

**REQUEST FOR PROPOSALS  
PENNINGTON COUNTY SHERIFF'S OFFICE AND RAPID CITY POLICE DEPARTMENT  
PUBLIC SAFETY SOFTWARE**

Proposals for Public Safety Software used jointly by the Pennington County Sheriff's Office and the Rapid City Police Department will be accepted until 4:00 PM on December 1, 2011.

Completed proposals must be submitted to: City of Rapid City Information Technology Officer, Russ Tiensvold, 300 6<sup>th</sup> Street Rapid City, SD 57701, or e-mail [russ.tiensvold@rcgov.org](mailto:russ.tiensvold@rcgov.org).

**SECTION I: GENERAL INFORMATION:**

The Pennington County Sheriff's Office employs approximately 370 people (approximately 75 sworn), including a 558 bed adult corrections facility and an 106 bed juvenile corrections facility. The Rapid City Police Department employs approximately 142 people (111 sworn). The public safety software is also used by a regional Emergency Services 911 Dispatch Center with approximately 42 employees using approximately 10 dispatch stations.

The agencies described above currently use a shared New World Systems MSP public safety software solution. The existing system includes modules/options to accommodate the following:

- Computer Aided Dispatch (CAD) including
  - ESRI-based GIS mapping
  - E-911 interface
  - Fire Records interface
  - ProQA interface
  - Zetron interface
  - Rip and run (used at fire stations)
- Records Management System (RMS) including
  - Alarm tracking
  - Case management
  - Gun permits
  - Identix interface
  - Orders of Protection
  - Property Management (Evidence)
  - APS Citation interface
  - NCIC interface
  - ITX interface (photo & document management system)
  - Integrated search
  - Integrated report generation (user defined reports)
  - Civil papers (administration and accounting)
  - Warrants
  - Crime analysis
  - Personnel records
  - Training records

- Corrections Management Software (CMS) including
  - Identification bar coding
  - Swanson commissary interface
  - AFIS interface (fingerprinting)
- Mobile
  - Approximately 100 mobile users
  - Utilizing Verizon air cards
  - Field reporting
  - Messaging

**SECTION II: MINIMUM REQUIREMENTS:**

- Proposer shall have a minimum of 5 years experience in the development and maintenance of public safety software.
- Proposed solutions shall be compatible with the agency's existing VMware virtual server system.
- Proposal shall include a detailed timeline leading up to and including go live date and all required training.
- Proposal shall include detailed costs for the initial software (including all hardware, software, development, configuration, installation, testing, and training).
- Proposal shall include detailed costs for all ongoing annual software and hardware maintenance.
- Proposal shall include options for three, four, and five year terms of the agreement entered into pursuant to this RFP and shall be subject to similar terms of renewal.
- Proposal shall include a detailed plan for migrating data from the existing system into the new system as well as an expected success rate for data migration.
- Proposal shall include a minimum of 5 customer references with contact names, e-mail addresses and phone numbers.

**SECTION III: SCOPE OF SERVICES:**

The actual terms of the contract entered into shall be negotiated between the Pennington County Sheriff's Office and the City of Rapid City and the person/group whose proposal is selected. However, the provisions that follow are to be incorporated into any contract unless it is stated and agreed to at the time of considering the initial proposal.

The scope of the required services shall consist of recommendations for public safety software and applicable hardware for purchase, installation, training on use of equipment and all applicable cost estimates. In addition, the RFP shall include a service agreement to include costs and response times.

## SECTION V: SELECTION PROCESS

The following is a sample of the criteria that may be considered during the evaluation process:

- Quality and thoroughness of the proposal submitted
- Software application base package and optional features offered
- Ability of the software application solutions to meet or exceed the technical requirements of the Sheriff's Office and Police Department
- Contractor's references, experience, and financial and business stability
- Contractor's capabilities to perform the contract
- Ability to provide desired interfaces to other software applications
- Support capabilities for on-going maintenance
- Potential for future software enhancements
- Familiarity with the South Dakota IBR system and South Dakota law
- Comprehensive installation, implementation, testing and training plans
- Software application operation and ease of use
- Pricing quoted for the complete system and licenses, installation, maintenance, training, and other options
- Long term cost effectiveness (total cost of ownership)
- Special considerations

A select group of Sheriff's Office and Police Department staff will evaluate the proposals of all responders for compliance with the RFP requirements. The group, after reviewing the proposals, will make a recommendation to the Pennington County Sheriff's Office and Rapid City Common Council who will then either approve or reject the recommendation. The applicant selected will then be contacted and an agreement will be drafted by the County and City Attorney's Office for review and signature.

At anytime during the review and selection process the Sheriff's Office and Police Department staff may opt to invite one or more of the proposing vendors to Rapid City, SD for an on-site demonstration.

## SECTION VI: TECHNICAL ASSISTANCE / CLARIFICATION

Any applicant requiring clarification of the information contained herein or who has questions regarding this RFP should contact:

Russ Tiensvold  
Information Technology Officer  
City of Rapid City  
300 6<sup>th</sup> Street, Rapid City SD 57701  
Phone 605-394-6018  
E-mail: [russ.tiensvold@rcgov.org](mailto:russ.tiensvold@rcgov.org)

The Sheriff's Office and Rapid City Police Department reserve the right to reject any and all proposals, to award the agreement to the proposal that is in the best interest of the Sheriff's

Office and Police Department as determined by the Sheriff's Office and Police Department and to negotiate with any applicant submitting a proposal.