted users to search for cases based on the following:				
CCM.20	Case type/sub-type;	**Critical**		
CCM.21	Filing date range;	**Critical**		
CCM.22	Case status;	**Critical**		
CCM.23	Citation numbers;	**Critical**		
CCM.24	Charges/Issues;	**Critical**		
CCM.25	Party name;	**Critical**		
CCM.26	Party DOB;	**Critical**		
CCM.27	Party SSN;	**Critical**		
CCM.28	Officer;	**Critical**		
CCM.29	Charging law enforcement agency;	**Critical**		
CCM.30	Disposition;	**Critical**		
CCM.31	Associated case participants;	**Critical**		
CCM.32	Drivers License Number;	**Critical**		
CCM.33	Address;	**Critical**		
CCM.34	Other unique identifiers as determined by the City; and	**Critical**		
CCM.35	Various combinations of the above.	**Critical**		
CCM.36	The system has the ability to search for cases having one or more of the same personal identifiers.	**Critical**		
CCM.37	The system has the ability to directly access specific case detail from search results.	**Critical**		
CCM.38	The system has the ability to automatically seal/restrict certain case types/subtypes based on configurable user definitions, and provide that data in an alert for cases or items in cases which are sealed.	**Critical**		
CCM.39	The system has the ability to allow users to manually seal/restrict individual cases.	**Critical**		
CCM.40	The system has the ability to allow users to seal portions of a case.	**Critical**		

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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.41	The system has the ability to allow the user creating the record to secure the note as private, or flag it for access by other users. (Notes should be able to be defaulted as private or public but allow the user override. Notes can only be edited by the same user that created them. The notes should not become part of the official case record.)	**Critical**		
The system has the ability for a user to search and retrieve case notes based on their security level and the security attached to the notes. Search criteria should include:				
CCM.42	Case number;	**Critical**		
CCM.43	Date range;	**Critical**		
CCM.44	Author;	**Critical**		
CCM.45	Key word;	**Critical**		
CCM.46	Note type;	**Critical**		
CCM.47	Create date range; and	**Critical**		
CCM.48	Various combinations of the above.	**Critical**		
CCM.49	The system has the ability to view/print case notes (all notes on a case, notes within a specified date range, notes for a particular category), and returned according to user permission levels.	**Critical**		
CCM.50	The system has the ability to allow for users with appropriate permissions to be able to select, display and print confidential case notes on system reports.	**Critical**		
CCM.51	The system has the ability to establish a relationship between two or more cases that are consolidated (e.g., same defendant, same incident, etc.) or related in some other way (e.g., family members, same issues of law in appellate court). The user should be able to enter the reason for or type of relationship, and should be able to join specific pieces of a case such as restitution with a co-defendant.	**Critical**		
CCM.52	The system has the ability to unlink cases, treating them as separate cases for all future processing.	**Critical**		
CCM.53	The system has the ability to allow for a party incorrectly associated to a case to be removed and associated with the correct case.	**Critical**		
CCM.54	The system has the ability to automatically generate and maintain configurable tasks.	**Critical**		
CCM.55	The system has the ability to allow users to manually create/update/delete/satisfy tasks.	**Critical**		
CCM.56	The system has the ability to alert a user if a case being accessed has existing active tasks.	**Critical**		
CCM.57	The system has the ability for a user to flag specific tasks as "urgent" and notify the users when they access the case.	**Critical**		
CCM.58	The system has the ability to create tasks that are specific to individual users or groups of users (e.g., specific work tasks for a particular user).	**Critical**		
CCM.59	The system has the ability to provide automatic notification of tasks that are due on a specific date or within a configurable date range (e.g., daily, weekly, etc.).	**Critical**		

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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.60	The system has the ability to associate one or more flags/notifications/alerts automatically or manually to a case and/or a party.	**Critical**		
CCM.61	The system has the ability to automatically create flags/alerts/notifications resulting from configurable entries or events.	**Critical**		
CCM.62	The system has the ability to ensure that flag/alert/notifications are visually reinforced so users are aware of them.	**Critical**		
CCM.63	The system has the ability to view on a single screen, multiple flags/alerts/notifications associated to a case or a party when they exist.	**Critical**		
CCM.64	The system has the ability to clear or close flags/alerts/notifications with one stroke on the keyboard or one click with the mouse, by an authorized user or with the appropriate permissions.	**Critical**		
The system has the ability to provide the user to search for flags/alerts/notifications (with the option to print) by the following, but not limited to:				
CCM.65	Docket number;	**Critical**		
CCM.66	Person/Organization;	**Critical**		
CCM.67	Type of flag/alert/notification;	**Critical**		
CCM.68	Case type/sub-type;	**Critical**		
CCM.69	Date alert was created; and	**Critical**		
CCM.70	Other user-defined.	**Critical**		
CCM.71	The system has the ability to track the location and possession of physical case files or portions of a file.	**Critical**		
CCM.72	The system has the ability to produce and interpret document bar codes.	**Desired**		
CCM.73	The system has the ability to provide courts with the capability to utilize document bar codes, that once scanned, will default the case number into data entry screen and return the associated case record.	**Desired**		
CCM.74	The system has the ability to, when items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) are electronically submitted by a party, attach the item to the listing in the CMS, and they should be forward-able to other case participants.	**Critical**		
CCM.75	The system has the ability to associate items (e.g. exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) to a single case or multiple cases, and to a single party or multiple parties.	**Critical**		
CCM.76	The system has the ability to manage the movement and chain of custody of items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) including its storage location (e.g., case file, exhibit room, etc.)	**Desired**		
CCM.77	The system has the ability to allow for items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) to be marked as "No Release/Destruction" and should not be calculated in any reports for release/destruction.	**Critical**		
CCM.78	The system has the ability to maintain an audit trail of items (e.g., exhibits marked but not admitted, exhibits marked and admitted into evidence, etc.) that have been reviewed, released and/or destroyed.	**Critical**		

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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.79	The system has the ability to identify case files that exist in an external system.	**Critical**		
CCM.80	The system has the ability to perform searches by all available data elements.	**Critical**		
The system has the ability to allow for configurable business rules to identify case age, and cases that have met their retention schedule, including but not limited to verification of:				
CCM.81	Sentence/judgement condition compliance;	**Critical**		
CCM.82	Financial compliance (e.g., no balances due, no undisbursed money, etc.);	**Critical**		
CCM.83	Warrant compliance (e.g., no outstanding warrants);	**Critical**		
CCM.84	Length of time since closing;	**Critical**		
CCM.85	Length of time without activity;	**Critical**		
CCM.86	Open motions; and	**Critical**		
CCM.87	Other user-defined.	**Critical**		
CCM.88	The system has the ability to record a log of all inserts, edits and deletes performed by users in the system, capturing all modifications, the date they were made and the user who made them.	**Critical**		
CCM.89	The system has the ability to automatically generate a series of events or actions based on case initiation and case type, base on configurable business rules.	**Critical**		
CCM.90	The system has the ability to automatically assign a court date upon docket entry.	**Critical**		
CCM.91	The system has the ability to perform a warrant check on a new docket.	**Critical**		
CCM.92	The system has the ability to, prior to the filing of a complaint, enter documents and assign tracking numbers (e.g., returns of service, answers, entry of appearance) and automatically associate those documents to the complaint when filed.	**Critical**		
CCM.93	The system has the ability to, based on configurable business rules, to identify certain agencies as being exempt or non-exempt from filing fees and other charges. Exempt agencies should not be charged such fees.	**Desired**		
CCM.94	The system has the ability to allow for party names to be changed and/or removed, due to dismissal or for other reason, with a history maintained of the previous names and the reason for the change (business changes names, one party dies, etc.).	**Critical**		
CCM.95	The system has the ability to allow for all parties and participant names to be changed or removed while maintaining the history and reasons for the changes.	**Critical**		
CCM.96	The system has the ability to allow for partial dismissals with relation to parties and counts.	**Critical**		
CCM.97	The system has the ability to provide for configurable tasks and alerts for tracking all motions and deadlines.	**Critical**		
CCM.98	The system has the ability to, for users with the appropriate permissions, "copy" information (e.g., text, images, etc.) from complaints or other filings, and have the ability to "paste" and modify that information into orders and judgments.	**Critical**		
CCM.99	The system has the ability to highlight and visually emphasize the hearing and court location on all scheduling notices.	**Desired**		
CCM.100	The system has the ability to track probation requirements.	**Critical**		

