

**Request for Proposals
2P10-011**

The City of Bristol, Connecticut is accepting Proposals for the following:

Computer Aided Dispatch / Records Management System

All submissions must be made in accordance with the specifications supplied by

The City of Bristol
Purchasing Office
111 North Main Street
Bristol, CT 06010



Submissions will be received until **3:00 pm, February 17, 2010.**

Roger D. Rousseau
Purchasing Agent
Tel (860) 584-6195
Fax (860) 584-6171
<http://www.bristolct.gov/bids>



Request for Proposals
2P10-011R
Police/Fire CAD RMS System

The City of Bristol, Connecticut is seeking submittals from qualified firms to provide a Computer Aided Dispatch and Records Management System (CAD/RMS) for the Bristol Police and Fire Departments and related public safety entities.

The scope of services and submission requirements are available from
City of Bristol, Connecticut
Purchasing Department
111 North Main Street, Second Floor
Bristol, CT 06010

between the hours of 8:30 am and 5:00 pm Monday through Friday, or by downloading from the website noted below.

Submissions will be accepted by the Purchasing Department until **Wednesday, February 17, 2010 at 3:00 pm**; submissions received after this date and time will not be considered. The City reserves the right to waive any informalities in any submission, to reject any and/or all submissions, and to accept the submittal(s) that in its judgment is in its best interest.

Submittals shall be in a sealed envelope addressed to the City of Bristol Purchasing Department, identified as ""2P10-011R Police/Fire CAD RMS System" delivered to the address noted above.

Roger D. Rousseau, Purchasing Agent
Tel (860) 584-6195
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REQUEST FOR PROPOSAL
TABLE OF CONTENTS

1.0 INVITATION, BACKGROUND, SCOPE AND INSTRUCTIONS

- 1.1 Invitation
- 1.2 Background and Scope
- 1.3 Vendor Mandatory Requirements for Qualification
- 1.4 Proposal Type and Requirements
- 1.5 Vendor Questions and Responses
- 1.6 Proposal Response Format and Contents
- 1.7 Evaluation Criteria
- 1.8 System's Line Item Cost Forms
- 1.9 Additional Cost to Complete Form
- 1.10 Computer Systems Summary Form
- 1.11 Cost to Add Additional Licenses
- 1.12 Computer Hardware Cost Forms
- 1.13 Contract Considerations
- 1.14 Issuance of Addenda

2.0 GENERAL SYSTEMS SOFTWARE REQUIREMENTS

- 2.1 General Functional Features
- 2.2 Master Indexed Searches

3.0 DETAILED SYSTEM SOFTWARE REQUIREMENTS

- 3.1 Computer Aided Dispatch (CAD)
- 3.2 Records Management System (RMS)
- 3.3 Booking/Jail Management System (JMS)
- 3.4 Mobile Computer System (MCS)
- 3.5 CAD-E911 Interface
- 3.6 CAD-Map Centric E911 Phase 1/Phase 2 and AVL Display Interface (CAM)
- 3.7 CAD-State Interface
- 3.8 Image Gateway System
- 3.9 Livescan (Cogent) Interface
- 3.10 Crime Analysis System (CAS)
- 3.11 Fire Records System (FRS)
- 3.12 Automatic Vehicle Location (AVL)

4.0 COMPUTER HARDWARE

- 4.1 General
- 4.2 Workstation and Transaction Activity Support Requirements
- 4.3 Existing Hardware Specifications
- 4.4 Vendor Recommended Hardware Specifications
- 4.5 Proposed Computer Hardware

5.0 IMPLEMENTATION AND TRAINING

- 5.1 System Implementation
- 5.2 Data Conversion
- 5.3 Training

6.0 SYSTEM ACCEPTANCE

- 6.1 Definition of Acceptance
- 6.2 Warranty Considerations

7.0 CONTINUING SUPPORT

- 7.1 Support Requirements
- 7.2 Escalation Procedures
- 7.3 System Patches / Updates
- 7.4 Version Upgrades

8.0 ATTACHMENTS

- System Schematics
- Non-Collusion Affidavit Form
- CHRO Compliance Form
- Equal Employment Opportunity Form
- Acknowledgment Form



City of Bristol, Connecticut
Request for Proposals 2P10-011

SECTION 1.0
INVITATION, BACKGROUND, SCOPE AND INSTRUCTIONS

1.1 INVITATION

The City of Bristol invites qualified vendors that manufacture and provide direct (not outsourced) turnkey installation, training, maintenance and support of their own public safety computer systems to submit responses at their own expense to this Request for Proposals (RFP). The responses received will enable the City to complete its selection process of a computer system to support its Police, Fire, and related public safety operations.

Interested firms are required to submit **one original and six (6) printed copies, as well as one copy via compact disk or USB drive** (pdf or similar standard readable format), of its submission no later than **Wednesday February 17, 2010 at 3:00pm**, to the following office:

City of Bristol, Connecticut
Purchasing Department
111 North Main Street, 2nd Floor
Bristol, CT 06010

The successful vendor shall furnish all application software, licensing, and related implementation services to make the proposed application software operational on the hardware and operating system software provided by and/or recommended by the vendor. All companies submitting proposals must be fully capable of providing installation, training, support, data conversion, and complete documentation for the software applications being proposed.

Firms responding to this request should be of adequate size and sufficiently staffed to perform the assignment described above in a timely manner. The firm will be evaluated and selected based on the quality of the software and comprehensive approach to the various tasks to be automated, their technical competence, their capacity and capability to perform the work within the time allotted, and past record of performance which will be appropriately weighted in descending order of importance.

1.2 BACKGROUND AND SCOPE

1.2.1 Background

The City of Bristol is located in Hartford County in the central part of the state. Bristol spans 26.2 square miles. The City has a population of approximately 61,258 (according to the U.S. Census Bureau, 2007 population estimates).

In calendar year 2008, statistics were as follows:

<u>Reported Police Data</u>	<u>Reported Fire Data</u>
4 Criminal Homicides	123 Structure Fires
27 Forcible Rapes	31 Highway Vehicle Fires
51 Robberies	19 Outside of Structure Fires
157 Aggravated Assaults	30 Brush/Grass/Wild Land Fires
347 Burglaries	36 Rubbish/Dumpster Fires
1,027 Larcenies	10 All Other Fires
87 Motor Vehicle Thefts	99 Rescue/EMS Responses
9 Arson Incidents	467 False Alarms
2,043 Accident reports	1 Mutual Aid Call
2,311 Arrests	180 Hazardous Materials Responses
5 Fatal Accidents	712 Other Hazardous Conditions
3,279 Moving Violations	709 Other Responses
6,770 Written Warnings	

The City currently provides citywide dispatch services and records management services through its Communications Center, located within the Police Department. The center receives all 911 emergency and non-emergency phone calls for Police and Fire/EMS services within the City of Bristol, and is also responsible for processing and dispatching all Police and Fire/EMS calls.

The City has established this RFP to procure an Integrated Public Safety Computer System that will address the needs of the City including the services related to the required Computer Hardware Infrastructure.

Sample database information, including

Records data (from our HTE CRIMES main database in the AS400)

Fire Dept Data (from our HTE main database in the AS400)

Evidence Manager fields

OS2 Gateway Geo-File database fields

EBS Digital Arrest booking database fields

is made available on the City web site via the following link:

<http://www.ci.bristol.ct.us/content/3478/3657/3661/11027/default.aspx>

1.2.2 The Integrated Public Safety Computer System (System)

The System shall consist of the following Systems and Systems' Interfaces listed in order of current priority:

- Computer Aided Dispatch (CAD)
- Records Management System (RMS)
- Booking / Jail Management System (JMS)
- Mobile Computer System (MCS)
- Fire Records System
- Evidence & Property Management
- CAD-E911 Interface
- CAD-Map Centric E911 Phase 1/Phase 2 and AVL Display Interface (CAM)
- CAD-State (NCIC & COLLECT) Interface
- Image Gateway System
- Livescan (Cogent) Interface
- Crime Analysis System (CAS)
- Automatic Vehicle Location (AVL)
- Records Conversion

1.2.3 Software Operating Systems

The proposed Systems software shall be Microsoft Windows based using a Windows based Server Operating System and Microsoft SQL Server. The Systems must also operate under a Citrix type environment. Workstations (WS) shall use Windows XP Professional or better.

1.2.4 Hardware (Servers, Workstation, etc.) Infrastructure (Infrastructure) Services

Vendors shall include Workstation and Server specifications in their response. Workstations, Servers and local LANs will be supplied by the City. The selected vendor shall be responsible for the following Implementation Services:

- Purchase Specifications for User Purchased Work Stations and Servers
- Installation of all Server Hardware and System Software
- Installation of all Application Software on the City provided Servers and Workstations
- End-to-End Work Station to Server Testing and Certification of the System Operation

1.3 MANDATORY REQUIREMENTS FOR QUALIFICATION

1.3.1 Definition

Your proposal shall have each of the following requirements listed below to be considered "Qualified". Note that the order in the list below is not prioritized.

Vendors not able to provide evidence of the requirements may not be considered qualified to respond to this RFP and their Proposal may not be considered, at the sole discretion of the City of Bristol.

The Vendor shall provide a response to each of the following requirements in their Proposal Cover Letter signed by a person authorized to bind the vendor to a Contract.

1.3.2 Qualification Requirements List

1.3.2.1 Vendor shall have a minimum ten (10) year track record of directly producing and delivering public safety computer systems and a minimum six (6) years since the first production release of its Windows based CAD, RMS, JMS and MCS.

1.3.2.2 The proposed systems shall consist entirely of Integrated Computer Software developed and supported by the Vendor. Use of any third party system(s) not directly supported by the Vendor is not acceptable.

1.3.2.3 The proposed systems shall be fully operational in a minimum of thirty (30) turnkey separate Installations for public safety agencies.

1.3.2.4 Vendor shall provide documented information that it is financially sound.

1.3.2.5 Vendor shall be free of any litigation with private and public entities for five (5) years.

1.3.2.6 Vendor shall provide direct 24 x 7 x 365 maintenance and support using their own staff employees and not out-sourced resources.

1.3.2.7 Vendor shall not be in arrears or otherwise have any unpaid Federal and/or Connecticut State employment, withholding, use and profit taxes.

1.3.2.8 Vendor shall have successfully completed a full HTE CRIMES conversion to the vendor's CAD and RMS Systems.

1.3.2.9 Vendor's RMS System shall comply with the National Incident Based Reporting System (NIBRS).

1.3.2.10 Vendor shall be registered to do business in the State of Connecticut by the Secretary of the State's Office.

1.4 VENDOR'S PROPOSAL TYPE AND REQUIREMENTS

The proposal shall be as follows:

- (1) Fixed Price Line Item Costs
- (2) System's Line Item Costs in Paragraph 1.8 shall be guaranteed by bidder for twenty-four (24) months from date of contract award to enable phased purchase of Systems.
- (3) Turnkey Computer Systems and Infrastructure Implementation
- (4) Delivery, Installation, Training, Warranty, Maintenance (including Infrastructure/Network Diagnostics and Support as specified herein.
- (5) Responses to all Requirements in Sections 2.0, 3.0 and 4.0 below

1.5 VENDOR QUESTIONS AND RESPONSES

Questions regarding this document should be referred to Roger D. Rousseau at (860) 584-6195 or at <rogerrousseau@ci.bristol.ct.us>. A summary of all questions and answers will be made available to each firm if they might influence the award of the contract.

Vendors shall submit all questions in writing (email, fax or letter). Oral questions and/or subsequent responses from the City shall not be considered as relevant in the preparation of proposals. The City will respond to questions submitted at least one week before the due date. Responses to any question of significance will be sent to all vendors by e-mail.

1.6 VENDOR'S PROPOSAL RESPONSE FORMAT AND CONTENTS

Proposals must consist of the following Parts and in the specific formats detailed below.

