

Date: February 11, 2016
To: Major Randy Clark
From: Captain Jim Moody 
Re: Proposal for Mentalix Live Scan System

Currently, we are forced to use a third-party vendor to submit prospective applicant's fingerprints to DPS (AFIS) as a part of the last phase in the hiring process. I visited the vendor site to understand their process and get a good grasp of why the waiting period continues to grow. I would also like to add, we are now also paying the vendor \$11.00 per applicant. I discovered that our waiting period is impacted by 40 different and separate categories of people that are required to be fingerprinted. Thus what once took 24 to 48 hours has now grown into a 3-5 days waiting period and considering the amount of people being processed the waiting period will only continue to grow. What makes this so important to us as an organization hinges on that once an appointment is made and fingerprints are submitted to DPS - DPS now adds another 7-10 days to the process as well. Finally, once the print results become available they are submitted to TCOLE - who in turn adds another 10 days to process the results. Consequently all of this layering of outside entities makes it paramount for us to reduce the wait time by making the adjustments that we can.

For example, now DPS has agreed to allow law enforcement agencies that own a live-scan system to submit fingerprints and photographs of applicants which will enable our organization to facilitate this particular step more rapidly. In fact, I am told by a representative of DPS the process can occur within 10-15 minutes. By purchasing the system, a process can be implemented that can reduce wait time from omitting the third-party vendor and potentially the 10 day waiting period from DPS. In addition, the system can be used for sex offender registration.

With that being said, I recommend that we do a budget amendment to purchase the Mentalix system immediately. The system is described in the attachment along with the specifications and costs. Our justification for purchasing and implementing this system will enable us to reduce the wait time imposed on us by the third-party vendor. A wait time that I am confident in saying will only grow going forward. Furthermore, we recently experienced a price increase to \$11.00 and costs going forward most likely will increase. Thus the system will pay for itself in the long run both in agency manpower and costs.

Date: February 10, 2016
To: Captain Jimmy Moody
From: Functional Analyst Clarence Gillespie
Subject: Fed Submit Civil (Non-Criminal Arrest) Live Scan fingerprint system with Mugshot package

NOTE: Vendor pricing model is valid until Monday, May 9, 2016. Proposed prices are subject to change without notice after this date.

The Collin County SO currently outsources all identity verification information (fingerprints) for our potential police applicants to an external vendor. Due to processing this information through external vendors that mail the old ten-print inked cards to the Texas Department of Public Safety, we suffer average delays of 2 weeks before we can complete our vetting process of potential police candidates. The Professional Standards Section would like to reduce the delays and costs associated with our new hire process by utilizing the latest electronic data interchanges offered by the Texas Department of Public Safety.

Texas Department of Public Safety (DPS) now permits new, specialized transaction types for police applicants and for sex offender registration. Mentalix, the current vendor of our Fed Submit (**Criminal Arrest**) Live Scan fingerprint is now producing a solution that will utilize these new transaction types offered from the Texas DPS.

The product that Mentalix has created is called the Fed Submit Civil (**Non-Criminal Arrest**) Live Scan fingerprint with Mugshots system. This system will allow direct submission of police applicant fingerprints to Texas DPS immediately and instantaneously. Sex offender registration can be performed instantly as well. Mentalix is currently offering the following packaging and pricing solution for the Fed Submit Civil system.

Products	Price	Qty	Total per Product
This package is for desk top Fed Submit live scan fingerprint system with mugshot capabilities for the submission of Texas Law Enforcement Applicant and Sex Offender Registration. It is not for Criminal Arrest Transaction submission.			
Fed Submit (Civil) Live Scan Pack	\$11,490.00	1	\$11,490.00
Fed Submit Mug Shot Pack (Add-On)	\$2,500.00	1	\$2,500.00
Fed Submit Mug Shot Pack (Add-On) Annual Maintenance	\$425.00	1	\$425.00
Fed Submit Installation & Training Services	\$500.00	1	\$500.00
Shipping			\$275.00
Package & Total			\$15,190.00

The package above would allow the Professional Standards Section to identify/verify police applicants through Texas DPS within minutes or seconds as opposed to the current average delay of 2 weeks. Reduce/Eliminate external vendor surcharges associated with these requests, due to having the ability to perform these verifications free of charge through electronic data interchange with Texas DPS.

Please let me know if you have questions or concerns, and thank you for your attention on this matter.