City of Broken Arrow
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	Court Case Management			
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.101	The system has the ability to track arrest warrants being issued for violations of probation requirements.	**Critical**		
CCM.102	The system has the ability to accommodate specialized terminology for processing of certain case types (e.g., 'adjudication' for juvenile cases vs. 'guilty' for adult criminal cases).	**Critical**		
CCM.103	The system has the ability to accommodate the docketing and scheduling of cases that have exceptions to standard workflow processes. (e.g., dispositional options, evaluations, notice to parents for juvenile cases).	**Critical**		
CCM.104	The system has the ability to, according to established business rules, allow for contempt proceedings against individuals who are not a party to the case.	**Critical**		
CCM.105	The system has the ability to indicate if a commitment sentence/disposition includes credit for time served. (Applicable to criminal and juvenile).	**Critical**		
CCM.106	The system has the ability to record the parents and/or guardians address information, in designated case types involving minor children.	**Critical**		
CCM.107	The system has the ability to automatically send copies of all notices and correspondence, in designated case types, to parents and guardians.	**Critical**		
CCM.108	The system has the ability to perform an automated check for configurable filing requirements, on all cases, determining and notifying designated users of any unsatisfied conditions.	**Desired**		
CCM.109	The system has the ability to, for all generated notices and mailings sent, docket the event, and the destination addresses or email addresses.	**Desired**		
CCM.110	The system has the ability to permit filings only if the required fee, if any, or appropriate waiver request is submitted simultaneously.	**Desired**		
CCM.111	The system has the ability to, upon entry of a fee waiver, to record the reason, if any is stated, for granting or denying the request for waiver.	**Desired**		
CCM.112	The system has the ability to allow for docket entries in linked cases to be replicated across all cases.	**Critical**		
CCM.113	The system has the ability to record the names of individuals who participate in a court hearing.	**Critical**		
CCM.114	The system has the ability for a user to attach and docket a transcript, as part of the case file, and notify identified users of the event.	**Critical**		
CCM.115	The system has the ability to track status and compliance of court orders, where evidence of compliance has been ordered.	**Critical**		
The system has the ability to create configurable single screens with the ability to enter all actions/events/dates for case processing, including but not limited to the following:				
CCM.116	Court participants and their roles;	**Critical**		
CCM.117	Judicial and non-judicial court personnel;	**Critical**		
CCM.118	Schedule or reschedule hearings from a next available calendar;	**Critical**		
CCM.119	Amendment of change or other pleading;	**Critical**		
CCM.120	Motions;	**Critical**		
CCM.121	Court orders (other than final disposition);	**Critical**		
CCM.122	Jury or jury waived;	**Critical**		
CCM.123	Court orders (final dispositions);	**Critical**		

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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.124	Sentence;	**Critical**		
CCM.125	Juveniles;	**Critical**		
CCM.126	District court appeals;	**Critical**		
CCM.127	Administrative appeals; and	**Desired**		
CCM.128	Other user-defined.	**Critical**		
The system has the ability to allow for configurable interactive personalized dashboard options for the daily court calendar including but not limited to the following:				
CCM.129	List of cases to be called;	**Critical**		
CCM.130	Flags for in-custody or transports;	**Critical**		
CCM.131	Current bail posted; and	**Critical**		
CCM.132	Other user-defined.	**Critical**		
CCM.133	The system has the ability to provide a dashboard option to drill down into the associated cases.	**Critical**		
CCM.134	The system has the ability to allow for the configurable display and printing of each case.	**Critical**		
CCM.135	The system has the ability to allow for configurable closing routines to be triggered automatically based on configurable criteria per case type. Cases not meeting the defined criteria should be prohibited from being closed with user override.	**Desired**		
CCM.136	The system has the ability to allow for attorney, bail bondsmen, agency, and law enforcement agency contact information (i.e. address, email, etc.) to be entered and edited in the same manner as all other person address information.	**Critical**		
CCM.137	The system has the ability to, for a selected case, provide a listing of all activity due dates.	**Critical**		
CCM.138	The system has the ability to provide users the capacity to initiate and create multiple editable forms, notices, and orders selected from a drop-down selection of transactions and events.	**Critical**		
CCM.139	The system has the ability to create electronic notices of docket entries to be sent to a list of parties on a case.	**Critical**		
CCM.140	The system has the ability to document reasons for case closure.	**Critical**		
CCM.141	The system has the ability to include easy access to links for research tools for statute, rule, case and general research.	**Critical**		
CCM.142	The system has the ability to generate and organize a docket call/trial list.	**Critical**		
CCM.143	The system has the ability to configure automated party electronic notices, to include informational attachments (e.g., scheduling notice for appellate case, would include a guide to brief requirements).	**Critical**		
CCM.144	The system has the ability to view data in the CMS in multiple ways, including but not limited to, by entity, case, and event.	**Critical**		
CCM.145	The system has the ability to automatically transmit the requests for transcripts to the Court and allow users with appropriate permissions to track the status of transcript production, and to provide for configurable alerts when timeframes have been exceeded.	**Critical**		

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	Court Case Management			
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.146	The system has the ability to provide for a configurable prompt, to notify the user for the generation of a new warrant, license suspension (e.g., drivers, fishing, hunting, professional) and/or bail forfeiture notification when hearing results are posted. (e.g., failure to appear at a hearing).	Critical		
CCM.147	The system has the ability to transfer automated system notifications, tasks, alerts, etc., from one user to another.	Critical		
CCM.148	The system has the ability to provide the user with the ability to filter cases by specific event types with the ability to print the filtered results.	Critical		
CCM.149	The system has the ability to generate a report that will list cases that are ready for further processing, either because the required elements have been satisfied or not satisfied.	Critical		
CCM.150	The system has the ability to allow the user to "copy" and "modify" individual or multiple charges.	Critical		
CCM.151	The system has the ability to, when accessing a party record, alert the user of other open cases associated with the selected party.	Critical		
CCM.152	The system has the ability to, for cases scheduled for a particular court date, generate a report to identify the status of service, interpreter needs, security alerts, number of prior offenses/cases, etc.	Critical		
CCM.153	The system has the ability to have the ability to identify the filing date and sequence of probation violation petitions and identify them as such (e.g., 2nd violation, 3rd violation, etc.).	Critical		
CCM.154	The system has the ability to identify the filing date, requesting party, reason and sequence of continuance requests and identify them as such (e.g., 2nd request, 3rd request, etc.).	Critical		
CCM.155	The system has the ability to identify the filing date and sequence of post judgment motion filings and identify them as such (i.e., 2nd motion, 3rd motion, etc.).	Critical		
CCM.156	The system has the ability to automatically assign authorized attorneys according to a configurable rotation schedule, subject to override.	Desired		
CCM.157	The system has the ability to highlight and visually emphasize changes to a hearing (e.g., date, location, time).	Critical		
CCM.158	The system has the ability to provide an alert to inform users of attorneys in active cases, whose license is no longer active, as determined by the Court.	Critical		
CCM.159	The system has the ability to provide an alert to inform users of bondsmen whose license is no longer active.	Critical		
CCM.160	The system has the ability to identify a party's last known address or other addresses and when generating notices and forms that are to be sent to a party, and send notices to more than one address.	Critical		
CCM.161	The system has the ability to handle any information identified as an electronic medical record, according to HIPAA compliance.	Critical		
CCM.162	The system has the ability to associate data stored in multiple places (e.g., the cloud; 3rd party applications, transcription services, court recordings) to a case.	Critical		
CCM.163	The system has the ability to create a law firm in the system, without the need to associate specific lawyers to the firm.	Desired		
CCM.164	The system has the ability to print addresses for any participant.	Critical		

City of Broken Arrow
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 Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.165	The system has the ability to provide all dates for scheduled events in a case to appear on the review screen, even if the event is scheduled in another court location.	**Critical**		
CCM.166	The system has the ability to allow parties to electronically file any post-judgement motion.	**Desired**		
CCM.167	The system has the ability to allow for electronic attestation and notarization of court documents but should also allow for these documents to be printed and manually certified.	**Critical**		
CCM.168	The system has the ability to generate, either on demand or automatically from configurable business rules, printed versions of any and all orders, motions and judgments.	**Critical**		
CCM.169	The system has the ability to configure an unlimited number of case-types and associate each case-type with one or more trial courts and appellate courts.	**Critical**		
CCM.170	The system has the ability to manually or automatically update the status of the case (based on completion workflow events/tasks).	**Critical**		
CCM.171	The system has the ability to re-open the case in instances such as an appeal or other actions.	**Critical**		
CCM.172	The system has the ability to repeat or replicate a set of charges across defendants in a particular case to diminish repeated and redundant data entry.	**Critical**		
CCM.173	The system has the ability to generate court summons.	**Critical**		
CCM.174	The system has the ability to record and display a variety of reminders/tasks.	**Critical**		
CCM.175	The system has the ability to automatically generate reminders/tasks based on user-defined events.	**Critical**		
CCM.176	The system has the ability to identify user notes as publicly accessible or not.	**Critical**		
CCM.177	The system has the ability to enter an unlimited number of charges within a case.	**Critical**		
CCM.178	The system has the ability to maintain an individual charge within a case and its disposition.	**Critical**		
CCM.179	The system has the ability to expunge specific charges/counts within a case, and removing the expunged charges/counts from all other data stores over which the Court has control or domain.	**Critical**		
CCM.180	The system has the ability to resequence charges/counts in the event that other charges/counts on a case may have been expunged.	**Critical**		
CCM.181	The system has the ability to produce a variety of notification methods or means.	**Critical**		
CCM.182	The system has the ability to maintain multiple means of contact for entities and other stakeholders, including email, postal, mobile and landline telephone numbers and other addresses.	**Critical**		
CCM.183	The system has the ability to search events related to a case, and other case related data (e.g. appointments, communications, supporting documents).	**Critical**		
CCM.184	The system has the ability to create user-defined templates and documents that merge data from the CMS database and make those templates available to others or designate as private.	**Critical**		
CCM.185	The system has the ability to allow for stakeholders to download, view and print case documentation subject to public records and access laws/rules.	**Critical**		

