



# STAFF REPORT

**Report To:** Board of Supervisors                      **Meeting Date:** January 6, 2022

**Staff Contact:** Jerome Tushbant, jtushbant@carson.org

**Agenda Title:** For Possible Action: Discussion and possible action regarding authorization for the Carson City Sheriff's Office ("CCSO") to submit to the Nevada Office of Criminal Justice, National Criminal History Improvement Program ("NCHIP"), an application for a grant in the amount of \$82,000 for dispatch interface modernization. (Jerome Tushbant, jtushbant@carson.org)

Staff Summary: The Nevada State Police, Records, Communications and Compliance Division ("RCCD") will be requiring criminal justice public safety digital communication to be modernized, resulting in an interface between CCSO's Records Management System and its state/federal partners. If awarded, this grant would provide funds in an effort to increase the ability for CCSO to address efficiencies and public safety through technology. This application is for a vendor to perform the work required for this interface. Funding is based on a "first come, first served basis", as long as funding is still available.

**Agenda Action:** Formal Action / Motion                      **Time Requested:** Consent

**Proposed Motion**

I move to authorize submission of the grant application as presented.

**Board's Strategic Goal**

Safety

**Previous Action**

N/A

**Background/Issues & Analysis**

The RCCD has launched modernization projects to include software applications that support the statewide law enforcement message switch system, hot files and computerized criminal history. This Nevada Criminal Justice Information System Modernization effort will add critical system functionality for internal and external users that will improve the efficiency, public safety and effectiveness of operations and provide improved services to the public.

Currently, the CCSO communication center regularly conducts records checks between Computer Aided Dispatch and CCSO's state/federal criminal justice record partners. This is done seamlessly and efficiently from the current interface. This modernization project is mandatory. To continue at the same level of efficiency/public safety, a new interface is required.

Based on the vendor estimate, CCSO anticipates it will be asking the NCHIP for funds in the amount of \$82,000.

**Applicable Statute, Code, Policy, Rule or Regulation**

N/A

**Financial Information**

**Is there a fiscal impact?** Yes

**If yes, account name/number:** Grant Fund - Account TBD

**Is it currently budgeted?** No

**Explanation of Fiscal Impact:** This grant has a 10% match (in-kind allowed) which can be absorbed by personnel costs and within the existing CCSO budget in the General Fund. Staff expects that this grant will reduce the financial impact for the City. As this grant application is on a 'first come, first served basis', time is of the essence. The funds requested in this grant application will be in the amount of \$82,000. Revenue and Expense in the Grant Fund will be augmented if awarded.

**Alternatives**

Do not authorize submission of the grant application.

**Attachments:**

[Carson City DataLink Proposal.docx](#)

[NCHIP-Subgrant-RequestForFunding.docx](#)

[NCJIS Mod\\_CJ TAC\\_CA\\_OCJA\\_DEC 2021\\_Final.pdf](#)

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)



Proposal

# Nevada Law Enforcement Message Switch (LEMS) Interactions

*December 2021*

**Carson City, NV**

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# Introduction Letter

December 10, 2021

Sarah L. Johnson  
Communications Manager  
Carson City Sheriff's Office  
911 E. Musser  
Carson City, NV 89701

Re: Proposal for Professional Consulting Services

Dear Sarah:

Mission Critical Partners, LLC (MCP) appreciates the opportunity to provide this proposal to the Carson City Sheriff's Office for a solution connecting its Computer-Aided Dispatch (CAD) system to the State of Nevada's next-generation Law Enforcement Message Switch (LEMS/JX).

MCP is prepared to configure and deliver its DataLink software components to manage the exchange of data between your CAD and LEMS/JX. These components are lightweight implementations that are built to standardize and streamline communications between information systems. MCP will manage all formatting of data in the required formats to send to LEMS, and for translating data from LEMS back into a format that the CAD system can process. One of the goals is to minimize or eliminate the reliance on the vendor who provides the CAD system, reducing costs.

But MCP's integration services go beyond simply building an interface and letting it run. Our innovative subscription fee-based service provides you with *lifecycle management* of the interfaces. By purchasing the subscription service, Carson City Sherriff's Office gets full-time remote monitoring of the interfaces, a single point of contact for problem resolution, and a commitment to update the interface if and when the state's requirements evolve.

I will serve as your client manager. I am prepared to assist you and your office in achieving a successful outcome for this project. If you have any questions regarding the information submitted, please contact me at 469.435.3104, or via email at [ToddCrandell@MissionCriticalPartners.com](mailto:ToddCrandell@MissionCriticalPartners.com).

On behalf of our entire team, we stand behind the Carson City Sheriff's Office to serve as your partner and your advocate.

Sincerely,

Mission Critical Partners, LLC

Todd Crandell  
Business Development Manager

# Your Mission Matters

## At MCP, Our Mission Is Simple: To Improve Emergency Response and Justice Outcomes

We are committed to working collaboratively with you to implement successful solutions for your networks, data, and operations. More than just a consultant, we act as trusted advisors to our clients, striving to deliver value, efficiency, and fresh ideas—all while mitigating risk. We are solely focused on the public safety, justice, healthcare and critical communications sectors, and what makes us different is our holistic perspective. A leading provider of data integration, consulting, network and cybersecurity services, our vision is to transform the mission-critical communications and public-sector networks and operations into integrated ecosystems.

More importantly, we stand behind the significance of the work our clients do and how critical their missions are—not just for their organizations, but because their communities are counting on them. While we are proud to have the largest, most experienced team of specialized experts in the industry, our greatest pride comes from applying this expertise to work side by side with our clients to implement the best possible solutions—because the mission matters.

## By the Numbers



Since 2009, MCP has supported 2,200+ projects for 750+ public-sector and critical communications agencies



We serve clients in 48 states and 95% of the nation's largest metropolitan areas



Our staff consists of 150+ subject-matter experts, each with an average of 25 years of experience, dedicated to supporting our clients and their missions



We create significant project cost savings for our clients—often 15%, sometimes more



More than 90% of our clients remain with us from project to project



BECAUSE  
THE MISSION  
MATTERS



## Data Integration Services

In the courts, justice and public safety arena, the business environment includes vendors, suppliers, partners, community, private organizations, and various government agencies. MCP's Data Integration Services team specializes in the planning and implementation of complex data exchange and integration projects for the criminal justice market. Our successes include integration initiatives that span all major entities within the criminal justice community, including:

- Law Enforcement
- Courts
- State Bureaus of Investigation
- Social Services
- Prosecution
- Probation
- Human and Health Services
- Department of Motor Vehicles
- Public Defenders
- Adult/Juvenile Corrections
- Child Support

We've made it our business to help you facilitate, integrate, and improve your ability to work together—by focusing on workflow integration—to achieve real-time accessibility to information that is relevant to the business environment. This event-triggered information sharing has the benefit of reducing paper dependencies, cutting costs and uncovering innovative revenue opportunities that exist in your ecosystem.

MCP has implemented large-scale, multi-year workflow integration projects at the state, county and local levels. The benefit to our clients is that our full range of system integration capabilities is augmented with real-world experiences, proven methodologies, industry standards, and best practices that are demonstrated in the breadth, depth, and realism of our strategic planning and implementation efforts.

Our court, justice, and public safety capabilities include, but are not limited to:

Services
<ul style="list-style-type: none"><li>• Strategic Planning and Governance</li><li>• Analysis</li><li>• Exchange Architecture</li><li>• Integration</li><li>• Project Management</li><li>• National Standards</li><li>• Product Solutions</li></ul>

MCP uses national standards, modeling tools, and open technologies day in and day out, including:

- Justice Information Exchange Model (JIEM)
- Service-Oriented Architecture (SOA) and Global Reference Architecture (GRA)
- Web Services Standards
- eXtensible Markup Language (XML) Standards and National Information Exchange Model (NIEM)



## We're Committed to Putting our Clients First

Partnering with a firm that brings an independent, objective perspective to every engagement is a top priority of our clients. We stand behind our commitment to always put the fundamental interests of our clients first.

