LOS ANGELES COUNTY
SHERIFF'S DEPARTMENT

REQUEST FOR INFORMATION
(RFI)

NUMBER 712-SH

JAIL MANAGEMENT SYSTEM
(JMS)

March 2022

Prepared by
County of Los Angeles

THIS IS A REQUEST FOR INFORMATION (RFI) ONLY; THIS IS NOT A SOLICITATION

Table of Contents

Appendix A   JMS Functional Requirements Checklist

1.0 INTRODUCTION

The Los Angeles County (County) Sheriff's Department (LASD) is presently utilizing a legacy jail management system, the Automated Justice Information System (AJIS), which is a 35-year-old mainframe system developed "in-house."

LASD desires a new jail management system (JMS) solution which is a web-based "suite" to provide the core business functions of booking, movement, inmate events, housing, and release. Additional core business functions which will be described later in this document include consolidated booking, legal cases (with an interface to the Superior Court database (i.e., Tyler Odyssey)), sentence calculation, and business intelligence for executive dashboards suitable for display on electronic tablets.

Vendors of interest are those capable of delivering and installing a JMS solution and providing ongoing support as part of a maintenance agreement. The solution should have both an on-premises and a Criminal Justice Information System (CJIS) compliant cloud-based option.

2.0 BACKGROUND

The County encompasses an area of 4,083 square miles with a population of over ten million. LASD provides general and specialized law enforcement services for approximately five million of these residents, spread over an area of approximately 3,157 square miles. LASD, with approximately 19,000 employees, is one of the largest law enforcement agencies in the nation and manages one of the largest jail systems with an average daily inmate population of over 15,000. These inmates are housed among LASD's seven correctional facilities located throughout the County. LASD processes approximately 145,000 new bookings annually.

LASD is led by the Sheriff, who is an elected official that has the responsibility of being the chief law enforcement officer of the County. The Sheriff enforces federal, state, and local laws in the unincorporated areas and contract cities within the County. Moreover, the Sheriff provides services for traffic, general law enforcement, the Southern California Regional Rail Authority (METROLINK), the Los Angeles County Metropolitan Transportation Authority, and the community colleges. The Sheriff is responsible for operating and maintaining the County jail system inclusive of inmate transportation services within the County, provides the bailiffs and security officers to the courts, and serves civil and criminal processes as dictated by the courts.

3.0 AJIS OVERVIEW

AJIS recognizes an individual at their time of arrest and a booking number is drawn. There are over 40 law enforcement agencies that currently draw booking numbers

from AJIS, by either a direct connect user interface or an interface with an agency's record management system (RMS). An arrestee is transported to a station for processing after which they are either released with a Notice to Appear, bailed out with an assigned court date, or stay in custody until their court appearance. Inmate intake is conducted at LASD's Inmate Reception Center when: a) remanded to the Sheriff by a court; b) a direct booking by an outside agency; or c) due to a medical condition which precludes the arresting agency from housing the arrestee until the court appearance. The Inmate Reception Center intake process (up to 800 inmates a day) includes inmate classification to determine inmate assignments to housing areas, security levels, treatment, and program services. While an inmate is in custody AJIS keeps a history of every aspect of an inmate's incarceration including, but not limited to, permanent housing locations and temporary locations (movement history) which include public visits, attorney visits, court appearances, and other locations within the jail.

4.0   DESIRED JMS MODULES

4.1   Consolidated Booking

Consolidated booking will be available to all participating law enforcement agencies in the County. Consolidated booking will provide a single, unified system to book arrestees by LASD and participating outside agencies, including California Highway Patrol and Board of Parole (at the state level), other County agencies, and Los Angeles Police Department and other policing agencies (at the local level).

The expected functionality as a result of implementing consolidated booking include:

a. Replacing the antiquated AJIS with a more comprehensive, flexible, and user-friendly booking system that will be used in patrol/field operations.
b. Capability to interface with livescan/biometric identification systems.
c. Capability to interface with local police agencies' record management systems using XML/API/web services.
d. Capability to interface with booking photo system.
e. Pre-book/field-based reporting system functionality, as there will be NO unique personal identifier (positive identification/fingerprint).
f. Providing a single, unified inmate record that provides a complete, easily accessible history of all offender information from prior bookings (legal, alerts, incidents, and programs history, etc.) at time of intake.

g. Improving security and safety by providing automated historical warnings to staff at time of booking.

h. Providing a complete audit trail.