City of Broken Arrow
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	Court Case Management			
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.186	The system has the ability to generate documents while within a case and route the documents for later printing or distribution via email.	**Critical**		
CCM.187	The system has the ability to support storage and presentation of a variety of media formats (e.g., audio, video, PDF) including those for dashboard camera videos and 911 calls.	**Critical**		
CCM.188	The system has the ability to prevent unauthorized uploading of any data and/or files.	**Critical**		
CCM.189	The system has the ability to capture, maintain, and administer document retention and destruction rules based on document type, document, date, and other characteristics.	**Critical**		
CCM.190	The system has the ability to support a range of electronic and digital signature methods/protocols.	**Critical**		
CCM.191	The system has the ability to create, modify, delete, administer, and monitor a range of workflows with different steps and different actors.	**Critical**		
CCM.192	The system has the ability to define characteristics of tasks within the workflow.	**Critical**		
CCM.193	The system has the ability to capture both work time within a task and task duration (i.e., a task may take a week to complete, but actual effort required amounted to 90 minutes).	**Critical**		
CCM.194	The system has the ability to initiate a case, regardless of division or court, using data delivered directly by a case party, submitted via paper or submitted electronically.	**Desired**		
CCM.195	The system has the ability to assign a unique identifier for docket/case while maintaining a string of codes that easily identifies the court, then you, initiation date, and other case characteristics.	**Critical**		
CCM.196	The system has the ability to maintain a history of docket number changes for a particular case.	**Critical**		
CCM.197	The system has the ability to support ingestion of supporting documentation, in various formats, relevant to a case from justice partners.	**Critical**		
CCM.198	The system has the ability to select from a list of known entities or individuals (e.g., attorneys, plaintiffs, defendants) as well as add individuals in the event one required is not exist within the system.	**Critical**		
CCM.199	The system has the ability to support a common calendar among multiple related parties.	**Critical**		
CCM.200	The system has the ability to support multiple users accessing elements of a case file simultaneously.	**Critical**		
CCM.201	The system has the ability to trigger public access to exhibits upon their admission.	**Critical**		
CCM.202	The system has the ability to maintain the confidentiality of confidential components of linked cases.	**Critical**		
CCM.203	The system has the ability to assign or associate tasks with specific users.	**Critical**		
CCM.204	The system has the ability to generate configurable forms that will accommodate free form text so that court ordered directives and recording timestamps may be inserted and saved to the document. The document image should attach to the case, and be retrievable for viewing, printing and/or electronic dissemination.	**Critical**		

City of Broken Arrow
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Court Case Management				
Req	**Description of Capability**	**Criticality**	**Response**	**Comments**
CCM.205	The system has the ability to search the case for attachments, by type or key word (either by attachment name or content).	**Critical**		
CCM.206	The system has the ability to track any edit/view functions once an image has been saved to a record, and this function should be allowable based on configurable security levels.	**Critical**		
CCM.207	The system has the ability to capture multiple types of hearing results (e.g., hearing held, vacated, contested, uncontested, continued) and also schedule from a "next available" hearing configuration.	**Critical**		
CCM.208	The system has the ability to allow for multiple hearing result entries for a single event (e.g., different results on each count of a multi-count proceeding).	**Critical**		
CCM.209	The system has the ability to create/modify, print/reprint court orders, and other court related documents used for in-court processing (e.g., exhibits). Additionally, court orders and court related documents, when relevant, should create a case entry and an image of the order or other related document which will attach to said case.	**Critical**		
CCM.210	The system has the ability to electronically distribute court orders and other relevant documents resulting from hearings and other judicial events.	**Critical**		
CCM.211	The system has the ability to allow for electronic acceptance of service of court orders or other related documents for any relevant court participants.	**Desired**		
CCM.212	The system has the ability to "alert" the user if there is an active warrant, no contact order, or protection order issued against the defendant/or party on this or any other case, and reference or link to the warrants/orders on other cases identified.	**Critical**		
CCM.213	The system has the ability to automatically add required fees, with the ability for users with appropriate permissions to override.	**Critical**		
CCM.214	The system has the ability to link exhibits to cases.	**Critical**		
CCM.215	The system has the ability to allow users to complete a function (e.g., receipt a bail, initiate a case, enter sentencing, etc.) on a single screen as a single process. Functions would include both data entry and retrieval.	**Critical**		
CCM.216	The system has the ability to e-mail/print all reports generated by the application.	**Critical**		
CCM.217	The system has the ability to print all search results.	**Critical**		
CCM.218	The system has the ability to provide a case summary screen, configurable by case type.	**Critical**		

City of Broken Arrow
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	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	**Instruction**
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No:** Feature/Function cannot be provided.	

	Mobile Capabilities			
Req #	**Description of Requirement**	**Criticality**	**Response**	**Comments**
	Mobile Capabilities			
MC.1	The Mobile Capabilities module has the ability to completely integrate with all other proposed modules.	Critical		
MC.2	The system has the ability to support multi-jurisdictions.	Critical		
MC.3	The system has the ability to provide broadcast message capabilities Mobile to Mobile based on administrator-defined tables (squads, teams, precinct, task force, etc.).	Critical		
MC.4	The system has the ability to provide broadcast message capabilities Mobile to CAD based on administrator-defined tables (squads, teams, precinct, task force, etc.).	Critical		
MC.5	The system has the ability to provide administrator-defined message routing.	Critical		
MC.6	The system has the ability to support officer initiated calls and traffic stops, sending administrator defined information from the mobile data terminals (MDT) to the CAD system.	Critical		
MC.7	The system has the ability to print reports for a single jurisdiction, or for all jurisdictions by agency.	Critical		
MC.8	The system has the ability to view reports for a single jurisdiction, or for all jurisdictions by agency.	Critical		
MC.9	The system has the ability to provide sign on/sign off capability from the MDT under security control which can also be controlled by the system administrator for four more users.	Critical		
MC.10	The system has the ability to prevent users from signing on without authorization from the system administrator.	Critical		
MC.11	The system has the ability to provide password security to limit access to specific transactions from any MDT.	Critical		
MC.12	The system has the ability to provide an emergency button that, once pressed, the message should go out to all Mobile users and CAD, and include the unit number, last known location (no AVL), or current location (with AVL).	Critical		
MC.13	The system has the ability to allow law enforcement staff to maintain NCIC Agency Identifier numbers for each MDT to facilitate terminal to MDT messages and maintain CJIS compliance.	Critical		
MC.14	The system has the ability to direct output to any printer attached to the Message Switch.	Critical		
MC.15	The system has the ability to support multiple security templates for different roles.	Critical		
MC.16	The system has the ability to save inquiries (State and Local) and retrieve saved inquiries from any MDT based on security permissions.	Critical		
MC.17	The system has the ability to copy inquiry information (State and Local) and apply to reports.	Critical		
MC.18	The system has the ability to limit the Call Types officer can initiate from the field based on Agency Identifier.	Critical		
MC.19	The system has the ability to save configuration based on user profile.	Critical		
MC.20	The system has the ability to allow users to setup Chat groups at will from MDT.	Desired		
MC.21	The system has the ability to allow users to inquire on Chat history from MDT based on security permissions.	Critical		
MC.22	The system has the ability to facilitate wildcard searches for Local Person/Vehicle/Property inquiries.	Critical		
MC.23	The system has the ability to support Touch Screen, Hot Keys, and Mouse input.	Critical		
MC.24	The system has the ability to support night mode for all features.	Critical		
MC.25	The system has the ability to support locally stored ESRI based GIS map data.	Critical		
MC.26	The system has the ability to automatically track mileage based on GPS/AVL.	Critical		
MC.27	The system has the ability to turn on or off different layers of the map.	Critical		
MC.28	The system has the ability to turn on or off different layers of the map depending upon zoom level by default and by user.	Critical		
MC.29	The system has the ability to display all active and pending calls.	Critical		
MC.30	The system has the ability to display all inactive and closed called.	Desired		
MC.31	The system has the ability to filter map to display only those units on the call they are dispatched to.	Critical		
MC.32	The system has the ability to filter units by Agency Identifier.	Critical		
MC.33	The system has the ability to allow users to select units to display on the map based on security permissions.	Critical		
MC.34	The system has the ability to support routing and highlighting of the suggested route on the map using street attributes (suggested speeds, direction of travel, weight restrictions, street closures).	Critical		
MC.35	The system has the ability to allow the switch or mobile server to automatically notify designated administrator of outage or system failure.	Critical		
MC.36	The system has the ability to allow more than one user to be assigned to one Mobile unit.	Desired		
MC.37	The system has the ability to display a visual indicator showing the unit's connection status.	Critical		
MC.38	The system has the ability to allow a mobile unit to enter one or more dispositions when completing a report on a CAD event by agency.	Critical		

