

ROSEVILLE
REQUEST FOR COUNCIL ACTION

Date: September 28, 2009
Item No.: 12.c

Department Approval



City Manager Approval



Item Description: **ACCEPT RECOVERY ACT JUSTICE ASSISTANCE GRANT**

BACKGROUND

In 2003, the department hired a consultant to assist in the search for a combined mobile, RMS, and field reporting package. After extensive research, with emphasis on cost, the decision was made to purchase the package we believed met required criteria.

No sooner was the package implemented than multiple problems arose. Data entered into RMS was often lost, stats could not be retrieved, once submitted to RMS reports could not be changed so minor changes (i.e., misspelled names) required the generation of supplement reports, pdf's could not be added to RMS resulting in completed reports in two separate locations, and there was no download of data to the state as mandated. For accuracy and data retrieval, our records technicians were required to enter data into both the old and new systems. Officers found the field reporting package cumbersome and hard to use, the mobile laptop screen was difficult to see, and reports were continually lost. Furthermore, the designer behind the project left six months into the implementation and was not replaced.

After five years we were still unable to: download data from dispatch to the field reporting package, make changes to submitted reports without writing a supplement, print out a report without individually clicking on all components of the report (i.e., supplements), add pdf's to reports in RMS, run statistical reports, expunge records, or share data with other agencies.

Our current provider informed us that due to budget constraints, the key programmer in the project would be transferred to a different department within their organization and would not be replaced. A major roadblock for future fixes to this already inadequate system.

Our agency continued to struggle with the deficiencies of the current system, all the while trying to work with the provider in a continued attempt to improve the package. The Roseville Police Department took the action to manage a GAP list of services promised by the current provider which did result in issues such as improved data/stat reporting, auto download of monthly crime stats to the BCA, additional query capabilities being addressed and now operable; however, the following features, as promised, are not available:

- dispatch auto download

- incident reports available real-time at multiple off-site locations for use as a resource
- evidence tracking
- crime mapping
- ticket writer/e-citation package
- on scene evidence scanning/entry
- single repository of information/media for an incident
- modification of a police report once it is approved
- secured server on-site
- expunge records as per court order
- export stats from database to an analytical format (i.e., Excel)
- data sharing with other urban agencies
- online forms

In June 2009, the Minnesota Office of Justice Programs (OJP) announced Requests for Proposals for criminal justice systems improvement projects with available funding through the 2009 American Recovery and Reinvestment (ARRA), Edward Byrne Memorial Justice Assistance grant (JAG) program. This one-time (no match required funding) was available to local government agencies. The Roseville Police Department submitted an RFP for a replacement records management system (RMS) and wireless report writing (WRW) system.

The Roseville Police Department had been approached by vendors who sell mobile, RMS, and field reporting packages, but price, due to budget restrictions, was the caveat to purchasing a system that fully suited and met public safety needs. Funding available through the Recovery Act provided the opportunity for this agency to seek funding to purchase an innovative and comprehensive solution to enhance public safety services and protect the community.

Founded in 2002, Law Enforcement Technology Group (LETG) contracts with more than 100 agencies throughout Minnesota and Iowa. LETG offers a package at a price within the terms of the grant that provides the tools and solutions required by this department. LETG's package interfaces and integrates with MNCIS E-Citations, CJRS and CJIS. The system is also CIBRS/NIBRS compliant. LETG is the RMS/WRW vendor selected by the State of Minnesota to provide expertise in the design and feasibility of pending public safety programs.

The comprehensive mobile, RMS, and field reporting package as quoted by LETG offers the full complement of services not delivered by our current contractor. Implementation of LETG's package would allow the Department enhanced operational capabilities and effectiveness through field-based reporting and automated ticket writing providing greater efficiencies and response capabilities in conjunction with LETG's comprehensive, web-based RMS. The entire suite of products and services offers a direct benefit to the department and the community.

Benefits include:

- Reduced liability to data privacy litigation
- Reduced use of office supplies (i.e., paper, CD's)
- Reduced time/effort related to incident management
- Increased data sharing throughout agency
- Increased staff efficiency/effectiveness

- Increased time to follow through with public inquiries
- Increased ability/time for staff cross training
- Increased inter-departmental support
- Increased (simplified) data sharing between squads and dispatch
- Immediate access to mission critical data
- Reduced officer response time
- Eliminate redundant data entry from officers to RMS
- Reduced time on traffic stops by 75%
- Increased accuracy/completeness of records and citations
- Decreased probability for incorrect suspect information
- Web-based RMS accessed at any location

All incident media (forms, report, photos, audio) will be available over the web for any agency, the state, courts, or county/city attorneys to access—no more paper, CD's, time spent sending lengthy faxes or time and money spent driving incident data to court or attorneys.