Proposals shall have a Cover Letter signed by a person authorized to bind the vendor. The Cover Letter shall also contain a Statement certifying compliance with Paragraph 1.4. The Statement shall certify:

- (1) that the costs are warranted for twenty-four (24) months from contract award;
- (2) the City may, at its sole discretion, select any item(s) and related services for purchase(s) at the line item costs and reject all other line items; and
- (3) that the City at its sole discretion, may choose not to implement multiple program phases and may elect to purchase any line items from a separate vendor.

Such statement shall additionally detail how or when any exception to Paragraph 1.3.2 will be met before execution of any agreement.

1.6.1 Vendor's Proposal Part 1. Management Summary

The Management Summary shall be written for reading by non-technical personnel and contain a summary of the contents of the proposal including:

- (1) Summarize your qualifications and experience for turnkey Windows SQL Systems to bid this RFP.
- (2) Brief Summary of the proposed Systems and Infrastructure and their integrated design features.
- (3) State the source, owner and copyright holder of the Systems proposed if the Systems were not developed by your employees.
- (4) List of all lawsuits and litigations, past and current with private and with public agencies.
- (5) Provide a D&B, Bank or equivalent financial reference(s) that will verify your financial stability over time.

1.6.2 Vendor's Proposal Part 2. Corporate Data

The following corporate information shall be submitted:

- (1) Provide the type of organization (partnership, corporation, etc.) and state where organized and the names of all persons/entities having 10% or more ownership.
- (2) Provide a summary of your firm's experience in public safety on Windows based systems.
- (3) Describe your policy and program for 24 x 7 Maintenance and Support, Enhancement and New Release Cost, and Frequency of the Systems you propose. Describe all other levels of support you provide and related cost.
- (4) State the location(s) of the company office(s), representatives and maintenance personnel who will support the proposed system.
- (5) Provide a reference list of every public safety agency for whom you have installed the proposed systems to include the name, address, and telephone number of the contact person at each agency. See Section 1.3.2.3 for minimum required reference list.
- (6) Provide a Reference List of public safety agencies for whom you have supplied infrastructure that includes Windows based, Citrix type servers for Work Station connectivity to the Server(s) SQL Database.

1.6.3 Vendor's Proposal Part 3. Proposed Computer Systems Software Description

- (1) Provide a detailed description of the proposed Systems. Use the format of Systems detailed in RFP Section 3.0 to organize your detailed description of each and every System.
- (2) Provide a list of the features and functional requirements of RFP Sections 2.0 and 3.0 included in your bid prices that will require development in order to meet these specifications.
- (3) Provide a list of the features and functional requirements of RFP Sections 2.0 and 3.0 NOT included in your bid price that you will deliver at additional cost. Provide the cost of each Item on the List.

- (4) Provide a list of the features and functional requirements in RFP Sections 2 and 3 that you will not provide.
- (5) Detail your proposed Records Management System Conversion.

1.6.4 Vendor's Proposal Part 4. Hardware Requirements

Complete RFP Section 4.0 and include RFP Section 4.0 in your Proposal Part 4. State the expansion and upgrade capabilities of the proposed System and what additional computer hardware is required to support the System if a 100% growth is experienced in the activity detailed in Section 4.2.

1.6.5 Vendor's Proposal Part 5. Detailed Compliance Response

Attach a copy of RFP Section 2.0 and Section 3.0 of this RFP. For each Item where indicated by a " _____", enter in one of the following codes:

CODES COMPLIANCE RESPONSE

- C Requirement/Specification is met by the proposed Systems and is included in the bid. Feature will be demonstrated upon request.
- O The requirement is fully met in the existing product, and that product is optional in this proposal. Related costs are included, and clearly identified in the pricing section.
- M Requirement/Specification is not currently a feature of an existing product, and requires development; costs are included in the bid as indicated in your Proposal. Feature will be demonstrated prior to proposed delivery.
- E Requirement/Specification will be delivered as a custom enhancement at an additional cost included in the bid as listed in your Proposal.
- X Requirement/Specification is not met by the proposed system and is not available as listed in your Proposal.

A BLANK ENTRY WILL BE CONSIDERED AS "X".

1.6.6 Vendor's Proposal Part 6. Maintenance, Support and Enhancements

The Vendor's policy and methods for Systems' maintenance, agency support and enhancement should be described in this section. Items that should be described are:

- (1) Telephone Support for the Systems 24 hours by 7 days
- (2) On-site support policy if problems arise due to the Systems
- (3) Enhancement program anticipated for the Systems
- (4) Cost of enhancements
- (5) Cost of new software modules
- (6) Cost of new releases and anticipated frequency
- (7) Cost of manual updates

1.6.7 Vendor’s Proposal Part 7. Implementation Services

Provide in detail the type and amount of services provided for:

- (1) Configuration, Generation and Installation
- (2) Training
- (3) Maintenance and Support

Also provide a breakdown of the number of classes for each class type, the number of students to be trained in each class type, the length of each class type and the number of man days of training to provide the total number of classes as proposed in the Cost Form in Paragraph 1.8.2. The training requirements are as follows:

I. STAFF TRAINING

SYSTEM	STAFF TYPE	STUDENTS	STUDENTS/ CLASS	CLASS LENGTH	NUM OF CLASSES	TOTAL
ALL	System Manager	7				
CAD	Dispatcher	17				
RMS	Operator	4				
RMS/MCS/JMS	Patrol/Investigators	125				
MCS	Firefighters	90				
FRS	Firefighters	35				

II. POST TRAINING CUTOVER SUPPORT

SYSTEM	AGENCY AREA	MAN DAYS
CAD	Dispatch	1
RMS	Records	1
RMS/MCS	Patrol	1
FRS	Fire	1

Proposals shall include the cost for each additional day for post-training cutover support, if determined to be required by the City.

1.6.8 Vendor's Proposal Part 8. Implementation Schedule

This section of the proposal should specify the time frame and Schedule of activities to be completed between the contract signing and the completed Systems. The desired time period for the entire implementation is twenty-six (26) weeks. Assume all systems are purchased at one (1) time for this purpose. Provide the following:

- (1) A description of each program phase; Provide details of your approach for acquiring information on each agency and servicing their individual implementation requirements.
- (2) Estimated time for each phase.

1.6.9 Vendor's Proposal Part 9. Cost Proposal

- (1) Use the Cost Forms in Sections 1.8 to 1.11 for your proposed fixed price costs.
- (2) Detail any additional costs for items required to furnish a fully operational system meeting all relevant specifications herein that is not specified in Part 1.8. Failure to do so will not relieve you from the requirement to furnish said Items.

1.6.10 Vendor's Proposal Part 10. License/Contract Agreement

Attach a copy of your software License Agreement(s) and contract terms for the System proposed post delivery annual maintenance and support and annual costs for all new enhancements to the System and new versions to be released of the System for Year 1 and Years 2 through 5. Such license agreement shall be appropriately modified so as to reflect contract requirements set forth within these specifications.

1.7 EVALUATION CRITERIA

1.7.1 Short List

The following criteria will be used to evaluate all proposals for inclusion of a short list of vendors that will be invited to present a demonstration, at their own expense, of their proposed Systems:

- (1) Demonstrated ability of the proposed Systems to meet all the requirements and specifications in RFP Sections 2.0 and 3.0 and any additional features vendor proposes as detailed in Vendor's Proposal Part 5.0.
- (2) Verification of operational Windows SQL based, Citrix type networked, multi-jurisdictional systems as specified herein.
- (3) Quality of the vendor's track record in public safety for the type of systems detailed herein resulting from the City's contacts with Vendor's References in Vendor's Proposal Part 2.
- (4) Proposed maintenance, support and enhancement programs.

- (5) Documented financial stability.
- (6) Proposed implementation program and time schedule.
- (7) Proposed cost in terms of overall cost, including five (5) years from the date of system acceptance (see Sections 1.8 through 1.12).
- (8) Methodology for establishing costs for continuing support and maintenance beyond five years from the date of system acceptance.

1.7.2 Final Evaluation of Short List

The following are critical criteria in the final selection of a vendor:

1.7.2.1 Vendor Demonstrations of Features and Functions as follows:

- (1) Demonstration of proposed actual Systems' features and their functional compliance with the RFP
- (2) Demonstration of other features, functions and transactions that enhance Systems' reliability, performance and operator efficiency
- (3) Demonstration of efficiency of User navigation and interfaces to perform transactions
- (4) Hands-on use of the Demonstration System
- (5) Other benefits offered by vendor

1.7.2.2 Visit(s) to City Selected Vendor's Customer Sites

Vendor shall supply the entire list of customer references (Section 1.3.2.3) including telephone numbers of contact person, for direct contact by the City.

- (1) Verification of integrated system performance at customer delivered systems
- (2) Verification of Vendor's Proposal representations of features, functions, performance, reliability, etc., at customer delivered systems
- (3) Verification of Vendor's delivery and support performance at customer delivered systems

1.8 SYSTEM'S LINE ITEM COST FORMS TEMPLATE

1.8.1 Systems Software Cost Form

SYSTEM WS= WorkStations	LICENSE FEES	INSTALL FEES	YEAR 1 24x7 MAINTENANCE AND SUPPORT	TOTAL YEAR 1	TOTAL YEARS 2 TO 5 24x7 MAINTENANCE AND SUPPORT	TOTAL 5 YEAR COST
1. CAD (5 WS)						
2. RMS (70 WS)						
3. JMS (11 Beds)						
4. MCS- PD (25 WS)						
5. MCS-FD (26 WS)						
6. CAD-E911 Interface						
7. CAM						
8. CAD/NCIC/ Collect Interface						
9. Image Gateway System						
10. Livescan Interface						
11. CAS						
12. FRS						
13. AVL						
14. Conversion- HTE						
14. Conversion- Evidence						
14. Conversion- Booking						
15. Conversion- Fire systems						
16. Project Management						
TOTALS	\$	\$	\$	\$	\$	\$

1.8.2 Training Services Cost Form

CLASS	DAYS	RATE/DAY	TOTAL	TRAVEL AND PER DIEM	TOTAL
System Manager					
Dispatcher					
Operator					
Patrol/Investigators					
Firefighters					
Total					

1.8.3 Hardware Infrastructure Certification Cost Form

CLASS	DAYS	RATE/DAY	TOTAL	TRAVEL AND PER DIEM	TOTAL
Pre Installation					
Post Installation					
Project Management					
Total					

1.8.4 Hardware and System Software Installation Cost Form

CLASS	DAYS	RATE/DAY	TOTAL	TRAVEL AND PER DIEM	TOTAL
Server Installation					
Client Installation					
Project Management					
Total					
Total					

1.9 ADDITIONAL COST TO COMPLETE COST FORM

Provide an itemized list of any items not included above for each System by the Purchaser, and related costs that you deem necessary to provide a fully functional system meeting all of the requirements specified in RFP Sections 2.0 and 3.0. Failure to provide said list shall not relieve the Vendor from providing such items as necessary to a fully functional system meeting all of the requirements specified in RFP Sections 2.0 and 3.0 that the Vendor proposed to meet at the Fixed Price Purchase Costs proposed.

	Item	Costs
1.	_____	\$ _____
2.	_____	\$ _____
	Total	\$ _____

1.10 COMPUTER SYSTEMS SUMMARY FORM

Assume all Systems purchased at one (1) time

License Fees		\$
Installation Fees		\$
Maintenance and Support (24 x 7) Year 1		\$
Training Services		\$ _____

Total

Additional Cost		\$
		=====

Systems 1 Year Total \$

Maintenance and Support (24x7)
(Years 2-5)

System 5 Year Total \$

=====

\$

1.11 COST TO ADD ADDITIONAL LICENSES

CAD: \$ _____ per workstation for twenty-four (24) months.
RMS: \$ _____ per workstation for twenty-four (24) months.
MCS: \$ _____ per Mobile for twenty-four (24) months.