MC.39	The system has the ability to provide message routing between MDTs and State/NCIC networks for inquiry purposes.	**Critical**		
MC.40	The system has the ability to store administrator defined narrative templates.	**Critical**		
MC.41	The system has the ability to store administrator defined disposition narrative templates.	**Critical**		
MC.42	The system has the ability to provide or support an online interface from the Mobile application to the State/NCIC database (OLETS/NLETS).	**Critical**		
MC.43	The system has the ability to allow an MDT user to add narrative to an incident.	**Critical**		
MC.44	The system has the ability to allow entry of text information that goes directly to the narrative of a call whether or not the call is active or cleared.	**Critical**		
MC.45	The system has the ability to provide message routing between MDTs and the Computer Aided Dispatch system for the purposes of assisting dispatching, updating unit status, and database inquiry provided appropriate CAD interfaces are licensed by agency.	**Critical**		
MC.46	The system has the ability to allow a user to perform global name/vehicle searches.	**Critical**		
MC.47	The system has the ability to allow a user to perform global name/vehicle searches to include NCIC.	**Critical**		
MC.48	The system has the ability to perform global name searches to include external agencies (e.g., Tulsa County Sherriff's Office) and return images and history from the search.	**Critical**		
MC.49	The system has the ability to support voiceless dispatch for law enforcement, fire and EMS personnel.	**Critical**		
MC.50	The system has the ability to provide information on open incidents by Agency Identifier status.	**Critical**		
MC.51	The system has the ability to provide information on unit status by Agency Identifier display.	**Critical**		
MC.52	The system has the ability to provide information on all units associated to an incident.	**Critical**		
The system has the ability to provide status updates for mobile units to include the following:				
MC.53	Sign-on/Sign-off dispatch;	**Critical**		
MC.54	En route;	**Critical**		
MC.55	At scene;	**Critical**		
MC.56	En route to hospital;	**Critical**		
MC.57	At hospital; and	**Critical**		
MC.58	Multiple other user-defined.	**Critical**		
MC.59	The system has the ability to run inquires (using Soundex) for persons, vehicles, phone numbers, addresses, or prior calls from dispatch message without reentering information.	**Critical**		
MC.60	The system has the ability to run vehicle inquires by registered owner, VIN or license plate numbers (i.e. full and partial) to include multiple states from one inquiry.	**Critical**		
MC.61	The system has the ability to view Active or Pending calls and be able to dispatch self to selected call, if permitted by agency policy with administrator permissions for selected users.	**Desired**		
MC.62	The system has the ability to plot call location on map from dispatch without reentering address of incident.	**Critical**		
MC.63	The system has the ability to route unit to call with line on map and written directions.	**Critical**		
MC.64	The system has the ability to notify the user with audible new message alert.	**Critical**		
MC.65	The system has the ability to configure by agency how long a pop-up message displays on the screen and requires user attention, with the ability to disable pop-up messages.	**Critical**		
MC.66	The system has the ability to automatically send and receive incident information to and from mobile clients and support silent dispatching.	**Desired**		
MC.67	The system has the ability to display pre-plans, building diagrams, and/or any other media file associated with a location.	**Critical**		
MC.68	The system has the ability to support printing of a Field Report prior to being merged into the RMS database.	**Critical**		
MC.69	The system has the ability to allow a user to merge officer reports into an existing Records Management Database, eliminating duplicate entry and any re-keying of data.	**Critical**		
MC.70	The system has the ability to attach an exact copy of the report into the RMS as multiple file types, including but not limited to PDF.	**Critical**		
MC.71	The system has the ability to support NG911 standards.	**Critical**		
MC.72	The system has the ability to attach an exact copy of all supplements into the RMS as multiple file types, including but not limited to PDF.	**Critical**		
MC.73	The system has the ability to support the downloading of tables to all mobile devices, based on administrator defined roles, eliminating the need to update tables on individual devices.	**Critical**		
MC.74	The system has the ability to allow users to save an incomplete report for completion at another time.	**Critical**		
MC.75	The system has the ability to allow a supervisor to take ownership of a report in mobile.	**Critical**		
MC.76	The system has the ability to provide a prompt asking a user if they are sure they want to submit or delete a report.	**Critical**		
MC.77	The system has the ability to allow a supervisor to comment and/or reject a report back to the officer in mobile.	**Critical**		
MC.78	The system has the ability to allow a supervisor to edit a report without returning to the submitting officer with appropriate audit trail.	**Critical**		
MC.79	The system has the ability to allow administrator to define which field a supervisor can edit in an officer submitted report.	**Critical**		
MC.80	The system has the ability to allow an officer to recall a report if still in a "submitted" status.	**Critical**		
The system has the ability to allow officers to search for reports by the following:				
MC.81	Date range;	**Critical**		
MC.82	Incident/Case numbers;	**Critical**		
MC.83	Name;	**Critical**		
MC.84	Type of report;	**Critical**		
MC.85	Status;	**Critical**		
MC.86	Address;	**Critical**		
MC.87	Agency Identifier; and	**Critical**		
MC.88	Other user-defined.	**Critical**		

MC.89	The system has the ability to copy and paste inquiry responses into reports.	**Critical**		
MC.90	The system has the ability to export reports to different types (case report to arrest report, duplicate case, case to accident)	**Critical**		
MC.91	The system has the ability to include BOLO numbers in BOLO inquiries.	**Critical**		
MC.92	The system has the ability to allow a hyperlink of an address to mapping.	**Critical**		
MC.93	The system has the ability to copy over inquiries from CAD to Mobile module with ability to protect CJIS information.	**Critical**		
MC.94	The system has the ability to export call data from a dispatch screen to a report.	**Critical**		
MC.95	The system has the ability to auto-refresh the narrative on a call.	**Critical**		
MC.96	The system has the ability to group narrative by user (e.g., call taker).	**Critical**		
MC.97	The system has the ability to auto-refresh the unit status screen.	**Critical**		
MC.98	The system has the ability to create exception alerts by address (not receiving alerts by location).	**Critical**		
MC.99	The system has the ability to support substantial number of alerts at one location (sexual offenders at state prison).	**Critical**		
The system has the ability to look up past incidents by the following:				
MC.100	Number;	**Critical**		
MC.101	Date;	**Critical**		
MC.102	Type;	**Critical**		
MC.103	Street address range;	**Critical**		
MC.104	Beat/District	**Critical**		
MC.105	Officer; and	**Critical**		
MC.106	Other user-defined.	**Critical**		
MC.107	The system has the ability to separate EMD narrative.	**Critical**		
MC.108	The system has the ability to display the most current narrative information at the top.	**Critical**		
MC.109	The system has the ability to perform inquiries on multiple people at the same time.	**Critical**		
MC.110	The system has the ability to perform inquiries on multiple vehicles at the same time.	**Critical**		
MC.111	The system has the ability to drill-down on activity on global subjects, vehicles, and addresses.	**Critical**		
MC.112	The system has the ability to generate a notification if a user is not logged into the system during chat sessions.	**Critical**		
MC.113	The system has the ability for vehicle and person search to bring results back to one response screen after performing inquiry.	**Critical**		
MC.114	The system has the ability to support warrant service attempts through mobile based on security permissions.	**Desired**		
MC.115	The system has the ability to update the secondary location in mobile by agency based on security permissions.	**Critical**		
MC.116	The system has the ability to separate active and pending calls by filtering.	**Critical**		
MC.117	The system has the ability to identify required fields during report completion for NIBR/SIBR compliance.	**Critical**		
MC.118	The system has the ability to configure the display of screens and icons by user.	**Critical**		
MC.119	The system has the ability to parse diagrams by Beats/Districts.	**Critical**		
MC.120	The system has the ability to take the officer directly to the field when performing an error check.	**Critical**		
MC.121	The system has the ability to warn a user when logging out that an officer has open reports that need to be submitted.	**Critical**		
MC.122	The system has the ability to provide automatic date/time stamping and user ID tracking of all Call Taker and Dispatcher processes to track call and unit activity and all command processing.	**Critical**		
MC.123	The system has the ability to schedule calls for future dispatch (i.e., parades, funerals, fairs, etc.) and assign to a specific unit from a mobile unit with security permissions.	**Critical**		
MC.124	The system has the ability to schedule calls for future dispatch (i.e., parades, funerals, fairs, etc.) and assign to a specific unit from a mobile unit with security permissions and automatically notify CAD.	**Critical**		
MC.125	The system has the ability to support pre-scheduled calls from an active call for the mobile unit.	**Critical**		
MC.126	The system has the ability to record the latitude and longitude of a unit when a status change is made to the unit (on scene, en route, at scene). Agency determines which status drives when the geo stamp is used.	**Critical**		
MC.127	The system has the ability to allow the user to customize the toolbar for the unit status control panel, with authorized permissions.	**Desired**		
MC.128	The system has the ability to allow multiple unit status control panels to be opened with different configurations based on the level of security.	**Critical**		
MC.129	The system has the ability to filter or subset the list in the unit status control panel.	**Critical**		
MC.130	The system has the ability to subset by agency type, allowing the selection of multiple agency types within one unit status control panel.	**Critical**		
MC.131	The system has the ability to allow the user to drag and drop a unit from the unit status control panel to a call on the call control panel.	**Desired**		
MC.132	The system has the ability to allow the assignment of units by using point-and-click pull-down menus.	**Desired**		
MC.133	The system has the ability to allow a user to change a unit's status, open the unit's call stack, and reroute a unit within the unit status control panel.	**Critical**		
MC.134	The system has the ability to allow a user to get a list of all available calls and dispatch the unit to the call from the unit status control panel.	**Desired**		
MC.135	The system has the ability to allow the agency to modify the statuses that a particular unit can be assigned.	**Critical**		
MC.136	The system has the ability to automatically refresh the unit status control panel when information is updated.	**Critical**		
MC.137	The system has the ability to have a cleared call search on mobile default to current year for an incident number.	**Critical**		
MC.138	The system has the ability to have a cleared call search on mobile with the option to search by address.	**Critical**		
MC.139	The system has the ability to support mobile warrant alert to include dollar amount of warrant.	**Critical**		
MC.140	The system has the ability to search by phone number in incident searches.	**Critical**		
MC.141	The system has the ability to automatically run a person or vehicle through NCIC when adding a person or vehicle to a dispatch call.	**Critical**		
MC.142	The system has the ability to open an NCIC message in list view.	**Critical**		

