



Company Name:

TARRANT COUNTY
PURCHASING DEPARTMENT

MELISSA LEE, C.P.M., A.P.P.
PURCHASING AGENT

CHRIS LAX, CPSM, CPSD, CPCP
ASSISTANT PURCHASING AGENT

RFP NO. 2023-046

**REQUEST FOR PROPOSALS
FOR
ANNUAL CONTRACT FOR COMPUTER
AIDED DISPATCH AND LAW
ENFORCEMENT RECORDS MANAGEMENT
SYSTEM**

**PROPOSALS DUE JANUARY 19, 2023
2:00 P.M. CST**

RFP NO. 2023-046

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This Table of Contents is intended as an aid to Respondents and not as a comprehensive listing of the proposal package. Respondents are responsible for reading the entire proposal package and complying with all specifications.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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MANDATORY PRE-PROPOSAL CONFERENCE

In accordance with Section 262.0256 of the Texas Local Government Code, the County will hold a Mandatory Pre-Proposal Conference.

All Respondents must attend the scheduled Mandatory Pre-Proposal Conference to be held as follows:

DATE: THURSDAY, DECEMBER 8, 2022

TIME: 2:00 P.M. CST

**LOCATION: TARRANT COUNTY ADMINISTRATION BUILDING
PURCHASING DEPARTMENT CONFERENCE ROOM
100 E. WEATHERFORD STREET, ROOM 303
FORT WORTH, TEXAS 76196-0104**

ALLOW TIME FOR PARKING DOWNTOWN!

LATE ARRIVALS WILL NOT BE PERMITTED TO SIGN IN!

Note: There is No opportunity for remote attendance of this meeting.

Tarrant County will not provide copies of RFP documents. Please download and print prior to meeting.

RSVP: Vendors planning to attend the Mandatory Pre-Proposal Conference must RSVP to Gwen Peterson, C.P.M., A.P.P., Senior Buyer, via fax 817-884-2629 or, if unable to fax, email to BidQuestions-RSVP@tarrantcounty.com by 5:00 p.m. CST, Monday, December 5, 2022. Confirmed receipt by Tarrant County of this email is required.

Questions from respondents will be addressed at the mandatory pre-proposal conference. Any respondent who submits a proposal without attending the scheduled mandatory pre-proposal conference does so at his own risk. Such respondent who submits a proposal and does not attend the scheduled mandatory pre-proposal conference waives any right to assert claims due to undiscovered conditions.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

Tarrant County is soliciting proposals for **COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM** for the **SHERIFF'S OFFICE**.

Original and Eleven (11) Copies

OF

**COMPLETED PROPOSALS
MUST BE RECEIVED IN THE**

TARRANT COUNTY PURCHASING DEPARTMENT

AT 100 E. WEATHERFORD, SUITE 303

FORT WORTH, TEXAS 76196-0104

ON OR BEFORE MONDAY, JANUARY 19, 2023, AT 2:00 P.M. CST

All proposals are due in the Tarrant County Purchasing Department by the due date in sealed envelopes or boxes. All proposals must be clearly marked with the Proposal Number, the name of the company submitting the proposal package, and date and time of opening on the outside of the envelope/box and/or Air Bill/Delivery Receipt. The original proposal must be clearly marked "**ORIGINAL**" and contain all original signatures. "No-Bid" response to be returned on the form included in the section under Forms.

Any proposal received after the date and hour set for Proposal opening will not be accepted. The Respondent will be notified and will advise Tarrant County Purchasing as to the disposition by either pick up, return at Respondent's expense, or destroyed with written authorization of the Respondent. If Proposals are sent by mail to the Tarrant County Purchasing Department, the Respondent shall be responsible for actual delivery of the Proposal package to the Tarrant County Purchasing Department before the date and hour set for Proposal opening. If mail is delayed either in the postal service or in the internal mail system of Tarrant County beyond the date and hour set for the Proposal opening, proposals thus delayed will not be considered and will be disposed of as authorized.

Proposals may be withdrawn at any time prior to the official opening. Alterations made before opening time must be initialed by Respondent guaranteeing authenticity. After the official opening, Proposals become the property of Tarrant County and may not be amended, altered or withdrawn without the recommendations of the Tarrant County Purchasing Agent and the approval of Tarrant County Commissioners Court.

Tarrant County is exempt from Federal Excise and State Sales Tax; therefore, tax must not be included in this proposal. Tarrant County is not exempt from Surplus Lines Tax or Texas Stamping Tax.

Tarrant County reserves the right to accept or reject in part or in whole any proposals submitted and to waive any technicalities for the best interest of Tarrant County.

No oral explanation or instructions will be given by Tarrant County officials or employees in regard to the meaning of the proposal specifications before the award of the contract unless authorized by the Tarrant County Purchasing Agent or their designee. Requests from interested bidders for additional information or interpretation of the information included in the specifications should be directed in writing, via fax or via email, to:

GWEN PETERSON, C.P.M., A.P.P., SENIOR BUYER

Fax: **817-884-2629**

Email: **BidQuestions-RSVP@tarrantcounty.com**

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All documents relating to this proposal including but not limited to, the proposal document, questions and their responses, addenda and special notices will be posted under the proposal number on the Tarrant County website and available for download by interested parties. No documents will be faxed or emailed after the initial Notice of Intent prior to award. **It is the Respondent's sole responsibility to review this site and retrieve all related documents prior to the Proposal due date.**

The deadline for receipt of all questions is 12:00 p.m., CST, Monday, December 12, 2022. After this deadline, all questions and responses will be posted on the website and available for download by interested parties.

All questions **must** be submitted in writing and directed to Gwen Peterson, C.P.M., A.P.P., Senior Buyer, via fax at **817-884-2629** or, if unable to fax, emailed to BidQuestions-RSVP@tarrantcounty.com.

Faxed Questions: Faxed questions **must** reflect the RFP number **or** include the RFP cover page.

Emailed Questions: The email **must** include the RFP No. in its subject and confirmation of receipt by Tarrant County is **required**.

All Proposal Response Forms and questionnaires must be fully completed and included in your response. Detailed specifications have been provided, and any deviations or exceptions must be referenced on the designated response forms that have been provided. Unless deviations are specifically stated herein, benefits will be provided according to the specifications at no additional charge.

The Proposal is issued in compliance with the County Purchasing Act, Section 262.030. Negotiations may be conducted with responsible Respondent(s) who submit Proposals determined to be reasonably susceptible of being selected for award.

It is the Respondent's sole responsibility to print and review all pages of the Proposal document, attachments, questions and responses, addenda and special notices. The Signature Form must be signed and returned. Failure to provide a signature on this form renders the Proposal non-responsive. Failure to complete and submit all required forms, including but not limited to References, Compliance with Federal and State Laws Form, Questionnaires (when applicable), Addenda (including revised forms), and any other specified forms or documents will be grounds for rejection of entire Proposal.

CONFIDENTIALITY: Any material that is to be considered confidential in nature must be clearly marked as such and may be treated as confidential to the extent allowable in the Texas Public Information Act. Pricing information is not considered confidential. Trade secrets or confidential information **MUST** be placed in a separate envelope marked "**CONFIDENTIAL INFORMATION**" and **EACH PAGE** must be marked "**CONFIDENTIAL INFORMATION.**" Tarrant County will make every effort to protect these papers from public disclosure as outlined in Texas Local Government Code, Section 262.030(c).

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The Texas Public Information Act gives the public the right to request access to government information, subject to certain narrow exceptions. Tarrant County is an entity subject to this Act. Therefore, please be advised that your company's declaration that certain information submitted in response to a Proposal is "confidential" will not be treated as such if Tarrant County receives a request for a copy of the Proposal. Tarrant County will, of course, make every effort to inform your company of such a request and to provide you with an opportunity to object to the release of any proprietary information per the procedure outlined in Texas Government Code Section 552.305. Notice to your company under Section 552.305 may be sent via either certified mail or e-mail using the contact information provided by you on the signature form. Please be advised that Tarrant County cannot and will not make an agreement to withhold information from the public contrary to Tarrant County's responsibilities under the Act.

Additionally, to the extent your proposal is incorporated into the contract, the proposal will become an official record available for public inspection.

Proposals shall be opened to avoid disclosure of contents to competing Respondents and kept secret during the process of negotiation. All Proposals that have been submitted shall be open for public inspection after the contract is awarded, except for trade secrets and confidential information contained in the proposals and identified as such.

All proposals shall specify terms and conditions of payment, which will be considered as part of, but not control, the award of the proposal. Tarrant County review, inspection, and processing procedures ordinarily require thirty (30) days after receipt of invoice, materials, or service. Proposals which call for payment before thirty (30) days from receipt of invoice, or cash discounts given on such payment, will be considered only if, in the opinion of the Tarrant County Purchasing Agent, the review, inspection, and processing procedures can be completed as specified.

Invoices shall be sent directly to the Tarrant County Auditor's Office, Attention: Accounts Payable, 100 East Weatherford, Room 506, Fort Worth, Texas 76196, or email to SAP-invoices@tarrantcounty.com. In accordance with the Prompt Payment Act, it is the intention of Tarrant County to make payment on completed orders within thirty (30) days after receipt of invoice or items; whichever is later, unless unusual circumstances arise. **Invoices must be fully documented as to labor, materials, and equipment provided and must reference the Tarrant County Purchase Order Number in order to be processed. No payments shall be made on invoices not listing a Purchase Order Number.**

Continuing non-performance of the Vendor in terms of specifications shall be a basis for the termination of the contract by Tarrant County. Tarrant County shall not pay for work, equipment, or supplies which are unsatisfactory. The Vendor will be given a reasonable opportunity before termination to correct deficiencies. This, however, shall in no way be construed as negating the basis for termination for nonperformance.

The **contract may be terminated** by either party upon written thirty (30) day notice prior to cancellation.

Proposals will be considered non-responsive if they show any omissions, alteration of form, additions or conditions not called for, or inconsistency of any kind. However, Tarrant County reserves the right to waive any inconsistencies and to make an award in the best interest of Tarrant County.

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Proposals may be deemed non-responsive, among other reasons, for any of the following specific reasons:

1. Proposals containing any inconsistencies.
2. Unbalanced value of any items.

Respondents may be disqualified and their proposals not considered, among other reasons, for any of the following specific reasons:

1. Reason for believing collusion exists among the Respondents.
2. Reasonable grounds for believing that any Respondent is interested in more than one proposal for the work contemplated.
3. The Respondent being interested in any litigation against Tarrant County.
4. The Respondent being in arrears on any existing contract or having defaulted on a previous contract.
5. Lack of competency as revealed by a financial statement, experience and equipment, questionnaires, etc.
6. Uncompleted work that in the judgment of Tarrant County will prevent or hinder the prompt completion of additional work, if awarded.
7. Respondents shall not owe delinquent property tax in Tarrant County.
8. Respondent's past performance record with Tarrant County.
9. Limited competition.

Due care and diligence have been used in the preparation of this information, and it is believed to be substantially correct. However, the responsibility for determining the full extent of the exposure and the verification of all information presented herein shall rest solely with the Respondent. Tarrant County and its representatives will not be responsible for any errors or omissions in these specifications, nor for the failure on the part of the Respondent to determine the full extent of the exposures.

The successful Vendor may not assign their rights and duties under an award without the written consent of the Tarrant County Purchasing Agent. Such consent shall not relieve the assignor of liability in the event of default by the assignee.

Audit Clause: The Vendor must agree that Tarrant County will, until the expiration of twelve (12) months after final payment under this agreement, have access to and the right to examine at reasonable times any directly pertinent books, documents, papers and records (hard copy, as well as computer generated data) of the Vendor involving those transactions related to this solicitation. The vendor must agree that Tarrant County will have access during normal working hours to all necessary facilities, staff and workspace in order to conduct audits. Tarrant County will provide the Vendor with reasonable advance notice of intended audits. The Vendor must provide records within ten (10) business days or a mutually agreed upon timeline.

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TO THE EXTENT PERMITTED BY LAW, RESPONDENT AGREES TO DEFEND, INDEMNIFY AND HOLD TARRANT COUNTY, ITS OFFICIALS, AGENTS, SERVANTS, AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, ACTIONS, COSTS AND EXPENSES OF ANY KIND, INCLUDING BUT NOT LIMITED TO, THOSE FOR PROPERTY DAMAGE OR LOSS (INCLUDING ALLEGED DAMAGE OR LOSS TO OWNER'S BUSINESS AND ANY RESULTING LOST PROFITS), EMPLOYMENT MATTERS, AND/OR PERSONAL INJURY, INCLUDING DEATH, THAT MAY RELATE TO OR ARISE OUT OF OR BE OCCASIONED BY (I) RESPONDENT'S BREACH OF ANY OF THE TERMS OF PROVISIONS OF THIS AGREEMENT OR (II) ANY NEGLIGENT ACT OR OMISSION OR INTENTIONAL MISCONDUCT OF RESPONDENT, ITS OFFICERS, AGENTS, ASSOCIATES, EMPLOYEES, CONTRACTORS OR SUBCONTRACTORS, RELATED TO THE PERFORMANCE OF THIS AGREEMENT.

THE SUCCESSFUL RESPONDENT(S) WILL COMPLY WITH ALL STATE, FEDERAL, AND LOCAL LAWS INCLUDING BUT NOT LIMITED TO THE AMERICANS WITH DISABILITIES ACT, TITLE VII OF THE CIVIL RIGHTS OF 1964, AGE DISCRIMINATION IN EMPLOYMENT ACT, CIVIL RIGHTS ACT OF 1991, FEDERAL INSURANCE CONTRIBUTIONS ACT (FICA), FAIR LABOR STANDARDS ACT, EQUAL PAY ACT OF 1963 AND THE AFFORDABLE HEALTH CARE ACT, AS TO TREATMENT AND COMPENSATION OF ITS EMPLOYEES.

RESPONDENT(S) WILL PREPARE PAYROLL CHECKS, MAKE ALL NECESSARY DEDUCTIONS AND PAY ALL TAXES AND MAINTAIN INSURANCE REQUIRED BY FEDERAL, STATE, AND LOCAL LAWS. RESPONDENT ACCEPTS FULL RESPONSIBILITY FOR THE PAYMENT OF WAGES, COMPENSATION, OVERTIME AND BENEFITS TO PERSONNEL. RESPONDENT ACCEPTS RESPONSIBILITY FOR PAYMENT OF ALL TAXES, ASSESSMENTS, FEES, AND FINES THAT MAY BE DUE AND OWING TO ANY LOCAL, STATE OR FEDERAL GOVERNMENT AGENCIES.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

1. **CONTRACT TERMS:** Vendor(s) will be awarded a twelve (12) month contract, effective from date of award or notice to proceed as determined by Tarrant County Purchasing. At Tarrant County's option and approval by the Vendor, the contract may be renewed for two (2) additional twelve (12) month periods, as further explained in Renewal Options. **Prices must remain firm for the entire contract.**

2. **RENEWAL OPTION:** Tarrant County reserves the right to exercise an option to renew the contract of the Respondent for two (2) additional twelve (12) month periods, provided such option is stipulated in the Special Conditions and agreed upon by both parties. If Tarrant County exercises the right in writing, the Vendor must update and submit any documents required during the initial solicitation by no later than thirty (30) calendar days prior to the commencement of the option period. These required documents must be in force for the full period of the option. If the updated documents are not submitted by the Vendor in complete form within the time specified, Tarrant County may rescind its option and seek a new solicitation.

3. **MINIMUM INSURANCE REQUIREMENTS:**
 - A. Vendor shall take out, pay for and maintain at all times during the prosecution of the work under the contract, the following forms of insurance, in carriers acceptable to and approved by Tarrant County.
 - 1) Workers' Compensation/Employer's Liability
 - a. Worker's Compensation — statutory
 - b. Employer's Liability — \$500,000
 - 2) Commercial General Liability:
 - a. Bodily Injury/Personal Injury/Property Damage
— \$1,000,000 per occurrence/\$2,000,000 aggregate
 - 3) Auto Liability:
 - a. Combined Single Limit (CSL) — \$500,000 per occurrence
 - 4) Professional Liability applicable to the work being performed.
 - B. Tarrant County reserves the right to review the insurance requirements of this section during the effective period of the contract and to require adjustment of insurance coverage and their limits when deemed necessary and prudent by Tarrant County based upon changes in statutory law, court decisions, or the claims history of the industry as well as the Vendor.

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

C. Required Provisions:

- 1) Proof of Carriage of Insurance – All Certificates of Insurance will be required in duplicate and filed with the Tarrant County Purchasing Agent and the Budget and Risk Management Department at 100 East Weatherford Street, Suite 305, Fort Worth, Texas 76196 prior to work commencing.
- 2) All Certificates shall provide Tarrant County with an unconditional thirty (30) day written notice in case of cancellation or any major change.
- 3) As to all applicable coverage, policies shall name Tarrant County and its officers, employees, and elected representatives as an additional insured.
- 4) All copies of the Certificates of Insurance shall reference the project name and Proposal number for which the insurance is being supplied.
- 5) The Respondent agrees to waive subrogation against Tarrant County, its officers, employees, and elected representatives for injuries, including death, property damage, or any other loss to the extent the loss, if any, is covered by the proceeds of insurance.
- 6) The Respondent is responsible for making sure any subcontractor(s) performing work under this agreement has the required insurance coverage(s) and supplies Tarrant County with the proper documents verifying the coverage.