1.12 COMPUTER HARDWARE COSTS

Cost for system server and other associated hardware in accordance with specifications outlined in Section 4 of this document. Please note that the City may elect to purchase hardware independent from any resultant agreement from this RFP. Vendors are required to provide hardware costs (regardless of its intent to be or not be the final seller of hardware), for the purposes of complete system cost analysis.

1.13 CONTRACT CONSIDERATIONS

1.13.1 Equal Opportunity – Affirmative Action

The successful firm shall comply in all aspects with the Equal Employment Opportunity Act. A firm with 15 or more employees shall be required to have an Affirmative Action Plan which declares that the contractor does not discriminate on the basis of race, color, religion, sex, national origin or age, and which specifies goals and target dates to assure the implementation of equal employment. A firm with fewer than 15 employees shall be required to have a written equal opportunity policy statement declaring that it does not discriminate on the basis of race, color, religion, sex, national origin or age.

Findings of noncompliance with applicable State and Federal equal opportunity laws and regulations could be sufficient reason for revocation or cancellation of this contract.

1.13.2 Indemnification

The awarded firm agrees to indemnify, defend, and save harmless, the City of Bristol, as well as its officers, agents and employees from any and all claims and losses to the extent caused by the negligent act, error or omission of the awarded firm resulting from the performance of this contract, except to the extent caused by the negligent acts of the City of Bristol or its officers, agents or employees.

The City, as a sovereign government, cannot indemnify businesses or individuals. Revisions to the language provided herein cannot be considered.

1.13.3 Insurance Requirements

Prior to the execution of any contract, the City of Bristol requires that any awarded contractor providing materials, equipment or services to the City, must provide to the City a certificate of insurance (Acord or other approved format) naming the City of Bristol as additional insured, for the following:

- General liability (including completed operations coverage) in the amounts of \$1,000,000 (combined single limit) Bodily Injury/Property Damage coverage per occurrence, and \$2,000,000 general aggregate coverage.
- Automobile Liability in the amount of \$1,000,000 (combined single limit), Property Damage and Bodily Injury coverage.
- Professional Liability, in an amount not less than \$500,000.00 per occurrence and \$1,000,000.00 aggregate.
- Worker's Compensation as defined in the Connecticut General Statutes.

Any subcontractor to a contracted firm shall be likewise covered, and shall furnish certificates of coverage acceptable to the City before starting work.

The awarded firm shall maintain professional liability insurance until the expiration of the statute of limitations. In the event there is no statute of limitations specifically applicable to this project, the awarded

firm shall maintain coverage for a reasonable period after the date of substantial completion of the project as agreed to by the City and the awarded firm.

1.13.4 Invoicing and Payment

Invoices shall be paid promptly by the City unless any items thereon are questioned, in which case payment will be withheld pending verification of amount claimed and the validity of the claim. Standard payment terms are Net 30 Days from receipt of properly executed invoice(s). If your firm submits a proposal that includes payment schedules based on the completion of designated phases, those stages must be clearly outlined in your proposal. The City cannot make payments for "execution of contract" (payments due upon contract signing).

The City has established a definition of acceptance in Section 6.1; firms submitting proposals shall include a designated stage for system acceptance using such definition, and payment relative to said stage shall be not less than 10%.

Please note: the City will consider proposals that offer alternative funding solutions (e.g. lease of systems). If your firm provides alternative funding solutions, such information shall be included with your proposal.

1.13.5 Standard Termination Provisions

Subject to the provisions below, the contract may be terminated by either party, upon thirty (30) days' advance notice to the other party, but if any work or services hereunder are in progress, but not completed, as of the dated of termination, then this contract may be extended upon written approval by the City until said work or services are completed and accepted.

A. Termination For Convenience

In the event that the contract is terminated or canceled upon request and for the convenience of the City, without the required thirty (30) Days' advance written notice, then the City shall negotiate reasonable termination costs, if applicable.

B. Termination For Cause

Termination by the City for cause, default or negligence on the part of the Bidder shall be excluded from the foregoing provision; termination costs, if any, shall not apply. The thirty (30) days' advance notice requirement is waived in the event of termination by cause.

1.13.6 Non-Appropriation of Funds

Please note that any contract executed by the City of Bristol is subject to the appropriation of funds on an annual basis.

1.13.7 Non-Collusion

The individual signing this submittal hereby declares that no person or persons other than members of his/her own organization are interested in this Project or in the contract proposed to be taken; that it is

made without any connection with any other person or persons making a proposal for the same work and is in all respects fair and without collusion or fraud; that no person acting for or employed by the City of Bristol is directly or indirectly interested therein, or in the supplies or works to which it relates or will receive any part of the profit or any commission there from in any manner which is unethical or contrary to the best interests of the City of Bristol.

An affidavit form is included with this document; bidders are required to complete the form and include with their bid response.

1.13.8 Governing Law

Any resultant contract shall be interpreted and governed under the laws of the State of Connecticut and by the courts of the State of Connecticut.

Firms are required to be registered with the Commercial Recording Division of the Connecticut Secretary of the State.

1.13.9 Source Code Escrow

The awarded firm shall be required to place a copy of their most recent product in escrow with a third party mutually acceptable to both the firm and the City, in the event of company failure. Your proposal shall outline conditions under which source code may be released to the City.

1.14 ISSUANCE OF ADDENDA

If it becomes necessary to revise any part of this request or if additional data is necessary to enable interpretation of provisions of this document, revisions or addenda will be provided to all prospective firms who receive this document; such revisions or addenda will additionally be posted on the following website:

<http://www.bristolct.gov/bids>

This document includes an acknowledgement page; this page must be faxed back to the Purchasing Department, to ensure proper notification of changes to the published documents. The City of Bristol does not assume responsibility for any vendor that does not receive revisions or addenda, where the vendor has not acknowledged receipt of any portion thereof.

SECTION 2.0

GENERAL SYSTEMS SOFTWARE REQUIREMENTS

2.1 GENERAL FUNCTIONAL FEATURES

Systems as used below means CAD, RMS, JMS and MCS.

- ___ (1) The systems proposed are part of a suite of seamlessly integrated CAD, RMS, JMS and MCS systems. Proposals not meeting this requirement will be rejected without further consideration.
- ___ (2) Data and Information entered in any of the systems is instantly available in all other systems through use of a single SQL Database. Proposals not meeting this requirement will be rejected without further consideration.
- ___ (3) The Computer Systems shall have no limitations of workstations, operators or agencies. Proposals not meeting these requirements will be rejected without further consideration.
- ___ (4) The Software shall be real time and multi-tasking.
- ___ (5) The Software shall be multi-jurisdictional and provide CAD dispatch for two (2) distinct services: Police & Fire.
- ___ (6) The software shall make extensive use of user defined code tables and geofile to facilitate user maintenance of the systems and to maintain data entry integrity by editing the fields.
- ___ (7) Most screen-to-screen and field-to-field response times shall be minimized to the order of a second or two to support operator response in emergency dispatching and high work load environments.
- ___ (8) All major functions shall be facilitated by clicks and/or function keys to reduce keystrokes.
- ___ (9) The Software shall have the capability for an unlimited number of records.
- ___ (10) The CAD, RMS, JMS, and MCS shall be image enabled to link and display mugshots, crime scene photos, and documents linked to a given record.
- ___ (11) Via the RMS, users shall have the ability to paste photos within their reports.

2.2 MASTER INDEXED SEARCHES

The Computer System shall provide the following indexed master searches that simultaneously include the records created in CAD and RMS:

- ___ (1) Name
- ___ (2) Location
- ___ (3) Phone
- ___ (4) Incident Number
- ___ (5) Case Number
- ___ (6) License Tag

SECTION 3.0
DETAILED SYSTEMS SOFTWARE REQUIREMENTS

3.1 COMPUTER AIDED DISPATCH (CAD) SYSTEM

___ (1) Vendor shall provide a Computer Aided Dispatch (CAD) System.

3.1.1 CAD Features

- ___ (1) Unlimited Agencies
- ___ (2) Single and Two Stage Dispatch From Any Workstation
- ___ (3) Windows E911 ANI/ALI Data Window
- ___ (4) Automatic Entry of E911 ANI/ALI/"Nextgen 911" Data Into Record on Command
- ___ (5) Automatic Incident Number Generation By Agency and Service
- ___ (6) Separate Incident Numbers for Police & Fire
- ___ (7) Date and Time Stamp Transactions
- ___ (8) Name Check for Warrants in RMS
- ___ (9) Name Check for Priors in CAD and RMS
- ___ (10) Name Check for Court Orders in RMS
- ___ (11) Verifies Addresses
- ___ (12) Verifies Intersections
- ___ (13) Verifies Common Place Names
- ___ (14) Translates and Verifies Alias Street Names
- ___ (15) Translates Alias Common Place Names
- ___ (16) Geofile Checks for Hazardous Locations
- ___ (17) Geofile Checks for Prior Incidents at Location in CAD and RMS
- ___ (18) Checks for Pending Incidents at Location
- ___ (19) Police & Fire responses based on Activity Code and Location. Responses include Unit Type and number of each Unit Type
- ___ (20) Premise Response File (Pre Plan) flagged by Location
- ___ (21) Premise File Image enabled for Photos, Documents, Preplans, etc.
- ___ (22) Complies with Phase 1 and Phase 2 Wireless Mapping System
- ___ (23) Pin maps E911 and Wireless Incident Location, Units and Responding Units
- ___ (24) Dispatches Police & Fire from a single or multiple workstations
- ___ (25) Dispatches to MCS
- ___ (26) Provides Automatic Multiple Services Dispatches for a Single Incident
- ___ (27) Displays Status of Incidents on CAD Screen and Map

- ___ (28) Pinmaps and Displays Status of Police, Fire, EMS and Public Works Agencies and CAD Screen and Map
- ___ (29) Incident Status Timers by Activity Code to alert Dispatcher
- ___ (30) Unit Status Timers by Activity Code and Status to alert Dispatcher
- ___ (31) Quick Entry Window Updates
- ___ (32) Quick Entry Window Traffic Stops
- ___ (33) Individual Dispatcher Radio Log
- ___ (34) Supervisor Combined Radio Log (All Dispatchers)
- ___ (35) Integrated with RMS for Import from CAD and Export from CAD of data to eliminate redundant data entry
- ___ (36) The CAD Screen shall have multiple windows for Data Entry, E911 and Wireless Incident Status, Unit Status Displays, Quick Entry and Traffic Stop.
- ___ (37) Multiple Windows that support a given incident on the same screen shall use Windows tools to configure size, place and remember the configuration for each individual dispatcher.
- ___ (38) The CAD Status Displays shall be real time and not require operator requests for update refresh.
- ___ (39) All CAD Status Displays shall be automatically refreshed by the Software as Status Changes are entered by dispatchers from any CAD workstation or from MCS.
- ___ (40) The CAD Software shall have the capability of configuring 100 unique status displays of units and incidents for individual CAD workstations.
- ___ (41) The CAD Software shall have the capability to dispatch any number of units to a given incident with clicks and/or function key.
- ___ (42) The CAD Software shall have the capability to dispatch to a single incident, separate police & fire responses without having to re-key duplicate incident data on each agency's dispatch record and to generate separate agency records with unique numbering sequences (for each agency).
- ___ (43) The CAD shall employ Quick Entry Windows to enter Unit Status, Incident Status, Traffic Stops and Shift Changes that enables the dispatcher to retain an in-process complaint screen while performing the aforementioned functions in a separate window(s).
- ___ (44) The CAD shall employ a Quick Entry Window to enter Wanted/Suspect Persons and Vehicles attached to each CAD incident. The Wanted/Suspect Window shall record Racial Profile Data.
- ___ (45) The CAD system shall have an Incident Log Function that enables the operator to enter unlimited comments on any incident and then recall the Log with a command key.
- ___ (46) The CAD shall have a Quick Entry Screen that enables a disposition to enter an officer initiated incident (traffic stops, etc.) and initiate a State Inquiry and keep another Incident Window active on the same Screen.
- ___ (47) The CAD shall have a Command Line Function that enables the dispatcher to enter Incident and Unit Status and Assignments and keep another Incident Window active on the same Screen.

