

# MEMORANDUM

Agenda Item No. 11(A)(3)

**TO:** Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

**DATE:** September 3, 2014

**FROM:** R. A. Cuevas, Jr.  
County Attorney

**SUBJECT:** Resolution directing the County Mayor to, upon consultation with the Military Affairs Board, request an enhancement/modification to the A-Forms prepared by Thinkstream, Inc. under contract RFP No. 748 to require law enforcement professionals to report whether an arrestee served in the U.S. Armed Forces

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Jose "Pepe" Diaz and Co-Sponsor Commissioner Sally A. Heyman.



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R. A. Cuevas, Jr.  
County Attorney

RAC/Imp



# MEMORANDUM

(Revised)

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and Members, Board of County Commissioners

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Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Mayor's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor  
Veto \_\_\_\_\_  
Override \_\_\_\_\_

Agenda Item No. 11(A)(3)  
9-3-14

RESOLUTION NO. \_\_\_\_\_

RESOLUTION DIRECTING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO, UPON CONSULTATION WITH THE MILITARY AFFAIRS BOARD, REQUEST AN ENHANCEMENT/MODIFICATION TO THE A-FORMS PREPARED BY THINKSTREAM, INC. UNDER CONTRACT RFP NO. 748 TO REQUIRE LAW ENFORCEMENT PROFESSIONALS TO REPORT WHETHER AN ARRESTEE SERVED IN THE U.S. ARMED FORCES; TO GIVE THIS ENHANCEMENT/MODIFICATION THE HIGHEST PRIORITY IN ANY RANKING OF PROPOSED ENHANCEMENTS/MODIFICATIONS; AND FURTHER DIRECTING THE COUNTY MAYOR OR MAYOR'S DESIGNEE TO REPORT TO THE BOARD WITHIN NINETY (90) DAYS OF THE EFFECTIVE DATE OF THIS RESOLUTION ON THE COST OF THIS ENHANCEMENT/MODIFICATION AND THE TIMEFRAME FOR ITS IMPLEMENTATION

**WHEREAS**, Miami-Dade County entered into a contract with Thinkstream, Inc. (the "Vendor"), titled "Miami-Dade County Prisoner Processing Arrest Form Automation Solution," which has been designated as Contract RFP No. 748 (the "Contract"); and

**WHEREAS**, the objective of the Contract was to automate the arrest forms used in Miami-Dade County, which are commonly known in the law enforcement community as "A-Forms," so that law enforcement professionals may move away from the currently used paper A-Forms; and

**WHEREAS**, upon the completion of its scope of work, the automated A-Forms would "make arrest information available at the correction facilities by the time the officer arrives with the arrestee, expediting the booking process, incorporating workflows, and facilitating data sharing and reporting"; and

**WHEREAS**, this Board desires to ensure that the automated A-Forms prepared by the Vendor include one or more fields in which an arresting officer must designate whether the arrestee served in the U.S. Armed Forces with such detail as the County Mayor or Mayor's designee deems appropriate after consultation with the Military Affairs Board; and

**WHEREAS**, by identifying veterans of the U.S. Armed Forces as early in the criminal justice process as possible; the County—through its Police or Corrections Departments, or in conjunction with the State Attorney's Office, Public Defender, or the Eleventh Judicial Circuit—would be assisted in ensuring that qualifying arrestees receive or are made aware of veterans' services available to arrested veterans; and

**WHEREAS**, as they have been prepared by the Vendor, the new automated A-Forms do not require law enforcement professionals to report whether an arrestee served in the U.S. Armed Forces; and

**WHEREAS**, the Contract provides a mechanism for the County to request enhancements or modifications to the new automated A-Forms, and the Board finds that it would be beneficial to revise the automated A-Forms to require law enforcement professionals to report on the A-Form whether the arrestee served in the U.S. Armed Forces,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:**

**Section 1.** The County Mayor or Mayor's designee is hereby directed to, upon consultation with the Military Affairs Board, request an enhancement or modification to the automated A-Forms prepared by the Vendor, which enhancement or modification would require an arresting law enforcement professional to report whether the arrestee served in the U.S. Armed Forces; and

**Section 2.** To the extent the County Mayor or Mayor's designee prioritize proposed enhancements or modifications to the automated A-Form product prepared by the Vendor pursuant to the Contract, the enhancement or modification proposed in this Resolution shall be given the highest priority; and

**Section 3.** The County Mayor or Mayor's designee shall report to the Board, within ninety (90) days of the effective date of this resolution, the cost of the enhancement or modification proposed in this Resolution and the timeframe for its implementation.

The Prime Sponsor of the foregoing resolution is Commissioner Jose "Pepe" Diaz and the Co-Sponsor is Commissioner Sally A. Heyman. It was offered by

Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by

Commissioner \_\_\_\_\_ and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman  
Lynda Bell, Vice Chair

Bruno A. Barreiro  
Jose "Pepe" Diaz  
Sally A. Heyman  
Jean Monestime  
Sen. Javier D. Souto  
Juan C. Zapata

Esteban L. Bovo, Jr.  
Audrey M. Edmonson  
Barbara J. Jordan  
Dennis C. Moss  
Xavier L. Suarez

The Chairperson thereupon declared the resolution duly passed and adopted this 3<sup>rd</sup> day of September, 2014. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.

MAG

Miguel A. Gonzalez