From our inception, vendor-neutrality is a value that underpins every aspect of what we do. Our goal is to determine the most favorable solution for our clients based on their unique requirements, budget, governance structure, operations, and existing technologies. We provide a holistic perspective regarding the entire mission-critical communications ecosystem, free of bias or favoritism to any specific product or service provider. Our recommendations always are based solely on the value and the benefit provided to the client.

For clients, this approach means more control and greater visibility into the systems they ultimately are responsible for operating and maintaining, and—more importantly—a successful project that improves outcomes.

Board of Directors



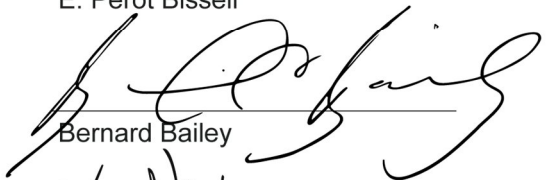
R. Kevin Murray




Robert Chefitz



E. Perot Bissell



Bernard Bailey



Darrin W. Reilly



Nola Joyce

The background is a solid dark blue color. It features a pattern of light blue hexagons of various sizes, some of which are interconnected by thin lines. Small, light blue diamond-shaped dots are scattered across the background, creating a network-like or molecular structure. The overall aesthetic is clean, modern, and technical.

# Statement of Services

## Introduction

Mission Critical Partners, LLC (MCP) appreciates the opportunity to provide this proposal to the Carson City Sheriff's Office for a solution connecting its Computer-Aided Dispatch (CAD) system to the State of Nevada's next-generation Law Enforcement Message Switch (LEMS/JX).

MCP proposes to configure and deliver its DataLink software components to manage the exchange of data between your CAD and LEMS/JX. These components are lightweight implementations, built to standardize and streamline communications between information systems. MCP will manage all formatting of data in the required formats to send to LEMS, and for translating data from LEMS back into a format that the CAD system can process. This approach minimizes or eliminates the reliance on the vendor who provides the CAD system, reducing costs and timelines, and clarifying maintenance, support and troubleshooting.

But MCP's integration services go beyond simply building an interface and letting it run. Our innovative subscription fee-based service provides you with *lifecycle management* of the interfaces. By purchasing the subscription service, Carson City Sheriff's Office gets full-time remote monitoring of the interfaces, a single point of contact for problem resolution, and a commitment to update the interface when the state's requirements evolve.

## Problem Statement

The Nevada Department of Public Safety (DPS) is in the process of upgrading the interface to the state's message switch and Hotfiles, as well as the FBI's National Crime Information Center (NCIC) and Nlets, the International Public Safety and Justice Network. DPS and its vendor, Unisys, have provided extensive documentation, in a standard format that provides clarity and completeness for developers to create interfaces that interact with the message switch.

The upgrades DPS has made to the message switch bring it into the modern era and provide greatly expanded functionality. DPS now offers new queries, and new data content returned from existing queries. Perhaps more importantly, it will make change management easier and more efficient going forward. The State will be able to add functionality without breaking the existing interfaces going forward.

The upgraded switch interface also modernizes the way that local systems like Carson City's Computer-Aided Dispatch (CAD) system interact with these data sources. It utilizes modern technology, leverages national standards like the National Information Exchange Model (NIEM) and the Global Reference Architecture (GRA). This affords more flexibility to meet changing demands in the future. It also provides experienced integrators like Mission Critical Partners a reliable set of specifications for building interfaces.

More importantly, the upgraded approach to interface allows providers like Mission Critical Partners to monitor, support and make changes to the local interface as state and national requirements and functionality change in the future very efficiently.

However, challenges remain. For Carson City to be able to take advantage of these new capabilities, the existing CAD forms or query screens will have to be modified. And the CAD system may have to be modified to produce the newly required data to send to the switch, as well as to process the additional data being returned from CAD users' queries.

CAD system vendors like CentralSquare Technologies do not have the developer capacity to build new interfaces, and in some cases are not providing support services necessary to modify systems to accommodate new interfaces.

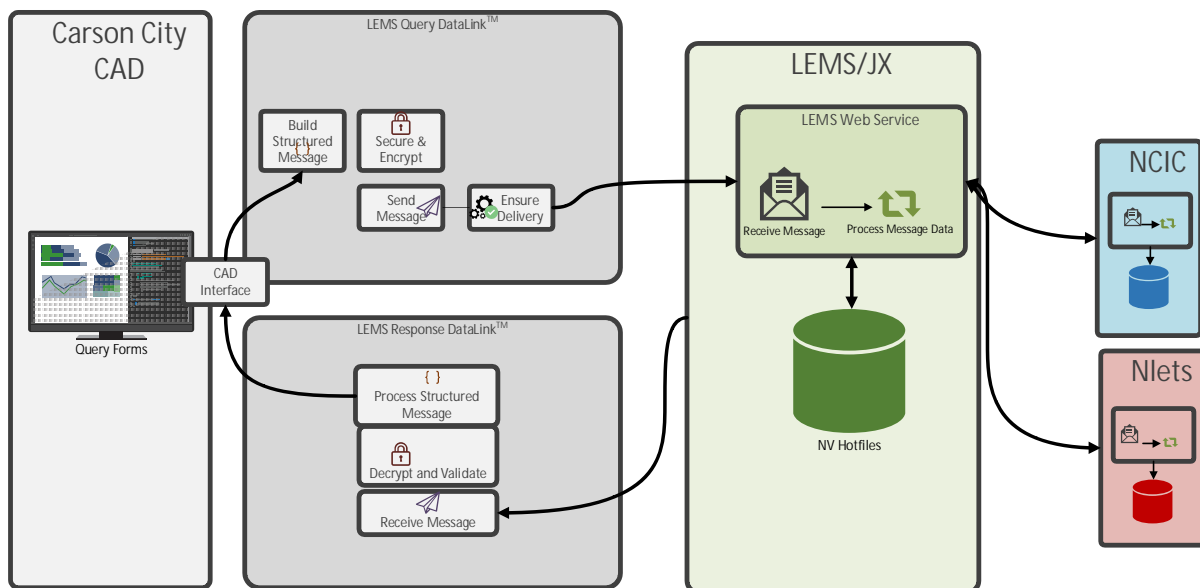
In general, CAD interfaces are complex, and often look to a CAD vendor like “one-off” projects, with no future return on investment. As a result, vendors are reluctant to program interfaces; they may charge a premium for interfaces, to reflect the company’s opportunity cost (the developer or analyst could be spending that time enhancing the core CAD application); moreover, the vendor will be reluctant to commit resources to updating the interface as the state’s requirements change.

## Proposed Solution

**MCP developed its DataLink™ software component as a cost-effective and responsive alternative and augmentation to vendors’ interface capabilities.** MCP proposes to deploy two DataLink components in Carson City’s computing environment and connect to the CAD to send data to and from the State’s Law Enforcement Message Switch (LEMS)/JX):

- A **LEMS Query** service that will pull data from the CAD’s Query forms/screens and transform the query data into the required LEMS formats – utilizing the NIEM XML standard format. The LEMS Query DataLink will also include a software client that is purpose-built to communicate with DPS’ LEMS Query Web Service. MCP will deploy the DataLink, establish the secure connection to the state’s web service, and test the interface to ensure it properly sends CAD data to the State.
- A **LEMS Response** DataLink that will host a Response web service that receives query result data back from the state switch. This web service will be created following the State’s LEMS Response specification. The DataLink will translate query results from the state’s standard NIEM formats into a simplified data format that the CAD system can process and display to the user. The web service communication will include the transaction and terminal IDs necessary to match query results back to the user that initiated the query. MCP will establish the secure connection from the State’s switch and test providing data back to the appropriate CAD user.

DataLink translates the complexity of the state’s specific data, and communications, and security requirements, simplifying the data exchange for the CAD system and its vendor. DataLink exchanges information with the CAD in as simple a format as possible and executes all of the state’s detailed requirements to send and receive queries. The diagram below illustrates.



## Scope of Work

Building and implementing the LEMS interfaces solution for Carson City Dispatch will involve in-depth analysis of the LEMS specifications, followed by configuration of MCP's DataLink software to specifically execute the query and response interactions between the state and the CAD system.