- ___ (48) The CAD shall provide a Radio Log for each individual dispatcher and a Master Radio Log for Supervisor and/or Dispatch Entry.
- ___ (49) The CAD System shall be Geofile Based
- ___ (50) The Geofile shall contain Street Block Records
- ___ (51) The Geofile shall contain Intersection Records
- ___ (52) The Geofile shall contain Common Place Name Records
- ___ (53) The Geofile shall contain Street Block Records
- ___ (54) The Geofile shall contain Hydrant Records .
- ___ (55) The Geofile shall contain Premise Records
- ___ (56) The Geofile shall contain a Premise File.
- ___ (57) The Premise File shall provide for Images, including building photos.
- ___ (58) The Geofile shall provide for Alias Street Names.
- ___ (59) The Geofile shall provide for Alias Common Place Names
- ___ (60) The CAD System shall provide Static Police Unit Recommendation based on assigned Patrol Zone.
- ___ (61) The CAD System shall provide Dynamic Police Unit Recommendation based on assigned Patrol Zone.
- ___ (62) The CAD System shall provide Enhanced Police Unit Recommendation. Unit Recommendations shall be based on Zone, Activity, and Unit Location.
- ___ (63) The CAD System shall provide Static Fire Unit/Station Recommendation based on assigned fire district. Stations or Units shall be recommended.
- ___ (64) The CAD System shall provide Dynamic Fire Unit Recommendation based on assigned Fire Station . Fire Station Order shall be provided.
- ___ (65) The CAD System shall provide Enhanced Fire Unit Recommendation. Unit Recommendations shall be based on Assigned Fire District, Activity, Station Order and Activity Code.
- ___ (66) The CAD System shall provide a Rolodex function.
- ___ (67) The CAD System shall provide Wrecker Rotation.
- ___ (68) Each User shall be able to specify colors.
- ___ (69) User defined color settings shall be saved for each User.
- ___ (70) EMS Dispatch Priority Cards shall be provided.
- ___ (71) EMS Sequence Cards shall be provided.
- ___ (72) Check List Questions shall be provided.
- ___ (73) Check List Questions shall be based on Activity Code.
- ___ (74) Check List Questions shall be User Definable.
- ___ (75) Calls for Service shall be Stackable.
- ___ (76) Calls for Service may be scheduled for future Dispatch.
- ___ (77) CAD System to show availability of staff rosters.

3.1.2 CAD Inquires

- _____ (1) Inquiry by Incident Number
- _____ (2) Inquiry by Case Number
- _____ (3) Inquiry by Date
- _____ (4) Inquiry by Date and Officer
- _____ (5) Inquiry by Incident History
- _____ (6) Inquiry by Name, Location and Telephone Number
- _____ (7) Inquiry by Person
- _____ (8) Inquiry by Vehicle
- _____ (9) Inquiry by Alarm Number
- _____ (10) Inquiry by Wrecker History
- _____ (11) Unit History
- _____ (12) Narrative Search

3.1.3 CAD Reports

- _____ (1) Daily Summary
- _____ (2) Daily Summary – Activity
- _____ (3) Daily Summary – Location
- _____ (4) Daily Summary – Disposition
- _____ (5) Daily Summary – How Received
- _____ (6) Analysis by Day
- _____ (7) Analysis by Shift
- _____ (8) Analysis by Zone/Beat - Hour
- _____ (9) Analysis by Assigned Fire District - Hour
- _____ (10) Analysis by EMS - Hour
- _____ (11) Analysis by Activity – Hour
- _____ (12) Analysis by Activity – EMS
- _____ (13) Analysis by Activity – Assigned Fire District
- _____ (14) Analysis by Activity – Zone/Beat
- _____ (15) Analysis by Activity – Day
- _____ (16) Blotter by Agency
- _____ (17) Officer Activity
- _____ (18) Officer Activity by Shift
- _____ (19) Unit Activity
- _____ (20) Officer Activity by Shift
- _____ (21) Unit History
- _____ (22) Analysis by Activity – Day by Officer

- ___ (23) Analysis by Activity – Hour by Officer
- ___ (24) CAD Count by Activity
- ___ (25) CAD Daily Blotter
- ___ (26) CAD Listing by Date- Time
- ___ (27) Calls for Service by City
- ___ (28) Calls for Service by Zone
- ___ (29) Calls for Service Records Count by Municipality
- ___ (30) Daily Calls for Service Summary by Officer
- ___ (31) Daily Calls for Service Summary
- ___ (32) Daily Summary Location – Activity
- ___ (33) Daily Summary Location Disposition
- ___ (34) Detailed Listing CAD Blotter
- ___ (35) Incident Blotter Log
- ___ (36) Keyholder Premise Listing
- ___ (37) Month by Week
- ___ (38) Officer Activity by Agency – Detail
- ___ (39) Officer Activity Summary
- ___ (40) Officer Activity Time Spent with Drilldown
- ___ (41) Total Calls for Service from CAD
- ___ (42) Unit Activity Enroute
- ___ (43) Unit Activity Comment
- ___ (44) Unit History Unit Assign to Calls
- ___ (45) Unit Productivity
- ___ (46) YTD Calls for Service

3.2 RECORDS MANAGEMENT SYSTEM (RMS)

- ___ (1) Vendor shall supply a Records Management System (RMS)

3.2.1 RMS Features

- ___ (1) The RMS shall be a comprehensive, on-line, transaction based police records management system that is seamlessly integrated with CAD, MCS, JMS and CPS.
- ___ (2) Inquiry of a given person's data in RMS shall produce a listing of that person's involvement record(s).
- ___ (3) Data import features shall enable operators to import data from CAD.
- ___ (4) Data export features shall enable operators to export data from Module to Module.
- ___ (5) RMS Modules shall provide for imaging that includes mug shot, crime scene photos, evidence photos, and scanned documents.
- ___ (6) An import function shall be provided to import a person's name, descriptors, address, etc. from the MNI module into a given record for modification that will be uniquely linked to that record's incident number and also automatically exported to MNI as supplemental records of that involvement.
- ___ (7) To preserve integrity of each involvement, incident records shall link by incident number to the database including MNI to produce a unique set of person's name, address, and descriptors independent of all other sets of such records in the database linked by other incident record numbers of that person.
- ___ (8) Incident records shall link incident data to the MNI to provide Criminal History/Involvement Listings (Rap Sheets).
- ___ (9) The Master Name Index (MNI) shall link MNI Module Name Records to Incident Module Names. Incident Modules shall automatically transmit Names to the MNI File.
- ___ (10) RMS shall be Geobase driven for Location verification for tracking incidents by location and produce involvements by Location in RMS and CAD.
- ___ (11) The Security System shall specify the rights for each person and groups of persons for: (1), each Agency; (2), each System in each Agency; and (3), each Function (View, Entry, Update, Print, Delete) within each Module of each of the systems.
- ___ (12) The Security System shall enable the system to maintain independent and security protected records and reporting systems for each separate agency and bureau with all access functions as defined in (9) above.
- ___ (13) Any workstation in the System shall be capable of performing any RMS task while any other workstations simultaneously perform the same task or any other task in the same module or any other module only limited by the individual's security profile.
- ___ (14) The RMS System shall provide mouse clicks and function keys to automatically view and/or print reports.

- ___ (15) RMS records shall have text reports that employ Microsoft Word and link the text report directly to each record (a Police Report Writing module shall be included in the new system. This system shall be linked to the RMS and capable of all applicable features mentioned in Section 3.2 of the RFP).
- ___ (16) Narratives shall be stored directly in the database, not as MS Word Documents.
- ___ (17) Narrative search shall be provided.
- ___ (18) The RMS System shall provide for forward of narratives to Supervisor's for approval.
- ___ (19) RMS records shall have a log linked to each record that stores one line entries.
- ___ (20) The log shall automatically record the date, time, and ID of each person that creates each entry.
- ___ (21) A Police Report Writing module shall be included in the new system. This system shall be linked to the RMS and capable of all applicable features mentioned in Section 3.2 of the RFP.

3.2.2 Incident Module

3.2.2.1 Incident Module Features

- ___ (1) The Incident Module shall be capable of recording reportable and non-reportable Incidents.
- ___ (2) The Incident Module shall provide a means for automatic data import and/or transfer from Incident Sub-Module to Incident Sub-Module in order to eliminate duplicate data entry of fields.
- ___ (3) The Incident Module shall consist of a series of sub-modules.
- ___ (4) The Incident Sub-Modules shall be linked by Agency Code and Incident Number.
- ___ (5) The Incident Module shall provide an Administrative Sub-Module
- ___ (6) The Administrative Sub-Module shall capture all Incident Data required for the UCR Reports.
- ___ (7) The Administrative Sub-Module shall capture all Incident Data required for the NIBRS Administrative Segment.
- ___ (8) The Administrative Sub-Module shall enable the operator to specify if the Incident Record is reportable, or a State or a Local Incident.
- ___ (9) The User shall be able to link Complainant Data to an Individual's MNI (Master Name) Record.
- ___ (10) The Incident Module shall provide an Offense Sub-Module.
- ___ (11) The Offense Sub-Module shall capture all Offense Data required for the UCR Reports.
- ___ (12) The Offense Sub-Module shall capture all Offense Data required for the NIBRS Offense Segment.
- ___ (13) The Incident Module shall provide a Property Sub-Module.
- ___ (14) The Property Sub-Module shall capture all Property Data required for the UCR Reports.
- ___ (15) The Property Sub-Module shall capture all Property Data required for the NIBRS Property Segment.
- ___ (16) The Property Sub-Module shall capture information on Stolen, Lost, Recovered, Seized Property, and evidence.
- ___ (17) The Property Sub-Module shall capture all information required for UCR and NIBRS reporting

- _____ (18) The Property Sub-Module shall provide an Evidence/Property management aspect. Via an automated tickler system, users can set a future date to review property to determine its status. The system will prompt users of impending tickler due dates and will print tickler reports. For property designated for "return to owner", the system will be able to print a form for the owner to sign upon receipt of their property.
- _____ (19) Evidence Bar Codes shall automatically be created
- _____ (20) Upon User request, Bar Code Label shall be printed.
- _____ (21) Bar Code Wand on a Bar Code Label shall display the Property Record within the Incident Module
- _____ (22) Access to Evidence Records shall be Security Controlled
- _____ (23) Upon User request, Evidence Chain Records for Items within an Incident may be recorded as a group.
- _____ (24) The Incident Module shall provide a Vehicle Sub-Module.
- _____ (25) The Vehicle Sub-Module shall capture all Property Data required for the UCR Reports.
- _____ (26) The Vehicle Sub-Module shall capture all Property Data required for the NIBRS Property Segment
- _____ (27) Tow/Impound shall be provided within the Vehicle Sub-Module
- _____ (28) The Incident Module shall provide a Victim Sub-Module.
- _____ (29) The Victim Sub-Module shall capture all Victim Data required for the UCR Reports.
- _____ (30) The Victim Sub-Module shall capture all Victim Data required for the NIBRS Property Segment
- _____ (31) The User shall be able to link Victim Data to an Individual's MNI (Master Name) Record.
- _____ (32) The Incident Module shall provide an Offender Sub-Module.
- _____ (33) The Offender Sub-Module shall capture all Offender Data required for the UCR Reports.
- _____ (34) The Offender Sub-Module shall capture all Offender Data required for the NIBRS Property Segment
- _____ (35) The User shall be able to link Offender Data to an Individual's MNI (Master Name) Record.
- _____ (36) The Offender Sub-Module shall provide for the capture of Racial Profile Data.
- _____ (37) The Incident Module shall provide an Arrest Sub-Module.
- _____ (38) The Arrest Sub-Module shall capture all Arrest Data required for the UCR Reports.
- _____ (39) The Arrest Sub-Module shall capture all Arrest Data required for the NIBRS Property Segment
- _____ (40) The User shall be able to link Arrest Data to an Individual's MNI (Master Name) Record.
- _____ (41) Juvenile Arrest Data access shall be Security controlled.
- _____ (42) Upon User request, Offense Information entered in the Arrest Sub-Module may be imported into the Arrest Charge.
- _____ (43) The Incident Module shall provide a Witness Sub-Module.
- _____ (44) The User shall be able to link Witness Data to an Individual's MNI (Master Name) Record.
- _____ (45) The Incident Module shall provide a Contact Sub-Module.
- _____ (46) The User shall be able to link Contact Data to an Individual's MNI (Master Name) Record.