4. CRIMINAL BACKGROUND CHECK:

- A. If this contract requires that Vendor personnel access Tarrant County Data (either on-site or remotely) or access secure areas of Tarrant County Facilities, then Vendor personnel may be required to undergo a fingerprint-based Criminal Justice Information Services (CJIS) Background Check, a Human Resources Criminal Background Check, or a Sheriff's Criminal Background Check. Criminal Background Checks will be paid for by Tarrant County.
1. The Vendor must provide information, including, but not limited to, employee name, date of birth, a clear copy of employee's driver's license, and a copy of employee's social security card for each individual required to pass a Criminal Background Check.
 2. Award of a contract could be affected by the Vendor's refusal to agree to these terms.
 3. Failure of the Vendor to supply personnel who pass a Criminal Background Check could affect the award of the contract or could result in the termination of the contract.
 4. The Criminal Background Check applies to the individual and not the Company.
 5. Passing status must be maintained by Vendor personnel for the duration of the contract.

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SPECIAL TERMS AND CONDITIONS OF THE CONTRACT

5. INFORMATION TECHNOLOGY HOSTED OR CLOUD SOLUTION:

A. The following is only applicable when the Vendor is providing Information Technology hosted or cloud solution:

1. **Confidentiality, Integrity, Availability (CIA)**

Vendor shall protect the Confidentiality, Integrity, and Availability (CIA) of all Tarrant County Data ensuring extra levels of security. All Tarrant County information must remain private and permit redaction of protected information before publication. Audit trails cannot be altered.

2. **Breach Notification**

Vendor agrees that upon discovery of unauthorized access to Tarrant County Data, Vendor shall notify Tarrant County both orally and in writing. In no event shall the notification be made more than forty-eight (48) hours after Vendor knows or reasonably suspect unauthorized access has or may have occurred. In the event of a suspected unauthorized Access, Vendor agrees to reasonably coordinate with Tarrant County to investigate the occurrence.

3. **Data**

All Tarrant County data will remain in the 48 contiguous United States at all times.

4. **Right to Audit**

Tarrant County reserves the right to audit Vendor datacenters which house Tarrant County Data or receive SSAE 16 SOC Type II audits from a reputable security advisory service firm (e.g. EY, Deloitte, KPMG, PWC, Coalfire, etc.).

6. There is no opportunity for remote attendance at the Pre-Proposal Conference. Respondents are not allowed to call in to attend this meeting.

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STATEMENT OF WORK

I. OVERVIEW

- A. Tarrant County is requesting proposals to replace their existing CentralSquare (previously Superion) CAD/RMS systems with a CAD/RMS solution with both mobile computer terminal and field reporting capabilities.

II. BACKGROUND

- A. Tarrant County Sheriff's Office currently has an integrated Computer Aided Dispatch (CAD)/Records Management System (RMS)/Mobile application suite from CentralSquare Technologies; the suite is the OneSolution suite previously supplied by SunGard Public Safety and Superion. The system has multi-agency capability and provides dispatch and law records services to 9 separate agencies:

1. Tarrant County Sheriff's Office: Active Agency in all modules in new system,
2. County Narcotics Enforcement Team (CNET): Active Agency in all modules in new system,
3. Tarrant County Constables: Active Agency in all modules in new system,
4. Auto Crimes Task Force: Active Agency in all modules in new system,
5. Courts (CRTS): Agency for Property/Evidence module only in new system,
6. DPSN: Agency for Property/Evidence module only in new system,
7. DPSW: Agency for Property/Evidence module only in new system,
8. Emissions Enforcement Task Force: archive agency only; task force has been stood down, but records need to be migrated for retention purposes.
9. Hurst Police Department: agency will not be migrating to new system; vendor to have no responsibility for these records.

- B. The current system is located on-premises, using SQL 2016. Current systems and license counts are:

1. Computer Aided Dispatch: 11 licenses
2. Records Management System: 386 licenses
3. On-network report writing and approval: 95 licenses
4. Mobile (dispatch + field reporting and approval): 200 licenses
5. Computer Aided Dispatch for smartphones: site license
6. Interagency Data Sharing Web Portal: site license

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- C. The existing Computer Aided Dispatch system includes Automatic Vehicle Location (AVL) capability, and an E-911 data interface to receive and populate caller data from the E-911 data feed for that call. The system also supports Mobile Computer Terminal (MCT) functionality on laptops in law enforcement vehicles.
- D. The existing Records Management System has the following modules currently licensed and in use:
1. Records Management
 2. National Incident Based Reporting System (NIBRS) Reporting
 3. K-9 Management
 4. Field Training
 5. Document Scanning
 6. Gang Intelligence
 7. Investigative Leads/Major Case Management
 8. Link Analysis
 9. GIS/Map Converter
 10. Mugshot Capture and Management
 11. Notification
 12. Web-based Access (View only and Edit)
 13. Professional Standards
 14. Property and Evidence
 15. Training
 16. Personnel
 17. Arrest
 18. Warrant
 19. Accident
 20. Internal Affairs Investigations
 21. FTO – Field Training Online (field entry of material)
- E. The current database and storage sizes, by system, are:
1. CAD: 241 GB
 2. RMS: 74 GB
 3. File Storage: 1.3 TB

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F. Definitions:

ALI	Automated Location Identification
ANI	Automated Number Identification
CAD	Computer Aided Dispatch
CJIS	Criminal Justice Information Systems
CRIS	Crash Record Information System
GIS	Geographic Information System
GPS	Global Positioning System
MCT	Mobile Computer Terminal software
MFR	Mobile Field Reporting software
RMS	Law Enforcement Records Management System
TLETS	Texas Law Enforcement Telecommunications System
QV	Query Vehicle (TLETS command)
QW	Query Warrants (TLETS command)

III. EXPERIENCE & QUALIFICATIONS

- A. Tarrant County is looking for vendors with demonstrated experience in implementing integrated CAD/RMS solutions in agencies the size of Tarrant County Sheriff's Office and larger. Proposals **MUST** contain appropriate documentation for the evaluation team to properly assess the experience of the firm and the selected implementation team members.
- B. Vendor Reference Calls (or Checks) are an important step in our evaluation process. Respondents **MUST** provide customer references that:
1. Within the last three (3) years, purchased and successfully implemented and are currently using the products and/services discussed in "SCOPE" section of this solicitation.
 2. Have confirmed their willingness to discuss their experiences (e.g. successes and failures) working with your company during implementation and post Go-Live with Tarrant County representatives. This may include customer references responding to a brief questionnaire or survey.
 3. Have confirmed the validity of their contact information which includes name, title, e-mail address, and phone number.

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IV. SCOPE

- A. This project consists of the procurement of an integrated Computer-Aided Dispatch (CAD) and Law Enforcement Records Management System (RMS), and associated mobile dispatch and field reporting solutions.

V. PROPOSAL SUBMISSION

- A. Proposal submission should be prepared in a straightforward and concise manner, identifying clearly and succinctly any deviations, service enhancements, and other differences that exist between the RFP and the proposed services and features to be provided. Emphasis should be placed on responsiveness to the RFP requirements, completeness, clarity of content, and conformance to the RFP instructions.
- B. Provide RFP response in the format and order listed below. Do not include any electronic submission such as CD's, DVD's or Flash Drives. Follow the response guidelines precisely. Tarrant County considers how well a respondent follows RFP instructions in evaluation of the responses.

1. **Required Forms & Executive Summary (Tab 1):** Do not add items such as headers or footers to these forms. Do not remake these forms into your own format.
 - a. Signature Form with signature.
 - b. Addendum Signature Form(s) with signature (if applicable).
 - c. Compliance with Federal and State Laws Form with signature.
 - d. References.
 - e. Deficiencies and Deviations Form.
 - f. HUB Certificate/Form for Disadvantaged Business Enterprises and HUB Certificate (if applicable). Please write N/A on the form if it is Not Applicable.
 - g. Confirmation of meeting the required insurance for this RFP (a sample certificate will suffice).
 - h. Price Form: **For each line item on the Price Forms, include a written detailed list of exactly what is included in the price for your solution.**
 - i. Executive Summary. Share your experiences (e.g. successes and challenges) with projects of this size and nature. Include reason(s) why your proposed solution is a best fit for the County.
2. **Response to Specifications (Tab 2): Insert a "X" for your answer to each specification in the tables below and provide a detailed written response to the requests at the end of the tables for each section. Please follow the same numbering system that is used below.**

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PRODUCT SPECIFICATIONS					
1	Non-Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
1-1	The system MUST operate 24/7 with maximum possible uptime.				
1-2	The proposal should include information on the 3-5 year roadmap for the products. It is preferred that this include options for user input on roadmap items and prioritization.				
1-3	The system MUST provide adequate storage for all records, in compliance with State of Texas Records Retention laws.				
1-4	The proposed solution MUST include a staging/test environment to test and validate updates without impacting the production systems.				
1-5	The proposed system MUST allow users to activate workstations from an alternate location in the event of disaster.				
1-6	The system MUST provide the capabilities to support CJIS compliance.				
1-7	The system MUST use industry-standard databases and data storage systems.				
1-8	If the proposal is for a hosted system, the proposal should include timelines for updating host operating systems to ensure compliance and security.				
THE ORIGINAL AND ELEVEN (11) COPIES OF THIS PAGE MUST BE RETURNED WITH PROPOSAL!					

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1	Non-Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
1-9	The proposed price MUST include migration of current data in both CAD and RMS.				
1-10	The system MUST include a comprehensive user access control scheme. This should be designed as a Role-Based Access Control (RBAC) scheme.				
1-11	The system MUST include integration with Tarrant County's Active Directory for user authentication (hosted environments MUST use Tarrant County's Azure Active Directory as a source). This integration should be the primary user authentication mechanism for all applications.				
1-12	The proposed price MUST include 24x7 technical support for all systems, including both call center and web portal options for reporting issues and receiving support.				
1-13	It is preferred that the staging environment include scripted validation tests for key system functions, so that Tarrant County staff can run the tests and validate that key functionality is available without developing test scripts manually.				

THE ORIGINAL AND ELEVEN (11) COPIES OF THIS PAGE MUST BE RETURNED WITH PROPOSAL!

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1	Non-Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
1-14	Include details on user training provided as part of system delivery. This training MUST include comprehensive documentation and train-the-trainer courses for all modules. Multi-media training materials are in addition to these requirements, not in replacement of them.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 1-1: Specify your monthly uptime targets, any recurring maintenance windows or tasks, notification procedures for planned downtime, and SLA provisions in the event that uptime targets are not met. Solutions that provide for higher planned uptime, along with appropriate provisions for system maintenance and security updates, will be preferred.
- 1-2: Provide detail on both the proposed roadmap and procedures, if any, for user input on both existing roadmap features and the ability to introduce new features to the roadmap.
- 1-3: Provide details on how system storage sizing was determined in the proposal, in order to ensure both storage for converted records and system storage growth during use. Proposals that best articulate how the storage estimates were reached will be preferred.
- 1-4: The staging environment should mirror the production environment as much as possible. Proposals should include information on the patch deployment process, including opportunities for Tarrant County testing before patches are moved into production. This should also include the capability for scripted validation tests for routine testing (item 1-13).

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- 1-5: The proposal should include a discussion of licensing provisions, if any, that would impact the ability of Tarrant County to utilize additional servers and/or workstations in the event that on-premise working areas were impacted by a disaster and destroyed or otherwise unavailable.
- 1-6: If the proposal is for a hosted system, the proposal must include documentation of which state or states is responsible for CJIS compliance reviews and the date that the last audit(s) were performed. Proposals for on-premise systems must include a list of states where the proposed on-premise solutions are currently in operation.
- 1-7: The proposal must include documentation on database and data storage systems used. Databases that parallel current technology used (Microsoft SQL Server) will be preferred over alternatives.
- 1-8: If information on hosted operating system patch schedules is included in the response to 1-1, no further information is required. If not, it must be included here.
- 1-9: The proposal must include a proposed data migration scheme. If the vendor has experience migrating other Superior clients to the proposed system, this should also be included here and will be preferred to proposals that do not document such experience.
- 1-10: The proposal must include documentation of how user permissions are managed throughout the suite. A Role-Based Access Control (RBAC) system, utilizing permission assignment via configurable user roles, is strongly preferred.
- 1-11: The proposal must include details on how the proposed system will connect to Tarrant County's Active Directory (for on-premise installations) or Azure Active Directory (for hosted installations) for user authentication. Alternate user authentication methods will not be considered.
- 1-14: The proposal must include details on training included in the proposal and pricing. Proposals that include more comprehensive documentation of proposed training will be preferred, as will those which propose in-person training over virtual.

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2	General Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
2-1.0	The system MUST include a terminal-to-terminal messaging function that extends across systems, particularly between CAD and MCT terminals.				
2-1.1	The terminal-to-terminal message function MUST allow broadcast messages to all terminals.				
2-1.2	It is preferred that the system display terminal messages in a “chat” format, so that users can track an ongoing conversation easily.				
2-1.3	It is preferred that the message system include the ability to designate particular recipients of a chat (if there are more than 2 parties) to see a particular reply.				
2-1.4	The terminal-to-terminal messaging system MUST have a visual indicator of read and unread messages and a message history.				
2-1.5	It is preferred that the system have a visual distinction between read and unread messages.				
2-1.6	The system should allow a user to delete a message from their message list; this should not impact the status of the message on the server side.				
2-1.7	The system MUST visually separate a message that is being read or replied to from the master message list.				
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2	General Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
2-1.8	The message window should be enforced as part of the default view manager window set. This window may be minimized, but it MUST always remain present.				
2-1.9	The system should include the ability to clear a message from the Messages window while still leaving it in the message list.				
2-1.10	The system MUST include a notification when a new message is received that does not interrupt work in progress. Pop-up notifications or audible alerts are acceptable options.				
2-1.11	It is preferred that the system include a passive notification on the dashboard ribbon icon when a new message is received.				
2-1.12	The system MUST display a numeric indicator of unread messages outside of the message list.				
2-1.13	The system should allow the user to click on the numeric indicator and be taken to the oldest unread message.				
2-1.14	The system should display a notification that a new message has been received that automatically disappears after a set amount of time.				
2-1.15	The system should allow the users to customize their notification preferences for different messages.				
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REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM
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2	General Functional Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
2-1.16	The message system should possess the capability to attach multimedia files to the messages for transmission to other terminals.				
2-2.0	The system MUST include the ability to queue application updates and notify users when a queued update is available, to allow users to avoid interruptions at critical points in operations.				
2-3.0	It is preferred that the system include spell checking capability for notes and narrative fields. Auto-correct is not desired; potential misspellings should be flagged, but not automatically changed.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 2-1: Describe the functionality of the included terminal-to-terminal messaging system in detail, including documentation of how the messages are accessed within each application and message handling capabilities.
- 2-3: Describe spell-checking functionality in the application, including various windows or fields where this is available. Also document if auto-correct is enabled by default or not, or if this can be configured on a system level.

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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-1.0	The system MUST implement a user-level view management system.				
3-1.1	This view management system MUST allow the user to select from available CAD windows and control the sizing and position of those windows across all available monitors.				
3-1.2	The view management system MUST be able to save a user's preferred view state and automatically load that state to whichever CAD workstation they are using.				
3-2.0	The system MUST allow CAD workstation users to select which groups of units they are monitoring at that time, and MUST control which information is displayed on relevant windows.				
3-2.1	The system MUST allow users to save groups that are monitored together, so that this information may be presented together when a given profile is selected.				
3-2.2	The system should allow users to expand or collapse selected groups.				
3-3.0	The system should automatically capture window settings and groups monitored when a user logs off and automatically display those same settings at user login.				
3-4.0	The system should allow the user to designate an overall profile as their default profile.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-5.0	The system MUST allow users to access key functions from multiple methods, including hotkeys, short commands, icons on a window, etc. The response MUST include which options are available.				
3-6.0	The system MUST allow administrative users to define command line commands that can be used to access system commands for functions that do not already have command line options. A list of existing commands will be made available to the selected vendor following contract award.				
3-7.0	The system MUST include a visual indicator of the status of a unit, including their status on a call.				
3-7.1	The system should include a visual indicator of unit status on the map display. This may be accomplished via color changes of the unit icon or equivalent changes.				
3-7.2	The system should include the capability to alter the color of the font of a call that is active based on the status of the responding units.				
3-8.0	The system MUST include the ability to track and maintain a log of all actions within the system, including actions on all calls.				

