

**REQUEST FOR LEGISLATIVE ACTION**  
**EXECUTIVE OFFICE**

JUL 20 2020

Version 6/10/19

Completed by County Counselor's Office:

Res/Ord No.: 5379

Sponsor(s): Crystal Williams

Date: July 27, 2020

SUBJECT	<p>Action Requested  <input type="checkbox"/> Resolution  <input checked="" type="checkbox"/> Ordinance</p> <p><u>Project/Title: Requesting an Ordinance appropriating \$23,855 from the Undesignated Fund Balance of the Federal Equitable Sharing Fund for the purchase of IA Pro and Blue Team Software for the Sheriff's Office from SHI of Somerset, New Jersey, an existing County Term and Supply Contract.</u></p>														
<p>BUDGET INFORMATION  <i>To be completed By Requesting Department and Finance</i></p>	<table border="1"> <tr> <td>Amount authorized by this legislation this fiscal year:</td> <td>\$23,855</td> </tr> <tr> <td>Amount previously authorized this fiscal year:</td> <td></td> </tr> <tr> <td>Total amount authorized after this legislative action:</td> <td>\$23,855</td> </tr> <tr> <td>Amount budgeted for this item * (including transfers):</td> <td>\$23,855</td> </tr> <tr> <td>Source of funding (name of fund) and account code number:</td> <td></td> </tr> <tr> <td>Appropriate From: 047-32810 Federal Equitable Sharing Fund</td> <td>\$23,855</td> </tr> <tr> <td>Appropriate To: 047-4201-56661 Federal Equitable Sharing Fund, Sheriffs, Software Purchase</td> <td>\$23,855</td> </tr> </table> <p>* If account includes additional funds for other expenses, total budgeted in the account is: \$</p> <p>OTHER FINANCIAL INFORMATION:</p> <p><input type="checkbox"/> No budget impact (no fiscal note required)  <input type="checkbox"/> Term and Supply Contract (funds approved in the annual budget); estimated value and use of contract:  Department: Estimated Use:</p> <p>Prior Year Budget (if applicable):  Prior Year Actual Amount Spent (if applicable):</p>	Amount authorized by this legislation this fiscal year:	\$23,855	Amount previously authorized this fiscal year:		Total amount authorized after this legislative action:	\$23,855	Amount budgeted for this item * (including transfers):	\$23,855	Source of funding (name of fund) and account code number:		Appropriate From: 047-32810 Federal Equitable Sharing Fund	\$23,855	Appropriate To: 047-4201-56661 Federal Equitable Sharing Fund, Sheriffs, Software Purchase	\$23,855
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PRIOR LEGISLATION	<p>Prior ordinances and (date):  Prior resolutions and (date):</p>														
CONTACT INFORMATION	<p>RLA drafted by (name, title, &amp; phone): Barbara Casamento, Purchasing Administrator, 881-3253</p>														
REQUEST SUMMARY	<p>The Sheriff's Office is requesting the purchase of software packages that would allow them to update the completion, routing, review and recording of their administrative personnel records. The software packages will make their systems paperless and more efficient. The software will also allow the Sheriff's Office to generate custom reports to help them with these records. Quotes for these software packages were obtained from the County's Term and Supply Vendor, SHI of Somerset, New Jersey in the amount of \$23,855.</p> <p>The Sheriff's Office is also requesting the appropriation of funds from the undesignated fund balance of the Federal Equitable Sharing Fund as follows:</p> <table border="0"> <tr> <td></td> <td style="text-align: right;">FROM:</td> <td style="text-align: right;">TO:</td> </tr> <tr> <td>047-32810 Federal Equitable Sharing Fund</td> <td style="text-align: right;">\$23,855</td> <td></td> </tr> <tr> <td>047-4201-56661 Federal Equitable Sharing Fund, Sheriff's, Software Purchase</td> <td></td> <td style="text-align: right;">\$23,855</td> </tr> </table>		FROM:	TO:	047-32810 Federal Equitable Sharing Fund	\$23,855		047-4201-56661 Federal Equitable Sharing Fund, Sheriff's, Software Purchase		\$23,855					
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CLEARANCE	<p><input type="checkbox"/> Tax Clearance Completed (Purchasing &amp; Department) N/A  <input type="checkbox"/> Business License Verified (Purchasing &amp; Department) N/A  <input checked="" type="checkbox"/> Chapter 6 Compliance - Affirmative Action/Prevailing Wage (County Auditor's Office)</p>														
COMPLIANCE	<p><input type="checkbox"/> MBE Goals  <input type="checkbox"/> WBE Goals                      There are no goals on this purchase, the vendor is WBE owned  <input type="checkbox"/> VBE Goals</p>														
ATTACHMENTS	<p>Memorandum from Sgt. Danny Barnes and the quotes for the software packages from SHI</p>														