Following this configuration work, MCP will deploy the two DataLinks (query and response) in the same computing environment (preferably on the same server) as the CAD. MCP will then coordinate with Dispatch and IT staff to connect to the State, and thoroughly test all queries and responses.

Following successful testing, MCP and Carson City will establish an agreed-upon date and time for putting the queries into production. MCP will provide support, and a mechanism for users to report bugs, issues, and failures. MCP will respond to these issues as specified in a Service-Level Agreement to be negotiated between these parties.

MCP's subscription service to these DataLinks will include remote monitoring of both DataLinks and resolution of documented issues per a service-level agreement. In addition, MCP will update the DataLinks to meet any changes to the State's specifications and interfaces, as long as Carson City's payments of subscription fees are current at the date of published changes.

## Contingency – CAD Modifications

Carson City's expectation is that Dispatch Center personnel will continue to execute these queries from within the current Computer-Aided Dispatch (CAD) System. As described above, MCP will interact directly with the LEMS services, so that the CAD system does not have to embed that complexity. However, CAD will need to provide query data to the LEMS Query DataLink, and to receive response data from the Response DataLink.

Any additional data available in the updated LEMS queries and responses, and any new queries that users cannot currently execute from the CAD, would require some degree of modification to the CAD system itself.

The first option is to make these changes using a forms-builder tool that the CAD system provides. If the tool has that capability, then either Carson City staff can make those modifications, or MCP personnel can. In either case, MCP does not anticipate additional cost for this approach.

However, if a forms-builder tool is not a viable option, the second option is for either MCP or the CAD vendor's developers to modify the application and the underlying CAD database. This option would incur additional cost, for either MCP or CAD vendor developers. MCP has included an estimated contingency cost in the pricing section below in the event that the forms-builder cannot accomplish the necessary changes within the CAD system.



# Project Team

## Organizational Chart

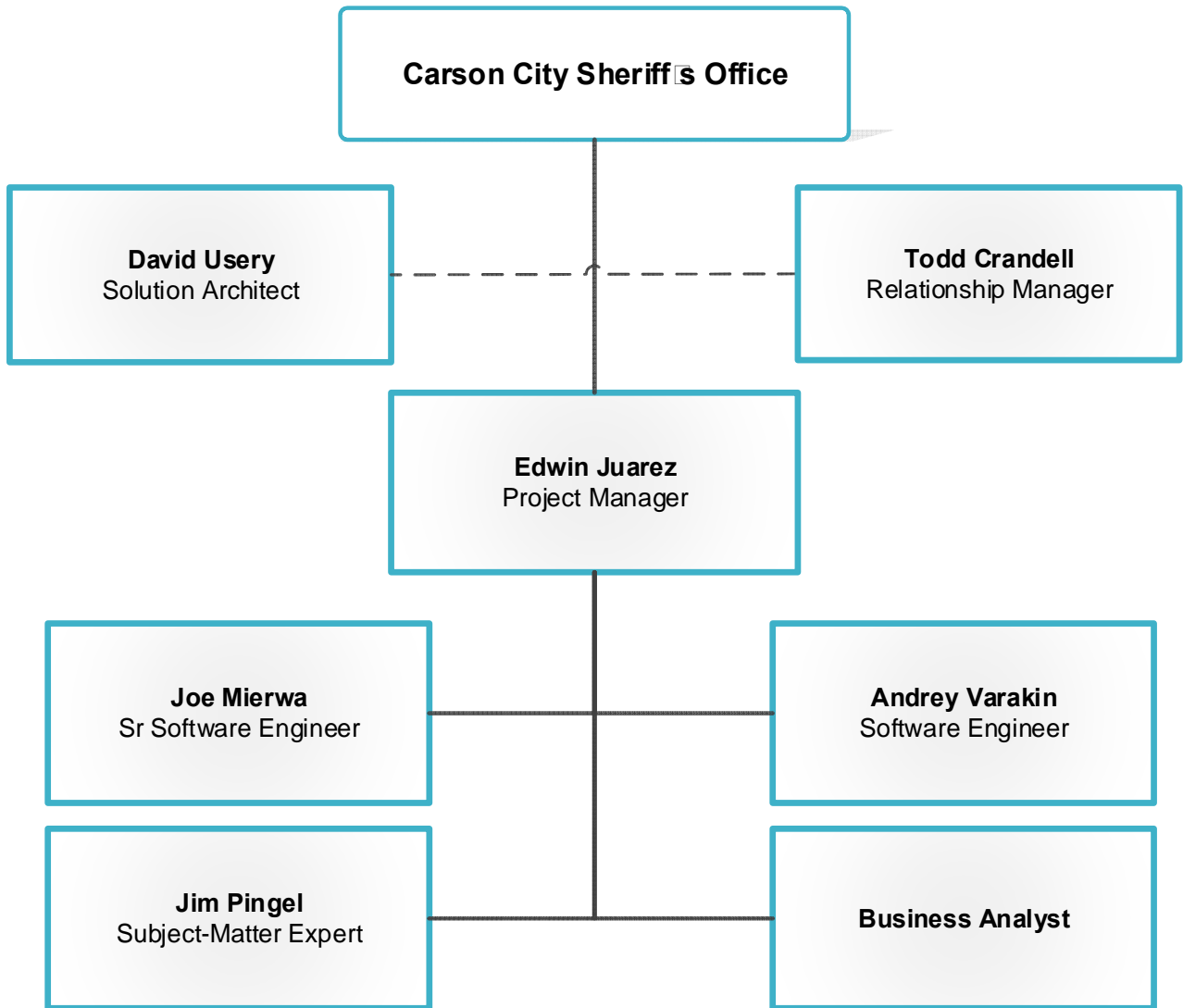


Figure 1: Project Team

## Resumes

Resumes highlighting the qualifications and experience of the proposed project team are included on the following pages.

## David Usery

Vice President and Director of Data Integration Services, Mission Critical Partners

Dave is a criminal justice industry veteran with extensive experience working in public, private and non-profit organizations. Dave has led projects that range from business and exchange planning to statewide implementation of exchanges in the justice system using service-oriented architecture (SOA)-related technologies. He has extensive knowledge of justice business requirements and information exchange standards, including NIEM Information Exchange Package Documentation (IEPD) and Global service specifications. His work in standards has earned him a national reputation as a justice technology specialist.

Dave's primary responsibilities include oversight of the Data Integration Services provided by Mission Critical Partners.

### Representative Experience

#### National Experience

- SEARCH, National Consortium for Justice Information and Statistics  
Justice Information System Specialist  
Served as architect in developing the Justice Information Exchange Model (JIEM)  
Provided technical assistance to justice agencies in integration planning
- National Standards Contributions  
Corrections Technology Association (CTA)  
Developed functional specifications  
Law Enforcement Information Technology Standards Council (LEITSC)  
Developed records management system (RMS) and CAD functional standards  
National Center for State Courts (NCSC)  
Developed case management functional standards

#### State/Regional Experience

- Iowa—Criminal Justice Information Sharing (CJIS) program  
Design and architect the solution for CJIS in Iowa, which has won multiple awards (including 2011 Best of NIEM Award)
- Alabama Law Enforcement Agency—Computerized Criminal History (CCH) system database analysis
- Georgia—Criminal Justice E-Filing project (CJEP)  
Designed and architected the solution for CJEP. Worked with 11 vendors to provide integration to state and local governments
- Colorado—Integrated Criminal Justice Information System (CICJIS)  
Served as Chief Information Officer (CIO)  
Led the integration statewide of CICJIS—which was the first of its kind, of this scope, in the nation—to create a means of accessing and moving data through the criminal justice system
- Colorado—Department of Corrections (CDOC)  
Served as Director of Information Systems (DIO)  
Led project to implement a system-wide Offender Management System, which was recognized as a model by the National Institute of Justice (NIJ)

#### City/County Experience

- Cook County, IL—Developed detailed plan of action for Cook County Integrated Criminal Justice Information Systems (CCICJIS)



### Industry Experience

32 years

### Education

B.S., Computer Science,  
Indiana University,  
Bloomington, IN

Master of Social Work  
Indiana University Purdue  
University at Indianapolis

### Publications

"National Information  
Exchange Model (NIEM)  
User Guide," Primary  
Author

### Associations

Integrated Justice  
Information Systems  
(IJIS), Past Board  
Chairman

Global Extensible Markup  
Language (XML)  
Structured Task Force  
(XSTF)



## Todd Crandell

Business Development Manager, Mission Critical Partners

Todd is an experienced business development manager specializing in civil and criminal justice technology solutions for public safety, investigation, corrections and monitoring. He develops strong customer relationships by offering ideal solutions to meet their vision, budget and needs. His strong focus on customer interaction, interpersonal skills, and executive-level acumen gives him the ability to step into a situation, quickly understand the issues, and chart a winning formula.