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DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-9.0	The system MUST allow designated users to create and update supplemental GIS map layers, either to provide additional GIS information or to update incorrect or incomplete information from the map layer source.				
3-10.0	The system should provide a central phone number list that can be modified by authorized users based on RBAC.				
3-10.1	The system should provide all users the ability to access the phone book based on identified commands.				
3-11.0	The system MUST include the capability to print out a call sheet record for a selected call.				
3-12.0	The system MUST include the capability to establish preset timers, based on the priority of the call, to remind users to check the welfare of units assigned to the call.				
3-12.1	The preset times MUST start automatically when the first unit on a call enters the "arrived" status.				
3-13.0	The system MUST include the ability for authorized users to populate and update drop-down lists in the application for code tables.				
3-14.0	The system MUST allow authorized users to define individual units as being members of particular groups, which can then be selected for monitoring.				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-15.0	The system MUST include a visual notifier when an action has been done or needs to be done in the Open Call Window and Active Call Window.				
3-16.0	The system should highlight calls when other users have added call notes, notifying the controlling dispatcher that additional notes have been added.				
3-17.0	The system should provide a visual indicator if a call that the user has open for call taking is updated by another user, including if a note is added by another user.				
3-18.0	The system MUST include the capability to define dispatch time limits for individual call types.				
3-19.0	The system MUST include the ability to capture call information, beginning at receipt of the call (including 9-1-1 ANI/ALI data, if available) and continuing throughout the life of the call. This includes calls initiated by field units, also called self-initiated calls.				
3-20.0	The system MUST require location and nature code for all calls as part of call creation.				
3-21.0	The system MUST include a drop-down list of nature codes that can be maintained by authorized users.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-22.0	The system should include the ability to track characters typed into the nature code field and shorten the available list to only those which begin with the entered characters.				
3-23.0	The system should include the ability to define a default nature code for self-initiated calls at the group level.				
3-23.1	If the previous item is provided, the system MUST allow an override during the call intake.				
3-24.0	It is preferred that the system automatically include the text message received through a text-to-911 interface directly in the call notes.				
3-25.0	The system MUST display the jurisdiction and divisional districts with locations (based on GIS data).				
3-26.0	The system MUST include a prompt when an entered address is not valid.				
3-27.0	The system should include the ability to document that an address has not been geo-verified, so that this can be shared with staff who maintain the GIS database.				
3-28.0	The system MUST display call addresses that are geo-verified on the displayed map.				
3-28.1	The system should update the map display to indicate that a call location is geo-verified as soon as possible, allowing the call-taker to ensure the address is accurate during call taking.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-29.0	The system should change the map icon for the call once the call taking is finished to provide a visual indication of calls available for dispatch.				
3-30.0	The map display should allow defined layers to show as color-coding on the map; this is currently used to show jurisdiction.				
3-31.0	The system should allow use of additional geographic data to be displayed on the map in order to visualize structures on a plot – this is important where jurisdiction boundaries cross properties.				
3-32.0	The system MUST allow entry of block ranges as valid call addresses, to allow dispatch of calls that are not at a specific address.				
3-33.0	The system MUST allow dispatchers to cancel a call that is determined to be a duplicate; this MUST be logged in the event log.				
3-33.1	The system should display an indication that a call being taken is potentially a duplicate based on location and proximity to other calls.				
3-34.0	The system MUST allow users to add notes to any call record, based on entering the reference number or a unit number on the call.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-34.1	The system MUST allow multiple users to add notes to the same call, so that multiple call takers can provide information from different callers when these calls are all in reference to the same incident.				
3-34.2	The system should provide a visual distinction between call notes entered by different users. This can be accomplished by different text colors, different fonts, or other means.				
3-34.3	The system should allow predefined command line codes for user to enter defined notes to a call without having to key in the full note entry.				
3-34.4	All notes entered MUST be automatically timestamped and the identification (ID) of the user entering the note MUST be logged and displayed in the notes.				
3-35.0	The system MUST include the capability to create Be On the Lookout, or BOLO, notifications that can be viewed by dispatchers and field units.				
3-35.1	The above noted BOLO calls should log whenever a user reviews the BOLO notification.				
3-35.2	BOLO notifications need to stay open after they have been viewed, so that other users can see it.				
3-35.3	BOLO notifications should be closed only by a deliberate action by a CAD user.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-36.0	The system MUST have the ability to delay the display of a call for dispatch, allowing the call to be delayed for dispatch at a later time.				
3-37.0	The system MUST allow a call to be made available for dispatch, either on closing of call-take or if the call-take window remains open, to allow dispatch of a high priority call while the call-taker continues to record information.				
3-37.1	The system MUST designate the first unit dispatched to a call as the "primary" unit for that call.				
3-37.2	The system MUST include the capability to change the "primary" unit on a call.				
3-38.0	The system MUST automatically assign a reference number to the call once it has been made available for dispatch.				
3-39.0	The system MUST allow creation of report-only records that allow issuance of a RMS report number without requiring dispatch of the call.				
3-40.0	The system should allow issuance of multiple report numbers at one time, based on user security authorization.				
3-41.0	The system MUST include the ability to assign a report number in the local Records Management System and associate that number with the open call.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-41.1	The system MUST, upon issuance of a report number, create a “shell report” in RMS (accessible from the Field Reporting system).				
3-41.2	The “shell report” MUST contain key data from CAD, as recorded at the time of the report number being issued.				
3-42.0	The system MUST include the capability to retrieve a history of completed calls at an address.				
3-43.0	The system MUST have the capability to capture that a call was resolved by transfer to another agency; the agency name MUST be captured in the closing information and logged.				
3-44.0	The system MUST automatically clear the call taking window after a call is finished.				
3-45.0	The system should include the capability of a “chase mode” or “pursuit mode” dispatch, which will immediately dispatch a call and enable the dispatcher to continually capture notes. This functionality ensures officer safety and data capture during calls which begin with units in pursuit.				
3-45.1	It is preferred that all location changes made during “chase mode” are logged into the notes field.				
3-46.0	The system MUST include the capability to automatically display location history for the call address once a geo-verified address is entered on the call.				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-47.0	The system MUST automatically run both a QV search and a search in the local Records Management System on a license plate entered in a call sheet. The returned information should be displayed as a message and not automatically added to the call notes.				
3-48.0	The system should include the ability to define structured questions that are displayed to the call-taker once a call has been received.				
3-49.0	The system MUST include the capability to dispatch a unit to a call; this action assigns that unit to that call. This MUST be accomplished by multiple means, including command line and drag-and-drop.				
3-50.0	The system MUST allow dispatchers to continue to update call data and take necessary system actions after dispatch.				
3-51.0	The system should automatically designate the primary unit of a self-initiated call as on-scene. The dispatcher MUST have the ability to override this designation if the unit indicates that it is en-route, rather than on-scene at the time of call creation.				
3-52.0	The system MUST include the display of on-duty units on the GIS map, with coding to indicate the status of the unit (available, enroute, on-scene, unavailable).				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-53.0	The GIS display MUST allow the dispatchers to zoom in or out, and to scroll the displayed area.				
3-54.0	The system should automatically zoom the map, centered on the call currently being managed.				
3-55.0	The system should provide the ability to exchange units that are dispatched to a call with other units to show when other units are taking over a call.				
3-56.0	The map display MUST be continuously updated from the GPS locations of all units in service at any time.				
3-57.0	The system should allow users to enter a unit ID and have their GIS location displayed based on the last available GPS data. If the map display would show units stacked on top of one another (due to close proximity), the selected unit should be moved to the top of the display.				
3-58.0	The system should include the ability to unassign a unit from a call when it is no longer needed and is no longer en-route. This is distinct from canceling or resolving the call itself.				
3-59.0	The system MUST include the ability to “stack” calls for a particular unit, including the ability to automatically dispatch the unit to the first “stacked” call for them when they clear the first call.				
3-59.1	The system should automatically show the unit as “en-route” to the stacked call when it becomes their current call.				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-60.0	It is preferred that the system allow the attachment of multimedia files to the call record for retention and review.				
3-61.0	The system MUST allow the user to reset the preset timer after the alert notification is displayed.				
3-62.0	The system should include the capability to link related calls or events, such as follow-up investigations, that will show up together when searched.				
3-62.1	The system should include the capability to unlink calls that were linked in error				
3-63.0	The system MUST track the status of all active units in the system at all times.				
3-64.0	The system should allow authorized users to undo a status change from the unit if that was made in error.				
3-65.0	The system MUST include the ability to log unit mileage to ensure policy compliance in particular situations.				
3-66.0	The system MUST include the capability to create and manage alerts linked to a particular address. This alert may be triggered on call-take at the address, dispatching a call to the address, or a search of the address.				
3-67.0	The system MUST include the ability to cancel calls and MUST require a pre-defined cancellation code, including logging the date and time of cancellation, the user cancelling the code, and the code.				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-68.0	The system MUST include the ability to clear an active call using a pre-defined disposition code. Any dispatched units still on the call should be cleared unless other action is taken by the dispatcher.				
3-69.0	The system MUST provide a function to clear a call where a report number was issued in error that shows the report is not needed.				
3-70.0	The system MUST allow assisting units to be cleared from a call without clearing the call or removing other units.				
3-70.1	The system MUST allow users to cancel the dispatch of a unit that has been dispatched but has not arrived yet.				
3-71.0	The system MUST allow calls to be reopened if additional services are required in relation to the call. The proposal should include if any time window restrictions are part of this function in the proposed system.				
3-72.0	The system MUST allow users to highlight an area of the GIS map and search for a history of all calls received in that region. This MUST include the ability to define the time period of the search.				
3-73.0	The system should allow an authorized user to receive a unit's activity since the last login to CAD.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-74.0	The system MUST include the ability to review history of an address, including alerts, without having an active call at the address.				
3-75.0	The system should display an indicator when retrieved calls have other linked call records.				
3-75.1	This link indicator should allow immediate retrieval of the linked call record.				
3-76.0	The system MUST allow searches of the system for occurrences of specified data within a specified time frame. This may include phone numbers or addresses, nature codes, etc.				
3-76.1	This search should not prevent other dispatch activity from occurring while it is running.				
3-76.2	The system MUST include the capability to search in the call notes fields using wildcards to find all occurrences of specified text within a defined timeframe.				
3-76.3	The system MUST include the capability to save ad-hoc search criteria, which will allow the same search criteria to be retrieved and rerun later.				
3-76.4	The system should allow for the export of search results into various formats. Include export format options in your proposal response.				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-77.0	The CAD system MUST connect to the message switch and allow TLETS transactions to return directly to the terminal messages. This result MUST not be automatically added to the call notes.				
3-77.1	The system MUST include pre-formatted TLETS queries for relevant searches.				
3-77.2	It is preferred that the proposed system include the ability to automatically detect typical TLETS response codes and flag associated text for redaction, if it is included in call notes.				
3-78.0	The system should allow authorized users to look up information from the RMS Employee Module without having to separately log into RMS (presuming Active Directory authentication is being used).				
3-79.0	The system MUST include pre-defined reports. A broader set of pre-defined reports will be preferred over a narrower set. These reports MUST include the ability for cosmetic customization (i.e., agency name and logo).				
3-79.1	The system MUST include the option to run pre-defined reports from the user dashboard.				
3-79.2	Relevant reports MUST be able to run with parameters (i.e., selecting a unit to run a pre-defined unit activity report).				
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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-79.3	The system should narrow report criteria based on content already entered in the relevant field.				
3-79.4	The system should include the capability to pre-schedule reports to automatically run and either print out or be emailed to selected email addresses automatically.				
3-79.5	The proposed system MUST include the ability to run ad-hoc reports on information from CAD.				
3-79.6	The proposed system MUST include the ability to save an ad-hoc report so that it can be reused in the future.				
3-79.7	The system should have the ability to export a report to different formats. Your proposal response should include a list of supported formats for report export.				
3-80.0	The system MUST allow an authorized user to expunge a CAD call or to redact a specific name or other information in a CAD call.				
3-81.0	The system MUST allow dispatch users to add or remove units from in-service status.				
3-81.1	The system MUST allow multiple units to be brought into service or put out of service at a time.				
3-81.2	The system MUST allow unit information to be edited when the unit is brought in service (i.e., vehicle ID, multiple deputies in the unit).				

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3	Computer Aided Dispatch (CAD) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
3-81.3	The system MUST allow users to designate units in-service, but not available for calls. This MUST include the designation of a reason code, which is drawn from a pre-defined list of reasons.				
3-81.4	The system MUST allow off-duty personnel to report in and be placed in a status as “in service, working off-duty” to enable capturing of key information for officer safety.				
3-81.5	The system should not overwrite the specific address where a unit is working off-duty with a business name – there may be many businesses with that name, and this prevents rapid response, resulting in officer safety issues.				
3-81.6	The system MUST allow the designation of in-service units as not available for calls.				
3-82.0	The system should visually indicate which units are available or not available for dispatch.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 3-1: Describe how your proposed CAD system implements a view management system at the user level. This description must include how the user is able to select from available windows, position those windows to their preference and how the state is saved and loaded.

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- 3-2: Describe how the proposed CAD system implements radio group monitoring. This description must include how the groups are selected, the ability to select multiple radio groups to monitor together, and how selected groups can be saved together for easier selection and retrieval.
- 3-3: Describe how the proposed CAD system stores window location and state between user sessions.
- 3-4: Describe how the proposed CAD system manages user profiles (including preferred view states, radio groups managed and window locations).
- 3-5: Describe how the proposed CAD system allows access to key command functions via multiple methods, i.e. command line, windows, or other shortcuts.
- 3-6: Describe how the proposed CAD system allows administrative users to define new command line commands.
- 3-7: Describe how the proposed CAD system displays units on map and in any unit list displays, including coding (either fixed or system defined) that indicates unit status, call state, or other information.
- 3-8: Detail the logging functions in the proposed CAD system, including activity logs for units and calls and system logs of system activities.
- 3-9: Describe how the proposed CAD system supports the addition of supplemental layers to the GIS map.
- 3-10: Describe how the proposed CAD system provides a central directory of telephone numbers, including how these numbers are added and updated.
- 3-12: Describe the functionality in the proposed CAD system to implement timers that alert dispatchers to check the status of units on calls, i.e. watchdog timers. This description should include how to configure the times and reset conditions within the system.
- 3-14: Describe how users can be added to radio groups for monitoring purposes.
- 3-15 to 3-17: Describe what visual indicators are implemented in the proposed CAD system for tracking unit and call status, including if those indicators can be configured by system administrators
- 3-18, 3-61: Describe the proposed CAD system's functionality for setting and displaying call time limits for individual CAD call types, including how to configure said limits.

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- 3-19: Describe how the proposed CAD system will receive and utilize ANI/ALI data (which is provided by Tarrant County 9-1-1 District, via on-premise network connectivity) to assist call taking, including how wireless Phase 2 data is utilized.
- 3-20 to 3-23: Discuss how call nature codes are displayed and utilized in the proposed CAD system, including options for defining new codes to meet Tarrant County's needs.
- 3-24: Describe how the proposed CAD system utilizes Text to 9-1-1 and enables call-take when a text call is received.
- 3-26 to 3-28: Describe the geo-location functionality in the proposed CAD system.
- 3-29 to 3-31: Describe the map display functionality in the proposed CAD system, including how calls and units are displayed and the options to control the map display.
- 3-33: Describe the functionality in the proposed CAD system to identify and prevent duplicate calls on the same incident.
- 3-34: Describe how the proposed CAD system enables and displays call notes entered from multiple operators to the same call.
- 3-35: Describe the functionality of the proposed CAD system to create Be On the LookOut, or BOLO, alerts, including how the alerts are created, how they are displayed, and how they are managed.
- 3-36: Describe the functionality in the proposed CAD system to support creating a call to be dispatched at a later time, rather than immediately.
- 3-37, 3-50: Describe the functionality in the proposed CAD system around call dispatch, including how the primary unit responding to a call is assigned.
- 3-38: Describe how the proposed CAD system generates unique reference numbers for each call, including how this functionality works with multiple agencies.
- 3-39 to 3-41: Describe how the proposed CAD system creates case numbers for the proposed RMS system, including the potential to create case numbers without a corresponding call (for cases where no field units were dispatched).
- 3-45: Describe the capability of the proposed CAD system to enable rapid capture of location and other data from units engaged in a pursuit, where typical data entry methods are too slow to enable accurate capture of location and other data inputs.

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- 3-47, 3-77: Describe how the proposed CAD system integrates with TLETS, including both automated queries from particular actions, as well as capability to trigger TLETS inquiries directly.
- 3-48: Describe the functionality in the proposed CAD system that enables structured question sequences for particular call types.
- 3-49: Describe how the proposed CAD system enables key functions (dispatching calls, assigning assisting units, clearing calls, etc) via multiple input methods, such as command line, entry in windows, etc.
- 3-51: Describe how the proposed CAD system supports self-initiated calls from field units, including the ability to define default call types and other behaviors for these calls.
- 3-52 to 3-54, 3-56 to 3-57, 3-72: Describe the proposed GIS map functionality in the CAD system, including integration with other CAD functions and control of the map display, either manually or integrated with selected calls and/or units.
- 3-55: Describe the functionality in the proposed CAD system to support swapping units between enroute status (i.e. one unit who was not on the call takes the call, and a unit dispatched to the call is removed from the call).
- 3-58: Describe the functionality in the proposed CAD system to support cancelling units enroute to a call without cancelling the call or swapping in other units.
- 3-59: Describe the functionality in the proposed CAD system to support call stacking (i.e. stacking additional calls for a unit which is already on a call to respond to once they are clear)
- 3-60: Describe the support for attaching multimedia files to calls in the proposed CAD system
- 3-62: Describe the functionality for linking related events in the proposed CAD system.
- 3-66: Describe the functionality for setting alerts on an address in the proposed CAD system.
- 3-67: Describe the how the function of canceling a call works in the proposed CAD system.
- 3-68, 3-70: Describe how the function of clearing a call functions in the proposed CAD system.
- 3-71: Describe how the proposed CAD system supports reopening a cleared or closed call.
- 3-73 to 3-76: Describe the search and query functionality in the proposed CAD system, including the ability to save particular ad-hoc queries for later reuse.

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- 3-78: Describe how searches of RMS are integrated into CAD, including the RMS employee module.
- 3-79: Describe the structured and/or statistical reporting capabilities in the proposed CAD system.
- 3-80: Describe how the expunction and redaction of CAD records is accomplished in the proposed CAD system.
- 3-81, 3-82: Describe how the proposed CAD system handles bringing units on duty, including personnel which are working off-duty assignments who report in for tracking and support purposes.