- _____ (47) The Field Contact Sub-Module shall provide for the capture of Racial Profile Data.
- _____ (48) Field Incident Reporting requires installation on approximately 25 to 35 laptops, and sixty (60) desktop units.

3.2.2.2 Incident Module Inquiries

- _____ (1) The Administrative Sub-Module shall provide the following Inquiry:
 - Agency, Incident Number, Case Number, Date Reported (Range), Officer ID, Record Status, Hold Status, Investigative Status, Review Status, Activity Type, Incident Type ,Route, Beat, Fire District, EMS Zone, Zone
- _____ (2) The Offense Sub-Module shall provide the following Inquiry:
 - Agency, Incident Number, Case Number, Offense Date (Range), Local Code (Range), UCR Code (Range), NIBRS Code (Range), Statute, Arrest Disposition, Offense Disposition, UCR Disposition, Officer ID, Route, Beat, Fire District, EMS Zone, Zone
- _____ (3) The Property Sub-Module shall provide the following Inquiries:
 - Agency, Incident Number, Case Number, Date Entered (Range), Property Type, Brand, Model, Recovered Date (Range), Destruction Date (Range) , NIBRS Loss Type, UCR Loss Type, Bin #, Tag #, Locker #, Evidence (Y,N)
 - Owner Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency
 - Bar Code Number
- _____ (4) The Vehicle Sub-Module shall provide shall provide the following Inquiries:
 - Agency, Incident Number, Case Number, Date Entered (Range), Make, Model, License Plate, Color, IBR Type, UCR Type, Recovered Data (Range) , NIBRS Loss Type, UCR Loss Type, Bin #, Tag #, Locker #, Evidence (Y, N)
 - Owner Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency
- _____ (5) The Victim Sub-Module shall provide shall provide the following Inquiries:
 - Agency, Incident Number, Victim Type
 - Agency, Incident Number
 - Victim Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency
- _____ (6) The Offender Sub-Module shall provide the following Inquiries:
 - Agency, Incident Number
 - Offender Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency
- _____ (7) The Arrest Sub-Module shall provide the following Inquiries:
 - Agency, Incident Number, Case Number, Arrest Number, Arrest Date (Range), Local Code (Range), Officer ID, Statute, UCR Code (Range), Arrest Disposition, Arrest Type
 - Arrestee Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency

- ____ (8) The Witness Sub-Module shall provide the following Inquiries:
 - Agency, Incident Number
 - Witness Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency
- ____ (9) The Contact Sub-Module shall provide the following Inquiries:
 - Agency, Incident Number, Contact Reason
 - Contact, Last Name, First Name, Middle Name, Sex, Race, DOB (Range), Agency

3.2.2.3 Incident Module Reports

- ____ (1) Incident Report - Detailed
- ____ (2) Incident Report - Consolidated
- ____ (3) Incident Report - Public
- ____ (4) Offense Disposition
- ____ (5) Offense Activity - Day
- ____ (6) Check UCR Property
- ____ (7) Offense Activity
- ____ (8) Offense Blotter Media
- ____ (9) Offense Blotter Shift Media
- ____ (10) Offense Blotter Shift
- ____ (11) Offense Blotter
- ____ (12) Offense Codes by Day of Week – Chart
- ____ (13) Offense List
- ____ (14) Offenses by Officer
- ____ (15) YTD Offenses
- ____ (16) Arrest Listing
- ____ (17) Property List
- ____ (18) Vehicle List
- ____ (19) Arrest List
- ____ (20) Arrest List-Juvenile
- ____ (21) Arrest By Officer
- ____ (22) Arrest By Charge

3.2.3 Master Name Index (MNI) Module

- ____ (1) The RMS System shall provide a Master Name Index (MNI).

3.2.3.1 MNI Module Features

- ____ (1) Upon User request, MNI records shall automatically be created by entering a

Name in any RMS Module.

- ___ (2) Upon User request, an Involvement List for any MNI Record shall be displayed.
- ___ (3) Upon User request, an Involvement List for any MNI Record shall be printed.
- ___ (4) MNI Records shall have up to 999 set of Descriptors.
- ___ (5) MNI Records shall have up to 999 sets of Addresses.
- ___ (6) MNI Records shall have up to 999 sets of AKA Records.
- ___ (7) MNI Records shall have up to 999 sets of MO Records.
- ___ (8) MNI Records shall have up to 999 sets of Gang Affiliation Records.
- ___ (9) MNI Records shall have up to 999 sets of Weapons Records.
- ___ (10) MNI Records shall have up to 999 sets of Employment Records.
- ___ (11) MNI Records shall have up to 999 sets of Education Records.
- ___ (12) MNI Records shall have up to 999 sets of Vehicle Records.
- ___ (13) MNI Records shall have up to 999 sets of Registration Records.
- ___ (14) The MNI Module shall have a Merge Utility.

3.2.3.2 MNI Module Inquires

- ___ (1) Inquiry by MNI Number
- ___ (2) Inquiry by Social Security Number
- ___ (3) Inquiry by Method of Operation
- ___ (4) Inquiry by Scars, Marks and Tattoos
- ___ (5) Inquiry by Driver's License

3.2.3.3 MNI Module Reports

- ___ (1) Involvement Report

3.2.4 Want Warrants Module

- ___ (1) The RMS System shall provide a Wants Warrants Module

3.2.4.1 Wants Warrants Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Wants Warrants Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.4.2 Wants Warrants Module Inquires

- ___ (1) Inquiry by Court
- ___ (2) Inquiry by Issue Date

- ___ (3) Inquiry by Warrant Number
- ___ (4) Inquiry by Incident Number
- ___ (5) Inquiry by Type
- ___ (6) Inquiry by Status

3.2.4.3 Wants Warrants Module Reports

- ___ (1) Warrant List
- ___ (2) Warrant List - Address
- ___ (3) Outstanding Warrant Listing
- ___ (4) Warrant City Type
- ___ (5) Warrant Name List
- ___ (6) Warrant Report Sort by Address
- ___ (7) Warrant Report
- ___ (8) Warrant
- ___ (9) YTD Warrant

3.2.5 Court Order Module

- ___ (1) The RMS System shall provide a Court Order Module

3.2.5.1 Court Order Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Court Order Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.5.2 Court Order Module Inquiries

- ___ (1) Inquiry by Incident Number
- ___ (2) Inquiry by Order Number
- ___ (3) Inquiry by Issue Date
- ___ (4) Inquiry by Defendant Name
- ___ (5) Inquiry by Victim Name

3.2.5.3 Court Order Module Reports

- ___ (1) Court Order List
- ___ (2) Court Order Name List

3.2.6 Citation Module

- ___ (1) The RMS System shall provide a Citation Module

3.2.6.1 Citation Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Citation Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.
- ___ (3) The Citation Module shall capture Traffic Citations data.
- ___ (4) The Citation Module shall capture Parking Citation data.
- ___ (5) The Citation Module shall capture Animal Citation data.
- ___ (6) The Citation Module shall capture Local Ordinance Citation data.
- ___ (7) The Citation Module shall capture Warning Citation data.
- ___ (8) The Citation Module shall print the (State) Uniform Traffic Citation.

3.2.6.2 Citation Module Inquiries

- ___ (1) Inquiry by Incident Number
- ___ (2) Inquiry by Disposition/Type
- ___ (3) Inquiry by Officer/Disposition

3.2.6.3 Citation Module Reports

- ___ (1) Citation List
- ___ (2) Citation by Officer
- ___ (3) Citation by Location
- ___ (4) Citation Collection Letter – Parking

3.2.7 Pawn Shop Module

- ___ (1) The RMS System shall provide a Pawn Shop Module. Pawn files are received by the Bristol Police Department as .dbf files. The system shall be capable of storing these files for reference as described herein.

3.2.7.1 Pawn Shop Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Pawn Shop Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.7.2 Pawn Shop Module Inquiries

- ___ (1) Inquiry by Pawn Shop
- ___ (2) Inquiry by Owner Name
- ___ (3) Inquiry by Pawn Ticket
- ___ (4) Inquiry by Pawner
- ___ (5) Inquiry by Buyer

3.2.7.3 Pawn Shop Module Reports

- ___ (1) Pawn Tickets Name List
- ___ (2) Pawn Listing

3.2.8 Alarm/Watch Module

- ___ (1) The RMS System shall provide a Alarm/Watch Module. The Alarm module must interface with the BPD's current "Crywolf" software or perform all Crywolf functions equally well.

3.2.8.1 Alarm/Watch Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Alarm Watch Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.8.2 Alarm/Watch Module Inquires

- ___ (1) Inquiry by Record Number
- ___ (2) Inquiry by Panel and Subscriber Number
- ___ (3) Inquiry by Alarms Received

3.2.8.3 Alarm/Watch Module Reports

- ___ (1) House Watch List
- ___ (2) Alarms Received
- ___ (3) Alarm List

3.2.9 Accident Module

- ___ (1) The RMS System shall provide an Accident Module.

3.2.9.1 Accident Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Accident Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.9.2 Accident Module Inquiries

- ___ (1) Inquiry by location
- ___ (2) Inquiry by Accident Number
- ___ (3) Inquiry by Case Number
- ___ (4) Inquiry by Officer
- ___ (5) Inquiry by Accident Type
- ___ (6) Citation Number

3.2.9.3 Accident Module Reports

- ___ (1) Accident Blotter
- ___ (2) Alarm Report Totals by Date Range and Type
- ___ (3) Alarm Report Totals by Date Range and Type

3.2.10 Case Management Module

- ___ (1) The RMS System shall provide a Case Management Module.

3.2.10.1 Case Management Module Features

- ___ (1) Upon User request, MNI records shall automatically be created by entering a Name in the Case Management Module.
- ___ (2) Upon User request, MNI Name Data shall be imported from the MNI Module.

3.2.10.2 Case Management Module Inquiries

- ___ (1) Inquiry by Incident Number
- ___ (2) Inquiry by Suspect/Defendant Name
- ___ (3) Inquiry by Case Number
- ___ (4) Inquiry by Incident Date
- ___ (5) Inquiry by victim name
- ___ (6) Inquiry by Case Status
- ___ (7) Inquiry by Incident Location
- ___ (8) Inquiry by Investigative Officer or Groups of Officers

3.2.10.3 Case Management Module Reports

- ___ (1) Case Listing
- ___ (2) Investigators Listing with status field

3.3 Booking / Jail Management System (JMS)

- ___ (1) Vendor shall provide a Booking / Jail Management System (JMS) System.

3.3.1 General Features

- ___ (1) The JMS shall be a comprehensive on-line transaction based system to provide comprehensive prisoner and facility management, seamlessly integrated with CAD, RMS and CPS.
- ___ (2) Booking a prisoner shall produce a listing of the prisoner's name, address, charge, etc. in CAD, RMS and CPS in the event of a 911 Call in CAD and/or Inquiry in RMS and CPS for Name, Location, etc.
- ___ (3) Data Import and Export Features shall enable operators to import data from prior Bookings, RMS Records, Master Name Records, etc. and export data to MasterName, Location, and Descriptor databases.