### Representative Experience

#### State/Regional Experience

- Iowa—Corrections to Health program  
Support of exchange of Continuity of Care document sharing between corrections facilities on inmate intake and discharge/transfer and the state health networks.
- Iowa—Criminal Justice Information Sharing (CJIS) program  
Support of ongoing criminal justice workflow automation between the state of Iowa courts and other business partners.

#### Additional Experience

- Led sales of civil and criminal justice technology solutions for public safety, investigation, corrections and monitoring:
  - Cloud services and infrastructure, including inmate telephone systems and investigative tools to county jails and prisons
  - Emergency response, incident management, public information, investigation, verification, communication, information management, inmate self-service, and monitoring products
  - Applications for self-service, live contact management and workforce optimization
- Artificial intelligence and robotic process automation software and cloud solutions to optimize workforce performance, automate processes, and improve customer experience
- Automatically capture, unify and analyze big data and multichannel media including enterprise-wide systems and organizations, and business processes and transactions, generating insightful data, actionable knowledge and deterministic trend
- Intelligent decision-making engines, utilizing the resulting trends and actionable knowledge to automate decisions and the launch of actions

#### Patents Held

- Method and apparatus for integrated telephone and internet services  
A system and method for providing integrated telephony and Internet services. An embodiment of the present invention comprises passively collecting incoming and/or outgoing call information from communications links communicatively coupled to a first party. The call information is extracted and customer information (e.g., demographic) is retrieved. Thereafter, reports, charts, graphs, maps, and the like may be made available.
- Systems and methods for optimizing an electronic advertising campaign based on organic content  
A system and method for optimizing an electronic advertising campaign based on organic content by determining organic content of an advertising venue display, determining an organic display parameter for an advertisement based on organic content of the display, and adjusting one or more advertising parameters based at least in part on the organic display parameter.



#### Industry Experience

27 years

#### Education

B.S. Management/  
Computer Science,  
Purdue University, IN

## Edwin Juarez

Director of Delivery Management, Mission Critical Partners

Edwin is a customer-oriented team member with experience in managing and implementing software integration applications, with an emphasis on supporting public safety products. His wide-ranging skills include:

- Resource planning for multiple projects
- Assessment of budgets and level of efforts
- Stakeholder reviews with internal/external project management
- Collaboration with development and product management
- Remote and onsite support for customers
- Remote tools:
  - MS Teams, Slack, Webex, RDP, Bomgar, VPN
- General communication knowledge:
  - TCP/IP, Webservice, File Share, Serial communications, FTP, SFTP

### Representative Experience

#### Regional Experience

- **Systems Engineering Manager**
  - Managed team of systems engineers responsible for implementing interface applications between Tier 1, Tier 2 and Tier 3 public safety software and third-party vendors; enabled integration with products hosted in Amazon Web Services (AWS) cloud solution
  - Provided mitigation and risk analysis between interface products and third-party, public safety software
  - Facilitated communication upward and across teams, including form configuration, documentation and testing to justifications for budget variances and technical information
  - Managed activities of assigned team, including level-of-effort estimates, statuses, deadlines and budget management
  - Identified and created efficiencies to improve interface deployments and supportability through cross-training, standardization of documentation and repeatability
  - Interacted at a technical and functional level with product management and research and development teams to understand and provide input to the technical and operational aspects of system integration
  - Provided cutover support
  - Acted as the escalation point for communicating software level issues, design changes and specific customer requirements
  - Assessed technical and operational requirements, as well as third-party application programming interface (API) documentation, to identify technically feasible solutions that satisfy requirements, including hardware, virtualization and network requirements
- **Systems Engineer**
  - Installed, configured and tested integration solutions between CAD and third-party vendor applications
  - Performed advanced server/workstation troubleshooting application with third-party vendors
  - Developed new solution specification documentation for engineering development, which also included acceptance test plans



### Industry Experience

15 years

### Education

M.S., Systems Engineering, The George Washington University

B.S., Electronics and Computer Engineering Technology, California Polytechnic University



## • Joseph J. Mierwa

Senior Software Engineer, Mission Critical Partners

Joe has years of experience and is a highly regarded professional with a demonstrated history of working in the information technology and telecommunications industries. He is a design professional skilled in both java and .NET frameworks as well as IT Strategy in product development, design, maintenance and operations. Joe serves as a professional trainer in technical areas including eXtensible Markup Language (XML), NIEM, Operating Systems, Programming, and Scuba.

### • Representative Experience

#### • State/Regional Experience

- Iowa—Criminal Justice Information Sharing (CJIS) Program
  - Leads the development and support of the ongoing criminal justice workflow automation between the state of Iowa courts and other business partners
- Iowa—Corrections to Health Program
  - Leads the development and support of exchange of Continuity of Care document sharing between corrections facilities on inmate intake and discharge/transfer and the state health networks
- Georgia—Criminal Justice E-Filing Project (CJEP)
  - Developed specifications and testing environments in consulting
- California—State Court System
  - Co-lead the development of the NIEM messaging payloads, following Joint Application Design (JAD) principles
- Wisconsin—Integrated Justice Information Sharing (IJIS)
  - Led development efforts as a NIEM consultant, and architected NIEM integration
- Ohio—Law Enforcement Data Sharing Projects (OLLEISN)
  - Led development efforts as a NIEM consultant, and architected NIEM integration

#### • City/County Experience

- Lake County, IL—Support Criminal Exchange projects, including Incident, Arrest Warrant and Warrant Quash, Return of Service

#### • Additional Experience

- Health Level 7 (HL7) standards. HL7 V2.x, HL7 V3, Reference Implementation Model (RIM) and Clinical Document Architecture (CDA)
- Product development and distributed systems architecture
  - Co-architect of the CDX ExchangeBuilder
  - Responsible for architecture redesign of the VisionRMS
- Systems integration using service-oriented architecture (SOA) practices and tools in the justice public safety sector in all areas of the project lifecycle in both java and .NET environments
- Extensive object and business process modeling and development experience with Unified Modeling Language (UML) and modeling of business processes with Business Process Model and Notation (BPMN)
- Development of open standards with standards bodies including NIEM in the justice public safety sector, and telecommunications standards in IETF, ANSI, ITU and ETSI
  - Led VisionAIR to become an earlier adopter of the NIEM and open standards in the general public-safety sector



#### • Industry Experience

- 35+ Years

#### • Education

- B.S. Electrical Engineering, Purdue University, IN

#### • Associations

- National Information Exchange Model (NIEM)
- Internet Engineering Task Force (IETF)
- American National Standards Institute (ANSI)
  - International Telecommunication Union (ITU)
  - European Telecommunications Standards Institute (ETSI)

## Andrey Varakin

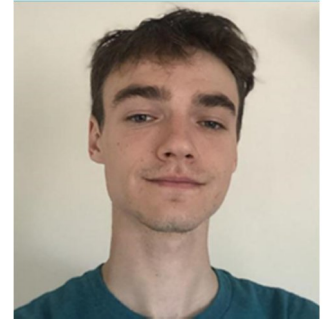
Junior Software Engineer, Mission Critical Partners

Andrey has experience in architecting software applications and developing applications from the ground up. He assists our Data Integration Services team with all aspects of software design and coding. As a junior software engineer, Andrey plays a significant role in the future design and development of MCP's search engine/predictive analytics product and helps to shape development in other areas. His extensive knowledge and skills include:

