

AST Records Management System**FY2008 Request: \$950,000****Reference No: 45336****AP/AL:** Appropriation**Project Type:** Information Systems**Category:** Public Protection**Location:** Statewide**Contact:** Dan Spencer, Director, Administrative Services**House District:** Statewide (HD 1-40)**Contact Phone:** (907)465-5488**Estimated Project Dates:** 04/13/2008 - 06/30/2010**Brief Summary and Statement of Need:**

The documentation and collection of information in the form of police reports and charging documents is an integral, enormous, and necessary part of criminal investigations and the daily business of any public safety agency. This modernization of the records management system will allow for greater efficiencies in storage, retrieval, and data mining.

Funding:	FY2008	FY2009	FY2010	FY2011	FY2012	FY2013	Total
Gen Fund	\$950,000						\$950,000
Total:	\$950,000	\$0	\$0	\$0	\$0	\$0	\$950,000

<input type="checkbox"/> State Match Required	<input checked="" type="checkbox"/> One-Time Project	<input type="checkbox"/> Phased - new	<input type="checkbox"/> Phased - underway	<input type="checkbox"/> On-Going
0% = Minimum State Match % Required		<input type="checkbox"/> Amendment	<input type="checkbox"/> Mental Health Bill	

Operating & Maintenance Costs:

	<u>Amount</u>	<u>Staff</u>
Project Development:	0	0
Ongoing Operating:	0	0
<u>One-Time Startup:</u>	0	
Totals:	0	0

Additional Information / Prior Funding History:

None.

Project Description/Justification:

Information Technology Capital Project Review Form FY2009

1. Has this project been previously approved? NO
2. What is the purpose of the project?

Currently the records management system at DPS is paper-based, which requires a great deal of slow, manual distribution, filing, mailing, and storage resulting in burdensome inefficiency and a demanding use of personnel time. An electronic records management system will allow modernization of records management. Research and data mining from such a system will also be enhanced. This will also create an automatic, central, statewide storage system that will be constantly updated.

Project cost:	Capital:			Annual O&M costs or savings
	Prior Years	FY 2007	FY 2008	
General Funds			950,000	
General Fund Match				
General Fund Program Receipts				
I/A Receipts (dept. and fund source)				
Other Funds (name and fund number)				
Federal Funds				
Total			950,000	

3. Is this a new systems development project? YES

Upgrade or enhancement to existing department capabilities? NO

4. Specifically, what hardware, software, consulting services, or other items will be purchased with this expenditure? (Include a line item breakdown.)

Vendors have been identified that can provide software, customization, and support for this records management system. All funds will be used under a blanket contract that will procure software licensing, customization, and programming support to implement the new RMS system.

5. How will service to the public measurably improve if this project is funded?

It will mean a faster response to requests from the public and will allow for many operations to be conducted remotely and automatically with a minimum of personnel interactions.

Improvements in efficiency lead to better and more modern services to the public. This product will also lead to better quality and quantity of work product. A records management system will result in an automatic, central, statewide storage system that will be constantly updated.

6. Does project affect the way in which other public agencies will conduct their business?

Yes, electronic files will be easier to research and faster to send to other law enforcement agencies.

7. What are the potential out-year cost implications if this project is approved? (Bandwidth requirements, etc.)

There will be some ongoing license and maintenance fees, but until a proposal is submitted, those costs are not known. Bandwidth needs may increase, but again, no firm estimate can be given until a system is completed.

8. What will happen if the project is not approved?

The case records will continue to be paper-based, resulting in reports being distributed and filed manually.