4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-1.0	The system MUST implement a user-level view management system.				
4-1.1	This view management system MUST allow the user to select from available MCT windows and control the sizing and position of those windows.				
4-1.2	The view management system MUST be able to save a user's preferred view state and automatically load that state to whichever MCT workstation they are using.				
4-1.3	It is preferred that the view state system automatically save the view state at log-off and automatically reuse this state at user logon.				
4-2.0	The system MUST allow the ability to access key functions from multiple methods, including hotkeys, short commands, icons on a window, etc.). Include which options are available in your proposal response.				
4-2.1	The system should allow designated system administrators to define "hot keys" as system shortcuts.				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-2.2	The system should allow designated system administrators to define hotkeys on a screen-by-screen basis, allowing the reuse of hotkeys based on the screen that the user is accessing at the time.				
4-2.2	The system should allow designated system administrators to map the function keys (keys F1-F12) to various system functions, or to remap the default mappings for these keys as needed.				
4-3.0	The system MUST support touchscreen operation, including mapping all functions to ribbon icons that can be activated by touch.				
4-4.0	The system MUST provide a text label for all icons that show both the related function key or hotkey and name for the command.				
4-5.0	The system MUST allow access to other modules on the same workstation (i.e., Field Reporting) directly from MCT.				
4-6.0	The system MUST retain the state of the MCT application when the user switches back to MCT from the other modules.				
4-7.0	The system MUST include the ability to track and maintain a log of all actions within the system.				
4-8.0	The system MUST allow designated users to create and update supplemental GIS map layers, either to provide additional GIS information or to update incorrect or incomplete information from the map layer source.				
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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-9.0	The system MUST allow the user to select supplemental map layers to display from among those that have been made available to the MCT clients.				
4-10.0	The system should provide a function to allow users to search the CAD phone book from MCT.				
4-11.0	The system should allow users to print from a system-defined printer (which will likely be a network printer, but some units may have local printers).				
4-12.0	The system MUST include the ability for authorized users to populate and update drop-down lists in the application for code tables.				
4-13.0	The system should include the ability to track characters typed into fields with drop-down lists and shorten the available list to only those which begin with the entered characters.				
4-14.0	The system MUST allow users to initiate a “quiet emergency” alert that alerts all CAD workstations but does not produce an auditory alert on the MCT itself.				
4-15.0	It is preferred that the system provide a mechanism for geo-verifying the current location without creating a call.				
4-16.0	The MCT map MUST include a color-coded layer based on the jurisdiction.				
4-17.0	The system MUST provide the ability for users to select which groups of units they are monitoring at that time, that MUST focus information displayed on relevant windows on the selected groups of units.				
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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-18.0	It is preferred that the system provide the ability to expand or collapse selected groups.				
4-18.1	It is preferred that the system allow designated users to establish and adjust subsets of groups for monitoring (i.e., CAD users may want to monitor all Constables, and a MCT user may only want to monitor units from one Constable precinct).				
4-19.0	The system MUST support both units that have static designators, or “call signs”, and units that have “call signs” that are changed based on their assignment.				
4-19.1	The system MUST allow users to select a “call sign” at unit login. The login should also require officer ID, user name and password. The login should allow the option to capture: vehicle number, additional officer ID, beat/zone/district, and whether the unit is off duty.				
4-20.0	The system MUST allow users to designate units as in service or out of service and update CAD with this information.				
4-20.1	The system MUST allow users to designate a service as unavailable for dispatch, including the ability to set a reason code.				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-20.2	The system MUST allow units to designate themselves as in-service and working in off-duty jobs, and allow users to input the address of the event, name of the business, the time they will be going out of service and their phone number.				
4-20.3	The system should allow units to designate if they are available or not available for dispatch while they are out of service.				
4-20.4	The system should allow certain out of service codes to default to not available for dispatch. This default MUST be able to be overridden by the unit.				
4-21.0	The system MUST allow users to initiate a new call record, including all of the fields that would be available for a CAD call record. This call MUST default to a self-initiated call.				
4-21.1	It is preferred that the system allow users to enter an address on a self-initiated call, even if it is not shown to be in Tarrant County's jurisdiction.				
4-22.0	The system MUST auto-populate the unit's GPS location as the call location when a call is initiated.				
4-22.1	The system MUST allow the user to override the auto-populated address if the GPS location is not correct (i.e., address is on a block boundary and does not interpolate correctly).				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-22.2	If the user modifies the address and it is not valid, the system MUST notify them so that they can correct the issue.				
4-23.0	The system should auto-populate the nature code for self-initiated calls based on the group of the unit.				
4-23.1	If the previous item is provided, this MUST be able to be overridden during the call creation.				
4-24.0	The system MUST allow users to select from the pre-defined list of nature codes (this list is provided by and managed by the CAD system).				
4-25.0	The system MUST automatically set the unit as "on-scene" for self-initiated calls.				
4-25.1	The user MUST be able to override the "on-scene" status for self-initiated calls and set their status as appropriate (these status codes MUST match the CAD status codes).				
4-26.0	The system MUST assign the self-initiated calls a call reference number from CAD.				
4-27.0	It is preferred that the system provide the capability for units to dispatch themselves as a Report Only call that allows the user to pull a report number from RMS without having to be dispatched to a call.				
4-28.0	The system should automatically conduct a location history search in the Records Management System based on the location of a self-initiated call and display the results after the call record is entered.				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-29.0	The system MUST conduct TLETS QV and Records Management System vehicle searches on a license plate entered in a self-initiated call automatically.				
4-30.0	The system MUST include visual and/or audible notifications that a new dispatch has been received for the logged-in unit.				
4-30.1	The system MUST include visual and/or audible notifications that new action has been taken on the Unit's active call.				
4-31.0	The system MUST display the location of a dispatched call on the system map.				
4-31.1	The system should automatically zoom into the area of the map around the call location when dispatched.				
4-31.2	The system MUST allow the user to manually reposition the GIS map.				
4-32.0	The system MUST allow the user to add themselves as an assisting unit to an existing call.				
4-33.0	The system should allow a user to designate themselves as the primary unit on a call that they are assigned to.				
4-34.0	The system MUST include a visual indicator on the call screen to alert the user to additional information or alerts related to the call (including from location history).				
4-34.1	The system MUST allow the user to click on the alert icon to see the full information of the alert.				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-35.0	The system MUST allow multiple users to add notes to the same call simultaneously. These notes MUST include the identity of the user who added the note and the timestamp when the note was added.				
4-35.1	The system should include a visual cue to notes that have been added by other users. This may involve changes in color, font, or other visual markers.				
4-36.0	The system should allow users to create a BOLO notification that is logged into the CAD system for managing these notifications.				
4-37.0	The system MUST allow users to update their unit status from a list of available statuses.				
4-38.0	The system should allow a user to revert their status to a previous status – for example, if a user incorrectly marked themselves as “Arrived”, this feature would allow them to revert to “En Route”.				
4-39.0	The system MUST include screen buttons for the statuses “en route” or “arrived”, so that they can be triggered rapidly by a single touch.				
4-40.0	The MCT system MUST capture and display timestamps on call notes captured by the CAD system under requirement 3-34.4				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-40.1	It is preferred that the system allow users who are not assigned to a call to add call notes (i.e., a supervisor or other units with relevant information regarding the location).				
4-41.0	The system MUST allow MCT users to generate a report number themselves.				
4-42.0	The system MUST make the “shell report” (see CAD requirements) available to the Field Reporting client on the MCT.				
4-43.0	The system MUST allow MCT clients to participate in the message switch system, with the same functionality as any other messaging terminal.				
4-43.1	The system should show the Unit ID in the chat room, rather than the Active Directory login.				
4-44.0	The system MUST provide visual indicators for a unit’s status on the map, and these MUST be configurable by system administrators.				
4-44.1	The system MUST ensure that the visual indicators are used consistently across all displays of the unit’s status.				
4-44.2	The system MUST include a display of all units dispatched to a specific call, including their status.				
4-44.3	The system MUST display the icons of all units of the selected monitoring group on the GIS map.				
4-45.0	The system MUST display a text list of all units monitored and their status.				
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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-45.1	The system MUST allow users to select a unit on the status list and provide an option to find and highlight that unit on the GIS map.				
4-46.0	The system should not restrict users' ability to see GIS information to only their selected monitoring groups.				
4-47.0	It is preferred that the system provide a "ghost mode", so that the unit does not appear on the MCT maps, but still is visible to CAD.				
4-48.0	The system MUST allow users to clear calls using predefined disposition codes (these MUST match the CAD codes).				
4-48.1	The system MUST include a disposition code that indicates a report number was issued in error and no report is needed.				
4-48.2	The system MUST ensure that a unit cannot clear the call until a report number is assigned with a disposition code that requires a report.				
4-48.3	The system MUST include a clear code for "assist" that allows assisting units to remove themselves from the call without closing the call.				
4-48.4	The system MUST prevent a unit other than the primary unit from closing the call itself (they can only use assist or other clear codes).				
4-49.0	The system MUST provide a one-click access to the Field Reporting application, preferably through both keyboard shortcut and ribbon icon.				

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4	Mobile Computer Terminal (MCT) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
4-50.0	The system MUST allow MCT users to perform CAD queries based on their security permissions.				
4-50.1	The system MUST allow the user to specify the time period for the searches, including a calendar option to select dates and times.				
4-50.2	The system MUST allow users to review their activity from the current sign-in session to MCT.				
4-50.3	The system MUST allow users to perform a location history search, similar to the function in CAD.				
4-50.4	The system MUST include the capability to search stored information across all related systems (CAD, RMS) for specified information, such as phone numbers, addresses, or names, within a specified time frame.				
4-50.5	The system MUST support “wildcard” characters in search fields.				
4-50.6	It is preferred that the system executes searches in the background, while users continue other functions.				
4-50.7	The system should allow the saving of ad-hoc searches.				
4-51.0	The system MUST allow authorized users to initiate TLETS queries from MCT and return the response to their MCT terminal. This does NOT include Criminal History inquiries (not permitted by CJIS security standards).				

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Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 4-1: Describe how your proposed MCT system implements a view management system at the user level. This description must include how the user is able to select from available windows, position those windows to their preference and how the state is saved and loaded, all from the mobile computer.
- 4-2, 4-3: Describe how the proposed MCT software allows multiple methods of access to key functions (touchscreen, keyboard shortcuts, etc.).
- 4-7: Describe the activity logging functionality in the proposed MCT software.
- 4-8, 4-9, 4-15, 4-16, 4-44: Describe the GIS functionality in the proposed MCT software and how this functionality interfaces with call receipt and management and other MCT functions.
- 4-10: Describe how a MCT user can access the CAD phone book (requirement 3.10) from the proposed MCT software.
- 4-11: Describe how MCT users in the field can print from the proposed MCT software to network printers.
- 4-12, 4-13: Describe how code tables are used to ensure data quality in the proposed MCT software, including how these code tables are maintained.
- 4-14: Describe the functionality in the proposed MCT software for a non-audible emergency signal, in the event that the operator is in distress and unable or unwilling to trigger an audible alert.
- 4-17, 4-18, 4-45, 4-46, 4-47: Describe the functionality for monitoring other field units from the proposed MCT software, including the ability for designated supervisors to set their MCTs into a “ghost mode” that would not register on other MCT maps.
- 4-19: Describe how radio IDs or “call signs” are utilized in the proposed MCT software and how these are passed to CAD.
- 4-20: Describe how the proposed MCT software allows users to designate their unit as either in or out of service.
- 4-21 to 4-26, 4-28: Describe how the proposed MCT software supports self-initiated calls from the unit, including defaults for various call fields and automatically searches RMS for location information at the call location.
- 4-27, 4-41, 4-42: Describe how the proposed MCT software interfaces with CAD and RMS to generate report numbers, including the ability to generate a report number without creating a CAD call.

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- 4-29, 4-51: Describe the TLETS search functions available from the proposed MCT software, including any circumstances where searches are automatically run based on another action (i.e. self-initiated call).
- 4-30, 4-31: Describe how the proposed MCT software alerts users that they have been dispatched to a call and what information is displayed about the dispatched call.
- 4-32: Describe how MCT users can show themselves as backup units to another call.
- 4-33: Describe how MCT users can set themselves as the primary unit on a call they are already dispatched to.
- 4-34: Describe how the proposed MCT software displays alerts on a call, either for the call itself or the location of a call.
- 4-35, 4-40: Describe how the proposed MCT software supports multiple units entering notes simultaneously.
- 4-36: Describe how the proposed MCT software interacts with the CAD BOLO functionality.
- 4-37 to 4-39: Describe how the proposed MCT software permits and displays unit status updates.
- 4-43: Describe how the proposed MCT software acts as a terminal for the system-wide message switch (specification 2-1).
- 4-48: Describe how the proposed MCT software allows users to close and clear calls, including data required to close or clear calls.
- 4-50: Describe how the proposed MCT software allows authorized users to execute CAD queries against the proposed CAD system.

5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-1.0	It is preferred that the Field Reporting system implement the same customizable user dashboard implemented on other systems.				
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5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-2.0	The system MUST include audit logging of all actions within the Field Reporting system, including report access. It MUST include the Active Directory ID or user name performing the action and date and time of the action.				
5-3.0	The Field Reporting MUST allow users to select the report module to be used for each report.				
5-4.0	The report modules MUST be displayed as icons on the dashboard.				
5-5.0	It is preferred that the system allow the users to arrange how the icons are displayed on the dashboard.				
5-6.0	The system MUST utilize the correct case number string for generated report numbers, based on the database the user is logged into at the time.				
5-7.0	The system should allow supplementary reports to be generated before the primary report is completed.				
5-8.0	The system MUST pre-populate information from the CAD call that generated the report number. This MUST include incident reports and is preferred to include all report types.				
5-8.1	The user MUST be able to modify any pre-populated information, if needed.				
5-9.0	The system MUST display name or location candidate information on the main screen – it should not require a separate screen to display name or location candidate.				

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5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-9.1	It is preferred that the system allow users a continuous scroll list of name or location candidates, rather than “windowing” the list.				
5-9.2	The system MUST utilize all relevant fields to narrow down name candidate options, rather than just the name itself.				
5-9.3	The system MUST populate any relevant information from the candidate matched into the relevant report fields.				
5-9.4	The user MUST be able to update any auto-populated information if the current encounter reveals new or updated information.				
5-10.0	The system MUST allow designated system administrators to designate certain report fields as mandatory, which will prevent the report from being submitted if they are not populated.				
5-11.0	The system MUST include pre-defined drop-down lists for appropriate fields.				
5-11.1	The system MUST allow designated system administrators to update options for drop-down lists.				
5-11.2	The system MUST include auto-complete features for fields with drop-down lists, allowing the user to begin typing the name and field automatically moving to entries that match the characters entered.				

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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-12.0	The system MUST allow tab to move between fields in the report.				
5-13.0	The system MUST automatically save entered information when the user moves between fields.				
5-14.0	The system should allow users to link multiple reports together if the reports are related.				
5-15.0	The system should allow users to see previous information in the fields if the user has modified the field more than once (i.e., the user should be able to see auto-populated information that they overwrote).				
5-16.0	The Field Reporting application MUST be usable from a mobile computer, including functioning at a basic level with intermittent or limited connectivity.				
5-17.0	The system MUST include either a built-in crash diagramming tool or the ability to link to a 3 rd party tool (such as Visio) for creating crash diagrams in the accident reporting module.				
5-17.1	The system should allow the user to import imagery from Google Maps or an equivalent system to provide a scale background for the crash diagram.				
5-18.0	The system should allow a user to retrieve their own reports submitted for supervisor approval (prior to the supervisor opening it) and make updates.				
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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-19.0	The system MUST allow the user to verify that the report meets NIBRS standards prior to submission.				
5-19.1	The system should highlight any fields that were found to contain a NIBRS error.				
5-19.2	The system should include a text description of the error, rather than just a code.				
5-20.0	The system MUST allow a user to designate a report as incomplete and submit it, so that it can be completed on a different MCT or an in-office workstation.				
5-20.1	The system should allow a report designated as incomplete to be submitted, even if NIBRS errors exist.				
5-20.2	The system should allow users to access their "incomplete" reports from any device with the proposed field reporting software, whether a mobile device or a desktop workstation.				
5-21.0	The system MUST provide a list view of all reports either assigned to the user or eligible for review.				
5-22.0	The system should allow supplemental reports to be submitted, even if the primary report has not been submitted or approved.				
5-23.0	The system should provide a passive notification to designated Supervisor users that a report they need to approve has been submitted.				

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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-23.1	The system should provide a passive notification to users if a report they submitted has been acted on (i.e., approved or denied).				
5-23.2	It is preferred that the system generate an automatic email notification to a user's defined email when the status on a report they submitted is changed.				
5-23.3	The system MUST automatically check the report for NIBRS compliance when the user submits it for approval.				
5-24.0	The system should allow a user to reopen and correct a report they submitted that has been denied, regardless of which device was used to create the report.				
5-25.0	Supervisor users MUST be able to see a queue that shows all reports to approve.				
5-25.1	This queue MUST differentiate between primary and supplemental reports.				
5-25.2	Supervisors MUST be able to filter the reports to approve by pre-defined groups.				
5-26.0	The system MUST allow Supervisors to approve or deny a report submitted.				
5-26.1	The system MUST allow a Supervisor who denies a report to enter remarks that will be shown to the user who entered the report.				
5-26.2	The system should allow a supervisor to highlight text in the report that will be visible to the original user when the report is opened for correction.				
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5	Mobile Field Reporting Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
5-26.3	The system should allow supervisors to directly annotate various sections of the report during review, so that the user correcting the report can see the notes in context.				
5-26.4	The system MUST automatically transfer all approved reports to RMS.				
5-27.0	The system should provide a field to indicate if an officer utilized in-car or on-officer cameras.				
5-27.1	The system should allow the user completing a report to designate if any assisting officers utilized in-car or on-officer video recordings.				
5-28.0	The system should include identities of assisting personnel (not just units) from CAD in the data provided to RMS and Field Reporting.				
5-29.0	The system should allow users to complete Use of Force reports through the Field Reporting system. This includes supervisor review.				
5-30.0	The system should allow users to complete Pursuit reports through the Field Reporting application. This includes supervisor review.				
5-31.0	The system should allow users to submit Racial Profiling reports through the application. This includes supervisor review.				