- Software Languages—Java, Python, JavaScript, CSS, HTML, SQL, C++ and Objective-C
- Tools/Frameworks—Git, MongoDB, PostgreSQL, Elasticsearch, React/React Native, React Hooks, Redux and Bootstrap
- Relevant Coursework—Data Structures, Algorithms, Artificial Intelligence, Computer Systems Organization, Logic Design, Computer System Design, Operating Systems, Programming Languages, Language Translation and Implementation, Introduction to Database Systems and Software Engineering Labs 1 and 2

### Representative Experience

- Led a research project to build an artificial intelligence (AI) agent that could competently play a game; created and tested a Java implementation of the Monte Carlo Tree Search algorithm for the project, while also explaining the updates and details of the program to the team
- Created a mock social media application for mobile using React Native and Expo; used Redux's actions and reducers to allow the application to maintain a dynamic state among modals and allow for user interactivity



### Industry Experience

Less than 1 year

### Education

B.S., Computer Science,  
Loyola Marymount  
University, Los Angeles,  
CA

## • **Jim Pingel, MPA, PMP**

### Account Manager, Mission Critical Partners

Jim has significant diversified experience in project management, data integration, service-oriented architecture, contract and account management, budgeting, grant writing, program management, IT governance and business architecture. He has implemented large-scale, multiyear workflow integration projects at both the state and local levels by employing national standards, including the National Information Exchange Model (NIEM) and Global Reference Architecture (GRA), to help justice and public safety agencies share information, collaborate, and make data-driven decisions that serve to better protect our communities. Jim also brings his background in budgeting and grants management to bear in support of our clients.

### • **Representative Experience**

#### • *National/State Experience*

- NIEM—Program Management Office
  - Performed project management, stakeholder management, business analysis and business architecture development; managed the on-time delivery of the upgrade of the NIEM model to version 2.1
- Iowa—Criminal Justice Information Sharing (CJIS) program
  - Supporting over 20 distinct justice exchanges in support of ongoing criminal justice workflow automation
  - Program that has won multiple awards (including 2011 Best of NIEM Award)
- Illinois State Police—Uniform Crime Reporting Program
  - Served as consultant to the Program Manager on the transition from Summary Crime Reporting to the National Incident-Based Reporting System (NIBRS)
- Georgia—Criminal Justice E-Filing Project (CJEP)
  - Led implementation of ten electronic exchanges in four pilot counties, coordinating eleven different systems vendors on specification design, implementation, testing and go-live; supported state staff, guiding their budgeting, procurement and legislative liaison efforts in support of CJEP
- Wisconsin Justice Information Sharing (WIJIS)—Program Director
  - Handled responsibility for filling in the gaps in information sharing for state, local and tribal criminal justice professionals; helped launch the WIJIS Justice Gateway, expand the use of Global Justice XML Data Model (GJXDM), and transition to NIEM

#### • *City/County Experience*

- San Jose Police Department, CA—Serving as project manager to support the NIBRS Conversion Audit Application
- Alexandria, VA—Served as team lead in the evaluation of current business practices and development of requests for proposal to replace Jail, Prosecutor and Warrant systems
- Milwaukee, WI—COMPASS Policy Director
  - Founded and led an NIJ-grant-funded community crime-mapping project
- Milwaukee Police Department, WI—Budget and Finance Director
  - Managed the Department's operating budget to include grant writing and grant administration, and capital project finance for the third Police District Station/ Communications Center

#### • *Additional Experience*

- IJIS Institute—Multiple Technical Assistance (TA) engagements, including the City of Seattle, South Dakota Department of Public Safety, and North Dakota CJIS Program



#### • Industry Experience

- 26 years

#### • Education

- MPA, University of Wisconsin-Madison
  - B.A., Public Administration, University of Wisconsin-Whitewater

#### • Certifications

- Project Management Professional (PMP)

#### • Associations

- Project Management Institute (PMI)
- Integrated Justice Information Systems (IJIS) Institute—CJIS Programs Advisory Committee (CPAC), Chair 2011-Present
- Justice Information Sharing Practitioners Network (JISP) Vice-Chair 2006-2010

# Pricing

Mission Critical Partners' professional services and solution outlined in the above scope of work will be provided for an initial fee of \$82,000, including expenses and a \$10,000 contingency. The breakdown of the fee is as follows:

Cost Item	Price
Up-Front Analysis and Configuration	\$30,000
Contingency for development of CAD query forms and response screens (not to exceed)	\$10,000
Support and Upgrades to Meet Updated State Requirements	\$42,000
<b>TOTAL</b>	<b>\$82,000</b>

This price includes maintenance of the interfaces and issue resolution of any issues reported by Carson City CAD users.

MCP will invoice upon completion of the following milestones:

Milestone Deliverable	Fee
Initial Analysis of LEMS/JX specifications and finalization of configuration scope	\$10,000
Deployment of two DataLink components into Carson City's environment	\$20,000
Completion of development and configuration necessary to modify CAD forms to accommodate LEMS/JX query and response data	
Completion of testing of all queries and responses, and sign-off by Carson City	\$42,000

MCP recognizes that it is responsible for costs related to travel, housing, transportation, per diems, communications devices, and computer equipment. Any additional services contracted in subsequent years will be performed at MCP's then-current fee schedule. Prior to initiating any such additional work, MCP would require a formal letter of authorization from the (ClientName).

Based on our current understanding of what is to be accomplished, the pricing identified above represents an estimate of the work anticipated to achieve project success. MCP's priority is for this project to be successful for (ClientName).







Nevada Department of  
**Public Safety**  
Office of Criminal Justice Assistance

**Office of Criminal Justice Administration**

***NCJIS Modernization Project***

**2021 NCHIP Grant**

**Subgrant Request for Funding**

## NCJIS Modernization Project

### Subgrant Request for Funding

#### Submittal Instructions

Please Note: This **Request for Funding** application is intended to be submitted electronically, however pages with signatures should be signed in **Blue Ink**. Original signature, if required, will be obtained later if an award is made. Attachments listed on the checklist should be scanned and submitted with the application. This includes your detailed budget excel form and **the vendor quote & maintenance agreement**. All application documents should be submitted electronically.

The Office of Criminal Justice Assistance has been awarded a federal NCHIP grant to partially assist agencies in the cost of the vendor's interface rewrite for the NCJIS Modernization Process.

A 10% Match is required.			
<b>Program Title</b>		<b>DUNS #</b>	
<b>Applicant Organization</b>		<b>Federal Tax ID #: (xx-xxxxxxx)</b>	
<b>Identify your RMS vendor below. Attach Quote &amp; Maintenance Agreement</b>			
<b>Name of RMS vendor</b>		<b>Version installed:</b>	
<b>Is the interface rewrite included in your maintenance contract?</b> <input type="checkbox"/> Yes <input type="checkbox"/> NO		<b>Date installed:</b>	
<b>Amount of Vendor's Quote:</b>	\$	<b>Grant Funds requested:</b>	\$
<b>How much funding can your agency provide toward the NCJIS Modernization interface?</b>			\$
<b>Are you applying for ONE agency or multiple agencies on the same Records Management System (RMS)?</b> <input type="checkbox"/> ONE <input type="checkbox"/> Multiple		<b>Population of area served:</b>	
<b>Does your agency or consortium have technical support available to handle the conversion?</b> <input type="checkbox"/> YES <input type="checkbox"/> NO			
<b>Agency Official</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
		<b>9-digit zip</b>	
<b>Phone</b>		<b>Email</b>	
<b>Project Director</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
<b>Phone</b>		<b>Email</b>	
<b>Financial Officer</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
<b>Phone</b>		<b>Email</b>	

SAM Expiration date: \_\_\_\_\_

ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION

- Include below: **WHY** is this funding needed?
- Spell out acronyms, at least when first used. Eliminate or explain industry jargon when possible.
- Footnote any reference to federal, state or local laws, codes or statutes.
- Use your agency's **LOCAL** and county data and statistics to support the funding request.

