

Helena Police Department Helena, AL
Request for Bids
Police Records Management System

Helena Police Department is seeking proposals from qualified vendors for the deployment of a state of the art, computerized Records Management System. You are invited to submit your proposals for this project. The proposer shall be responsible to provide all the necessary services and installation to fulfill the requirements

The Helena Police Department requires each vendor to submit bids structured so that license(s) are solely for the Helena Police Department. Any bids that attach a license for Helena Police Department to any other department (i.e. Pelham PD, Shelby County Sheriff, Hoover PD, or any other agency) in the local area will be refused and rejected.

All software vendors must be approved by the state of Alabama Law Enforcement Agency and abide and comply with the current FBI/ALEA security agreement.

NOTICE: Helena Police Department reserves the right to accept or reject any proposal submitted

Helena Police Department will receive sealed proposals for a contract to provide a Records Management System. Proposals will be received beginning at 9:00 AM CDT on 06/19/2017 and must be received no later than 1:00 pm CDT on 07/03/2017. The bids shall be opened and read aloud on 07/03/2017 at 1:30 PM CDT in the Council Chambers of the City of Helena. Helena Police Department assumes no responsibility for delays caused by any delivery service. **Late proposals will not be considered nor returned.**

ANNOUNCEMENT: 06/29/2017 THE DEADLINE FOR BID SUBMISSIONS HAS BEEN EXTENDED TO 1:00 PM ON JULY 17, 2017. PLEASE NOTE THIS CHANGE.

Submit two (2) original printed copies of the proposal to:

Helena Police Dept
Police RMS bid
816 Hwy 52 E
Helena, Al 35080
(205)663-6499

Records Management System

- Total of 8 RMS Licenses (one included with initial purchase and 7 additional)
- Data Sharing Network with Law Enforcement Agencies using the same RMS.
- Must be able to interface to existing MSG (Municipal Software Group) Court System Software to import warrant information at least once per day
- Installation, Training* and Annual Support
- Wireless Laptop (in car) Application

RMS shall be capable of providing the following:

- Electronic Crash reporting. This module must be able to submit crash report to the State.
- Connection to the State of Alabama (ALEA) to download citations or electronic citations that can submit to the State.
- Electronic UCR submission and State Reporting with validation error check.
- Field reporting (capable of generating a State approved Incident/Offense Report and Arrest Report) from an MDC with supervisor approval/rejection built in.
- Warrant Tracking (with MSG download)
- Case Management Module with lineup capability
- Officer and Call Log Reports capability
- Crime Mapping
- “Sounds Like” and Name Searches
- Uniform Traffic Citations
- Generate Warning and Ordinance Violation Citations
- Property Room inventory Module (with bar coding support and labeling)
 - 1 Barcode Printer
 - 1 Laser Scanner
 - 1 Case of extra barcode labels
 - 1 Case of thermal transfer ribbon (if needed)
 - 1 handheld bar code reader unit for inventory purposes
 - 1 Electronic signature pad for property releases

***All bids must include full training for the RMS that will include all police employees (35 individuals).**

All software must be bid with a minimum of 1 year of maintenance and support (24/7 365 days) and bids must include a quoted amount showing the cost of annual support/maintenance after the first year. Bids must detail exactly what is covered and not covered in the yearly software maintenance agreement.

All technical requirements (Client and Server Hardware) to successfully run the software must be detailed in the bid proposal.

All software (server and client) must run on Windows platform.

If you have any questions about this bid you can contact Chief Pete Folmar (email pfolmar@cityofhelena.org) or call 205-663-6499

Please be detailed in the proposal and if the software does not support specific criteria listed here please state that in the bid. Each software product will be evaluated individually in order to find the best fit for the Helena Police Department.

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The cost of the project will not be the sole deciding factor in awarding the bid. Other factors including, but not limited to, company reputation, cost of upgrades,

customer support and compatibility with current hardware or software will also be evaluated.

COMPANY SUBMITTING BID _____

ADDRESS _____

CITY, STATE, ZIP CODE _____

SIGNATURE OF PERSON AUTHORIZED TO SIGN BID

TYPED NAME AND TITLE OF SIGNER

TELEPHONE NUMBER

FAX NUMBER

DATE

E-MAIL

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