MC.143	The system has the ability to have the vehicle or person icon to flash when running a vehicle or person inquiry when getting a hit on NCIC or warrants.	**Critical**		
MC.144	The system has the ability to allow users in the mobile application the option to select the status instead of using the entire CAD status list.	**Critical**		
MC.145	The system has the ability to support flexible map-based query and display simple tools for identifying location (based on GPS location), pan and zoom, turn on/off map layers, query for selected incident types and status, buffer area searches, etc.	**Critical**		
MC.146	The system has the ability to support law enforcement case report preparation with ability to access data from multiple sources (e.g., call data, CAD, arrest records) and for attachment of documents.	**Critical**		
MC.147	The system has the ability to support efficient supervisor review, edit, and approval of all reports through mobile.	**Critical**		
MC.148	The system has the ability to display an image of the subject within the master index record, whether by capturing an image with a digital camera or by uploading an image from a camera, or computer disk.	**Critical**		
MC.149	The system has the ability to allow units to change status to "available on air" if the unit status is in quarters.	**Critical**		
MC.150	The system has the ability to allow units to self-release from a call to become available on air while other units remain active on the call.	**Critical**		
MC.151	The system has the ability to allow units to self-release from an assigned CFS, clearing the call altogether to become available on air while allowing other units be to assigned to the call.	**Critical**		
The system has the ability to maintain a history on each traffic ticket and citation produced, including (but not limited to) the following information with appropriate security permissions:				
MC.152	Posted Speed;	**Critical**		
MC.153	Actual Speed; and	**Critical**		
MC.154	Written Speed;	**Critical**		
The system has the ability to separate narrative for the following:				
MC.155	EMS;	**Critical**		
MC.156	Fire;	**Critical**		
MC.157	Police; and	**Critical**		
MC.158	Dispatch.	**Critical**		

Interfaces											
Potential Interfaces											

The City has developed a list of potential interfaces for the future Public Safety Software System. For the purpose of this procurement, a "system interface" involves the exchange of data, in real-time or batch mode to and/or from the external system and the Public Safety Software System. In special cases, where technically feasible, an interface may involve real time interaction with external system software to invoke processing on that external system for real-time viewing in the Public Safety Software System. In several instances, interfaces in this list may not be required if the future Public Safety Software System can provide needed functionality. Conversely intended replacements of existing third-party systems may be adjusted if functionality in the future Public Safety Software System is not adequate. As a result, the City has developed a list of potential interfaces for vendors to respond to so that the City may consider its future applications environment. The types of integration are:

SEND: The system will only need to SEND data to the third party application.
RECEIVE: The system will only need to RECEIVE date from the third party application.
BOTH: The system will need to both SEND and RECEIVE information to/from the third party application.

Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response		**Instruction**
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications** All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No: Feature/Function cannot be provided.**	

Req #	System/ Interface	Vendor	Version	Database Platform	Type of Integration	Reason for Integration	Criticality	Vendor Response	Method of Integration (flat-file,API, XML, HTTP, etc.)	Vendor Comments	Cost to Develop
INT.1	Geographic Information	Esri	v10.5	MS-SQL	RECEIVE	**Receive:** The Public Safety system needs to be able to receive mapping data from GIS.	**Critical**				
INT.2	ArcGIS Collector	Esri	N/A	N/A	SEND	**Send:** The Public Safety system needs to mapping details (e.g., hydrants out of service) to the ArcGIS Collector.	**Critical**				
INT.3	Fire/EMS RMS	ImageTrend	Elite 1.18.06.0.4	N/A	BOTH	**Send:** The Public Safety system needs to send CAD, LERMS, and Mobile information to the Fire/EMS RMS (e.g., miles travels, run cards/response plans, arson information). **Receive:** The Public Safety system needs to be able to receive Fire/EMS RMS data (e.g., run cards/response plans, vehicle information, personnel information, station information).	**Critical**				
INT.4	Pawnshop Tracking	LeadsOnline	N/A	N/A	RECEIVE	**Receive:** The Public Safety system needs to receive pawn shop inventory updates from LeadsOnline to assist with investigations.	**Critical**				
INT.5	Citizen Outreach	PulsePoint	N/A	N/A	SEND	**Send:** The Public Safety system needs to send AED location information and public safety updates to the PulsePoint system.	**Critical**				
INT.6	K-9 Tracking	CodeBlue	5	Access	RECEIVE	**Receive:** The Public Safety system needs to receive K-9 unit information from CodeBlue.	**Critical**				
INT.7	Fire/EMS Dispatch	ProQA	N/A	N/A	BOTH	**Receive:** The Public Safety system needs to receive EMS dispatch questionnaire information from ProQA-EMS. **Send:** The Public Safety system needs to send call location, caller name, and phone number.	**Critical**				
INT.8	Mugshot Query Application	In-House	2	MS-SQL	RECEIVE	**Receive:** The Public Safety system needs to receive mug shot photos.	**Critical**				
INT.9	Fire Schedule/Rost	CrewSense	N/A	N/A	RECEIVE	**Receive:** The Public Safety system needs to receive crew and roster information.	**Critical**				
INT.10	Data Surveillance	FirstWatch	N/A	N/A	SEND	**Send:** The Public Safety system needs to send CAD data to FirstWatch.	**Critical**				
INT.11	Mobile Data	StreetWise	N/A	N/A	BOTH	**Send:** The public safety system needs to send mobile data to StreetWise. **Receive:** The public safety system needs to receive mobile data from StreetWise.	**Critical**				
INT.12	Fire Alerting/Paging	Zetron	2.5.1.5	N/A	SEND	**Send:** The Public Safety system will need to send alerting/paging data to Zetron.	**Critical**				
INT.13	Fire Alerting/Paging	Zetron	2.5.1.5	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive response activation data from Zetron.	**Desired**				
INT.14	OLETS	State of OK	N/A	N/A	BOTH	**Receive:** The Public Safety system will need to receive NCIC information. **Send:** The Public Safety system will need to send NCIC information.	**Critical**				
INT.15	ASAP	N/A	N/A	N/A	BOTH	**Receive:** Public Safety system will receive alarm data from ASAP. **Send:** Public Safety system will send responses to ASAP, acknowledging and updating.	**Critical**				
INT.16	E-9-1-1	Motorola (VESTA)	N/A	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive 911 information (e.g., caller information, phone number) from E-9-1-1 for NG911 compliance.	**Critical**				
INT.17	Barcoding	Quatred	N/A	N/A	RECEIVE	**Receive:** The Public Safety system will need to receive barcoding information from Quatred for the property & evidence module.	**Critical**				
INT.18	Document management	Questys	SQL - v11.0.6020 / Questys v11.4.2.218	MS-SQL	BOTH	**Receive:** The Public Safety system should receive documents from Questys. **Send:** The Public Safety system should send documents to Questys.	**Critical**				
INT.19	Tulsa County SO Warrant System	N/A	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive Warrant information for the Tulsa County SO Warrant System. **Send:** The Public Safety system should send Warrant information to the Tulsa County SO Warrant System.	**Critical**				
INT.20	RapidSOS	N/A	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive lat/long information from RapidSOS. **Send:** The Public Safety system should send caller phone number to RapidSOS.	**Critical**				
INT.21	digiTICKET	Saltus Technologies	N/A	N/A	BOTH	**Receive:** The Public Safety system should receive eCitation information.	**Critical**				
INT.22	ERP Financials	TBD	-	-	SEND	**Send:** The Public Safety system should be able to send financial information to the ERP system. (examples: bond payment information from jail; cash receipts for records; animal control payments)	**Critical**	The City has released an RFP for a new ERP system. The City would like to gather further information about a typical interface with an ERP system—both interface types and associated costs. The City requests that the proposer indicate ERP systems with which the proposed software already			

INT.23	ERP Financials	TBD	-	-	RECEIVE	**Receive:** The Public Safety system should receive financial information from the ERP system.	**Desired**	The City has released an RFP for a new ERP system. The City would like to gather further information about a typical interface with an ERP system—both interface types and associated costs. The City requests that the proposer indicate ERP systems with which the proposed software already			
INT.24	Inform CAD	TriTech	5.71	SQL	BOTH	**Send:** The Public Safety system needs to send CAD information to the City of Tulsa's TriTech system. **Receive:** The Public Safety system should be able to receive CAD information from the City of Tulsa's TriTech system.	**Critical**				
INT.25	Inform RMS	TriTech	5.8	SQL	BOTH	**Send:** The Public Safety system needs to send RMS information to the City of Tulsa's TriTech system. **Receive:** The Public Safety system should be able to receive RMS information from the City of Tulsa's TriTech system.	**Critical**				
INT.26	iTouch Biometrics	iTouch Biometrics	Version v8.37	stores and archives all data in an *.eft file format	SEND	**Send:** The Public Safety system should be able to send information (e.g. name, address, etc. of person being fingerprinted) to iTouch to support the arrest and booking process.	**Critical**				
INT.27	iTouch Biometrics	iTouch Biometrics	Version v8.37	stores and archives all data in an *.eft file format	RECEIVE	**Receive:** The Public Safety system should be able to receive fingerprint information and mugshot images from iTouch to support the arrest and booking process.	**Critical**				

City of Broken Arrow
Functional and Technical Requirements

Potential Data Conversions

The City has developed a list of potential data conversion objects as part of the future system(s) implementation. For each object, proposers should indicate the proposed approach to data conversion includes the object or not. Additional information about each source can be found on the preceding interfaces tab. The cost to convert each object should be proposed on a line item basis and totaled in the Cost Worksheet both by Critical and Desired data conversion objects.