**Provide Information about the Organization** (i.e. Name, area of responsibility, "stakeholders" served; number of employees or sworn officers, Operations, RMS vendor):

**Narrative** to describe the justification and need for funding the Project:

**Timeline:** describe your organization's process for the interface rewrite:

**Goals and Objectives:**

Goal #1:

Objective #1:

Objective #2:

Goal #2:

Objective #1:

Objective #2:

**10% MATCH is required.** You may use personnel costs required in testing toward your match.

Prohibition of supplanting – Funds may not be used to supplant state or local funds which have been appropriated for the same purpose in your general budget but must be used to increase the amounts of such funds that would, in the absence of federal funds, be made available.

**NOTE:** All awards are subject to audits during the performance period and within three years after the end of the grant period.

OCJA Administrative Manual can be viewed or downloaded: <https://oci.nv.gov/> Contact OCJA at (775) 687-1500 if you have questions.

**Certification by Authorized Official;** The sheriff, police chief, division chief, agency head or other official ultimately responsible for this project/program must sign this document in **BLUE** ink.

As the authorized official for the applying agency, I have read and understand the grant guidance provided with this application, to include specific guidelines, conditions, and other materials provided with this application or solicitation.

- Federal Certified Assurances
- Acknowledgement of Civil Rights Requirements
- Certification of Compliance with Equal Employment Opportunity Plan
- Acknowledgement of Grant Standard Assurances
- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free workplace requirements.

In submitting this application, the applicant certifies that the proposed project described in this application meets all requirements of the legislation governing the grant as indicated in the attached Certifications; that all the information contained in the application is correct; that this agency agrees to comply with all provisions of the applicable grant program, including the reporting requirements. I understand and agree that any award received as a result of this application is subject to the conditions set forth in the Statement of Grant Award, and the current applicable OCJA Administrative Manual.

To eliminate the possibility of supplanting, my signature also confirms the items requested within this request for funding application are **not** included in the agency's current budget.

<b>Agency Authorized Official (AAO)</b>	
Name (type/print)	Phone:
Signature	Email:
Title:	Date Submitted

## FEDERAL CERTIFIED ASSURANCES

### 1. FEDERAL PUBLIC POLICY ASSURANCES.

- a. The Sub-recipient hereby agrees that it, and all of its contractors, will comply with the applicable provisions of:
  - i.* Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended;
  - ii.* The Juvenile Justice and Delinquency Prevention Act and/or the Victims of Crime Act, as appropriate;
  - iii.* All other applicable Federal laws, orders, circulars, regulations or guidelines.
- b. The Sub-recipient agency hereby agrees that it will comply, and all of its contractors will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including:
  - i.* Part 18, Administrative Review Procedure;
  - ii.* Part 22, Confidentiality of Identifiable Research and Statistical Information;
  - iii.* Part 23, Criminal Intelligence Systems Operating Policies;
  - iv.* Part 30, Intergovernmental Review of Department of Justice Programs and Activities;
  - v.* Part 35, Nondiscrimination on the Basis of Disability in State and Local Government Services;
  - vi.* Part, 38, Equal Treatment for Faith Based Organizations;
  - vii.* Part 42 Nondiscrimination/Equal Employment Opportunity Policies and Procedure;
  - viii.* Part 61 Procedures of Implementing the National Environmental Policy Act;
  - ix.* Part 63 Floodplain Management and Wetland Protection Procedures; and,
  - x.* Federal Laws or regulations applicable to Federal Assistance Programs.
- c. Sub-recipient agrees to comply with the requirements of 28 CFR Part 46 and all Office of Justice Programs policies and procedures regarding the protection of human research subjects, including obtainment of Institutional Review Board approval, if appropriate, and subject informed consent.
- d. Sub-recipient agrees to comply with all confidentiality requirements of 42 U. S. C. section 3789g and C. F. R. Part 22 that are applicable to collection, use, and revelation of data or information. Sub-recipient further agrees, as a condition of grant approval, to submit a Privacy Certificate that is in accord with requirements of 28 CFR Part 22 and, in particular, section 22.23.

### 2. FINANCIAL & ADMINISTRATIVE MANAGEMENT

- a. Sub-recipient assures that it will comply with appropriate federal cost principles and administrative requirements applicable to grants as follows:
  - i.* For state, local or Indian tribal government entities;
    1. 2 CFR Part 200 Subparts A through F and all appendices.
  - ii.* For non-profit organizations;
    1. 2 CFR Part 200 Subparts A through F and all appendices.
  - iii.* For colleges and universities;
    1. 2 CFR Part 200 Subparts A through F and all appendices.
  - iv.* For each agency spending more than \$500,000 per year in federal funds from all sources;
    1. 2 CFR Part 200 Subparts A through F and all appendices
- b. Special Provisions and Certified Assurances

### 3. NON-SUPPLANTING OF FUNDS

- a. The Sub-recipient certifies that any required matching funds used to pay the non-federal portion of the cost of this subaward are in addition to funds that would have otherwise been made available for the purposes of this project.

- b. The Sub-recipient certifies that federal funds made available under this grant:
  - i. Will not be used to supplant state or local funds;
  - ii. Where there is a reduced or unchanged local investment, then the Sub-recipient shall give a written explanation demonstrating that the Sub-recipient's reduced or unchanged commitment was necessary even without the availability of the federal financial support under this federal grant program.

For more information, visit the Office of Justice Programs, Office for Civil Rights website at: <http://www.ojp.usdoj.gov/about/offices/ocr.htm>.

## Civil Rights Requirements

The following civil rights requirements apply to all units of local governments, state agencies, for profit and non-profit organizations accepting federal grant funds. Compliance requirements apply to the entire jurisdiction/organization, and not just to the funded activities. In an effort to assist with compliance, OCJA provides a list of the requirements along with their individual references below.

1. Training programs on civil rights compliance.  
<http://www.ojp.usdoj.gov/about/ocr/assistance.htm>.
2. Victims of Crime Act  
<http://www.da.state.nm.us/Victims%20of%20Crime%20Act.pdf>
3. Title VI of the Civil Rights Act of 1964  
<https://www.epa.gov/ocr/facts-title-vi-civil-rights-act-1964>
4. Section 503 of the Rehabilitation Act of 1973  
<https://www.dol.gov/ofccp/regs/compliance/section503.htm>
5. Title II of the Americans with Disabilities Act of 1990
  - a. The Americans with Disabilities Act – [www.ada.gov/pubs/ada.htm](http://www.ada.gov/pubs/ada.htm)
  - b. Title II Highlights – [www.ada.gov/t2hlt95.htm](http://www.ada.gov/t2hlt95.htm)
  - c. Title II Technical Assistance Manual – [www.ada.gov/taman2.html](http://www.ada.gov/taman2.html)
  - d. Commonly Asked Questions ADA and Law Enforcement–  
[www.ada.gov/q&a\\_law.htm](http://www.ada.gov/q&a_law.htm)
  - e. Commonly Asked Questions ADA and Hiring Police Officers -  
[www.ada.gov/copsq7a.htm](http://www.ada.gov/copsq7a.htm)
  - f. Self Evaluation and Transition Plan Worksheets –  
<http://adaptenv.org/index.php?option=Resource&articleid=185&topicid=25>
6. Title IX of the Education Amendments of 1972  
<https://www.dol.gov/oasam/regs/statutes/titleix.htm>
7. Age Discrimination Act of 1975  
[https://www.dol.gov/oasam/regs/statutes/age\\_act.htm](https://www.dol.gov/oasam/regs/statutes/age_act.htm)
8. USDOJ Non-Discrimination Regulations (28 CFR 42, Subparts C, D, E and G)  
[http://www.access.gpo.gov/nara/cfr/waisidx\\_00/28cfr42\\_00.html](http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr42_00.html)
9. USDO Regulations on Disability Discrimination (28 CFR Part 35)  
[http://www.access.gpo.gov/nara/cfr/waisidx\\_00/28cfr35\\_00.html](http://www.access.gpo.gov/nara/cfr/waisidx_00/28cfr35_00.html)

The authorized representative assures and certifies the applicant organization will implement federal, state, and any local equal opportunity and non-discrimination statutes. The applicant will, without delay, bring any finding of an equal opportunity or non-discrimination violation to the attention of the USDOJ's Office of Civil Rights, <http://www.ojp.usdoj.gov/about/offices/ocr.htm>, and the Nevada Office of Criminal Justice Assistance, <http://ocj.nv.gov>.

