LOS ANGELES COUNTY
SHERIFF'S DEPARTMENT

REQUEST FOR INFORMATION

RFI NUMBER 593-SH
TRAFFIC COLLISION AND CITATION DATABASE SYSTEM
(TCCDS)

OCTOBER 2015

Table of Contents

1.0   INTRODUCTION

1.1   The Los Angeles County Sheriff's Department (LASD) is seeking information from vendors that can provide an operationally proven, commercial off-the-shelf (COTS) or custom developed, secure web-based Traffic Collision and Citation Database System (TCCDS) that will give end-users the ability to collect collision data, vehicle citations, DUI arrests and parking citations which allows data mining for statistical analysis. This TCCDS solution must support electronic citation (E-cites) writers and electronic collision report writers and must also have the capability to upload data from electronic citation (E-cites) writers and electronic collision report writers to the database. This TCCDS solution may be stored on the premises or a vendor-hosted cloud solution. Vendors of interest are those who can identify potential solutions, and are capable of providing a turnkey database solution and ongoing support as part of a maintenance agreement.

1.2   LASD will review the response(s) to this Request For Information (RFI) which may subsequently lead to further research and exploration of the marketplace. Information received in response to this RFI may be used in preparation of a Request For Proposal (RFP), an Invitation For Bid (IFB), or another method for acquiring a web-based database system solution with supporting services.

1.3   Vendors who wish to just furnish information about a product or system that they can make available may formally do so in writing. Vendors who wish to offer a product for sale are requested to submit relevant information as outlined in Section 3.0 (Information Requested) below.

2.0   SYSTEM OVERVIEW AND REQUIREMENTS

2.1   LASD is looking for an operationally proven, secure, web-based traffic collision and citation database system to replace the existing legacy software-based database. The secure website must be available to users Department-wide using a web browser (MS I.E. 7.0 and above and Google Chrome). The system must provide the ability to easily input and extract data with the use of general and numerous customized query reports, a mapping component, and the ability to interface with other databases (e.g. CopLink, CarFax, and LASD Court Services).

2.1.1 LASD is seeking to continue the Single Sign On (SSO) directive, and would prefer the system use MS Active Directory for application authentication.

2.2 The system must meet the requirements outlined in this document and have proven successful installations in at least five (5) public safety/law enforcement agencies, which have been in production for six (6) or more months utilizing the capabilities outlined in this document.

2.3 In addition to capturing and storing new data, the system should be capable of incorporating historical traffic citation/collision data residing in existing legacy databases as well as historical data captured from other third party systems, which will be stored in TCCDS. The data should be searchable based upon user-defined parameters and the query results presented to the user. In addition to the presentation of query results in report form, output should be capable of presentation in a mapping format, a graphing format, and be printable, as required by the end-user.

2.4 TCCDS must have an electronic citation-writing function that gives the end-user the ability to write citations electronically and issue a printed copy to the violator. In addition, the system should have the capability to upload the citation data from a hand-held device to the database; eliminating the need to manually enter this data.

2.5 TCCDS must have an electronic collision reporting function that allows the end-user the ability to write traffic collision reports electronically. In addition, the system should have the capability to upload the collision reporting data from a hand-held device, or from the existing mobile digital computer (MDC) installed in the patrol car, to the database eliminating the need to manually enter this data.

2.6 Functionality available to LASD users should include a restriction for local users to search only local records and allow supervisors or designated administrators to search countywide records.

2.7 TCCDS functionality available to Department managers should include a flexible search capability within a user-defined radius on a common mapping platform (i.e. Google Maps, ESRI etc.). Output should include a list of citation/collision incidents in a report format customizable by the user, the ability to convert the information to graphs and charts, and the ability to map identified incidents.

2.8 TCCDS should allow for information to be input and monitored, and the system must be capable of generating an e-mail alert to designated Department members, including the involved sworn Deputy and

Department employee, that such information has been entered with a hyperlink to the incident.

2.9 TCCDS should allow for complex report templates and custom workflows. TCCDS should allow for a reusable form that is auto populated by linking to various other systems. TCCDS should allow for Collision/Citation incidents to be entered by line personnel and be routed through an electronic chain of command approval process.

2.10 TCCDS should have the capability to generate automatic email notifications for Divisions or Bureaus when alert thresholds are met. TCCDS should have an accountability mechanism that establishes what action was taken at the Unit level to remedy the high alert.