3.3.2 Prisoner Management Modules

JMS Prisoner Management shall provide the following Modules/Functions:

- ___ (1) Intake/Booking
- ___ (2) Charge/Bond/Hold/Release
- ___ (3) Prisoner Property
- ___ (4) Prisoner Screening-Medical Classification
- ___ (5) Prisoner Classification
- ___ (6) Prisoner Prescriptions
- ___ (7) Drug Administration
- ___ (8) Prisoner Meals
- ___ (9) Medical
- ___ (10) Incident
- ___ (11) Prisoner Phone Use
- ___ (13) Prisoner Document
- ___ (14) Victim Notification

3.3.3 Facilities Management Modules

JMS Facility Management shall provide the following Modules/Functions:

- ___ (1) Prisoner Gatekeeper
- ___ (2) Prisoner Group Movements
- ___ (3) Officer Post Log

3.3.4 Master Inquires

JMS shall provide the following Master Inquiries from all of the above Modules:

- ___ (1) Name
- ___ (2) Address
- ___ (3) Telephone
- ___ (4) Vehicle

3.3.5 Prisoner Record Inquiries

The Intake/Booking Module shall provide the following inquiries:

- ___ (1) Name
- ___ (2) Intake Date and Date Range
- ___ (3) Housing
- ___ (4) Booking Number

3.3.6 Module View Inquiries

- ___ (1) Modules have VIEW Inquiries that enable the operator to view and access a Listing of records for each Inmate
- ___ (2) The operator can change the order of the list, select any record from the list, or print the list.
- ___ (3) All of the VIEW Inquiries of an Inmate's Records from all Modules may be accessed regardless of the Module that may be on the operator's screen.

3.3.7 Prisoner Gatekeeper Module Inquiries

The Prisoner Gatekeeper Module shall provide the following inquiries:

- ___ (1) Movement By Agency
- ___ (2) Movement By Facility

- _____ (3) Movement By Location
- _____ (4) Movement By Date Ranges

3.3.9 Group Prisoner Movement Module Inquiries

The Group Prisoner Movement shall provide the following inquiries:

- _____ (1) Movement by Facility
- _____ (2) Movement by Location
- _____ (3) Movement by Activity Type

3.3.10 Officer's Post Log Module Inquiries

The Officer Post Log shall provide the following inquiries:

- _____ (1) Entries by Location/Post
- _____ (2) Entries by Officer

3.3.11 Log Feature

- _____ (1) JMS shall provide a Log for each Prisoner Record.
- _____ (2) The Log shall be accessed by the operator to add information into the Prisoner Record that is date/time/operator validated by the System, and shall not be altered.
- _____ (3) The Log shall also track and display all of the operator entered booking transactions.

3.3.12 Narrative Feature

- _____ (1) JMS shall provide Narrative (Text Report) for EACH Prisoner Record.
- _____ (2) The Narrative shall be accessed by the operator to create an unlimited number of Narratives for a Prisoner Record.
- _____ (3) Narrative shall use integrated Microsoft Word.

3.3.13 Booking Report

- _____ (1) JMS shall provide a Booking Report that may be used in connection with a first court appearance.

3.3.14 Booking Stations

- _____ (1) JMS shall provide two (2) separate booking stations, including digital camera, desktop computer, cabling, etc., with one station specifically designated for handling of juvenile detention. The desktop computer shall match standards defined in Section 4.5.2.

3.4 MOBILE COMPUTER SYSTEM (MCS)

- ___ (1) Vendor shall provide a Mobile Computer System (MCS).

3.4.1 MCS Features

- ___ (1) The Vendor shall supply their own developed, integrated, field proven MCS that will use the existing BPD wireless network.
- ___ (2) The MCS shall be seamlessly integrated with all modules.
- ___ (3) All functions shall be either Command Key or Touch Screen enabled.
- ___ (4) All major functions shall be both Command Key and Touch Screen enabled.
- ___ (5) CAD Dispatches to MCS Mobile shall be both Text Displayed and Computer Voiced.
- ___ (6) Touch and Command Key shall enable Voice Repeat of the Computer Dispatch previously received and stored by the Software.
- ___ (7) MCS Status To CAD Transactions shall be provided.
- ___ (8) MCS Disposition to CAD Transactions shall be provided.
- ___ (9) MCS Officer Initiated Incident to CAD Transactions shall be provided.
- ___ (10) CAD Message to MCS Transactions shall be provided.
- ___ (11) MCS Message to CAD Transactions shall be provided.
- ___ (12) MCS RMS Name Inquiry to RMS Transactions shall be provided.
- ___ (13) RMS Record Lists to MCS Transaction shall be provided.
- ___ (14) MCS Field Text Reports to RMS Transactions shall be provided.
- ___ (15) MCS Field RMS Record Reports to RMS Transactions shall be provided.
- ___ (16) MCS RMS Screen and Fields on MCS shall duplicate RMS Screens and Fields at the Station.
- ___ (17) MCS RMS Field Edits shall duplicate RMS Field Edits at the Station.
- ___ (18) MCS RMS Functions shall duplicate RMS functions at the Station.
- ___ (19) MCS to State COLLECT/NCIC Transactions shall be provided.
- ___ (20) State COLLECT/NCIC to MCS Transactions shall be provided.
- ___ (21) MCS-State/COLLECT initiated Transactions shall be Persons, Vehicles, Guns, Boats, Articles
- ___ (22) MCS to MCS Messaging shall be provided.
- ___ (23) Full Desktop shall be available
- ___ (24) All MCS Transactions shall be stored on the Server for Inquiry
- ___ (25) MCS Client configurable for non-law enforcement use, ie:Fire.

3.5 CAD-E911 INTERFACE

The CAD-E911 Interface shall provide a link between the CAD and the E911 Premise Equipment ANI/ALI Controller. The E911 Interface shall meet the following requirements:

- ___ (1) Provides a utility to establish a separate ALI E911 queue for each operator's CAD workstation for calls answered by that Dispatcher.
- ___ (2) Provides an ALI Window on the operator's CAD Screen to list the E911 Calls that said operator has answered.
- ___ (3) Provides a click to enter the ALI fields into the fields of the CAD Data Entry Screen.
- ___ (4) Attaches the ALI message to the incident record to eliminate the paper call log.
- ___ (5) Meets Federal/NENA/AT&T Standards E911, Wireless Phase 1 and Phase 2 for Heart Beat and ACK/NAK.
- ___ (6) Transmits Phase 1 and Phase 2 Wireless automatically on receipt of CAD-Map.

3.6 CAD-MAP Centric E911 Phase 1/Phase 2 and AVL Display Interface (CAM)

- ___ (1) CAM shall provide for Map Display (PINMAP) of E911 received data and Unit Responses. The E911 received data includes E911 ANI/ALI and the Lat/Long of Phase 2 Wireless E-911 Messages.
- ___ (2) CAM shall reverse geocode the Phase 2 Lat/Long to street address in the Map Database and display the Street Address on the CAD Entry Window.
- ___ (3) CAM shall Pin map Unit Locations upon sign-on.
- ___ (4) The Pin mapped Unit Locations shall then follow their Assigned Incident Locations.
- ___ (5) CAM shall display Latitude/Longitude of AVL equipped Mobile Units.
- ___ (6) E-911 Incidents, Cellular Incidents will be displayed on the Map until the Incident is "closed". The Unit Locations of non-AVL equipped Mobile Units will then be displayed at their home or current Incident assigned location(s).
- ___ (7) The CAD Workstation shall run both the CAD and Map software and display each on a separate monitor. This configuration shall use a dual-video card and only one keyboard and mouse to control the CAD and the Map on separate monitors.
- ___ (8) Icons for Services (Police, Fire, EMS, Public Works) and Colors shall distinguish Services and Status.
- ___ (9) Text Displays on the Map shall also provide Incident Number, Activity/Call Type, Addresses, Unit Numbers and Status activated by cursor hover, clicks and Sidebar display windows.

3.7 CAD-State/Collect/NCIC Interface

- ___ (1) CAD-State/COLLECT/NCIC Interface use no 3rd Party Software.
- ___ (2) CAD-State/COLLECT/NCIC Interface shall be certified by the State at the time of Bid.
- ___ (3) CAD-State Interface shall store all Inquires and Returns.
- ___ (4) Each Inquiry shall be date and time stamped.
- ___ (5) Each Inquiry shall contain the Operator ID making the Inquiry
- ___ (6) Person Inquiry shall be provided.

- ___ (7) Vehicle Inquiry shall be provided
- ___ (8) Guns Inquiry shall be provided
- ___ (9) Boat Inquiry shall be provided
- ___ (10) Article Inquiry shall be provided

3.8 Image Gateway System

The Image Gateway System shall meet the following requirements:

- ___ (1) Capture Mug Shots
- ___ (2) Link Mug Shots to CAD and RMS
- ___ (3) Capture crime scene, accident, etc. photos
- ___ (4) Link and/or paste photos to RMS records
- ___ (5) Scan documents and link documents to CAD and RMS
- ___ (6) Link Photos and Documents to CAD Premise File Records
- ___ (7) The vendor shall provide a list of electronic cameras and scanners (to be purchased separately) that are compatible with the Image System.
- ___ (8) The Image System shall supply the above capabilities for capture and viewing on any workstation licensed to the proposed Systems at no additional cost.
- ___ (9) The Image System shall supply Bar Code for Property Modules in RMS Arrest and Property/Evidence.

3.9 LiveScan (Cogent) Interface

The Livescan Interface shall meet the following requirements:

- ___ (1) The Interface provides for transmission of person demographic Data File to a Live Scan Machine.
- ___ (2) The Data File shall conform to the format and content specified by the State for required/mandatory fields. Additional Data File fields not mandatory should also be included if captured by Vendors Systems
- ___ (3) Export function from RMS Arrest Sub-Module
- ___ (4) Export function from JMS Inmate Management Module
- ___ (5) Data shall be exported in XML format

3.10 Crime Analysis System (CAS)

- ___ (1) CAS shall run under ARC GIS
- ___ (2) CAS shall provide searches into the CAD and RMS databases
- ___ (3) CAS shall provide Person Descriptor Search
- ___ (4) CAS shall provide Calls for Service Search
- ___ (5) CAS shall provide Incident Search
- ___ (6) CAS shall provide Offense Search

- ___ (7) CAS shall provide Descriptor Search
- ___ (8) User shall be able to pin map any or all records of a Search
- ___ (9) Each Pin Map shall be displayed as a Layer within ARC GIS
- ___ (10) User shall be able to add Parcel Layer
- ___ (11) User shall be able to add Building Layer
- ___ (12) User shall be able to add Picture Layer
- ___ (13) Clicking on any Pin Map Item shall result in display of the Records within the Vendor's CAD or RMS System.
- ___ (14) CAS shall be able to transmit Images to the MCS System.

3.11 Fire Records System (FRS)

- ___ (1) CAD Monitor shall coordinate transfer of information between the CAD system and other modules of the fire records system.
- ___ (2) NFIRS Incident Reporting and Incident Investigating modules shall gather and export required and optional NFIRS 5.0 incident data to the state, and additional incident related information.
- ___ (3) EMS/Search & Rescue Reporting shall track extrication, water rescue, confined space rescue, and high-angle rescue details, and allow for multiple types of rescue equipment use.
- ___ (4) Staff Activity and Training module shall track all aspects of staff training, including training hours, CEU credits, and class attendance. Track certification status using training program records. Track hour or skill requirements for certifications. Track a variety of information like years of service, proximity to station, phone numbers, email addresses, and insurance records.
- ___ (5) Staff Roster module shall manage personnel rosters by defining shifts and assigned personnel on each shift.
- ___ (6) Apparatus, Equipment & Inventory Module shall maintain comprehensive apparatus, equipment, and inventory records with additional fields for specialized types of equipment and equipment maintenance, including specialized testing fields for hose, SCBA, pumps, and other types.
- ___ (7) Occupancy & Inspections Module shall track all occupancy information including building information, owners and contacts. System shall include links to preplan drawings, maps, photos, and other external files. System shall issue, maintain, and renew permits.
Track inspections and violations with available industry-standard and State of Connecticut violation code sets. Batch schedule inspections or automatically schedule a follow up inspection when completing an inspection.
- ___ (8) Accounts Receivable Module shall track accounts, invoices, and payments/credit records for occupancy permits, training, hydrant activities, incident response, etc
- ___ (9) Users shall be able generate reports using tools similar to other system components outside of Fire records (i.e. CAD/RMS).