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Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 5-1: Describe how the view management capabilities of the proposed MFR software, if any are provided, function.
- 5-2: Provide documentation on the audit and system logging capabilities of the proposed MFR software.
- 5-3 to 5-5: Describe how the proposed MFR software allows users to access different report modules based on their user permissions.
- 5-6: Describe how the proposed MFR software allows users to retrieve case numbers.
- 5-7, 5-22: Describe the report entry functions of the proposed MFR software, including the creation of supplemental reports (and how these are distinguished from primary reports).
- 5-8, 5-28: Describe how the report “shell” created by the proposed CAD system is made available to the proposed MFR software, including how assisting officers are identified in the MFR report.
- 5-9: Describe the features available in the proposed MFR software to match a person’s identity in a report to a record in the proposed RMS software’s Master Name record.
- 5-10: Describe any functions available for system administrators to set fields in the proposed MFR reports as mandatory.
- 5-11: Describe how drop-down lists are used in the proposed MFR software to maintain data quality, including how they are maintained (and if they are maintained directly in the proposed MFR software or if the proposed MFR software inherits the data from the proposed RMS software).
- 5-14: Describe the functionality in the proposed MFR software for linking related reports, including any options for authorized users to unlink reports if the link was found to be in error.
- 5-15: Describe any features in the proposed MFR software that allows users to view data that they have overwritten (i.e. a location from the CAD shell that they later changed), in the event that the later data entry is found to be in error.
- 5-16: Describe how the proposed MFR software functions when data connectivity is limited or intermittent, including what functionality is unavailable when network connectivity is absent.

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- 5-17: Describe the crash diagramming capabilities available in the proposed MFR software's crash reporting module.
- 5-18: Indicate what capabilities a user has to retrieve a report that has been submitted for approval and update the report prior to a supervisor beginning review.
- 5-19: Describe the capability of the proposed MFR software to check the NIBRS validity of a report, including flagging fields that are invalid or problematic.
- 5-20: Describe the process for MFR users to submit reports for approval by supervisors, including any changes to the process required to submit a report in an incomplete state and have it marked as such.
- 5-21, 5-23, 5-25, 5-26: Describe the functionality around supervisory report review and approval in the proposed MFR software, including selection of reports to review, separation of reports by supervisory area, and the ability to annotate required corrections on the report.
- 5-24: Describe the functionality for a user to retrieve and correct a report that has been returned for correction in the proposed MFR software, including if this capability is available from the field or only from a workstation that has a constant network connection.
- 5-27: Describe any options in the proposed MFR software to document which units on a report utilized on-officer video during the incident, including any options to link to the videos in the appropriate video management system.
- 5-29 to 5-31: Describe the functionality in the proposed MFR system for completing front-line report for Internal Affairs, including Pursuit, Use of Force and Racial Profiling, and the integration with the Internal Affairs module in the proposed RMS software.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.0	The system MUST allow users to enter new records.				
6-1.1	The system MUST prompt a user to create a new master record (of the appropriate type) when they create a new record.				
6-1.2	The system should allow users to manually change auto-populated data, if they have more recent data.				
6-1.3	When a user updates data from a master record, the system should verify if they want to update the master record with the new information.				
6-1.3.1	The system MUST track previous values in fields to provide auditability.				
6-1.4	The system should incorporate drop-down lists with predefined lists to ensure faster and more consistent data entry.				
6-1.5	The system MUST allow users to select which report module they are working in, from among all those that they have permissions to access.				
6-1.6	The system MUST provide the ability to restrict access to certain reports which contain sensitive information that MUST be restricted.				
6-1.6.1	The system MUST allow designated users to grant or remove access to reports.				
6-1.7	The system MUST allow for attaching multimedia files to reports or other records.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.7.1	The system should include a pre-defined list of labels for attached multimedia files.				
6-1.8	The system MUST allow the creation of alerts linked to a person, record, or location for pre-defined reason codes.				
6-1.9	The system MUST allow designated users to expunge records or reports, including attachments.				
6-1.9.1	The system MUST allow designated users to modify information in reports or records, including the ability to remove the prior information from the audit log.				
6-1.9.2	The system MUST allow designated users to modify parts of records as necessary to comply with court Orders of Expunction.				
6-1.9.2.1	This capability MUST include the ability for designated users to remove specific identifying information related to a person and a charge.				
6-1.9.3	The system MUST allow designated users to redact specific identifying information, based on court orders, so that the information is no longer visible or searchable.				
6-1.9.4	The system MUST allow a designated user to remove a name from the Master Name Index if necessary to comply with an Order of Expunction.				
6-1.9.4.1	The system MUST prevent a user from removing a Master Name Index record that has remaining involvements.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.9.5	The system MUST allow a designated user to print out certain records and then expunge those records in response to a court Order to Seal.				
6-1.9.6	The system MUST allow alerts related to Orders of Non-Disclosure.				
6-1.9.7	The system should include the ability to flag particular fields as subject to non-disclosure, and those fields should be visually distinct when viewed by any user.				
6-1.9.8	The system MUST include a capability to view and/or output a public copy of a report or record that displays only information or data that is publicly available.				
6-1.9.9	The system should retain an entry that a report number was removed by a system administrator, but no other data can be retained.				
6-1.10	The system MUST visually flag any record that contains a juvenile suspect.				
6-1.11	The system should not restrict system users to seeing only publicly accessible data – data that is not publicly accessible should only be redacted as part of output that is flagged as being provided to the public.				
6-1.12	The system MUST include the ability to search for particular values within or across modules.				
6-1.12.1	This search capability MUST support wildcard characters, either for single characters or multiple characters.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.12.2	The system MUST allow users to select a record from the search results and retrieve all records and reports that contain that value across all modules				
6-1.12.3	It is preferred that the search function will allow users to populate a form with search criteria, then push a button to initiate the search. When the results are returned, they should automatically display.				
6-1.13	The system should allow users to search for data brought in from external agencies; this is currently made available via agency-to-agency data sharing.				
6-1.13.1	The system should include an indicator that a particular name or vehicle information is present in a linked external agency's database.				
6-1.13.2	The system should provide read-only access to linked agency databases that allow users to review the data in the linked agency's database and to designated records to be copied into our system.				
6-1.14	The system MUST allow users to search for field contacts by date range.				
6-1.15	The system MUST allow designated system administrators to update pick lists throughout the application.				
6-1.16	The system MUST allow designated system administrators to set certain fields on reports or records as mandatory, including the ability to remove this designation if needed.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.16.1	The system should include the attachment label drop-down list as a system pick list that can be managed as described in 6-1.15.				
6-1.16.2	The system MUST present users with an error notification if they attempt to exit a report or record with mandatory fields empty or other defined error states.				
6-1.17	The RMS window MUST allow users to adjust the brightness and contrast of screen displays in RMS – all windows for a user’s session should copy these settings when changed.				
6-1.18	The system MUST allow note fields to expand as necessary to capture all of the necessary information.				
6-1.19	The system should provide a customizable user dashboard for each module.				
6-1.19.1	The system should provide a default user dashboard based on user role.				
6-1.19.2	The system should allow users to designate modules or reports as items to display on their dashboard, as long as they have the rights to access the module or report.				
6-1.20	It is preferred that the full system include an audit trail of all actions within the system, including viewing data as well as modifying it.				
6-1.21	The system should include a digital signature capability to digitally sign documents or reports generated from RMS.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-1.22	The system should allow designated users to maintain fillable templates for documents in all system modules.				
6-2.0	The system MUST utilize master records for persons, also known as Master Name Records, that ensures that all information for a given person is linked and that relevant information is kept current.				
6-2.1	It is preferred that the system provide a mechanism to import identification information from the TechShare.Jail System into RMS for incorporation into the Master Name Index.				
6-2.2	The system MUST allow two separate Master Name Index records to be joined with one record designated as an alias; this MUST return both records on a search for either name, with the return indicating which record is the alias and which is the correct name.				
6-2.2.1	The system should include a visual indication that the selected name is part of an alias (either the true name or the alias).				
6-2.3	The system MUST allow designated users to merge two name records if a record is found to be a duplicate.				
6-2.4	The Master Name Index should include the ability to track scars, marks and tattoos on the individual, including the ability to search by these characteristics.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-2.5	The system MUST allow a user to retrieve relevant photos associated with Master Name Index records to generate a lineup, based on defined criteria for matches.				
6-3.0	The system MUST automatically add any new phone numbers added via name records to the Master Phone Index.				
6-4.0	The system MUST include a master record of all vehicles referenced within the RMS.				
6-4.1	The system should allow users to capture the contents of a vehicle that are not entered as evidence.				
6-4.2	The system should include a drop-down list for common items found in vehicles for inventory purposes.				
6-4.3	The system should provide the capability to enter and track the status of vehicles in impound.				
6-4.3.1	The system should allow a user to set a timed reminder related to a vehicle in impound.				
6-4.3.2	The system should send the user an alert when a timed reminder's target date has been reached.				
6-4.4	The system MUST allow a user to record data on vehicles towed by the agency, whether for impound or other purposes.				
6-5.0	The system MUST contain a Property and Evidence module that allows capture of information of property and evidence seized.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-5.1	The system should automatically create a voucher record for all reports with property and evidence seized.				
6-5.2	The property and evidence forms in the system should include the ability to capture information on multiple items.				
6-5.3	The system should allow the ability to designate multiple items as a batch that can be handled and disposed as a single item.				
6-5.4	The system should allow the user to designate an item of property or evidence as a biohazard or not.				
6-5.5	The property and evidence module MUST allow users to create and print a release form, containing item information.				
6-5.5.1	The property and evidence release form MUST allow for more than one item per form.				
6-5.6	The property and evidence module should support scanning in signed release forms for record keeping.				
6-5.7	The property and evidence module MUST allow for tracking of owner and next of kin for any property items.				
6-5.8	It is preferred that the property and evidence module track the capacity of storage locations and the number of items located in each area against this defined capacity.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-5.8.1	It is preferred that the property and evidence module display the available capacity for each storage location when an item is being assigned to a storage location.				
6-5.8.2	It is preferred that the property and evidence system provide a drop-down listing of appropriate storage locations that have available capacity, including providing the appropriate open location number based on the item count in the location.				
6-5.8.4	It is preferred that the property and evidence module automatically track capacity in each location as items are stored and released or moved.				
6-5.9	The property and evidence module should allow for designating items are not available for release.				
6-5.9.1	It is preferred that the property and evidence module include a visual alert when a user attempts to release an item that is flagged as unavailable for release.				
6-5.9.2	It is preferred that the property and evidence module include the capability to track an authorized release date for an item, to show the earliest date it can be released.				
6-5.10	The property and evidence module should be able to generate a defined notification letter that lists items that can be released from a particular case.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-5.11	The property and evidence module should include a flag to notify the case investigator when items can be released.				
6-5.12	The property and evidence system MUST include the ability to create and print item labels, including barcodes.				
6-5.12.1	The property and evidence system should allow the ability to designate small or large labels to be used for particular items.				
6-5.13	The property and evidence system MUST include the ability to define lab submission forms for various labs and then allow users to designate items for submission and print out populated submission forms.				
6-5.14	The property and evidence system MUST include a chain of custody tracking capability, including reports that display all chain of custody actions involving a piece of property or evidence.				
6-5.14.1	The property and evidence module MUST include the ability for designated users to track what actions were taken with an item, including recording those taken by other personnel (i.e., investigator photographed the item without checking it out).				
6-5.15	The property and evidence module should allow designated users to relocate items and assign new location item numbers.				
6-5.16	The property and evidence module should include an inventory report based on a release date for items.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-5.17	The property and evidence module MUST include an inventory report that will return all items located in a defined storage location.				
6-5.18	The property and evidence module MUST include the ability to filter the inventory report based on date range.				
6-5.19	The property and evidence module MUST generate a list of property and evidence items being moved by scanning a barcode for each item.				
6-5.20	The property and evidence modules MUST allow users to search by type of item and retrieve a list of all items of that type in storage.				
6-5.20.1	The property and evidence module MUST allow users to filter these reports down by description type.				
6-6.0	The system MUST include a warrant module that captures data and actions related to a warrant.				
6-6.1	The system MUST link the subject of a warrant to the Master Name record for that individual.				
6-6.2	The system should allow the user to link incident or other reports to warrants.				
6-6.3	The warrant module MUST include a template for a warrant which is populated by data from a selected warrant record.				
6-6.4	The warrant module MUST provide the ability to track and audit the status of all warrants in RMS.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-6.5	The warrant module MUST include a data element for Tarrant County district based on the location.				
6-6.6	The system MUST allow users to see a list of active warrants for any name record; this can be provided as an alert on the name record.				
6-7.0	The system should include an Employee Training profile with each employee record.				
6-7.1	The training module MUST include the ability to add licensing events, including date, to employee records.				
6-7.1.1	The system MUST include a predefined list of license types for each employee, including temporary or enhanced levels.				
6-7.2	The training system MUST allow tracking of all certifications that an employee has earned, including date the certification was awarded.				
6-7.2.1	The training system should include a predefined list of certification types.				
6-7.3	The training system MUST allow users to record training events for each employee.				
6-7.3.1	The training system should include a predefined list of types of training events.				
6-7.3.2	The training system should include the ability to capture details of specific training events.				
6-7.4	The training system should track pre-employment background investigations using a defined list of milestones.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-7.4.1	The training system should allow background investigators to select which milestone an applicant has completed.				
6-7.5	The training system MUST include the ability to track weapons qualifications records, including details of the weapon and date and time qualified.				
6-7.5.1	The training system should include defined fields for key data points.				
6-8.0	The system MUST include an Internal Affairs module, where records are only visible to those with Internal Affairs roles.				
6-8.1	The system should allow data from a selected employee's Personnel record to auto-populate relevant fields in an Internal Affairs report.				
6-8.2	The system MUST support various Case Levels for Internal Affairs cases.				
6-8.3	The system should include ability for users to enter Use of Force records through the Field Reporting system and approved reports transferred to the Internal Affairs module in RMS.				
6-8.4	The system should include ability for users to enter Pursuit records through the Field Reporting system and approved reports transferred to the Internal Affairs module in RMS.				
6-8.5	The system should include ability for users to enter Racial Profiling records through the Field Reporting system and approved reports transferred to the Internal Affairs module in RMS.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-8.6	The system MUST include a complaint record outside of the Internal Affairs module, to allow supervisors or other RMS users who are not Internal Affairs user to record complaints against employees.				
6-8.7	The Internal Affairs module MUST allow designated users to create and update internal affairs case records, including the ability to attach multimedia files.				
6-8.8	The system should include a list of templates for defined reports and forms which users can select and complete based on information in a selected case record.				
6-8.9	The internal affairs module MUST include appropriate date fields in the case records.				
6-8.10	The system MUST allow designated users to designate tracking information required for each internal affairs case level.				
6-8.11	The internal affairs system should allow users to designate that an employee has known or possible criminal charges in relation to the incident.				
6-8.11.1	The internal affairs system should allow users to designate on an investigation record that an employee has known or possible untruthfulness or "Brady" behaviors.				
6-8.12	The internal affairs module should include supervisory review of reports.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-8.12.1	This function should include supervisory approval, notation and return functionality matching that of offense reports.				
6-8.13	The internal affairs module should include a data point to indicate if the report has been reviewed by the Criminal District Attorney (CDA).				
6-8.14	It is preferred that the internal affairs module allow CDA Office attorney to review and notate reports that have been submitted for review.				
6-8.14.1	It is preferred that the internal affairs module allow CDA Office attorneys to review and provide annotations on multimedia files attached to the case.				
6-8.15	The internal affairs module should allow users to set records retention values for cases based on specific criteria.				
6-8.15.1	The system should notify designated users and/or roles when an internal affairs record has reached its designated retention timeline.				
6-8.16	The internal affairs system should include an alert when a definable number of particular behaviors or reports for a particular employee has been met. This alert MUST only be sent to defined users.				
6-8.16.1	The internal affairs system should allow users to modify the thresholds related to particular alerts. The employees that a user can see alerts for should be configured based on the user's roles and permissions.				
6-8.16.2	The system should allow internal affairs users to define which alerts are sent to which users.				
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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-8.16.3	The system should allow designated supervisors to receive alerts.				
6-8.16.4	The system should display internal affairs alerts in a dashboard format, so that a supervisor can see all of their received alerts.				
6-8.16.5	The internal affairs system should allow users to search and filter on any fields in the dashboard.				
6-8.16.6	The system should allow users to export the information displayed on the dashboard either to print or to electronic format.				
6-8.16.7	The internal affairs system alerts should include the criteria that triggered the alert.				
6-8.16.8	The internal affairs system should allow users to plot incident locations on a GIS map.				
6-8.16.9	The system should include a color scheme for plotting incident locations on the map.				
6-8.16.10	The system should allow users to filter information displayed on the map using relevant criteria based on the incidents being viewed.				
6-8.16.11	The system should allow users to click on a mapped incident location and see information related to that particular incident.				
6-8.17	The system should include pre-defined statistical reports for internal affairs activities.				
6-8.17.1	These reports should be able to be exported and/or printed.				
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**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-8.18	The internal affairs system MUST log all access to records in the internal affairs module, including the user accessing the record, date and time of access, and any actions taken on the record (i.e., viewed, exported/printed, modified, etc.).				
6-8.19	The internal affairs module MUST include deadlines for phases in the investigation to ensure compliance with Sheriff Civil Service rules.				
6-8.19.1	The internal affair module MUST automatically notify users of active case deadlines.				
6-8.20	The internal affairs module MUST include a report that includes data on the approval history of internal affairs reports.				
6-8.21	The internal affairs module MUST include a report that provides all offense, arrest or other reports for a designated employee, either for their full employment or for a designated timeframe.				
6-8.21.1	The internal affairs module MUST allow users to select particular report outcomes to include in the report on a designated employee.				
6-8.22	The internal affairs module MUST contain a dashboard view that allows designated users to review all open internal affairs investigations.				
6-8.22.2	The internal affairs module dashboard MUST include the capability for users to filter the data displayed to them.				
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DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-8.22.2	The internal affairs module dashboard MUST include the ability to select a case from the list and see additional details on the case.				
6-8.22.3	The internal affairs module MUST provide a dashboard for internal affairs personnel that shows cases assigned to them.				
6-8.23	The internal affairs module MUST allow users to search for employees with known or possible criminal charges.				
6-8.24	The internal affairs module MUST allow users to search for all records with untruthfulness or “Brady” behaviors flagged.				
6-8.25	The internal affairs module MUST allow designated users to retrieve all data for an internal affairs case with one search.				
6-8.25.1	The internal affairs module MUST allow users to search for employees or investigations based on multiple criteria.				
6-8.26	The internal affairs and training modules should allow for searching by weapon serial number and return any employees who are shown to have qualified with that weapon.				
6-9.0	The system MUST include a feature to show a list of names that match the name and any other identifiers on a new record, termed “name candidating” in the rest of this document. When a name from the master index is chosen, any fields that are empty MUST be auto-populated with information from the master record.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-9.1	The system MUST include a feature to show a list of vehicles from the Master Vehicle Index that match the license plate and/or VIN being entered. When a vehicle from the master index is chosen, any fields that are empty MUST be auto-populated with information from the master record.				
6-9.2	The system should allow free scrolling through the list of candidates, rather than “windowing” the candidates into blocks of fixed size.				
6-9.3	The system MUST allow users with proper permissions to see a list of names that have been included in approved reports that have not been name candidated to perform the name candidating.				
6-9.4	The system should automatically remove a name from the candidating list once candidating has been performed.				
6-9.5	The system should visually display whether or not a name on the candidating list has already been candiated.				
6-9.6	The name candidating process MUST present a list of candidate names from the Master Name Index to allow the user to either select one or to create a new Master Name Index record.				
6-9.7	The system MUST update the Master Name Index record with data from the report.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-9.8	It is preferred that the name candidating process be set with criteria for automatic matching.				
6-9.9	The system MUST indicate when names on reports have not been name candidated, whether or not the user can perform the name candidating process.				
6-9.10	The system MUST allow designated users to unmatch records that were incorrectly matched during name candidation.				
6-10.0	The system MUST include a gang module, which includes gang profiles for the gang itself.				
6-10.1	The intelligence module MUST include the ability to mark a gang affiliation as either active or inactive. Persons with inactive gang records MUST not be returned by a search on that gang name.				
6-10.2	The intelligence module should automatically update an individual's gang affiliation to inactive if there are no incidents in the system involving them within the past five (5) years, originating from the date of arrest.				
6-10.2.1	The intelligence module should reset the five-year timer each time an individual with gang affiliation is arrested.				
6-10.2.2	The intelligence module should allow a designated user to manually edit the gang affiliation timer (i.e., extend it if an individual is incarcerated).				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-10.3	The intelligence module should include a list of identified gangs (data from gang module) on individual records to record gang affiliation.				
6-10.4	The intelligence module should allow for individuals to be linked to more than one gang.				
6-10.5	The intelligence module should allow sets or individual sub-groups within identified gangs and should allow users to associate individuals with one or more of these sets.				
6-10.6	The system MUST include the capability to track gangs and associated sets.				
6-11.0	The system should auto-populate the location from CAD into the address field for the report associated with that call.				
6-11.1	It is preferred that the system allow a RMS user to assign a new report number from the appropriate case number stream without using CAD or MCT or requesting the number from a CAD user.				
6-11.2	The system should narrow the choices in a drop-down list based on the characters that the user has typed into the field.				
6-11.3	The system should allow uses to move forward one field with Tab.				
6-11.4	The system should auto-save every time the user navigates out of a field where they have entered data.				
6-11.5	The system should prevent a user from closing a record that does not have the minimum field completed.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-11.6	The system MUST transfer approved reports to RMS from the Field reporting application.				
6-11.7	The system should allow for linking citations to offenses if there is a relationship (including the citation serving as evidence for an enhanced offense level).				
6-11.8	The system MUST link related case information to the main case number.				
6-11.9	The system should prevent edits of reports, except by the original report creator, to preserve the integrity of the original report. Any necessary changes should come through supplemental reports.				
6-11.10	The system MUST allow the creation of supplemental reports.				
6-11.11	The system should have a report review and approval workflow that locks an approved report.				
6-11.11.1	It is preferred that the system no longer show a particular report on the dashboard of the submitting officer until the review of that report is completed.				
6-11.11.2	The system should display reports that have been returned for updates to show in the submitting user's dashboard.				
6-11.11.3	The system should allow reviewing users to notate changes that need to be made into a report before returning it for correction.				
6-11.11.4	The system MUST display a list of reports submitted for review during a specified time period.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-11.11.5	The system MUST allow authorized users to mark each report or record as reviewed.				
6-11.11.6	The system MUST include a confirmation prompt when a report or record is marked as reviewed.				
6-11.11.7	The system MUST include a confirmation prompt when a user flags that a report or record should be removed from the review queue.				
6-11.12	The report should include a flag to indicate that in-car or on-officer video was used during the incident.				
6-11.12.1	The report should include records to capture which assisting units on the call utilized in-car or on-officer video during the incident.				
6-11.12.2	It is preferred that the system allow users to link video records in Tarrant County's in-car and on-officer video system (provided by WatchGuard) to reports.				
6-11.13	The system MUST allow the deputy writing the report to indicate which assisting units were on the call (this should come from CAD, but users MUST be able to manually add personnel).				
6-11.14	The system MUST allow users to manually initiate a NIBRS validation check on a report.				
6-11.14.1	The system should highlight any field that contains a NIBRS error.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-11.14.2	The system should provide a description of the NIBRS error.				
6-11.14.3	The system MUST allow designated users to perform NIBRS checks on multiple designated reports.				
6-11.15	The system should allow supplemental reports to be submitted before the primary report is approved.				
6-11.15.1	The system should attach a supplemental report to a primary report if the primary report is approved after the supplemental report.				
6-11.16	The system MUST provide a list of all reports for a user that requires their action.				
6-12.0	The system MUST include a crash reporting module, capable of capturing data required for Texas Department of Transportation required crash reporting.				
6-12.1	It is preferred that the system either provide a crash diagram tool or integrate with a 3 rd party tool for diagramming crash scenes.				
6-12.1.1	It is preferred that the system allow the use of Google Maps or similar scale mapping systems to provide a background for the crash diagram.				
6-12.2	The accident report module MUST include the ability to produce a public copy of an accident report that redacts non-public data based on Texas Transportation Code requirements.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-12.3	The accident report module MUST allow a user to manually initiate a CRIS report check.				
6-13.0	The system MUST contain a quartermaster module that allows designated personnel to track department issued equipment.				
6-13.1	The quartermaster module MUST allow users to record issuance and return of defined equipment and associate issued equipment to the employee record.				
6-14.0	The system MUST be capable of producing summary reports on case reports and records contained within the system.				
6-14.1	The system should include pre-defined reports that can be run at any time with parameters.				
6-14.2	The system should include a report list of existing reports that the user can run.				
6-14.3	The system should allow the user to modify the sorting order for lists of results.				
6-14.4	The system should provide the capability to create ad-hoc reports.				
6-14.4.1	The system should allow users to select values to search for in ad-hoc reports.				
6-14.4.2	The system should allow users to save ad-hoc reports, including the ability to update parameter field in subsequent runs.				