# Certification of Compliance with Equal Employment Opportunity Plan

The purpose of an Equal Employment Opportunity Plan (EEOP) is to insure full and equal participation of men and women in the workforce regardless of race or national origin. Federal regulations require recipients of financial assistance of the Office of Justice Programs (OJP) to prepare, maintain on file, submit for review, and implement an EEOP in accordance with 28CFR 42.301-308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP for review. Recipients must certify that they comply with, or are not covered by EEOP regulations. It is the responsibility of the Nevada Office of Criminal Justice Assistance to monitor compliance of these requirements by the recipients.

Recipients must prepare, implement, and maintain an EEOP related to employment practices affecting minority persons and women if all of the following are true;

1. Have 50 or more employees; **and**
2. Received \$25,000 or more in Federal grant funds, **and**
3. Have a service population with a minority representation of 3 percent or more (if less than 3 percent minority representation in service population, an EEOP must still be prepared, but related to employment practices affecting women only).

If a recipient meets criteria 1 and 3 and received a single award of \$500,000 (or \$1 million within an 18-month period) an EEOP must be filed with the Office for Civil Rights, Office of Justice Programs for review.

*Please check only the **one** box that applies to the appropriate certification for the receiving agency over the performance period of this specific award (CERTIFICATION A, B, C1, or C2).*

- CERTIFICATION A: NO EEOP IS REQUIRED if (1), (2) or (3) below apply.** Check (1), (2) and/or (3) as applicable to your entity. More than one may apply.

This funded entity has not been awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Office of Criminal Justice Assistance, over the period of time that includes the above program period and

- (1) is an education, medical or non-profit organization institution or an Indian tribe; and/or
- (2) has less than 50 employees; and/or
- (3) was awarded less than \$25,000 in Federal U.S. Department of Justice funds through the grant referenced above

Therefore, I hereby certify that this funded entity is not required to maintain an EEOP, pursuant to 28 CFR 42.301, et seq.

- CERTIFICATION B: EEOP MUST BE ON FILE**

This funded entity, a for-profit entity or a state or local government having 50 or more employees, was awarded more than \$25,000, but less than \$500,000 in federal U.S. Department of Justice funds through the grant referenced above. Also, it has not been awarded more than \$1 million cumulatively from all programs administered by the U.S. Department of Justice, including the grant referenced above, over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity has formulated an Equal Employment Opportunity Plan in accordance with 28 CFR 42.301 et seq., Subpart E, that it has been signed into effect by the proper authority and disseminated to all employees, and that it is on file for review or audit by officials of the Office of Criminal Justice Assistance or the Office for Civil Rights, Office of Justice Programs as required by relevant laws and regulations.

**CERTIFICATION C1: EEOP MUST BE SUBMITTED**

This funded entity, a for-profit entity or state or local government having 50 or more employees, was awarded more than \$500,000 in Federal U.S. Department of Justice funds through the grant referenced above, but it has not been awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance over a period of time that includes the above program period.

Therefore, I hereby certify that the funded entity will submit, within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency

**CERTIFICATION C2: EEOP MUST BE SUBMITTED**

This funded entity, having 50 or more employees, was awarded more than \$1 million cumulatively from *all* programs administered by the U.S. Department of Justice, including this grant from the Nevada Office of Criminal Justice Assistance, over the period that includes the above grant duration period.

Therefore, I hereby certify that the funded entity will submit within 60 days of receipt of award, an EEOP or an EEOP Short Form that will include a section specifically analyzing the grantee agency. If you have already submitted an EEOP applicable to this time period, send a copy of the letter received from the Office for Civil Rights showing that your EEOP is acceptable.

**AUTHORIZED OFFICIAL'S CERTIFICATION:**

- This agency will maintain and submit, when required, data to ensure our services are delivered in an equitable manner to all segments of the service population and our employment practices comply with Equal Opportunity requirements 28CFR 42.207 and 42.301 et seq.
- That the person in this entity who is responsible for reporting civil rights findings of discrimination will submit a finding to the Office of Criminal Justice Assistance within 45 days of the finding, and/or if the finding occurred prior to the beginning date of the grant award, within 60 days of receipt of award. A copy of this Certification will be provided to the person responsible for reporting civil rights findings of discrimination.

For more information regarding EEOP requirements, please access the Office for Justice Programs, Office for Civil Rights web page at: <https://ojp.gov/about/offices/ocr.htm>

## **STANDARD ASSURANCES**

The Applicant hereby assures and certifies compliance with all applicable federal statutes, regulations, policies, guidelines, and requirements, including 2 CFR 200, Executive Order 12372 (intergovernmental review of federal programs); and 28 CFR parts 66 to 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.



4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations such as 28 CFR parts 18,22,23,30,35,38,42,61, and 63, and the award term in 2CFR 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Executive Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation act of 1974 (16 U.S.C. §469 a-1 et seq.) and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 794); The Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681. 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Executive Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity –
  - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
    - i. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

## CERTIFICATIONS REGARDING LOBBYING, DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS, AND DRUG FREE WORKPLACE REQUIREMENTS

*U.S. Department of Justice  
Office of Justice Programs  
Office of the Comptroller*

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28CFR Part 69, “New Restrictions on Lobbying” and 28 CFR Part 67, “Government-wide Debarment and suspension (Non-Procurement) and Government-wide Requirements for Drug-Free Workplace (Grants).” The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transactions, grant or cooperative agreement.

### 1. **LOBBYING**

As required by Section 1352, title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR 69, the applicant certifies that:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer of employee of Congress, or an employee or a Member of Congress in connection with the making of any Federal grant, the entering

- into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form –LLL “Disclosure of Lobbying Activities,” in accordance with its instructions;
  - c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

**2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT).**

As required by Executive Order 12549, Debarment and Suspension, and implemented 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67 Section 67.510.

1. The applicant certifies that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency.
  - b. Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, State, or Local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
  - d. Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or Local) terminated for cause or default; and
2. Where the applicant is unable to certify to any of the statements in this certification, h/she shall attach an explanation to this application.

**3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)**

As required by the Drug-Free Workplace Act Of 1988, and implemented at 28 CFR Part 67 Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620;

The applicant certifies that it will or will continue to provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee’s workplace and specifying the actions that will be taken against employees for violation of such prohibition.
- b. Establishing an on-going drug-free awareness program to inform employees about;
  1. The dangers of drug abuse in the workplace.
  2. The grantee’s policy of maintaining a drug-free workplace.
  3. Any available drug counseling, rehabilitation, and employee assistance programs.
  4. The penalties that may be imposed upon employees for drug violations occurring in the workplace.

- 5. Making it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph (a).
- c. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -
  - o Abide by the terms of the statement.
  - o Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction.
- d. Notifying the agency within ten days after receiving notice under subparagraph (c)(2) from an employee or otherwise receiving actual notice of such conviction.
- e. Taking one of the following actions, within 30 days of receiving notice under subparagraph (c)(2), with respect to any employee who is so convicted -
  - o Taking appropriate personnel action against such an employee, up to and including termination.
  - o Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by Federal, State, or local health, law enforcement, or other appropriate agency.
- f. Making a good faith effort to continue to maintain a drug-free workplace through implementation of all the paragraphs above.

**APPLICATION CHECKLIST**

Please be sure that the following sections are completed and returned with your request for grant funds. Please include a completed copy of this checklist in your application.