- _____ (10) Users shall be able to issue inspection reports in the field utilizing the Inspection system, with applicable State of Connecticut fire codes.

3.12 Automatic Vehicle Location (AVL)

- _____ (1) Vendor shall provide AVL Software to efficiently manage GPS location transmissions using the MCS Mobiles and Wireless Network.
- _____ (2) The AVL Software shall be configurable to specify GPS Transmission Rate Parameters based on MCS Mobile speed, distance increment, time increment and vehicle operating (normal, pursuit, etc.) condition. Once configured, transmission Rate Parameters shall be applied to all MCS Mobiles automatically.
- _____ (3) The AVL Software shall include AVL Map Display Software using the Vendor's CAD-Map and ArcView Map database for real-time Mobile position display.
- _____ (4) The vendor shall supply AVL Software for Mobile LapTops. The Map Display shall refresh only on mobile operator request.
- _____ (5) The AVL Parameters shall be under central control secured by the system manager.

SECTION 4.0 COMPUTER HARDWARE

4.1 GENERAL

The City may purchase the Computer Hardware meeting vendor recommended specifications under a separate procurement. Detailed in Section 4.4 below are the City's Workstation and Transaction Activity requirements. Detailed in Section 4.5 below is the City's existing hardware. Enter your recommended hardware specifications in Section 4.6.

4.2 ON SITE INSPECTION

The vendor shall perform an on-site visit and inventory the infrastructure including routers and switches. The vendor shall then be responsible for providing final server, workstation, and network equipment specifications to the City. The vendor shall indicate the cost in Section 1.8.3.

4.3 SYSTEM CERTIFICATION

The vendor shall be responsible for end-to-end certification of the vendor's application software on the vendor's recommended Server Hardware and System Software that has been purchased and installed by the City. Each and every Work Station including Mobile Units will be certified by the vendor. The vendor shall indicate the cost in Section 1.8.3.

4.4 WORKSTATION AND TRANSACTION ACTIVITY SUPPORT REQUIREMENTS

4.4.1 Workstations

The City currently has/uses approximately 35 mobile laptops that will require all features of the new systems. The City also has/uses approximately 80 desktop units that will require all features of the new systems being proposed. There are no anticipated increases in these numbers in the coming 3 years at this time. The City will supply its local Workstations, LANs and utilities.

4.4.2 Current and Projected Transactions Activity

The City logs approximately 60,000 to 80,000 calls for service a year. The historical increase in calls for service has been 2% to 3% per year.

4.5 EXISTING HARDWARE SPECIFICATIONS

4.5.1 Existing Servers: NONE AVAILABLE

4.5.2 Existing CAD and RMS Workstations

The City of Bristol provides all departments the same type of desktop PC/workstation: HP Compaq model dc7900 Small Form Factor PC with Intel Core2 Dual CPU and HP-L1750 17" flatscreen monitor. All police mobile units (31) consist of Panasonic CF-30 laptops, and all fire mobile units (13) consist of Panasonic semi-rugged laptops. Both laptops and desktops use a Windows-XP OS. There is no expected change and/or upgrade in these specs for the next 3 years.

4.6 VENDOR RECOMMENDED HARDWARE SPECIFICATIONS

4.6.1 Work Stations

	CAD	RMS	MCS
Processor Speed	_____MHz	_____MHz	_____MHz
Main Memory	_____MB	_____MB	_____MB
Disk Storage	_____GB	_____GB	_____GB
Ethernet	_____MB	_____MB	_____MB
Monitor Sizes	_____in	_____in	_____in
Operating System	_____	_____	_____
MS Word Processing (Y/N)	_____	_____	_____
Existing Work Stations Adequate (Y/N)	_____	_____	_____
AVL Hardware (Brand and Model)	*****	*****	_____

4.6.2 Servers

The vendor recommended Computer Hardware shall meet the following minimum specifications:

4.6.2.1 Server Hardware

- _____ (1) Servers shall have manufacturer's 5 Yr, On-Site, 24x7-4 hour response maintenance parts and labor.
- _____ (2) Server shall have hot swappable disks.
- _____ (3) Servers shall have hot swappable dual power supplies.

- _____ (4) Servers shall have dual processors.
- _____ (5) Data Servers shall have tape backup units.
- _____ (6) Servers shall be rack mounted.

4.6.2.2 System Software

- _____ (1) Servers shall use Microsoft Windows 2008/2003 Operating System.
- _____ (2) Data Servers shall use Microsoft SQL Server 2008/2005.
- _____ (3) Data Servers shall use Symantec Backup Exec with SQL Agent
- _____ (4) Data Servers shall use Doubletake for redundancy (the City may consider the use of other backup tools in lieu of Doubletake).
- _____ (5) Terminal Servers shall use Citrix XenApp.

4.7 Vendor Hardware Specifications

Vendors shall provide all relevant information necessary for this section. The vendor may quote a major manufacturer that provides equivalent “top-of-the-line” hardware and maintains their own maintenance organization staffed by their own employees for all on-site services. The City shall be the sole judge of “equivalent” and if the proposal does not meet the City’s requirements it will be rejected. Provide a complete detailed listing of each hardware item including make, model, quantity and cost.

4.8 Vendor System Software Specifications

Vendors shall complete this Section. Provide a complete detailed listing of each hardware item including make, model, quantity and cost.

4.9 Hardware Installation Services

The City will purchase Hardware and System Software in accordance with the vendor’s specification detailed in Sections 4.7 and 4.8. The vendor shall provide cost information in Section 1.8.4 for a turnkey installation of the Servers and Application Software on each Work Station and Laptop. Include travel and per diem costs.

Include the following in Part 4 of your Proposal:

- 4.9.1** Provide a breakdown of the installation services man hours and costs for installation and testing.
- 4.9.2** Provide a detailed Statement of Work.

SECTION 5.0
TRAINING / IMPLEMENTATION

5.1 SYSTEM IMPLEMENTATION

The selected vendor shall provide servers as well as purchase specifications for City purchased workstations, and shall be responsible for installation of all server hardware and system software, and installation of application software on City-purchased servers and workstations.

The selected vendor shall perform End-to-End Workstation to Server Testing and Certification of the System Operation.

Your proposal shall specify the time frame and schedule of activities to be completed between the contract signing and system acceptance. It is anticipated that the time period for the entire implementation is twenty-six (26) weeks.

5.2 RECORDS CONVERSION

5.2.1 Records Management System and Computer Aided Dispatch System

The City currently uses HTE CRIMES for Computer Aided Dispatch and Records Management.

- ___ (1) Vendor shall provide a full conversion of all existing HTE databases.
The HTE Data is in an AS/400 Database.
- ___ (2) Vendor shall include at least one (1) reference where a complete conversion was performed.
- ___ (3) Vendor shall provide a fixed cost for the conversion in Section 1.8.1

5.2.2 Evidence Tracking

The City currently uses PERCS Index Inc. for Evidence Tracking. The Evidence Data is in a Paradox Database.

- ___ (1) Vendor shall provide a conversion of the existing Evidence Data.
- ___ (2) Vendor shall include at least one (1) reference where a complete conversion was performed.
- ___ (3) Vendor shall provide a fixed cost for the conversion in Section 1.8.1.

5.2.3 Booking

The City currently uses Electronic Booking System (EBS). The Booking Data is in a Microsoft SQL Database.

- ___ (1) Vendor shall provide a conversion of the Booking Data and Booking Photos. There are approximately 10,000 photos attached to approximately 30,000 arrest records that are part of the conversion.

- _____ (2) Vendor shall include at least one (1) reference where a complete conversion was performed.
- _____ (3) Vendor shall provide a fixed cost for the conversion in Section 1.8.1.

5.2.4 Fire Records

- _____ (1) Conversion of occupancy and inspections data shall include conversion of all building data, with said building data available for review within CAD system. Systems containing data to be converted include Sungard/HTE, FirePrograms Station Manager, Firehouse Software (NFIRS), and MobilEyes Inspect by TradeMaster Inc.

5.3 TRAINING

It is anticipated that the staff requiring training includes the following:

System	Staff Type	Students
ALL	System Manager	7
CAD	Dispatcher	17
RMS	Operator	4
RMS/MCS/JM	Patrol/Investigators	125
S		
MCS	Firefighters	90
FRS	Firefighters	35

Due to the number of staff involved, it is assumed that training will be performed onsite (i.e. at existing City-owned facilities and not at the vendor facilities). Your proposal shall provide a breakdown of the number of classes for each class type, the number of students to be trained in each class type, the length of each class type and the number of man days of training to provide the total number of classes as proposed in the Cost Form in Paragraph 1.8.2.

At least one day of post-training cutover support shall be provided onsite for City staff for each of the following areas:

- CAD (Dispatch)
- RMS (Records)
- RMS/MCS (Patrol)
- MCS (Fire)
- FRS (Fire)

SECTION 6.0
SYSTEM ACCEPTANCE

6.1 Vendor System Software Specifications

Acceptance is to be assumed to be made thirty days from completion of implementation; if problems arise from implementation, acceptance will not be granted until thirty days from correction of such issues.

Payments made by the City under this contract do not constitute acceptance of the system by the City. In addition, use by the City will not constitute acceptance of the system or any part thereof. Acceptance of the system will formally be made in writing by the City following the thirty days from completion of implementation, as described above.

SECTION 7.0 SYSTEMS MAINTENANCE

7.1 Continuing System Software Support

System software support shall be made available 24 hours per day, seven days per week via remote support center. Response time to system software issues shall be no more than two (2) hours. Transition between normal working hours and “after hours” software support shall be seamless to the City. Costs for system software support that requires onsite diagnosis and/or service shall be borne solely by the software provider and not be the City.

7.2 Support Escalation Procedures

Proposals shall provide information on support escalation procedures, in the event that (1) the incident is not responded to within sufficient time or that (2) the incident cannot be remedied in sufficient time.