LETG's package will allow officers more time to deal with street issues and community concerns. Investigators will have access to real-time data as entered by the officer and on-scene evidence bar-coding will save time and duplicate entry. Office staff will have time to expand duties and will be able to assist with investigative details, process public inquiries, and analyze criminal data for use by the department and the public.

POLICY OBJECTIVE

The Roseville Police Department took the action to meet with LETG before submitting the RFP to the Office of Justice Programs. LETG submitted a quote to the department in the amount of \$400,032 that fully covers the cost of a full replacement of the current RMS/WRW plus many features that are not available in the current system.

The Department submitted its RFP (with the LETG quote attached) to the Office of Justice Programs on July 23, 2009. The Roseville Police Department was notified September 9, 2009, that it was awarded the full RFP request in the amount of \$400,032 which will allow the department to fully replace its current RMS/WRW system. Per the terms of the grant, the department has the responsibility to ensure the RMS/WRW system is fully operational by January 1, 2010.

BUDGET IMPLICATIONS

There is no City match required per the terms of this grant. Monthly maintenance fees for the LETG system are \$7,237 less annually than the current RMS/WRW; however, the Department will incur the cost of 20 air cards (for the mobile laptops) at a cost of \$10,560 per year for an annual increase of \$3,323 to the department's operating budget—a cost the department can absorb with no negative impact to service due to the cost saving of materials and time with LETG's package.

STAFF RECOMMENDATION

The police department is recommending that it be allowed to accept funding that covers the full cost for the purchase of an RMS/WRW package that fully meets the needs of the Department

125 and the community. Funding is in the amount of \$400,032 and there is no City match required.

126
127 **REQUESTED COUNCIL ACTION**

128 The police department is requesting Council approval to accept funding that covers the full cost
129 for the purchase of an RMS/WRW package that fully meets the needs of the Department and the
130 community. Funding is in the amount of \$400,032 and there is no City match required.

131
132
Prepared by: Carol Sletner, Police Chief
Attachments: Ltr from MN Office of Justice Programs

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Alcohol &
Gambling
Enforcement

Bureau of
Criminal
Apprehension

Capitol Security

Driver & Vehicle
Services

Emergency
Communication
Networks

Office of Justice
Programs

Homeland
Security and
Emergency
Management

State Fire
Marshal/
Pipeline Safety

State Patrol

Traffic Safety

Office of Justice Programs

445 Minnesota Street, Suite 2300
St. Paul, Minnesota 55101-2139
Phone: 651/201-7350 FAX: 651/284-3317 TTY: 651/282-6565
Internet <http://www.dps.state.mn.us/OJP/>

September 9, 2009

Karen Rubey
Police Services Manager
City of Roseville Police Department
2660 Civic Center Drive
Roseville, MN 55113

Dear Karen Rubey;

I am pleased to inform you that the City of Roseville Police Department proposal number 8986 submitted for a Recovery Act Justice Assistance Grant for the Information Technology Systems Improvement Project has been selected for funding. The tentative award amount is \$400,032 contingent upon final negotiation of a work plan and budget.

The Recovery Act application process was very competitive, with 334 proposals requesting more than \$111 million. OJP is awarding 7 state agency grants and 40 grants to local governments and not-for-profit organizations totaling \$16 million.

A grant manager will be contacting you soon to finalize negotiations. A mandatory grantee orientation workshop will be held this fall with more information on expedited reporting requirements.

Keep in mind that grant agreements must be fully executed within 30 days of receipt with subcontracts executed and grant activities beginning within 60 days. We encourage you to start the administrative processes to retain and hire grant staff immediately.

Congratulations on being selected for funding! Only those proposals that hired, reinstated or maintained staff, employed best practices and improved the criminal justice system were selected. We look forward to working with you on this Recovery Act initiative.

Sincerely,

Tricia Hummel
Director, Community and Justice Grants Division, Office of Justice Programs

Equal Opportunity Employer