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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-14.5	It is preferred that the system include a flag that a report is being run for public distribution, and that any information that is not publicly disclosable is automatically redacted or masked.				
6-14.6	It is preferred that the system include the ability to schedule reports to run automatically, either with fixed or calculated parameters (i.e., setting up a report to run with that day's date in the date parameter).				
6-14.7	The system MUST allow multiple options to produce or export reports. Describe the export options for RMS reports in your proposal response.				
6-14.8	It is preferred that reports within the application (i.e., not exported at the time) allow for click-through functionality to see the data behind a particular field or count.				
6-14.9	The system should include a report of all vehicles currently in impound.				
6-15.0	The system MUST contain mugshot records, either in conjunction with the Master Name Index or separately.				
6-15.1	The system should allow designated users to retrieve the mugshot and relevant information to produce an inmate identification badge.				
6-16.0	The system MUST allow designated users to initiate TLETS searches and see the returns within RMS.				
6-17.0	The system MUST include a module to track citations issued by the agency, both traffic and non-traffic.				
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6	Records Management System (RMS) Specifications	Yes, included	Yes, included with customization	Future Release	No, not included
6-17.1	The agency currently uses paper citations and records them in this module; the proposed system MUST support this workflow.				
6-18.0	The proposed system MUST include a module to track registration of sex offenders.				
6-19.0	The proposed system MUST include the ability to generate photographic lineups from mugshots in the Master Person module.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 6-1: Describe how the proposed RMS system utilizes master records, including how these records are updated from new reports.
- 6-1.6: Describe how the proposed RMS system controls access to records and reports.
- 6-1.9: Describe how the proposed RMS system handles expunctions and redactions of records, including partial redaction.
- 6-1.12: Describe how the proposed RMS system enables searching, both within modules and across all modules.
- 6-1.13: Describe how the proposed RMS system provides option for ingesting and flagging data from external agencies.
- 6-1.15 to 6-1.16: Describe the administrative management features and capabilities of the proposed RMS system.
- 6-1.20: Describe the audit and system logging capabilities of the proposed RMS system.
- 6-1.21: Describe the capabilities to support digital signatures for documents or reports managed through the proposed RMS system.

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- 6-2: Document the features contained in the Master Name module of the proposed RMS system.
- 6-2.1: Describe the options available to import name records from the TechShare.Jail Jail Management System.
- 6-3: Document the features contained in the Master Phone Number module or functionality in the proposed RMS system.
- 6-4: Document the features contained in or supported by the Master Vehicle module in the proposed RMS system.
- 6-4.3: Describe the functionality related to impounded vehicles in the proposed RMS system.
- 6-4.4: Describe the features and functionality related to towed vehicles in the proposed RMS system.
- 6-5: Document the features and functionality contained in the Property and Evidence module in the proposed RMS system.
- 6-5.1: Describe the features supporting the property voucher functions in the proposed RMS system.
- 6-5.5: Describe the features supporting the property release form in the proposed RMS system.
- 6-5.8: Describe the storage location capacity management capabilities in the proposed RMS systems.
- 6-5.9: Describe the capability to designate items as not available for release in the proposed RMS systems.
- 6-5.12: Describe the barcoding functionality, including printing and scanning barcodes during various property and evidence management activities, included in the proposed RMS system. Barcoding hardware, including both printers and scanners, is already in place and will not be replaced in this project.
- 6-5.13: Describe the functionality in the proposed RMS system for automatically filling in pre-defined lab submission forms (to be provided to the awarded vendor) from commonly used forensic laboratories.
- 6-5.14: Describe the chain of custody tracking functionality included in the proposed RMS system.
- 6-5.16, 6-5.17, 6-5.19: Document the reports included in the property and evidence module in the proposed RMS system, including any inventory reports.
- 6-5.18, 6-5.20: Describe the search functionality across the property and evidence module in the proposed RMS system.

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- 6-6: Describe the warrants management functionality in the proposed RMS system.
- 6-6.3: Describe the functionality for printing a physical copy of a warrant with a template (provided to selected vendor).
- 6-6.4: Describe the functionality for tracking warrant service attempts and auditing warrant service activity in the proposed RMS system.
- 6-6.6: Document how the warrant module integrates with the Master Name system, focusing on any alerts or other indications that an active warrant is issued for a Master Name record when accessed.
- 6-7: Describe the functionality in the proposed RMS system to track employee training and licensure.
- 6-7.1, 6-7.2: Describe how licenses and certifications are tracked in the proposed RMS system, including how licenses and certifications are added to be tracked.
- 6-7.3: Describe how training events are tracked in the proposed RMS system.
- 6-7.4: Describe how background investigation information is tracked in the proposed RMS system.
- 6-7.5: Describe how weapons qualifications are tracked in the proposed RMS system.
- 6-8: Document the features of the Internal Affairs module in the proposed RMS system.
- 6-8.3 to 6-8.5: Describe how Use of Force, Pursuit and Racial Profiling data is imported from the MFR software into the Internal Affairs system.
- 6-8.6: Describe any functionality that allows non-Internal Affairs users to input complaints for management within the Internal Affairs module.
- 6-8.10: Describe how authorized users can designate required tracking information for certain types of Internal Affairs cases.
- 6-8.11: Describe the ability in the proposed RMS system to flag Internal Affairs reports for possible criminal charges, including flagging all records that the accused employee has links to for review.
- 6-8.12: Describe the supervisory review capabilities in the Internal Affairs module of the proposed RMS system.
- 6-8.13, 6-8.14: Describe how the Internal Affairs module can be utilized to permit legal review of Internal Affairs reports prior to completion.

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- 6-8.15: Describe how record retention is implemented in the Internal Affairs module of the proposed RMS system.
- 6-8.16: Describe how the proposed RMS system implements and Personnel Early Warning System capability, including configuration options for setting up the system.
- 6-8.17, 6-8.20, 6-8.21: Describe the reports available in the Internal Affairs module of the proposed RMS system.
- 6-8.18: Describe the logging functionality in the Internal Affairs module of the proposed RMS system.
- 6-8.19: Describe the functionality in the Internal Affairs module to track and enforce case timelines and deadlines for different phases within a case.
- 6-8.22, 6-8.23: Describe any dashboard or other summary functionality in the Internal Affairs module in the proposed RMS system.
- 6-8.24 to 6-8.26: Describe the search functionality in the Internal Affairs module in the proposed RMS system.
- 6-9.0: Describe how proposed RMS system links person records from new reports to existing Master Name records or creates new Master Name records for individuals who were not previously in the system.
- 6-9.1: Describe how proposed RMS system links vehicle records from new reports to existing Master Vehicle records or creates new Master Vehicle records for vehicles which were not previously in the system.
- 6-10: Describe the functionality for tracking gang membership in the proposed RMS system.
- 6-10.2: Describe how the gang module tracks legal limitations on intelligence information and tracks which information is used in cases to ensure appropriate removal of intelligence that is expired.
- 6-10.3: Describe the information that is displayed on gang or gangs that an individual is identified with in the proposed RMS system.
- 6-10.5: Describe any functionality for tracking and managing sub-groups of gang members that can be moved between gang records together in the proposed RMS system.
- 6-11: Describe the report management functionality in the proposed RMS system.
- 6-11.1: Describe any functionality in the proposed RMS system that allows the generation of a case number without generating a CAD call.

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- 6-11.7, 6-11.8: Describe the capabilities to link reports to other reports or to citations in the proposed RMS system.
- 6-11.9 to 6-11.11, 6-11.15, 6-11.16: Describe the functionality in the proposed RMS system for reviewing, approving and correcting reports.
- 6-11.12: Describe any functionality for linking reports to in-car or on-officer video records.
- 6-11.14: Describe the functionality in the proposed RMS system for conducting NIBRS validation of reports.
- 6-12: Describe the crash reporting functionality in the proposed RMS system.
- 6-12.2: Describe the capability to output a crash report on standard State of Texas crash report form(s).
- 6-12.3: Describe the capability in the crash reporting module to validate the report data with CRIS standards.
- 6-13: Describe any department equipment management or quartermaster functionality in the proposed RMS system.
- 6-14: Describe any statistical or summary reporting capabilities and functionality in the proposed RMS system.
- 6-15: Describe any mugshot capture and tracking functionality in the proposed RMS system.
- 6-16: Describe the TLETS terminal functionality in the proposed RMS system, including both automated searches and manual searches.
- 6-17: Describe the citation management capabilities in the proposed RMS system.
- 6-18: Describe the capabilities for managing individuals who have to register with law enforcement, such as sex offenders, in the proposed RMS system.
- 6-19: Describe the functionality to assemble lineups from mugshot records in the proposed RMS system.

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TECHNICAL SPECIFICATIONS					
Universal Specifications		Yes, included	Yes, included with customization	Future Release	No, not included
7-0	Provide high-level systems architectural diagram(s), which depicts your proposed solution and interconnected/ internetworked components, in your proposal response.				
8-0	System MUST be compatible with Tarrant County-preferred Internet browsers (Microsoft Edge, Chrome Enterprise, and/or Mozilla Firefox Extended Support Release) with minimal or no loss of functionality based on browser selected, when applicable.				
9-0	Client-side installed components or prerequisites MUST be Windows 10 or later and/or Microsoft Office 365 compatible, if applicable.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

- 7-0: Include appropriate diagrams in proposal response, including any Tarrant County systems or equipment that is required to integrate with proposed solution.
- 8-0: Include list of supported Internet browsers for any web-based system components.