	Response Indicators: When providing responses to the requirements in Attachment B, proposers shall use the following response indicators:	Instruction
S	**Standard:** Feature/Function is **included in the current software release** and will be implemented by the planned phase go-live date as part of the Proposal from vendors in accordance with agreed-upon configuration planning with the City.	Respondents are encouraged, but not required, to provide additional information in the Comments column to further demonstrate the system's ability to meet the requirement.
F	**Future:** Feature/Function **will be available in a future software release** available to the City by October 2019, at which point it will be implemented in accordance with agreed-upon configuration planning with the City.	If a response indicator of "F" is provided for a requirement that will be met in a future software release, the Respondent shall indicate the planned release version as well as the time the release will be generally available.
C	**Customization:** Feature/Function is **not included** in the current software release, and is not planned to be a part of a future software release. However, **this feature could be provided with custom modifications**. All related customization costs should be indicated in the Comments column next to the feature/function, and the total cost included in Attachment C – Cost Worksheet.	If a response indicator of "C" is provided for a requirement that will be met through a custom modification, the Respondent shall indicate the cost of such a modification.
T	**Third-Party:** Feature/Function is **not** included in the current software release, and is **not** planned to be a part of a future software release. However, this feature could be **provided with integration with a third-party system**. This system should be specified.	If a response indicator of "T" is provided for a requirement that will be met by integration with a third-party system, the Respondent shall identify this third-party system and include a cost proposal to secure this system.
N	**No:** Feature/Function cannot be provided.	

Req #	Data Conversion Object	Source	Quantity of Data Available in Legacy Systems	Quantity of Data Needed To Meet Data Retention Policy	City Criticality	Vendor Response	Cost to Convert	Vendor Standard Conversion Scope (Please outline standard scope of conversions for the objects identified)	Comments
DC.1	CAD Database	Superion	23 Years	Current, plus 9 historical years.	Critical				
DC.2	Law Enforcement RMS Database	Superion	23 Years	Current year, plus all historical.	Critical				
DC.3	Court Database	Superion	23 Years	Current year, plus all historical.	Critical				
DC.4	RMS-Mugshot Database	ImageWare	20 Yeas	Current year, plus all historical.	Critical				
DC.5	JMS Database	Jalan	25 Years	Current year, plus all historical.	Critical				
DC.6	K-9 Unit Database	CodeBlue	N/A	Current year, plus all historical.	Critical				
DC.7	Document Management	Questys	20+	Current year, plus all historical.	Critical				

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	

One-Time Costs			Please Indicate the Licensing Model			
Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	**#2 Computer-Aided Dispatch**	**#3 Law Enforcement Records Management**	**#4 Jail Management**	**#5 Court Case Management**	**#6 Mobile Capabilities**	**Total**
Software License Costs						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -

Attachment C - Cost Worksheet   Page 1 of 11   Last Updated: January 24, 2019

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Total Not to Exceed Travel Costs						

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Maintenance Cost	$ -					

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

City Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a City-hosted application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Escrow Costs (if applicable)			**Vendor Comments:**
Optional - Disaster Recovery Cost (annual basis)			**Vendor Comments:**
Optional - Enhanced Maintenance & Support Services			**Vendor Comments:**

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$	-
Recurring Maintenance Years 1-10 (Cell B36)	$	-
Total Estimated Travel Costs (Cell B21)	$	-
Other Costs	$	-
TOTAL TEN YEAR INVESTMENT	$	-

Other Costs (if applicable; please specify the nature of these costs, and whether such costs are presented as optional)

Description	Cost	Notes

Hourly Rates		
Hourly Rate for Professional Services		
Hourly Rate for Custom Programming		

Vendor Hosted Cost Worksheet						

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:	

One-Time Costs			Please Indicate the Licensing Model			
Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	**#2 Computer-Aided Dispatch**	**#3 Law Enforcement Records Management**	**#4 Jail Management**	**#5 Court Case Management**	**#6 Mobile Capabilities**	**Total**
Software License Costs						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -
Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ -	$ -	$ -	$ -	$ -	$ -

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs	
Escrow Costs (if applicable)	Vendor Comments:

Recurring Maintenance Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance (per functional area)						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Maintenance Cost	$ -					
Optional - Enhanced Maintenance & Support Services				Vendor Comments:		

Vendor Hosted Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Recurring Hosting/Managed Services Costs

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Hosting/Services (per module)						$ -
Other Annual Services/Hosting Costs (if applicable, such as disaster recovery)						$ -
Total Annual Recurring Hosting Costs	$ -	$ -	$ -	$ -	$ -	$ -

Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)		Hosting Schedule:	Rate of Increase over Prior Year (as a percentage)	Hosting Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Hosting Cost	$ -					
Optional - Disaster Recovery Cost (annual basis)				**Vendor Comments:**		

Vendor Hosted Cost Worksheet		

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a Vendor-hosted (e.g. "Managed Services") application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -	
Recurring Maintenance Years 1-10 (Cell B36)	$ -	
Recurring Hosting/Managed Services Costs Years 1-10 (Cell B50)	$ -	
Total Estimated Travel Costs (Cell B21)	$ -	
Other Costs	$ -	
TOTAL TEN YEAR INVESTMENT	$ -	

Other Costs (if applicable; please specify the nature of these costs, and whether such costs are presented as optional)

Description	Cost	Notes
Hourly Rates		
Hourly Rate for Professional Services		
Hourly Rate for Custom Programming		

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Subscription (SaaS) Cost Worksheet						

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Licensing and Hosting Notes: Vendors are instructed to include notes in the field to the right related to the licensing methodology (site/enterprise, named user, concurrent, subscription); the hosting or deployment model; as well as other detail that will help the City to understand the cost totals:

One-Time Costs			Please Indicate the Licensing Model			
	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Software License Costs (if applicable)						$ -
Software Customization Costs						$ -
Interfaces/Integration Costs						$ -
Data Conversion Costs						$ -
Professional Service Costs (not including training, integration and interfaces)						$ -
Training Costs						$ -
Server Hardware Costs						$ -
Third-Party Hardware Costs						$ -
Third-Party Software Costs						$ -
Third-Party Professional Services Costs						$ -
Expenses (miscellaneous)						$ -
Total One-Time Costs (Without Discounts)	$ -	$ -	$ -	$ -	$ -	$ -
Discounts						$ -
Total Discounted One-Time Costs (Total One-Time Cost less Discounts)	$ -	$ -	$ -	$ -	$ -	$ -

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Total Not to Exceed Travel Costs			
Escrow Costs (if applicable)		**Vendor Comments:**	

Recurring Maintenance Costs (If Applicable)

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Annual Maintenance						$ -
Custom Modification Maintenance (if applicable)						$ -
Additional Maintenance Fees						$ -
Total Recurring Maintenance Costs by Module	$ -	$ -	$ -	$ -	$ -	$ -

Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)		Maintenance Schedule:	Rate of Increase over Prior Year (as a percentage)	Maintenance Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
TEN Year Maintenance Cost	$ -					

Recurring Subscription Costs

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

Cost Area (Tab No. from Attachment B - Functional and Technical Requirements)	#2 Computer-Aided Dispatch	#3 Law Enforcement Records Management	#4 Jail Management	#5 Court Case Management	#6 Mobile Capabilities	Total
Subscription Cost per Functional Area						$ -
Subscription - Discounted Cost per Functional Area (Pricing after applicable discounts)						$ -
Subscription Frequency (Indicate whether monthly, quarterly, or annual basis)						

Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)		Subscription Cost Schedule:	Rate of Increase over Prior Year (as a percentage)	Subscription Costs (as a dollar amount)
Year 1				Year 6		
Year 2				Year 7		
Year 3				Year 8		
Year 4				Year 9		
Year 5				Year 10		
Ten Year Subscription Cost	$ -					

City of Broken Arrow, Oklahoma
Public Safety Software System Selection RFP

Subscription (SaaS) Cost Worksheet

Cost Worksheet Instructions: Provide a cost response for each cost area, based upon system modules for a software as a service (SaaS) based application. The pricing should be based on the detailed functionality that the City requires for each functional area. When a single price may be provided for a group of modules, please provide that cost with a notation. All additional costs should be captured in the respective areas.

Vendors are responsible for completing all fields highlighted orange where applicable, and reviewing totals prior to submission.

TOTAL TEN YEAR INVESTMENT

Total Discounted One-Time Costs (Cell G20)	$ -
Recurring Maintenance Years 1-10 (Cell B36)	$ -
Recurring Subscription Costs Years 1-10 (Cell B49)	$ -
Total Estimated Travel Costs (Cell B21)	$ -
Other Costs	$ -
TOTAL TEN YEAR INVESTMENT	$ -

Other Costs (if applicable; please specify the nature of these costs, and whether such costs are presented as optional)

Description	Cost	Notes

Hourly Rates		
Hourly Rate for Professional Services		
Hourly Rate for Custom Programming		

Attachment D – Sample Booking Forms

The City has provided sample booking forms as Attachment D to the RFP on an informational basis to supplement the information found in the RFP, specifically Attachment B, as to the desired fields to be included in the configuration of future systems.