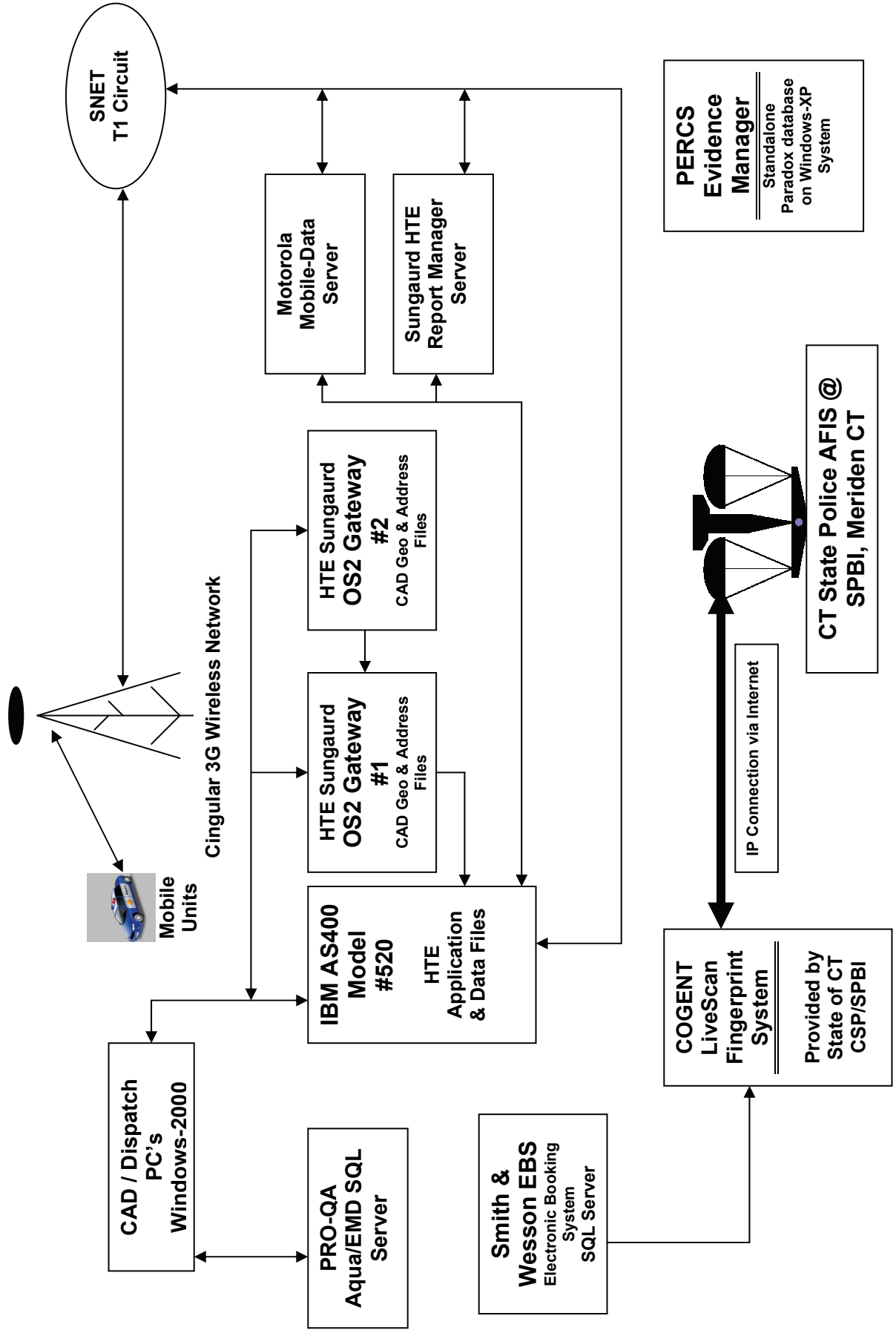
7.3 System Software Patches / Updates

Provision of software patches, as well as minor software updates (e.g. V3.2 to V3.3) are assumed to be included in the base cost for continuing license and maintenance costs, and shall be provided to the City at no additional cost. Any exceptions to this condition shall be clearly outlined in your proposal, with cost methodology for addressing exceptions to this provision.

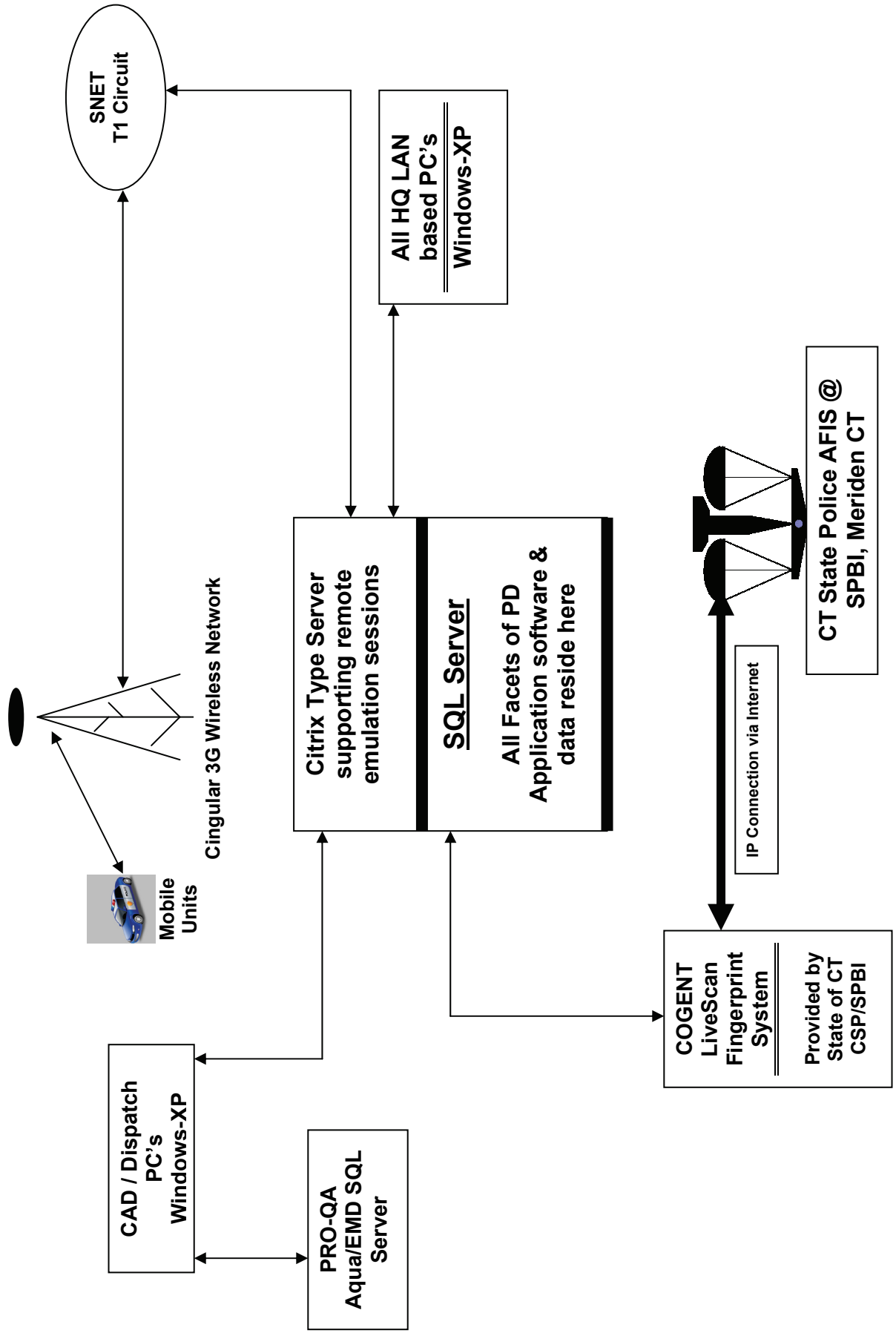
7.4 System Software Version Upgrades

Provision of major system upgrades (e.g. V3.2 to V4.0) are assumed to be included in the base cost for continuing license and maintenance costs, and shall be provided to the City at no additional cost. Any exceptions to this condition shall be clearly outlined in your proposal, with cost methodology for addressing exceptions to this provision.

Bristol Connecticut Police Department Existing Technology Schematic



Bristol Connecticut Police Department Planned Technology Schematic





**CITY OF BRISTOL, CONNECTICUT
NON-COLLUSION CERTIFICATION**

The undersigned certifies under penalty of false statement that this proposal or contract has been made, submitted and executed in good faith and without collusion or fraud with any other person, and without any agreement designed to limit independent bidding or competition. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club or other organization, entity or group of individuals.

I further certify that I have not provided or directed to be provided gifts, meals, or gratuities, as defined in Sec. 2-129(b) of the Bristol Code of Ordinances to any official or employee of the City of Bristol responsible for awarding or administering this bid or contract.

Please complete and sign

Legal Name of Bidder: _____

Business Address: _____

Name of Authorized Agent _____ Title: _____

Phone: _____ Fax: _____

Signature: _____ Date: _____

**CHRO CONTRACT COMPLIANCE REGULATIONS
NOTIFICATION TO BIDDERS**

The contract to be awarded is subject to contract compliance requirements mandated by Sections 4a-60 and 4a-60a of the Connecticut General Statutes; and, when the awarding agency is the State, Sections 46a-71(d) and 46a-81i(d) of the Connecticut General Statutes. There are Contract Compliance Regulations codified at Section 46a-68j-21 through 43 of the Regulations of Connecticut State Agencies, which establish a procedure for awarding all contracts covered by Sections 4a-60 and 46a-71(d) of the Connecticut General Statutes.

According to Section 46a-68j-30(9) of the Contract Compliance Regulations, every agency awarding a contract subject to the contract compliance requirements has an obligation to “aggressively solicit the participation of legitimate minority business enterprises as bidders, contractors, subcontractors and suppliers of materials.”

“Minority business enterprise” is defined in Section 4a-60 of the Connecticut General Statutes as a business wherein fifty-one percent or more of the capital stock, or assets belong to a person or persons: “(1) Who are active in daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of Section 32-9n.”

“Minority” groups are defined in Section 32-9n of the Connecticut General Statutes as “(1) Black Americans; (2) Hispanic Americans; (3) persons who have origins in the Iberian Peninsula; (4) Women; (5) Asian Pacific Americans and Pacific Islanders; (6) American Indians; an individual with a disability is also a minority business enterprise as provided by Section 4a-60g of the Connecticut General Statutes. The above definitions apply to the contract compliance requirements by virtue of Section 46a-68j-21(11) of the Contract Compliance Regulations.

The awarding agency will consider the following factors when reviewing the bidder’s qualifications under the contract compliance requirements:

- (a) the bidder’s success in implementing an affirmative action plan;
- (b) the bidder’s success in developing an apprenticeship program complying with Sections 46a-68-1 to 46a-68-17 of the Administrative Regulations of Connecticut State Agencies, inclusive;
- (c) the bidder’s promise to develop and implement a successful affirmative action plan;
- (d) the bidder’s submission of employment statistics contained in the “Employment Information Form”, indicating that the composition of its workforce is at or near parity when compared to the racial and sexual composition of the workforce in the relevant labor market area; and
- (e) the bidder’s promise to set aside a portion of the contract for legitimate minority business enterprises. See Section 46a-68j-30(10)(E) of the Contract Compliance Regulations.

The undersigned acknowledges receiving and reading a copy of the Notification to Bidders forms.

Signature

Date

Printed Name

Title

Company



City of Bristol
Workplace Analysis Affirmative Action Report
Employment Information Form

Company Name Street Address City State Zip	Contact Person	Phone Number	Date
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Report all permanent full-time or part-time employees, including apprentice and on-the-job trainees. Enter the number on all lines and in all columns.

JOB CATEGORY	A. OVERALL TOTALS (sum of all columns, B-F Male & Female)	B. WHITE (not of Hispanic origin)		C. BLACK (not of Hispanic origin)		D. HISPANIC		E. ASIAN/PACIFIC ISLANDER		F. AMERICAN INDIAN OR ALASKAN NATIVE	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officers/Managers											
Professionals											
Technicians											
Sales Workers											
Office/Clerical											
Craft Workers (skilled)											
Operatives (semi-skilled)											
Laborers (unskilled)											
Service workers											
TOTALS ABOVE											

Do you use minority businesses as subcontractors or suppliers? <input type="checkbox"/> Yes <input type="checkbox"/> No	Explain:
If CT based, do you post all employment openings with the State Of CT Employment Service? <input type="checkbox"/> Yes <input type="checkbox"/> No	Explain:
Do you use an Affirmative Action Plan? <input type="checkbox"/> Yes <input type="checkbox"/> No	Explain:
Describe your recruitment, hiring, training and promotion anti-discrimination practices.	

RETURN THIS FORM IMMEDIATELY!

**City of Bristol, Connecticut
Acknowledgment: Receipt of RFP Documents**

RFP Number: 2P10-011R
Title: Computer Aided Dispatch /
Records Management System

Please take a moment to acknowledge receipt of the attached documents. Your compliance with this request will help us to maintain proper follow-up procedures while ensuring that all vendors have the opportunity to submit appropriate proposals.

Date issued: January 20, 2010

Date received: ____/____/____

Do you plan to submit a proposal? Yes ____ No ____

Print or type the following information:

Company name: _____

Address: _____

City or Town: _____

Phone: _____

Fax: _____

Email: _____

Received by: _____

**Note: Faxed acknowledgments are requested!
Fax (860)584-6171
A cover sheet is NOT necessary.
IMPORTANT: DO NOT FAX PROPOSALS.
PROPOSALS MUST BE SUBMITTED IN SEALED PACKAGES!**