




PURCHASING DEPARTMENT

Madison County Board of Supervisors
146 West Center Street
Canton, MS 39046 / 601-855-5534
kesha.buckner@madison-co.com

April 20, 2020

To: Board of Supervisors
From: Kesha Buckner, Purchasing Clerk 
Subject: Declare Upgrade of DCS Software at Sheriff Department a Sole Source Item

The Sheriff's Department desires to automate the State of Mississippi mandated NIBRS 2020 National Incident Base Reporting System that is required to be fully operated by the year 2021. DCS, Inc., is the sole authorized vendor capable of the seamless integration between the NIBRS Reporting system and the DCS RMS / JMS systems.

I recommend that the Board declare the request upgrade of the RMS module of the Sheriff's Department DCS software to NIBRS 2020 to be sole source item only and authorize purchase of same.



PO Box 2156 Summerville, SC 29484 Office: 843-285-2190

April 13, 2020

Madison County Board of Supervisors
c/o Sheriff Randy Tucker
2941 US-51
Canton, MS 39046

RE: National Incident Base Reporting Software Integration – Sole Source
Justification

Dear Board of Supervisors,

The Madison County Sheriff's Office has been using the DCS, Inc. Records Management Software (RMS) as well as the DCS, Inc. Computer Aided Dispatching Software (CAD), Field Report Writing Software, and the Jail Management Software (JMS) since 2002.

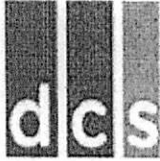
The Sheriff's Office desires to automate the State of Mississippi's mandated NIBRS 2020 National Incident Base Reporting System which is required to be fully operational by the year 2021. The Statement of Work along with the costs to integrate the NIBRS reporting with the Records Management software and the Jail Management software, have been provided to the Sheriff's Office.

DCS, Inc. is the sole authorized vendor capable of the seamless integration between the NIBRS Reporting system and the DCS RMS / JMS systems.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mary T. Lucas', is written over the word 'Sincerely,'.

Mary T Lucas, President
IBM Business Partner Since 1987
Public Safety Software Provider Since 1987
CJIS Compliant NCIC Software Since 2017



Quote/Statement of Work

ORGANIZATION		
CLIENT	NAME	Madison County Sheriff's Office
	PHONE	601-855-0718
	EMAIL	waynew@madison-co.com
	MAILING ADDRESS	2941 US-51 Canton, MS 39046
PROVIDER	NAME	DCS, Inc.
	PHONE	843-285-2190
	EMAIL	quotes@dcs911.com
	Quotation No.	20-055
QUOTATIONDATE: April 6, 2020		

PROJECT		
PROJECT NAME	State of MS Mandatory NIBRS Reporting no later than January 2021	
DESCRIPTION		
See Attached		
DELIVERABLE DATE DUE	DELIVERABLE DESCRIPTION	
See Attached	See Attached	
INVESTMENT		
DESCRIPTION	COST	TERMS
See Attached	See Attached	See Attached
TOTAL COST		

BUSINESS TERMS / CONDITIONS

TERMS OF PAYMENT

Payment Must Be Received On or Before May 31, 2020

DATE QUOTE EXPIRES

May 15, 2020

AUTHORIZATION

CLIENT	SIGNATURE	
	PRINTED NAME	
	DATE	
PROVIDER	SIGNATURE	<i>Mary T Lucas</i>
	PRINTED NAME	Mary T Lucas
	DATE	April 6, 2020

MS NIBRS Reporting Monthly Submission Software

Prepared By: DCS, Inc.

Description	Hours	Rate*	Extended
Insight Crime Contact/Discovery	5	\$145.00	\$725.00
Modify Help Codes	2	\$145.00	\$290.00
Reporting Segments Quick Preview	20	\$145.00	\$2,900.00
Quick Preview Projected Error Rate	20	\$145.00	\$2,900.00
Extract Programs	40	\$145.00	\$5,800.00
Testing/Regression Testing	100	\$145.00	\$14,500.00
Customer Review	2	\$145.00	\$290.00
Total One Time Charge			\$27,405.00

* Below 2020 GSA Programming /
Professional Services Rate

This application is not eligible for maintenance. Any future madated changes are billable.

Mississippi Mandatory NIBRS Reporting Implementation

Mandatory Statute

MS Statute 45-27-9(13)(a) in part states "All law enforcement agencies within the state shall implement an incident based reporting system within the agency or department that meets the reporting requirements of the National Incident Based Reporting System of the UCR Program of the FBI"

Your Records Management System

1. With the exception of Use of Force Offenses and Cargo Theft Offenses, your current Records Management Software captures the data necessary for reporting Group A Offenses, Group B Offenses, and Arrests Information. DCS will be adding the ability to collect the data for all Use of Force Offenses and Cargo Theft Offenses at no charge.
2. Your Current Records Management System (RMS) is NIBRS reporting compliant. No need to replace.

Responsibilities of DCS

1. Create a program to capture the data elements required for Use of Force Offenses. These would be fields that are in addition to the current offense report.
2. Create a program to capture the data elements required for Cargo Theft Offenses. These would be fields that are in addition to the current offense report.
3. Modify the Header Program (in Records – not patrol) expanding the number of offenses from 3 to 10
4. Assist with the overall implementation of monthly NIBRS reporting with a single Point of Contact with the agency.
5. Provide a series of programs that will allow the single Point of Contact to:
 - a. Preview the incidents that are to be submitted for the month. The preview will display the Level 1, Level 2, Level 3, Level 4, Level 5, Level 6 and Level 7 segments.
 - b. Display the incidents that will need a more in depth review catching possible errors (example, an incident is a crime against property, but there has been no property added to the report). Provide a projected error rate percentage.
 - c. Develop the tools needed for the agency to transmit the monthly data to a repository owned by a 3rd party vendor called Crime Insight. The state does not manage its own repository.
 - d. Make corrections to the rejected reports and then resubmit.
6. Maintain an error rate of less than 4%, as required by the state.
7. Not to allow auto fill of any field that would violate the NIBRS reporting standards

Responsibilities of the Customer

1. Must be familiar with all NIBRS Reporting manuals
2. Oversee final coding of all reportable offense reports using the DCS RMS NIBRS-compliant software.
3. (Because each of the data elements used in NIBRS Reporting is edited for accuracy) avoid making any changes to the following drop-down boxes (help codes):
 - Status of Person
 - Premise type
 - Weapon Type
 - Victim Activity
 - Victim Action Before Offense
 - Relationship of Victim to Offender
 - Aggravated Assault Circumstances
 - UCR/NIBRS Offense Codes
 - Method of Entry
 - Race
 - Sex
 - Hair
 - Eyes
 - Complexion
 - Build
 - Property
 - Structure Occupancy
 - Forced Entry
 - Residence Type
 - Residence Status
 - Suspect Action Codes
 - Bias Motivation
 - Domestic Violence

If you feel a change needs to be made one of the help codes categories, please contact DCS.

Implementation Schedule –

Date	Description	Staffing Participation
Before May 15, 2020	Accept Quote for Services	Customer
Before May 31, 2020	Payment Must Be Received	Customer
June 2020	DCS Discovery Crime Insight Documentation	DCS
July – August 2020	Modify all Helps Codes bringing them up-to-date . Develop submission reporting programs	DCS and Customer
September-October 2020	Testing/Regression Testing (with Crime Insight)	DCS
November 2020	Review with Agency. Final Changes as Needed	DCS and Customer
February 10, 2021	Begin Submitting – send January 2021	DCS and Customer