BACIS

BROKEN ARROW POLICE DEPARTMENT
ARREST AND BOOKING DATA

BROKEN ARROW CRIMINAL INFORMATION SYSTEM

MASTER FILE #

PAGE	OF

MUG & PRINT ☒ CHECKED NCIC PLACE OF BIRTH _____

☐ PARTIAL ☐ COMPLETE PHOTO TO _____ CASE NUMBER _____ COURT DATE _____ DIVISION _____

☐ FEDERAL DISTRICT ☐ TULSA DISTRICT ☐ WAGONER DISTRICT ☐ MUNICIPAL ☐ HOLD FOR _____ ☐ JUV

LOCATION OF ARREST

LOCATION OF OCCURRENCE

OCCURRED	MO	DATE	YR	DAY FRI	TIME :	ARRESTED	MO	DATE	YR	DAY	TIME :	BOOKED	MO	DATE	YR	DAY	TIME :

TPD/PID	SUSPECT NAME (LAST, FIRST, MIDDLE)	AKA	HGT	WGT	HAIR	EYES	SKIN	RACE	SEX

STREET ADDRESS, CITY STATE	ZIP CODE	AGE	DOB / /	SOCIAL SECURITY NUMBER

EMPLOYER/SCHOOL	HOME PHONE	DRIVERS LICENSE NUMBER	ST	CLASS	END

EMPLOYER ADDRESS	BUSINESS PHONE	OSBI NUMBER	FBI NUMBER

NEXT OF KIN	ADDRESS	PHONE	RELATIONSHIP

PERSONNEL ODDITIES   TATTOOS

CLOTHING   WARNING INDICATORS

VEHICLE

DISPOSITION/HOLD	VIN	TAG YR	TAG STATE	TAG NUMBER

VEH YR	VEH MAKE	VEH MODEL	VEH STYLE	COLOR TOP/BOTTOM	MISC IDENTIFIERS

ARRESTING OFFICER	ID NUM	AGENCY	BACKING OFFICER	ID NUM	AGENCY	JAIL INTAKE	ID NUM

FED STA MUN	FEL MIS	CRIME DESCRIPTION	TITLE	SECT	PARA	DATE OF OFFENSE	WARRANT NUMBER	ORI	BOND	OR	UCR
						/ /					
						/ /					
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						/ /					
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						/ /					
						/ /					
						/ /					
						/ /					
						/ /					

WILL SIGN CITY IFNORMATION

LAY WITNESS LIST FOR MUNICIPAL CHARGES

☐ OFFICER ☐ CITIZEN	WITNESS NAME	ADDRESS	TELEPHONE
	1		
	2		
	3		
	4		
	5		

ARREST DOCKET NUMBER

BREATHALYZER OPERATOR/ID NUM/AGENCY	BREATHALYZER SUPERVISOR/ID NUM/AGENCY	TEST RESULTS 0. %

PROPERTY RECEIPT	VCR TAP	PHOTO NUM	LATENT NUM

RIGHT INDEX

FORM 0106/10.09

THE BELOW SIGNED OFFICER SWEARS AND AFFERMS THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND PRAYS THIS HONORABLE COURT TO FIND PROBABLE CAUSE TO DETAIN THE ARRESTEE PENDING FURTHER PROCEEDINGS.

_____

, BAPD, 918-259-8400

PRINT OFFICER'S NAME, DEPT, PHONE NUMBER

SUBSCRIBED AND SWORN TO BEFORE ME THIS   DAY OF   2

MY COMMISSION EXPIRES _____

_____

NOTARY PUBLIC OR COURT CLERK

I FIND THAT THERE ☐ IS ☐ IS NOT   PROBABLE CAUSE TO DETAIN THE ARRESTEE PENDING FURTHER PROCEEDINGS.

DATE _____ TIME _____   _____

JUDGE OF THE DISTRICT COURT

FORM 0106/10.09

WCSO

WAGONER COUNTY SHERIFF'S OFFICE
ARREST AND BOOKING DATA SHEET

BOOKING NUMBER

PAGE		OF	

☐ **CHECKED NCIC**
☐ WAGONER DISTRICT
☐ OTHER : _____

☐ **HOLD**
  HOLD FOR: _____

ARRESTING OFFICER & ID	USE OF FORCE

☐ **YES** ☐ **NO**

ARRESTING AGENCY	**MEDICAL ATTENTION REQUIRED**

☐ YES
☐ NO

CASE NUMBER	**MEDICAL ATTENTION SOUGHT**

☐ YES
☐ NO

| LOCATION OF ARREST | | | | | | LOCATION OF OCCURRENCE | | | | |

	MO	DATE	YR	DAY	TIME		MO	DATE	YR	DAY	TIME		MO	DATE	YR	DAY	TIME
OCCURRED						**ARRESTED**						**BOOKED**					

SUSPECT NAME (LAST, FIRST, MIDDLE)	AKA	HGT	WGT	HAIR	EYES	SKIN	RACE	SEX
STREET ADDRESS, CITY, STATE	ZIP CODE	AGE	DATE OF BIRTH			SOCIAL SECURITY NUMBER		

EMPLOYER/SCHOOL NAME	HOME PHONE	DRIVER'S LICENSE NUMBER	ST	CLASS	END

EMPLOYER ADDRESS, CITY, STATE, ZIP	BUSINESS PHONE	OSBI NUMBER	FBI NUMBER

NEXT OF KIN	ADDRESS	PHONE	RELATIONSHIP

CONDITION AT THE ARREST	OBSERVED WARNING INDICATORS

VEHICLE

DISPOSITION/HOLD/IMPOUNDED BY	VEHICLE IDENTIFICATION NUMBER	TAG YEAR	STATE	TAG NUMBER
VEHICLE YEAR	VEHICLE MAKE	VEHICLE MODEL	VEHICLE STYLE	COLOR TOP/BOTTOM	MISC IDENTIFIERS

FED STA MUN	FEL MISD	CRIME DESCRIPTION	TITLE	SECT	PARA	DATE OF OFFENSE	WARRANT NUMBER	ORI	BOND

INTOXILIZOR OPERATOR / AGENCY	INTOXILIZOR PERMIT NUMBER	TEST RESULTS
		0. %

USE OF FORCE: TYPE OF FORCE: ☐ IMPACT BATON ☐ TASER ☐ OC SPRAY ☐ CUSTODY & CONTROL

NARRATIVE:

DISTRICT COURT WAGONER COUNTY
STATE OF OKLAHOMA
PROBABLE CAUSE AFFIDAVIT

	OF	
PAGE	**CASE NUMBER:**	

STATE OF OKLAHOMA)
Plaintiff,)
)
vs.)   Case No._____
)
)
_____)
Defendant)

Comes now the undersigned Affiant, and states upon oath or affirmation that the following information and facts are correct to the best of the Affiant's knowledge and belief.

DEFENDANT NAME (LAST,FIRST, MIDDLE)	ADDRESS	DOB	SSN	RACE	SEX

States specific facts which probable cause for arrest was based:

Signed and sworn to before me on _____ day of _____, 20_____   NOTARY PUBLIC:_____

{seal}

Anticipated charge(s):

Affiant signature (Arresting Officer):   Date:

PROBABLE CAUSE DETERMINATION

I,_____, Judge of the District Court, reviewed this probable cause affidavit on the, _____ Day of _____. 20____ at _____AM/PM.

☐ This affidavit contains sufficient facts showing probable cause to detain the Arrestee to await further proceedings.
☐ The court sets an appearance bond in the amount of $_____
☐ The court denies bond at this time.
☐ This affidavit contains insufficient facts to show there is probable cause to detain the Arrestee. The Arrestee is ordered released from custody forthwith.

_____
Judge of the District Court

City of Broken Arrow, Oklahoma

Addenda No. 1 – February 15, 2018

Request for Proposal for Software and Implementation Services for a Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System (CAD-RMS)

Due Date and Time: Tuesday, April 2, 2019, 3:30 PM Local Time

City of Broken Arrow
RFP # 19.146
Attn: Purchasing Department
1700 West Detroit
Broken Arrow, OK 74012
918-259-8361

_____

Please be advised the Schedule of Events (Table 02 of the RFP) is modified as follows:

Event	Original Date	Revised Date
RFP Published	February 1, 2019	No change applicable
Pre-Proposal Vendor Teleconference	February 11, 2019 at 1:00pm CST	No change applicable
Deadline for Questions From Vendors	February 22, 2019 at 4:00pm CST	March 11, 2019 at 4:00pm CST
Deadline for Proposal Submissions	Tuesday, March 12, 2019 at 3:30pm CST	Tuesday, April 2, 2019 at 3:30pm CST
Shortlist Vendors notified	Week of April 1, 2019	Week of April 15, 2019
Vendor Demonstrations	Weeks of April 29 and May 6, 2019	Weeks of May 13 and May 20, 2019

A Pre-Proposal Vendor Teleconference was held on February 11, 2019 at 1:00 pm (CST). The Pre-Proposal Teleconference was facilitated by the City and the City's consulting partner, BerryDunn, and included participation by key City staff.