REVIEW	Department Director: <i>[Signature]</i>	Date: 07-08-2020
	Finance (Budget Approval): <i>If applicable</i>	Date:
	Division Manager: <i>Gray M. Schulte</i>	Date: 7-20-2020
	County Counselor's Office: <i>Bryan Coinsky</i>	Date: 7/21/20

**APPROVED**  
By Sarah Matthes at 1:44 pm, Jul 08, 2020

Fiscal Information (to be verified by Budget Office in Finance Department)

- This expenditure was included in the annual budget.
- Funds for this were encumbered from the \_\_\_\_\_ Fund in \_\_\_\_.
- There is a balance otherwise unencumbered to the credit of the appropriation to which the expenditure is chargeable and there is a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made each sufficient to provide for the obligation herein authorized.
- Funds sufficient for this expenditure will be/were appropriated by Ordinance # \_\_\_\_\_
- Funds sufficient for this appropriation are available from the source indicated below.

Account Number:	Account Title:	Amount Not to Exceed:
047-9999-32800	Federal Forfeiture Fund - Non-Specific - Undesignated Fund Balance	\$23,855

- This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases will, of necessity, be determined as each using agency places its order.
- This legislative action does not impact the County financially and does not require Finance/Budget approval.

## Supplemental Appropriation Request Jackson County, Missouri

Funds sufficient for this appropriation are available from the source indicated below.

Date: July 8, 2020

ORD # 5379

Department / Division	Character/Description	From	To
<b>Federal Forfeiture Fund - 047</b>			
9999	32810 - Undesignated Fund Balance	23,855	
4201 - Sheriff	56661 - Software Purchases		23,855
<div style="border: 1px solid green; padding: 2px; display: inline-block;"> <b>APPROVED</b>  <small>By Sarah Matthes at 1:45 pm, Jul 08, 2020</small> </div>			
Budgeting		\$ 23,855	\$ 23,855



# Office of the JACKSON COUNTY SHERIFF

Sheriff Darryl Forté

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## INTER-OFFICE MEMO

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To: Capt. D. Covey, #08  
From: Sgt. D. Barnes, #25  
Re: IAPro / BlueTeam Acquisition  
Date: 06-10-2020

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Capt. Covey,

On 03-13-19, members of the command staff (Maj. M. Montgomery, Capts. Covey, Epperson, Goodman, and Rogers) joined me in viewing an internet-based demonstration of IAPro and BlueTeam applications.

The IAPro and BlueTeam applications could facilitate electronic completion, routing and review, and recording of administrative personnel records of the Sheriff's Office. This includes, but is not limited to:

1. Citizen Complaints, and Subsequent Investigations
2. Policy Violations, and Subsequent Investigations
3. Pursuit Reports, and Subsequent Review / Policy Violation Investigations
4. Use of Force Reports, and Subsequent Review / Policy Violation Investigations
5. Sheriff's Office-Involved Vehicle Crash Reporting / Review / Investigations
6. Requests for Equipment, Off-Duty Employment, and nearly all other current "Inter-Office Memo" requests
7. Injury and Accident Reports involving members
8. Critical Incident Exposure reports for members

Where all of the above tasks are currently accomplished using paper forms, files, and attachments, IAPro and BlueTeam would make the tasks paperless. The applications accept entries from field level personnel, and automatic routing through the appropriate chain of command. This removes any delays, possibilities of lost or misplaced paperwork, or accountability issues associated with the movement of paper files through the chain of command.

The applications would also accommodate automatic tracking of time limits or deadlines established by the chain for the movement of items through the process.

In addition to the paperless processing of personnel records associated with discipline and administrative records, the IAPro and BlueTeam software features robust report creation tools, which can create custom reports involving incidents and members, such as:

1. Report of member disciplinary history
2. Report of discipline imposed in the past by violation type
3. Early Intervention reports / warnings by violation type / incident type / use-of-force
4. Exposure warning / reports when members are exposed to pre-determined levels of critical incidents
5. Early Intervention reports / warnings when members accumulate citizen complaints / reports of policy violations within pre-determined periods of time

I believe that the acquisition of the IPro and Blue Team applications would be beneficial to the Sheriff's Office to streamline the reporting of incidents, complaints, policy violations, and other administrative record keeping processes associated with our members. The paperless nature, timekeeping, and automatic routing features will reduce liability associated with the possibility of lost or missing files. The Early Intervention and reporting features will aid the command staff in ensuring the ongoing wellbeing of our members. Most importantly, the consolidation of tasks associated with the current paper-based processes into a monitored and controlled electronic software platform will increase accountability and compliance with reporting requirements from the field level, up to and including the command staff.