2.11 TCCDS should be customizable including, but not limited to, the following features:

2.11.1 Multiple means to notify specific users based upon user-defined rules

2.11.2 Interface capability with several other systems for importing and exporting employee data, typically web services/xml

2.11.3 Automatic generation of pre-designed report forms

2.11.4 Ability to link multiple incidents together, across modules, by commonalities such as involved employee, investigator, or other specified field

2.11.5 Ability to toggle to details of specific event within a list of search results

2.11.6 Ability to attach different file mediums including documents, photos, audio recordings and video recordings

2.11.7 Ability to easily add or modify fields within each category for specific Department administrators and log those changes in a timeline for an audit trail

2.11.8 Ability to automatically and sequentially number incidents as they are entered into the system

2.11.9 Ability to mask specific information from general users (hide feature)

2.11.10 Ability to sort report columns by user identified fields

2.11.11 Ability to establish several levels of permissions for security rights for user categories

2.11.12 Ability to identify incidents by status (closed, pending for action by [user], etc.)

2.11.13 Ability to schedule specific reports to be automatically generated to identified users

2.11.14 Ability to perform full auditing; not only when data has been modified, but also when a record has been retrieved and not modified, using a graphical user interface

2.12 TCCDS must be capable of geo-coding and mapping all addresses entered into the system.

2.13 TCCDS must have system-generated automatic triggers in support of the following system functions:

2.13.1 Collision Street Name Verification

2.13.2 Citation Vehicle Code Verification

2.13.3 Other Data Verification

2.14 TCCDS should include comprehensive training, including web-based training, and Help Desk support for users.

2.14 TCCDS must periodically and automatically update address and mapping data for neighborhoods included in the project.

2.15 TCCDS must allow for real time analysis by browsing current/historical data within customizable search criteria.

3.0 INFORMATION REQUESTED

Commercial vendors that have an interest in designing and providing a secure web-based database are requested to submit relevant information about their company. A point of contact for each respondent should be provided including; name, address, phone number and email address. Responses should contain the following information as appropriate:

3.1 Description of Service

Provide detailed user and technical documentation that is descriptive of the functions provided by the database and on the specific functional areas identified in this document in Section 2.0 (System Overview and Requirements). A follow-up demonstration of the database will be required by LASD.

3.2 Description of Technical Architecture

The respondent should provide information about the overall system requirements including, as applicable, the following items:

3.2.1   Hardware requirements, if any
3.2.2   Operating system/software environment
3.2.3   Network requirements and protocols
3.2.4   Database environment and any storage requirements
3.2.5   Description of access requirements
3.2.6   Description of security and auditing features

3.3   Description of Product Support and Maintenance

The respondent is requested to comment on the following:

3.3.1   Manuals
3.3.2   On-line documentation and/or help
3.3.3   On-site and off-site training
3.3.4   Help desk operations including staffing and hours of availability
3.3.5   Frequency of upgrades
3.3.6   User feedback procedures

3.4   Estimated Costs

Any costs estimated for the purpose of this RFI are considered for research purposes only, and are non-binding to either the respondent or the County of Los Angeles.

Since this document is an RFI, costs can be an estimation, but only in general as it applies to a typical standard Commercial Off The Shelf (COTS) solution. As this is not a Request For Proposal (RFP) or Invitation For Bid (IFB), specific LASD environment information cannot be made available to the respondent. Consequently, a complete cost estimate will need to be general and take into consideration the following areas that may or may not be quantifiable:

a.   Application development Cost
b.   COTS cost
c.   Recommended hardware specifications and cost
d.   Non-recurring hardware and software licensing cost
e.   Implementation cost
f.   Training costs
g.   Ongoing maintenance support costs

3.5. Corporate information and references

The following information about the respondent vendor to this RFI is requested:

a.   At least five (5) public safety/law enforcement agencies that have had a proven successful installation of the vendor solution in production for six (6) months or more within the last two (2) years

b.   Corporate or company name and headquarters' address

c.   Address/other contact information of nearest corporate or company office to downtown Los Angeles, California

d.   Number of years in business

e.   List of public safety/law enforcement agencies (name, address, contact person and telephone or email) that have deployed the vendor's database

f.   Size of law enforcement customer base (number of agencies and number of vendor solution's system users)

g.   High level system documentation identifying existing deployment of vendor's database at customer site(s)

