

M E M O R A N D U M

DATE: August 13, 2002
TO: The Board of Supervisors
FROM: David A. Daigneault, Chief of Police
SUBJECT: Award of Contract - Police Records Management System

The Police Department applied for and received a \$134,900 grant from the Department of Criminal Justice Services for a new Records Management System. This System will meet the Department's critical need for a state-of-the-art solution that will expand its current records management capabilities. In addition, the System will provide both the interoperability needed to establish external criminal justice data sharing links and the compatibility required to add important records related modules such as mobile data terminals.

The Records Management System project Request for Proposal (RFP) was advertised in conjunction with the Computer Aided Dispatch System replacement to identify one vendor capable of providing both Systems with a minimum of interoperability concerns. Nine firms submitted RFPs describing their interest, qualifications, product specifications, and experience in providing similar work. Three firms were interviewed and provided demonstrations of their Records Management and Computer Aided Dispatch System. A panel of staff members including representatives from the Police Department, Fire Department, and Information Technology selected Open Software Systems, Inc., as the most qualified firm. After selection, a price of \$134,434 was negotiated to complete the scope of services associated with the Records Management System.

Funds for the project are included in the FY 2003 Budget.

Staff recommends that the Board approve the attached resolution awarding a contract to Open Software Systems, Inc., in the amount of \$134,434 for the Police Records Management System.

David A Daigneault

CONCUR:

Sanford B. Wanner

DAD/adw
records2.mem