In addition to research and demonstration of the product by the developer, several members of the command staff and I have spoken with Interim Chief Maj. Hudspeth of Raytown Police Department, and Capt. Michelle Rogers, also of Raytown Police Department. The Raytown PD currently uses the IPro and BlueTeam solutions, and are pleased with them.

I have attached the following to this memorandum:

1. Quote from IPro dated 06-09-2020
2. Informational Materials from IPro and BlueTeam

The purchase of IPro and BlueTeam software includes on-site training of users, setup and configuration of the software, and on-site training for field level personnel in the use of BlueTeam for the initial entry of reports.

I recommend that funds be sourced for the purchase of the IPro and BlueTeam softwares.

**This software can be purchased through SHI, existing Term and Supply Vendor for Jackson County. Bid process would not be required. Legislative action would be required to approve the expenditure.**

Respectfully,

*D. Barnes 25/0340*

Sgt. D. Barnes, #25 / 0340

*I CONCUR WITH SGT BARNES' REQUEST FOR IPRO AND BLUE TEAM ACQUISITION. THESE PROCESSES WILL HELP MOVE THE SHERIFF'S OFFICE IN A MORE POSITIVE AND TRANSPARENT END.*

*Capt. Daley #8  
06-15-2020*

Commanders Endorsement-

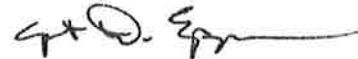
06/15/2020

Major Montgomery,

I concur with Captain Covey and recommend the acquisition of IAPro, which can be used as an early warning device to identify problematic behavior and provide intervention to correct performance.

Sergeant Barnes has done the ground work on this project which has an upfront cost of \$20,000.00 for IAPro and Blue Team with an annual maintenance total of \$2,800.00. He also mentioned the software can be purchased through SHI, which is an existing term and supply vendor for Jackson County, so a bid process would not be required. I will add the maintenance cost to our request for the 2021 budget.

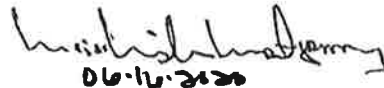
I recommend approval of this software and believe we should purchase the system with monies from the Federal Forfeiture fund.



Sheriff Forte,

Capt. Eppison advised (see attached e-mail) the current balance of the Federal Forfeiture fund is \$38,842.47.

Therefore, I recommend approval as submitted

  
06-16-2020

Approved

Dyl Forte  
6-16-20



Pricing Proposal  
 Quotation #: 19031493  
 Created On: 6/17/2020  
 Valid Until: 7/17/2020

**County of Jackson**

**Inside Account Manager**

**Danny Barnes**  
 415 East 12th Street  
 Kansas City, MO 64106-0000  
 United States  
 Phone:  
 Fax:  
 Email: DBarnes@jacksongov.org

**Alexis Laserna**  
 290 Davidson Ave.  
 Somerset, NJ 08873  
 Phone: 1-888-711-2613  
 Fax: 1-888-394-5322  
 Email: Alexis\_Laserna@shi.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 IAPro Professional Standards Software Ci Technologies, Inc. - Part#: NPN Contract Name: Omnia Partners - IT Solutions Contract #: 2018011-02	1	\$9,541.98	\$9,541.98
2 3 Days On-Site and remote Training Ci Technologies, Inc. - Part#: NPN Contract Name: Omnia Partners - IT Solutions Contract #: 2018011-02	1	\$4,174.62	\$4,174.62
3 BlueTeam Optional Field Support Web application Ci Technologies, Inc. - Part#: NPN Contract Name: Omnia Partners - IT Solutions Contract #: 2018011-02	1	\$7,156.49	\$7,156.49
4 1 Days On-Site or remote Training Ci Technologies, Inc. - Part#: NPN Contract Name: Omnia Partners - IT Solutions Contract #: 2018011-02	1	\$2,981.87	\$2,981.87
		<b>Subtotal</b>	<b>\$23,854.96</b>
		<b>Total</b>	<b>\$23,854.96</b>

**Additional Comments**

Hardware items on this quote may be updated to reflect changes due to industry wide constraints and fluctuations.

Thank you for choosing SHI International Corp! The pricing offered on this quote proposal is valid through the expiration date listed above. To ensure the best level of service, please provide End User Name, Phone Number, Email Address and applicable Contract Number when submitting a Purchase Order. For any additional information including Hardware, Software and Services Contracts, please contact an SHI Inside Sales Representative at (888) 744-4084. SHI International Corp. is 100% Minority Owned, Woman Owned Business. TAX ID# 22-3009648; DUNS# 61-1429481; CCR# 61-243957G; CAGE 1HTF0

*The products offered under this proposal are resold in accordance with the terms and conditions of the Contract referenced under that applicable line item.*