4.0   RESPONSE METHOD and TIME FRAME

4.1   Responses and questions regarding this Request for Information (RFI) should be addressed to:

Los Angeles County Sheriff's Department

Special Operations Division

Criminal Intelligence Management Bureau

12440 E. Imperial Highway Suite 130

Norwalk, California 90650

Attention: Sergeant Francisco Maldonado

Phone: (562) 345-4247

E-Mail: FMaldon@lasd.org

Deputy Glenn Callaway

Phone: (323) 890-5391

E-Mail: grcallaw@lasd.org

4.2 The Sheriff's Department encourages all potential vendors to submit a response consistent with the content and instructions provided in Section 3 (Information Requested). Vendors shall respond with an original plus two (2) hard copies, and two (2) compact discs of same. **Email responses are not acceptable.**

4.3 Responses to this RFI must be submitted to LASD at the address above by 12-01-2015. If your firm does not respond to this RFI on or before 12-01-2015, LASD will presume your firm does not meet the requirements outlined herein, and/or is not interested in responding to this RFI.

5.0 ADDITIONAL RESPONDENT INFORMATION

5.1 Responses to this RFI shall become the exclusive property of the County. Respondents should be aware that the information provided will be analyzed and may appear in various reports and/or requests, with the exception of those parts of each submission which meet the definition of "Trade Secret" and are plainly marked as "Trade Secret" or "Proprietary".

5.2 The County shall not, in any way, be liable or responsible for the disclosure of any such record, or any parts thereof, if disclosure is required or permitted under California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. Respondents must specifically label only those provisions of the submission which are "Trade Secrets" of "Proprietary" in nature.

5.3 The county will review the responses to this RFI which may subsequently lead to further investigation. This is a request for information ONLY; this is not a solicitation. Information received in response to this RFI may be used in the preparation of a Request for Proposals (RFP), and Invitation for Bids (IFB), or another County method for solicitation of services. Respondents to this RFI will be notified by the County of Los Angeles of a future solicitation.

5.4 Respondents to this RFI may be invited by the County to provide a non-competitive presentation of their products, for only those products presentation is intended for information gathering purposes only. Such presentation should not exceed two (2) hours in length.

Appendix A.
TCCDS FUNCTIONAL REQUIREMENT CHECKLIST

	System Functional Requirement **Does the Proposed System…**	Yes	No	Comments
1.	Have the capability to interface with the existing legacy Microsoft MS Access database software?			
2.	Allow the data to be searchable based upon user-defined parameters and with the query results presented to the user?			
3.	Allow the presentation of query results available in a report form as well as in a mapping format, graphing format and a printable format?			
4.	Provide permission/security level functionality in order to define user rights and access?			
5.	Allow for complex report templates and custom workflows?			
6.	Allow for a reusable form that is auto populated by linking to other systems?			
7.	Allow for Collision/Citation information to be entered by line personnel which is then routed through an electronic chain of command approval process?			
8.	Allow users to set alerts and receive automatic e-mail alerts?			
9.	Allow users to easily add or modify data input fields?			

	System Functional Requirement **Does the Proposed System…**	Yes	No	Comments
10.	Provide the capability of geo-coding and mapping all addresses entered into the system?			
11.	Have audit logging capabilities down to the field level?			
12.	Provide for comprehensive training and Help Desk support?			
13.	Provide automatic updates to addresses and mapping data?			
14.	Provide for real time analysis of current and historical data within a customizable search criteria?			
15.	Provide embedded hyperlink functionality inside each e-mail alert whereby the user can click on the hyperlink and go directly to the system incident?			
16.	Have electronic routing and approval processes built in?			
17.	Have the capability to toggle details of a specific event within a list of search results?			
18.	Have the capability to attach different file types to a specific citation/collision including documents, photos, audio and video recordings?			
19.	Provide automatic event/incident numbering?			

	System Functional Requirement Does the Proposed System…	Yes	No	Comments
20.	Have the capability to mask (hide) specific information based on user-defined parameters?			
21.	Ability to sort report columns by user identified fields?			
22.	Provide status functionality in order to identify incidents by status (closed, pending for action by user etc.)?			
23.	Provide schedule for specific reports to be automatically generated?			
24.	Provide the ability to write electronic citations, print a copy for the violator and upload the citation data to the database?			
25.	Provide the ability to write traffic collision reports electronically and upload the collision report data to the database?			