4.2   Inmate Movement

This module should track all movements, scheduling of movements, inmate locations, and inmate inventory/count by housing location (which includes all LASD custody facilities). All scheduling and movement transactions that are accomplished within the existing solution are within the scope of this module. This includes movements that are associated to consolidated booking. Specific areas where movement occurs include jails, court lockups, patrol stations, Inmate Reception Center, and transportation. It should be noted that inmate movements are often done in bulk due to facility, security or health concerns which would prompt for a JMS solution that easily and efficiently handles the movement of a large inmate population with minimal keystrokes.

This module would enable the scheduling and confirmation of both internal and external inmate movements, including cell assignments and re-assignments, medical appointments, moves to the recreation area or law library, court appearances, and temporary absences and transfers. Scheduling conflicts should be highlighted at the time of creation. Functionality for handling unscheduled movements should also be available.

4.3   Banking

This module should conform to generally accepted accounting principles to provide functionality that shall include, but not be limited to:

a. Managing inmates' trust accounts including balances, obligations, and transaction histories, as well as printing statements.

b. Ability to create sub-accounts.

c. Generating and printing checks.

d. Account reconciliation procedures.

e. Pre-defined reports.

4.4   Property

This module should track (check in/out) items deposited by inmates upon admission or at any time during custody. Tracked items shall have a description (including images) and a unique locator number, with support for the printing of barcode labels. The date/time of every property transaction

shall be recorded. This module shall also track items issued to inmates by the facility, including identification of the property user.

4.5 Legal Cases

All legal information on each inmate should be maintained within this module, which will also function as a real-time repository for all court documents from the Superior Court's automated system. A legal case includes everything that occurs as a case passes through the legal process, including arrests, charges, court appearances, court orders, bail tracking, convictions, pre-sentence reports, and/or sentencing. LASD expects there will be an integration with an external court case management system (e.g., Tyler Odyssey).

4.6 Sentence Calculation

This module will accept data from legal cases and perform sentence calculation based on sentence type, sentence term, conditions attached to sentences, consecutive vs. concurrent, calculation and application of discipline debits, as well as sentencing credits for participating in educational and fire camp programs. Release dates and early release dates will be calculated based on percentage of time served and be recalculated for violators of probation. This module should allow for the ability to record multiple case numbers for each inmate with each case having multiple charges and counts per charge. LASD's expectation is that the sentence calculation functionality will be configurable to permit adjustments in the sentence calculation parameters without software coding changes.

4.7 Release

This module will process the inmate during the release process. Inmate releases can occur in the field (patrol), at patrol stations, at courthouses and at inmate reception centers. The module will have the ability to perform checks and validations to ensure the inmate is appropriately and legally eligible to be released, which would include interfacing with disparate systems for checking warrants, any open cases, and connecting the inmate to community services.

4.8 Business Intelligence

The business intelligence (BI) module will provide executive dashboards displayable on smart phones, tablets, and desktops to provide for the viewing of key global operational data with the ability to drill down to the supporting data. This BI module must be flexible enough to support ad hoc dashboard

design to display a variety of information dependent on each user's needs. Trend analysis and multi-dimensional analysis are additional required capabilities.

4.9 Prospective Interfaces

   a. CAD/RMS
   b. DOJ/CCHRS (County's Consolidated Criminal History Reporting System)
   c. AJIS
   d. Livescan/AFIS (Automated Fingerprint Identification System)
   e. Commissary vendor
   f. Vending vendor
   g. Telephone vendor
   h. Superior Court (i.e., Tyler Odyssey)
   i. Cerner (electronic medical record)

5.0 GLOBAL JMS REQUIREMENTS

Access control shall provide for authorization, identification and authentication (I&A), access approval, and accountability where:

5.1 Authorization shall specify what JMS functionality is available to the logged-in individual or the location of the computer terminal.

5.2 Identification (by accessing Active Directory) and authentication shall ensure that whoever is logging into JMS is authorized to do so.

5.3 Access approval shall grant access during operations by associating users with the functionality that they are allowed to access and by the location of the computer terminal, based on the authorization policy.

5.4 Accountability shall identify the functionality of JMS that the logged-in individual accessed by providing an audit trail.

6.0 INFORMATION REQUESTED

This RFI is seeking information from vendors who can provide an operationally-proven JMS that includes all necessary software, interfaces, ad-hoc reports, maintenance, and training for the AJIS replacement system. Commercial vendors who may have an interest in providing a complete solution are requested to complete Appendix A (JMS Functional Requirements Checklist) to this RFI and submit relevant information about their system and solutions. A point of contact for each Respondent

should be provided including name, address, phone number, and email address. Responses should contain the following information, as appropriate:

6.1 Description of System Functionality
Documentation should be provided that is descriptive of the functions supported by the system, with a focus on the specific functional areas identified in this document. Existing product literature and prepared marketing materials may also be included; however, this information is less useful than more detailed user and technical documentation.