**Documents/Attachments due with the application:**

- \_\_\_\_\_ **Request for funding (Information about the Organization, Project Justification/Narrative, Timeline, Goals & Objectives)**
- \_\_\_\_\_ **Vendor’s Quote & Maintenance Agreement**
- \_\_\_\_\_ **Request for Funds Signature Page**
- \_\_\_\_\_ **Budget Detail and Budget Narrative**
- \_\_\_\_\_ **DUNS #/SAM Registration (Expiration Date .... /..../.....)**\_\_\_\_\_
- \_\_\_\_\_ **Application Checklist**

## **Office of Criminal Justice Assistance**

**1535 Old Hot Springs Rd #10**

**Carson City NV 89706**

[ocja@dps.state.nv.us](mailto:ocja@dps.state.nv.us) OCJA e-mail ~ [www.ocj.nv.gov](http://www.ocj.nv.gov) OCJA Website

**Main Telephone # (775) 687-1500**

Victoria Huan, Administrator	(775) 687-1501	<a href="mailto:vehuan@dps.state.nv.us">vehuan@dps.state.nv.us</a>
Rebecca Barnett, Grants & Projects Analyst	(775) 687-1505	<a href="mailto:rbarnett@dps.state.nv.us">rbarnett@dps.state.nv.us</a>
Rebecca Gray, Grants & Project Analyst 1033 State Coordinator, 1122 Coordinator	(775) 687-1504	<a href="mailto:rebecca.gray@dps.state.nv.us">rebecca.gray@dps.state.nv.us</a>

# Office of Criminal Justice Assistance (OCJA) NCJIS Modernization Program

Foreign Host Upgrade Grant  
2021 National Criminal History Improvement Program  
(NCHIP)  
Subgrant Request for Funding



Nevada Department of  
**Public Safety**  
Records, Communications and Compliance  
*Dedication, Pride, Service*

# Agenda

- NCJIS Modernization Program 2020–2023
- Grant Purpose
- Submission Information
- Contact Information
- Open Discussion/Q&A



# NCJIS Modernization Program 2020–2023

- Improve efficiency and effectiveness of public safety operations.
- Improve services to the public.
- Access to criminal justice and civil applications now through the new Nevada Civil and Criminal Information System (NCCIS) portal and connections.



# Grant Purpose



Nevada Department of  
**Public Safety**  
Records, Communications and Compliance



# Grant Purpose

## Upgrade

Agencies are being asked to upgrade their connection to newer standards or move the existing connection as-is; however, the latter will not be supported, be updated, or keep in step with FBI changes.



## Cost

Agencies selecting the new NCCIS portal and connection will bear the cost of this upgrade, which provides for more modern and secure access using the industry-standard National Information Exchange Model (NIEM) XML interface.



## Subgrant

The Office of Criminal Justice Assistance (OCJA) has been awarded NCHIP funding to assist agencies with the cost of the vendor's interface rewrite for the NCJIS Modernization process.



# Submission Information



Nevada Department of  
**Public Safety**  
Records, Communications and Compliance

# Submission Information

**Victoria Hauan | Administrator**

**Rebecca Gray | Grants & Project Analyst**

Office of Criminal Justice Administration

State of Nevada | Department of Public Safety

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Phone: 775-687-1504



Nevada Department of  
**Public Safety**  
Records, Communications and Compliance

# Submission Information

- Request for Funding:
  - The funding application for the NCJIS Modernization upgrade will be available after 12/01/21 at:  
<https://ocj.nv.gov/>
  - Complete and submit the application with attachments to OCJA at:  
[ocja@dps.state.nv.us](mailto:ocja@dps.state.nv.us)
- This is a need-based grant.
- Requires 10% match; can be in-kind.
- Up to 45 sub-awards.
- Project period: 01/01/22–12/30/23.
- Reimbursement grant.



# Submission Information

## *Grant Uses*

### Covered

- Vendor cost within limits of the interface upgrade only.
- To build a CAD or RMS interface.

### Not Covered

- No agency personnel costs will be reimbursed.
- Not to purchase a CAD or RMS.



# Submission Information

## *Selection Criteria*

### Need

- Need justification should be explained in the application narrative.

### Technical Support

- Agency or consortium has the technical support available to handle the conversion.



# Submission Information

## *Additional Considerations*

### Current System

- Name of the current vendor and product, the date it was installed, and the currently installed version.

### Multi-agency Application

- Structure that presently applies for each agency within the consortium:
  - Same RMS software version and sharing the same server.
  - Same RMS software but different versions or different servers (service could can be provided under a group contract).
  - Combination of above or other (if other, please explain).



# Submission Information

## *Application Components*

- Agency Description
  - Funding need justification.
  - Timeline.
  - Goal and objectives.
- Records Management System (RMS) Vendor Identification.
- Original certifying signature of authorized official in blue ink.
- Attachments:
  - RMS vendor's quote and maintenance agreement.
  - Budget detail and narrative.
  - Copy of agency's System for Award Management (SAM) registration.

*Electronic submissions only. Scan all documents in color.*







## NCJIS Modernization Project

### Subgrant Request for Funding

**Submittal Instructions**

Please Note: This **Request for Funding** application is intended to be submitted electronically, however pages with signatures should be signed in **Blue Ink**. Original signature, if required, will be obtained later if an award is made. Attachments listed on the checklist should be scanned and submitted with the application. This includes your detailed budget excel form and **the vendor quote & maintenance agreement**. All application documents should be submitted electronically.

The Office of Criminal Justice Assistance has been awarded a federal NCHIP grant to partially assist agencies in the cost of the vendor's interface rewrite for the NCJIS Modernization Process.

<b>A 10% Match is required.</b>			
Program Title		DUNS #	
Applicant Organization		Federal Tax ID #: (XX-XXXXXXX)	
<b>Identify your RMS vendor below. Attach Quote &amp; Maintenance Agreement</b>			
Name of RMS vendor		Version installed:	
Is the interface rewrite included in your maintenance contract? <input type="checkbox"/> Yes <input type="checkbox"/> NO		Date installed:	
Amount of Vendor's Quote:	\$	Grant Funds requested:	\$
How much funding can your agency provide toward the NCJIS Modernization interface?			\$
Are you applying for ONE agency or multiple agencies on the same Records Management System (RMS)? <input type="checkbox"/> ONE <input type="checkbox"/> Multiple		Population of area served:	

Are you applying for ONE agency or multiple agencies on the same Records Management System (RMS)?      **ONE**    **Multiple**     **Population of area served:**

Does your agency or consortium have technical support available to handle the conversion?  
 **YES**    **NO**

<b>Agency Official</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
		<b>9-digit zip</b>	
<b>Phone</b>		<b>Email</b>	
<b>Project Director</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
<b>Phone</b>		<b>Email</b>	
<b>Financial Officer</b>		<b>Title</b>	
<b>Address</b>		<b>City/State</b>	
<b>Phone</b>		<b>Email</b>	

SAM Expiration date: _____	ATTACH A COPY OF YOUR AGENCY'S SAM REGISTRATION
<ul style="list-style-type: none"> <li>• Include below: <b>WHY</b> is this funding needed?</li> <li>• Spell out acronyms, at least when first used. Eliminate or explain industry jargon when possible.</li> <li>• Footnote any reference to federal, <u>state</u> or local laws, codes or statutes.</li> <li>• Use your agency's <b>LOCAL</b> and county data and statistics to support the funding request.</li> </ul>	
Provide Information about the Organization ( <u>i.e.</u> Name, area of responsibility, number of employees or sworn officers, Operations, RMS vendor):	
Narrative to describe the justification and need for funding the Project:	
Timeline and describe your organization's process for the interface rewrite:	
Goals and Objectives of this project.	

**10% MATCH is required.** You may use personnel costs required in testing toward your match.

Prohibition of supplanting – Funds may not be used to supplant state or local funds which have been appropriated for the same purpose in your general budget but must be used to increase the amounts of such funds that would, in the absence of federal funds, be made available.

# Contact Information

## Questions specific to:

- Grants
- Submissions.

### Grants and Project Analyst

Rebecca Gray

[Rebecca.gray@dps.state.nv.us](mailto:Rebecca.gray@dps.state.nv.us)

[ocja@dps.state.nv.us](mailto:ocja@dps.state.nv.us)

## Questions specific to:

- NCJIS Modernization and technical requirements.
- Other NCJIS Mod requests.

NCJIS Modernization Team

[NCJISMod@dps.state.nv.us](mailto:NCJISMod@dps.state.nv.us)

Download the OCJA application from here: <https://ocj.nv.gov/>



Nevada Department of  
**Public Safety**  
Records, Communications and Compliance

# Open Discussion/Q&A



Nevada Department of  
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Records, Communications and Compliance

# Thank you!



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