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Vendor-Hosted (SaaS) Solution Specifications		Yes, included	Yes, included with customization	Future Release	No, not included
10-0	System MUST support anytime, anywhere access to stored content. This includes strong encryption of data traffic while in transit and at rest, for sensitive data, when applicable.				
11-0	All production data MUST be hosted in a government cloud certified environment in compliance with the International Traffic in Arms Regulations (ITAR), the Federal Risk and Authorization Management Program (FedRAMP), the Federal Information Security Management Act (FISMA), Criminal Justice Information Services (CJIS), and the Health Insurance and Accountability Act (HIPAA). The awarded Vendor(s) MUST provide the name of the gov cloud certified environment to Tarrant County to ensure compliance.				
12-0	All Tarrant County data MUST always remain in the forty-eight (48) contiguous United States.				
13-0	Service outages or unplanned maintenance affecting the software products, functionality and/or availability MUST be accompanied by an e-mail notification that includes the estimated duration of the outage and functionality impacted.				
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Vendor-Hosted (SaaS) Solution Specifications		Yes, included	Yes, included with customization	Future Release	No, not included
14-0	Disaster recovery and business continuity measures MUST be in place to protect the integrity of Tarrant County data and to ensure that service delivery expectations are upheld in accordance with the service level agreement.				
15-0	Vendor MUST support Tarrant County's right to retain absolute data access and ownership of all Tarrant County data hosted within the solution.				
16-0	Vendor MUST warrant that all data will be exportable in a readable and usable format upon contract termination, expiration, or cancellation of services at no additional charge to Tarrant County. Data destruction or data purge MUST not occur until expressed written permission is received by the Vendor from Tarrant County, after which a written certification of data destruction will be required.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

The following items must be completed for hosted solution proposals; on-premises solution proposals omit these items.

10-0: Describe use of data encryption, both in storage and in transit, implemented in the proposed solution.

11-0: Provide information on which cloud host(s) are proposed for the solution. If necessary, CJIS and other certifications will be requested.

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- 13-0: Provide the outage notification policies in use for the proposed solution.
- 14-0: If the vendor is hosting the proposed solution directly (i.e. not through a service such as AWS or Azure), provide high-level information on Disaster Recovery capabilities currently in place, including Recovery Time Objective and Recovery Point Objective targets.

On-Premises & IaaS Solution Specifications		Yes, included	Yes, included with customization	Future Release	No, not included
17-0	Vendor MUST provide all server hardware specifications and prerequisites as well as all database and storage requirements. <ul style="list-style-type: none"> • SHOULD support the virtualization of all server configurations. • SHOULD support the deployment of all virtual servers (or virtual machines) within a hosted government cloud-certified environment. 				
18-0	Microsoft Windows-based server components MUST be compatible with Windows Server 2019 or later, when applicable				
19-0	Microsoft SQL server-based components MUST be compatible with SQL Server 2019 or later when applicable.				
THE ORIGINAL AND ELEVEN (11) COPIES OF THIS PAGE MUST BE RETURNED WITH PROPOSAL!					

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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On-Premises & IaaS Solution Specifications		Yes, included	Yes, included with customization	Future Release	No, not included
20-0	Vendor MUST support Tarrant County's stance on maintaining supported operating system levels for any server systems included in your proposal. This includes monthly installation of Microsoft Windows Security patches, when applicable.				
21-0	Vendor MUST support Tarrant County's stance on the use of antivirus software with up-to-date antivirus definitions by allowing Tarrant County to install approved, "always on" antivirus software with minimal restrictions on all server configurations.				

Provide a detailed written response to the request listed below for your solution. Please follow the same numbering system.

The following items must be completed for on-premises solution proposals; hosted solution proposals omit these items.

- 17-0: Provide recommended server specifications for all servers required. Virtualization of server components is highly preferred.
- 20-0: Provide your current procedures for ensuring application compatibility and supportability with Microsoft operating system and database upgrades, including estimated timelines for validating compatibility after Microsoft releases updates and notification procedures for ensuring Tarrant County staff is aware of supportability status.
- 21-0: Provide current support agreement or other documents that address the use of anti-virus software in the proposed solution.

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REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM
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3. **Respondent's Implementation Approach (Tab 3):** Describe your approach during the implementation of the proposed solution. Use the following to guide your response, if applicable.
 - a. Software Licensing/ Cost Model
 - # of End-Users and/or site license
 - b. System Configurations
 - Onboarding Assessment(s)
 - Gap Analysis & Requirements Traceability
 - Implementation & Testing
 - Training
 - c. System Integrations
 - Available Application Programming Interfaces (API) to allow for future system integration with other information management system. REST or Other
 - Data Transfer Protocols (e.g., HL7, XML, text, CSV, etc.)
 - Testing & Post Go-Live Support
 - d. Data and Document Migration
 - Initial & Delta Imports
 - Conversion/Migration Reports
 - Testing & Post Go-Live Support
 - e. Organizational Change Management
 - Operational Transition & Adoption – Successful adoption of the technology into existing operational processes is essential.
 - f. Ongoing Support & Maintenance
 - Discuss your support model. Include a description of support staff, roles and responsibilities, hours of operation, and escalation paths.
4. **Respondent's Project Management Approach (Tab 4):** Describe your approach to managing a project of this size and nature. Use the following to guide your response.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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- a. The Respondent agrees that a Project Manager or equivalent will be assigned to work collaboratively with the County’s Project Manager or equivalent to ensure that the approved statement of work/contract is completed on schedule as well as within scope and budget.
- b. Provide a high-level implementation project plan and project schedule depicting all activities, tasks, deliverables, and estimated durations relevant to the solution within a Gantt-style chart.
- c. List any known risks that could impact the project schedule and/or your success during implementation as well as a recommended risk mitigation strategy.
- d. Tarrant County reserves the right to reject, request revisions or approve the final project plan and project schedule during the project planning phase. It is the County’s assumption that the chosen vendor can use and/or can deliver an editable Microsoft Project Schedule at the time of project execution. If this not true, include a description of the project management tool(s) you plan to use during the execution of this project.
- e. Tarrant County will review, approve, and process invoices according to the completion of agreed project milestones. Include milestone-based payment schedule recommendations in your proposal response. Suggested milestone payment schedule may include:

#	Payment Due	% of Payment	Acceptance Criteria
001	Implementation Plan		Implementation Plan and Timeline approved
002, 00n, ...	Stages of Implementation <i>Examples:</i> <ul style="list-style-type: none"> • Assessment/ Fit Gap, • Configuration, • Conversion/ Migration, • Training etc. 		Document Sign-off for each stage
...	Post Go-Live & Stabilization		Sign-off by Tarrant County Project Manager
	Total Payment	100%	
00x	Licensing		
00x	Hardware		

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- f. To ensure that project team roles and responsibilities are known and understood, include resource requirements and/or expectations from Tarrant County in your proposal response. This may be depicted in the form of a RACI which identifies who is Responsible (R) for the activity, Accountable (A), Informed (I), or will Contribute or be Consulted (C) on the activity.

5. Respondent's Contracts/Service Level Agreement (Tab 5):

- a. All vendor-required contracts and or agreements for the proposed services should be submitted with the response, including a proposed Statement of Work (SOW), Enterprise Agreements, Service Level Agreement (SLA), etc. All contracts and agreements will be preliminarily reviewed by Tarrant County in the evaluation process.
- b. The terms in this RFP document and the Vendor response to RFP document take precedence over all additional agreements between Tarrant County and the Vendor associated with this RFP.
- c. Prior to an award recommendation, Tarrant County and the vendor will review all contracts/agreements. The Vendor who appears to be successful in their proposal will have their contract(s) subjected to review by Tarrant County's Criminal District Attorney's Office.
- d. Failure of the Vendor to provide all applicable contracts in a timely and orderly manner may jeopardize award recommendation.
- e. The contract will be in accordance with the laws of the State of Texas without giving effect to any choice or conflict of law provision or rule that would cause the application of the laws of any jurisdiction other than the State of Texas. The parties mutually consent to the jurisdiction of the federal and state courts in Tarrant County, Texas and agree that any action, suit or proceeding concerning, related to or arising out of this document will be brought only in a federal or state court in Tarrant County, Texas and the parties agree that they will not raise any defense or objection or file any motion based on lack of personal jurisdiction, improper venue, inconvenience of the forum or the like in any case filed in federal or state court in Tarrant County, Texas.
- f. Arbitration between parties is not allowed.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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VI. PROPOSAL EVALUATION AND AWARD

A. Respondents shall have NO contact regarding this RFP with any known member of the Evaluation Committee, member(s) of the Tarrant County Commissioners Court or their staff, or any other Tarrant County elected officials or their staff, prior to award. Any contact regarding this RFP may result in the Respondents' disqualification and removal from consideration by the Tarrant County Commissioners Court. Contact may be initiated by the Tarrant County Purchasing Department for purposes of evaluation and clarification. The only contact should be facilitated by the Tarrant County Purchasing Department.

B. Approach:

1. The Tarrant County Purchasing Department will guide the evaluation of the responses received. An Evaluation Committee will be established to evaluate and score the submitted Proposals. The Evaluation Committee may consist or representatives from various County Departments.
2. The County reserves the right at its sole determination to include additional Department(s), Employee(s), or Contractor(s) in the evaluation of proposals as the County deems necessary.
3. The County reserves the right at its sole discretion to determine the process for proposal evaluation and may elect to accelerate the evaluation process by combining or eliminating evaluation phases.

C. Evaluation Criteria Phase 1:

1. Specifications (Tab 2)	600 points
2. Project Implementation & Management (Tab 3 & 4)	100 points
3. Price	300 points
TOTAL	1000 points

D. Evaluation of Price:

1. Responses will be evaluated separately to score the Price Proposal.
2. The Respondent who submits the lowest total price will receive the maximum price score of 300 Points.
3. The Price section will be scored using the following formula:
$$\frac{\text{Lowest Total Price Proposal}}{\text{Respondent's Total Price Proposal}} \times 300$$
Maximum Price Points: 300 Points

E. Vendor Presentations and Demonstrations (Phase 2):

1. Select respondents will be asked to demonstrate their solution. Respondents MUST be prepared to give virtual presentations (demos) as an alternative to in-person (live) presentations (demos). Tarrant County reserves the right to select whether presentations will be in-person (live)

REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM

or virtual. All costs associated with demonstrations are the sole burden of the Respondent.

2. The respondent MUST receive a minimum score of 350 out of 700 Points for Specifications, Implementation, and Project Management (does not include price scores) to be considered for the vendor presentation and demonstration phase (Phase 2) of the evaluation. Note: Scoring 350 out of 700 Points in Phase 1 does not guarantee that the respondent will be invited to Phase 2. Tarrant County will look for a natural break in the scores to determine which respondents will proceed to Phase 2.
3. Invited Respondents will receive additional direction with the invitations.
4. Evaluation Scores for Phase 2 will override the Scores for Phase 1. Scores for this phase will be based on the following criteria.

F. Evaluation Criteria Phase 2:

1.	Specifications (Tab 2)	200 points
2.	Project Implementation & Management (Tab 3 & 4)	50 points
3.	References	200 points
4.	Price.....	300 points
5.	Demonstrations.....	250 points
	TOTAL	1000 points

G. Contract Negotiations:

1. The Tarrant County Purchasing Department may conduct contract negotiations along with representatives from the Criminal District Attorney' Office and other County Departments.
2. The County reserves the right at its sole discretion to determine if pursuing contract negotiations is in the best interest of the County. The County is under no obligation to pursue Contract Negotiation.

H. Best and Final Offer (BAFO):

1. The Respondents with the highest scores may be invited to prepare a Best and Final Offer for consideration by the Evaluation Committee.
2. Tarrant County reserves the right at its sole discretion to determine if pursuing BAFO(s) is in the best interest of the County. The County is under no obligation to pursue BAFO(s).
3. In the event, the County elects not to pursue BAFO(s), Contract Negotiation will be conducted based on the final rankings previously described.



TARRANT COUNTY

HISTORICALLY UNDERUTILIZED BUSINESSES (HUB) POLICY

I. POLICY STATEMENT

The Tarrant County Commissioners Court, being the policy development and budgetary control unit of county government, will strive to ensure that all businesses, regardless of size, economic, social or ethnic status have an equal opportunity to participate in the County's procurement processes. The County is committed to promote full and equal business opportunity for all businesses to supply the goods and services needed to support the mission and operations of county government, and seeks to encourage the use of certified historically underutilized businesses (HUBs) through the use of race, ethnic and gender neutral means. It is the policy of Tarrant County to involve certified HUBs to the greatest extent feasible in the County's procurement of goods, equipment, services and construction projects while maintaining competition and quality of work standards. The County affirms the good faith efforts of firms who recognize and practice similar business standards.

II. DEFINITIONS

Historically underutilized businesses (HUBs), also known as a disadvantaged business enterprise (DBE), are generally business enterprises at least 51% of which is owned and the management and daily business operations are controlled by one or more persons who is/are socially and economically disadvantaged because of his or her identification as a member of certain groups, including women, Black Americans, Mexican Americans and other Americans of Hispanic origin, Asian Americans and American Indians.

Certified HUBs includes business enterprises that meet the definition of a HUB and who meet the certification requirements of certification agencies recognized by Tarrant County.

Businesses include firms, corporations, sole proprietorships, vendors, suppliers, contractors, subcontractors, professionals and other similar references when referring to a business that provides goods and/or services regardless of the commodity category.

Statutory bid limit refers to the Texas Local Government Code provision that requires competitive bidding for many items valued at greater than \$50,000.

III. POLICY GUIDELINES

- A. Tarrant County, its contractors, their subcontractors and suppliers, as well as all vendors of goods, equipment and services, shall not discriminate on the basis of race, color, creed, gender, age, religion, national origin, citizenship, mental or physical disability, veteran's status or political affiliation in the award and/or performance of contracts. All entities doing business or anticipating doing business with the County shall support, encourage and implement affirmative steps toward a common goal of establishing equal opportunity for all citizens and businesses of the county.
- B. Tarrant County will use and recognize the State of Texas certification process in conjunction with the implementation of this policy. The County does recognize other agencies' certifications. Tarrant County reserves the right to review the certification status of any vendor applying to do business with the County. This review will be accomplished to determine the validity and authenticity of the vendor's certification as a HUB.
- C. The Commissioners Court may establish HUB target goals. Through a systematic approach of soliciting quotes, bids and proposals from certified HUBs and in compliance with applicable state and federal law this policy will strive to meet those goals.
 1. Target goals should consider:
 - the availability of HUB firms within the specific category of goods or services to be procured; and
 - the diversity of the county's population.
 2. The goals should be reviewed and amended periodically.
 3. The program may apply to all County procurements including construction and professional services.
 4. Particular attention will be given to HUB participation on purchases in excess of the statutory bid limit.
 5. The Commissioners Court herein establishes a 20% good faith target goal for Tarrant County.

- D. Tarrant County will actively seek and encourage HUBs to participate in all facets of the procurement process by:
1. Continuing to increase and monitor a database of certified HUB vendors, professionals and contractors. The database will be expanded to include products, areas of expertise and capabilities of each HUB firm.
 2. Continuing to seek new communication links with HUB vendors, professionals and contractors to involve them in the procurement process.
 3. Continuing to advertise bids on the County's website and in newspapers including newspapers that target socially and economically disadvantaged communities.
 4. Continuing to provide bid notifications to minority Chambers of Commerce.
- E. As prescribed by law, the purchase of one or more items costing in excess of the statutory bid limit must comply with the competitive bid process. Where possible, those bids will be structured to include and encourage the participation of HUB firms in the procurement process by:
1. Division of proposed requisitions into reasonable lots in keeping with industry standards and competitive bid requirements.
 2. Where feasible, assessment of bond and insurance requirements and the designing of such requirements to reasonably permit more than one business to perform the work.
 3. Specification of reasonable, realistic delivery schedules consistent with the County's actual requirements.
 4. Specifications, terms and conditions reflecting the County's actual requirements are clearly stated, and do not impose unreasonable or unnecessary contract requirements.
- F. A HUB Policy statement shall be included in all specifications. The County will consider the bidder's responsiveness to the HUB Policy in the evaluation of bids and proposals. Failure to demonstrate a good faith effort to comply with the County's HUB policy may result in a bid or proposal being considered non-responsive to specifications.
- G. The Tarrant County Purchasing Department will actively seek the participation of HUB firms in the quotation process for purchases under the statutory bid limit. HUB firms will be identified on the computerized database and linked to the commodities they represent. Buyers will be encouraged to use available internal and external databases of certified HUB firms.

- H. Nothing in this policy shall be construed to require the County to award a contract other than to the lowest responsive bidder meeting specifications as required by law. This policy is narrowly tailored in accordance with applicable law.

IV. ADMINISTRATIVE GUIDELINES

- A. The Tarrant County Purchasing Department shall serve as the County's HUB Office with responsibility for the implementation, monitoring and general operations of the HUB policy. The Purchasing Agent shall serve as the County HUB Officer.
 - 1. The HUB Officer will establish procedures to implement this policy across the full spectrum of the procurement process. The County HUB Office will periodically review with department head and elected officials regarding procurement opportunities.
 - 2. Managing the policy and training buyers and other County personnel in order to meet County goals will be the responsibility of the HUB Office.
 - 3. The HUB Office will cooperate with other local government entities to increase HUB participation throughout the county and region. The HUB Office is encouraged to participate in educational and other outreach programs to assist HUB firms.
 - 4. The HUB Officer will receive and review complaints and recommendations regarding the implementation of the HUB Policy and the good faith efforts of bidders. Further, the HUB Office will audit for compliance to the HUB Policy on eligible projects after award, during the performance of the contract and after completion, while also making any recommendations to Commissioners Court regarding any irregularities or misrepresentation of facts as they relate to compliance with the policy. The HUB Office will review documentation submitted by HUB firms in compliance with this policy.
 - 5. An annual report along with recommendations shall be provided to the Commissioners Court and Purchasing Board. The annual report will provide statistical data and efforts reflected in the number of purchase orders, value of goods and services purchased, percentages to HUB firms, and outreach and marketing efforts. Other statistics may be required or requested by the Commissioners Court or Purchasing Board.