6.2 Description of Technical Architecture
Respondents should provide information about overall system architecture including, as applicable, the following items:
   a. Vendor-provided operating system/software environment
   b. Detailed network requirements and protocols
   c. Vendor-specified LASD self-hosted relational database environment and storage requirements
   d. Description of user interface, including browser-based screens for all functions of the system
   e. Description of the installation process
   f. Description of Respondent's security features, which must include integration with Active Directory and Global Federated Identity and Privilege Management
   g. Capability to configure and/or customize the application, including reference tables, screen displays, and both ad-hoc and canned reporting tools
   h. Application scalability
   i. Technical approach to providing system interfaces

6.3 Description of Product Support and Maintenance
Respondents are requested to comment on the following:
   a. Manuals
   b. On-line documentation and/or help
   c. Onsite and offsite training
   d. Help desk operations, including staffing and hours of availability
   e. Frequency of upgrades and acquisition of upgrades
   f. User feedback procedures
   g. 365/24 support procedures

6.4 Corporate Information and References
Vendors responding to this RFI are also asked to provide the following information:
a. At least two custody/correction references that are currently using the system and/or have used the system within the last five years
b. Information on the installation with the largest concurrent user base
c. Description of business experience installing and maintaining jail management systems
d. Number of years in business
e. Number of custody/corrections customers and their average daily inmate populations
f. Number and type of employees (e.g., development programmers, support technicians, etc.) and their background experience and expertise

6.5 Description of Cost Model
As this document is an RFI, costs can only be estimated and will not be binding on Respondent. Respondents may wish to label this section "Proprietary." Respondents should describe charges and costs including, but not limited to, the following subcategories:
a. Software reconfiguration to meet LASD expectations and interface with existing jail information management software (exact requirements have not been determined)
b. Desired JMS modules
c. Maintenance and licensing
d. Training

7.0 RESPONSE METHOD AND TIME FRAME

7.1 Responses and questions regarding this RFI should be labeled:
"Response to RFI No. 712-SH JAIL MANAGEMENT SYSTEM"
and be addressed to:

Los Angeles County Sheriff's Department
Data Systems Bureau
12440 East Imperial Highway, Suite 400 East
Norwalk, California 90650
Attention: Georgina Mojardin
Email: gmojard@lasd.org
Phone: 562-345-4209

7.2 Responses to this RFI will be accepted in person, by private messenger, delivery service, or United States Postal Service (USPS), no later than **April 28, 2022 by 3:00 p.m. (Pacific Time)** at the address listed above. **(Email responses will not be accepted).**

7.3 Respondents shall provide two hard copies and three electronic copies (e.g. compact disc, USB drive, etc.) of their response.

7.4 Respondents are requested to respond to each item in this RFI including Appendix A (Requirements Checklist).

7.5 The Department encourages all potential Vendors to submit a response consistent with the content and instructions provided herein.

7.6 Responses to this RFI after submission deadline may be accepted by the County at the sole convenience and discretion of the County.

7.7 Not responding to this RFI will not impact your ability in the future to respond to any subsequent solicitation issued by the County on behalf of the Department.

8.0 <u>OTHER INFORMATION</u>

Responses to this RFI shall become the exclusive property of the County. Respondents should be aware that the information provided will be analyzed and may appear in various reports and/or requests, with the exception of those parts of each submission which meet the definition of "Trade Secret" and are plainly marked as "Trade Secret" or "Proprietary".

The County shall not, in any way, be liable or responsible for the disclosure of any such record, or any parts thereof, if disclosure is required or permitted under California Public Records Act or otherwise by law. A blanket statement of confidentiality or the marking of each page of the submission as confidential shall not be deemed sufficient notice of exception. Respondents must specifically label only those provisions of the submission which are "Trade Secrets" or "Proprietary" in nature.

Respondents to this RFI may be invited by LASD to a Respondents' Conference for the purpose of familiarizing Respondents with LASD processes and workflow. Respondents may also be invited to provide a non-competitive presentation of their products, for only those products which relate directly to the subject and intent of this RFI. The presentation is intended for information gathering purposes only. Such

presentation may not exceed four hours in length. **The date(s), length, and times will be coordinated between the Respondent and the contact person identified in Paragraph 7.0.**

LASD will review the responses to this RFI which may subsequently lead to further investigation. **This is a request for information ONLY; this is not a solicitation.** Information received in response to this RFI may be used in the preparation of a Request for Proposals (RFP), an Invitation for Bids (IFB), or another County method for solicitation of services. Respondents to this RFI will be notified by the County of a future solicitation, if and when issued.