The City has retained BerryDunn as a consulting partner for this project. The role of BerryDunn is to provide information and analytical services to support this project. BerryDunn will be facilitating activities as part of the procurement, but will not be participating in the evaluation scoring. Evaluations and resulting decisions will be made solely by the City.

Attendance at the Pre-Proposal Vendor Teleconference was **not** mandatory. The following vendors identified themselves on the teleconference:

- CentralSquare
- DCS, Inc.
- GeoConex Corp.
- Infor
- Integrated Software Specialists, Inc.
- Intellitech Corporation

- Jano Justice
- Pioneer Technology Group
- PTS Solutions
- Saltus Technologies
- Solid Circle
- Tyler Technologies

Questions and answers provided below include those questions received prior to and following the Pre-Proposal Vendor Teleconference. Any other questions and answers following the issuance of this Addendum will be included in Addendum 2, if necessary.

1. Question: Would the City please confirm the number of sworn Police Officers the City has?

   City Response: The City is adding five (5) new sworn officers per year, and anticipates that by the time the implementation begins there will be approximately 157 sworn officers.

2. Question: In terms of mobile capabilities, Table 05 presents high-level information on Equipment – is the City able to further specify how many Police vehicles are expected to be equipped with mobile capabilities for CAD and records, as well as Fire vehicles?

   City Response: The City anticipates between 100-110 Police Department mobile data terminals (MDT) will require mobile CAD and records capabilities. The City anticipates that 25-30 Fire Department MDTs will require mobile CAD and records capabilities.

3. Question: In terms of dispatch staffing, how many seats are there in operation at any given time as well as how many back-ups are there?

   City Response: The City typically has between three to eight seats in operation at any given time, and five as backup.

4. Question: Does the City have a preference on the database structure for the new solutions (e.g. Microsoft SQL, Linux)?

   City Response: The City does not have a preference.

5. Question: Could the City please expand upon the needed interfaces defined with the City of Tulsa (INT.24 and INT.25 in Attachment B)? Does the City require direct updating (adding data to and from Inform CAD and Inform RMS), and is the City currently doing this?

   City Response: The City does not currently have a live interface with the City of Tulsa, but desires one in the future to facilitate the trading of live calls with real-time updates.

6. Question: Will the City allow vendors to propose on one functional area or module (e.g., court case management)?

   City Response: Yes. Per section 2.2 of the RFP:

"As part of this process the City will be allowing Respondents to submit point solutions (best of breed), and encourages Respondents to participate in this process in order to consider and evaluate a range of marketplace offerings"

"Proposers are also encouraged to propose on a subset of functionality if the proposed software cannot provide functionality for all requested modules."

7. Question: Will the City consider a 30 day extension to the proposal due date?

   City Response: Please see the revised Schedule of Events appearing in this Addendum.

8. Question: What products are in use today for Fire Records Management?

   City Response: The City is using ImageTrend for fire reporting and patient care.

9. Question: Kindly confirm if this is an international bid or limited to USA registered companies only.

   City Response: The City will accept proposals from Proposers, regardless of the physical location of the vendor. The selected vendor(s) will be required to possess a business license for performing work in the State of Oklahoma prior to contract execution.

Respondents are instructed to return a copy of this addenda form signed by an authorized firm agent as part of proposal responses.

_____
SIGNATURE

_____   _____
COMPANY   DATE

City of Broken Arrow, Oklahoma

Addenda No. 2 – March 25, 2019

Request for Proposal for Software and Implementation Services for a Court-Case Management, Jail Management, and Computer-Aided Dispatch and Records Management System (CAD-RMS)

Due Date and Time: Tuesday, April 2, 2019, 3:30 PM Local Time

City of Broken Arrow
RFP # 19.146
Attn: Purchasing Department
1700 West Detroit
Broken Arrow, OK 74012
918-259-8361

Please note that the City has made available a version of Attachment A in MS Word format on the City website.

Questions and answers provided below include those questions received following the Pre-Proposal Vendor Teleconference.

1. Question: Section 2.8 states that "The City is currently in the process of developing requirements and an RFP for the selection of an upgraded or replacement Community Development Software System…" What is the name of the vendor who is currently in place?

   City Response: The City currently uses Central Square (SunGard) HTE, per table 07 of the RFP.

2. Question: Section 2.8 states that "The City is currently negotiating a contract for the selection of a replacement financial and human resources management software system…" What is the name of the vendor who is currently in place, and with what vendor is the City in negotiations with (sic)?

   City Response: The City currently uses Central Square (SunGard) HTE, per table 07 of the RFP. The City will not be disclosing the name of the preferred vendor with whom the City is in negotiations with.

3. Attachment B – Functional and Technical Requirements: With reference to 2. CAD, CA.738 through CA.740, will any CAD systems need this integration outside of the TriTech Inform system listed on 7. Interfaces?

   City Response: The City requires a direct interface with TriTech CAD to auto populate CAD information between the Broken Arrow CAD and the City of Tulsa CAD systems for user defined areas. This will include all CAD data created on one system being sent to the secondary system. The integration will allow for updating of status changes, unit times

and a master responding or not responding notification. CAD data shall update between systems as the call progresses. The City additionally requires a standard CAD-to-CAD interface as outlined in the NENA/APCO Emergency Incident Data Document for interfacing to other CAD system as needed.

4. Attachment B – Functional and Technical Requirements: With reference to 3. Law Enfor. Records Mgmt, LE.508 and following, does the City expect accident reports to be downloaded into the new system via an interface from the State of Oklahoma automobile accident database? Or, does the City expect the new system to include Accident Reporting, the reports from which would be uploaded to the state database via an interface?

   City Response: The City expects the new system to include an Accident Reporting program to include collection of all data currently require on the Oklahoma Traffic Collision Report. This also include a collision diagram program created in Faro Zone 2D and conversion of 67 existing street diagrams into the vendor's collision diagram program format.

5. Attachment B – Functional and Technical Requirements: With reference to 7. Interfaces, the City has listed interfaces for both CodeBlue and Questys. These systems are also listed for data conversion. Please confirm if the vendor is to provide an interface to each of these systems, or convert the data from each of these systems into the new system being provided by the vendor.

   City Response: If the proposed system replaces the functionality offered by CodeBlue and/or Questys, the City requests that the vendor support the data conversion process to populate the proposed system with the historical data. If the proposed system does not replace the functionality offered by CodeBlue and/or Questys, the City requests that the vendor provide an interface or interface(s) as defined in Tab 7. Interfaces. The City requests that offerors indicate in Tab 7. Interfaces under Vendor Comments if the proposed solution will replace the functionality of the listed interface(s).

6. Attachment B – Functional and Technical Requirements: With reference to 8. Data Conversion, would the City provide the following for the Jalan, ImageWare, CodeBlue, and Questys systems?

   - DBMS (Oracle, MSSQL, etc.)
   - Database Size
   - Size of attachments (if they are not stored in the database)

   City Response: The City has provided the requested information below in Table 6.1: Data Conversion Information.

Table 1: Data Conversion Information

Data Conversion Information	
Jalan	
Database Management System (DMBS) (e.g., Oracle, MSSQL, etc.)	IBM-DB400
Database Size	2.2 gigabytes
Size of Attachments (if not stored in database	none
ImageWare	
Database Management System (DMBS) (e.g., Oracle, MSSQL, etc.)	**Now iTouch Biometrics** EFT format
Database Size	50-75 gigabytes

Data Conversion Information	
Size of Attachments (if not stored in database	N/A
CodeBlue	
Database Management System (DMBS) (e.g., Oracle, MSSQL, etc.)	Access Database
Database Size	32MB
Size of Attachments (if not stored in database	
Questys	
Database Management System (DMBS) (e.g., Oracle, MSSQL, etc.)	MSSQL
Database Size	16 gigabytes
Size of Attachments (if not stored in database	None

7. How many databases need to be converted for only the court case management system?

   City Response: Legacy court case information is primary contained in the HTE system, with some information in CRIMES. Please see the response to Question #9.

8. What are the integrations required for only the court case management system?

   City Response: For vendors proposing on a subset of functionality, the City requests that a detailed explanation of common interfaces/integrations/data exchanges between the proposed module(s) and the other specified modules in the RFP be explained in the narrative response to Tab 2 when explaining the software functionality. In terms of existing (known) system interfaces/integrations/data exchanges that would be required for a new court case management system, the City anticipates the following systems: CAD, RMS, Cash Receipting, Finance G/L, DigiTicket, Oklahoma Department of Public Safety

9. How is the City currently handling case management?

   City Response: The City's Court system currently processes traffic and misdemeanor offenses primarily with the use of Superion and CRIMES. Superion stores court-related information in multiple locations/tables within the system, which requires users to conduct time-consuming navigation to find necessary case details. Similarly, staff report that Superion does not provide adequate drill-down functionality for users to obtain pertinent information, and that partial search capabilities are not available. The Court must use CRIMES to access alias names, which requires staff to access to multiple systems. The current system does not support electronic signatures, which is desirable in a future system, and current systems do not provide clear visibility into the adjudication process.

10. How many cases are processed annually?

    City Response: Approximately 14,721 citations are processed annually.

Respondents are instructed to return a copy of this addenda form signed by an authorized firm agent as part of proposal responses.

DocuSigned by:

Steve Sloane

SIGNATURE

CentralSquare Technologies   3/26/2019
COMPANY   DATE