510 Historically Underutilized Businesses Policy
Adopted: Court Order 64788 (December 17, 1990)
Amended: Court Order 69958 (December 7, 1993)
Amended: Court Order 99651 (December 28, 2006)
Amended: Court Order 127875 (June 19, 2018)

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FOR DISADVANTAGED BUSINESS ENTERPRISES ONLY

Disadvantaged Business Enterprises (DBE) are encouraged to participate in Tarrant County's Proposal process. The Tarrant County Purchasing Department will provide additional clarification of specifications, assistance with Forms, and further explanation of procedures to those DBEs who request it.

Representatives from DBE companies should identify themselves as such and submit a copy of the Certification.

Tarrant County recognizes the certifications of both the State of Texas General Services Commission HUB Program and the North Central Texas Regional Certification Agency. All companies seeking information concerning DBE certification are urged to contact.

Texas Procurement and Support Services
Statewide HUB Program
1711 Jacinto Blvd.
PO Box 13047
Austin, Texas 78711-3047
(512) 463-5872

OR

North Central Texas
Regional Certification Agency
624 Six Flags Drive, Suite 100
Arlington, Texas 76011
(817) 640-0606

IF YOUR COMPANY IS CERTIFIED, ATTACH A COPY OF THE CERTIFICATION TO THIS FORM AND RETURN WITH PROPOSAL.

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NO. _____ FAX NO. _____

Indicate all that apply:

- _____ Minority-Owned Business Enterprise
- _____ Women-Owned Business Enterprise
- _____ Disadvantaged Business Enterprise

NOTE: WITHOUT A VALID CERTIFICATION ON FILE, YOU WILL NOT BE EVALUATED AS A HUB/DBE.

REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM

TVORS REGISTRATION

An important part of doing business with Tarrant County is to sign up in our free Tarrant Vendor Online Registration System (TVORS).

TVORS is a web-based vendor registration program that is designed to be an easy-to-use, self-service application that allows vendors to establish and maintain their own company and certification data for the purpose of bid notification and information.

<https://tvorspublic.tarrantcounty.com/>

TARRANT
Vendor Online Registration System

The perfect mix of Cowboys and Culture!
TARRANT COUNTY

100 E. Weatherford Street
Fort Worth, Texas 76106
817-884-1111

Welcome to TVORS!

Vendors that would like to receive bid opportunities from Tarrant County are encouraged to register in TVORS. Vendors are responsible to keep contact information current in TVORS so as to facilitate bid notifications from Tarrant County.

Changes to TVORS contact information DOES NOT affect vendor information pertaining to Purchase Order or Remit To addresses.

Login to TVORS

If you have already registered with TVORS, please go ahead and login.

User ID:

Password:

Keep me signed in on this computer unless I sign out.

VENDOR LOGIN

If you have forgotten your password, enter your email address below and click the Forgot Password button. We will send you an email including your User ID and password.

Email Address:

FORGOT PASSWORD

Register with TVORS

There are four steps to the TVORS registration process. You will have the option to save your work after the completion of each step. You may then login to your TVORS account at anytime to make changes or to complete the registration process.

You must complete all mandatory information in order to be considered for bid opportunities from Tarrant County Purchasing.

To complete your TVORS registration, you will go through the following steps:

STEP 1: Enter company data

STEP 2: Enter commodity/service codes (NIGP)
Failure to select NIGP code(s), could result in improper bid notification or no notification at all.

STEP 3: Enter user data (if applicable)

STEP 4: Enter certifications (if applicable)

If you have any questions during your registration, please call (817) 884-1414 or email TVORS@TarrantCounty.com.

To begin the registration process, please click the button below.

VENDOR REGISTRATION

After registering, be sure to email or fax all copies of your current HUB/MBE certificate(s) to TVORS@Tarrantcounty.com or (817) 884-2629, respectively.

Already Registered? Please log into your profile to make sure all contact information is correct, then check the *Data Verified* box at the bottom of the *Company Data* Section of your profile.

Contact Teresa Lobacz, Tarrant County HUB Coordinator, at the email above or at (817) 884-1414 if you have any registration questions.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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REFERENCES

Please list three (3) references, **other than past or present employees of Tarrant County**, who can verify your performance as a Vendor. Performance includes but is not limited to, sales and/or service, delivery, invoicing, and other items as may be required for Tarrant County to determine Respondent’s ability to provide the intended goods or service of this Proposal. Tarrant County **PREFERS** references to be from Government customers. References must be able to verify the quality of service Respondent’s company provides and that the Respondent has completed a project of similar size and scope of work in this solicitation. Inaccurate, obsolete or negative responses from the listed references could result in rejection of your Proposal.

Failure to supply the required references will deem Respondent as non-responsive and will not be considered for the award.

Respondent involvement with reference checks is not permitted. Only Tarrant County or its designee will conduct reference checks. Any deviation to this will result in rejection of your response.

REFERENCE ONE

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCE TWO

GOVERNMENT/COMPANY NAME: _____
ADDRESS: _____
CONTACT PERSON AND TITLE: _____
TELEPHONE NUMBER: _____
E-MAIL ADDRESS: _____
SCOPE OF WORK: _____
CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH PROPOSAL!

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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REFERENCES

REFERENCE THREE

GOVERNMENT/COMPANY NAME: _____

ADDRESS: _____

CONTACT PERSON AND TITLE: _____

TELEPHONE NUMBER: _____

E-MAIL ADDRESS: _____

SCOPE OF WORK: _____

CONTRACT PERIOD: _____

REFERENCES MUST BE RETURNED WITH PROPOSAL!

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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SIGNATURE FORM

The undersigned, on behalf of and as the authorized representative of Respondent, agrees this Proposal becomes the property of Tarrant County after the official opening.

The undersigned affirms the Respondent has familiarized itself with the local conditions under which the work is to be performed; satisfied itself of the conditions of delivery, handling and storage of equipment and all other matters that may be incidental to the work, before submitting a Proposal.

The undersigned agrees, on behalf of Respondent, that if this Proposal is accepted, to furnish all materials and services upon which price(s) are offered, at the price(s) and upon the terms and conditions contained in the Specifications. The period for acceptance of this Proposal will be ninety (90) calendar days.

The undersigned affirms that they are duly authorized to execute this contract, that this Proposal has not been prepared in collusion with any other Respondent, nor any employee of Tarrant County, and that the contents of this Proposal have not been communicated to any other Respondent or to any employee of Tarrant County prior to the official opening of this Proposal.

Respondent hereby assigns to Tarrant County all claims for overcharges associated with this contract which arise under the antitrust laws of the United States, 15 USCA Section 1 et seq., and which arise under the antitrust laws of the State of Texas, Tex. Bus. & Com. Code, Section 15.01, et seq.

The undersigned affirms that they have read and do understand the specifications and any attachments contained in this solicitation. ***Failure to sign and return this form will result in the rejection of the entire Proposal.***

Signature _____ **X**
Authorized Representative

Legal Name of Company

Date

Street Address

Printed Name of Authorized Representative

City, State and Zip

Title of Authorized Representative

Telephone Number

Fax Number

E-Mail Address

AFTER HOURS EMERGENCY CONTACT:

Name: _____

Tel. No. _____

THIS FORM MUST BE SIGNED.

**THE ORIGINAL WITH ORIGINAL SIGNATURE AND ELEVEN (11) COPIES MUST BE RETURNED
WITH PROPOSAL!**



Did you sign and submit all
required forms?

**If not, your Proposal
will be rejected!**

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
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COMPANY IS:

Business included in a Corporate Income Tax Return? _____ YES _____ NO

_____ Corporation organized & existing under the laws of the State of _____

_____ Partnership consisting of _____

_____ Individual trading as _____

_____ Principal offices are in the city of _____

Unique Entity Identifier (UEI) Number: _____

CAGE Code: _____

REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM
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COMPLIANCE WITH FEDERAL AND STATE LAWS

CERTIFICATION OF ELIGIBILITY

By submitting a Bid in response to this solicitation, the Bidder certifies that at the time of submission, they are not on the Federal Government's list of suspended, ineligible, or debarred entities.

In the event of placement on the list between the time of Bid submission and time of award, the Bidder will notify the Tarrant County Purchasing Agent. Failure to do so may result in terminating this contract for default.

RELATING TO STATE CONTRACTS WITH AND INVESTMENTS IN COMPANIES THAT BOYCOTT ISRAEL AND INVESTMENTS IN COMPANIES THAT DO BUSINESS WITH IRAN, SUDAN, OR ANY KNOWN FOREIGN TERRORIST ORGANIZATIONS.

Bidder verifies that they do not boycott Israel and will not boycott Israel in accordance with Texas Government Code Section 2270.001(2) during the term of this contract. Bidder further verifies pursuant to Texas Local Government Code Section 2252.152 that they are not engaged in business with Iran, Sudan, or any foreign terrorist organization. The term "foreign terrorist organization" means an organization designated as a foreign terrorist organization by the United States Secretary of State as authorized by 8 U.S.C. Section 1189.

DISCLOSURE OF INTERESTED PARTIES

The law states that a governmental entity may not enter into certain contracts with a nonexempt business entity unless the business entity submits a disclosure of interested parties to the governmental entity. By submitting a Bid in response to this solicitation, the Bidder agrees to comply with HB 1295, Government Code 2252.908. Bidder agrees to provide Tarrant County Purchasing Agent, and/or requesting department, the "Certificate of Interested Parties," Form 1295 as required, within **ten (10)** business days from notification of pending award, renewal, amended or extended contract.

VENDOR IS EXEMPT FROM CERTIFICATION REGARDING ENERGY COMPANIES AND FIREARM ENTITIES OR FIREARM TRADE ASSOCIATIONS:

Vendor is a sole proprietorship OR is a non-profit entity OR Vendor is a company that does NOT have 10 or more full-time employees AND/OR this contract does NOT have a value of \$100,000.00 or more that is to be paid wholly or partly paid from public funds of the governmental entity.

If the Vendor Cannot Certify that it is EXEMPT as Above, Vendor Must Certify as Follows:

Vendor is NOT EXEMPT and Certifies as follows:

Boycott of Energy Companies Prohibited. In compliance with Section 2274.002 of the Texas Government Code (added by 87th Legislature S. B. 13), Vendor verifies that it does not boycott energy companies and will not boycott energy companies during the term of the above-described contract. "Boycott energy company" is defined in Section 809.001(1) (added by 87th Legislature, S. B. 13) and means, without an ordinary business purpose, refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations with a company because the company: (A) engages in the exploration, production, utilization, transportation, sale, or manufacturing of fossil fuel-based energy and does not commit or pledge to meet environmental standards beyond applicable federal and state law; or (B) does business with a company described by subsection (A).

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

COMPLIANCE WITH FEDERAL AND STATE LAWS

Discrimination against Firearm Entities or Firearm Trade Associations Prohibited. In compliance with Section 2274.002 of the Texas Governmental Code (added by 87th Legislature, S. B. 19), Vendor verifies that it does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and will not discriminate during the term of the above-described contract] against a firearm entity or firearm trade association. “Discriminate against a firearm entity or firearm trade association” is defined in Section 2274.001(3) (added by 87th Legislature, S. B. 19) and means, with respect to the entity or association, to (i) refuse to engage in the trade of any goods or services with the entity or association based solely on its status as a firearm entity or firearm trade association; (ii) refrain from continuing an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; or (iii) terminate an existing business relationship with the entity or association based solely on its status as a firearm entity or firearm trade association; the term *does not include*: (i) the established policies of a merchant, retail seller, or platform that restrict or prohibit the listing or selling of ammunition, firearms, or firearm accessories; and (ii) a company’s refusal to engage in the trade of any goods or services, decision to refrain from continuing an existing business relationship, or decision to terminate an existing business relationship: (aa) to comply with federal, state, or local law, policy, or regulations or a directive by a regulatory agency; or (bb) for any traditional business reason that is specific to the customer or potential customer and not based solely on an entity’s or association’s status as a firearm entity or firearm trade association.

Vendor Hereby Certifies (Mark Applicable Certification):

_____ Vendor is EXEMPT from Certification as set out above.

_____ Vendor is NOT EXEMPT from Certification as set out above, and Vendor Certifies that it does not and will not Boycott Energy Companies and that it does not and will not engage in prohibited Discrimination against Firearm Entities or Firearm Trade Associations.

Signature _____ X

THIS FORM MUST BE SIGNED.

THE ORIGINAL WITH ORIGINAL SIGNATURE AND ELEVEN (11) COPIES MUST BE RETURNED WITH PROPOSAL.

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

DEFICIENCIES AND DEVIATIONS FORM

Following is a listing of ALL deficiencies and deviations from the requirements as outlined in this Proposal. Unless specifically listed, your response will be considered to be in FULL compliance with this Proposal. Respondent assumes the responsibility of identifying all deficiencies and deviations and if not identified, all requirements of this Proposal stipulated must be fulfilled at no additional expense to Tarrant County.

THE ORIGINAL AND ELEVEN (11) COPIES OF THIS PAGE SHOULD BE RETURNED WITH PROPOSAL!

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

NO-BID RESPONSE

In the event that your organization chooses not to submit a bid/proposal for this solicitation, the Tarrant County Purchasing Department is interested in the reasons why vendors have chosen not to submit bids/proposals in order to better serve the taxpayers of Tarrant County. Please indicate your reason(s) by checking all applicable items below and return this form to the address shown below.

- Could not meet specifications.
- Items or materials requested not manufactured by us or not available to our company.
- Insurance requirements too restricting.
- Bond requirements too restricting.
- The scope of services not clearly understood or applicable (too vague, too rigid, etc.)
- The project not suited to our organization.
- Quantities too small.
- Insufficient time allowed for preparation of bid/proposal.
- Other (please specify).

Vendor Name: _____

Contact Person: _____

Telephone: _____

Email: _____

Please send your response to:

Tarrant County Purchasing Department
100 E. Weatherford, Suite 303
Fort Worth, TX 76196-0104

**REQUEST FOR PROPOSALS FOR ANNUAL CONTRACT FOR COMPUTER AIDED
DISPATCH AND LAW ENFORCEMENT RECORDS MANAGEMENT SYSTEM**

PRICE PROPOSAL FORM

Pricing: MUST be priced as simply and consistently as possible. The pricing below MUST be All-Inclusive (comprised of all direct and indirect pricing). Pricing MUST remain firm for the entire term of the contract. Attach additional documents to provide greater detail and clarity (i.e. price per module), etc. **Note: The values entered on this form will be used for price comparison calculations.**

Year 1	<p>Enter an all-inclusive fixed price for the full scope of your solutions for the contract for Year 1.</p> <p>Provide a comprehensive and detailed list of exactly what is included in the Year 1 pricing for your solution. When applicable, include the following:</p> <ul style="list-style-type: none"> • Licensing, • Software & Hardware, • Implementation (e.g. delivery, setup, configuration, training, etc.), • Data Migration, • Travel Expenses, • Training, • 24 x 7 x 365 Technical Support for all Systems, • Maintenance, & Warranty, • Other (anything else required for a complete turn-key solution) 	\$ _____
Year 2	<p>Enter an all-inclusive fixed price for Year 2 to include ongoing licensing or subscription, hosting costs, technical support, maintenance, warranty, and anything else required for Year 2. <u>Year 2 begins one (1) year after “Go-Live” date. Provide a written detailed list of exactly what is included in the Year 2 price for your solution.</u></p>	\$ _____
Year 3	<p>Enter an all-inclusive fixed price for Year 3 to include ongoing licensing or subscription, hosting costs, technical support, maintenance, warranty, and anything else required for Year 3. <u>Year 3 begins two (2) years after “Go-Live” date. Provide a written detailed list of exactly what is included in the Year 3 price for your solution.</u></p>	\$ _____
TOTAL ALL-INCLUSIVE PRICE FOR THREE (3) YEARS		\$ _____
<p>Ad-Hoc Customizations After Year 1 (Optional): The price for Ad-hoc Customizations will not be included in the Price Evaluation score but may be included in the subjective evaluation.</p>		\$ _____ (rate per hour)

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Please cut out and affix to the outside of your response package



**TARRANT COUNTY
SEALED BID/PROPOSAL/RESPONSE**

RFP No. 2023-046

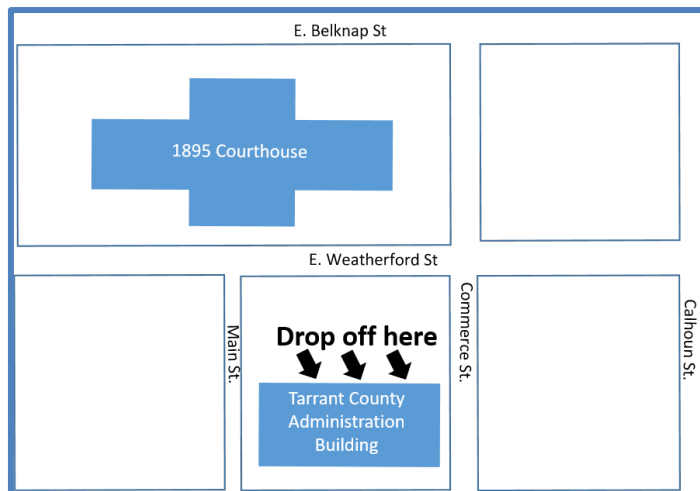
**REQUEST FOR PROPOSALS FOR ANNUAL
CONTRACT FOR COMPUTER AIDED DISPATCH
AND LAW ENFORCEMENT RECORDS**

Due Date:

JANUARY 19, 2023, AT 2:00 P.M. CST

**Tarrant County Administration Building
ATTN: Purchasing Department
100 E. Weatherford St., Third Floor, Suite 303
Fort Worth, Texas 76196-0104**

**Street
View**



**Building
View**

