




City of Margate Police Department

ACCREDITED LAW ENFORCEMENT AGENCY
Dana E. Watson, Chief of Police



TO: Douglas E. Smith, City Manager

FROM: Dana E. Watson, Chief of Police 

DATE: August 12, 2015

SUBJECT: **RECORDS MANAGEMENT SYSTEM**

The Margate Police Department's current Records Management System (RMS) has met our needs for approximately the last twenty years. In technological terms, that is an extremely long time. The needs and demands of a modern, state of the art law enforcement agency requires software capabilities that our current system cannot deliver. With the consolidation into Broward County's radio systems, we have an opportunity to acquire a RMS that meets and/or exceeds our needs today. By partnering with Broward County's system, the acquisition will be a fraction of the cost that it would be to purchase as a stand-alone system.

Attached is a memorandum from our Information Technology Director. The memorandum addresses the capabilities of our current RMS and compares it to the ONESolution RMS application that the County utilizes. With the acquisition of ONESolution, we will also have the capability to retrieve useful intelligence rich data from all of our law enforcement neighbors that utilize the same system. It is my recommendation that we acquire this system.

DEW/c

cc: Deputy Chief
IT Director



INTEROFFICE MEMORANDUM FROM THE INFORMATION TECHNOLOGY DEPARTMENT

Date: August 5, 2015

To: Dana Watson, Chief of Police

From: James Wilbur, Information Technology Director *[Signature]*

Subject: Police Department Records Management System

Since consolidating to Broward County's Regional 911 system back in November of 2013, both our departments have been evaluating the possibility of joining the County's Records Management System (RMS). We are at a point where our current system requires both hardware and software upgrading and it is my recommendation that we join the County's RMS.

Our current system captures and analyzes the basic functions of a police RMS system:

- Incident reporting
- Accident reporting
- Arrests *
- Field Interviews *
- Property and Evidence *
- Citation *

* These applications are entered into the system by records from paper documents.

Our current system also only shows our data and no other agencies.

The County uses the product ONESolution which is supported by Sungard Public Sector, our current vendor. ONESolution applications that is available in the County's RMS and not in our current system:

- Accident Wizard – a better work flow entry application
- Notifications - The Notifications Module allows users to create system rules that will notify a list of recipients when certain data-related activities have occurred within RMS. Such activities might include a person viewing a record, changing a specific data element on a record, or entering a new record into the system. Along with an optional audible

alert, notification “hits” will be displayed on recipients’ desktops at login and at user-defined intervals

- P2P – Police to police application is the sharing of data to other agencies
- Ordinance - The Ordinance Module provides for the capture and tracking of information related to the issuance of local ordinance violations.
- Parking Ticket Administration - The Parking Ticket Administration Module allows users to record issued parking violations, including vehicle, owner, and violation information. The module also tracks the payment status and any associated late fees based on agency-defined policies.
- Residential Security Watch - This module records residential establishment and other locations that require special monitoring. The results of the patrol activities are recorded for each location. The module interfaces with CAD to notify the telecommunicator of existing active Residential Security Check records for a location.
- Crime Analysis - Our current system is done through reporting and downloading of data into a mapping program. This application has the data and the mapping integrated.
- Intelligence - Intelligence gathering on people, places, and items.
- Document scanning and storage.
- Asset Management - Asset Management enables an agency to enter and track equipment assignment, fixed assets, and maintenance records.
- Canine Tracking – Specialized mandated reporting by K9 officers.
- Daily Activity Logging – A summarization of previous shift activities.
- Citations – With the installation of driver licenses swipe machines this program will auto populate the information not only on the citation but the RMS. In vehicle printing will decrease the time on traffic stops and provide a legible copy.
- Arrest & Probable Cause Affidavit – This is the standard County form that is electronic and auto fills the RMS.

Current agencies that utilize the County’s RMS:

- Broward Sheriff’s Office
- Fort Lauderdale
- Hollywood
- Sunrise
- Hallandale Beach
- Wilton Manors

Other local agencies that use ONESolution:

- Coconut Creek
- Davie
- Miramar
- Seminole Tribe of Florida

I have also attached a list of other agencies in the state that utilize this RMS.

With the wide use of ONESolution and sharing data, it will enhance crime fighting tools and officer safety for your agency.

The attached cost sheet shows our 2014 RMS maintenance cost of \$65,510.86. The five (5) year financing of this solution equals an annual cost of \$67,731.49. Annual maintenance after the first year will be \$27,353.44.

Under resolution 12-425 we already have an agency access agreement in place between the City of Margate, SunGard and Broward County.

The proposal costs cover software licensing, implementation services, project management, conversion of our current data base, bar-coding kit, driver license readers, and training of all components.

Upon approval we have a targeted go live date of January 15, 2016.

A handwritten signature in blue ink, followed by the date "08/10/15" also in blue ink.